



**DEFENSE LOGISTICS AGENCY
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April 22, 2015

**MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS
CONTRACT ADMINISTRATION PRC MEMBERS
FINANCE PRC MEMBERS**

SUBJECT: Approved Defense Logistics Management Standards (DLMS) Change (ADC) 1157, Update uniform Procurement Instrument Identification (PIID) Numbering system in the Federal/DLMS Implementation Conventions and DLMS Manual (Supply/Contract Administration)

The attached DLMS change to the DLM 4000.25, Defense Logistics Management Standards is approved for implementation.

Addressees may direct questions to the DLMSO points of contact: Ms. Heidi Daverede, DOD MILSTRIP Alternate, 703-767-5111; DSN 427-5111 or email: Heidi.Daverede@dla.mil, or Ms. Samantha Khuon, DLMSO Contract Administration Lead, 703-767-5288; DSN 427-5288; Samantha.Khuon@dla.mil. Others must contact their Component designated representative.

A handwritten signature in black ink, appearing to read "Donald C. Pipp", is positioned above the printed name.

DONALD C. PIPP
Director
Defense Logistics Management
Standards Office

Attachment

cc:
ODASD (SCI)
WAWF PM

Attachment to ADC 1157
Update Uniform Procurement Instrument Identification (PIID)
Numbering System in the Federal/DLMS Implementation
Conventions and DLMS Manual (Supply/Contract
Administration)

1. ORIGINATORS:

- a. **Submitting Service/Agency:** OSD, (703) 697-0503
- b. **Functional POCs:** DPAP PDI, (703) 697-4384
- c. **Technical POC:** WAWF PMO, (703) 697-4452

2. FUNCTIONAL AREAS:

- a. **Functional Areas:** Supply, Contract Administration
- b. **Functional Processes:** Standardize PIID format to ensure uniformity and consistency of data, thereby enhancing the transparency to the public of Federal spending data.

3. REFERENCES:

- a. WAWF Engineering Change Proposal (ECP 0794) PIID Number Format (Contract Number & Delivery Order Number)
- b. [Federal Acquisition Regulation \(FAR\) Case 2012-023](#), “Uniform Procurement Identification,” published as a final rule effective November 13, 2014
- c. OSD/AT&L memorandum, “Proposed Changes to Defense Federal Acquisition Regulation Supplement (DFARS)” Subparts 204.16, 204.70 and 239.74; Appendix F; and Associated Subparts of the Procedures, Guidance, and Information (PGI), November 13, 2014
- d. [DLM 4000.25](#), Volume 7 “Contract Administration,” April 24, 2012

4. APPROVED CHANGE(S): Significant changes from the PDC are highlighted.

- a. **Brief Overview of Change:** This ADC incorporates the changes published by FAR Case 2012-023 (reference 3.b.), when it became a final rule to implement a uniform PIID numbering system and to standardize the identification of procurement transactions across the Federal Government. This change adds Contract Number Type Code S in the 856 and 857 Federal Implementation Conventions (IC), and in the Defense Logistics Management Standards (DLMS) 856 Advanced Shipment Notice (ASN). It also issues initial updates to the Logistics

Data Resources Management System (LOGDRMS)¹ and DLM 4000.25, Volume 7, Contract Administration.

b. Background: The FAR was recently modified by FAR Case 2012-023 to implement a uniform PIID numbering system, to standardize identification of procurement transactions across the Federal Government. This change requires use of an Activity Address Code (AAC) as the unique identifier for contracting and related offices. For DoD activities, the FAR reference to AAC is the DoD Activity Address Code (DoDAAC). The Department of Defense Activity Address Directory (DoDAAD) is the repository for all DoDAACs; it is also the repository of all AACs for the Federal Government. Additional information on the DoDAAD is available from www.dla.mil/j-6/dlms/Programs/Committees/DoDAAD/dodaad.asp. The goal of this standardized format is to ensure uniformity and consistency of data, thereby enhancing the transparency to the public of Federal spending data. Throughout the Federal Government contracting offices within agencies have PIIDs of varying lengths, which may or may not contain spaces or hyphens. Reference 3.c. is the draft proposed DFARS and PGI change to incorporate the changes necessary to comply with the requirements of FAR Case 2012-023, as well as preserve and update necessary Department-specific policy and instructions.

