

4.8 THROUGH 4.8.3 (RESERVED)

4.9 FILE MAINTENANCE

a. The following files are available for maintenance. Select File Maintenance from the Parts Management pull-down menu. See Figure 4.9a. The file maintenance menu will be displayed with the following selections available:

FILE MAINTENANCE

- (1) CAGE (Commercial and Government Entity Code)
- (2) Comment Glossary
- (3) DMS (Diminishing Manufacturing Sources List)
- (4) Document Checklists > Version Maintenance, Create, Delete
- (5) EIC (Engineering Item Code)
- (6) Environmental Code
- (7) FSC (Federal Supply Class)
- (8) GIDEP (Government-Industry Data Exchange Program)
- (9) IMPAC (Identification of Military Parts Approved Consistently)
- (10) Inactive for New Design
- (11) Problem Part
- (12) Service Activity Code

b. Many files have an automatic sort capability. To sort, click on the header or title box of the column you want sorted. Click again and it reverses the sort.

NOTE: Some screens may need to be MAXIMIZED in order to see all of the information. Click on the maximize box in the upper right hand corner of your screen.

c. The user is interrogating the data base tables for this information using the formatted screens designed for this purpose. Maintenance (add/change/delete) buttons will be enabled when the user is authorized to complete maintenance on the opened file/table information. See paragraph 4.9.1 for authorization table.

d. Figures 4.9a through 4.9.13c are screen/window displays for maintenance processing.

4.9.1 TABLE OF AUTHORIZATION

Action/User	EV	EN	MA	LE	SC	SM	SU	Monitor
CAGE	✓	✓			✓		✓*	ME
Comments (001-089,100-200)	✓	✓*			✓*		✓*	
Comments (090-099)			✓	✓*		✓*	✓*	
DMS	✓	✓					✓*	MD
Doc Checklist	✓	✓			✓*		✓*	
EIC	✓	✓			✓		✓*	ME
Environmental							✓*	ME
FSC	✓	✓			✓		✓*	ME
GIDEP	✓						✓*	MG
IMPAC	✓	✓					✓*	MI
IND	✓	✓			✓*		✓*	
Problem Part	✓	✓			✓*		✓*	
Svc Acty Code	✓	✓		✓	✓	✓*	✓*	

Check mark (✓) indicates authorized for input. Asterisk (*) indicates Authorized for approval.

NOTE: For Comment Glossary (001-089, 100-200), the user RM, may also input and approve. Monitors have input/approval authority for specific maintenance actions as indicated.

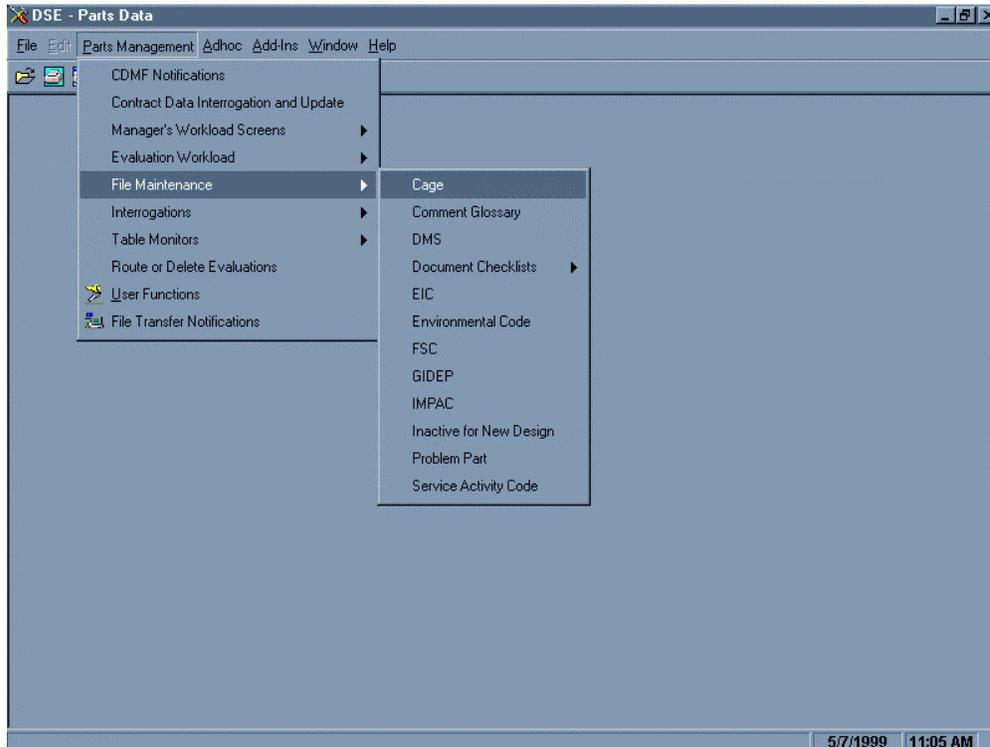


Figure 4.9a

The File Maintenance menu allows you to select from one of the functions listed above. If you select an item, and there is no data available, a message will be displayed.

IMPORTANT NOTE: If you select an option, and your user function level does not allow you to add or change items in that menu option, you will be given a browse only window. You will be able to view data, but will not be able to add, change, or delete.

4.9.2 CAGE MAINTENANCE (COMMERCIAL AND GOVERNMENT ENTITY CODE)

When you select CAGE Maintenance, you will see a window similar to this one. From this window, you can Add, Change, or Delete a CAGE record from the data base.

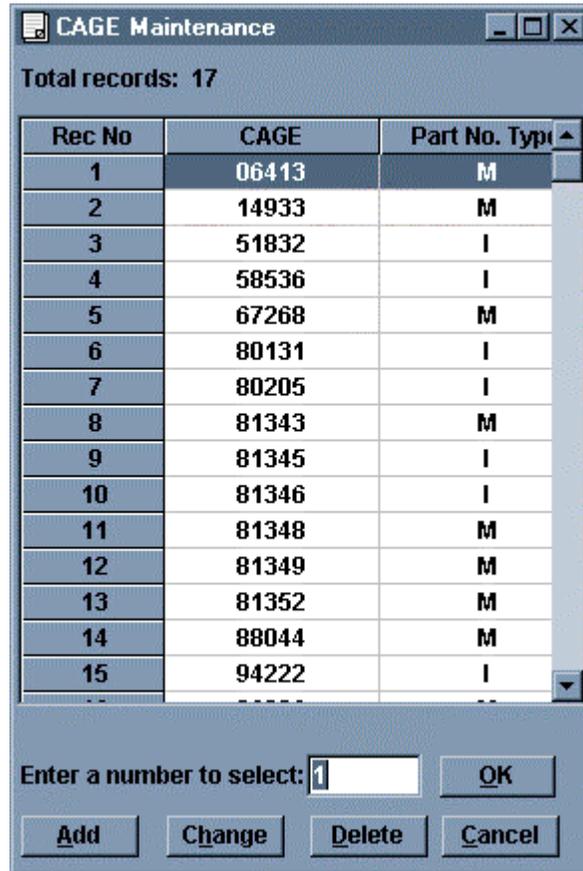
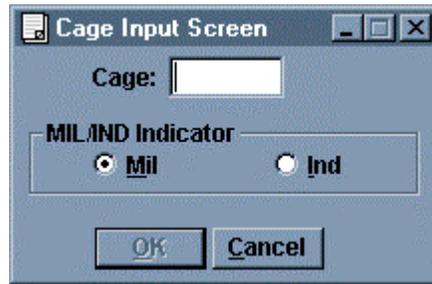


Figure 4.9.2A

4.9.2.1 ADDING A NEW CAGE RECORD

If you click ADD, the following window will appear:

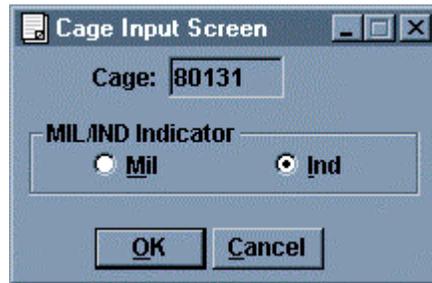


a. To create a new CAGE record, enter a number in the CAGE: Field and change the MIL/IND Indicator by clicking on the correct one. When all of the data has been entered, click OK or depress ENTER. The system will check to be sure that the CAGE number you entered is not already in use, or waiting for approval by a monitor, and will then add it to the data base.

b. If you are an ME or SU and it was successfully added, it would be added to the CAGE_ref table and an upload record will be created. If you are an EV, EN, or SC, the system will add it to the update table where it will await supervisory review. If it already existed, the record will not be added. If it exists in the update tables and is awaiting supervisory approval, it will not be added.

4.9.2.2 CHANGING AN EXISTING CAGE RECORD

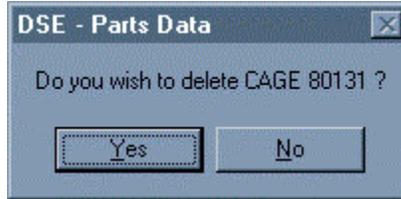
If you click CHANGE, you will see the following screen:



Only the MIL/IND Indicator field can be changed. Click OK to save the change. The system will check to be sure there is no pending action awaiting supervisory review in the update table. If not, and you are an EV, EN, or SC, the system will add a change record to the update table for supervisory review. If you are an ME or SU, the record will be changed in the CAGE table and an upload record will be created.

4.9.2.3 DELETING AN EXISTING CAGE RECORD

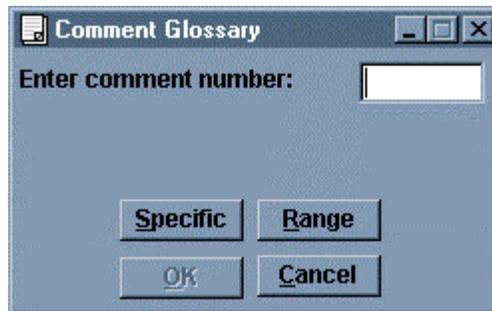
If you click DELETE, you will see the following screen, asking you to confirm the deletion:



If you answer YES and there is no pending action awaiting supervisory review, the system will process the delete. If you are an EV, EN, or SC, the system will add a delete record to the update table for supervisory review. If you are an ME or SU, the record will be deleted in the CAGE table and an upload record will be created.

