

APPENDIX E-171 P

FAMILY NUMBER CHANGE TRANSACTIONS (REQUIREMENTS)

1. PURPOSE

a. To provide the procedures for entering/changing/deleting items in a Requirements Stock Management Family, appendix B-171, Family Number Change Transaction (Requirements).

b. To provide the procedures for entering the Merger Family Number for an item, appendix B-149, Supply Management Data Change Transaction.

c. To prescribe the purpose and use of the Complete Family Listing, appendix F-107.

2. APPENDICES USED IN THIS PROCESS

a. Appendix B-115, Family Member Data Change Document, DIC ZR1.

b. Appendix B-149, Supply Management Data Change Document, DIC ZR2.

c. Appendix B-171, Family Number Change Transactions (Requirements), DIC ZJS.

d. Appendix E-279 P, Requests for Routine Technical Assistance.

e. Appendix E-413 P, Catalog Management Data (Segment H) in the FLIS Total Item Record (TIR), Adding Change, Deleting of and DLA Form 1152 Technical Guidance for Stock Management.

f. Appendix F-107, Complete Family Listing.

g. Appendix F-311, NIIN/PSCN Interrogation Search Replies.

h. DLAR 4140.52, Assignment of Supply Status Codes and Acquisition Advice Codes.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The Inventory Management Divisions within the DSO are responsible for the timely completion of the processes/inputs described in this appendix.

4. PROCEDURES/INSTRUCTIONS

a. The policies and operational concept for requirements family groups, as described in chapter 27, part I require the initial assembly of items into Stock Management Families, if appropriate, and the follow-on maintenance of these families through additions, deletions, and transfers between families. Appendix F-107, Complete Family Listing, provides a display of the existing Requirements/I&S families.

b. The establishment and subsequent maintenance of a Requirements Family creates the inherent need to know the existing Family Groups and their structure. The F-107 provides a consolidated display of existing Requirements/I&S families, numerically sequenced by Family Head NSN. Individual NIRs of the Family Head and each Family Member likewise provide visibility of Requirements/I&S relationships, when applicable.

c. The Requirements Family Number Program, while related to Catalog Management Data (CMD) processes, is a separate program utilized in the Requirements and Distribution Subsystems. Receipt of a directed technical action from DTO involving a CONSOLIDATE WITH or REPLACED BY condition is notification to the IM that involved NSNs should be reviewed for Family action. This program will, for items qualifying for requirements family entry, combine all demands and assets of the Member (nonpreferred) item with assets and demands of the Family Head (preferred item) in the Requirements Subsystem. In effect, the Supply Control Record of the Member is deleted from the SCF and demands and assets are added to the existing assets and demands of the Family Head. Subsequent Supply Control Studies for the Family Head include combined demands and assets of the complete family.

d. In order to qualify for Stock Management Family entry in the SCF of the Requirements Subsystem, the NSNs involved must meet the following conditions:

(1) Be in the same FSC.

(2) Be DSC managed.

(3) Have the same UI.

(4) The nonpreferred item, if classified as a REPLACED BY, cannot be entered in the Stock Management Family until its assets are below the Reorder Point (ROP).

(5) Have a Supply Status Code (SSC) other than 2, 3, or 9. NSNs can be made to qualify for Stock Management Families by changing the SSC to other than 2, 3, or 9, if justified. The policy, general parameters, and guidelines for the assignment of SSCs/AACs are contained in DLAR 4140.52, Assignment of Supply Status Codes and Acquisition Advice Codes. The Family entry for this condition must be deferred until the future SSC entry is posted and the SCF record is opened.

(6) If one or all of the above conditions are not met, a Family entry cannot be made. The Requirements Family relationship must then be manually handled by the IM(s) as each item will have its own Supply Control Record. The DTO's notifications (DLA Forms 1152 and Standardization Relationships) will serve as the authority for establishing Family relationships.

e. After the initial establishment of a Family Group, it is not anticipated there will be any need for frequent or constant revision of the Family Members. Basically, a Family Group requires revisions only when:

(1) A new standard (preferred) item is assigned to an established Family Head.

(2) A UI change or an FSC change causes Family Members to become incompatible with other Family Members, or

(3) If it becomes necessary to procure a nonpreferred (Family Member) item of a Family Group for stock (due to an erroneous member in an existing Family). That Member must first be bachelorized. This Member deletion should be confirmed by obtaining SCF and NIR printouts after the next family cycle (monthly). Upon confirmation that bachelorization has occurred, a manual PR will be prepared IAW E-366 P. If Recommended Buy/Repair Control Card (DIC ZSJ) and Recommended Buy (DIC ZHS) are input prior to bachelorization, an unreconcilable incompatibility will develop between the Due-In File and Active PR File.

(4) The assets of a bachelor/partially substitutable (one-way substitution) item reaches the ROP.