The PIID formats for DOD and Federal non-DOD:²

(1) The DOD PIID format will consist of a combination of thirteen alphanumeric characters, (13/13):

- Positions 1 - 6 identify the department/agency and office issuing the instrument. Use the DoDAAC assigned to the issuing office for positions 1 through 6.
- Positions 7 - 8 are the last two digits of the fiscal year in which the procurement instrument is issued or awarded. This is the date the action is signed.
- Position 9 indicates the type of instrument issued.
- Positions 10 - 13 are a four-character alphanumeric serial number. "P" and "A" are prohibited in position 10. All "0s" (zeroes) are prohibited.
- The PIID may not contain special characters or spaces.

(2) The Federal non-DOD PIID format will consist of a combination of thirteen to seventeen alphanumeric characters, (13/17):³

- Positions 1 - 6 identify the department/agency and office issuing the instrument. Use the Activity Address Code assigned to the issuing office for positions 1 through 6.
- Positions 7 - 8 are the last two digits of the fiscal year in which the procurement instrument is issued or awarded. This is the date the action is signed.
- Position 9 indicates the type of instrument issued.
- Positions 10 - 17 are a four- to eight-character alphanumeric serial number. "P" and "A" are prohibited in position 10. All "0s" (zeroes) are prohibited.

¹ LOGDRMS is the online repository of DLMS data elements, definitions, qualifiers, and the DLMS Implementation Convention (IC) transaction structures.

² WAWF ECP 0794 PIID Number Format (Contract Number & Delivery Order Number)

³ Federal Acquisition Regulation Subpart 4.16 – Unique Procurement Instrument Identifiers

- The PIID may not contain special characters or spaces.

(3) Supplementary Procurement Instrument Identification Number (SPIIN) and Supplementary PIID. Prior to FAR Case 2012-023 (reference 3.b.) and the Proposed DFARS changes (reference 3.c.), the SPIIN was used to identify calls or orders under DOD issued contracts, amendments to solicitations, and modifications to contracts and agreements. Under references 3.b. and 3.c., calls or orders are no longer identified under the “SPIIN” data element and will be identified by a separate PIID including the specific letter designation in position 9 to identify the PIID as a call or order. DoD was already following this practice when placing orders against non-DOD issued contracts. The delivery order can thereafter be used as the unique number in lieu of the contract number, as it is globally unique.⁴ The Supplementary PIID (6 positions) is used for modifications to contracts, agreements and orders and follows the six-character format DOD currently uses for modifications against contracts (e.g., P00001, A00001).

Staffing Note: iRAPT does not use the Supplementary PIID data element in its workflow.

(4) WAWF ECP 0794 (reference 3.a.) implements a new Contract Number Type Code S for Uniform PIID (FAR 4.16) in iRAPT. The change will update the Procurement Instrument Identification Number (PIIN) to Procurement Instrument Identification (PIID). References 3.b. and 3.c. address the additional change for Supplementary Procurement Instrument Identification Number (SPIIN) to Supplementary PIID, however, it does not affect WAWF ECP 0794 as iRAPT does not carry this data element.

c. Approved Change in Detail:

(1) A new contract number type of “Uniform PIID (FAR 4.16)” will be added for all Wide Area Workflow e-Business Suite applications. This change applies to the Ship Notice/Manifest Receiving Report (856 Federal IC) and the Shipment and Billing Notice (857 Federal IC). It will also affect extracts carrying this field, such as the DLMS 856 Advanced Shipment Notice.

(2) The new edits and business rules for contract number and delivery order number across all WAWF e-Business Suite applications will be updated to implement and enforce the new PIID format based on the fiscal year of the contract. For contracts with a fiscal year of 2016 (as identified in positions 7 and 8 of the contract number) and later, the new business rules for construct will apply. See reference 3.a. for details.

⁴ DOD is the only organization currently using the combination of PIIN and SPIIN to identify an order in lieu of a globally unique number.

d. Revisions to DLM 4000.25 Manuals:

(1) Revise DLMS 856 ASN per Enclosure 1.

(2) Update DLM 4000.25, Volume 7, Contract Administration to provide information on PIID per Enclosure 2.

(3) Additional DLM 4000.25 series manuals changes related to this change will be identified in PDC 1161.

e. Proposed Transaction Flow: There are no changes to the standard transaction flows to and from the WAWF e-Business Suite of Applications.

f. Alternatives: None identified.

5. REASON FOR CHANGE: As noted in the background above, the FAR (Subpart 4.16) was recently modified by FAR Case 2012-023 to implement a uniform PIID numbering system, which will require the use of an Activity Address Code (AAC) as the unique identifier for contracting offices and other offices, in order to standardize procurement transactions across the Federal Government. For DOD activities, the FAR reference to AAC is the DoDAAC. The Department of Defense Activity Address Directory (DoDAAD) is the repository for all DoDAACs; it is also the repository for all AACs for the Federal Government. By agreement with the General Services Administration, federal civilian agencies obtain DoDAACs (AACs) from the DoDAAD. The WAWF Requirements Board approved WAWF ECP 0794 to implement this recent FAR change. This DLMS change addresses the Federal and DLMS IC changes required to support the implementation.

