



Department of Defense INSTRUCTION

NUMBER 8320.04

June 16, 2008

USD(AT&L)

SUBJECT: Item Unique Identification (IUID) Standards for Tangible Personal Property

- References:
- (a) DoD Directive 8320.03, "Unique Identification (UID) Standards for a Net-Centric Department of Defense," March 23, 2007
 - (b) Defense Federal Acquisition Regulation Supplement, Subpart 211.274, "Item Identification and Valuation Requirements," current edition¹
 - (c) DoD 4140.1-R, "DoD Supply Chain Materiel Management Regulation," May 23, 2003
 - (d) DoD Instruction 5000.64, "Accountability and Management of DoD-Owned Equipment and Other Accountable Property," November 2, 2006
 - (e) through (j), see Enclosure 1

1. PURPOSE

This Instruction:

1.1. Implements policy in Reference (a) and the requirements in References (b) through (d), DoD Instruction 4151.19 (Reference (e)), part 252.211-7003 of the Defense Federal Acquisition Regulation Supplement (Reference (f)), Military Standard (MIL-STD) 130 (Reference (g)), and MIL-STD 129 (Reference (h)) under the authority of DoD Directive 5134.01 (Reference (i)).

1.1.1. Prescribes procedures and assigns responsibilities for a process of uniquely identifying personal property and their associated selected attributes.

1.1.2. Prescribes procedures and assigns responsibilities for establishing accountability and value over uniquely identified items of tangible personal property through use of transaction-derived data in a net-centric environment.

1.1.3. Prescribes standards for constructing the unique item identifier (UII).

1.1.4. Promotes data discovery, correlation, and sharing of information on items with UIIs between users in a net-centric environment throughout and among the DoD Components.

¹ Available at: <http://www.acq.osd.mil/dpap/dars/dfars/html/current/tochtml.htm>

1.2. Assigns responsibilities and establishes procedures for operation and maintenance of the DoD IUID Registry.

1.3. Establishes the IUID Registry as:

1.3.1. The authoritative source of Government unit acquisition cost for items with UII acquired after January 1, 2004, and for UII pedigree data established at delivery as defined by Reference (f).

1.3.2. The master data source for Government Furnished Property (GFP).

1.3.3. An authoritative source for establishing the full cost of end-item equipment.

1.4. Establishes the functional framework for IUID as it relates to associated DoD policy and guidance.

2. APPLICABILITY AND SCOPE

This Instruction applies to:

2.1. OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as the “DoD Components”).

2.2. Personal property with UII that meet the requirements of References (b) through (f).

2.3. Financial, property accountability, acquisition, supply, maintenance, and logistics systems.

3. DEFINITIONS

Terms used in this Instruction are defined in References (d) and (f) and Enclosure 2.

4. RESPONSIBILITIES

4.1. The Deputy Under Secretary of Defense for Logistics and Materiel Readiness, under the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), shall act as the focal point within the Department of Defense to leverage IUID capabilities in implementing Serialized Item Management (SIM) and supply chain materiel (as defined in Reference (c)) management policy as required by References (c) and (e).

4.2. The Director, Defense Procurement and Acquisition Policy, under the authority, direction, and control of the USD(AT&L), shall:

4.2.1. Develop IUID policy and coordinate cross-functional business rules.

4.2.2. Coordinate requirements for, and approve any changes to, the core UII and pedigree data elements and associated business portfolio requirements.

4.2.3. Develop and maintain policies, guidance, and standards regarding the transaction conventions, structure, format, and procedures for UII marking syntax, semantics, data carrier, and data elements of the UII mark and DoD IUID equivalents.

4.2.4. Coordinate and approve cross-functional requirements for the IUID Registry.

4.2.5. Coordinate an integrated approach across the Department of Defense, Federal and State Agencies, non-governmental organizations, and domestic and foreign persons and organizations to provide national level traceability.

