U. S. ARMY / TACOM-RI (B14)
WEB-BASED COMMERCIAL ASSET VISIBILITY (CAV)
5 JUNE 00

1.0 BACKGROUND.

The Commercial Asset Visibility (CAV) application provides an automated method of tracking Government owned reparable assets as they flow through the repair cycle at the contractor's repair facility. The main purpose of CAV is to provide an inventory management system for reparable assets while they are at commercial repair vendors. However, CAV also provides the U.S. Army Item Managers (IMs) with visibility of their repairable items throughout the various stages of the repair cycle, and provide the U.S. Army with the current status of the assets being repaired. In the past, a monthly status report was sufficient, but in a time of declining resources and availability of enhanced technology it has become possible and essential to track each asset undergoing repair in near real-time. CAV, Version 2.2, is a Web-based system that allows the contractor to report transactions as they occur while older versions reported the status using a single batch processing technique. These transactions automatically update the CAV database at each U.S. Army Major Subordinate Command (MSC)/Inventory Control Point (ICP). However, the incorporation of Web-based technology and a Windows based operating environment will allow each U.S. Army MSC/ICP and the repair vendor immediate access to the repair data. An integrated Oracle relational database allows the commercial repair vendors to access their repair data to produce a variety of status and activity reports.

2.0 OBJECTIVE.

The objective of this SOW is to identify specific actions or tasks that are required to fulfill the CAV contractual reporting requirements. CAV has been designed to support a wide range of transaction reporting to achieve timely resolutions of financial or inventory imbalances, and to provide specific asset tracking and accountability while materiel is at a commercial repair facility. CAV also provides the means to track materiel in transit to and from each contractor's facility and allows daily transaction reporting while minimizing workload impacts on contractor personnel. IMs who are directly responsible for maintaining adequate reparable stock levels, depend on timely and accurate information. The data entry that the contractor provides allows the IM to make sound decisions regarding the induction of assets for repair, purchase new assets, or reallocate repairables to satisfy priorities. **Contractors must report transactions accurately and promptly for CAV to be effective.**

3.0 SCOPE.

The following transactions shall be performed and reported by the contractor:

A. Receipt of Asset
   1) On Contract
   2) Not on Contract
   3) Procurement
   4) "A" Condition
   5) Litigation (Not used by the U.S. Army)
   6) Rotable Pool (Not used by the U.S. Army)
   7) Loaned Asset (Not used by the U.S. Army)
B. Report of Discrepancy (ROD) Notification
C. Induction
D. Items Awaiting Parts/Administrative Delay
E. Re-induction
F. Items that are Beyond Economic Repair (BER) or Maintenance Expenditure Limit (MEL)
G. Survey/Scrap Item
H. Completion
I. Shipment(s)/Bulk Shipment(s)
J. Proof of Shipment (POS)
K. Reversal
L. Delete a Receipt (Not used by the U.S. Army)
M. Print DD Form1348-1A

Some of the Utility and Report Functions are as follows:

N. Print Materiel Movement Document (MMD)
O. Print CAV Inventory Label (IL)
P. Print Repair History Reports
Q. Print Awaiting Parts Report
R. Print Proof of Shipment Reports
S. Perform Item Maintenance
T. Print Report of Discrepancies (RODs)
U. Add and Delete Carriers

4.0 METHOD OF REPORTING.

The contractor's reporting shall conform to the following procedures. The key to effective CAV reporting is the document number. The Repair Cycle Document Number (RCDN) is a unique tracking number that is assigned to each asset when it is received and entered into the CAV system. The RCDN remains with that component throughout the repair process. (NOTE: There is an option on the receipt screen to allow entry of the contractor's cross reference/internal tracking number for each unit. This option allows up to 25 characters and is automatically associated to a particular RCDN). The RCDN consists of 14 characters. Characters 1 through 6 are the contract/delivery order unique Department of Defense Activity Address Code (DODAAC), characters 7 through 10 are the Julian date of the transaction, and characters 11 through 14 are a sequential serial number (example: CH0ABC-9334-0001). The receipt will be entered into CAV using the document number identified on the DD Form 1348/packing slip, the National Item Identification Number (NIIN) actually received, the Routing Identifier Code (RIC) of the activity from which the item was received, and the quantity actually received. For example, upon receipt of three assets on the same paperwork the contractor will enter a receipt transaction for a quantity of three and the computer will create three RCDNs. Each one of these RCDNs will be printed on a separate CAV Materiel Movement Document (MMD) or Inventory Label (IL), see Attachment 1. [CAV requires that the contractor maintain the RCDN identity of all assets on hand. There are a number of alternative methods to satisfy the requirements and the MMD/IL is provided as an option. More specific guidance is contained in subparagraph 4.a. (1).] With the exception of the receipt-processing frame, all CAV transactions require that this unique document number be entered first to process updates. **(NOTE: If you enter a contractor cross reference/internal tracking number into CAV, this number can be used in lieu of the RCDN).** The following actions are to be reported by the contractor.

