



7618 WOODMAN AVE, U
PANORAMA CITY, CA 91401
(818) 989-2773 (818) 989-
FAX (818) 989-
CAGE OR FSCM CODE (818) 989-
e-mail: wmachworks@a

QUOTE SHEET

DATE: 4/2/01
TO: TACOM ROCK ISLAND
ATTENTION: KATHY LANNAN

In response to your request for a quotation, we are pleased to quote the following:

PART #	REV	DESCRIPTION	QUANTITY	PRICE
125244402	NC	SPANNER, WRENCH	40	\$ 150.00

IF FIRST ARTICLE IS REQUIRED, AN ADDITIONAL \$1750 LOT CHARGE WILL BE ASSESSED.

Delivery is scheduled: 8-10 WKS, (DEPENDENT UPON MATERIAL AND SOURCE)

Kathy,
Please be advised that we have made these parts for Boeing-Mesa as recent as 10/13/00, under contract no. 735748. Thank you for the opportunity to quote your needs!
Sincerely,

Sabrina Sklar
Production Coordinator



7618 WOODMAN AVE, U
PANORAMA CITY, CA 91401
(818) 989-2773 (818) 981-
FAX (818) 981-
CAGE OR FSCM CODE (818) 981-
e-mail: wmachworks@a

QUOTE SHEET

DATE: 4/3/01
TO: TACOM ROCK ISLAND
ATTENTION: KATHY LANNAN

In response to your request for a quotation, we are pleased to quote the following:

PART #	REV	DESCRIPTION	QUANTITY	PRICE
12524084	G	DOG CLUTCH, R.H.	87	\$ 90.00

Delivery is scheduled: 12-16 WKS, (DEPENDENT UPON MATERIAL AND SOURCE)
(I have 40 blanks that I can get to you sooner if you need them)

Kathy,

Please be advised that we have made these parts for Boeing-Mesa as recent as 5/11/99, under contract no. 671356. **We ask that the First Article Inspection be waived**, or we would regretfully need to no bid this part as the cost to make a First Article is enormous. **We would also ask that the AE Inspection be waived**, as I would be able to use the Inspection Gage provided by Boeing.

Thank you, once again for this opportunity.

Sincerely,

Sabrina Sklar
Production Coordinator

INITIAL PRODUCT INSPECTION (IPI)

An IPI shall be performed consisting of, "First Piece Inspection", of three (3) units taken from the Initial Production Lot. Notify the ARDEC POC at least five working days prior to the start of the IPI (ARDEC representative may witness the IPI). An inspection of all dimensions must be accomplished and documented with actual measurement (check mark will not be accepted unless a calibrated gage is used, and the check mark indicates compliance with this measurement). All required certifications shall be obtained which verify compliance to the requirements. All required testing must be performed. Review and approval of the required data must be coordinated with the on-site Government Quality Assurance Representative (QAR). A letter/email will then be forwarded to the ARDEC POC, Ms. Marlys Klindt klindtm@ria.army.mil, ARDEC, ATTN: AMSTA-AR-QAW-C(R)/Ms. Marlys Klindt, Rock Island, IL 61299, with a copy furnished to the TACOM-RI PCO, with a concurrence line for the DCMC QAR once the IPI has satisfactorily been completed. This letter/email will also identify serial numbers of the parts inspected. Ms. Marlys Klindt shall be notified immediately should the contractor make any production process changes including vendor/supplier changes after the initial IPI. An ADDITIONAL IPI shall be performed whenever a CHANGE is made to the production process that may effect quality such as: tooling change, ECP or new vendor part is utilized. IPI's for additional production process changes shall identify by serial number when the new process will be cut into production units. THE APPROVAL PROCESS FOR ADDITIONAL IPI'S SHALL BE THE SAME AS APPROVAL FOR THE INITIAL IPT. Please notify the PCO at least five working days prior to commencement of the IPI to permit the QA POC to participate, if available.

ARDEC POC is Ms. Marlys Klindt, AMSTA-AR-QAW-C, 309)782-7800

DOCUMENT SUMMARY LIST

Item: WRENCH, SPANNER
 NSN: 5120-01-452-5904
 Control Number/PRON: M111S540

Identifies all first tier documents (cited in SOW) (applicable DIDs). Also included are all referenced documents (2nd, (includes DID block 10 references), 3rd and lower tier) which have been tailored.