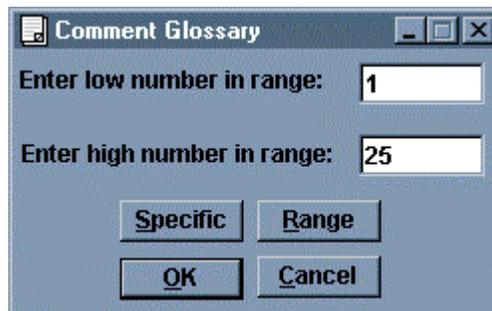
4.9.3 COMMENT GLOSSARY MAINTENANCE

If you select the Comment Glossary Menu option, you will see the following screens:

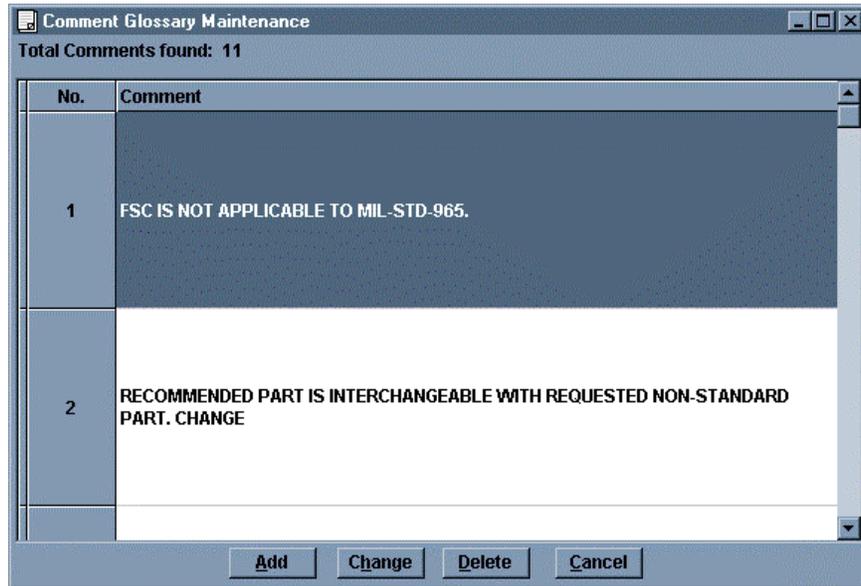


a. If you click RANGE, another field will appear to allow you to enter a range of comments you wish to view.

b. Enter the low range and high range numbers and click OK to view the list of comments. If you wish to return to the original screen, click SPECIFIC, and only the ENTER COMMENT NUMBER: field will remain.

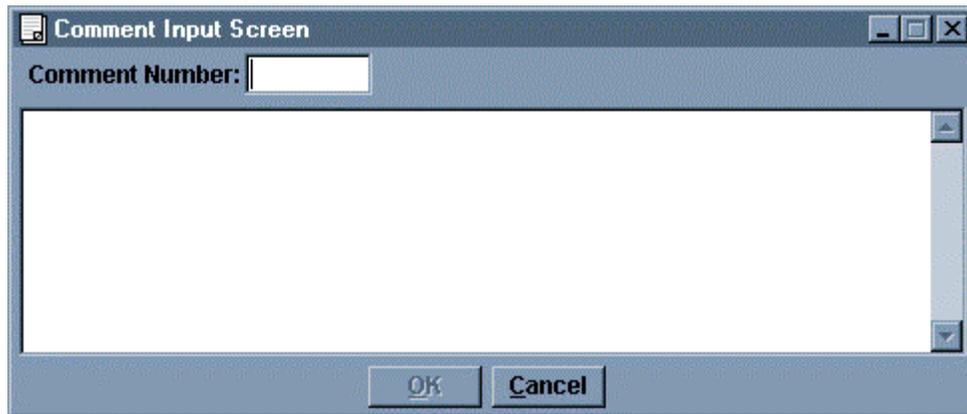


c. When you click OK, the following window appears:



4.9.3.1 ADDING A NEW COMMENT RECORD

To add a new record, click ADD. You will see the following window:

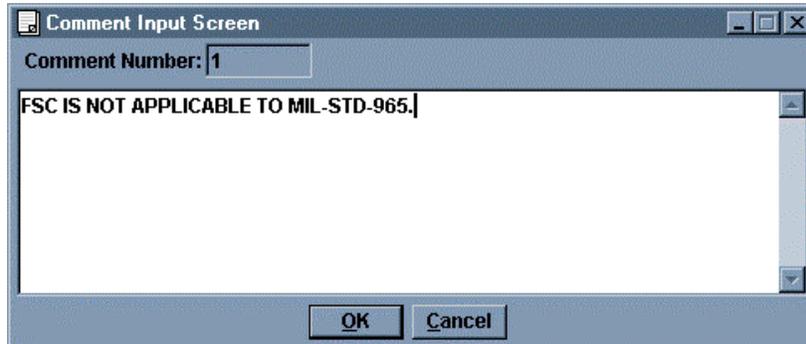


a. When you enter the new COMMENT NUMBER and depress TAB or ENTER, the system checks to be sure the comment number is not already in use or pending approval. If not, you can then enter the comment text in the large scrolling text box. It also checks to be sure you are authorized to add comments within that number range.

b. When you click OK, and you are an EV (range 001-089 or 100-200) or an MA (range 090-099), an add record is created in the update table. If you are an EN, SC, RM, or SU (range 001-089 or 100-200) or a LE, SM, or SU (090-099), a record is added to the comment glossary table and an upload record is created.

4.9.3.2 CHANGING AN EXISTING COMMENT GLOSSARY RECORD

To change an existing Comment Glossary record, click CHANGE. You will see the following screen:



The COMMENT NUMBER: field is grayed out, as you cannot edit it. Make the changes to the comment text, and click OK. The system first checks to see if there is an action pending on this record in the update table. If not, and you are an EV (range 001-089 or 100-200) or an MA (range 090-099), a change record is created in the update table. If you are an EN, SC, RM, or SU (range 001-089 or 100-200) or a LE, SM, or SU (090-099), the record is changed in the comment glossary table and an upload record is created.

4.9.3.3 DELETING AN EXISTING COMMENT GLOSSARY RECORD

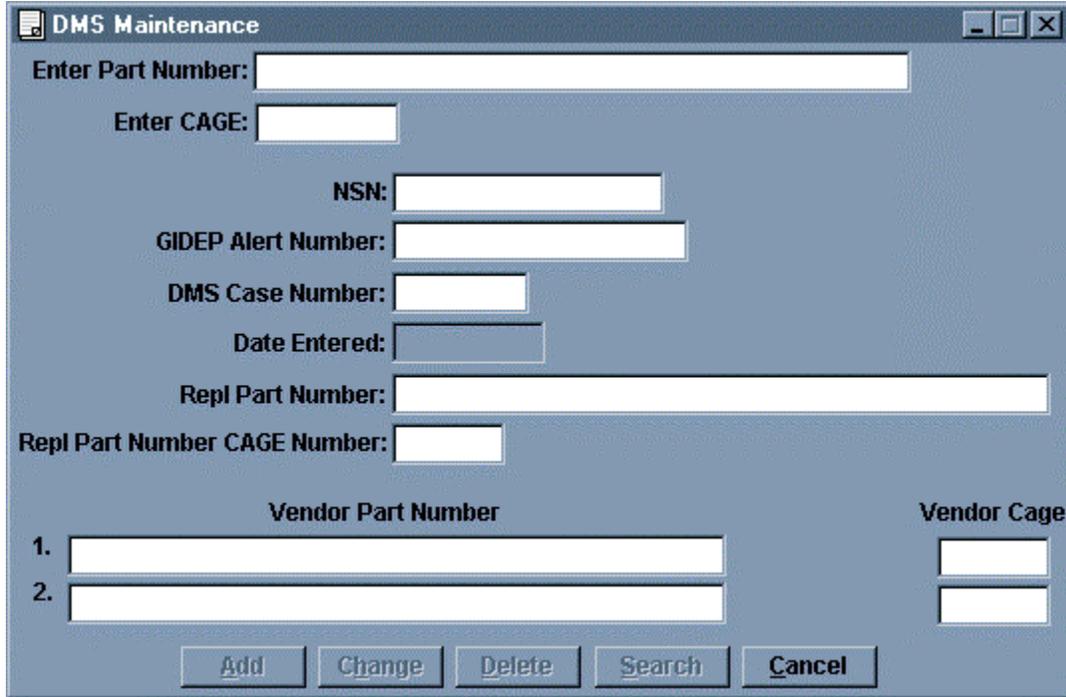
To delete an existing COMMENT GLOSSARY RECORD, click DELETE. The following window will appear, asking you to verify the deletion:



The system first checks to see if there is an action pending on this record in the update table. If not, and you are an EV (range 001-089 or 100-200) or an MA (range 090-099), a delete record is created in the update table. If you are an EN, SC, RM, or SU (range 001-089 or 100-200) or a LE, SM, or SU (090-099), the record is deleted in the COMMENT GLOSSARY Table and an upload record is created.

4.9.4 DMS MAINTENANCE (DIMINISHING MANUFACTURING SOURCES LIST)

Selecting the DMS option from the File Maintenance menu results in the following window:



The screenshot shows a window titled "DMS Maintenance" with the following fields and buttons:

- Enter Part Number:
- Enter CAGE:
- NSN:
- GIDEP Alert Number:
- DMS Case Number:
- Date Entered:
- Repl Part Number:
- Repl Part Number CAGE Number:
- Vendor Part Number (1):
- Vendor Part Number (2):
- Vendor Cage (1):
- Vendor Cage (2):
- Buttons: Add, Change, Delete, Search, Cancel

4.9.4.1 ADDING A NEW DMS RECORD

a. To add a new DMS record, enter the part number of the new record, and the CAGE number, and click SEARCH. The system will check to be sure that this record does not already exist. If it exists, the information for that record will be displayed, if not, the ADD button will be enabled so the record can be saved.

b. Enter the information for the new DMS record. Required fields on this screen are Part Number, CAGE, and DMS Case Number. Date Entered is system generated.

c. When you are finished entering data, click ADD. The system will check to be sure there is no pending action on this record. If there is none and you are an EV or EN, an add record will be added to the update table. If you are an MD or SU, a record will be added to the DMS table, and an upload record will be created.

4.9.4.2 CHANGING AN EXISTING DMS RECORD

a. To change an existing DMS Record, enter the part number and CAGE for the DMS record to be changed, and click SEARCH. If the record is found, the current information will be displayed, and the CHANGE and DELETE buttons will be enabled.

b. Make the necessary changes and click CHANGE to save the changes. The system will check for pending action on this record. If there is none and you are an EV or EN, a change record will be added to the update table. If you are a MD or SU, the record will be changed in the DMS table, and an upload record will be created.

4.9.4.3 DELETING AN EXISTING DMS RECORD

a. To delete an existing DMS record, enter the part number and CAGE for the DMS record to be deleted, and click SEARCH. If the record is found, the current information will be displayed, and the CHANGE and DELETE buttons will be enabled.

b. Click DELETE. The system will check for pending action on this record. If there is none and you are an EV or EN, a delete record will be added to the update table. If you are an MD or SU, it will be deleted in the DMS table, and an upload record will be created.

4.9.5 DOCUMENT CHECKLIST MAINTENANCE

There are three options available on the Document Checklist option of the Maintenance Menu.