A. Receipt of Assets

1) **Receipt--Materiel on contract (exceptions: Litigation and Rotable Pool / Loaned Assets).** The following are examples:

(a) Any materiel received on a Document Number beginning with W52H09 and ending with an H2_ _ serial number as annotated in repair contract(s) or if specifically instructed in a new production/manufacturing contract, those assets receipted on that contract's unique Document Number(s).

(b) Materiel received from the U.S. Army/Federal Supply System or directly from a field activity, which is listed as a repair candidate on the repair contract.

(c) When directly notified by the U.S. Army MSC/ICP to input unique receipts. These instances should be minimal.

NOTE: Should you have any questions regarding any CAV receipt inputs, please contact your U.S. Army MSC/ICP Point of Contact (POC) for assistance.

Enter the following data:

- Source Document Number,
- NIIN,
- RIC for where the materiel was shipped from,
- Unit of issue (defaults to "EA"),
- Quantity (defaults to "1"),
- Date materiel was received (defaults to current date),
- Contract number,
- Delivery Order number,
- Contract Line Item Number (CLIN), and
- Date of contract/D.O. award

2) **Receipt--Materiel Not on Contract.**
Using the CAV system, report all U.S. Army owned materiel received at your facility from the Federal Supply System or directly from the field user, that is not identified as materiel on contract or candidates for repair. If you receive materiel that is not listed as a repair candidate on an existing contract, receive it in CAV as materiel not on contract, notify the Procuring Contracting Officer (PCO), and request disposition instructions from the appropriate managing activity. Enter the following data:

- Source Document Number,
- NIIN/PN,
- RIC for where the materiel was shipped from,
- Unit of issue (defaults to "EA"),
- Quantity (defaults to "1") and,
- Date materiel was received (defaults to current date).

This receipt applies to all misidentified/misdirected materiel, as well as PQDR exhibits, warranted items, and excess/residual assets.

3) **Receipt of Rotable Pool/Loaned Assets.** Rotable Pool assets remain on the MSC/ICP's accountable records and are laid-in by the government to a repair facility to be used in support of the repair of an end item or next higher assembly. **The U.S. Army does not use Rotable Pools of this type; therefore, this type of CAV reporting will not be utilized.** Loaned assets are Government Furnished Property (GFP) and may be either Special Tools and/or Special Test Equipment provided by the government to a repair facility to assist during the manufacturing or repair process. **As a rule, the U.S. Army does not facilitize contractors with capital equipment; therefore, this type of CAV reporting will not be utilized.** Information required by the contractor for the receipt of Rotable Pool/Loaned assets include:

- Source Document Number,
- NIIN,
- RIC of where materiel was shipped from,
- Unit of issue (defaults to EA),
- Total quantity (defaults to"1"),
- Contract/D.O., receipt type (rotable or loaned), and
- Date materiel was received (defaults to computer date).

B. **Report of Discrepancy (ROD) Notification.** RODs are used to reconcile the U.S. Army MSC's files for NIIN and quantity discrepancies. A skeletonized ROD must be entered when there is a discrepancy between the paperwork accompanying the units and the units themselves (NIIN or quantity mismatch). **This transaction does not eliminate the requirement to complete the Standard Form (SF) 364 and sending it to MSC/ICP when there is a discrepancy.**

C. **Induction.** An Induction transaction is reported at the time the unit actually goes into repair. Information that must be entered by the contractor during the Induction process includes:

- RCDN or contractor cross reference/internal tracking number,
- Date inducted (defaults to computer date),
- New NIIN (if configuration upgrade is applicable).

Verify accuracy of:

- Delivery Order number,
- Delivery Order date, and
- Contract Line Item Number (CLIN).

The asset Repair Turnaround Time (RTAT) starts with the Induction transaction. However, if the NIIN changes as a result of repair, the new NIIN will be identified when reporting the induction. Appropriate internal records should be annotated with the new NIIN to avoid confusion when reporting later transactions. Information entered at the time of receipt will be carried forward to the induction transaction. Therefore, inputs will be minimal.

