

Army

Unit Level Item Unique
identification (IUID)

Validation/Sustainment
Instructions SOP

MAR 16

Proponent: Army Materiel Command (AMC) G-3/4 IUID

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1. Introduction

a. The purpose of the Validation Phase is to ensure all items requiring Item Unique Identification (IUID) are marked with a machine readable IUID label, the IUID information is registered in the DoD registry, and published in PBUSE. Additionally, any equipment not requiring IUID will be marked with a PBUSE barcode. The intent is, at the end of the Validation Phase, 100% of a unit's equipment will be marked with either an IUID label or PBUSE barcode and units are conducting cyclic inventories utilizing their PBUSE/GCSS Army AIT.

b. There are two aspects of the Validation phase:

a. **Validation of items identified as unmarked in the LOGSA generated EDL**

b. **Validation of all previously existing IUID mark**

c. This document provides instructions on how to determine that IUID labels previously applied and applied during marking phase, are registered and making the connection between PBUSE, GCSS Army, AWRDS, and the DoD registry. Additionally, there are steps to verify existing IUID labels and order replacement labels for IUID marks that have become unreadable/damaged or are missing.

NOTE:

Units must have their PBUSE/GCSS Army AIT installed and operational to complete this phase.

d. AMC, G-3/4 will provide initial Equipment Detail List (EDL) to eliminate and need for multiple EDLs.

1) The Equipment Detail List (EDL) is a current list of items that are required to be IUID marked based on current IUID business rules. Equipment is identified as marked when there is a UII in Column "N" on the EDL. The current EDL is also needed to create a list of NIINs to upload into LIW (AIW Module), to generate the Total Army PBUSE Report to monitor progress as equipment data is updated and UIIs are scanned.

2. Validation of items identified as unmarked in the LOGSA generated EDL:

Validation requires units to review items on the EDL that do not have an entry in Column "N" (UII) of the EDL but identified as "MARKED" and/or UII in PBUSE but not registered. This indicates the item has an issue exists with the IUID mark preventing the PBUSE/GCSS Army/AWRDS to DoD Registry connection. This equipment will require normal data cleansing IAW the IUID data cleansing guide and validation of existing IUID marks.

a. If an item was identified as "MARKED" by the unit we'll need a raw scan of the UII. (See Appendix A)

b. Items with identified as UII in PBUSE but not registered we must determine why. Follow the b

1) Perform data cleansing IAW AMC Data Cleansing Guide.

(a) If there is no IUID label, order new labels IAW Unit Level Marking SOP

- (b) If the item is marked, verify serial number on data plate matches the EDL.
 - ◆ If the serial number does not match the EDL, correct the Property Book to reflect correct serial number.
 - ◆ If the serial number matches the Property Book, provide a raw scan (See Appendix A)
 - ◆ If the label will not scan order new labels IAW Unit Level Marking SOP

- (c) Once data cleansing has been conducted return the EDL to IUID Team mailbox at usarmy.redstone.usamc.mbx.iuid@mail.mil Rename the EDL by adding Validation to the beginning of the file (i.e. Validation 196th Infantry EDL (W36KAA)).

3. Validation of all pre-existing IUID marks:

- a. This Phase requires units to scan and validate existing IUID labels on every piece of equipment that has been identified as having an IUID label. The objective is to validate the correct IUID label is on the correct piece of equipment and that the IUID label is machine readable.

- b. During the scanning process there may be some errors that occur, there are several types of errors and different action that needs to be taken for those errors.
 - 1) Label will not scan – Barcode Error (order replacement label, see sustainment phase)

 - 2) Label will not scan – label is damaged (order replacement label, see sustainment phase)

 - 3) Syntax Error - May need to check PBUSE to AIT SYNC (HHT How to Guide or AIT Inventory Example)

