Defence Logistics Agency

INSTRUCTION

DLAI 4155.01
Effective April 17, 2013

SUBJECT: DLA Participation in the Government-Industry Data Exchange Program (GIDEP)

References: Refer to Enclosure 1.

1. PURPOSE.

   a. This Issuance reissues Reference (a) to update policy and assign responsibilities for participation of DLA activities in the Government-Industry Data Exchange Program (GIDEP) (hereinafter referred to as the program). See Glossary for all Program Descriptions and Definitions.

   b. DLA activities will participate in the GIDEP Failure Experience Data (FED) (primary database), the GIDEP Product Information Data (PID) Diminishing Manufacturing Sources and Material Shortages (DMSMS) information, and such other GIDEP information exchanges as are useful in the accomplishment of assigned missions.

2. APPLICABILITY. This Instruction is applicable to HQ DLA, DLA Supply Chains, DLA Primary Level Field Activities (PLFAs), and DLA Disposition Services.

3. DEFINITIONS: See Glossary.

4. POLICY. The delivery of defect free products and services is a competitive necessity for the Agency. Therefore, it is DLA policy that DLA activities will:

   a. React positively and promptly to the receipt of GIDEP Documents affecting applicable items (AIs) as defined herein. Activities purchasing or managing stocks will review records and inspect stocks as necessary to assure that items containing defects/issues reported by GIDEP are not issued to DLA customers. Warranty actions will be taken when appropriate. When issued
items may have contained noted defects, issues such as counterfeit material/unauthorized product substitution or obsolescence, customers will be informed and furnished inspection and disposition instructions if applicable. During disposal actions, appropriate precautions will be taken by the generating activity as prescribed in DoD 4160.21-M, DoD Disposition Manual to avoid safety problems or the reentry into the supply system of items containing GIDEP reported defects.

b. Prepare the appropriate GIDEP Documents when items purchased or used by DLA are found to contain defects traced to inadequate controls or use of improper materials, or improper processing during manufacture, and these problems would be of general concern to GIDEP participants. All occurrences of suspect and confirmed counterfeit items will be documented in the appropriate reporting system and in GIDEP. Where defective items are suspected to have been caused by the commission of fraud, counterfeit material/unauthorized product substitution, or a criminal offense requiring the filing of a report pursuant to the provisions of Federal Acquisition Regulation (FAR) paragraphs 9.406 and 9.407, GIDEP Documents issued will not identify the actual suppliers or other sensitive information that would compromise civil or criminal prosecution until that information is released by the investigative Activity. In such cases prior to the full release of information, Documents will include only the name of the manufacturer and generic or part number identified on the questioned items. Activity Counsel coordination will be obtained on all such Documents.

c. Respond promptly to requests for assistance from other GIDEP participants in the preparation of Documents against items or families of AIs. Requests for assistance which involve items being investigated for fraudulent or criminal activities shall be coordinated with the activity Counsel.

d. Note interfaces between parts problems reported on GIDEP Documents and Product Quality Deficiency Reports (PQDRs) processed under DLAR 4155.24, AR 702-7-7, SECAVINST 4855.5A, AFR 74-6 Product Quality Deficiency Report Program, or by other reports. Interfaces noted will be reported to GIDEP and to the originator of the interfacing report via existing DLA Technical-Quality Support Policy and Procedures Deskbook procedures.

e. Report diminishing manufacturing sources found by DLA activities to the appropriate GIDEP database.

5. RESPONSIBILITIES.

a. THE EXECUTIVE DIRECTOR, MATERIEL POLICY, PROCESS & ASSESSMENT (J33) under the authority, direction, and control of the DIRECTOR, DLA LOGISTICS OPERATIONS will:

(1) Appoint the DLA Member to the GIDEP Government Advisory Group (GAG) and support attendance at GIDEP meetings. This Member will serve as the Agency’s GIDEP Representative.
(2) Provide policy and procedural guidance regarding GIDEP to DLA activities.

b. THE HEADS of Applicable DLA PRIMARY LEVEL FIELD ACTIVITIES (PLFAs) will:

(1) Appoint one or more GIDEP Representative(s) to function as the central control point for the transfer of information and data from and to GIDEP for their activity.

