I. PURPOSE AND SCOPE.

To establish policy, assign responsibilities, and provide uniform procedures for participation of DLA activities in the Government-Industry Data Exchange Program (GIDEP) (hereinafter referred to as the program). This DLAR is applicable to HQ DLA, Defense Supply Centers (DSCs), Defense Industrial Plant Equipment Center (DIPEC), and Defense Reutilization and Marketing Service (DRMS).

II. POLICY

A. The Executive Director, Quality Assurance, HQ DLA (DLA-Q) will provide a member and participate in the meetings of the GIDEP Program Manager's Government Advisory Group (GAG).

B. DLA activities will participate in the GIDEP Failure Experience Data Interchange (FEDI) and such other GIDEP information exchanges as are useful in the accomplishment of assigned missions and, in particular, in exchanges of failure experience information.

C. DLA activities will react positively and promptly to the receipt of GIDEP ALERTs 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 ALERT defects are not issued to DLA customers. Warranty actions will be taken when appropriate. When issued items may have contained ALERTed defects, customers will be informed and furnished inspection and disposition instructions. During disposal actions appropriate precautions will be taken by the generating activity as prescribed in DoD 4160.21-M, Defense Utilization and Disposal Manual, chapter IV, paragraph D, to avoid safety problems or the reentry into the supply system of items containing ALERTed defects.

D. DLA activities will prepare GIDEP ALERTs when items purchased or used by DLA are found to contain defects traced to inadequate controls or use of improper materials or processing during manufacture and these problems are of general concern to the GIDEP participants. Where defective items are suspected to have been caused by the commission of fraud, 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 ALERTs issued will not identify the actual suppliers or other sensitive information that would compromise civil or criminal prosecution. In such cases, ALERTs 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 ALERTs.

E. DLA activities will respond promptly to requests for assistance from other GIDEP participants in the preparation of ALERTs 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.

F. DLA activities will watch for interfaces between parts problems reported on GIDEP ALERTs and Quality Deficiency Reports (QDRs) processed under DLAR 4155.24, AR 702-7, NAVMATINST 4855.8D, AFR 74-6, MCO 4855.5D, Reporting of Product Quality Deficiencies Across Component Lines, or by other reports. Interfaces noted will be annotated in the right margin of the DD Form 1938, Government-Industry Data Exchange Program ALERT, and in an appropriate location on the interfacing report. The ALERT originator will be informally notified of the interface by a telephone call or memorandum. When
appropriate, GIDEP ALERTs will be prepared to inform GIDEP participants of QDR reported problems (see paragraphs VII B 8 and 9).

G. Activities will report diminishing manufacturing sources in the program (see paragraph VII B 10).

H. DLA activity safety officers will review all GIDEP SAFE-ALERTs for possible applications to promote personnel safety within the entire facility.

III. DEFINITIONS

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

B. GIDEP ALERT. 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. An ALERT reporting personnel safety problems will be identified as a SAFE-ALERT (see GIDEP Policies and Procedures (P&P) Manual, Section 15). ALERTs are prepared on DD Form 1938.

C. GIDEP Failure Experience Data Interchange. A current compilation of ALERTs failure analysis reports and failure data source documents maintained by the GIDEP Operations Center for use by all GIDEP participants. Paper copies of all ALERTs and failure experience data are forwarded to GIDEP participants as they are released. Microfiche copies and computerized ALERT summaries are also available.

D. GIDEP Monitor. 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.

E. 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 Government contractors.

F. 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 in the 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.

G. Quality Deficiency Report. 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.

H. Urgent Data Request (UDR). A rapid means of communication among GIDEP participants to obtain information not readily available within the GIDEP data interchanges or from known sources. DD Form 2002, Urgent Data Request, is used. (See GIDEP P&P Manual, Section 11.)