6. ADVANTAGES AND DISADVANTAGES:

a. Advantages: The uniformity and consistency of data in the published FAR Case will promote achievement of rigorous accountability of procurement dollars and processes and compliance with regulatory and statutory acquisition requirements such as those of the Federal Funding Accountability and Transparency Act of 2006.

b. Disadvantages: Contract writing systems generally have the necessary logic to make the distinction in the type of procurement instrument issued, whereas Component supply/logistics systems may need to be reviewed for necessary changes. Components may experience programming costs and delays to support adoption of the new PIID format, for example, systems currently using a four position field to identify a call or order number may need modification to interpret when a PIID represents a call or order. Staggered implementation schedules across Service/Agency systems may cause confusion or miscommunication of information, especially where legacy systems have not been modernized to be DLMS-compliant and are still required to accommodate data exchanges for the legacy PIIN/SPIIN construct for procurement instruments issued prior to 1 October 2016.

Staffing Note: The DFARS rule clarifies that invoices, receiving reports and similar documents need only carry the PIID of the funding document, which means that systems that pay orders

against GSA or VA schedules today will be able to use the same fields for orders against DoD contracts.

7. ADDITIONAL FUNCTIONAL REQUIREMENTS:

- a. Modify the Federal IC 856 per Enclosure 1.
- b. Comparable changes must be made to the Federal IC 857 Shipment and Billing Notice transaction.
- c. A separate change (PDC 1161) will be developed by DLMSO to identify all the additional updates required for the DLM 4000.25 Manuals and additional DLMS ICs that currently identify contract information.

8. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: The WAWF Joint Requirements Board approved WAWF ECP 0794 for development and deployment as part of WAWF Version 5.7.2. Deployment is scheduled for 26 – 28 June 2015.

Staffing Note: Components must consider impact on supply/logistics systems when determining their implementation schedule for acquisition systems. This is necessary because there is no authorized conversion mapping between the new PIID format and the legacy call/order number format to facilitate interoperability after implementation of the new format within the acquisition systems.

9. IMPACT:

a. **DLMS Data Elements:** Add data element PIID and Supplementary PIID; add remarks to the definitions for PIIN, SPIIN and Call/Order Serial Number to note the future change to PIID and Supplementary PIID. See Enclosure 3.

b. Automated Information Systems (AIS):

(1) The WAWF e-Business Suite will be updated to accommodate new data and business rules via both direct input and transactions and will provide an output to Components.

(2) Component applications receiving the DLMS 856 must be updated to be able to process both the legacy and new formats for contract data as defined in this DLMS change. The establishment of a new Contract Type Code S (Uniform PIID) will help identify the constructs/business rules to apply.

c. **DLA Transaction Services:** The Global Exchange (GEX) must be updated to accommodate the new code value for contract number type. The GEX may need to work with trading partners receiving extracts to ensure they can handle the new uniform PIID format, and if not, perform a conversion to the legacy format, especially for the call/order number change.

d. Non appropriated fund activities are not governed by the FAR or DFARS, therefore changes identified in this ADC do not affect non appropriated fund activities.

Enclosure 1

Item #	Location	856 Ship Notice/Manifest Federal IC Revision	Reason
1.	Federal Introductory Note	<p>Update the Federal Introductory Notes 11 and 12:</p> <p>11. This transaction set may be used to send Wide Area Workflow <i>e-Business suite, Invoicing, Receipt, Acceptance and Property Transfer (iRAPT)</i>, formerly Wide Area Workflow (WAWF-RA) Ship Notice/ Manifest documents, (a/k/a Receiving Reports/DD Form 250). Please refer to the WAWF-RA iRAPT Implementation Guide located at the following website for WAWF-RA iRAPT specific rules and edit guidelines, https://wawf.eb.mil.</p> <p>12. This transaction may be used to report Unique Identification (IUID) information to iRAPT Wide Area Work Flow Receipt and Acceptance (WAWF-RA). Refer to the IUID Website at URL: http://www.acq.osd.mil/dpap/IUID/ http://www.acq.osd.mil/dpap/pdi/uid/index.html for DoD policy and business rules.</p>	Updates the WAWF-RA to iRAPT
2.	References to WAWF and WAWF-RA	Throughout the IC, update segment notes to replace WAWF and WAWF-RA with iRAPT	Updates terminology
3.	2/PRF/050	<p>Add new Federal Note 2 and 3, revise the original Federal Note 2 and renumber as 4, renumber the remaining notes. Update Federal note</p> <p>2. Implementation of the Uniform Procurement Instrument Identifier (PIID) in accordance with FAR 4.1603 and DFARS 204.16 is required by October 1, 2016.</p> <p>3. Use to identify the PIID of the contract, task or delivery order number.</p> <p>4. For procurement instruments issued prior to implementation of the Uniform PIID, use to identify the Procurement Instrument Identification Number and, if applicable, the Supplemental Procurement Instrument Identification Number.</p>	Update business rules for PIID and legacy formats during the transition period and identifies the source reference for PIID requirements.