4.2.6. Ensure unique IUID identifiers are established to enable items to be tracked and traced throughout their lifecycle in acquisition and logistics business processes and systems in an integrated approach across the Department of Defense, Federal and State Agencies, non-governmental organizations, and domestic and foreign persons and organizations to provide national level traceability.

4.3. The Director, Defense Logistics Agency, under the authority, direction, and control of the USD(AT&L), shall:

4.3.1. Coordinate and publish conventions and standards to incorporate the UII as a data element in the Defense Logistics Management System (DLMS) Supplements of American National Standards Institute X12 Electronic Data Interchange (EDI) or Extended Markup Language transaction sets.

4.3.2. Design, develop, operate, and maintain the IUID Registry.

4.4. The Director, Defense Business Transformation Agency, under the authority, direction, and control of the USD(AT&L), shall:

4.4.1. Serve as the Program Executive Officer and Program Manager for the IUID Registry.

4.4.2. Ensure the successful integration of IUID policy and the IUID Registry into the Business Enterprise Architecture. Ensure the adoption of IUID by the DoD Components through supporting IUID funding requirements through the Investment Review Board.

4.4.3. Program for funding resources to support the design, development, operation, upgrade, and maintenance activities for DoD IUID.

4.5. The Under Secretary of Defense for Personnel and Readiness shall ensure that force structure data systems can consume or use IUID data, as appropriate, to identify all tangible personal property.

4.6. The Heads of the DoD Components shall:

4.6.1. Develop and issue guidance for IUID, as appropriate.

4.6.2. Implement IUID requirements for new procurements, financial, property accountability, acquisition, supply, maintenance, and logistics systems, as required.

4.6.3. Ensure program managers plan for and implement IUID requirements.

4.6.4. Use the UII or DoD IUID-approved equivalents in all unique item tracking, serial number tracking, and SIM programs.

4.6.5. Resource IUID requirements and implementation strategies to ensure commonality and interoperability with all automatic identification technology infrastructure requirements and IUID data management.

4.6.6. Populate the DoD IUID Registry for capture of UIIs and their pedigree data in accordance with the list of pedigree data requirements maintained at http://www.acq.osd.mil/dpap/pdi.uid/data_submission_information.html and the guidance of Enclosure 3.

5. PROCEDURES

The DoD Components shall accomplish the following procedures to implement IUID requirements and capitalize on IUID benefits:

5.1. Identify and track Government-furnished property through the use of UIIs in transaction-derived data from electronic business transactions. The use of the UII will be enabled by automatic identification and data capture, EDI, and the IUID Registry. The UII will be used globally as a common key in financial, property accountability, acquisition, supply, maintenance, and logistics systems. UII and type/model/class/series will be the data keys for accountable equipment.

5.2. Use the UII to enhance life-cycle management of assets, and provide more accurate asset valuation to achieve unqualified audit opinions on the Property, Plant, and Equipment and Operating Materials and Supplies Portions of DoD Financial Statements.

5.3. Ensure mandatory IUID requirements are met for all qualifying property items delivered to the Government under contract, in inventory, in-use, or legacy items, if one or more of the following criteria apply as described in References (b) through (f):

5.3.1. All items for which the Government's unit acquisition cost is \$5,000 or more;

5.3.2. Items for which the Government's unit acquisition cost is less than \$5,000, when identified by the requiring activity as DoD serially managed, mission essential or controlled inventory;

5.3.3. When the Government's unit acquisition cost is less than \$5,000 and the requiring activity determines that permanent identification is required;

5.3.4. Regardless of value, (a) any DoD serially managed subassembly, component, or part embedded within an item and, (b) the parent item that contains the embedded subassembly, component or part.

5.4. Ensure that if any of the aforementioned requirements in 5.3 are met, the requiring activity will insert the clause at DFARS 252.211-7003 and list the appropriate items in the contract. The requiring activity will also make this determination for legacy items.