IV. BACKGROUND

A. The program is Government-funded and operated under a charter issued by the Joint Logistics Commanders (JLCs). Its purpose is to reduce or eliminate expenditure of manpower, time, and money by making maximum use of existing knowledge. It is a centralized, computerized, data dissemination, storage, and retrieval program which promotes the full and voluntary interchange of data concerning parts, materials, and processes among DoD, other Governmental Agencies, and industry users. Current
participating organizations include industrial and commercial organizations, and Government Agencies such as the U.S. Army, U.S. Navy, U.S. Air Force, DLA, National Aeronautics and Space Administration, U.S. Department of Energy, Federal Aviation Administration, National Security Agency, Department of Labor, National Bureau of Standards, General Services Administration, and the Canadian Department of National Defense. Information accumulated in the following four data interchanges is available to all participants without charge by agreeing to abide by preestablished requirements for participation. The UDR system provides the vehicle for easy communications among participants concerning needs for special technical information.

1. Engineering Data Interchange. Contains engineering evaluation and performance test reports, nonstandard parts justification data, parts and materials specifications, manufacturing processes, failure analysis data, and other engineering data on parts, components, materials, and processes. Includes a section of reports on specific engineering methodology and techniques.

2. Reliability-Maintainability Data Interchange (RMDI). Contains failure and replacement rate and mode data on parts, components, assemblies, subsystems and systems based on field performance information and reliability demonstration tests on operational systems and equipment.

3. Metrology Data Interchange (MDI). Contains test equipment calibration procedures and metrology engineering data related to test systems, calibration systems, and measurement technology.

4. Failure Experience Data Interchange. Contains GIDEP ALERTs, destructive physical analysis reports and documents, failure analysis reports, failure case histories, and failure data source documents containing objective failure information generated as a result of significant problems identified on parts, materials, manufacturing processes, or safety.

   a. Microfiche copies of ALERTs and failure experience data issued each month are furnished when requested. All data is indexed in a computer and may be addressed from remote terminals. Periodic FEDI summaries, sorted by GIDEP code, part manufacturer, manufacturer's part number, and the Defense Contract Management District (DCMD) cognizant of the part manufacturer, may be requested.

   b. The GIDEP ALERT system may be considered a quality deficiency report system in the equipment manufacturing industry. Data reported on ALERTs are similar to that resulting from failure analyses made after receipt of an SF 368 or other complaint, DD Form 1225, Storage Quality Control Report, or SF 364, Report of Discrepancy (ROD), when the nonconforming parts were produced for an identified time period or production lot. Government activities processing QDRs on parts they have purchased, and are known to be still in use by contractors manufacturing or repairing equipment for the Government, should screen files for the last 12 months for GIDEP ALERTs on the same or similar parts. If none are found, ALERTs should be generated. If ALERTs are found, the originators and the GIDEP Operations Center should be informed of the QDRs with recommendations the ALERTs be amended.

5. Urgent Data Request (UDR) System. Provides a convenient means whereby GIDEP participants may solicit assistance on specific problems from all other GIDEP participants.

B. GIDE Program Manager responsibilities have been assigned by the JLCs to the Office of Assistant Secretary of Navy (Shipbuilding and Logistics). Management and operational policies and advice 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 the GIDE. The IAG consists of a controlled number of GIDE representatives elected by industry participants and special interest members appointed by the IAG and approved by the Program Manager. Implementing instructions are published in the GIDE Policies and Procedures Manual. Data and information exchanges are accomplished through the Officer in Charge, GIDE Operations Center, Corona, California 91720. Security classified and limited release data are not included in GIDE.

V. SIGNIFICANT CHANGES.
The principal changes in this revision consist of identifying the Directorate of Quality Assurance as the responsible PSE for the GIDEP program and updating policy information reflected in the latest GIDEP Policy and Procedures Manual. Guidance for the preparation of ALERTs has been taken out of Section 11 of the Manual and entered into Section 15. To report Diminishing Manufacturing Sources and Material Shortages, one must use the General Document Summary Sheet, DD Form 2000. The list of Data Item Descriptions has been removed from this regulation. Also, the GIDEP Program Manager is now assigned to the Office of Assistant Secretary of Navy. Paragraph references to the FAR and Defense Reutilization and Marketing Service (formerly the Defense Property Disposal Service) have been updated.