DOCUMENT CATEGORY:

CATEGORY 0 - Unless otherwise specified in the solicitation, contract, or contract modifications, all documents are for guidance and information only.

CATEGORY 1 - The requirements contained in the directly cited document are contractually applicable to the extent specified. All referenced documents are for guidance and information only.

CATEGORY 2 - The requirements contained in the directly cited document and the reference documents identified in the directly cited document are contractually applicable to the extent specified. All subsequently referenced documents are for guidance and information only.

CATEGORY 3 - Unless otherwise specified in the solicitation, contract or contract modification, all requirements contained in the directly cited document and all reference and subsequently referenced documents are contractually applicable to the extent specified.

Document Number (Contract Reference) Applicable Tailoring	Document Title	Document Date/ Document Category
1a. MIL-STD-2549 Table DIP 4-1	Configuration Management Data Interface	30 Jun 97 Cat 2
1b. DI-CMAN-81554 (seq A001)	Configuration Change Control Data Information Packet	30 Jun 97 Cat 2

CONTRACT DATA REQUIREMENTS LIST
DD FORM 1423 (MECHANIZED)

CATEGORY: MISC SYSTEM/ITEM: WRENCH SPANNER
TO CONTRACT/PR: M111S540

- 1. SEQUENCE NUMBER
- 2. TITLE OF DATA ITEM
- 3. SUBTITLE
- 4. DATA ITEM NUMBER
- 5. CONTRACT REFERENCE
- 6. TECHNICAL OFFICE
- 7. DD 250
- 8. APP CODE
- 9. DIST STATEMENT REQUIRED
- 10. FREQUENCY
- 11. AS OF DATE
- 12. DATE OF 1ST SUBMISSION
- 13. DATE OF SUBSEQUENT SUBMISSION
- 14. DISTRIBUTION
- 15. TOTAL: DRAFT/REG/REPRO COPIES
- 16. REMARKS

-
- 1. A001
 - 2. CONFIGURATION CHANGE CONTROL*
 - 3. ENGINEERING ACTIONS
 - 4. DI-CMAN-81554
 - 5. SECTION C
 - 6. AMSTA-AR-ES
 - 7. NO
 - 8. -
 - 9. **
 - 10. ASREQ
 - 11. ---
 - 12. ASREQ
 - 13. ASREQ
 - 14. AMSTA-AR-CCL-F (ECALS)
 - 15. TOTAL 0/ 0/ 0

16. REMARKS
 PREPARE ENGINEERING ACTIONS IAW DI-CMAN-81544 AND SUBMIT ELECTRONICALLY VIA ECALS WORLDWIDE WEB PAGE [HTTP://EDMD4.PICA.ARMY.MIL/](http://EDMD4.PICA.ARMY.MIL/). *DATA INFORMATION PACKET **DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER. THE POC FOR ECALS IS LEE SADAUSKAS, AMSTA-AR-QAW, (973) 724-6626 LEES@PICA.ARMY.MIL.

APPROVED BY: STEPHEN J HANSEN, SDMO, AMSTA-AR-QAD DATE: 01/23/2001

GUIDANCE ON DOCUMENTATION OF CONTRACT REQUIREMENTS LIST (CDRL)

The following information is furnished to provide guidance with respect to the abbreviations and codes utilized in various blocks of DD Form 1423, Contract Data Requirements List.

Block 1. Sequence Number. This number is specified by DOD components in accordance with FAR Supplement Subpart 4.71.

Block 2. Title of Description of Data. This represents the title or brief description of the data. This title should be identical to the Data Item Description (DID) title with Block 3 being used for further identification, if required.

Block 3. Subtitle of Data. If the title requires further identification, a subtitle is entered.

Block 4. Authority, Data Item Number. Data item number of the DID which provides the data preparation instructions.

Block 5. Contract Reference. The specific paragraph number of the contract procurement request, system specification, or other applicable document which identifies the effort associated with the data item authorized by Block 4 above.