Item #	Location	856 Ship Notice/Manifest Federal IC Revision	Reason
4.	2/PRF01/050	<p>Add new Federal Note 1 and update Federal Note 2 in Data Element PRF01:</p> <p>1. <i>Users that have implemented the Uniform Procurement Instrument Identifiers (PIID), enter the PIID of the contract, task or delivery order number (including Federal Supply Schedules, General Services Administration Schedules and all other basic contracts), Blanket Purchase Agreement number, Grant, Lease, or Agreement number. This number must be transmitted without dashes.</i></p> <p>2. <i>Users that have not implemented Uniform PIID,</i> Eenter the purchase order number, contract number (including Federal Supply Schedules, General Services Administration Schedules, and all other basic contracts), Blanket Purchase Agreement number, Grant, Lease or Agreement number. This is always the Procurement Instrument Identification Number (PIIN) for the Department of Defense or the equivalent expression for Civilian Agencies. This is never the number of a delivery order, call or release against a basic award instrument. That number is carried in PRF02. This number shall <i>must</i> be transmitted without dashes.</p>	Update business rules for PIID and legacy formats during the transition period.
5.	2/PRF02/050	<p>Add New Federal Note 1 and update/renumber Federal Note 1 in Data Element PRF02:</p> <p>1. <i>Do not use PRF02 when a uniform PIID is entered in PRF01.</i></p> <p>2. <i>Users that have not implemented the Uniform PIID</i> Eenter the number of a release, call, or delivery order against a basic award instrument. This is always the Supplemental Procurement Instrument Identification Number (<i>SPIIN</i>) for the Department of Defense or the equivalent expression for Civilian Agencies. This number shall <i>must</i> be transmitted without dashes. When preparing a Shipment Performance Notice or destination acceptance alert for Defense Contract Management Agency do not include the contract modification number.</p>	Update business rules for PIID and legacy formats during the transition period.

Item #	Location	856 Ship Notice/Manifest Federal IC Revision	Reason
6.	2/PRF03/050	<p><u>Update the Federal Note in Data Element PRF03:</u></p> <p>1. Use to indicate, as applicable, the Supplementary PIID identifying the modification number of the contract or purchase order. When a call or delivery order is cited identified by the PIID in PRF01, use to indicate the modification number of the call or order, as applicable. When both the contract and call or order have been modified, cite the modification number of the call or order and do not transmit the modification number of the contract.</p> <p>2. Except when shipping instructions are furnished by telephone or message and the confirming contract modification (SF 30) has not been received, do not use PRF03 to enter supplementary numbers used in conjunction with basic Procurement Instrument Identification Numbers (PIIN) or the Procurement Instrument Identification (PIID) to identify: Modifications to contracts and agreements; Modifications to calls/orders; or Document numbers representing contracts written between contractors.</p>	Update business rules for PIID and legacy formats during the transition period.
7.	2/REF01/150	<p><u>Update the Federal Note in Data Element REF01, Code KL:</u></p> <p>KL Contract Reference</p> <p>1. For a Contract Data Requirements List data item, use to indicate the reference in the contract that generates the requirement for the data item, e.g., Statement of Work paragraph.</p> <p>2. For iRAPT WAVE, use to indicate a Contract Number Type. Cite the applicable code in REF02.</p> <p>A - Cooperative Agreement B - DoD Contract (FAR) C - DoD Contract (Non-FAR) D - Grant E - Intragovernmental F - Intergovernmental G - International Agreement I - Non-DoD Contract (FAR) J - Non-DoD Contract (Non-FAR) K - Other Agreement S - Uniform PIID (FAR 4.16)</p>	S - Uniform PIID (FAR 4.16) in REF02 will indicate the uniform Procurement Instrument Identification (PIID) numbering system.