D. **Awaiting Parts.** The Awaiting Parts (AWP) transaction is to be entered only when the contractor is awaiting piece parts necessary to perform repair of a unit and the contract delivery schedule will be impacted causing a delay in delivery. When entering this transaction, the contractor annotates if the part(s) required to accomplish the repairs are Government Furnished Materiel (GFM), or Contractor Furnished Materiel (CFM). Information from the Receipt and Induction transaction screens is carried forward to the Awaiting Parts transaction screen and only minimal data inputs are required. Required information to be entered by the contractor during the Awaiting Parts transaction includes:

- RCDN or contractor cross reference/internal tracking number,
- Date determined for Awaiting Parts (defaults to computer date) and,
- How parts are being supplied (GFM, CFM or both).

The Total Cycle Time (TCT) includes AWP time, however the Repair Cycle Time (RCT) is computed without incorporating AWP days.

E. **Re-induction of Asset for Repair.** Following the receipt of the necessary piece parts, the asset is Re-inducted into maintenance and the appropriate CAV data transactions are entered into the CAV system. Again, the previously entered information from the Receipt, Induction and Awaiting Parts screens is carried forward to the Re-induction screen; therefore, data inputs are minimal. The asset RTAT continues from the Induction transaction. Information to be entered by the contractor during the Re-induction into repair transaction includes:

- RCDN or contractor cross reference/internal tracking number, and
- Date unit is re-inducted into repair (defaults to computer date).

F. **Beyond Economic Repair Request.** This transaction is to be entered into CAV after an item has been reported as received, and the contractor determines that it is Beyond Economic Repair (BER) or beyond the Maintenance Expenditure Limit (MEL). This is strictly an informational transaction that allows the appropriate ICP personnel to review the transaction, and to direct appropriate action. Because it is informational, it is not processed to the U.S. Army's inventory and financial files. But this notification transaction must be entered prior to the Survey/Scrap Materiel transaction being made. BER/MEL determination date is required (defaults to current date). **This transaction does not eliminate the requirement to notify Defense Contract Management Agency (DCMA) or U.S. Army MSC/ICP of assets to be condemned/scrapped.**

G. **Survey/Scrap Materiel.** The Survey/Scrap transaction should be entered for units authorized by DCMA or U.S. Army MSC/ICP to become scrap (BER/MEL). This transaction can be entered prior to or after induction into repair, but only after DCMA or U.S. Army MSC/ICP has authorized scrap action. Information required by the contractor is:

- RCDN or contractor cross reference/internal tracking number and
- Date scrap (BER/MEL) was authorized (defaults to computer date).

H. **Completion of Repair.** Once an asset has completed the repair process and is in "ready for issue" condition (DD Form 250 is signed), a Completion transaction will be processed. Information from previous screens is carried forward to the Completion transaction and only minimal data inputs are required. Information required by the contractor is:

- RCDN or contractor cross reference/internal tracking number, and
- DD Form 250 date and DD Form 250 number, or
- Completion date (defaults to computer date).

If Rotable Pool assets apply to your contract, a determination must be made on the Completion screen as to whether the asset is, or is not, being returned to the Rotable Pool for future installation into the next higher assembly. The asset RTAT is turned off with the Completion transaction.

I. **Materiel Shipment.** The shipment-processing screen provides the capability to report a variety of different shipping transactions:

- Shipment of repaired materiel to the U.S. Army/Federal Supply System, or directly to a user in the field,
- Shipment of condemned/scrap (BER/MEL) materiel.
- Shipment of misdirected/misidentified materiel to the U.S. Army/Federal Supply System or another contractor.
- Shipment as GFM (materiel shipped in place for contractor's use). The U.S. Army MSC/ICP will direct this type of shipment in the applicable contract.
- Shipment of Rotable Pool assets.
- Shipment of Loaned asset.

Information from the Receipt, Induction, Awaiting Parts, Re-induction into repair, DD Form 1348-1A Shipping Document, and Completion transactions, are carried forward to the shipment screen, therefore, only the entry of new data will be required. Information required by the contractor is:

- RCDN or contractor cross reference/internal tracking number,
- DD Form 250 number (if not entered at time of the Completion transaction),
- DD Form 250 date (if not entered at time of the Completion transaction), and
- Shipment date (defaults to computer date).

J. **Proof of Shipment (POS).** POS is used to reconcile U.S. Army's records for Stock in Transit (SIT) issues created when there is no matching receipt from the designated contract ship to point/depot. POS is an optional entry; however, each U.S. Army MSC/ICP has the option to mandate this entry either by telephone or letter when experiencing problems with shipments made by the contractor develop. POS entries by the contractor can be a time saving step for the vendor and the U.S. Army if an asset is lost in transit and must be traced.

K. **Reverse a Previously Reported Transaction.** This transaction returns the asset to the previous transaction/condition code. Only one transaction can be reversed at a time. To accomplish a reversal the asset must be receipted in CAV.