NOTE: By scanning a UII that has incorrect associated data, the scanner creates the connection by associating the scanned mark with the item identified to be inventoried. It is imperative that property book personnel only scan the UII that is on or adjacent to the data plate, that identifies the end item. Once the unit has completed the inventory, provide AMC the PBUSE generated AIT Inventory Report. AMC will correct associated data and re-create and register any UII identified as not registered. Corrected or create registered UIIs that should reflect on the EDL or Total Army PBUSE Report as marked. (See Appendix A for Total Army PBUSE Report)

Sustainment Phase

Ordering IUID Compliant Replacement (Sustainment) Labels

1. During the Marking Phase, IUID labels were ordered for equipment identified as not having an existing IUID mark, either on the equipment or in the DoD Registry. In this, the Sustainment Phase, IUID labels will be ordered for equipment having existing IUID marks but have been identified as unreadable. An unreadable situation could have been caused by damage to the IUID mark or incorrect encoding in the mark (syntax). The following procedures are used to order replacement IUID labels.

a. (1). To order a replacement IUID label, go to Letterkenny UIDWorks site at <http://www.letterkenny.army.mil/UIDworks/howto.html> and download the AMC Sustainment Marking Spreadsheet (1) and the UIDworks Supplemental Order Form (2).

Letterkenny Army Depot
Supporting America's Warfighter
www.lead.army.mil

UIDworks
Center of Technical Excellence

Processing your Order

Welcome to the Letterkenny UIDworks® Customer Order site.
Complete the following steps to make your transaction with us as smooth as possible.

1) The Microsoft XL Spreadsheet ([download](#))
The attached Spreadsheet is the information needed to fully process your request. Columns B thru F are mandatory fields and must be completed.

AMC UNIT SELF MARKING SPREADSHEET ([download](#))
The attached Spreadsheet is the information needed to fully process your request. Please use the "Field Reference" tab as a guide for data entry instruction.

AMC SUSTAINMENT MARKING SPREADSHEET ([download](#)) ← 1

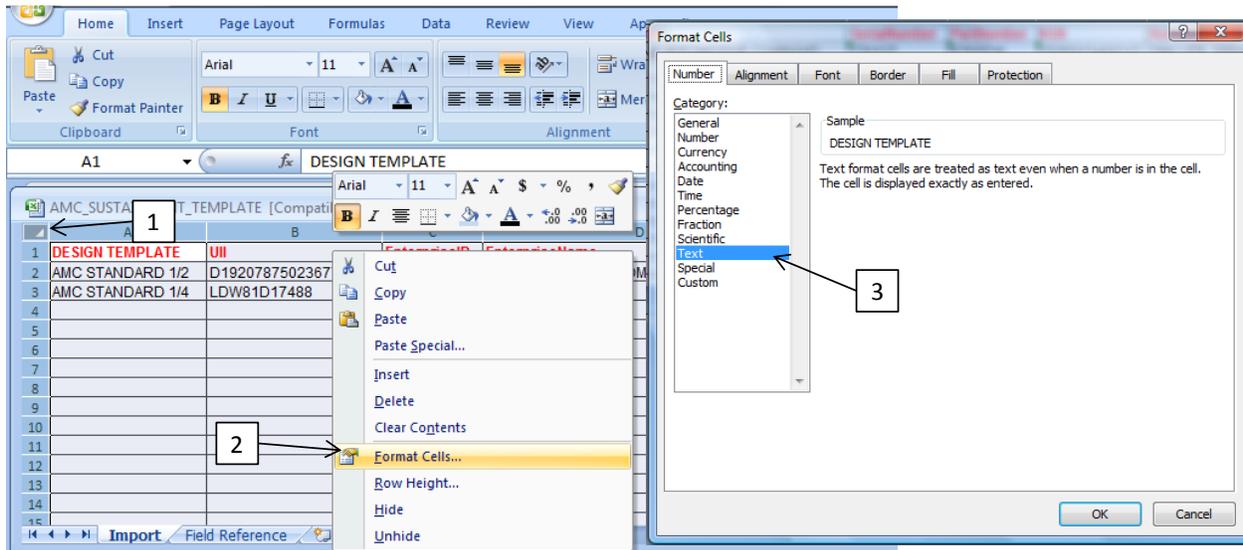
3) UIDworks® Supplemental Order Form in PureEdge [here](#) or **Fillable PDF** [here](#) ← 2