Item #	Location	856 Ship Notice/Manifest DLMS IC Revision	Reason
1.	DLMS Introductory Note	<p><u>Update DLMS Introductory notes 1, 2, 3, 4, and 7:</u></p> <p>1. This DLMS Implementation Convention IC is based upon the Federal Implementation Convention (IC) 856, Ship Notice/Manifest and is provided for clarification of internal DoD use of the 856 as it pertains to Wide Area Work Flow e-Business Suite, Invoicing, Receipt, Acceptance and Property Transfer (iRAPT), formerly Wide Area Workflow – Receipt and Acceptance (WAWF-RA).</p> <p>2. This document describes the advance shipment notice as extracted from Wide Area Workflow (WAWF-RA) iRAPT and forwarded to Defense Contract Management Agency (DCMA), payment offices, and receiving points. For submission of the 856 to WAWF-RA iRAPT, please refer to the WAWF-RA iRAPT Implementation Guide located on the WAWF-RA Wide Area Work Flow e-Business Suite Website at URL: https://wawf.eb.mil</p> <p>3. This transaction may be used to forward Property Transfer Document (PTD) information submitted to WAWF iRAPT by a contractor for return of Government Furnished Property to DoD inventory. This is an interim use pending full implementation of the WAWF iRAPT PTD facilitated by Global Exchange (GEX) conversion mapping.</p> <p>4. This document also supports internal DoD transactions for the Shipment Performance Notice and the Destination Acceptance Alert during DLMS migration and pending full implementation of WAWF iRAPT.</p> <p>7. This transaction may be used to forward passive Radio Frequency Identification (RFID) tag information as submitted by vendors to WAWF-RA iRAPT. For more information about RFID, refer to the DoD Automated Information Technology web site at URL: http://www.dodait.com http://www.transcom.mil/ait/</p>	Updates the WAWF-RA to iRAPT
2.	DLMS Introductory Note	<p><u>Add ADC 1157 to DLMS Introductory note 9:</u></p> <p>- ADC 1157, Update Uniform Procurement Instrument Identification (PIID) Numbering system in the Federal/DLMS Implementation Conventions and DLMS Manual</p>	Identifies DLMS Changes included in the DLMS IC.
3.	References to WAWF and WAWF-RA	Throughout the IC, update segment notes to replace WAWF and WAWF-RA with iRAPT	Updates terminology

Item #	Location	856 Ship Notice/Manifest DLMS IC Revision	Reason
4.	2/PRF/050	<p>Add new DLMS Notes</p> <p>1. Use in 2/HL/010 shipment loops to identify contract information.</p> <p>2. Implementation of the Uniform Procurement Instrument Identifier (PIID) in accordance with FAR 4.1603 and DFARS 204.16 is required by October 1, 2016.</p> <p>3. Use to identify the PIID of the contract task or delivery order number.</p> <p>4. For procurement instruments issued prior to implementation of the Uniform PIID, use to identify the Procurement Instrument Identification Number and, if applicable, the Supplemental Procurement Instrument Identification Number.</p> <p>5. Use to identify a contract or order modifications, as applicable, except for Defense Contract Management Agency use in generating a Shipment Performance Notice.</p>	<p>Update business rules for PIID and legacy formats during the transition period and identifies the source reference for PIID requirements.</p> <p>Replicates existing and modified PRF segment notes from the Federal IC.</p>
5.	2/PRF01/050	<p>Add new Federal Note 1 and update Federal Note 2 in Data Element PRF01:</p> <p>1. Users that have implemented the Uniform Procurement Instrument Identifiers (PIID), enter the PIID of the contract, task or delivery order number (including Federal Supply Schedules, General Services Administration Schedules and all other basic contracts), Blanket Purchase Agreement number, Grant, Lease, or Agreement number. This number must be transmitted without dashes.</p> <p>2. Users that have not implemented Uniform Procurement Instrument Identifiers (PIID) enter the purchase order number, contract number (including Federal Supply Schedules, General Services Administration Schedules and all other basic contracts), Blanket Purchase Agreement number, Grant, Lease or Agreement number. This is always the Procurement Instrument Identification Number (PIIN) for the Department of Defense or the equivalent expression for Civilian Agencies. This is never the number of a delivery order, call or release against a basic award instrument. That number is carried in PRF02. This number shall must be transmitted without dashes.</p>	<p>Update business rules for PIID and legacy formats during the transition period.</p>
6.	2/PRF01/050	<p>Update the DLMS note in Data Element PRF01:</p> <p>WAVE iRAPT field length will configure to 13 positions for initial implementation.</p>	