L. **Delete a Receipt.** This transaction is not authorized for U.S. Army contractor use.

M. **Print/Reprint a DD Form 1348 Shipment Document.** A DD Form 1348-1A Shipping Document must be prepared on the CAV system for each unit being shipped from the contractor's facility, regardless of destination. A sample DD Form 1348-1A is provided as Attachment 2. The entire form, complete with bar coding, will be printed on the laser printer. Information required to be entered by the contractor for each DD Form 1348-1A Shipping Document includes:

- DODAAC of the activity to which you will be shipping the unit (contained in Section B of the repair contract); will differ in the event of a diversion or reconsignment,
- Shipment Document Number (contained in Section B of the repair contract); will change in the event of a diversion or reconsignment,
- Mark for, and
- Item nomenclature.

The DD Form 1348-1A replaces the DD Form 250 as a shipping document only. The DD Form 250 may still be required for Inspection and Acceptance as well as payment purposes. **The DD Form 250 is NOT to accompany shipment of materiel.** Distribution of DD Form 1348-1A is as follows:

- When shipping a single unit -- Copy of DD Form 1348-1A inside the package with the unit and a copy of DD Form 1348-1A affixed to outside of shipping container.
- When shipping a multipack -- A Copy of the DD Form 1348-1A inside each individual container with unit, a copy of the DD Form 1348-1A attached to outside of the individual unit container within the multipack. And a copy of DD Form 1348-1A for each unit being shipped attached to outside of the multipack container. Multipacks must be clearly labeled as such on the outside of the shipping container.

NOTE: In the event of the CAV printer is inoperable, the DD Form 1348-1A will be typed manually until the printer is fixed or replaced. Formats for DD Form 1348-1A are provided as Attachment 3. The request to print a DD Form 1348-1A must still be activated with CAV in order to generate and forward a PMRC to the U.S. Army/Federal Supply System for advanced notification of shipment. Also, within CAV, sequence logic makes it mandatory for a DD Form 1348-1A to be activated prior to a shipment transaction being entered into CAV.

5.0 HARDWARE.

Following the transition to Web-based CAV, the U.S. Army's requirement for unique contractor furnished property (CFP); i.e. dedicated hardware, software, and phone line will not exist. CAV Version 2.2 is designed to be accessible using Netscape Navigator on a Windows 95 or Windows NT platform. Netscape Navigator was selected because of its 128-bit encryption capability, and DoD certification. The following hardware is required to support CAV reporting:

Minimum System Requirements using Windows 95:

- IBM compatible PC (486-DX66 or higher)
- 16 MB RAM
- 540 MB hard drive
- VGA Monitor
- 28.8 K BPS or faster data transmission modem, or connection to WAN
- Mouse
- Laser Printer, 4 PPM or faster, 300 DPI resolution (must support True Type font)
- Surge suppressor or UPS with built in surge protection

For Windows NT:

- IBM compatible PC (66 MHz Pentium)
- 32 MB RAM
- 540 MB hard drive
- VGA monitor
- 28. K BPS or faster data transmission modem, or connection to WAN
- Mouse
- Laser Printer, 4 PPM or faster, 300 DPI resolution (must support True Type font)
- Surge suppressor or UPS with built in surge protection

6.0 SOFTWARE.

The following software is required to accomplish CAV Web-based reporting:

- Operating System: Windows 95 or Windows NT
- Netscape Web Browser, Version 4.0 or greater

There are two CAV reporting connection options using a contractor provided PC. They are as follows:

1. Connect to the CAV server via internet access
2. Connect to the CAV server via a local internet service provider

Restrictions: CAV Web-based software will reside on the U.S. Army mid-tier server. CAV software changes will be made at the mid-tier server and they will be available to the repair vendor upon log-on to the CAV system. Changes to CAV software by the commercial repair vendors are not authorized.

7.0 INTERNET SERVICE PROVIDER ACCOUNTS FOR CAV REPORTING.

The contractor shall have, or shall obtain, an Internet Server Provider (ISP) account for CAV reporting. CAV status reporting will be made to U.S. Army MSC/ICP via the Internet using the CAV software. A telephone line must be within reach of the CAV operator to allow verbal instructions during data entry. This line does not have to be a dedicated direct phone line.

8.0 CAV SECURITY REQUIREMENTS.

Contractor's utilizing/accessing the U.S. Army CAV System must comply with the following security guidelines:

A. Designate a Terminal Area Security Officer (TASO) and CAV II data entry personnel by completing Attachment 6 ("REQUEST FOR SYSTEM AUTHORIZATION-WEB CAV" form). A copy of this form should be sent to the USA CECOM LSSC, ATTN: AMSEL-SE-BSD-LS-TE, (Howard Smith, IANO), 1222 Spruce Street, St. Louis, MO 63103-2818 (Facsimile: 1-314-331-4455) and an additional copy should accompany your firm's price/cost proposal. The TASO will be responsible for ensuring that the contractor's personnel comply with all security requirements as listed in this section.

