UNIQUE IDENTIFICATION (UID)
FREQUENTLY ASKED QUESTIONS

CONTRACT REVIEW AND ADMINISTRATION

1. *If the item is over $5000 and the UID DFARS Clause is not in a newly received contract, what will DCMA do? What if this is an FMS contract?*

The Procuring Contracting Officer should be advised (via telecom, email, or DD 1716) that DFARS Clause 252.211-7003 for Item Identification and Valuation is a mandatory DOD requirement on all solicitations issued after January 1, 2004. No exceptions currently exist to the above policy for FMS.

2. *Will UID requirements apply on contracts which are for the repair or refurbishment of Government Furnished Property?*

If a new contract for repair of GFP contains the UID clause, UID marking and valuation requirements would apply to items $5000 and over and to any other items cited in the clause which are under $5000. UID requirements for existing GFP in a contractor's possession are under development and will be effective in January 2006.

3. *If MIL-STD-130L is in the contract, does this mean that UID is automatically required?*

No.   It is the DFARS Clause which mandates UID markings and states that they will be machine readable markings. Paragraph 4.3 of MIL-STD-130L states that **when MRI** (machine-readable information) **is specified in the contract**, it shall be UID.

Paragraph 5.1 states that HRI (human-readable information) will be applied unless otherwise specified in the contract. This is because the government will still call out MIL-STD-130 marking on many smaller, less expensive items just as it has done for decades, where HRI marking may be the only marking necessary.

4. *If the contractor is not using Wide Area Work Flow (WAWF), how can they submit UID data?*

The simplest alternate method of UID data submission would be to manually enter the data at the UID registry website: **https://131.87.2.234/uidp/Default.asp** . To use this website the contractor must be registered in the Central Contractor Registration (CCR). Other methods of electronic data submittal are listed at the DOD UID website: **www.acq.osd.mil/dpap/UID** .

5. *If the contractor does not use WAWF, should the UID be shown on the paper DD 250?*

No. Even though the DFARS Clause specifies the UID to be submitted with the Material Inspection and Receiving Report, the only approved methods of UID data submittal from the UID website are WAWF or other electronic means as shown in #4 above. UID on a paper DD 250 serves no purpose and is not required, though it is not prohibited.

6. *Is UID required on training manuals and Compact Discs containing software?*

For purposes of unique identification and valuation, software, manuals and other forms of information are not considered to be tangible items. The program office, working with the contractor, may use UID marking as a form of configuration control and serial management for these intangible items, if so desired, but this use should not be subject to the UID policy, rules or contractual requirements. (From: http://www.acq.osd.mil/dpap/UID/UIDFAQ.htm)

7. *Which UID Construct must the contractor use? One procuring activity is instructing a contractor to use Construct #1, whereas a different procuring activity is telling them to use Construct #2.*

Attachment A to the September 3, 2004 UID policy update letter states that "DOD solicitations shall not specify the UID construct or the type of data qualifiers to be used by a contractor." It is up to the enterprise assigning the UID to decide which construct to use. The UID policy letter is available at http://www.acq.osd.mil/dpap/UID/policy.htm .

ITEM MARKING AND QUALITY ASSURANCE

1. *Tables 1 and 2 of MIL-STD-130 refer to decalcomania? What is decalcomania?*

Decalcomania is the process of transferring a picture or design to materials such as glass or metal. The transferred labels or stickers are commonly referred to as decals.

2. *Does the Issuing Agency Code ("D" if using CAGE Codes) get marked on the part?*

No. The Issuing Agency Code (IAC) is part of the Unique Identifier for the item. However, the complete UID is not actually marked on the part, and the Issuing Agency Code is omitted.

The part is marked with the data elements needed to construct the UID, and the software in the bar code reader derives the complete UID from those markings.

Actual UID consists of the following elements:
Construct #1 = Issuing Agency Code, Enterprise ID & Serial Number
Construct #2 = Issuing Agency Code, Enterprise ID, Part Number & Serial Number

The UID Mark on the item consists of the following elements:
Construct #1 = Enterprise ID & Serial Number with Data Qualifiers (17V, 1P, S, etc.)
Construct #2 = Enterprise ID, Part Number & Serial Number with Data Qualifiers

3. *The contractor has already included the Issuing Agency Code (IAC) on his marks on the part? Is it okay to permit this "extra" information?*

No. The software in the scanners, readers, and verifiers follows strict rules of UID construction in accordance with ISO 15434. Marks not meeting these rules will probably not be capable of being read by the device. In addition, the DFARS Clause specifically states that the IAC shall not be placed on the item.

4. *What are the quality standards for the Data Matrix and linear (code 3 of 9) UID marks?*

Unless otherwise specified by the acquiring activity, the quality standards for the machine readable marks are in accordance with paragraph 4.4 of MIL-STD-130L.
- Linear bar codes shall be at least a "Grade B" as delineated in ISO 15416.
- Data Matrix dot peen, laser, and electrochemical etching markings must meet quality requirements of SAE AS9132.