(2) Provide for the appointment of GIDEP Users as needed within operational elements to assure efficient utilization or transfer of GIDEP information within the activity.

c. THE STAFF DIRECTOR, OCCUPATIONAL SAFETY AND HEALTH (DS-O), DLA INSTALLATION SUPPORT will appoint a GIDEP Representative to review all GIDEP SAFE-ALERTs, Agency Action Notices and Lessons Learned Documents for possible applications to promote personnel safety within the entire facility.

d. The responsibilities of the DLA Agency GIDEP Representative, the DLA PLFAs GIDEP Representatives and the DLA GIDEP Users are further detailed in Enclosure 2 and the DLA Technical-Quality Support Policy and Procedures Deskbook (accessible at eWorkplace/Organizations/DLA Logistics Operations J3/J3 Shared Document (DLA Read Access)/J33 Technical Quality/TQ_Deskbook).

e. The DLA General Counsel has program management responsibility for the DLA Fraud Program. Supplying the government with counterfeit material is a type of fraud. Accordingly, the Fraud Counsel serves as the primary POC for all potential counterfeit material at each supply chain. The Fraud Counsel’s responsibilities include receiving GIDEP Documents from the DLA supply chain GIDEP representatives. The Fraud Counsel evaluates the impact or potential impact on the supply chain and ensure appropriate notification actions are made. All occurrences of suspect and confirmed counterfeit items will be documented in GIDEP.

6. PROCEDURES. Refer to Enclosure 2.

7. INTERNAL CONTROLS. DLA HQ will perform periodic reviews of the DLA PLFAs’ compliance with this policy to ensure that information from GIDEP is being evaluated and used to prevent the proliferation of nonconforming, fraudulent or counterfeit material into the DLA Supply Chains. Periodic reviews will also be performed on the DLA-submitted GIDEP Documents to ensure that these Documents are timely, complete and meet the DLA customers’ needs.

8. RELEASEABILITY. UNLIMITED. This Instruction is approved for public release and is available on the Internet from the DLA Issuances Internet Website.
9. **EFFECTIVE DATE.** This Instruction

   a. Is effective on April 17, 2013.

   b. Must be reissued, cancelled, or certified current within 5 years of its publication in accordance with DLA Instruction 5025.01, DLA Issuance Program. If not, it will expire effective April 17, 2023 and be removed from the DLA Issuances Website.

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   Enclosure(s)
   - Enclosure 1 – References
   - Enclosure 2 – Representative and User Responsibilities and Procedures
   - Glossary

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ENCLOSURE 1

REFERENCES

(a) DLAR 4155.31, DLA Participation in the Government-Industry Data Exchange Program, August 5, 1986 (superseded)
(b) DoD 4160.21-M, Defense Materiel Disposition Manual, August 1997
(c) Federal Acquisition Regulation (FAR)
(d) Defense Federal Acquisition Regulation Supplement (DFARS)
(e) Government-Industry Data Exchange Program (GIDEP) Operations Manual SO300-BT-PRO-010
(f) Government-Industry Data Exchange Program (GIDEP) Requirements Guide - SO300-BU-GYD-010, April 2008
(g) DLAR 4155.24, AR 702-7-7, SECNAVINST 4855.5A, AFR 74-6 Product Quality Deficiency Report Program, July 20, 1993
(h) Office of Federal Procurement Policy Letter OFPP 91-3, April 9, 1991
(i) Office of Undersecretary of Defense (OUSD) letter of May 1, 1995, establishing GIDEP as the centralized database for managing Diminishing Manufacturing Sources and Material Shortages (DMSMS) information
(k) DLA Technical-Quality Support Policy and Procedures Deskbook, Appendix B40 Government Industry Data Exchange Program (GIDEP), and Appendix B35 Quality Notification (QN)
(l) DoD Instruction 4140.01, Supply Chain Materiel Management Policy, December 6, 2011
(m) National Defense Authorization Act of 2012, Section 818
(n) National Defense Authorization Act of 2013, Section 833
ENCLOSURE 2

REPRESENTATIVE AND USER RESPONSIBILITIES AND PROCEDURES

1. The Agency GIDEP Representative for DLA HQ will:

   a. Represent DLA at quarterly GAG management meetings and at special meetings convened by the GIDEP Program Manager.

   b. Furnish advice and recommendations to the GIDEP Program Manager for making GIDEP more effective in accomplishing its basic mission and objectives.

   c. Serve on special GIDEP committees.

   d. Review, coordinate as necessary, and furnish DLA comments to the GIDEP Program Manager, via the GIDEP Change Request System, on proposed changes to the GIDEP Operations Manual SO300-BT-PRO-010, policies, procedures, charters, and other program documents.