Block 6. Technical Office. The office that is responsible for assuring the adequacy of the data item unless this responsibility is delegated elsewhere in the contract or in Block 7 on the DD Form 1423.

Block 7. DD Form 250 Requirement. This block designates the location (contractor's facility or destination) for performance of Government inspection and acceptance. The applicable codes for inspection and acceptance are cited below. The Government activity to perform the destination acceptance task is entered in Block 14 as the first addressee.

Code	Inspection	Acceptance
SS	*Source(DD Form 250)	*Source(DD Form 250)
DD	Destination(DD Form 250)	Destination(DD Form 250)
SD	*Source(DD Form 250)	Destination(DD Form 250)
DS	Destination(DD Form 250)	*Source(DD Form 250)
LT	Letter of Transmittal only	
NO	No inspection or acceptance required	
XX	Inspection/acceptance requirements specified elsewhere in the contract.	

*Source indicates contractor's facility,

Block 8. Approval Code. Items of critical data requiring specified advanced written approval, such as test plans, are identified by an "A" in this field. This data requires submission of a preliminary draft prior to publication of the final document. When advanced approval is not required, this field is blank.

Block 9. Distribution Statement Required. The code letter corresponding to the distribution statement to be marked on the technical data item by the contractor, in accordance with DoD Directive 5230.24 and the guidance in DoD 5010.12-M.

Block 10. Frequency. The codes that appear in this block are cited below:

INSTRUCTIONS FOR COMPLETING DD FORM 1423
(See DoD 5010.12-M for detailed instructions)

FOR GOVERNMENT PERSONNEL

DD Form 1423 Reverse, JUN 90

FOR THE CONTRACTOR

Item 17. Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.

a. Group I. Definition - Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 as no cost.

Item 18. For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. These estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.

Item A. Self-explanatory.

Item B. Self-explanatory.

Item C. Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as AProvisioning, AConfiguration Management, etc.

Item D. Enter name of system/item being acquired that data will support.

Item E. Self-explanatory (to be filled in after contract award).

Item F. Self-explanatory (to be filled in after contract award).

Item G. Signature of preparer of CDRL.

Item H. Date CDRL was prepared.

Item I. Signature of CDRL approval authority.

Item J. Date CDRL was approved.

Item 1. See DoD FAR Supplement Subpart 4.71 for proper numbering.

Item 2. Enter title as it appears on data acquisition document cited in Item 4.

Item 3. Enter subtitle of data item for further definition of data item (optional entry).

Item 4. Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.

Item 5. Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).

Item 6. Enter technical office responsible for ensuring adequacy of the data item.

Item 7. Specify requirement for inspection/acceptance of the data item by the Government.

Item 8. Specify requirement for approval of a draft before preparation of the final data item.

Item 9. For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoD 5230.A24).

Item 10. Specify number of times data items are to be delivered.

Item 11. Specify as-of date of data item, when applicable.

Item 12. Specify when first submittal is required.

Item 13. Specify when subsequent submittals are required, when applicable.

Item 14. Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.

Item 15. Enter total number of draft/final copies to be delivered.

Item 16. Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14; Desired medium for delivery of the data item.

DOCUMENT SUMMARY LIST

Item: DOG, CLUTCH, RIGHT
 NSN: 1005-01-088-4403
 Control Number/PRON: P11SJCX1

Identifies all first tier documents (cited in SOW) (applicable DIDs). Also included are all referenced documents (2nd, (includes DID block 10 references), 3rd and lower tier) which have been tailored.

DOCUMENT CATEGORY:

CATEGORY 0 - Unless otherwise specified in the solicitation, contract, or contract modifications, all documents are for guidance and information only.

CATEGORY 1 - The requirements contained in the directly cited document are contractually applicable to the extent specified. All referenced documents are for guidance and information only.

CATEGORY 2 - The requirements contained in the directly cited document and the reference documents identified in the directly cited document are contractually applicable to the extent specified. All subsequently referenced documents are for guidance and information only.

CATEGORY 3 - Unless otherwise specified in the solicitation, contract or contract modification, all requirements contained in the directly cited document and all reference and subsequently referenced documents are contractually applicable to the extent specified.

