Product Verification Program

References: Refer to Enclosure 1.

1. PURPOSE:

   a. This DLA Instruction provides processes, policies and responsibilities for the establishment of the laboratory testing/Product Verification Program (PVP) at DLA Field Activities. DLA performs product verification to assure that the items procured are of the requisite quality.

   b. Outputs of the PVP are product conformance metrics of supplier quality performance and quality levels of materials stored in DLA distribution warehouses.

   c. The focus of the product verification activities is to assure that customers receive the RIGHT ITEM. Further, the PVP Office supports the Supply Chains by testing materials to ultimately reduce life cycle costs, improve supply availability and reliability for DLA managed items.

   d. There are no standard metrics to measure the performance of this Instruction; they are driven by the changing requirements at each DLA Defense Supply Center and their supply chains.

   e. The primary goals of the DLA PVP are to improve the process of delivering logistics support at a reduced cost by: providing quality materiel that meet our customer requirements; reducing failure costs incurred for nonconforming materiel received from suppliers by verifying conformance of materiel to contract specifications; and utilizing the supplier's past performance for future source selections and best value contracting decisions.

2. APPLICABILITY: This Instruction is applicable to all DLA Primary Level Field Activities (PLFA).

3. POLICY:

   a. It is DLA policy that laboratory testing and product inspection must be used as a tool for verification that items conform to prescribed technical requirements (e.g., drawings, specifications, product/technical data, and item descriptions). Materiel may be identified for
inspection or testing by the Government before or after acceptance; however, verification of technical conformance prior to Government acceptance is preferred.

b. It is DLA policy that personnel will be trained and certified in the commodity required to perform test process management. Personnel performing activities defined within the PVP are designated within an “acquisition position” by 10 USC 1721- Defense Acquisition Workforce, “Designation of Acquisition Positions.” DAWIA (Defense Acquisition Workforce Improvement Act) Certification in Production, Quality and Manufacturing (PQM) at level 1, 2, or 3 applicable to their levels of responsibility and/or grade is, therefore, required as designated by the statutory requirements.

4. RESPONSIBILITIES:

a. The DLA PLFAs and the DLA Product Testing Centers are responsible for implementing the processes identified in this chapter. The PVP process inputs include requests for testing of materials from the DLA PLFAs and/or support activities and the development of test plans for all candidate items.

b. Test requests are received from DLA Supply Chain personnel via an automated request from the Enterprise Business Systems (EBS). Items are also identified for testing by the PVP activity using defined DLA sampling models.

c. Test plans are developed by the PVP activity in accordance with applicable product/technical data. Test plans are stored in the EBS. The product/technical data required for this process are obtained from the Material Master file. The quality history is obtained from the EBS.

d. The PVP activity will arrange for funding, release and shipment of test samples as applicable, and will coordinate testing instructions with DLA Product Testing Centers, Military Services or commercial laboratories to ensure timely evaluation of required items. Selection of testing sites will be based upon the best value in terms of price, turnaround time, and capability. The PVP activity will track test samples through final disposition in EBS.

e. Test reports will be documented into EBS by the PVP activity. These reports will be available to the requestor through EBS. The person performing test coordinator activities will generate a Quality Notification (QN) for all test failures.

f. The PVP activity will aggregate test results; and provide trend analysis and PVP test metrics as requested.

g. Any requests for exceptions to any provisions of this directive shall be submitted to the DLA Instruction Owner for PVP.

5. PROCEDURES: The detailed procedures may be found in the DLA Deskbook Chapter on PVP.
a. Receive Test Request/Item Identified for Test.

b. Develop Test Plan using the EBS Materiel Master Data and contract award requirements.

c. Record Test Report within EBS.

d. Report Aggregate Test Results

6. EFFECTIVE DATE: October 31, 2003

    Richard J. Connelly
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Enclosure 1
References

1. DLA One Book Process Chapter, Product Verification Program, superseded.
4. 10 USC 1721- Defense Acquisition Workforce, “Designation of Acquisition Positions.”
   Competencies and certifications are defined by the DLA Quality and Technical Training and
   Certification Program. These requirements can be viewed by following the link to the Technical
5. DLA Technical-Quality Support Policy and Procedures Deskbook, Product Verification