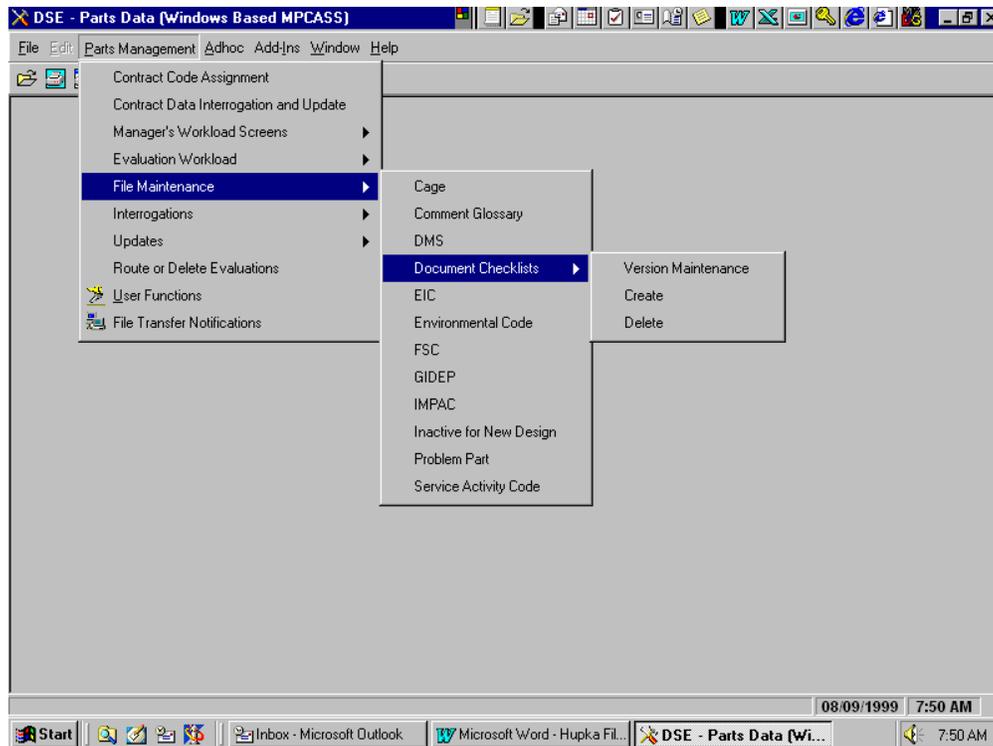


Figure 4.9.5A

- a. Complete unfinished Checklists.
- b. Create new Checklists.
- c. Delete existing Checklists.



Figure 4.9.5B

4.9.5.1 DOCUMENT CHECKLIST VERSION MAINTENANCE

This option allows you to complete unfinished Checklists. Selecting this option from the Maintenance menu results in the following window:

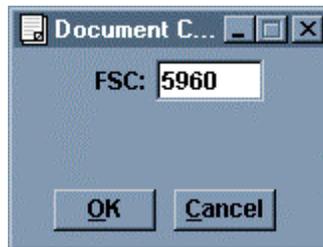


Figure 4.9.5C

- a. Enter the FSC for the checklist and depress OK. The system will locate all unfinished checklists for that FSC. If none are found, it will ask if you wish to create a new one. If you answer YES, it will start the CREATE option.

b. If any unfinished checklists exist, the following window will be displayed:

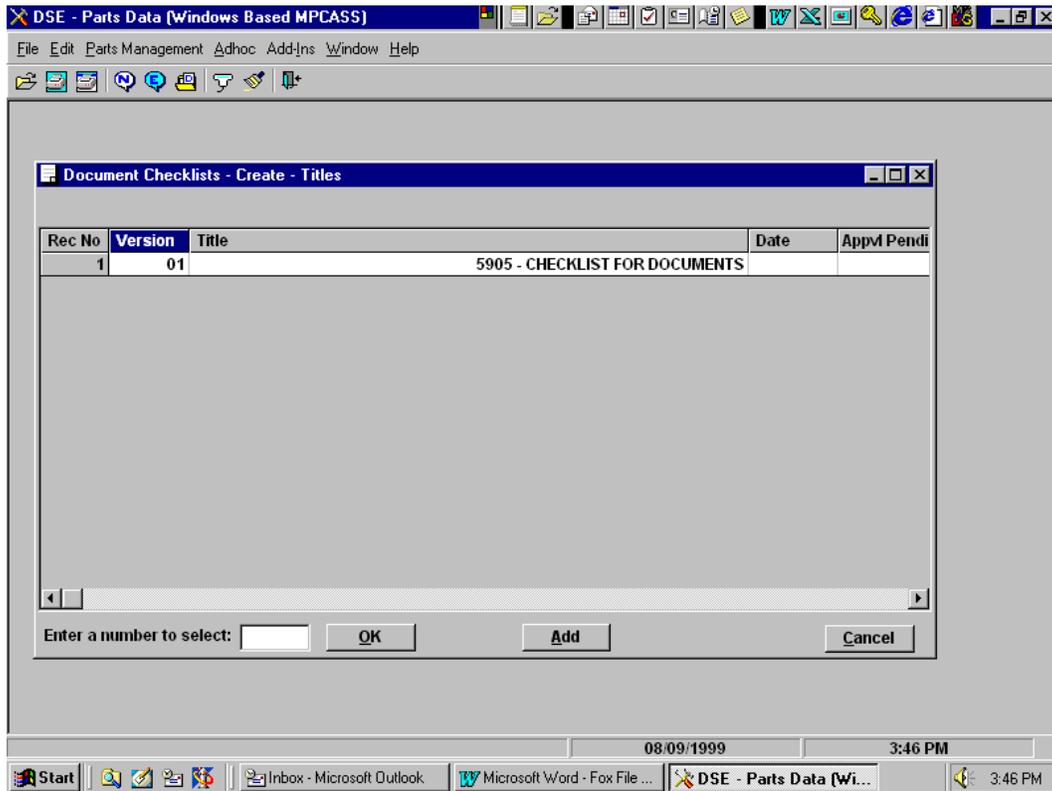


Figure 4.9.5D

4.9.5.2 CREATING A NEW CHECKLIST

a. The user will enter the FSC, then OK. If the user depresses ENTER and the FSC is blank, FSC INVALID will be displayed. The FSC entered will be validated against the FSC Table. If it is not on the FSC Table, a message FSC INVALID. REENTER. will be displayed.

b. If there are any records in process of being changed with the FSC entered, they will be displayed by their titles along with the message TYPE NUMBER TO SELECT AND PRESS ENTER, highlight the checklist, and depress OK. The following options are available:

- (1) ADD Allows user to add new checklist other than what is listed.
- (2) CANCEL Will close CREATE CHECKLIST windows.

c. Once a valid FSC has been entered and OK is clicked, the following screen will be displayed:

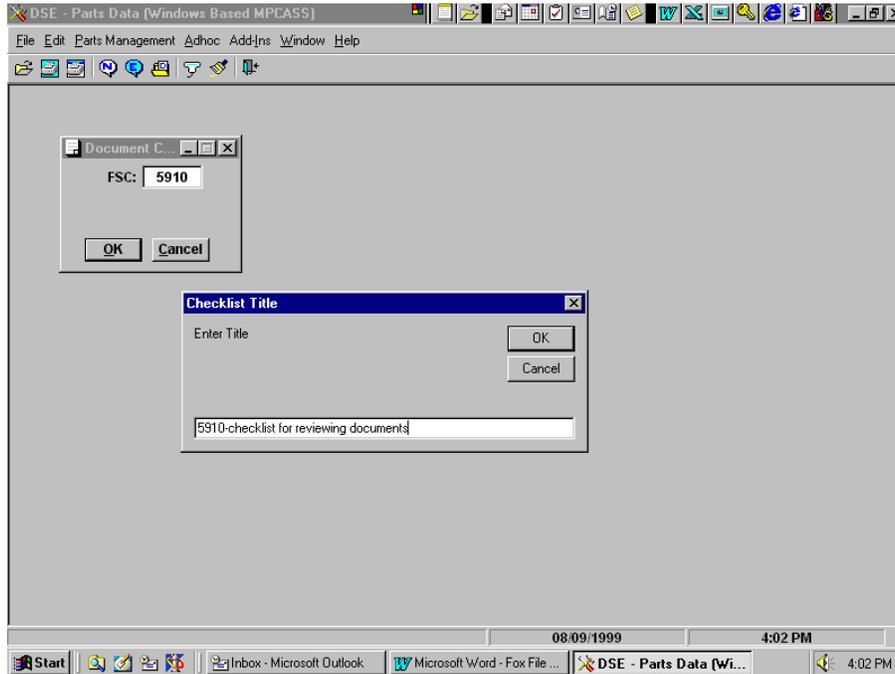


Figure 4.9.5E

d. The user should enter a unique title. Click OK. The next screen/window will display the headers for the checklist.

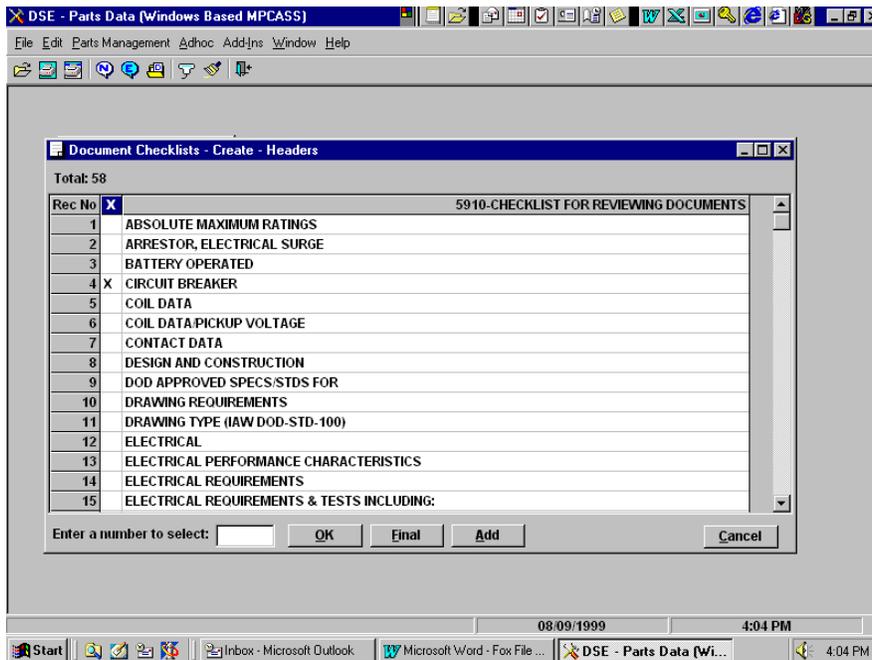


Figure 4.9.5F

e. Checklist headers will be displayed. Double click on a header and the elements under that header will be displayed. The DOCUMENT CHECKLIST HEADERS Screen will have the following options available:

(1) OK - When a number selection is input, depress this button to display elements under that header.

(2) FINAL - When complete with the checklist, depress this button to display the Document Checklist Final Review Screen.

(3) ADD - Allows a user to add a new header, element and definition.

(4) CANCEL - Closes this screen with no action.

f. When a header is selected, the header's elements are sorted and displayed on the elements screen. The user can select and remove repeatedly until they leave the screen, at which time their selections are stored.