5.4.1. Ensure the delivery of IUID data to the IUID Registry and marking of UIIs on items purchased by the Department of Defense (including those for foreign customers), consisting of new equipment, major modifications, reprocurments of equipment and spares, by issuing solicitations that include the clause at DFARS 252.211-7003 or by alternative implementation that will result in marking and registration no later than 30 days after receipt of materiel.

5.4.2. Ensure compliance with Reference (g) to leverage IUID for standardization of identification marking of military property as defined by Reference (g). See Enclosure 4.

5.4.3. Ensure the delivery of IUID data to the IUID Registry and the marking of UIIs on all applicable legacy personal property in inventory and in operational use and all applicable embedded assets in accordance with IUID Program Implementation Plans and SIM Plan timelines and requirements as defined in References (c) through (e).

5.4.4. Ensure compliance with Reference (h) to leverage IUID for standardization of military marking for shipment and storage as defined by Reference (h).

5.5. Ensure the IUID requirements in Reference (f) are effective in all solicitations that include provision for GFP.

5.6. Purchases initiated by the Department of Defense and executed through the General Services Administration or other federal agencies shall comply with the UID policy.

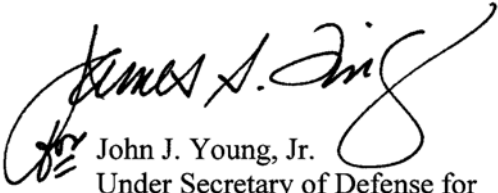
5.7. Modernize acquisition, logistics, and property management Automated Information Systems with UII requirements including use of the IUID Registry as defined in Enclosure 2.

6. RELEASABILITY

UNLIMITED. This Instruction is approved for public release. Copies may be obtained through the Internet from the DoD Issuances Web Site at <http://www.dtic.mil/whs/directives>.

7. EFFECTIVE DATE

This Instruction is effective immediately.



John J. Young, Jr.
Under Secretary of Defense for
Acquisition, Technology, and Logistics

Enclosures – 4

- E1. References, continued
- E2. Definitions
- E3. DoD IUID Registry Guidance
- E4. UII Marking for Item Identification and Shipment and Storage

E1. ENCLOSURE 1

REFERENCES, continued

- (e) DoD Instruction 4151.19, "Serialized Item Management (SIM) for Materiel Maintenance," December 26, 2006
- (f) Defense Federal Acquisition Regulation Supplement, Subpart 252.211-7003, "Item Identification and Valuation," current edition
- (g) MIL-STD-130, "Identification Marking of U. S. Military Property," current edition
- (h) MIL-STD-129, "Military Marking for Shipment and Storage," current edition
- (i) DoD Directive 5134.01, "Under Secretary of Defense for Acquisition, Technology and Logistics (USD(AT&L))," December 9, 2005
- (j) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," as amended

E2. ENCLOSURE 2

DEFINITIONS

- E2.1. Equipment. As defined in Reference (d).
- E2.2. Force structure. As defined in Joint Publication 1-02 (Reference (j)).
- E2.3. Government Furnished Property. As defined in Reference (d).
- E2.4. Government unit acquisition cost. As defined in Reference (f).
- E2.5. Item. As defined in Reference (f).
- E2.6. Item unique identification (IUID). As defined in Reference (f).
- E2.7. IUID Registry. The IUID Registry captures, retains, and provides current and historical data regarding uniquely identified tangible items enabling net-centric data discovery, correlation, and collaboration in order to facilitate effective and efficient accountability and control of DoD assets and resources in support of DoD business transformation and warfighter mission fulfillment. The IUID Registry is the central repository for IUID information and serves as an acquisition gateway to identify:
- what the item is;
 - how and when it was acquired;
 - the initial unit cost of the item;
 - current custody (government or contractor);
 - how it is marked.
- E2.8. Parent item. As defined in Reference (b).
- E2.9. Personal property. As defined in Reference (d).
- E2.10. Unique identifier. As defined in Reference (a).
- E2.11. Unique item identifier (UII). As defined in Reference (f).

