

APPENDIX A-68

SPECIAL ANNOTATION CODES

1. Number of characters: Two.
2. Type of code: Alpha.
3. Explanation: These codes denote the annotation to be printed on the Procurement Instrument (Purchase Request, Project Order, MIPR, etc.).
4. Source: Entered into the Recommended Buy/Repair Batch Control Document, DIC ZSJ, and passes to the Contracting Subsystem via the internally computer generated Recommended Buy (Requirements) Notification, DIC YPQ, and converts to an in-the-clear message on the Purchase Request. Entered automatically (or manually) whenever the Minimum System Dollar Buy necessitates a system quantity increase.
5. The following codes are assigned:

<u>CODE</u>	<u>EXPLANATION</u>
AA	Return Procurement Instrument to Directorate of Supply Operations for special instructions/annotations.
AB	Return Procurement Instrument to Directorate of Supply Operations for special instructions/annotations to be prepared and forwarded under separate correspondence.
AC	Include 50% option clause in Contract.
AD	Include 25% option clause in Contract.
AE	Return Procurement Instrument to Directorate of Supply Operations for justification annotations. Public exigency procedures apply.
MB	System buy quantity adjusted upward based on the Minimum System Dollar Buy indicated in the Centers Management Policy Table 018, appendix F-261.
MM	Mixed Managed item where (1) a Type 1 requirement (DIC JTK) has been recorded in the DMUP Suspense Control File (appendix F-239) for 10 days without a DLSC Offer (DIC JSK), or (2) an Urgent/Emergency Systems Requirements Document (DIC TH) has been transmitted to DLSC. The Purchase Request will be automatically annotated DOD POLICIES FOR THE UTILIZATION OF RELEASEABLE ASSETS AS SET FORTH IN DOD 4140.34-M HAVE BEEN COMPLIED WITH in the Contracting Subsystem.

<u>CODE</u>	<u>EXPLANATION</u>
PC	Include a special contract clause which provides for the supplier (contractor, vendor/other) to identify shipping containers with applicable project code.
PP	Do Not Ship By Parcel Post.

6. References:

- a. Paragraph 203109, chapter 3.
- b. DLAM 4715.1, Volume I, Part 1, Chapter 5, Paragraph 105206.
- c. Appendix B-140, Recommended Buy Repair Batch Control Document (Output-Input).
- d. Appendix E-139 P, Recommended Buy/Batch Repair Document.