DEPUTY UNDER SECRETARY OF DEFENSE FOR
LOGISTICS AND MATERIEL READINESS
3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500

SEP 4 2002

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS

SUBJECT: Serialized Item Management

This memorandum establishes interim policy on Serialized Item Management (SIM), providing definition, outlining policy, and directing the Military Departments and Defense Agencies to establish a program to strengthen Department of Defense equipment maintenance operations. SIM shall be pursued to identify populations of select items (parts, components, and end items), to mark all items in the population with a universally unique identification number, and to enable the generation, collection, and analysis of maintenance data about each specific item.

Management of specific data can improve maintenance and logistics support of the serialized items. Data generation and collection will be supported in an automated manner, where appropriate, by suitable technology and within maintenance management information systems. Further, the identification and part marking technology will provide common links to appropriate logistics and acquisition data for the performance of analysis on each item throughout its life cycle. The Maintenance Technology Senior Steering Group will coordinate inter-Service issues and evaluate related technology development.

Attached is further policy on SIM. The policy in this memorandum and its attachment is effective immediately; it will be incorporated into the DoD directives system within 180 days. My focal point in this regard is Mr. Jay Berry, OADUSD(L&MR)MPP&R, at (703) 614-0948.

Diane K. Morales

Attachment
As stated

cc:
DLA

Policy for Department of Defense Serialized Item Management

Policy:

It is Department of Defense (DoD) policy that the Military Departments and Defense Agencies (hereafter referred to as DoD Activities) will facilitate equipment maintenance by establishing a serialized item management (SIM) program to: identify populations of select items; mark all items in the population with a universally unique identification number; and enable the generation, collection, and analysis of maintenance data about each specific item.

SIM programs shall enable and encourage the effective management of populations of select items throughout their life cycle. Further, these programs shall focus on providing comprehensive and timely data about each item. SIM programs will build on existing serial number tracking (SNT) initiatives and leverage the continuing progress in automatic identification technology (AIT).

Populations of select items will be identified and each item in the population permanently marked to enable SIM. Selection of the populations to be managed shall be based on the potential benefits that will accrue from the enhanced management capabilities and increased information to be made available. As a minimum, it is appropriate to consider selecting item populations from within the following categories:

- repairable items down to and including sub-component repairable unit level,
- life-limited, time-controlled, or items with records (e.g., logbooks, aeronautical equipment service records, etc.), and
- items that require technical directive tracking at the part number level.

In general, identification numbering and item-marking techniques will ensure specific item uniqueness across the supply chain, promote usability, and consider survivability. Within a managed population, each specific item will be marked using a similar format. Where feasible, items will be marked with both human and machine-readable formats. To ensure individual item identification across DoD, in both the public and private sectors, and to provide a common link throughout the full range of relevant functional areas, three data elements will comprise the universally unique identification number for each serialized item:

- Original Equipment Manufacturer (OEM) identification code (Contract and Government Entity (CAGE) preferred, Dunn and Bradstreet Number, or UCC.EAN)
- OEM part or reference number, and
- OEM serial number (single use per manufacturer identification code)

SIM programs shall be developed and structured to provide data about specific items and item populations, including data useful in:

- creating operational and maintenance histories for the life of the item,
- providing information for weapon systems and equipment configuration management,
- ensuring item applicability,
- conducting maintainability, supportability, and reliability assessments; maintenance planning; and engineering and safety investigations, and
- exercising contract or warranty provisions.

Existing maintenance management information systems (MIS) shall be enhanced or modified to support the tenants of SIM programs. Emerging, developing, or planned MIS shall effectively address SIM program concepts, objectives, and policy.

AIT shall be considered an integral element of SIM programs and supporting maintenance MIS. SIM items will be marked with AIT-compliant identification numbers. Item marking and accompanying AIT capabilities allow paperless identification, automate data entry, and facilitate digital storage and retrieval of maintenance-related information. As AIT, SNT, and MIS technologies evolve, SIM programs shall be updated to take advantage of available technology advancements. Item populations determined not appropriate for AIT-capable support shall be included in SIM programs via manual data entry means; these exceptions should be limited.

Development of AIT support and technology for SIM programs will be coordinated among DoD Activities. Implementation issues relating to data standards and elements should be coordinated through the DoD Logistics AIT Office and the Defense Logistics Management Standards Office.

In establishing SIM programs, special consideration shall be given to items that are used, maintained, or otherwise supported by more than one DoD Activity or in the private sector. Lead activity coordination of SIM applications for each such item will ensure inter-activity and inter-sector compatibility. SIM program structure and supporting MISs shall provide for sharing of appropriate data across DoD Activities and, when appropriate, between the public and private sectors. For those items that require Unique Item Tracking (UIT), lead activities shall utilize SIM identification with the UIT procedures provided in DoD 4140.1-R.

Periodic reviews of SIM programs will be conducted to ensure expectations are being met, SIM operations are cost-effective, and the goals of collecting and using serialized item data are achieved.

Applicability:

Serialized Item Management policy applies to the DoD Activities having responsibility for maintenance of weapon systems and equipment.

Objectives:

This policy is to develop broad-based SIM programs that make data about specific items and their respective total populations readily available to maintainers, logisticians, and other functional area managers. Effective SIM programs should provide accurate and timely item-related data that is easy to create and use. This policy also focuses on ensuring the compatibility and interoperability of SIM-related processes across DoD Activities and among the public and private sector sources that support DoD items.

The fundamental objective of SIM programs is to improve the effectiveness and efficiency of DoD maintenance and logistics operations. The benefits of implementing SIM programs include:

- providing maintenance technicians and decision makers rapid access to comprehensive and accurate information,
- improving the efficiency of maintenance and related processes, e.g., eliminating manually-supported paperwork, reducing job times, enhancing maintenance task and personnel scheduling, and shrinking inventories,
- reducing maintenance requirements through better configuration management and item/select population life-cycle history information,
- facilitating tracking of specific item performance to support reliability analysis, warranty claims, and repair performance evaluation,
- enhancing item management and reducing the premature condemnation of life-limited items, and
- improving weapon system safety and readiness by providing improved data on safety-related and mission-critical components.