E3. ENCLOSURE 3

DoD IUID REGISTRY GUIDANCE

E3.1. IUID

E3.1.1 With IUID, the Department can consistently capture the value of items it buys, control these items during their use, and combat counterfeiting of parts. IUID is a business imperative for the Department, which has been without a universal method for parts identification.

E3.1.2. Qualifying DoD items are marked with a two-dimensional data matrix that is encoded with a UII. While there are many asset management systems within the Department, prior to the implementation of IUID there was no universal key that allowed visibility of individual items throughout their lifecycles and across information systems. One item could be accounted for multiple times in multiple systems. The UII is the key that allows the Department of Defense to consistently locate, control, and value its assets and therefore improve both DoD data and asset management. UIIs are stored in the IUID Registry, along with pedigree data associated with the item.

E3.1.3. As DoD information systems become more net-centric, the registry will support full life-cycle visibility for tangible items, integrating financial, maintenance, and accountability systems. It will enhance the quality of information available to configuration management, systems engineering, logistics support, and operational planning. Additionally, it will enable joint paperless management of DoD property.

E3.2. ACCESSING THE IUID REGISTRY

E3.2.1. The registry is located on the internet at <https://www.bpn.gov/iuid>.

E3.2.2. Prior to using the controlled access portion of the IUID Registry, each user must register in order to be given login credentials and access rights. Verification of IUID submission does not require controlled access, but all other functions do.

E3.2.3. Entities required to submit data to the IUID Registry are:

E3.2.3.1. A prime contractor whose contract requires IUID submissions, or a prime contractor with GFP.

E3.2.3.2. The activities of the Military Departments and the Defense Agencies who are engaged in marking legacy items with UIIs.

E3.3. SUBMITTING DATA TO THE IUID REGISTRY

E3.3.1. Data is submitted via Wide Area Workflow (WAWF), by submitting a file through the Global Exchange Service, or manually via the IUID Web site at <http://www.bpn.gov/iuid>.

E3.3.2. WAWF is a paperless invoicing and property transfer environment and the preferred means of submitting data on new end items to the IUID registry and for submitting data on custody changes for GFP. It enables contractors to transmit shipping notices electronically and the Department of Defense to perform both receipt and acceptance electronically.

E3.4. PLANNED IMPROVEMENTS FOR THE IUID REGISTRY

The registry will provide additional system-to-system interfaces that will allow UII verification, lookups, and validations, as well as additional reports, such as warranty tracking, and a richer data set in the near future.

E3.5. WHERE TO GO FOR MORE INFORMATION

IUID Website: <http://www.acq.osd.mil/dpap/pdi/index.html>

WAWF Website: <http://www.acq.osd.mil/scst/wawf.html>

Federal eBiz Website: <http://www.fedebiz.disa.mil>

E4. ENCLOSURE 4

UII MARKING FOR ITEM IDENTIFICATION AND SHIPMENT AND STORAGE

E4.1. UII. IUID provides a standards-based approach to establish a machine-readable UII that serves to distinguish a discrete item from other like and unlike items. Qualifying items as defined by Reference (b) shall be marked in accordance with Reference (g) and registered in the IUID Registry. In addition, Reference (h) incorporates IUID in the marking procedures and methods for shipments of supplies, equipment, and ammunition.

E4.2. ITEM IDENTIFICATION MARKING. Reference (g) provides the item marking criteria for development of specific marking requirements and methods for identification of items of military property produced, stocked, stored, and issued by or for the Department of Defense. It also provides the criteria and data content for both free text and machine-readable information applications of item identification marking and includes the IUID requirements of Reference (b).

E4.3. SHIPMENT AND STORAGE MARKING. Reference (h) provides the minimum requirements for uniform military marking for shipment and storage. It also incorporates requirements for identification of shipments and storage containers and packages that contain uniquely identified items. Additional markings may be required by the contract or the cognizant activity.