- Data Matrix symbols printed by ink jet, printing on label material, and all other marking methods shall be at least "Grade B" when measured using a light source wave length of 660 nm and an aperture size of 0.005 inch. Methodology for measuring the print quality shall be as specified in ISO 15415.

5. *If the contractor procures UID labels, decals, or metal plates from a vendor, how will DCMA assure that the machine-readable markings presented with the item are in accordance with MIL-STD-130L?*

As a minimum, the contractor should present a Certificate of Conformance from his vendor, stating that the labels, decals, or metal plates have been manufactured according to MIL-STD-130L. It is recommended that the COC should state the Grade of the marks at time of manufacture and the ISO or SAE standard used to determine the Grade. As with any other Certificate of Conformance, it is the contractor's responsibility to investigate his vendors as needed to assess their compliance with specification requirements.

The contractor's application process may be reviewed to ensure that the markings are not altered and that no damage has occurred when the labels, decals, or metal plates are applied to the item. If the markings have been altered in any fashion, a re-verification of the Grade may be deemed necessary to meet MIL-STD-130L requirements.

6. *What specifications should UID label material meet?*

There is not a specification for UID label material. Labels or decals must meet the performance requirements of MIL-STD-130. Tables 1 and 2 of MIL-STD-130L list the criteria and method of marking items. Most of the requirements are in this table or the performance requirements of paragraphs 4.5 and 4.7. Basically, the marking may be by any means which is permanent for the life of the item, won't adversely affect the item, and which will not be damaged during normal use, cleaning, environmental changes, etc.

To meet the permanency requirement of paragraph 4.5, it is recommended that the contractor provide some assurance (historical data, manufacturer's guarantee, commercial standards met, etc.) that the markings are likely to survive for the normal life expectancy of the item.

7. *What is the minimum size for the 2-dimensional Data Matrix mark?*

The Data Matrix symbol can vary in size depending on the amount of data encoded and the size of each of the small modules (the individual dots) which make up the mark. The average size of a Data Matrix symbol containing UID data is ½" square. The contractor should design as large a mark as practicable to ensure ease of production and readability. A larger mark is more forgiving of error and will meet a higher Grade more easily.

8. *Will the verifying instrument have to be calibrated over time?*

Yes. Just as any instrument eventually requires calibration, so will a verifier. The technical manual supplied with the verifier should cover calibration as well as other characteristics of the instrument.

9. *What does the term "optimum marking" mean when referring to UID item markings?*

Optimum marking is used to describe the use of human-readable information (HRI), the linear bar code (code 3 of 9), and the Data Matrix symbol. All three of these markings must be used when there is sufficient space on the item.

10. *May any of the optimum markings be omitted if there is insufficient space on the item?*

Yes. The linear bar code symbol can be omitted when marking space on the item is limited. When severe item marking space exists, the human-readable information (HRI) can also be omitted. The Data Matrix symbol is the minimum machine-readable requirement and is mandatory.

GENERAL UID REQUIREMENTS (More detailed answers and additional general FAQs are available at the DOD UID website: http://www.acq.osd.mil/dpap/UID/UIDFAQ.htm)

1. *What is the definition of "item?"*

An item is a single hardware article or a unit formed by a grouping of subassemblies, components or constituent parts. In the Department, an item is any article produced, stocked, stored, issued, or used; or any product, including systems, materiel, parts, subassemblies, sets, and accessories.

2. *Is a unique identifier (UID) required on sets, kits, and outfits (SKO)?*

Yes. A SKO itself would be an end item and should have a UID (if it meets the qualifying criteria) for tracking and valuation purposes as long as it resides in the inventory. If any of the components of the SKO meet the UID criteria, they would be uniquely identified separately as embedded items in an end item, in this case the end item is the SKO of which the components are a part. These embedded UIDs would not be separately valued, since the value of the embedded item is capitalized in the value of the SKO. Once the kit is applied to an assembly, the kit is "consumed" and capitalized as part of the value of the assembly in which it is installed, and the UID for the kit would be retired.

3. *Is unique identification required on hand tool sets?*

Yes. A hand tool set generally consists of a selection of hand tools, both unpowered and powered, which are placed into a tool storage unit, such as a box, cabinet, or cart; and the assembled set is sold and used as a fixed-in-place or portable integral unit. For the purposes of unique identification, the tool set (the tool storage unit and its contents) is considered an end item. If the tool set meets the qualifying criteria, it will be uniquely identified and will be valued.

4. *Does UID require manufacturing drawings to be changed?*

Drawings will be changed in accordance with contract provisions, or in their absence, contractor practice. Generally, any markings to be placed on an item are required to be detailed in the technical documentation. The policy requires that UID markings comply with the provisions of MIL-STD-130.