Fill out either form for each order you place with UIDworks®, when finished save it to your harddrive to email it to us when your order is complete. This form requires PureEdge viewer or Adobe Reader, if you do not have PureEdge, you can download it free from https://ascp.monmouth.army.mil/scp/nocost/pure_edge.jsp for government users or Adobe Reader from Adobe free for anyone [here](#)

NOTE:

Replacement labels are labels that are damage, will not scan and/or missing.

- b. Open the Sustainment Marking Spreadsheet, select all (1) and format (2) spreadsheet as Text (2).



- c. Complete columns A- I. There are two rows of examples that must be deleted prior to submitting the order.

- 1) Determine the UIID label size required and enter in column A (1/4" is used for everything except for Pistol, Flute, Piccolo, etc). All other items use 1/2" labels.

- 2) The UII entered in column B is the UII found in Total Army PBUSE IUID Report, Equipment Detail List (EDL) or the correct UII identified during AIW search.

- 3) Enter the Serial Number in column C.

- 4) Enter the Part Number in column D

- 5) Enter the NSN in column E.

- 6) Enter Nomenclature in column F.

- 7) Enter the unit Entity Status (Guard, Active, Reserve) in column G.

- 8) Enter the UIC of the unit who is requesting the label in column K.

- 9) Enter AMC SUSTAINMENT MARKING in Type Program, column L. This is the default entry and will be in every row on the Sustainment order Form.

2. Complete the Supplemental Order Form.

Note:

The only information required on the Supplemental Order Form is the label quantity and ship to address.

- a. Add the total labels being ordered in Label Quantity (1) and Ship to address in Shipping Information (2).

UID Works Supplemental Order Form

Label Quantity: ← 1

Adhesive ?: No Basic High Temp Tolerant CARC Compatible

Shipping Information:

Name:

Address 1: ← 2

Address 2:

City:

State: Zip:

Phone:

Shipping Method:

USPS Express FEDEX 2nd Day FEDEX Overnight

- 2. Submit Sustainment Order Form and Supplemental Order Form to usarmy.lead.usamc.mbx.uidworkslead@mail.mil in addition to any outstanding new order request.

Note: Replacement “sustainment label do not have be registered they’re already registered.

Appendix A

Raw Scan Submission & Formatted Examples

a. When providing Raw Scans add the Un-Concatenated UII in the Notes column on the EDL or use a separate excel spreadsheet using the same formatted titles as the EDL. This provides the necessary information to correct associated data or recreate and register the UIIs. You can provide Raw Scans from the PBUSE AIT “Raw Data” report or using the mobile excel program on the HHT.

b. Send UII raw scan to IUID Team mailbox at usarmy.redstone.usamc.mbx.iuid@mail.mil with a minimum count of 10 items listed, included in the Subject header “Raw Data Scans and the Unit Name”.

c. In a raw scan, the Part number will be between the 1P and S data separators;

Example: un-concatenated UII

(0617V/0NDM7/1P/A3144256/S/86909A).

D Enterprise ID Part Number Serial Number

Example Concatenated: **D0NDM7A314425686909A**

NOTE:

In a concatenated scan, no separator

Raw Scan Instructions using the AIT scanner.

Step 1: Log into HHT, select start button (if in PBUSE AIT menu, exit first).

Step 2: Select programs.

Step 3: Select Excel Mobile.

Step 4: Scan IUIDs (after each scan, ensure you move down to next row – if not, the next scan will overwrite the previous scan). When scanning is complete, select menu/file/save as.

Step 5: Name your file and save.

