

CHAPTER 9

RECORDING OF USER INTEREST

A. GENERAL. This chapter establishes policy for recording the Semites, U.S. Coast Guard (USCG), National Security Agency (NSA), and the Federal Aviation Administration (FAA), and the National Weather Service (NWS) (hereinafter referred to as participants) user interest on Integrated Materiel Management (IMM) managed National Stock Numbered (NSN) items. This chapter also establishes policy for recording participants user interest on repetitive demand NSN/nonregistered and non-N SN/part-numbered items. **Recordation** ensures receipt of current catalog, supply management and technical data. User **recordation** is initiated during the requisitioning process and applies to the Army, Navy, Air Force, Marine Corps, USCG, NSA, FAA, NWS, General Services Administration (GSA), and the Defense Logistics Agency (DLA) Inventory Control Points (ICPs) less Defense Fuel Supply Center (DFSC).

• B. POLICY

1. IMMs will **identify** repetitive demand NSN/nonregistered and non-NSN/part-numbered items on which a participant is not recorded as a user and will initiate **recordation** of user interest or NSN assignment. Requisitions for non-NSN/part-numbered items are authorized to be submitted to **DLA/GSA from overseas Military**

Activities only. All others should submit to their parent Service,

2. Repetitive demand items are items for which two or more material demands are recorded within a 180-day period, based on the following criteria:

a. NSN/Nonregistered items are items on which two or more demands have been received from any one participant within the past 180 days for a specific NSN on which the participant is not a recorded user. In the case of the Air Force, **recordation** will be accomplished after the receipt of one demand from an Air Force activity.

b. Non-NSN/Part Number items are those on which a total of two or more demands have been received within the last 180 days for a specific non-NSN/part numbered item without regard to the participant from which received.

3. An automatic user interest **recordation** or NSN assignment action for all NSN and non-NSN/part-numbered items identified for **recordation** will be accomplished under the provisions of this chapter for those participants adopting the automatic **recordation** feature. The Army, Navy, Air Force, Marine Corps, USCG, NSA, FAA, and NWS have adopted automatic user interest **recordation** for those items requisitioned by them, excluding medical, dyes,

gases, disinfectants, solid fuels, oils, and greases; and clothing and textile items prime at Defense Personnel Support Center (DPSC).

4. The participants will be notified via electronic transmission and/or listings, as agreed, of all items on which automatic **recordation** or NSN assignment has been accomplished. Primary mode of **notifying** participants of actions taken shall be via electronic transmission.

5. Medical items managed by DPSC in FSG 65 or medical items in any Federal Supply Class (FSC) assigned to DLA will be excluded from this program. Those **nonmedical** items in FSC 6630, 6640, 8820, and 9410 are not excluded.

6. All Clothing and Textiles (C&T) items managed by DPSC will be excluded from the automatic registration feature of this program.

7. The Army, Navy, Air Force, and Marine Corps are excluded **from** automatic registration on items in FSGS 68 and 91 managed by Defense Supply Center (DSCR). Items in these FSCS will be referred to those Services for review and eventual recordation, if applicable. Points of contact are at appendix L.

8. IMM will record the participants, except Air Force, on the nonstandard NSN (Item Standardization Code (ISC) 3 or E) and the related standard NSN, when a nonstandard NSN (ISC 3 or E) is requisitioned and supplied, and display these relationships on the output. (When an ISC 3 or E item is requisitioned **and** supplied to an Air Force activity, notification will be referred to AFLC CASC (appendix L) for

review and action.) A participant will not be recorded on a nonstandard NSN (ISC 3 or E) when the participant requisitions a standard NSN or when the requisitioned nonstandard NSN stocks have been exhausted and the standard item is supplied.

9. IMM will record the applicable countries on items requisitioned in support of Foreign Military Sales (FMS) cases. The IMM will use the DoD 4100.39-M, Federal Logistics Information System (FLIS) Procedures Manual (reference (g)), to obtain the appropriate Major Organizational Entity (MOE) rules reflecting the individual country's interest for recordation on the item requisitioned in support of FMS cases.

NOTE: Items that have no other Service/Agency interest (FMS only) will be assigned acquisition advice code P.

10. IMM will not automatically record the Services' MOE Rule on FMS or Grant Aid items (i.e., requisitions with Service codes of B-Army; D-Air Force; P-Navy; or K-Marine Corps). Notifications of such requisitions will be **forwarded** to the appropriate Service for review of MOE Rule assignment.

C. PROCEDURES FOR IMM

1. The IMM will automatically record user interest for the participants' appropriate activities in accordance with the DoD 4100.39-M (reference (g)), and, for the Army, appendix J of this manual. The procedures for NSN assignment are provided in appendix K. Items assigned NSNS under this regulation that have

recurring demands will be assigned Acquisition Advice Code (AAC) J (Not Stocked, Centrally Procured). If the demands are from FMS customers only, AAC P (restricted requisition) will be assigned.