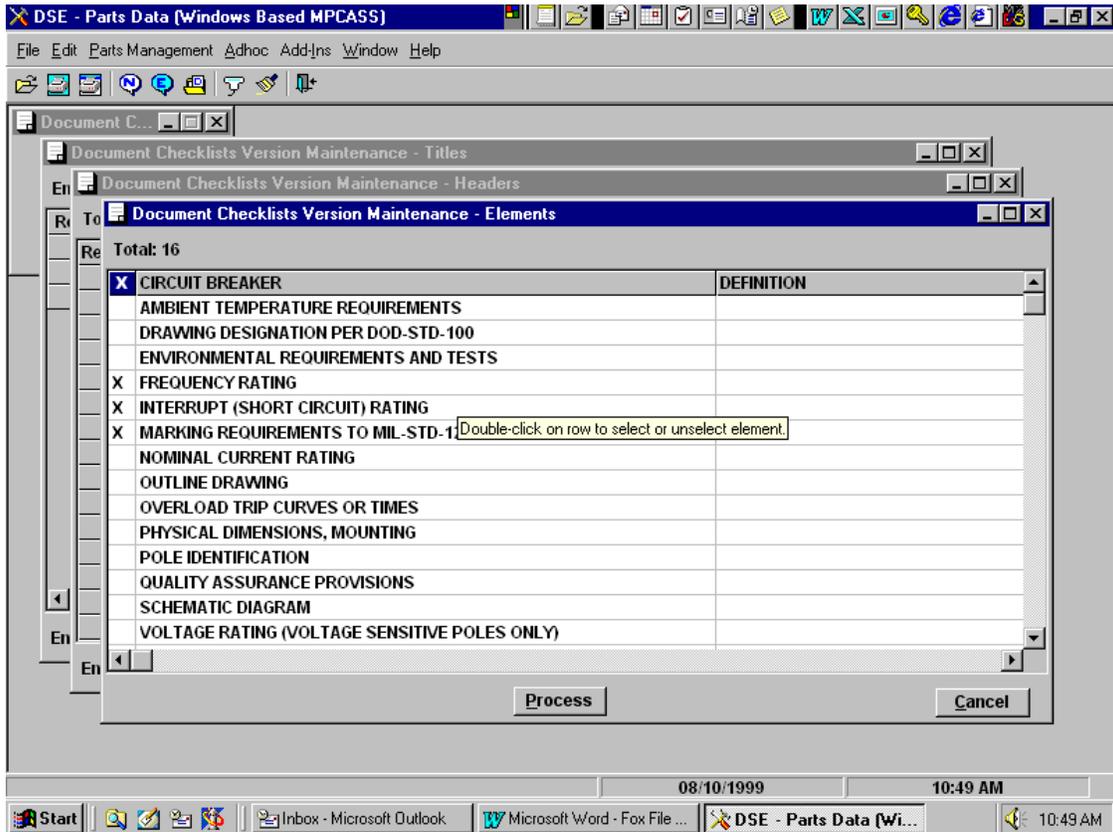


Figure 4.9.5G

g. ADD - If the user selects ADD, a screen will be brought up to add a header, data element, and definition. Once elements are selected (double clicking), then click PROCESS to process the new header and elements. After it is processed, the HEADER LIST screen will be displayed again. Use CANCEL to close this window.

h. FINAL - If the user selects FINAL, The Document Checklist Final Review screen will be displayed. On the Checklist Final Review screen, the options CANCEL and PROCESS are available. If the user selects PROCESS, the checklist will be created, message CHECKLIST CREATED, AWAITING APPROVAL will be displayed. The checklist will be available to the SC under MPCASS Parts Management Main Menu option Document Checklist Updates.

i. If a General Purpose Checklist exists for the FSC, DO YOU WANT TO USE THE GENERAL PURPOSE CHECKLIST? will be displayed. If the user responds YES, the General Purpose Checklist for that FSC will be displayed. If the user responds NO, all of the other title(s) on the create screen will be listed with the following question: WILL THE NEW FSC TITLE BE DIFFERENT FROM THE ABOVE TITLE(S)?. If the user responds NO, the message USE MAINTENANCE TO CREATE A NEW VERSION OF AN EXISTING CHECKLIST will be displayed. For a YES response, the title will be compared to existing titles. If it is unique, version 1 of the next number for that FSC will be created. If it is not unique, the message CHECKLIST NOT UNIQUE, USE MAINTENANCE TO CREATE A NEW VERSION OF AN EXISTING CHECKLIST will be displayed.

j. The following menu items will be available on the elements screen:

- (1) PROCESS - Process element selections.
- (2) CANCEL - Closes window, no action.

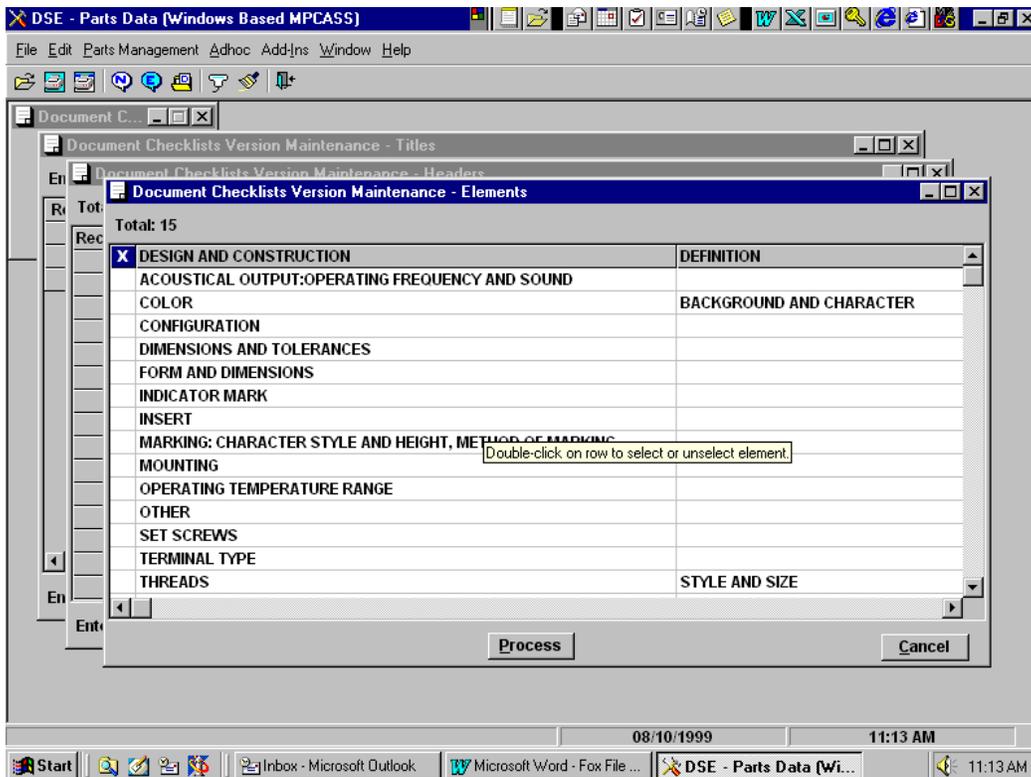


Figure 4.9.5H

k. Adding Elements:

(1) The add element screen is displayed. If adding the element to an existing header, it will be carried forward from the data element screen. If adding a new header/data element, header may be entered. If header is left blank, SPECIFIC REQUIREMENTS will be used as the header. Double-click on any element you want added under this selected header. An X will appear on the screen. Double-click again to remove the X. The following menu options will be available:

- (a) PROCESS - Process the add.
- (b) CANCEL - Closes current window, no action.

(2) When PROCESS is selected on the add element screen, the message ENTER DATA ELEMENT is displayed if the data element is blank. When ADD is selected, if the FSC and version does not exist, a message EMPTY CHECKLIST will be displayed. If the FSC and version does exist, the message ELEMENT ADDED will be displayed. The following menu options will be available:

- (a) FINAL - Process the final checklist review.
- (b) CANCEL - Closes window, no action.

(3) When FINAL is selected on the review screen, the Checklist Review screen will be displayed with the headers selected. If the user selects PROCESS, the checklist is created. The message CHECKLIST CREATED, AWAITING APPROVAL is displayed. The checklist will be available to the SC under MPCASS Main Menu option, Document Checklist Updates.

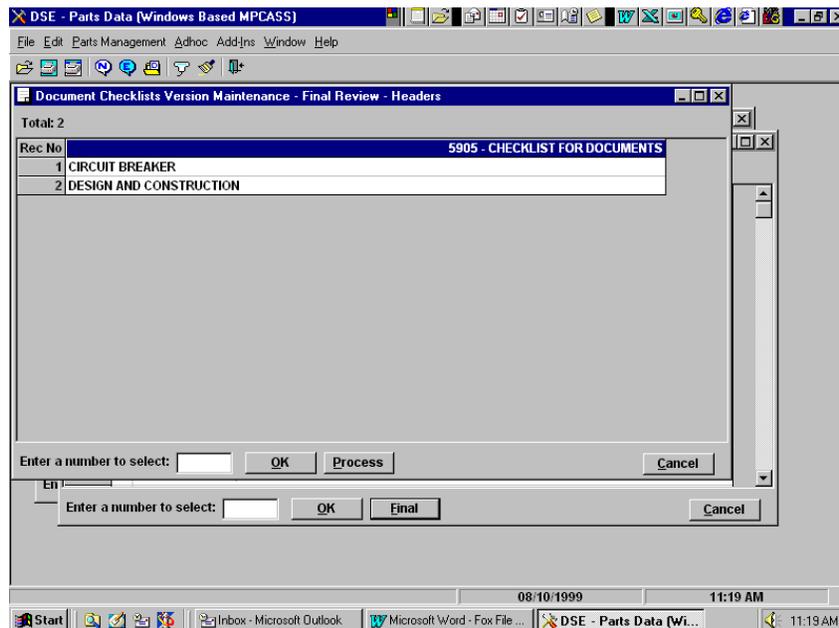


Figure 4.9.5I
SELECT PROCESS BUTTON TO FINALIZED CHECKLIST FROM THIS
WINDOW/SCREEN

1. General Purpose Checklists:

(1) If a general purpose checklist is used, the new title must be unique. If it is not unique, the message CHECKLIST NOT UNIQUE--USE MAINTENANCE TO CREATE A NEW VERSION will be displayed and the user will be returned to the Document Checklist Selection screen for the maintenance process. If the title is unique, version 1 of the next number for that FSC will be created.

(2) The following menu options will be available:

(a) PROCESS - Process the final checklist review.

(b) CANCEL - Closes current screen, no action.

NOTE: In addition to the menu options above, a HELP option is available to provide help information on the Checklist Elements screen.

(3) When PROCESS is selected on the general purpose screen, a new checklist is created with that title. The general purpose checklist itself does not change; it is only used to create a new number that has the blank data definitions completed. If the user selects PROCESS, the checklist will be created, message CHECKLIST CREATED, AWAITING APPROVAL will be displayed. The checklist will be available to the SC under MPCASS Main Menu option, Document Checklist Updates.