Step 6: Dock and synchronize the HHT. Open “Computer” on your computer and open Portable devices Intermecc. See figure 1

Appendix B Total Army PBUSE Report

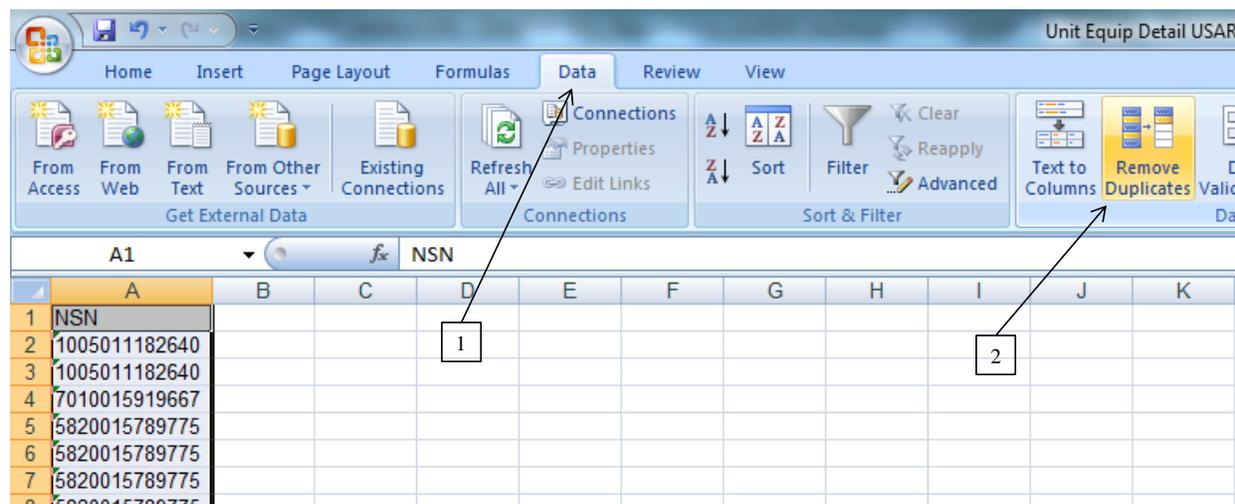
Unit personnel will run the Army IUID Warehouse (AIW) Total Army PBUSE IUID Report using the Equipment Detail List (EDL) NSNs. To be able to generate this report, you have to create a text file of the NIINs requiring IUID to import into AIW.

Create a text file of NIINs (to generate a Total Army PBUSE Report). Using LOGSA provided Equipment Detail List (EDL):

1. Open provided Equipment Detail List (List is provided from AMC to the ACOM/ASCC/DRU point of contact).
 - a. Open a new worksheet by selecting “Insert Worksheet tab (1) at the bottom of the current worksheet.
 - b. Copy and paste NSN column (column F) into the new worksheet.

A	B	C	D	E	F	G	H
LN	SUBLIN	MODEL	SERIAL_NUM	PART_NUM	NSN	NOMEN	REG_NUM
T41271		M1087A1	VE-111987BGFT	87T0046	2320015303843	TRK CARGO M1087A1	NL1RZK
T41271		M1087A1	VE-111989BGFT	87T0046	2320015303843	TRK CARGO M1087A1	NL1RZM
T41515		M1083A1P2WOW	B-D701432EHBV	87T0141	2320015498610	TRK CGO 5 TON WOV	NL21KR
T95924		M1102	15464	6636	2330013875426	TLR CGO HI MOB 11/4T	PC0NA3
T95992		M1101	18006	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZSD
T95924	T95992	M1101	18007	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZSE
T95992		M1101	18010	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZSH
T95992		M1101	18019	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZSS
T95992		M1101	18047	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZTL
T95992		M1101	18052	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZTR
T95992		M1101	18062	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZU1
T95992		M1101	18084	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZUP
T95992		M1101	18100	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZV5
T95992		M1101	18111	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZVG
T95992		M1101	18116	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZVM
T95992		M1101	18129	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZV0
T95992		M1101	18130	7192	2330013875443	TLR CGO HI MOB 3/4T	NW1ZV1