VI. RESPONSIBILITIES

A. The Executive Director, Quality Assurance, HQ DLA (DLA-Q) will:

1. Appoint the DLA member to the GIDEP GAG and support attendance at GIDEP meetings.

2. Provide policy and procedural guidance regarding the GIDEP to DLA activities.

3. Provide consolidated HQ DLA GIDEP usage reports.

B. The Heads of Applicable DLA Primary Level Field Activities, Except Defense Contract Management Command (DCMC) Field Activities and DRMS Activities will:

1. Appoint one GIDEP representative to function as the central control point for the transfer of information and data from and to the GIDEP.

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

VII. PROCEDURES

A. The DLA member of the GIDEP GAG will:

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

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

3. Serve on special GIDEP committees.

4. Review, coordinate as necessary, and furnish DLA comments to the GIDEP Program Manager on proposed changes to the GIDEP P&P Manual, charters, and other program documents.

5. Act as the GIDEP representative for HQ DLA, Review and forward copies of all GIDEP ALERTs to the Engineering Programs Division, Executive Directorate, Technical and Logistics Services, HQ DLA (DLA-SE), the DoD Product Engineering Services Office (PESO) and the Defense Data Management Office (DDMO). Forward copies of all SAFE ALERTs to the Safety and Health Division, Office of Installation Services and Environmental Protection, HQ DLA (DLA-WH) and the Cameron Station Facility and Safety Engineers. Forward copies of other ALERTs which may affect post operations to the Facility Engineer. Assist DLA GIDEP representatives in the performance of their duties as requested. Call to the attention of DSC GIDEP representatives or monitors all GIDEP ALERTs which may be particularly sensitive to DLA operations.

6. 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 Operations Center.
7. Furnish requested GIDEP documents to the Office of the Assistant Secretary of Defense (Acquisition and Logistics).

8. Provide a consolidated HQ DLA GIDEP usage report.

B. GIDEP Representatives will:

1. Be the central control point within their activity for contacts with GIDEP Operations Center, GIDEP Program Manager, and other GIDEP participants. Furnish HQ DLA, ATTN: Logistics Management Division (DLA-QL), a list containing organizational codes and telephone numbers for themselves and GIDEP monitors assigned to their organization. Name changes will be forwarded within 30 days after they occur.

2. Arrange with the GIDEP Operations Center to furnish one copy of the GIDEP P&P Manual and all revisions for themselves and for each major element having assigned GIDEP monitors, when monitor use of the representative’s copy is not practical.

3. Screen GIDEP ALERTs and SAFE-ALERTs received to retain those affecting items purchased or used by their DSC. Route these to appropriate monitor or the QDR focal point for processing as QDRs under DLAM 4155.2, Quality Assurance Program Manual, section 4-6. Ask quality assurance specialists (QASs) to report actions taken as a result of the ALERT (records review, stock screens, warranty actions, scrapped quantities, costs incurred, and notices to customers when nonconforming items may have been issued).

4. Furnish one copy of each SAFE-ALERT to the activity’s safety office for consideration of applicability within the activity and the total installation.

5. Review requests for GIDEP information from parts-using contractors who do not participate in the GIDEP. When the information is furnished, encourage each contractor to become a GIDEP participant. If not satisfied locally, forward the requests to the GIDEP Operations Center for supplying the information directly to the contractor, or through the representative, when appropriate.

6. Prepare DLA highlights and special GIDEP reports of notable uses of GIDEP data. Prepare GIDEP annual progress reports, in accordance with the GIDEP P&P Manual, section 4, using DD Form 2166, GIDEP Annual Progress Report.

7. Perform the duties of the GIDEP monitors if none are assigned.

8. Inform ALERT originators of actions taken or in progress when it is found that a QDR has been received on the same parts reported in an ALERT.