B. Maintain a copy of TASO designation and List of Authorized Users to be presented upon request.

C. Challenge any unauthorized personnel attempting to utilize CAV in any way.

D. Ensure that the terminals are utilized to process only data authorized to the user.

E. Report all accidental unauthorized access to systems/files/data to your U.S. Army POC.

F. Notify your U.S. Army POC of any changes in your CAV data entry personnel.

9.0 RECONCILIATION REQUIREMENTS.

The U.S. Army MSC/ICP will be actively resolving CAV Observed Differences (CODs) and tracking Stock-in-Transit (SIT) discrepancies. If the U.S. Army MSC/ICP does not possess the data required to resolve CODs and/or SIT discrepancies, responsible U.S. Army personnel will contact contractor personnel for assistance. The contractor will be contacted as a last resort and full cooperation is expected.

Six months after CAV implementation at your facility you may submit a request for a waiver to the Monthly Repair Status Report specified in your contract(s). Your request for waiver to the Monthly Repair Status Report is to be submitted to your MSC/ICP PCO with a copy furnished to the CAV POC/system deployment administrator. The MSC/ICP will review this request. COD rates must be less than 2%; a pattern of consistent, timely and accurate reporting is required; and open SIT must be at a minimum in order for your waiver to be considered. Failure to maintain performance will result in a re-establishment to provide Monthly Repair Status Reports.

10.0 CAV IMPLEMENTATION PROCEDURES.

The contractor will provide a complete and accurate copy of their Accountable Records at least one week prior to scheduled implementation to the U.S. Army MSC/ICP Deployment Lead. This product will cite all MSC/ICP owned assets to include those on contract units by contract, DO, and CLIN, as well as those not on contract units, i.e. misdirected assets, warranted items, PQDR exhibits, and excess/residual materiel.

A. The quantity of a CAV Receipt transaction will equal the total quantity of assets on-hand for a particular NSN/NIIN, i.e., "F", "M", "G", "H", "A", and "J" condition code quantities added together for a summed total. This total quantity will be obtained from the Accountable Inventory Records.

B. Implementation Receipt transactions for assets in "F", "M", "G", "H", and "A", condition codes will be input to the CAV system utilizing the "RECEIPT OF MATERIEL ON CONTRACT" transaction.

C. Implementation Receipt transactions for assets in "J" code, misidentified/misdirected assets, etc. will be input to the CAV system utilizing the "RECEIPT OF MATERIEL NOT ON CONTRACT" transaction.

D. Implementation Receipt transactions for Litigation and Rotable Pool/Loaned assets will not be input to the CAV system for U.S. Army contractors.

E. Implementation Receipt transaction document numbers will equal CH0ABC-9001-0001, CH0ABC-9001-0002, CH0ABC-9001-0003, etc. What this means is that there will be one CAV receipt transaction document number assigned to each asset for the total quantity on-hand for that NSN/NIIN.

F. The date field within the CAV system will be set to the current date of the current year for processing Implementation Receipt transactions. This date indicates opening inventory in the U.S. Army MSC/ICP's mainframe records.

G. The received from field will reflect the actual location whenever possible on all receipts.

To aid in the Implementation process, MMD/ILs with the unique RCDN will be generated within the CAV system, as the Implementation Receipt transactions are input. An MMD/IL will be generated for every unit receipted. The MMD/IL will physically be attached to each unit for tracking purposes during the Implementation process. The DCMA Property Administrator (PA) will review results of this inventory/ "tagging" process. Differences will be resolved to the satisfaction of the PA and the MSC/ICP. If the inventory records need to be adjusted to bring them into agreement with the results of the inventory, the contractor and PA will accomplish this with no effect on CAV. If changes to the Implementation Receipt transaction are required, increases will be processed as new receipts and decreases will be processed as adjustments to the original Receipt transaction. (Neither of these adjustments to the Implementation transactions is authorized unless directed by the MSC/ICP. MSC/ICP will be notified of all inventory discrepancies and corrective action taken. CAV detailed records will allow MSC/ICP to monitor adjustments to Implementation transactions.)

H. When the MMD/IL is attached to the units, verify the actual condition code of the units for additional input into the CAV system.

I. Once the MMD/IL has been attached and the actual condition codes verified the necessary transactions must be input to the CAV system for each unit, i.e. Induction, Completion, etc.