Document Number (Contract Reference) Applicable Tailoring	Document Title	Document Date/ Document Category
1a. MIL-STD-2549 Table DIP 4-1	Configuration Management Data Interface	30 Jun 97 Cat 2
1b. DI-CMAN-81554 (seq A001)	Configuration Change Control Data Information Packet	30 Jun 97 Cat 2
2. ANSI/ISO/ASQC Q9003 or equivalent	Quality Systems-Model for Quality Assurance in Final Inspection and Test	18 Jul 94
3a. NCSL Z540-1 (ES7010)	General Requirements for Calibration Laboratories and Measuring and Test Equipment OR	30 Aug 94
ISO 10012-1 (ES7010)	Quality Assurance Requirements for Measuring Equipment, Part 1: Metrological Confirmation System	1992
3b. DI-QCIC-81006 (DD Form 1423)	Special Inspection Equipment Descriptive Documentation	11 Sep 89 Cat 1

CONTRACT DATA REQUIREMENTS LIST
DD FORM 1423 (MECHANIZED)

CATEGORY: MISC SYSTEM/ITEM: DOG, CLUTCH, RIGHT
TO CONTRACT/PR: P11SJCX1

- | | | | |
|----------------------------|----------------|-----------------------------------|-----------------------|
| 1. SEQUENCE NUMBER | | 14. DISTRIBUTION | DRFT/REG/REPRO COPIES |
| 2. TITLE OF DATA ITEM | | | |
| 3. SUBTITLE | | | |
| 4. DATA ITEM NUMBER | | | |
| 5. CONTRACT REFERENCE | | | |
| 6. TECHNICAL OFFICE | 7. DD | 8. APP | 9. DIST STATEMENT |
| | 250 | CODE | REQUIRED |
| 10. FREQUENCY | 11. AS OF DATE | | 15. TOTAL: |
| 12. DATE OF 1ST SUBMISSION | | 13. DATE OF SUBSEQUENT SUBMISSION | |
| 16. REMARKS | | | |

-
- | | | | |
|----------------------------------|---------|--------------------|-------------------|
| 1. A001 | | 14. AMSTA-AR-CCL-F | / / |
| 2. CONFIGURATION CHANGE CONTROL* | | (ECALS) | / / |
| 3. ENGINEERING ACTIONS | | | |
| 4. DI-CMAN-81554 | | | |
| 5. SECTION C | | | |
| 6. AMSTA-AR-ES | 7. NO | 8. - | 9. ** |
| 10. ASREQ | 11. --- | | 15. TOTAL 0/ 0/ 0 |
| 12. ASREQ | | 13. ASREQ | |

16. REMARKS
 PREPARE ENGINEERING ACTIONS IAW DI-CMAN-81544 AND SUBMIT ELECTRONICALLY VIA ECALS WORLDWIDE WEB PAGE [HTTP://EDMD4.PICA.ARMY.MIL/](http://EDMD4.PICA.ARMY.MIL/). *DATA INFORMATION PACKET **DISTRIBUTION STATEMENT WILL BE ASSIGNED AND IMPLEMENTED BY THE DOD CONFIGURATION MANAGER. THE POC FOR ECALS IS LEE SADAUSKAS, AMSTA-AR-QAW, (973) 724-6626 LEES@PICA.ARMY.MIL.

-
- | | | | |
|--|---------|------------------|-------------------|
| 1. A002 | | 14. AMSTA-AR-QAC | (1) / 1/ |
| 2. SPECIAL INSPECTION EQUIPMENT DESCRIPTIVE DOC. | | (D) | / / |
| 3. AIE DESIGN DOCUMENTATION | | QAR | / / |
| 4. DI-QCIC-81006* | | CO (LT ONLY) | / / |
| 5. SECTION E | | AMSTA-AR-QAW-C | (2) / / |
| 6. AMSTA-AR-QA | 7. XX | (LT ONLY) (R) | / / |
| 8. A | | | |
| 9. N/A | | | |
| 10. ONE/R | 11. N/A | | 15. TOTAL 0/ 1/ 0 |
| 12. ** | | 13. WHEN REV. | |