   e. Review and forward copies of all pertinent GIDEP Documents to the Technical and Quality Division, Executive Directorate, Material Policy, Process & Assessment, HQ DLA J33. Forward copies of other Documents which may affect operations to the Facility Engineer or to the Health & Safety Office DS-O. Assist DLA PLFA GIDEP Representatives in the performance of their duties as requested and call to their attention all GIDEP Documents which may be particularly sensitive to DLA operations.

   f. Provide general information concerning the program to Government and Industrial activities who request it. Recommend obtaining specific or detailed GIDEP information concerning the program from the Program Manager or the GIDEP Operations Center.

   g. Furnish requested GIDEP Documents to the Office of the Under Secretary of Defense (Acquisition, Technology and Logistics, AT&L) via the GIDEP Operations Center, P.O. Box 8000, Corona, CA 92878-8000, or gidep@gidep.org.

   h. When engineering reports, test reports, and calibration documents generated or purchased by the activity are received by the GIDEP Representative, they will be reviewed for possible contribution to each of the applicable GIDEP data interchanges, and submitted where appropriate.

   i. Provide metrics on GIDEP Documents authored by DLA activities.

   j. Upon request, assist DLA Legal or other investigative activities by authoring GIDEP Documents (typically an Agency Action Notice [AAN]) to report issues with counterfeit materials and/or debarred contractors. Alert the activities that may have received counterfeit items. Forward the electronic Document together with electronic copies of all related
correspondence to the GIDEP Operations Center. Detailed guidance for preparing GIDEP Documents is provided in the GIDEP Operations Manual SO300-BT-PRO-010.

2. **GIDEP Representatives of the DLA PRIMARY LEVEL FIELD ACTIVITIES (PLFAs)** will:

   a. Serve as the central control point within their activity for contacts with the DLA Agency Representative, GIDEP Operations Center, GIDEP Program Manager, and other GIDEP participants.

   b. Receive an overview of GIDEP Documents from the GIDEP Push Mail system. If there is a Document of interest, (those affecting items purchased or used by their PLFA), it will be downloaded from the FED and routed to the appropriate User for processing as a Quality Notification (QN) under the DLA Technical-Quality Support Policy and Procedures Deskbook GIDEP Appendix B40. The Product Specialists (PSs), Packaging Specialist, Engineers, etc., should be tasked to report actions taken as a result of the GIDEP Documents (records review, stock screens, warranty actions, scrapped quantities, costs incurred, and notices to customers when nonconforming/counterfeit items may have been issued).

   c. Perform the duties of the GIDEP Users if none are assigned.

   d. Prepare GIDEP Documents when part or material failures meeting the requirements for GIDEP Document preparation are encountered, and assist others in Document preparation. Upon request, assist DLA Legal or other investigative activities by authoring GIDEP Documents to report issues with counterfeit materials and/or debarred contractors. Review each GIDEP Document prepared to assure that information is complete and all necessary internal coordination has been accomplished. Ensure that the GIDEP Document is coordinated with the part manufacturer as needed, and forward the electronic Document together with electronic copies of all related manufacturer's correspondence to the GIDEP Operations Center. Detailed guidance for preparing GIDEP Documents is provided in the GIDEP Operations Manual SO300-BT-PRO-010. Information furnished to GIDEP cannot be security classified.

   e. Direct each major element having assigned GIDEP Users to the GIDEP Operations Manual SO300-BT-PRO-010 at http://www.gidep.org/, when additional information regarding GIDEP Policies and Operational Procedures is needed.

   f. Upon request, review GIDEP Documents for information relevant to contractors who are not listed as GIDEP Members. Advise them that information exists and provide them with the contact information for the originator of the GIDEP Document. As described by GIDEP policy, the original GIDEP Document should not be forwarded to any non-GIDEP Member. Always encourage the activity to join and participate in the GIDEP Program so they can obtain relevant information directly. If requests for GIDEP information cannot be satisfied through the above process, refer them to the GIDEP Help Desk.

   g. Assist in the reporting of Diminishing Manufacturing Sources and Material Shortages (DMSMS) to GIDEP using the GOVERNMENT-INDUSTRY DATA EXCHANGE PROGRAM, DMSMS NOTICE, DIMINISHING MANUFACTURING SOURCES AND
MATERIAL SHORTAGES, GIDEP Form 97-4 (see GIDEP Operations Manual SO300-BT-PRO-010, Chapter 11 for guidance). For additional information on DMSMS, see the DLAI on Industrial Capability Program – Administer Enabling Statutory Regulations Programs.