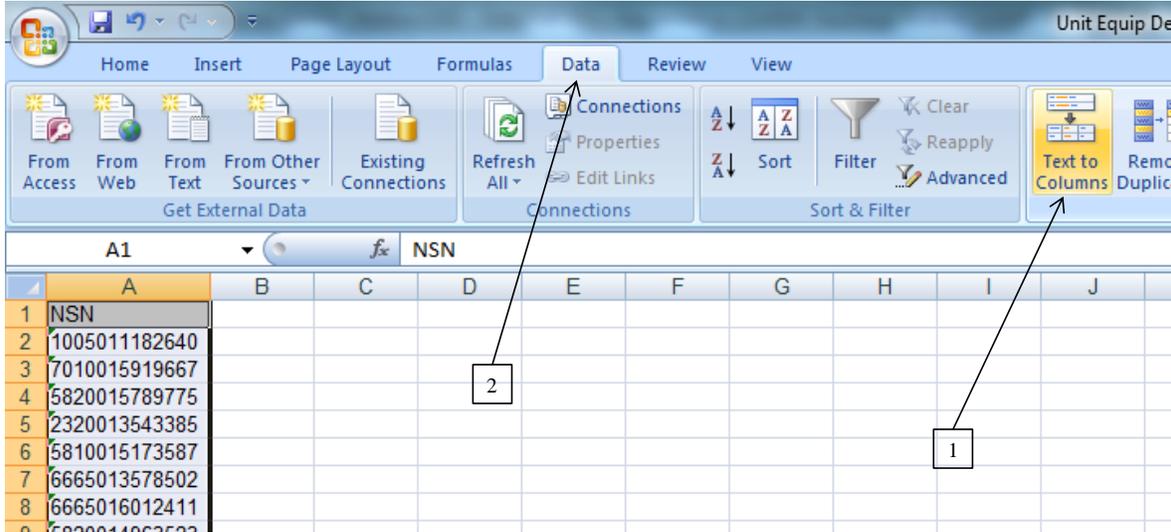
- c. With the NSNs (A1) list highlighted, select the Data tab (1) and then Remove Duplicates (2).



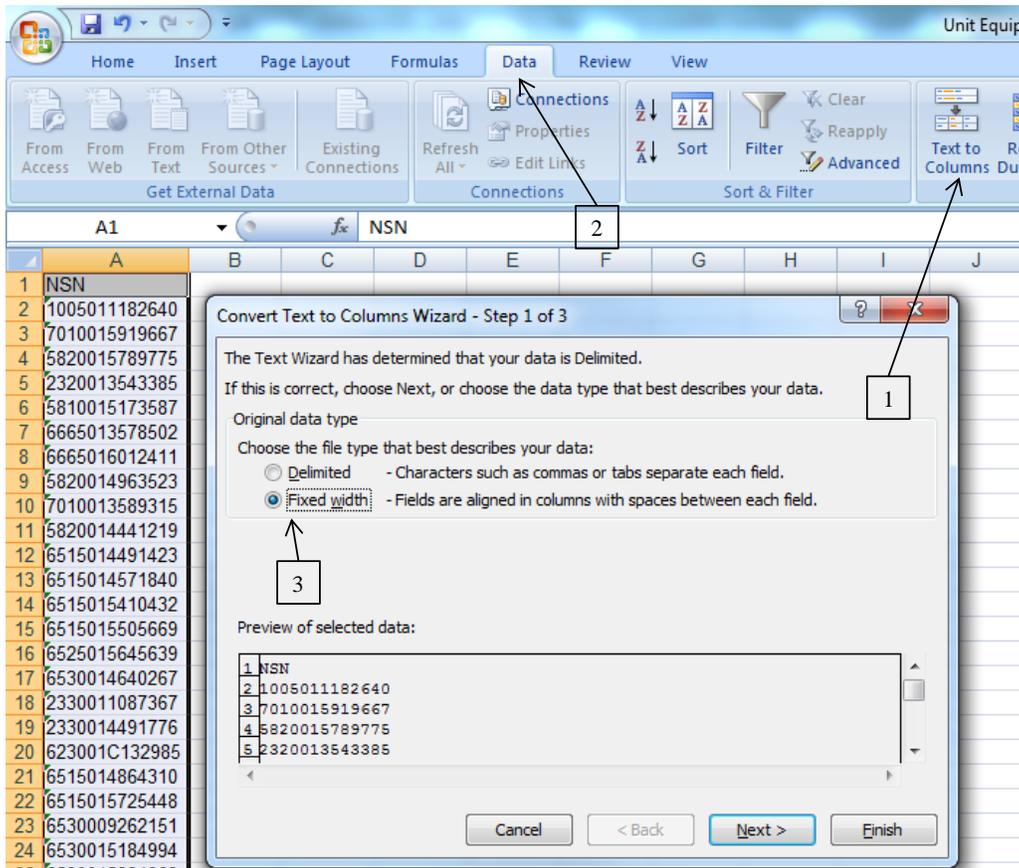
NOTE:

When you perform Text to Columns (next steps) and separate the FSC from the NIIN, the column the NIIN in moving to MUST be in “Text” format or leading zeros will be removed.

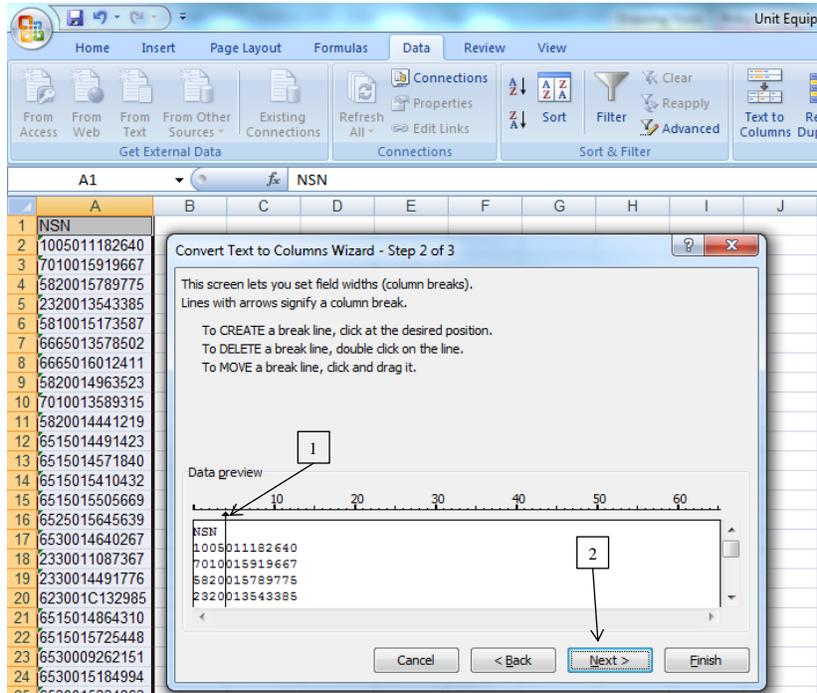
- d. With all NSNs still highlighted, select Text to Columns (1) for the Data tab (2)



- 2. In Convert Text to Columns Wizard box, select Fixed width (3)

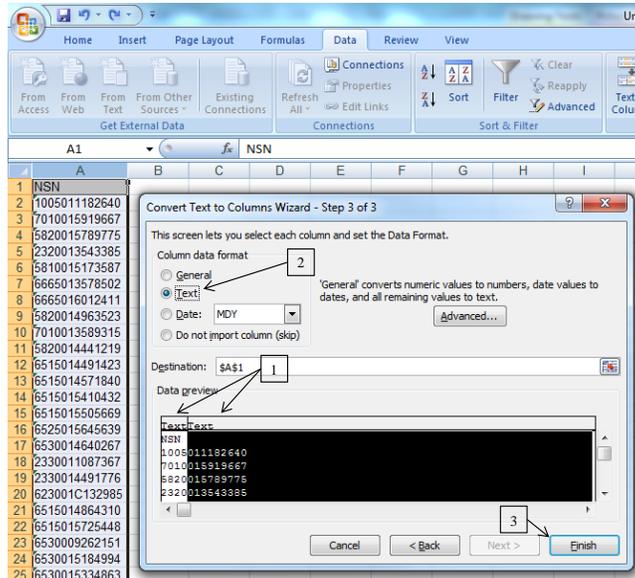


3. Select Next
4. In Convert Text to Columns Wizard box, click between FSC and NIIN to create a line, indicating where new columns will be created (1).
5. Select Next (2).