2. The following actions apply:

a. IMM Managed NSN Items

(1) Record user interest for the appropriate Air Force activity **after** receipt of one Air Force requisition, unless a nonrecurring demand code exists. When two or more nonrecurring demand coded requisitions are received within a 180 day period, record the Air Force submitter as a user.

(2) Record user interest for the appropriate Army, Navy, Marine Corps, USCG, FAA, NWS, and NSA activities after receipt of two requisitions within 180 days from a participant.

(3) Record the user interest for the appropriate FMS country MOE Rule **after** receipt of two requisitions within 180 days. The IMM will provide the appropriate notification to the Service case sponsor in accordance with appendix L.

b. NSN/Nonregistered Items in IMM FSCS

(1) Record user interest for the participants as described in paragraph C2a(1), (2), and (3) above.

(2) Record user interest for the countries

(FMS) as described in paragraph C2a(4).

c. Nonstandard and Standard Items

(1) Record the participants/FMS countries, except Air Force, on the nonstandard NSN (ISC 3 or E), if applicable, and the related standard NSN, when a nonstandard NSN (ISC 3 or E) is requisitioned and supplied.

(2) Do not record the participants/FMS countries on a nonstandard NSN (ISC 3 or E) when the participants requisition a standard NSN, or when the nonstandard NSN (ISC 3 or E) is requisitioned and not supplied (stock exhausted).

d. For Non-NSN/Part-Numbered Items in IMM FSCS

(1) Initiate automatic stock number requests and record user interest for the Services/Agencies/FMS countries generating the requisitions for non-NSN/part-numbered items, **after** receipt of two requisitions for the involved part numbers. Stock numbering action and recordation of the Air Force as a user will be initiated based on any combination of Stock Record Account Numbers (SRANs). This action will be taken when the "2-hit" criteria is met (e.g., 2 hits in 10 days, or 30 days, or 90 days) with an upper limit of 180 days, 2-hits from any Service/Agency or combination thereof.

(2) Exceptions:

(a) Stock numbering action will not be

initiated for a non-NSN/part-numbered item when two requisitions are received from the Air Force with the same SRAN (must have at least one other **SRAN**).

(b) Stock numbering action will not be initiated for a non-NSN/part-numbered item when two requisitions are received from the participants (any combination of **SRANs**) and the Demand Code field (position 44) contains an "N" indicating a nonrecurring demand. However, when the demands of requisitions with Demand Code "N" are combined with other requisitions, the criteria in paragraph **C.2.d.(1)** will apply. Count if in combination with Army or Marine Corps. Record all Services/Agencies which submitted requisitions.

(c) Exempt Navy, with the exception of Project Code JZ_ items, from above paragraph **C2d(1)**.

(d) Exempt USCG from above paragraph **C2d(1)**.

(3) Concurrently record user interest for the other participants who have submitted requisitions for the non-NSN/part-numbered item, that is being stock numbered, during the same 180 day period.

(4) Continue to process all requisitions for the non-NSN/part-numbered items without regard to the involved items being reviewed for stock number assignment.

(5) Record all participants with requisitions recorded on file for the involved part

numbered item, subsequent to stock numbering assignment, on the new NSN and **notify** them in accordance with these procedures.

e. **Output Distribution and Format Requirements for NSN and Non-NSN Part-Numbered Items**

(1) Output distribution will be in accordance with the Data Distribution List (appendix L).

(2) Output formats for user notification are:

(a) **NSN Format For Automatic Recording of User Interest Notification** (appendix M-1)

(b) **Non-NSN Format For Automatic Recording Of User Interest Notification** (appendix M-2)

(c) **NSN Listing For Automatic Recording of User Interest Notification** for those activities not using electronic transmission (appendix M-3).

(d) **Non-NSN Listing For Automatic Recording Of User Interest Notification** for those activities not using electronic transmission (appendix M-4).

D. PROCEDURES FOR PARTICIPANTS.
The participants as shown in paragraph A will:

1. Initiate review of items on the listings or electronic notification on which their activities

have been recorded as users.

2. Effect necessary contact with appropriate activities in conducting review and investigation of the NSN and non-NSN/part-numbered items requisitioned.

3. Initiate action to record the Service FMS sponsorship (record), if applicable.

4. When a significant increase in demands is anticipated, submit a supply support request

(SSR) (nonprovisioning) containing 12 months demand data to the IMM for those NSN and non-NSN/part-numbered items determined to have a recurring requirement.

5. Furnish advice to the requisitioner in instances when unauthorized or obsolete items have been requisitioned. Submit appropriate withdrawal of user interest transactions to the IMM for transmittal to Defense Logistics Service Center (DLSC). --