h. Assist in the preparation of Urgent Data Requests (UDRs) utilizing the On-Line Urgent Data Reporting System in accordance with GIDEP Operations Manual SO300-BT-PRO-010, Chapter 10. The GIDEP UDR system provides a rapid means of communication among GIDEP participants to obtain information not immediately available within the GIDEP Data Interchanges. Responses to each UDR must be documented and reported to the GIDEP Operations Center using DD Form 2000, General Document Summary Sheet. Reports should be sent to GIDEP within 90 days after the UDR is published. If no substantive responses are received within 90 days, a negative report should be sent to GIDEP by letter or DD Form 2000.

i. Component performance test reports are of interest to GIDEP. Secure necessary report releases and forward pertinent material to the GIDEP Operations Center. Refer problems in obtaining releases to HQ DLA, ATTN: J3314.

j. Prepare DLA highlights and special GIDEP reports of notable uses of GIDEP data for submission to the GIDEP Operations Center. Prepare GIDEP annual progress reports, in accordance with the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 5, Participant Utilization Reporting System (PURS). Summarize pertinent follow-up actions to support the annual progress reports submitted to the GIDEP Operations Center. The information should include costs avoided by the use of GIDEP data separately from the costs incurred by special inspections, warranty actions, and parts scrapped. GIDEP usage will be recorded and reported to HQ DLA, ATTN: J3314, and the GIDEP Operations Center annually in January. Reports will include usage data statistics and narrative for the calendar year. Records and report formats will be in accordance with the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 5.

k. Attend training on the use of the GIDEP system offered by GIDEP.

3. GIDEP Users will:

a. Receive an overview of GIDEP Documents from the GIDEP Push Mail system or as a QN from the GIDEP Representative. Pertinent information from GIDEP about contractors or distributors shall be submitted to Procurement for possible inclusion into the Defense Contractors Review List (DCRL). Pertinent information from GIDEP about contractors or distributors shall be submitted to the Preparing Activity for the Qualified Products List (QPL), the Qualified Manufacturers List (QML) and/or the Qualified Suppliers List for Distributors (QSLD). Alert all customers that may have received counterfeit items.

b. Research the PQDR system to determine if there are active reports of the same or similar circumstances as reported by GIDEP Documents. If there are the same or similar circumstances, the PS will link the PQDR Quality Notification (QN) to the GIDEP Document QN. If the GIDEP Document warrants a stock screening action, initiate the ZS QN and link the GIDEP Document QN.
c. Report to the GIDEP Representative actions taken as a result of GIDEP Documents received.

d. Attend training on the use of the GIDEP system offered by GIDEP.

4. Legal will:

a. Receive and review information from GIDEP about issues with contractors and products.

b. Report information to GIDEP about contractor suspension and debarment actions as appropriate.

c. All occurrences of suspect and confirmed counterfeit items will be documented in the appropriate reporting system to include the Government-Industry Data Exchange Program (GIDEP).

d. DoD criminal investigative organizations, other DoD law enforcement or security authorities, and users of the suspect and confirmed counterfeit items will be notified of all incidents at the earliest opportunity.
GIDEP- Government-Industry Data Exchange Program. The Government-Industry Data Exchange Program (GIDEP) is a Department of Defense program established to eliminate expenditure of manpower, time, and money by making maximum use of existing knowledge and to promote and facilitate the sharing of technical information between government agencies and industry partners to increase systems safety, reliability, and readiness and to reduce systems development, production, and ownership costs. The program is assigned to the Undersecretary of Defense (AT&L) and managed by the Defense Standardization Program Office. It is a centralized, computerized, data dissemination, storage, and retrieval system which promotes the full and voluntary interchange of data concerning parts, materials, and processes among DoD, other Governmental Agencies, and industry users. Information accumulated in the databases is available to all participants without charge by agreeing to abide by pre-established requirements for participation. There are five databases available: Failure Experience Data (FED), Product Information Data (PID), Engineering Data (ED), Reliability & Maintainability Data (R&MD), and Metrology Data (MD).

