**AP3.40. APPENDIX 3.40**

**MATERIEL RECEIPT FOLLOW-UP**

**PROCUREMENT INSTRUMENT SOURCE**

| **FIELD LEGEND** | **RECORD**  **POSITION(S)** | **ENTRY AND INSTRUCTIONS** |
| --- | --- | --- |
| Document Identifier Code (DIC) | 1-3 | Enter DIC DXA. |
| Routing Identifier Code (FROM) | 4-6 | Enter RIC identifying the Inventory Control Point to which the receipt will be reported. |
| Blank | 7 | Leave blank. |
| Stock or Part Number | 8-22 | Enter stock or part number to be received. |
| Unit of Issue | 23-24 | Enter UI of item to be received. |
| Quantity | 25-29 | Enter quantity to be received, preceding significant digits with zeros.[[1]](#footnote-1) |
| Procurement Instrument Identification Number | 30-42 | Enter applicable PIIN. |
| Blank | 43 | Leave blank. |
| Suffix | 44 | Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[[2]](#footnote-2) |
| Item Number | 45-50 | Enter the contract/exhibit line item number or subline item number, as follows: |
| Contract/Exhibit Line Item Number | (45-48) | Contract Line Item Number:  Enter the CLIN, preceding significant digits with zeros.  Exhibit Line Item Number:  Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46-48, preceding significant digits with zeros. |
| Contract/Exhibit Subline Item Number | (49-50) | Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill. |
| Blank | 51-53 | Leave blank. |
| Distribution | 54-56 | Enter (or perpetuate) distribution code; otherwise, leave blank. |
| Project | 57-59 | Enter project code; otherwise, leave blank. |
| Shipment Number | 60-66 | Enter vendor shipment number if known; otherwise, leave blank. |
| Routing Identifier Code (TO) | 67-69 | Enter RIC identifying storage activity which is to receive the item. |
| Ownership/ Purpose | 70 | Enter ownership/purpose code of item to be received. |
| Supply Condition | 71 | Enter SCC of item to be received. |
| Management | 72 | Enter appropriate management code; otherwise, leave blank. |
| Date Indicator (Estimated Delivery) | 73-75 | Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 205 means 2002, month of May.[[3]](#footnote-3) |
| Blank | 76 | Leave blank. |
| Call/Order Serial Number | 77-80 | Enter applicable call/order serial number; otherwise, leave blank. |

1. See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1. [↑](#footnote-ref-1)
2. See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3. [↑](#footnote-ref-2)
3. See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4. [↑](#footnote-ref-3)