4.9.5.3 DELETING AN EXISTING CHECKLIST

a. Select Delete from the menu.

b. The following screen will be displayed:

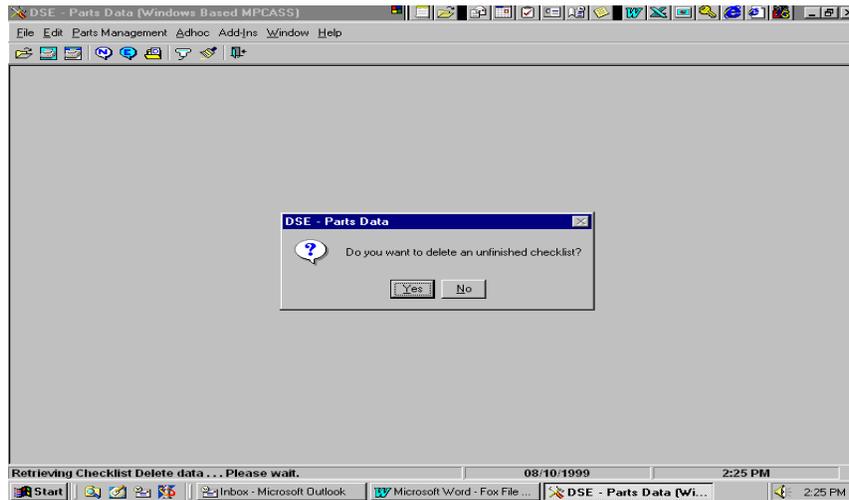


Figure 4.9.5J

c. If you want to delete an unfinished checklist, click YES. Enter FSC of Checklist. A list of unfinished checklists will be displayed. Highlight the one you want to delete, click on PROCESS. The following message will be displayed:

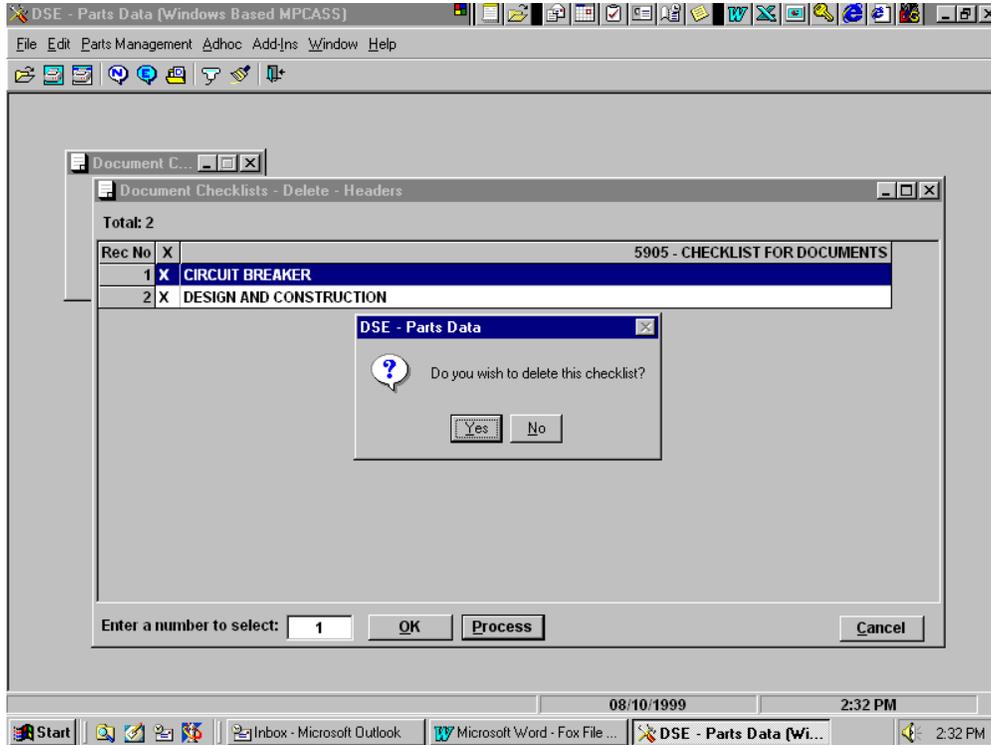


Figure 4.9.5K

Click YES. A message will be displayed to let you know the checklist has been deleted.

CANCEL - Closes current screen, no action.

d. When a user selects the DELETE option, a message DO YOU WANT TO DELETE AN UNFINISHED CHECKLIST (Y/N) will be displayed. If the user responds YES, FSC must be entered. If ENTER is depressed and the FSC is blank, the message ENTER FSC is displayed. The FSC is validated against the FSC table. If it is invalid, FSC INVALID. REENTER will be displayed. If there are no records, a message NO UNFINISHED CHECKLISTS EXIST FOR FSC ENTERED. If the user answers YES and there are unfinished checklists, they will be listed. Once the user selects the checklist to delete, a message UNFINISHED CHECKLIST DELETED will be displayed. If the user responds NO when asked if they want to delete an unfinished checklist, the message ONLY THE LATEST VERSION CAN BE DELETED will be displayed. If there are no records, the message NO CHECKLIST EXISTS FOR FSC ENTERED. CORRECT AND REENTER.

e. If the checklist has been used in an evaluation, it cannot be deleted. The message CHECKLIST NOT DELETED; USED IN EVALUATION will be displayed. If the checklist has not been used in an evaluation, the title and headers will be displayed, along with the message DO YOU WISH TO DELETE THIS CHECKLIST? If they respond YES, the checklist is deleted and the message CHECKLIST AWAITING APPROVAL FOR DELETE will be displayed for a few seconds and the user will be returned to the File Maintenance Menu. If they respond NO, the Document Checklist Selection screen will be redisplayed.

4.9.6 EIC MAINTENANCE (DIMINISHING MANUFACTURING SOURCES LIST)

a. Selecting the EIC option from the Maintenance menu brings up the following window:

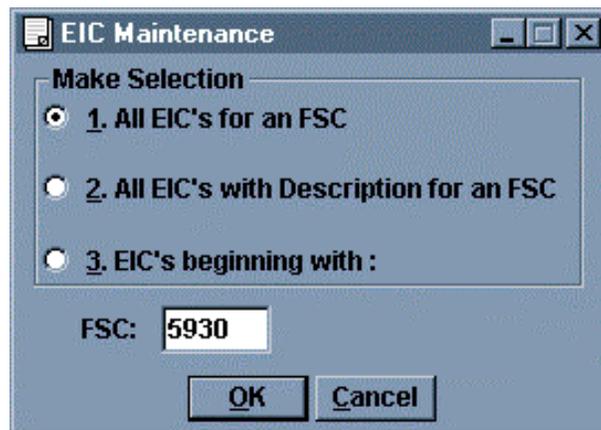


Figure 4.9.6A

b. There are three ways you can search for an EIC:

(1) You can enter the FSC and all EICs for that FSC will be listed.

(2) You can enter the FSC, and selecting this option will list all EICs for that FSC with descriptions.

(3) You can enter any part of the EIC, to narrow the search to a smaller number or records. For example, entering 5930 results in a list of 102 records, while entering 5930002 results in a list of only 2 records.

c. Click OK to see the list of EICs you selected:

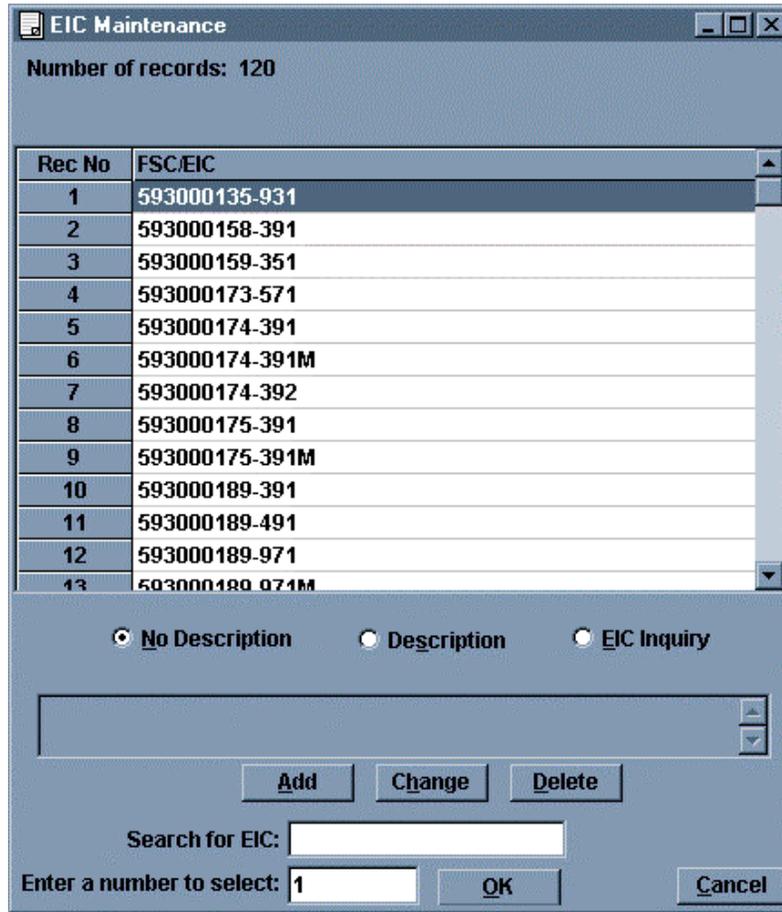


Figure 4.9.6B

(1) This window allows you to search for a record in two ways.

(a) Search for EIC: Begin entering the EIC code you want to see, and the system will move you through the list as you enter each character.

(b) Enter a number to select: Enter the Record Number listed in the first column to move quickly through the list.

(2) You can change the detail information that appears for the EICs listed with the option buttons in the middle of the window.

d. Selecting the No Description option results in the window above.

e. Selecting the Description option results in the following:

No Description Description EIC Inquiry

EIC: 593000175-391

SWITCH, LEVER

Add Change Delete

f. Selecting the EIC Inquiry option results in the following:

No Description Description EIC Inquiry

Evaluator for 593000189-491: SWITCH, TOGG

E, SURFACE MOUNT

Add Change Delete

Figure 4.9.6C

After selecting the record you want to view, click OK or double-click on the grid row to see the detail window:

4.9.6.1 ADDING A NEW EIC RECORD

To add a new EIC record, click ADD. The following window will appear:

EIC - View

EIC: 593000189-491 Evaluator: SWITCH, TOGG

Description

E, SURFACE MOUNT

Cancel

EIC Input Screen

EIC: 5930 Evaluator:

Description

OK Cancel

Figure 4.9.6D

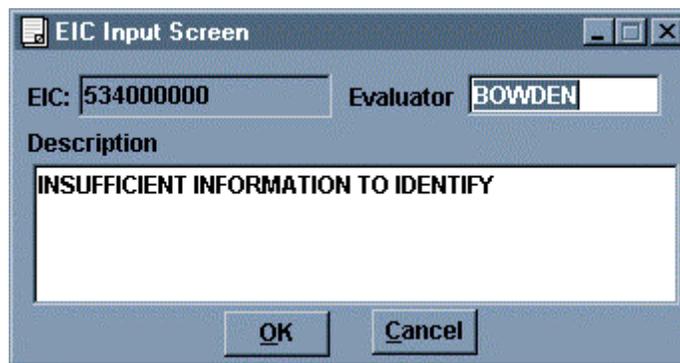
The system will fill in the FSC code for you. All three fields are required. Enter the information for the new EIC record and click OK.

b. The system will check to see if the EIC exists. If it does, it will not be added. It will also check to see if there is a pending record for the EIC. If there is, it will not be added.

c. If not, and you are an EV, EN, or SC, an add record will be added to the update table. If you are an ME or SU, a record will be added to the EIC table and an upload record will be created.