9. Prepare GIDEP ALERTs when part or material failures meeting the requirements for ALERT preparation are encountered, and assist others in ALERT preparation. Review each ALERT prepared to assure that information is complete and all necessary internal coordinations have been accomplished. Coordinate the ALERT with the part manufacturer, assign an ALERT number, and forward the ALERT together with microfilmable copy of all related manufacturer's correspondence to the GIDEP Operations Center. When an ALERT is needed, the assigned engineering support activity (ESA) should be contacted for engineering assistance and to avoid duplication of efforts. Detailed guidance for preparing ALERTs is provided in the GIDEP P&P Manual, Section 15.

10. Assist in the reporting of Diminishing Manufacturing Sources and Material Shortages (DMSMS) to GIDEP using the General Document Summary Sheet, DD Form 2000 (see GIDEP P&P Manual, Section 15). DLAR 4005.6, Diminishing Manufacturing Sources and Material Shortages (DMSMS) Program, implements the DMSMS Program in DLA.

11. Assist in the preparation of UDRs utilizing DD Form 2002 in accordance with GIDEP P&P Manual, Section 11. 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.
12. Review engineering reports, test reports, and calibration documents generated or purchased by the activity for possible contribution to each of the applicable GIDEP data interchanges. Component performance test reports are of interest to the GIDEP. Secure necessary report releases and forward a clear copy suitable for microfilming to the GIDEP Operations Center. Refer problems in obtaining releases to HQ DLA, ATTN: DLA-QL.

13. Review Military Parts Control Advisory Group (MPCAG) ALARMs and other general notices concerning parts usage or qualification status. Assure that GIDEP ALERTs are issued when appropriate. Other items will be forwarded for publication as GIDEP problem information. Information furnished to GIDEP cannot be security classified.

14. Summarize pertinent followup 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.

C. GIDEP Monitors will:

1. Receive GIDEP ALERTs and other information from the GIDEP representative and route to the appropriate action officers for review of procurement quality records and screening of stocks, when necessary.

2. Instruct action officers to note records of QDRs or other ALERTs in the files that reflect problems similar to those in the ALERT being worked. Assure that appropriate references to the QDRs are entered on the ALERT and that references to the ALERTs are entered on the file copies of the QDRs. Send a copy of the QDR (annotated to reference the ALERT) to the GIDEP representative so the ALERT originator can be made aware of the QDR.

3. Report to the GIDEP representative actions taken as a result of ALERTs received. Include the approximate cost of special inspection of parts, the quantity and value of items inspected, the quantity and value of items withdrawn from issuable status, whether the supplier or manufacturer replaced the items or made local repairs, the disposal method used, and warranty actions accomplished.

VIII. FORMS AND REPORTS

A. GIDEP ALERTs, General Document Summary Sheets, and UDRs will be prepared on DD Forms 1938, 2000, and 2002, respectively, in accordance with instructions in the GIDEP P&P Manual, Sections 11, 13, and 15.

B. GIDEP usage will be recorded and reported to HQ DLA, ATTN: DLA-QL, and the GIDEP Operations Center annually in January on DD Form 2166. Reports will include usage data statistics and narrative for the calendar year (see paragraph VII B 6). Records and report formats will be in accordance with the GIDEP P&P Manual, Section 4, Progress Reporting. Report Control Symbol DLA(A) 2285(Q) is assigned.

C. GIDEP microfilm data banks will be retained until recalled or returned to the GIDEP Operations Center.

D. Hard or microfiche copies of GIDEP ALERTs and SAFE ALERTs affecting AIs will be retained in open GIDEP representative files for a minimum of 2 years.

E. Copies of GIDEP ALERTs affecting AIs will be retained in quality history files in DSCs for a minimum of 2 years.

F. Copies of GIDEP SAFE-ALERTs affecting AIs will be retained by safety officers for a minimum of 1 year.

G. Copies of GIDEP ALERT summaries will be retained for a minimum of 5 years.

H. GIDEP ALERTs and summaries may be destroyed after the retention periods stated above.
BY ORDER OF THE DIRECTOR

JAMES J. SINGSANK
Colonel, USA
Staff Director, Administration

DISTRIBUTION 4; 5; 9
COORDINATION: DLA-WH, DLA-SE,
DLA-KS, DLA-LR, DLA-LP