Failure Experience Data (FED). The FED is a current compilation of failure analysis reports and failure data source documents maintained by the GIDEP Operations Center for use by all GIDEP participants. These reports are used to notify GIDEP participants about nonconforming parts, components, chemicals, processes, materials, specifications, test instrumentation, counterfeit material/unauthorized product substitution, unapproved parts, safety, and hazardous situations including health hazards. The FED consists of objective data in five types of reports – ALERT, SAFE-ALERT, AGENCY ACTION NOTICE, PROBLEM ADVISORY, and LESSONS LEARNED. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7.

Product Information Data (PID). Product Information Data contains notices on parts, components and materials for which the attributes have been changed by the manufacturer, and falls into two different data types: Product Change Notice (PCN) and Product Information Notice (PIN). Product Change Notices (PCNs) report major Class 1 changes as defined in MIL-STD-480 or MIL-STD-973, or as Major Changes as defined by EIA-649, and are used to notify customers of changes that affect the form, fit, function or reliability of the products. Product Information Notices (PINs) are used to report useful information to the GIDEP community such as test data, manufacturer datasheets, and Qualified Manufacturers List (QML) status. Information about Diminishing Manufacturing Sources and Material Shortages (DMSMS) is also reported through the PID. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 11.

Engineering Data (ED). Contains engineering evaluation and performance test reports, technical reports on research materials, engineering test, evaluation and qualification test, quality assessment, nonstandard parts justification data, parts and materials specifications, manufacturing, design, process controls, solder-ability data, failure analysis data, and other
engineering data on parts, components, materials, and processes. This includes a section of reports on specific engineering methodology and techniques. Reports pertain to both military and commercial applications. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 6.

Reliability-Maintainability Data (RMD). Contains reports on theories, methods, techniques and procedures related to reliability and maintainability practices. Data also contains failure rate, failure mode and replacement rate data on parts, components, assemblies, and subsystems based upon field performance and reliability demonstration tests of equipment, subsystems and systems. The database includes R&M information on electronics, mechanical, electro-mechanical, hydraulic and pneumatic items. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 9.

Metrology Data (MD). Contains test equipment calibration procedures and metrology engineering data related to test systems, calibration systems, measurement technology and technical manuals for test and inspection equipment. It also contains engineering information on calibration laboratories, calibration systems and measurement systems. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 8.

GIDEP ALERT (AL). An ALERT is a report of an actual or potential problem with parts, components, materials, manufacturing processes, test equipment, or safety conditions which may have multiple applications in Government or industry and be of significance to other GIDEP participants. ALERTs are not to be used to report random part failures or failures resulting from applications outside of published design requirements, and will be found in the FED. ALERTs are prepared on GIDEP Form 97-1; see GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7.

GIDEP SAFE-ALERTs (SA). A GIDEP SAFE-ALERT is a report of an actual or potential problem with parts, components, materials, manufacturing processes, test equipment, or safety conditions which may have multiple applications in Government or industry, which affect the safety of people or equipment. SAFE-ALERTs will be found in the FED. (See GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7). SAFE-ALERTs are prepared on GIDEP Form 97-1 by adding the word SAFE to the title block.

GIDEP AGENCY ACTION NOTICE (AN or AAN). A GIDEP AGENCY ACTION NOTICE is issued by government agencies to report problems with products or processes. Unlike ALERTs, SAFE-ALERTs, and PROBLEM ADVISORIES, AGENCY ACTION NOTICEs do not include problem solutions or manufacturers' corrective actions, but they do document the occurrence of a problem. AGENCY ACTION NOTICEs will be designated as “U” for Unlimited release to all GIDEP participants or “L” for Limited release (limited to only Government Agencies, or only Defense Agencies). AGENCY ACTION NOTICEs are prepared on GIDEP Form 97-3 and will be found in the FED. (See GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7).

GIDEP PROBLEM ADVISORY (PA). PROBLEM ADVISORIES are used to report nonconformances, which, unlike ALERTs, have a low probability of causing a functional failure.
They do however, report problems with products/processes which do not meet specifications. They can also be used as preliminary ALERTs where there is a suspected problem, which is not completely defined due to lack of data. PROBLEM ADVISORIES are prepared on GIDEP Form 97-2 and will be found in the FED. (See GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7).

GIDEP LESSONS LEARNED (LL). A LESSONS LEARNED document describes a good work practice or innovative approach that is captured and shared to promote repeat application by participating government agencies and industry activities. A LESSONS LEARNED Document may also be an adverse work practice or experience that is captured and shared to avoid recurrence. There is no mandatory format for a LESSONS LEARNED Document and they will be found in the FED. (See GIDEP Operations Manual SO300-BT-PRO-010, Chapter 7).