4.9.6.2 CHANGING AN EXISTING EIC RECORD

a. To change an existing EIC record, click CHANGE. The following window will appear:



The screenshot shows a dialog box titled "EIC Input Screen". It has three input fields: "EIC:" with the value "534000000", "Evaluator" with the value "BOWDEN", and "Description" with the value "INSUFFICIENT INFORMATION TO IDENTIFY". At the bottom of the dialog are two buttons: "OK" and "Cancel".

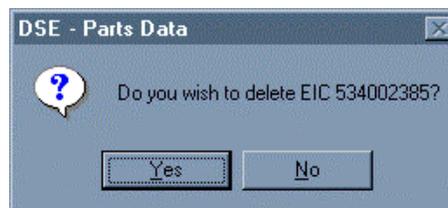
Figure 4.9.6E

You cannot edit the EIC: field. Information must be entered in both of the other fields. Older records may be missing the Evaluator, but it must be entered to be saved in the current system.

b. The system will check to see if there is a pending record for the EIC. If not, and you are an EV, EN, or SC, a change record will be added to the update table. If you are an ME or SU, the change will be made to the EIC table and an upload record will be created, if the description changed.

4.9.6.3 DELETING AN EXISTING EIC RECORD

To delete an existing EIC Record, click DELETE. The following window appears, asking you to verify the delete:



The screenshot shows a dialog box titled "DSE - Parts Data". It contains a question mark icon and the text "Do you wish to delete EIC 534002385?". At the bottom of the dialog are two buttons: "Yes" and "No".

Figure 4.9.6F

If you click YES, the system will check to see if there is a pending record for the EIC. If not, and you are an EV, EN, or SC, a delete record will be added to the update table. If you are an ME or SU, the record will be deleted from the EIC table and an upload record will be created.

4.9.7 ENVIRONMENTAL CODE MAINTENANCE

If you select the Environmental Code option from the Maintenance menu, you will see the following window:

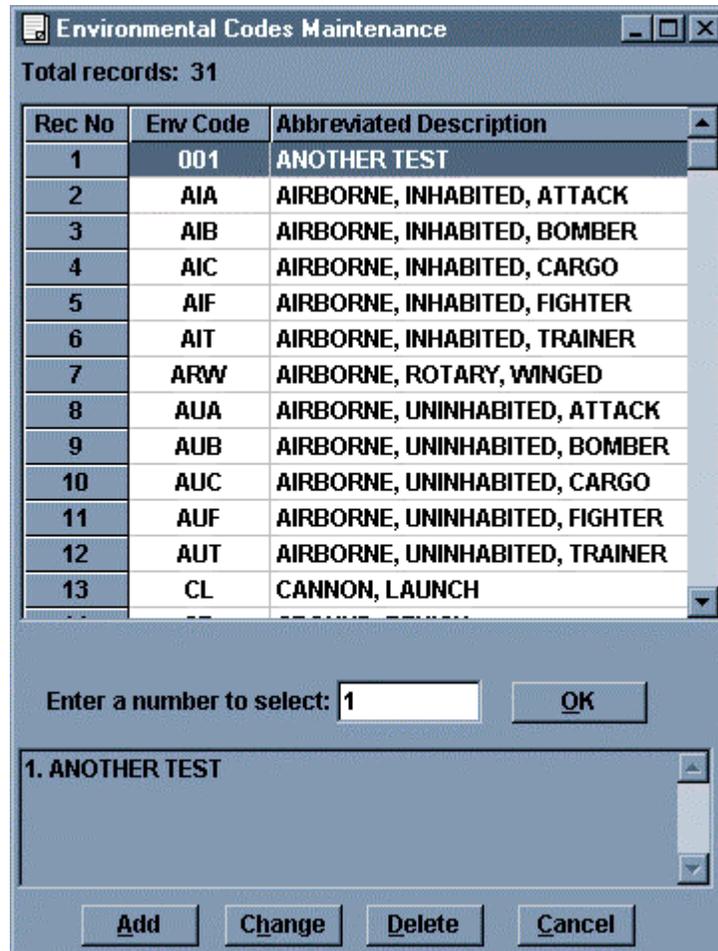


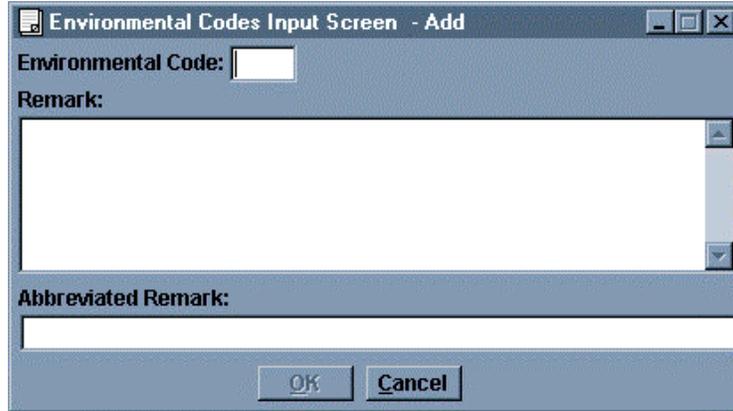
Figure 4.9.7A

a. The text box below the grid shows the full description for the selection record.

b. Only a ME or SU can make changes, add, or delete environmental codes.

4.9.7.1 ADDING A NEW ENVIRONMENTAL CODE RECORD

To add a new Environmental Code record, click ADD. The following window appears:



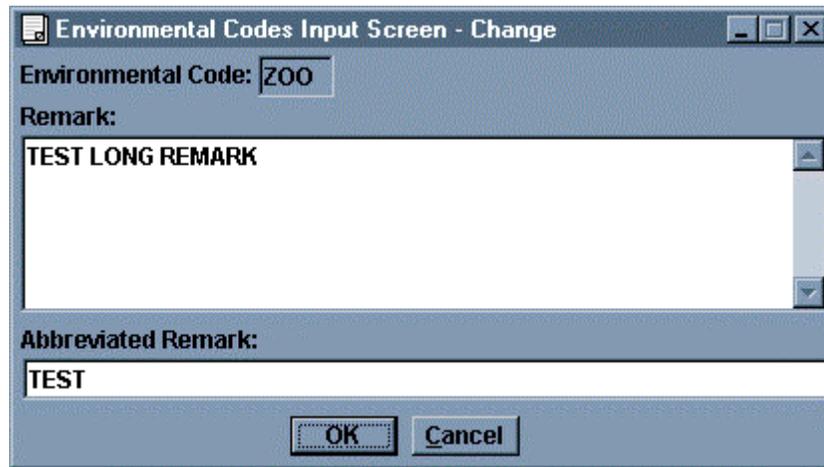
The screenshot shows a dialog box titled "Environmental Codes Input Screen - Add". It contains three input fields: "Environmental Code:" with an empty text box, "Remark:" with a large multi-line text area, and "Abbreviated Remark:" with a single-line text box. At the bottom, there are "OK" and "Cancel" buttons.

Figure 4.9.7B - ADDING A NEW ENVIRONMENTAL CODE RECORD

Enter the information for the new Environmental Code. When you click OK, the system checks to see if the code already exists. If not, a new record is created in the table.

4.9.7.2 CHANGING AN EXISTING ENVIRONMENTAL CODE RECORD

To change an existing environmental code, click CHANGE. The following screen will display:



The screenshot shows a dialog box titled "Environmental Codes Input Screen - Change". The "Environmental Code:" field contains the text "ZOO". The "Remark:" field contains the text "TEST LONG REMARK". The "Abbreviated Remark:" field contains the text "TEST". At the bottom, there are "OK" and "Cancel" buttons.

Figure 4.9.7C

The Environmental Code: Field cannot be changed. Edit the information and click OK to save your changes. The system will save the change in the table.

4.9.7.3 DELETING AN EXISTING ENVIRONMENTAL CODE RECORD

To delete an existing environmental code, click DELETE. The following window will appear, so that you can verify the delete:



Figure 4.9.7D

If you select YES, the system will delete the record and create an upload record.

4.9.8 FEDERAL SUPPLY CLASS (FSC) MAINTENANCE

Selecting the FSC option from the Maintenance menu brings up the following window:

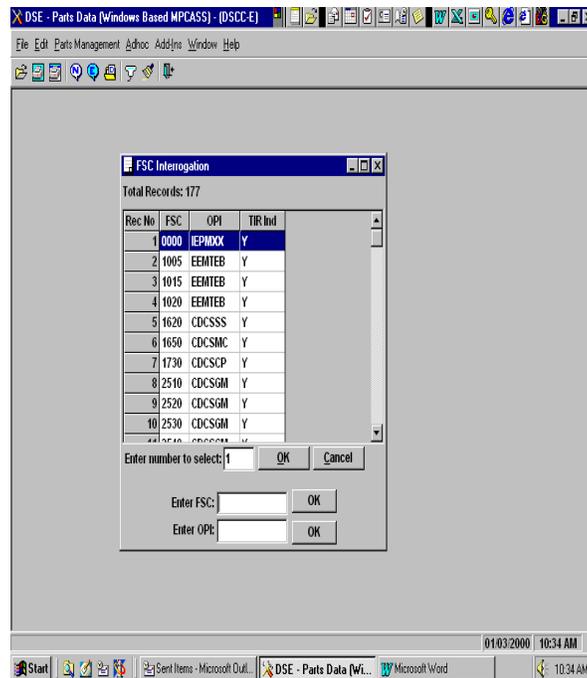
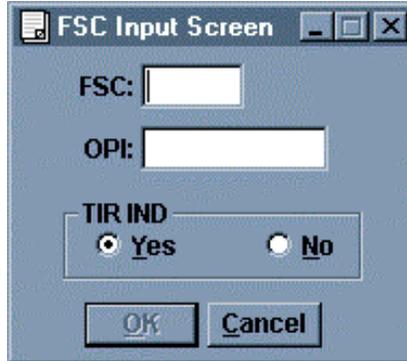


Figure 4.9.8a

You can search for a specific FSC by entering either the FSC or the OPI into the ENTER FSC or ENTER OPI: field. As you enter each character, the system will move you through the list to the closest match.

4.9.8.1 ADDING A NEW FSC RECORD

To add a new FSC record, click ADD. The following window will display:



The screenshot shows a dialog box titled "FSC Input Screen". It has three input fields: "FSC:" (empty), "OPI:" (empty), and "TIR IND" with two radio buttons, "Yes" (selected) and "No". At the bottom are "OK" and "Cancel" buttons.

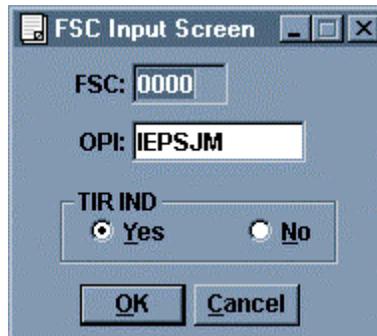
Figure 4.9.8B

a. Enter the data in the two fields FSC: and OPI:. Select the correct option under TIR IND. To save the changes, click OK.

b. The system will check to see whether the FSC already exists. It will also check to see whether there is pending action on the FSC entered. If not, and you are an EV, EN, or SC, an add record will be added to the update table. If you are an ME or SU, and new record is added to the FSC table, an upload record is created.

