**AP3.4. APPENDIX 3.4**

**NON-NATIONAL STOCK NUMBER REQUISITION (MECHANICAL)**

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| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
| Document Identifier Code | 1-3 | Enter DIC A02 or A0B. |
| (rp 4-7 entries are the same as AP3.2) | | |
| Manufacturer’s Code and Part No.[[1]](#footnote-1) | 8-22 | Enter the contractor and Government entity (CAGE) from the DoD and Part No. Cataloging Handbook H4-1 and the part number assigned to the item by the manager. |
| (rp 23-43 entries are the same as AP3.2) | | |
| Demand | 44 | Enter appropriate demand code from AP2.8. |
| (rp 45-69 entries are the same as AP3.2) | | |
| Identification | 70[[2]](#footnote-2) | Enter the applicable code to designate the entry in rp 71-80 (if not applicable, leave blank):  A – Technical Order (TO) or Technical Manual (TM)  B – End Item Identification  C – Noun Description of Item  D – Drawing or Specification No. |

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| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
| Reference Identification | 71-80 | Enter the identification of the reference specified in rp 70. |
| GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES**:[[3]](#footnote-3)** | | |
| (rp 23-67 entries are the same as AP3.2) | | |
| Part Number Designation | 68 | Enter an E in the GFM requisition when a part number is requisitioned. |
| Contract Call Order Number | 69-72 | If required by an Service/Agency (S/A) contract, enter the appropriate contract call order number. |
| Procurement Instrument Identification Number | 73-80 | At the option of the S/A, enter last eight positions of the PIIN in lieu of the Manufacturing Directive Number (MDN) in rp 54-56. This entry is mandatory if the MDN is not entered in rp 54-56. |
| MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel. | | |
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA’s distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the S/A, enter the RIC of the validating MCA in rp 74-76. |

1. If the CAGE and part number cannot be entered in rp 8-22, use DD Form 1348-6 (AP1.6) to requisition the part number or non-NSN items. [↑](#footnote-ref-1)
2. Air Force part-numbered requisitions use rp 67-80 (without the identification code in rp 70. to provide descriptive information. This may not be recognizable on an inter-Service basis. Refer to ADC 264. [↑](#footnote-ref-2)
3. Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by Army vice USA (Retail). Refer to AMCL 1A. [↑](#footnote-ref-3)