16. REMARKS
 * BLOCK 4: DO NOT ADDRESS PARAGRAPHS 10.1, 10.2, 10.4.1(f) AND 10.4.2. IGNORE ALL REFERENCE TO THE WORD "SPECIAL" IN DID. SUBMIT FOR ALL CRITICAL, SPECIAL AND MAJOR CHARACTERISTICS IN SPECIFICATION OR QAP. ** BLOCK 12: SUBMIT 30 DAYS PRIOR TO FA, OR PRODUCTION, IF FA IS WAIVED. THE GOVERNMENT WILL RESPOND WITHIN 30 DAYS OF RECEIPT OF ORIGINALS AND REVISIONS. REVISIONS ARE TO BE SUBMITTED WITHIN 10 DAYS OF RECEIPT OF GOVERNMENT RESPONSE. IF DOCUMENTATION WAS APPROVED ON PRIOR CONTRACT AND NO CHANGES WERE MADE, SUBMIT

C. L. (W) 0002AA

ONLY EVIDENCE OF PRIOR APPROVALS.

email: (1)aie-qac@pica.army.mil (2)amsta-ar-qa-cdrl@ria-emh2.army.mil

Text:Microsoft Office 97

Drawings:AutoCAD-Release 14(Expressed mailed hard copies will be accepted)

Files may be compressed using ZIP program.

WARNING: Large packages may cause delays in delivery using mail internet.

Email subject line must contain end item nomenclature.

APPROVED BY: STEPHEN J HANSEN, SDMO, AMSTA-AR-QAD

DATE: 08/14/2000

C L W 0002 RA

INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions)

FOR GOVERNMENT PERSONNEL

- Item A.** Self-explanatory.
- Item B.** Self-explanatory.
- Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as AProvisioning, AConfiguration Management, etc.
- Item D.** Enter name of system/item being acquired that data will support.
- Item E.** Self-explanatory (to be filled in after contract award).
- Item F.** Self-explanatory (to be filled in after contract award).
- Item G.** Signature of preparer of CDRL.
- Item H.** Date CDRL was prepared.
- Item I.** Signature of CDRL approval authority.
- Item J.** Date CDRL was approved.
- Item 1.** See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2.** Enter title as it appears on data acquisition document cited in Item 4.
- Item 3.** Enter subtitle of data item for further definition of data item (optional entry).
- Item 4.** Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5.** Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6.** Enter technical office responsible for ensuring adequacy of the data item.
- Item 7.** Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8.** Specify requirement for approval of a draft before preparation of the final data item.
- Item 9.** For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoD 5230.r24).
- Item 10.** Specify number of times data items are to be delivered.
- Item 11.** Specify as-of date of data item, when applicable.
- Item 12.** Specify when first submittal is required.
- Item 13.** Specify when subsequent submittals are required, when applicable.
- Item 14.** Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15.** Enter total number of draft/final copies to be delivered.
- Item 16.** Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14; Desired medium for delivery of the data item.

FOR THE CONTRACTOR

- Item 17.** Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.
- a. Group I. Definition - Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing and administration) but which is required by DD Form 1423.
- Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.
- b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.
- Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.
- c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.
- Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.
- d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.
- Estimated Price - Group IV items should normally be shown on the DD Form 1423 as no cost.
- Item 18.** For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. These estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.

GUIDANCE ON DOCUMENTATION OF CONTRACT REQUIREMENTS LIST (CDRL)

The following information is furnished to provide guidance with respect to the abbreviations and codes utilized in various blocks of DD Form 1423, Contract Data Requirements List.

Block 1. Sequence Number. This number is specified by DOD components in accordance with FAR Supplement Subpart 4.71.

Block 2. Title of Description of Data. This represents the title or brief description of the data. This title should be identical to the Data Item Description (DID) title with Block 3 being used for further identification, if required.

Block 3. Subtitle of Data. If the title requires further identification, a subtitle is entered.

Block 4. Authority, Data Item Number. Data item number of the DID which provides the data preparation instructions.

Block 5. Contract Reference. The specific paragraph number of the contract procurement request, system specification, or other applicable document which identifies the effort associated with the data item authorized by Block 4 above.