4.9.8.2 CHANGING AN EXISTING FSC RECORD

To change an existing FSC record, click CHANGE button. The following window will display:



The screenshot shows a dialog box titled "FSC Input Screen". It has three input fields: "FSC:" (0000), "OPI:" (IEPSJM), and "TIR IND" with two radio buttons, "Yes" (selected) and "No". At the bottom are "OK" and "Cancel" buttons.

Figure 4.9.8C

You can only change FSC records where the center is the same as yours (first character of OPI). The system will check for pending action. If there is none and you are an EV, EN, or SC a change record will be added to the update table. If you are an ME or SU, the FSC record will be changed, and an upload record will be created.

4.9.8.3 DELETING AN EXISTING FSC RECORD

To delete an existing FSC Record, click on DELETE. The following message will appear, asking you to confirm the deletion.

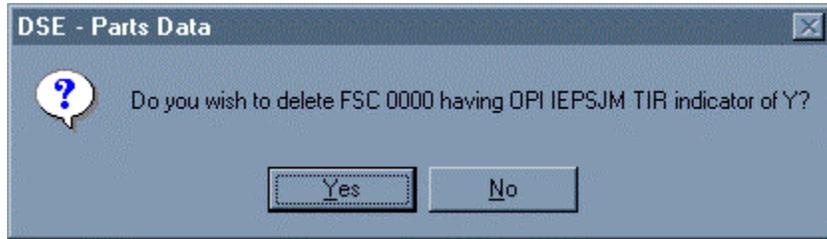


Figure 4.9.8D

If you click YES, the system will check for pending action. If there is none, and you are an EV, EN, or SC, a delete record will be added to the update table. If you are an ME or SU, the record will be deleted from the FSC table, and an upload record will be created.

4.9.9 GOVERNMENT-INDUSTRY DATA EXCHANGE PROGRAM (GIDEP) MAINTENANCE

Selecting the GIDEP option from the Maintenance menu results in the following screen:

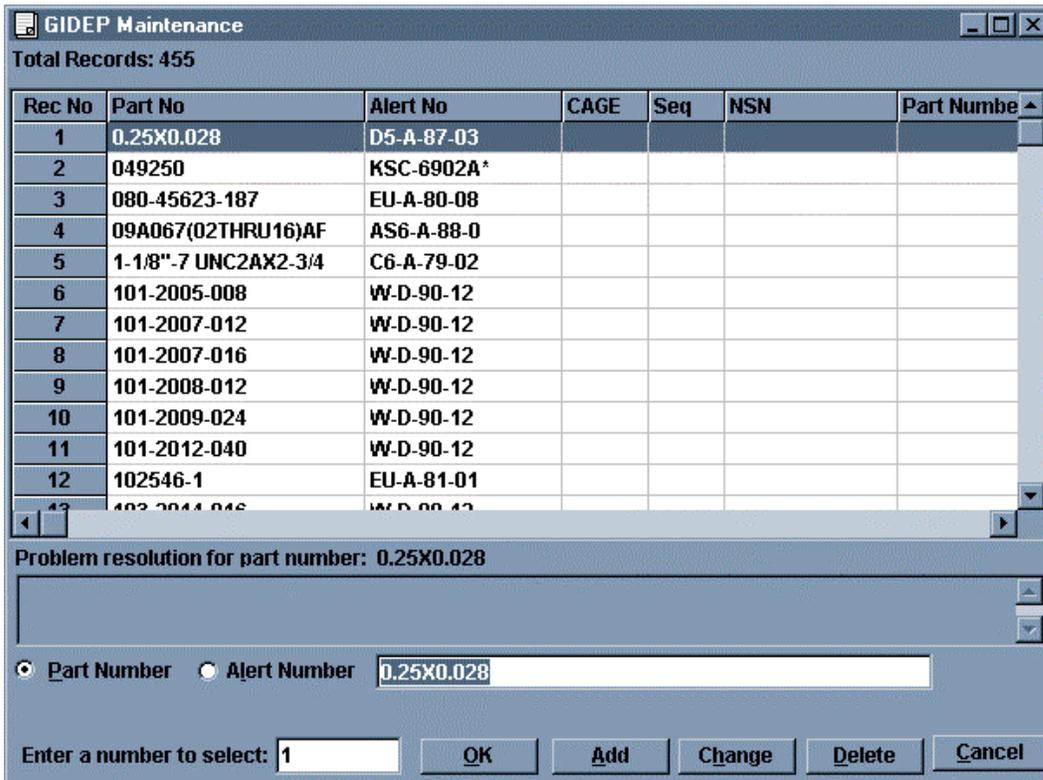


Figure 4.9.9A

a. This window allows you to search for a specific record by part number, alert number, or record number. To search by part number or alert number, click on the appropriate option button and start typing the number you are searching for in the text box.

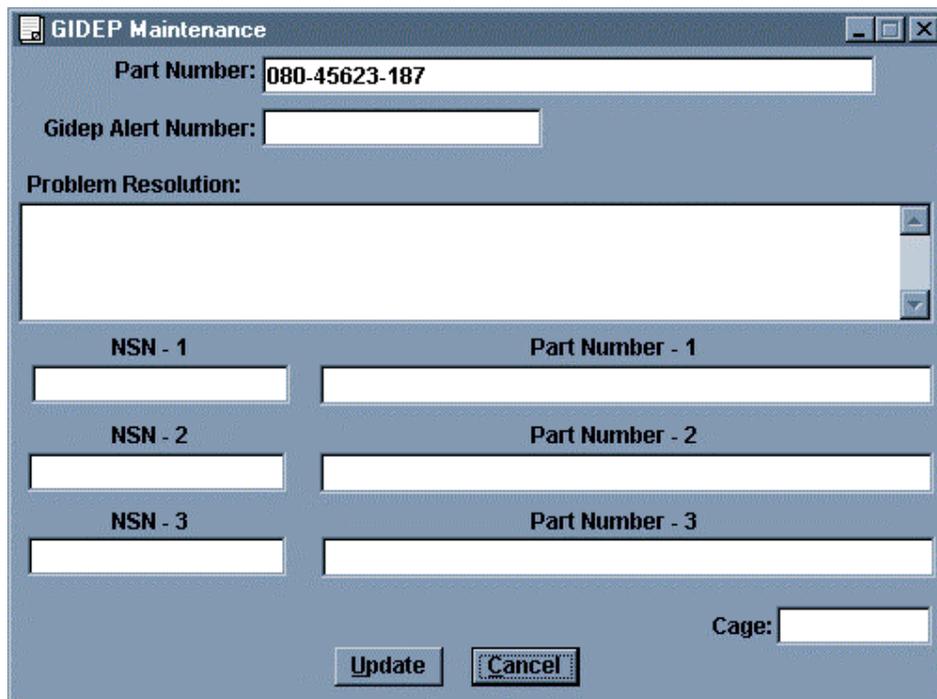


Part Number **Alert Number**

b. The system will move the highlight bar into the first record that matches your entry.

4.9.9.1 ADDING A NEW GIDEP RECORD

To add a new GIDEP record, click ADD. The following window will be displayed:



GIDEP Maintenance

Part Number:

Gidep Alert Number:

Problem Resolution:

NSN - 1	Part Number - 1
<input type="text"/>	<input type="text"/>
NSN - 2	Part Number - 2
<input type="text"/>	<input type="text"/>
NSN - 3	Part Number - 3
<input type="text"/>	<input type="text"/>

Cage:

Figure 4.9.9B

The system will have transferred either the part number or alert number to the new record, depending upon which option button was selected when ADD was clicked. You can change this field. Required fields are Part Number and Alert Number. Click UPDATE to save the new record. The system will check that the part number and alert number combination does not already exist, and will check for pending records with those numbers. If there are none, and you are an EV, an add record is added to the update table. If entries were made in the NSN-1, NSN-2, or NSN-3 rows, add records will also be added to the update table for GIDEP parts. If you are an MG or SU, a new GIDEP record will be created. If entries were made in the NSN-1, NSN-2, or NSN-3 rows, records will also be added to the table for GIDEP parts. Upload records are created for any new records.

4.9.9.2 CHANGING AN EXISTING GIDEP RECORD

- a. To change an existing GIDEP record, click CHANGE. You will see the same window as in the Add function, with all previously entered data displayed.
- b. Make the changes, and click UPDATE to save the changes.
- c. The system will check for pending records with those numbers. If there are none, and you are an EV, a change record is added to the update table. If entries or changes were made in the NSN-1, NSN-2, or NSN-3 rows, add or change records will also be added to the update table for GIDEP parts. If you are an MG or SU, the GIDEP record will be changed. If entries or changes were made in the NSN-1, NSN-2, or NSN-3 rows, records will also be added or changed in the table for GIDEP parts. Upload records are created for any new or changed records.

4.9.9.3 DELETING AN EXISTING GIDEP RECORD

To delete an existing GIDEP record, click on DELETE. The following window will be displayed:

The screenshot shows a software window titled "GIDEP Maintenance - Delete". At the top, there are two text input fields: "Part Number:" containing "Y43012-48U" and "Gidep Alert Number:" containing "K4-A-77-01". Below these is a larger text area labeled "Problem Resolution:". Underneath, there are three rows of input fields. The first row has "NSN - 1" and "Part Number - 1". The second row has "NSN - 2" and "Part Number - 2". The third row has "NSN - 3" and "Part Number - 3". At the bottom right, there is a "Cage:" label followed by an empty input field. At the bottom center, there are two buttons: "Delete" and "Cancel".

Figure 4.9.9C

Click DELETE to delete the record. The system will check for pending records with those numbers. If there are none, and you are an EV, a delete record is added to the update table. If information exists in the NSN-1, NSN-2, or NSN-3 rows, a delete record will also be added to the update table for GIDEP parts. If you are an MG or SU, the GIDEP record will be deleted. If data exists in the NSN-1, NSN-2, or NSN-3 rows, records in the table for GIDEP parts will be deleted. Upload records are created for any deleted records.

4.9.10 IDENTIFICATION OF MILITARY PARTS APPROVED CONSISTENTLY (IMPAC) MAINTENANCE

If the IMPAC option is selected from the Maintenance menu, the following window is displayed:

DSE - Parts Data [Windows Based MPCASS] - (DSCC-E)

File Edit Parts Management Adhoc Add-Ins Window Help

IMPAC Maintenance

Part Number: 09CT12Y7 Search

Scan: Skip: Scan:

SVC CODE/SVC ACTY EXCLUSIONS - ONE ALLOWED FOR EACH CATEGORY (TOTAL FOUR)

1. Service Code: Service Activity Code:

2. Service Code: Service Activity Code:

3. Service Code: Service Activity Code:

4. Service Code: Service Activity Code:

5. Environmental Code Exclusions:

EIC: OPL IND: OPI:

File Entry Date:

Cancel

User File M...

11/08/1999 9:24 AM

Start Inbox - Microsoft Outlook Microsoft Word DSE - Parts Data [Wi... 9:24 AM

Figure 4.9.10A

Enter the Part Number: you wish to add or change. Click SEARCH to search for that record. If it is not found, the ADD button will be enabled. If it is found, the CHANGE and DELETE buttons will be enabled.