J. The transaction dates will reflect actual dates of occurrences for these additional transactions (Inductions, Completions, etc.) whenever possible.

K. Once the CAV database has been updated to reflect actual status of each unit, the Inventory Count by NIIN by Condition Code and the General Active File reports will be printed. These reports will be utilized by DCMA to ensure all transactions have been input and processed accurately during the Implementation inventory. DCMA will be requested to send U.S. Army MSC/ICP a certification letter in regards to the accuracy and completeness of the inventory.

11.0 PROBLEM RESOLUTION.

Although the CAV system is designed to provide fault-free operations, there may be times when problems do occur. The types of problems incurred are too varied to list in this SOW. When you experience a problem with CAV, do the following:

A. Note the window at which the failure occurred.

B. Check to ensure all equipment is powered on.

C. Check all wires and hookups to see if they are connected properly (e.g., are they plugged properly and are they snug).

D. If there are still problems, contact your CAV point of contact as designated in your contract.

12.0 DELIVERABLES.

Daily transactions/reporting shall be submitted via the Web as status changes occur.

13.0 DELIVERABLE SCHEDULE.

Deliverable reports shall be submitted as described earlier in this SOW.

14.0 PLACE OF PERFORMANCE.

The work shall be performed at the contractor's facility.

15.0 TRAVEL.

Travel by contractor employees is not required.

16.0 PERIOD OF PERFORMANCE.

The period of performance is from the date of Implementation and will extend for a period of one year, unless otherwise negotiated/contracted.

CAV SOW GLOSSARY AND CONDITION CODES.

The following acronyms are contained in this Statement of Work. If you have additional acronyms to research you can access this web page: http://www.AcronymFinder.com.

ADP	Automated Data Processing
AWP	Awaiting Parts
BER	Beyond Economical Repair
CAV	Commercial Asset Visibility
CDRL	Contract Data Requirements List
CFM	Contractor Furnished Materiel
CLIN	Contract Line Item Number
CODS	CAV Observed Differences
CPU	Central Processing Unit
DCMA	Defense Contract Management Agency
DODAAC	Department of Defense Activity Address Code
EA	Each
GFE	Government Furnished Equipment
GFM	Government Furnished Materiel
GFP	Government Furnished Property
IMs	Item Managers
ISP	Internet Service Provider
MEL	Maintenance Expenditure Limit
MMD	Materiel Movement Document
MRSR	Monthly Repair Status Report
MSC/ICP	Major Subordinate Command/Inventory Control Point
NIIN	National Item Identification Number
NSN	National Stock Number
PA	Property Administrator (DCMA)
PC	Personal Computer
PCO	Procuring Contracting Officer
PMRC	Pre-positioned Materiel Receipt Card
P/N	Part Number
POC	Point of Contact
POS	Proof of Shipment
RCDN	Repair Cycle Document Number
RCT	Repair Cycle Time
ROD	Report of Discrepancy (SF 364)
Rotable Pool	Government assets at the contractor's repair facility used to support repair of end item; rotable pool assets are repaired and used for the next asset repair
RTAT	Repair Turnaround Time
SIT	Stock In Transit
SOW	Statement of Work
TASO	Terminal Area Security Officer
TCT	Total Cycle Time

Condition Codes:

A	Serviceable (Ready for Issue)
F	Unserviceable (Economically repairable materiel)
G	Unserviceable (Awaiting parts/Administrative delay)
H	Unserviceable (Condemned/Scrap)
J	Suspended (Materiel suspended from issue pending condition classification when the true condition is not known)
L	Litigation (Asset suspended/held pending determination)
M	Suspended (In repair at contractor's facility)

IMPLEMENTATION HIGHLIGHTS

SUBJECT: CAV II Implementation (follows initial contract award)

1. The quantity on an implementation receipt transaction will equal the total quantity of assets on-hand for a particular NSN, i.e., "F", "M", "G", "H", "A", roto pool "A"*, and "J" condition code quantities added together for a sum total. This total quantity will be obtained from the contractor's accountable inventory records.

a. Implementation receipt transactions for assets in "F", and roto pool "A"* condition codes will be input to the CAV II system, utilizing the **"RECEIPT OF MATERIAL ON CONTRACT"** screen.

b. Implementation receipt transactions for assets in "J" condition code, PQDR/EIR exhibit, warranted, misidentified/misrouted assets, will be input to the CAV II system, utilizing the **"RECEIPT OF MATERIAL NOT ON CONTRACT"** screen.

2. Implementation receipt transaction document number (RCDN) will equal CH0ABC-9001-0001, CH0ABC-9001-0002, CH0ABC-9001-0003, etc. This means there will be one (1) implementation receipt transaction document number assigned to each NSN for total quantity on-hand for that NSN.