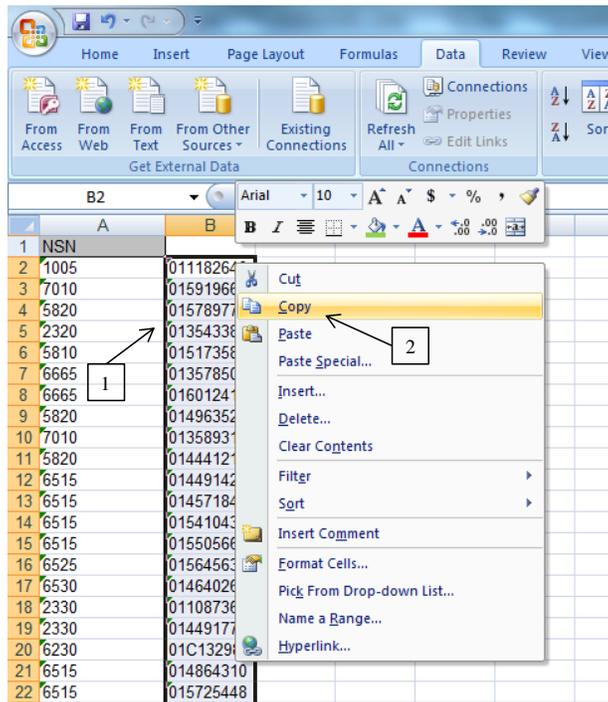
6. In Convert Text to Columns Wizard box – Step 3 of 3, select each section (1) and select Text for Column data format (2).