4.9.10.1 ADDING A NEW IMPAC RECORD

a. To add a new IMPAC record, enter the Part Number: for the new record and click SEARCH. If the record exists, the system will notify you. If not, enter the appropriate data. Click ADD to save the new record.

b. The following fields are required:

- (1) Part Number No more than 32 positions.
- (2) Scan-Skip-Scan All 3 must equal 32 or less.
- (3) EIC Validated again EIC Table.

(4) QPL Indicator Y, N, or A are valid.

The file entry date is system generated. The system validates the data entered, and checks for pending actions. If there are none, and you are an EV or EN, an add record is created in update table for monitor approval. If entries were made in any of the Service Code or Service Activity Code fields, add records are created in the IMPAC Service update table. If Service code is filled, then Service Activity Code is blank and vice-versa. If entries were made in any of the Environmental Code Exclusions fields, add records are created in the IMPAC Environmental update table. Environmental Codes are validated against the Environmental Code Table.

c. If you are an MI or SU, a new IMPAC record is created. If entries were made in any of the Service Code or Service Activity Code fields, new records are created in the IMPAC Service table. If entries were made in any of the Environmental Code Exclusions fields, new records are created in the IMPAC Environmental table. Upload records are created for each record added.

4.9.10.2 CHANGING AN EXISTING IMPAC RECORD

a. To change an existing IMPAC record, enter the Part Number: for the record and click SEARCH. If the record exists, the data will be displayed. Enter the changes. Click CHANGE to save the changes.

b. The system validates the data entered, and checks for pending actions. If there are none, and you are an EV or EN, a change record is created in the update table. If entries were made in any of the Service Code or Service Activity Code fields, add or change records are created in the IMPAC Service update table. If entries were made in any of the Environmental Code Exclusions fields, add or change records are created in the IMPAC Environmental update table.

c. If you are an MI or SU, the IMPAC record is changed. If entries were made in any of the Service Code or Service Activity Code fields, records are created or changed in the IMPAC Service table. If entries were made in any of the Environmental Code Exclusions fields, records are created or changed in the IMPAC Environmental table. Upload records are created for each record changed or added.

4.9.10.3 DELETING AN EXISTING IMPAC RECORD

a. To delete an existing IMPAC record, enter the Part Number: for the record and click SEARCH. If the record exists, the data will be displayed. Click DELETE.

b. The system checks for pending actions. If there are none, and you are an EV or EN, a delete record is created in the update table. If entries were made in any of the Service Code or Service Activity Code fields, delete records are created in the IMPAC Service update table. If entries were made in any of the Environmental Code Exclusions fields, delete records are created in the IMPAC Environmental update table.

c. If you are an MI or SU, the IMPAC record is deleted. If entries were made in any of the Service Code or Service Activity Code fields, records are deleted in the IMPAC Service table. If entries were made in any of the Environmental Code Exclusions fields, records are deleted in the IMPAC Environmental table. Upload records are created for each record deleted.

4.9.11 INACTIVE FOR NEW DESIGN

Selecting Inactive for New Design from the Maintenance menu displays the following window:

Rec No	Part Number
1	TEST810

Enter Part Number:
TEST810

Enter a number to select: 1

Figure 4.9.11A

To search for a particular Part Number, type in the Enter Part Number: field. The system will move you to the record matching the characters entered.

4.9.11.1 ADDING A NEW INACTIVE FOR NEW DESIGN RECORD

a. To add a new Inactive for New Design record, click ADD. The following window is displayed:

The screenshot shows a dialog box titled "Inactive for New Design Screen - Add". It contains the following fields and values:

- Part Number: [Empty]
- OPI: IIIMF
- File Entry Date: 99/05/10
- Document Approval Date: **/**/**
- Document Number: [Empty]
- Document Revision No.: [Empty]
- Repl. Document Number: [Empty]
- Repl. Part Number: [Empty]

Buttons: OK, Cancel

Figure 4.9.11B

(1) The OPI and File Entry Date fields are entered by the system.

(2) Enter the rest of the information into the data fields. Part Number is required.

(3) Click OK to save the new record.

b. The system will check for pending action. If there is none, and you are an EV or EN, an add record will be created in the update table. If you are an SC or SU, a new Inactive for New Design record will be added, and an upload record created.

4.9.11.2 CHANGING AN EXISTING INACTIVE FOR NEW DESIGN RECORD

a. To change an existing Inactive for New Design Record, click CHANGE. Make the changes to the data fields and click OK to save your changes.

b. The system will check for pending action. If there is none, and you are an EV or EN, a change record will be created in the update table. If you are an SC or SU, the Inactive for New Design record will be changed, and an upload record will be created.

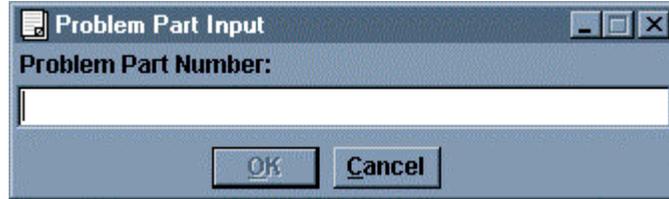
4.9.11.3 DELETING AN EXISTING INACTIVE FOR NEW DESIGN RECORD

a. To delete an existing Inactive for New Design Record, click DELETE. The detail window will be displayed. Click OK to delete the record.

b. The system will check for pending action. If there is none, and you are an EV or EN, a delete record will be created in the update table. If you are an SC or SU, the Inactive for New Design record will be deleted, and an upload record will be created.

4.9.12 PROBLEM PART

Selecting the Problem Part option from the Maintenance menu results in the following window:



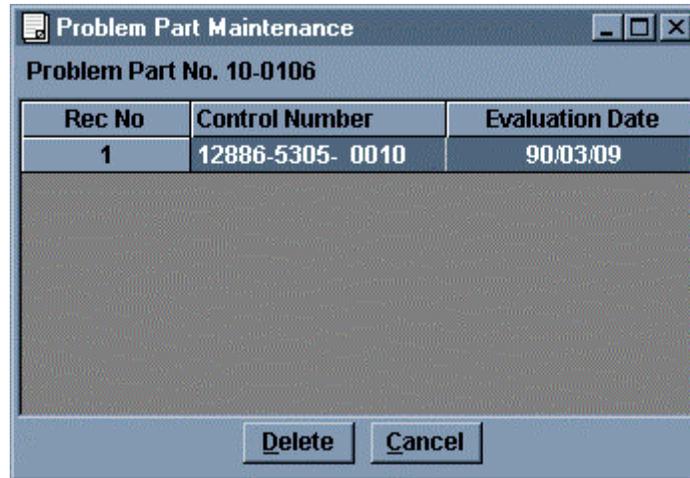
Problem Part Input

Problem Part Number:

OK Cancel

Figure 4.9.12A

(1) Enter the Problem Part Number and click OK. The following window displays:



Problem Part Maintenance

Problem Part No. 10-0106

Rec No	Control Number	Evaluation Date
1	12886-5305- 0010	90/03/09

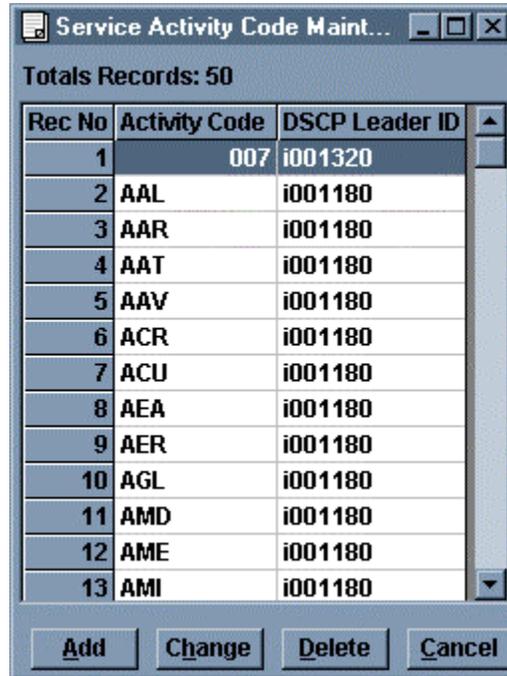
Delete Cancel

Figure 4.9.12B

(2) Click DELETE to delete the record. The system will check for pending actions. If there are none, and you are an EV or EN, a delete record is added to the update table for each control number in the list. If you are an SC or SU, all records for that part number are deleted, and upload records are created for each control number.

4.9.13 SERVICE ACTIVITY CODE

Selecting the Service Activity Code option from the Maintenance menu results in the following window:



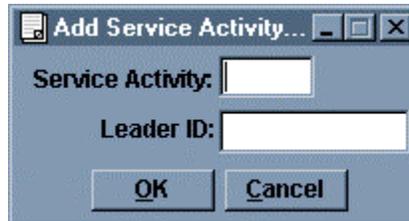
The screenshot shows a window titled "Service Activity Code Maint...". At the top, it says "Totals Records: 50". Below this is a table with three columns: "Rec No", "Activity Code", and "DSCP Leader ID". The table contains 13 rows of data. At the bottom of the window are four buttons: "Add", "Change", "Delete", and "Cancel".

Rec No	Activity Code	DSCP Leader ID
1	007	i001320
2	AAL	i001180
3	AAR	i001180
4	AAT	i001180
5	AAV	i001180
6	ACR	i001180
7	ACU	i001180
8	AEA	i001180
9	AER	i001180
10	AGL	i001180
11	AMD	i001180
12	AME	i001180
13	AMI	i001180

Figure 4.9.13A

4.9.13.1 ADDING A NEW SERVICE ACTIVITY CODE RECORD

a. To add a new Service Activity Code, click ADD. The following window will be displayed:



The screenshot shows a dialog box titled "Add Service Activity...". It has two input fields: "Service Activity:" and "Leader ID:". Below the input fields are two buttons: "OK" and "Cancel".

Figure 4.9.13B

(1) Enter the new Service Activity and the Leader ID and click OK to save the new record.

(2) The system will check to be sure the code is not already in use, and there are no pending actions. If there are none, and you are an EV, EV, SC, or LE, an add record will be added to the update table. If you are an SM or SU, a new record will be added to the Service Activity Code table, and an upload record will be created.

4.9.13.2 CHANGING AN EXISTING SERVICE ACTIVITY CODE RECORD

To change an existing service activity code, click CHANGE. Make the changes to the Leader ID and click OK to save the changes. The system will check to be sure there are no pending actions. If there are none, and you are an EV, EV, SC, or LE, a change record will be added to the update table. If you are an SM or SU, the record will be changed in the Service Activity Code table, and an upload record will be created.

NOTE: Leader ID field is only available at DSCP.

4.9.13.3 DELETING AN EXISTING SERVICE ACTIVITY CODE RECORD

To delete an existing Service Activity Code, click DELETE. The following message will appear, asking you to verify the delete:



Figure 4.9.13C

If you click YES, the system will check to see if there is pending action. If not, and you are an EV, EN, SC, or LE, a delete record will be added to the update table. If you are an SM or SU, the record will be deleted, and an upload record will be created.