(5) While these type actions may occur regularly, it is unlikely that any one Family Group will require frequent revision. Therefore, the F-107, Complete Family Listing, is furnished quarterly as a reference document to minimize machine running time. Changes made during the quarter should be of a nominal volume and the previous quarterly listing should be annotated to reflect the Family Group changes pending receipt of a new listing.

f. Prior to taking any action to establish, delete, or change Stock Management Families, the IM should have the applicable printouts: Complete Family List, F-107, NIR, F-109, and Standard Supply Control Study, F-167, for each NSN. These products will identify the current Stock Management Family status of the items and their recorded demands. SSC 2, 3, and 9 items require an appendix F-191, Demand/Return Listing, for review. The IM can then review for Stock Management Family and, if applicable I&S Family changes.

g. Once determined the involved NSNs qualify for family entry, initiate a ZJS Family input action (appendix B-171). A review should be made of the NIRs to determine whether the nonpreferred and preferred items are already in an existing family. A simple way to make this determination is to match the NSN of the NIR to the NIIN entry listed under the Family Number heading of the NIR. If the last nine digits of the NSN match the NIIN entry, the NSN entry is either a Bachelor or a Family Head. If it is a Family Head, the NIR will contain a Family Content Section, which lists the NIINs of all Family Members. All bachelor items (items that are not in a family) carry their own NIIN under the Family Number heading in the NIR. However, when the NSN of the NIR does not match the NIIN under the Family Number heading, this indicates the NSN is a member of the Family Head identified by the Family Number NIIN. You should then obtain an NIR of the Family Head to ascertain the complete Family content of that NSN. All Family Members are listed in the Family Content Section of the NIR for the Family Head.

If upon reviewing NIRs of an involved technical action, and it is determined both NSNs are bachelor items, input of family data is simple. However, if the nonpreferred item is already a Family Head, the action you take becomes more complex requiring multiple computer cycles to complete. (As a matter of information, the computer cycle for processing Family actions is run only monthly.)

h. Input of requirements Family changes, DIC ZJS, appendix B-171, is accomplished by preparation of DLA Form 871. These forms do not provide an Action Code such as add, delete, or change. The technique of data entry determines what change has taken place. The following basic input entry must be emphasized:

The Asset Applicability Code designates whether a Family Member is mutually interchangeable with the Family Head, Asset Applicability Code 1, or whether the Family Head can only be substituted for the Family Member, Asset Applicability Code 2. Simply stated, Asset Applicability Code 1 applies to completely interchangeable items CONSOLIDATED WITH, and Asset Applicability Code 2 applies to one-way substitute REPLACED BY items.

i. The DLA Forms 1152 received from DTO directing a REPLACED BY (block 2a(1)) and ISA replacement standardization decisions, are one-way substitute relationships. Refer to part III, appendix E-413 P for detailed instructions for processing DLA Forms 1152, and an explanation of the ISA. Always apply Asset Applicability Code 2 to this condition. If the nonpreferred item's assets are above its ROP, the item cannot be entered into the Stock Management Family and have the demands and assets rolled up against the preferred (Head of the Family) NSN.

j. When the REPLACED BY terminal item is above its ROP, a DIC ZR2 transaction (appendix B-149) will be prepared to enter the preferred item's NIIN as the Merger Family Number in the SCF for other than SSC 2, 3 or 9 items. The nonpreferred item, other than Standardization Code 3 or E items that are mechanically made SSC 6, should be changed to an SSC 6. Refer to part II, appendix E-413 P, for detailed instructions for initiating AAC-SSC changes via segment H of the DLSC TIR. The addition of a tentative Due-In Restriction Code Y, DIC ZR4, appendix B-188, will preclude the generation of any replenishment procurement action for the nonpreferred item between the time the SSC change is submitted and the time it is reflected in the SCF. A SSCS, Reason Code MR, will be received to alert the IM that the item now qualifies for Family Membership and the DIC ZJS transaction can now be input. Completely interchangeable relationships CONSOLIDATE WITH actions are not subject to the ROP restriction, since stocks are identical and qualify for immediate family input (if other qualifying conditions are met). Additional instructions are as follows:

(1) REPLACED BY: These items are not identical and are not completely interchangeable for substitution purposes. After reviewing the Complete Family List, SCF, and NIR printouts to determine the item's current Stock Management Family status, process as follows:

If both items are bachelor items and otherwise qualify for Family entry, prepare a DIC ZJS transaction, appendix B-171, inputting the Asset Applicability Code 2. This transaction will record the nonpreferred item listed in block 1a of the DLA Form 1152 as a member of the Stock Management Family for the replacement NSN listed in block 2a(1).

(2) The computer does not mechanically establish NIR substitution interrelationships between Members within a Family. When two or more Members between themselves are interchangeable, separate DIC ZJR actions can be taken to establish this substitution interrelationship.

k. If the new preferred item is replacing an existing Stock Management Family Head, a new Stock Management Family is being created. If nonpreferred item is presently the head of an existing Stock Management Family and the preferred item is a bachelor, the result is that the existing Family must be abolished and a new Family created. Process these changes as follows:

(1) Utilize the Family Number Change Transaction, (Requirements) DIC ZJS, appendix B-171, to bachelorize each Family Member. To bachelorize an item presently a Family Member, utilize the DIC ZJS transferring the item to itself; i.e., enter the NIIN of the NSN (Family Member) being deleted.