Item #	Location	856 Ship Notice/Manifest DLMS IC Revision	Reason
7.	2/PRF02/050	<p>Add new Federal Note 1 and update Federal Note 2 in Data Element PRF02:</p> <p>1. Do not use PRF02 when a uniform PIID is entered in PRF01.</p> <p>2. Users that have not implemented the Uniform PIID E enter the number of a release, call, or delivery order against a basic award instrument. This is always the Supplemental Procurement Instrument Identification Number (SPIIN) for the Department of Defense or the equivalent expression for Civilian Agencies. This number shall must be transmitted without dashes.</p>	Update business rules for PIID and legacy formats during the transition period.
8.	2/PRF02/050	<p>Add new DLMS Note 1 and update DLMS Note 2 in Data Element PRF02:</p> <p>DLMS Note:</p> <p>1. For users that have implemented the Uniform PIID, iRAPT will configure to 13 positions.</p> <p>2. For users that have not implemented the Uniform PIID, iRAPT WAVE will configure to 4 positions. for initial implementation.</p>	
9.	2/REF01150	<p>Update the Federal note in Data Element REF01, Code KL:</p> <p>KL Contract Reference Federal Note:</p> <p>1. For a Contract Data Requirements List data item, use to indicate the reference in the contract that generates the requirement for the data item, e.g., Statement of Work paragraph.</p> <p>2. For iRAPT WAVE, use to indicate a Contract Number Type. Cite the applicable code in REF02.</p> <p>A - Cooperative Agreement B - DoD Contract (FAR) C - DoD Contract (Non-FAR) D - Grant E - Intragovernmental F - Intergovernmental G - International Agreement I - Non-DoD Contract (FAR) J - Non-DoD Contract (Non-FAR) K - Other Agreement S - Uniform PIID (FAR 4.16)</p>	S - Uniform PIID (FAR 4.16) in REF02 will indicate the uniform Procurement Instrument Identification (PIID) numbering system.

Enclosure 2

DLM 4000.25, Volume 7, Contract Administration

CHAPTER 1 INTRODUCTION

[Preceding text not shown]

C1.6. PROCUREMENT INSTRUMENT IDENTIFICATION

C1.6.1. Background. The Federal Acquisition Regulation (FAR) was modified by FAR Case 2012-023 to implement a uniform Procurement Instrument Identification (PIID) numbering system to standardize identification of procurement transactions across the Federal Government. This change requires use of an Activity Address Code (AAC) as the unique identifier for contracting and related offices. For DoD activities, the FAR reference to AAC is the DoD Activity Address Code (DoDAAC). The DoD Activity Address Directory (DoDAAD) is the repository for all DoDAACs; it is also the repository of all AACs for the Federal Government. A proposed Defense Federal Acquisition Regulation Supplement (DFARS) change that will incorporate the changes necessary to comply with the requirements of FAR Case 2012-023, as well as preserve and update necessary Department-specific policy and instructions is in the review process.⁵

C1.6.2. DoD and Federal Government PIID formats

C1.6.2.1 The DoD PIID format will consist of a combination of thirteen alphanumeric characters, (13/13):⁶

- Positions 1 - 6 identify the department/agency and office issuing the instrument. Use the DoDAAC assigned to the issuing office for positions 1 through 6.***
- Positions 7 - 8 are the last two digits of the fiscal year in which the procurement instrument is issued or awarded. This is the date the action is signed.***
- Position 9 indicates the type of instrument issued.***
- For DoD: Positions 10 - 13 are a four-character alphanumeric serial number. "P" and "A" are prohibited in position 10. All "0s" is prohibited.***
- The PIID may not contain special characters or spaces.***

⁵ OSD/AT&L memorandum, "Proposed Changes to Defense Federal Acquisition Regulation Supplement (DFARS) Subparts 204.16, 204.70, and 239.74; Appendix F; and Associated Subparts of the Procedures, Guidance and Information (PGI), November 13, 2014

⁶ Federal Acquisition Regulation Subpart 4.16 – Unique Procurement Instrument Identifiers

C6.1.2.2. The federal non-DoD PIID format will consist of a combination of thirteen to seventeen alphanumeric characters, (13/17):⁷

- **Positions 1 - 6 identify the department/agency and office issuing the instrument. Use the DoDAAC assigned to the issuing office for positions 1 through 6.**
- **Positions 7 - 8 are the last two digits of the fiscal year in which the procurement instrument is issued or awarded. This is the date the action is signed.**
- **Position 9 indicates the type of instrument issued.**
- **For federal non-DoD: Positions 10 - 17 are a four- to eight-character alphanumeric serial number. “P” and “A” are prohibited in position 10. All “0s” is prohibited.**
- **The PIID may not contain special characters or spaces.**

C6.1.3. Supplementary Numbers - Procurement Instrument Identification Number and Supplementary PIID. Prior to FAR Case 2012-023 and the Proposed DFARS changes, the Supplementary Procurement Instrument Identification (SPIIN) was used to identify calls or orders under contracts, amendments to solicitations, and modifications to contracts and agreements. Under the recent FAR changes noted, calls or orders are no longer identified under the “SPIIN” data element; instead they will be identified by a separate and unique PIID. The Supplementary PIID (6 positions) is only used for modifications to contracts and agreements and follows the six-character format DoD currently uses for modifications against contracts (e.g., P00001, A00001).