3. The "DATE" within the CAV II system will be determined by the MSC/ICP for processing implementation receipt transactions. This date will remain constant to simplify implementation process. Implementation receipt transactions should be processed into the CAV II system first.

4. Once implementation receipt transactions are processed into the CAV II system, utilizing the "RECEIPT OF MATERIAL ON CONTRACT" screen or the "RECEIPT OF MATERIEL NOT ON CONTRACT" screen, or "ROTABLE POOL/LOANED MATERIAL"* screen transactions must be input to the CAV II system to accurately reflect the exact status (condition) of the material, i.e., inducted, awaiting piece parts, completed, shipped, scrapped, etc.

a. To aid in the "walk-through" process, MATERIAL MOVEMENT DOCUMENTS (MMDs) or MATERIAL LABELS (MLs) with a unique REPAIR CYCLE DOCUMENT NUMBER (RCDN) and the contractor's internal control number, will be generated within the CAV II system as the implementation receipt transactions are input. An MMD/ML with the unique RCDN will be generated for every asset receipted, ONE-FOR-ONE. The MMD/ML must be attached to each asset for CAV II tracking purposes during the inventory. As each MMD/ML is attached to each asset, the actual status (condition code) of the asset must be recorded for later input into the CAV II system, utilizing the appropriate CAV II processing screen.

b. **IMPORTANT NOTE #1:** EACH ASSET THAT MAY HAVE BEEN INDUCTED, COMPLETED, SURVEYED, ETC., BEFORE THE IMPLEMENTATION DATE MAY BE REQUIRED TO BE INPUT TO THE CAV II SYSTEM UTILIZING THE IMPLEMENTATION DATE.

c. **IMPORTANT NOTE #2:** ANY ASSET THAT WAS INDUCTED, COMPLETED, SURVEYED, ETC., AFTER THE IMPLEMENTATION DATE WILL BE INPUT TO THE CAV II SYSTEM UTILIZING THE ACTUAL PROCESSING DATE.

5. During this transition period, new assets receipted will be input to the CAV II system utilizing standard CAV II procedures and current transaction dates.

6. The Receive From RIC on the "RECEIPT PROCESSING" screen must reflect the actual source whenever possible. "BLK" may be used for implementation purposes only.

7. The MSC/ICP POCs are

(*) Denotes feature not used by Army contractors.

REQUIRED INVENTORY INFORMATION
INCIDENT TO CAV II IMPLEMENTATION

1. "F" Condition:	Contract DODAAC, Source Document Number, National Stock Number (NSN), Received From RIC, Quantity, Contract Number, Receipt Date, Delivery Order, Award/Order Date, and CLIN.
2. "J" Condition:	Source Document Number, National Stock Number, Received From RIC, Quantity, and Date Received.
3. "M" Condition:	Record the following information by contractor reference number or RCDN: Date Inducted, Order Number, Estimated Completion Date, and New (Output) NSN.
4. "G" Condition:	Record the following information by contractor reference number or RCDN: Awaiting Parts Date, Material Furnished By (contractor or Government), and NSN/Part Number.
5. "M" Condition:	Reinduction - Record by contractor reference number or RCDN, the reinduction date.

6. "A" Condition:

Record the following information by contractor reference number or RCDN: DD Form 250 Date and DD Form 250 Number.

7. "H" Condition:

a. If condemned from "F" condition, only record date scrap was requested.

b. If condemned from "M" condition, record information listed in paragraph 3 above (excluding the est. completion date) plus date scrap was requested.

****

REQUEST FOR SYSTEM AUTHORIZATION-WEB CAV & ARCH

****

Date:

To: USA CECOM LSSO,
ATTN: AMSEL-SE-BSD-LSB (Howard Smith, IANO),
1222 Spruce Street, St. Louis, MO 63103-2818
(Phone Number: (314) 331-4449/Facsimile: (314) 331-4075)/ DSN: 555
E-mail address: smithh@lsso.army.mil

From (MSC/ICP): ___B14_____, Command DODAAC W52H09

Contractor name, address, phone and facsimile numbers:

_____
_____
_____
_____

Name of User(s)	Date and Place of Birth	SSN	Citizenship	E-mail address	Fax #
1)					
2)					
3)					

Web Commercial Asset Visibility (CAVII) access; check level required:
Data Entry __x__, Government Administration _____, Other (specify) _____
_____

Web "Asset Repair by Contract History" (ARCH) access; check level required:
Read only _____, Government Administration _____, Other (specify) _____
_____

Justification of Access:
Contractual requirement for CAVII reporting via web access ___x__, Other (specify) _____
_____