GIDEP DMSMS. Diminishing Manufacturing Sources and Material Shortages (DMSMS) GIDEP notices originate when a part manufacturer announces that a part or a production line will be discontinued. GIDEP is designated as the Department of Defense centralized database for managing and disseminating DMSMS information. The database contains data for not only parts manufactured in accordance with military or government specification but also commercial parts. DMSMS notices are prepared on GIDEP Form 97-4. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 11.

GIDEP User. An individual assigned within an organizational element of a DLA activity to receive and transmit GIDEP information from and to the GIDEP representative, to be responsible for distribution of GIDEP information within that element, and to feed back reports of informative uses to the GIDEP representative. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 2.

GIDEP Participant. A Government or industry activity which uses or purchases parts, materials, or processes for the fabrication or maintenance of equipment, and has agreed to furnish to the GIDEP appropriate information developed in-house in exchange for GIDEP information received. Industry participants do not have to be direct Government contractors, but they must show traceability to government products or services via subcontract or purchase order. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 2.

GIDEP Representative. An individual appointed by the participating organization as the single contact point for the program. The assigned responsibility of the GIDEP representative is to function as the in-house GIDEP program control center. A representative is normally located at a specific geographical location of an organization where awareness of the activity's overall programs is possible along with the authority and capability to determine areas of interest for GIDEP data utilization and data sources for submission into the program. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 2.

Product Quality Deficiency Report (PQDR). A Government activity report of a defect or nonconforming condition which limits or prohibits the product from fulfilling its intended purpose. Included are deficiencies in design, specification, material, manufacturing, and
workmanship. Procedures of DLAR 4155.24 and SF 368, Product Quality Deficiency Report, are used for other than medical and subsistence items.

**GIDEP Urgent Data Request (UDR).** Urgent Data Requests are a means of rapid communication among GIDEP participants to obtain information not readily available within the GIDEP data interchanges or from known sources. UDR is subdivided into two major categories: Source of Supply and Request for Information. The UDR-Source of Supply (SOS) permits GIDEP members having part or material availability problems to rapidly query the GIDEP community for sources of supply. The UDR-Request for Information (RFI) permits GIDEP members having technical problems to quickly query the GIDEP community for technical data or other information regarding a specific product or service. Urgent Data Requests are prepared on DD Form 2002. For additional information, see the GIDEP Operations Manual SO300-BT-PRO-010, Chapter 10.

**Applicable Item.** An item managed, purchased, used, or disposed of by a DLA activity.

**GIDEP MANAGEMENT:** GIDEP Program Manager responsibilities have been assigned by the Undersecretary of Defense (AT&L). Management and operational policies are provided by the Defense Standardization Program Office, and industry and government positions on GIDEP issues are provided by the Government Advisory Group (GAG) and Industry Advisory Group (IAG). The GAG consists of one representative of the national headquarters of each Government organization participating in GIDEP. The IAG consists of a controlled number of GIDEP representatives elected by industry participants and special interest members appointed by the IAG. Implementing instructions are published in the GIDEP Operations Manual SO300-BT-PRO-010 and program requirements are found in GIDEP S0300-BU-GYD-010. Data and information exchanges are accomplished through the GIDEP Operations Center, P.O. Box 8000, Corona, CA 92878-8000. Security classified and limited release data are not included in GIDEP.

**GIDEP Push Mail.** Push mail is generated as a convenience to GIDEP Participants to obtain an overview of information without having to access the database. If a part or title in the listing is of interest, the corresponding Document can be retrieved through the database access. All GIDEP Representatives & Users are automatically eligible to receive push mail. For additional assistance, contact the GIDEP Help Desk at (951) 898-3207.

**GIDEP Participant Utilization Reporting System (PURS).** PURS is a subset of the GIDEP website that provides status information and on-line report forms to allow participants to efficiently report their utilization. Any user of the GIDEP information system is required to report the value of Documents used and the impact they had on their equipment or process. Each Representative is responsible for ensuring that all the users in their organization complete the utilization reporting cycle.

**Counterfeit Materiel.** An item that is an unauthorized copy or substitute that has been identified, marked, or altered by a source other than the item’s legally authorized source and has been misrepresented to be an authorized item of the legally authorized source.
Suspect Counterfeit Materiel. Material, items, or products in which there is an indication by visual inspection, testing, or other information that it may meet the definition of counterfeit materiel provided herein.