C6.1.4. Implementation Timeline. The uniform PIID timeline will be a staggered implementation and both the legacy PIIN and SPIIN, and the new PIID and Supplementary PIID will be used for some period of time until existing contracts using the legacy PIIN/SPIIN numbering are closed.

⁷ Ibid

Enclosure 3 – LOGDRMS CORE:

NAME:	PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER (PIIN) (CONTRACT NUMBER)
DEFINITION:	A STANDARD UNIQUE IDENTIFICATION OF A DOD PROCUREMENT CONTRACT (CONTRACT NUMBER) THAT SPECIFICALLY DIFFERENTIATES ONE CONTRACT FROM ALL OTHER CONTRACTS.
DATA CODE CHARACTERISTICS:	TYPE: AN MIN: 13, MAX: 13
SOURCE:	DFARS SUBPART 204.16

REMARKS: *The PIIN is being replaced by the uniform Procurement Instrument Identifier (PIID) between October 1, 2015 and October 1, 2016, but the PIIN will still be used to reference existing contract numbers issued prior to the implementation. Refer to ADC 1157.*

NAME:	PROCUREMENT INSTRUMENT IDENTIFICATION (PIID) (CONTRACT NUMBER)
DEFINITION:	A STANDARD UNIQUE IDENTIFICATION OF A DOD PROCUREMENT CONTRACT (CONTRACT NUMBER) THAT SPECIFICALLY DIFFERENTIATES ONE CONTRACT FROM ALL OTHER CONTRACTS.
DATA CODE CHARACTERISTICS:	TYPE: AN MIN: 13, MAX: 13
SOURCE:	DFARS SUBPART 204.16

REMARKS: *The new DoD PIID is 13/13 characters, Federal non-DoD PIID is 13/17 characters. Refer to ADC 1157.*

NAME:	SUPPLEMENTARY PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER
DEFINITION:	A CODED ALPHA-NUMERIC REPRESENTATION THAT IS USED IN CONJUNCTION WITH OR SUPPLEMENTAL TO A BASIC PIIN TO IDENTIFY AN AMENDMENT TO A SOLICITATION, A MODIFICATION TO A CONTRACT OR AGREEMENT, A CALL/ORDER UNDER A CONTRACT, BASIC ORDERING AGREEMENT OR BLANKET PURCHASE AGREEMENT ISSUED BY THE CONTRACTING OFFICE OR BY A DOD ACTIVITY OTHER THAN THE CONTRACTING OFFICE, INCLUDING ORDERS AGAINST FEDERAL SUPPLY SCHEDULES.
DATA CODE CHARACTERISTICS:	TYPE: AN MIN: 4, MAX: 6
SOURCE:	DFARS SUBPART 204.16

REMARKS: *The SPIIN is being replaced by the uniform Procurement Instrument Identifier (PIID) between October 1, 2015 and October 1, 2016, but the SPIIN will still be used as a reference for existing contract numbers issued prior to the implementation. Refer to ADC 1157*

NAME:	CALL/ORDER SERIAL NUMBER
DEFINITION:	IDENTIFIES A RELEASE AGAINST A BASIC CONTRACT (PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER (PIIN). (OFFICIALLY REFERRED TO AS A SUPPLEMENTAL PIIN).
DATA CODE CHARACTERISTICS:	TYPE: ID MIN: 4, MAX: 4
SOURCE:	DFARS SUBPART 204. 16

The Call/Order Numbers are being replaced by the uniform Procurement Instrument Identifier (PIID) between October 1, 2015 and October 1, 2016, but the Call/Order Numbers will still be used as a reference for existing contract numbers issued prior to the implementation. Refer to ADC 1157

NAME:	SUPPLEMENTARY PROCUREMENT INSTRUMENT IDENTIFICATION (PIID)
DEFINITION:	A CODED ALPHA-NUMERIC REPRESENTATION THAT IS USED IN CONJUNCTION WITH PIID TO IDENTIFY A MODIFICATION TO A CONTRACT OR AGREEMENT. (REFERENCE FAR 4.16 AND DFARS 204.16 (DRAFT))
DATA CODE CHARACTERISTICS:	TYPE: AN MIN: 6, MAX: 6
SOURCE:	DFARS SUBPART 204. 16