(2) Utilizing the DIC ZJS, establish the new Family. Family Members in the former Family that qualify and the former Family Head will be made Family Members under the new Family Head.

(3) Nonpreferred items, that were not included as members under the former Family Head (assets on nonpreferred item above its ROP), that qualify for future Stock Management Family Membership under the new preferred item, will have the new preferred item entered as the Merger Family Number. This will be accomplished by preparing a DIC ZR2 transaction, appendix B-149, to establish the new preferred item's NIIN as the Merger Family Number in the SCF of the Requirements Subsystem. This will require two separate actions. First, the old Merger Number will have to be zeroed out. Then the new Merger Family Number can be entered. Nonpreferred items which do not qualify for future Stock Management Family Members under the new preferred item, require a DIC ZR2 transaction to remove the former Family Head as the item's merger NIIN in the SCF.

(4) A Family Head automatically becomes a Bachelor when all Family Members have been bachelorized. Two monthly processing cycles are required to move the former Family to the new Family. The first monthly cycle is to bachelorize the former family. The second monthly cycle is to establish the new Family. The ROP restrictions for a REPLACED BY action would apply to both the former Family Head and the existing Members.

(5) Annotate the F-107 Family Listing to reflect changes.

1. In addition to the most common type of change to a Stock Management Family, several other conditions could possibly also occur. For example, conditions such as when the designated nonpreferred item is a member of another Family, when the preferred item is a Member of another Family, or when the preferred item is a Member of an existing Family and is now being designated as the Family Head. Since these conditions do not occur commonly but more on an occasional basis (i.e., DTO is attempting to correct a previous action), the following general guidance is submitted:

(1) Bachelorize an item currently in a family.

(a) The involved Member (nonpreferred item) must be removed from the Family Head (preferred item) by DIC ZJS action. To bachelorize an NSN currently a Family Member in both the NSN block and the Family Head block (NIIN) of the DIC ZJS action. The other entries on the DIC ZJS input action must be copied verbatim from the NIR or the F-107 Family Listing. In other words, the Asset Applicability Code, must be identical to what is currently recorded for the member.

(b) The above action extracts those assets and requirements pertaining to this member from the consolidated assets, and requirements grouped in the SCF of the Family Head, and reestablishes them separately under the bachelorized item. If this item is the only Member under the Family Head, this action causes the dismemberment of the Family. If other valid members are carried in the Family, the Family still exists but is now less the invalid member.

(c) Once this DIC ZJS action has been processed by the next Monthly Family Cycle, obtain SCF and NIR printouts for both NSNs to verify that the action processed properly.

(2) Occasionally, during the construction of Requirements/I&S Relationships, technical interrelationships between previously directed technical actions and a recent directed relationship must be determined. A DLA Form 1200, Request for Routine Technical Assistance, should be prepared and forwarded to DTO for clarification or establishment of interrelationships between NSNs. The procedures for preparation of DLA Form 1200 are contained in appendix E-279 P.

m. Make and Model Specified/Unspecified (SSC 5 Family Head) NSNs.

(1) SSC 5 assigned to an NSN indicates a stock number that has been assigned to a generic item for use in bid invitations, allowance, lists, and so on, against which no stocks should ever be knowingly recorded. The SSC 5 NSN applied to an Unspecified Make and Model item and represents the item cataloged for authorization and bid solicitations. As each new procurement source develops, a separate NSN is assigned to each different manufacturer's configuration procured. These NSNs are identified as Specific Make and Models and are used for stock/store/issue actions and are assigned SSC 1.

(2) When the DTO advises the DSO that a new Specific Make and Model is being procured, the newly identified NSN must be classified for DSC management. The IM of the SSC 5 item will contact Classification Personnel in the MSO, DSO, to have the new NSN classified. These personnel will perform the following actions:

(a) The IM will interrogate the DLSC TIR File for the SSC 5 item using DIC LTI, appendix E-429 P.

(b) The MSO will prepare an IMC transaction (DIC LVA) duplicating the IMC data for the SSC 5 item with the following exceptions:

1. The NSN will be different.
2. Position 7, Card Identification Code, will be V.

3. The AAC will be AAC D (SSC 1) for the Specific Make and Model NSN.

NOTE: If the new NSN is processed by DTO, the IMC transaction will be mechanically processed and no input action by MSO, DSO is required.

After the new NSN has been established the IM should input Phrase Code S in accordance with appendix E-413 P. In addition, the IM will ensure that such items are built into a requirements family (chapter 27) and an I&S family IAW appendix E-413 P. In family groups consisting of makes and models, the SSC 5 item will always be the head/master and the specific makes and models, SSC 1, will always be the family member/related. The SSC 5 item will have ICC 1 assigned.

5. FLOWCHART

Flowchart is required.