Block 6. Technical Office. The office that is responsible for assuring the adequacy of the data item unless this responsibility is delegated elsewhere in the contract or in Block 7 on the DD Form 1423.

Block 7. DD Form 250 Requirement. This block designates the location (contractor's facility or destination) for performance of Government inspection and acceptance. The applicable codes for inspection and acceptance are cited below. The Government activity to perform the destination acceptance task is entered in Block 14 as the first addressee.

Code	Inspection	Acceptance
SS	*Source(DD Form 250)	*Source(DD Form 250)
DD	Destination(DD Form 250)	Destination(DD Form 250)
SD	*Source(DD Form 250)	Destination(DD Form 250)
DS	Destination(DD Form 250)	*Source(DD Form 250)
LT	Letter of Transmittal only	
NO	No inspection or acceptance required	
XX	Inspection/acceptance requirements specified elsewhere in the contract.	

*Source indicates contractor's facility,

Block 8. Approval Code. Items of critical data requiring specified advanced written approval, such as test plans, are identified by an "A" in this field. This data requires submission of a preliminary draft prior to publication of the final document. When advanced approval is not required, this field is blank.

Block 9. Distribution Statement Required. The code letter corresponding to the distribution statement to be marked on the technical data item by the contractor, in accordance with DoD Directive 5230.24 and the guidance in DoD 5010.12-M.

Block 10. Frequency. The codes that appear in this block are cited below:

ANNLY	Annually	ASGEN	As generated*
ASREQ	As required*	BI-MO	Every 2 months
BI-WE	Every 2 weeks	DAILY	Daily
DFDEL	Deferred Delivery	MTHLY	Monthly
ONE/P	One Preliminary	ONE/R	One time with revisions
QRTLY	Quarterly	R/ASR	Revision as required*
SEMIA	Every 6 months	WEKLY	Weekly
XTIME**	Number of time to be submitted (1TIME, 2TIMES, etc.)		

*Use of these codes requires further explanation in block 16 to provide the contractor with guidance necessary to accurately price the deliverable data item.

**A number must be inserted in place of the "X".

Block 11. As of Date (AOD). When data is submitted only once, this block indicates the number of days the data is to be submitted prior to the end of the reporting period; e.g., "15" would place the AOD for this report as 15 days before the end of each month, quarter, or year depending on the frequency established in Block 10; "0" places the AOD at the end of the month, quarter, or year. Further guidance is shown in Block 13 or 16 as required.

Block 12. Date of First Submission. This block indicates the initial data submission date (Year/Month/Day). When the contract start date has not been established, this block indicates the number of days after the contract start date that the data is due; e.g., 30 days after contract (DAC). Further information, if required is contained in Block 13. "DFDEL" indicates deferred delivery.

Block 13. Date of Subsequent Submission/Event Identification. When data is submitted more than once, the date(s) of subsequent submission(s) is indicated in this block. Example: "Not later than (NLT) 15 days before start of production"; "45 days before first article", etc.

Block 14. Distribution and Addressees. Addressees and number of copies (draft/regular/reproducible) to be forwarded to each addressee as cited in this block. Addressees are indicated by office symbols (i.e., AMSIO-XYZ). A list explaining these symbols and their addressees is attached to the form. When reproducible copies are required, the type of copies required will be cited in this block or Block 16.

NOTE: Unless otherwise cited in Block 10 of DD Form 1664, entries in Blocks 3 through 9 on DD Form 1664, Data Item Descriptions, are for information purposes only and are not contractually binding.

NOTE: It is required that data items be delivered using electronic media. Where possible electronic transmission (e-mail) is the most preferred method. Refer to the Contract Data Requirements List (CDRL), DD Form 1423 for more specific information (i.e., e-mail addresses, etc.)

For narrative kinds of reports, submission of a 3 1/2 inch disk in Rich Text Format (RTF), Microsoft Word or by e-mail is acceptable.

For spreadsheets or database kinds of reports, the acceptable software packages would be Microsoft Office products, i.e., Access or Excel. If these packages are not available, the information could be forwarded using a word processing kind of document saved in a Rich Text Format (RTF).