Enclosure 4, Comment resolution

	Originator	Response/Comment	Disposition
1	DLA	Concurs without comment	Noted
2	Marine Corps	Concurs without comment	Noted
3	Army	Concurs without comment	Noted
4	DPAP	<p>Concurs.</p> <p>1. Para 6b - There seems to be widespread confusion about the need to change field lengths. There should be no such need for DoD contracts. DoD currently uses the 13 character order size for orders against non-DoD contracts. This only extends the practice to orders against DoD contracts. The DFARS coverage will clarify that the order number is all that is required to be carried in transactions. So the system changes are only for systems that need to associate the order with the ordering instrument, currently can only do that for DoD issued ordering instruments, and do so by first concatenating then parsing the ordering instrument and four character order number. The only field size changes would be for systems that are currently taking in non-DoD contract numbers of a field size less than 13. As the previous FAR standard did not specify a length (reporting system constraints were 50 characters), it is impossible to determine what the impact is there.</p> <p>2. Would prefer to use WAWF-IRAPT in lieu of simply IRAPT to avoid confusion.</p> <p>3. Because this is a federal IC, we need to recognize in the changes that the only org using the combination of PIIN and SPIIN to identify an order in lieu of a globally unique number was DoD. Everyone else is changing the format, but not the usage.</p>	<p>Added a sentence to section 4.b.(3) to clarify that the delivery order can be used as the unique number in lieu of the contract number, as it is globally unique.</p>
5	Navy	<p>Concurs.</p> <p>1. On Enclosure 3, info regarding SPIIN replacement by PIID: The changes described in RED don't make it clear that only SPIIN calls and orders will be replaced by a second 13 character PIID. Solicitation amendments and contract/agreement modifications loaded in the SPIIN field will be replaced by a SPIID, which will be 4 to 6 characters long. I don't know if LOGDRMS CORE needs to know this, but the original SPIID definition includes these data types.</p>	<p>1. Added notes to data element "CALL/ORDER SERIAL NUMBER" in Enclosure 3 to clarify that the Call/Order Numbers will be changed to the PIID format.</p>

	Navy (continued)	2. On MILS transactions with limited field sizes - I think I heard discussion at the WAWF meeting about mapping call/order number PIIDs to what is now the PIIN field. Have you heard anything on the DLMS side about this? It may work. The PIID call/order numbers will all be unique numbers that could stand alone if necessary. The customers using MILS transactions would just need to know that if an "F" is in the 9th position, and they want the base contract PIID, they'd need to pull it from an authoritative source like EDA.	2. PDC1161 will address this change.
6	Air Force	<p>Concurs.</p> <p>1. Potential impact: expanding the current SPIN from 4 positions to 6 positions to accommodate the new SPIIN. DEAMS tracks contract modification numbers so we need to ensure that edits and data mappings aren't just looking for a four-character modification identifier.</p> <p>2. From DFAS:</p> <p>Has been working with the SPS counter-parts on this item. They were expecting a test file, but unfortunately we have not received as of yet.</p> <p>If this change affects DMLS contracts as well, DFAS will need to contract SMAS, as IAPS does not receive data from DMLS directly. Currently the contract interface only provides us the last five of the contract number and the four position call number, if needed. As long as that does not change, then we will have no issues.</p> <p>3. From AF/A4PA:</p> <p>There is no mention of a capability to track existing procurements once a SPIID changes to a PIID. Lack of a tracking/conversion monitoring ability could result in physical property losses and administrative delays.</p> <ul style="list-style-type: none"> - There will likely be impacts to current AF Logistics systems that use contract numbers and supplementary contract changes. Some systems (currently) do not allow for the length dictated for non-DoD contracts; will that present a problem? It appears the majority of AF Logistics systems do not appear to have the element lengths that would allow using a PIID for supplementary procurements. The decision document appears to note this issue as well; however, it is not clear whether they considered the impact to non-contract systems. 	<p>Noted</p> <p>3. This is addressed in the IC Revisions Table.</p>

	<p>4. From OC-AFSC/PZAAC: My understanding is that an order will no longer be identified by a four position SPIIN (i.e. FA8109-13-D-0001-0014) but will instead have its own PIID (i.e. FA8109-17-F-0001). Assuming I'm correct, it will become very difficult to identify orders to contracts in systems like EDA. Assuming all orders issued by a DoDAAC are numbered sequentially, there will be no obvious way to track which orders belong to which contacts or BOAs.</p>	
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