Date(s) and Duration of Access: _____

Typed Name & Title of Requesting Official:	Signature:	Date:
_____	_____	_____

****

TO BE COMPLETED BY SECURITY OFFICE

****

Level of Clearance and Issuing Authority: **Date:**
1)_____
2)_____
3)_____

Typed Name & Title of Security Officer:	Signature:	Date:
_____	_____	_____

(Provide copy of appointment letter)

Enclosure (6)

ACCESS PERMISSION

DATE _____

THIS ACTIVITY _____ **IS**

GRANTING PERMISSION TO THE REQUESTING CONTRACTOR/CONTRACTORS TO ACCESS THE GOVERNMENT'S CAV II AND ARCH DATA BASES. PLEASE TAKE THE NECESSARY ACTION TO ESTABLISH USER-ID(s) AND PASSWORD(s) FOR CITED CONTRACTOR PERSONNEL. IF THERE ARE ANY QUESTIONS PLEASE CONTACT THE UNDERSIGNED AT DSN _____.

TITLE _____

NAME _____

SIGNATURE _____

C.C.	ENTRY
1 THRU 3	A2A
4 THRU 6	Contractor's RIC
7	0
8 THRU 20	NSN of item to be shipped
21 THRU 22	Blank
23 THRU 24	Unit of Issue
25 THRU 29	Quantity to be Shipped
30 THRU 43	See Note #1
44	Blank
45 THRU 50	DODAAC/UIC for ship to activity
51	K
52 THRU 53	26
54	Blank
55 THRU 56	Blank
57 THRU 59	CL4
60 THRU 61	06
62 THRU 70	Blank
71	A
72 THRU 80	Blank

BLOCK A: Company Name and Address

BLOCK B: Address of Activity Shipped to

REMARKS (BLOCKS AA - EE): CAV II return from repair. Receiving activities process as REGULAR RECEIPT vice contract receipt.

REMARKS (BLOCKS FF - GG): Contract and order number.

NOTE 1: The contract document number will be utilized for all shipments unless altered by contract modification. Under no circumstances will the contractor ship with the RCDN.

FOR SHIPMENT OF "A" CONDITION MATERIAL TO DEPOT OR CONTRACTOR

NOTE: To be used only if the automated 1348-1A cannot be produced.

C.C.	ENTRY
1 THRU 3	A4A
4 THRU 6	Contractor's RIC
7	0
8 THRU 20	NSN of item to be shipped
21 THRU 22	Blank
23 THRU 24	Unit of Issue
25 THRU 29	Quantity to be Shipped
30 THRU 43	See Note #1
44	Blank
45 THRU 50	DODAAC/UIC for ship to activity
51	
52 THRU 53	
54	Blank
55 THRU 56	Blank
57 THRU 59	CL4
60 THRU 61	06
62 THRU 70	Blank
71	A
72 THRU 80	Blank

BLOCK A: Company Name and Address

BLOCK B: Address of Activity Shipped to

REMARKS (BLOCKS AA - EE): CAV II return from repair. Receiving activities process as REGULAR RECEIPT vice contract receipt.

REMARKS (BLOCKS FF - GG): Contract and order number.

NOTE 1: The contract document number will be utilized for all shipments unless altered by contract modification. Under no circumstances will the contractor ship with the RCDN.

FOR SHIPMENT OF "A" CONDITION MATERIAL TO END USER.

NOTE: To be used only if the automated 1348-1A cannot be produced.

C.C.	ENTRY
1 THRU 3	A2A
4 THRU 6	Contractor's RIC
7	0
8 THRU 20	NSN of item to be shipped
21 THRU 22	Blank
23 THRU 24	Unit of Issue
25 THRU 29	Quantity to be Shipped
30 THRU 43	See Note #1
44	Blank
45 THRU 50	DODAAC/UIC for ship to activity
51	K
52 THRU 53	26
54	Blank
55 THRU 56	Blank
57 THRU 59	CL4
60 THRU 61	06
62 THRU 70	Blank
71	F
72 THRU 80	Blank

BLOCK A: Company Name and Address

BLOCK B: Address of Activity Shipped to

REMARKS (BLOCKS AA - EE): CAV II "F" condition material returned for storage. Do not process through mechanized MRIL.

REMARKS (BLOCKS FF - GG): Contract and order number.

NOTE #1: The contract document number will be utilized for all shipments unless altered by contract modification. Under no circumstances will the contractor ship with the RCDN.

FOR SHIPMENT OF "F" CONDITION MATERIAL TO DEPOT OR CONTRACTOR.

NOTE: To be used only if the automated 1348-1A cannot be produced.