7. Select Finish (3).

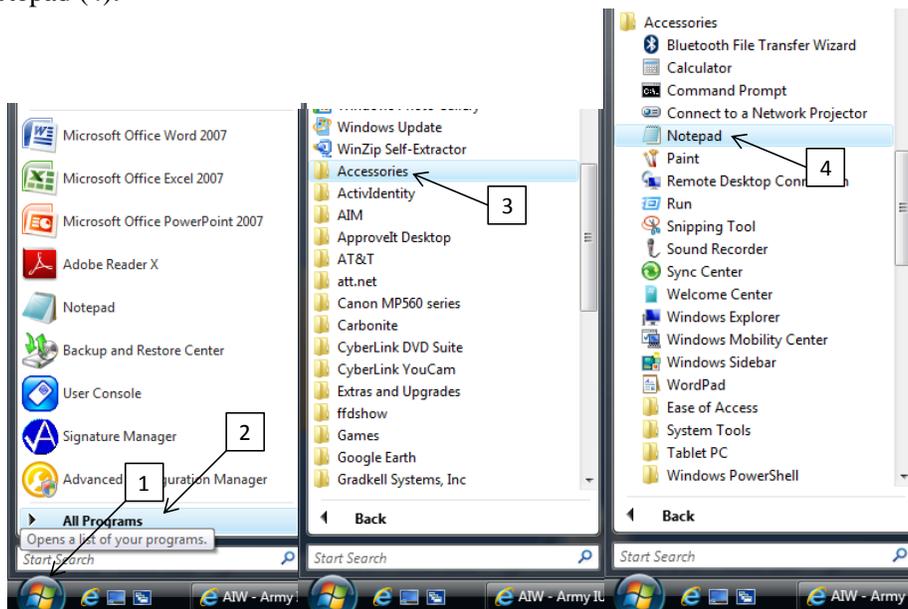


8. In the column with NIINs (column B), highlight all NIINs (1).

9. Right mouse click highlighted NIINs and select copy (2). NIINs will be pasted in Notepad.

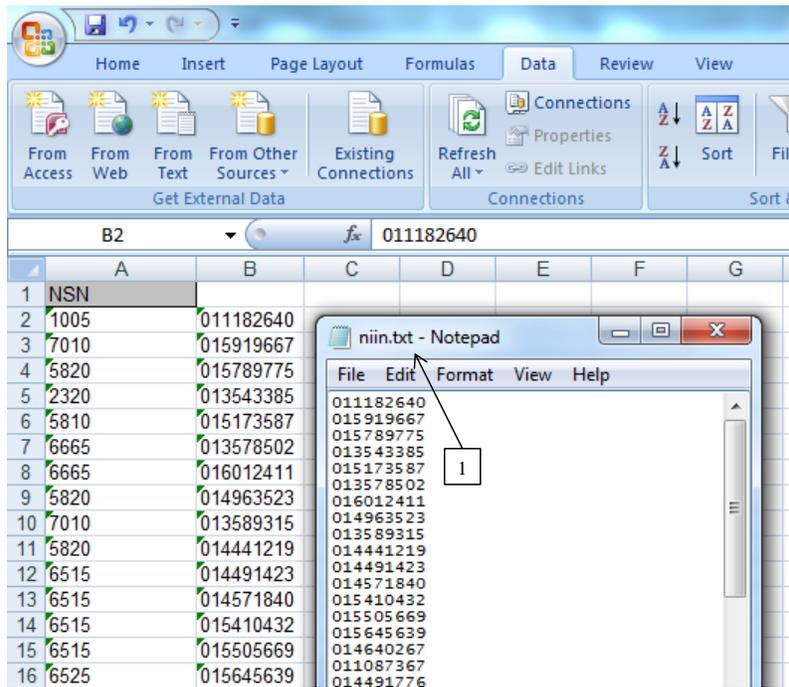


10. To open Notepad click on Start (1), select All Programs (2), then select Accessories (3), then select Notepad (4).



11. Paste NIINs into Notepad.

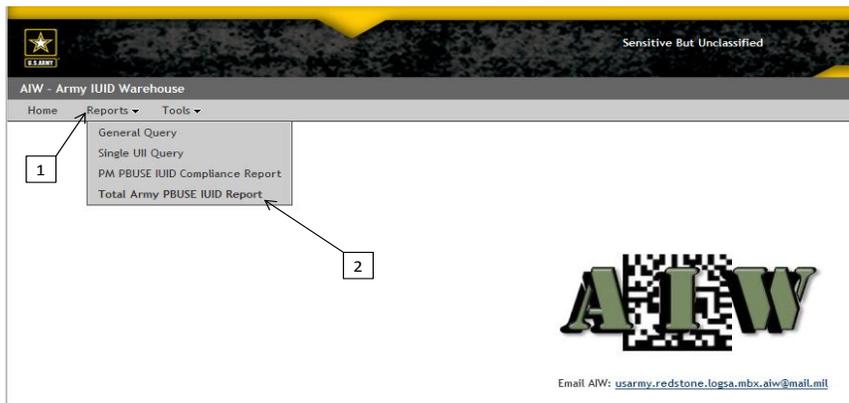
12. Save Notepad file to your computer where you can find it to import into AIW (screen shot indicates I saved as NIIN (1) and I saved file to desktop)



13. The NIINs are now ready to be imported into AIW (Total Army PBUSE Report).

Generate a Total Army PBUSE report using the list of NIINs from the LOGSA provided EDL

1. Generate Army IUID Warehouse (AIW) Total Army PBUSE IUID Report.
 - a. In AIW, select Reports (1), Total Army PBUSE IUID Report (2).



- b. In Total Army PBUSE IUID Report, select Unit Task Organization Force Tree (1).

c. Find unit in Force Tree Selection (2) and check associated box or type in UIC in Force Tree Search (3).

NOTE:

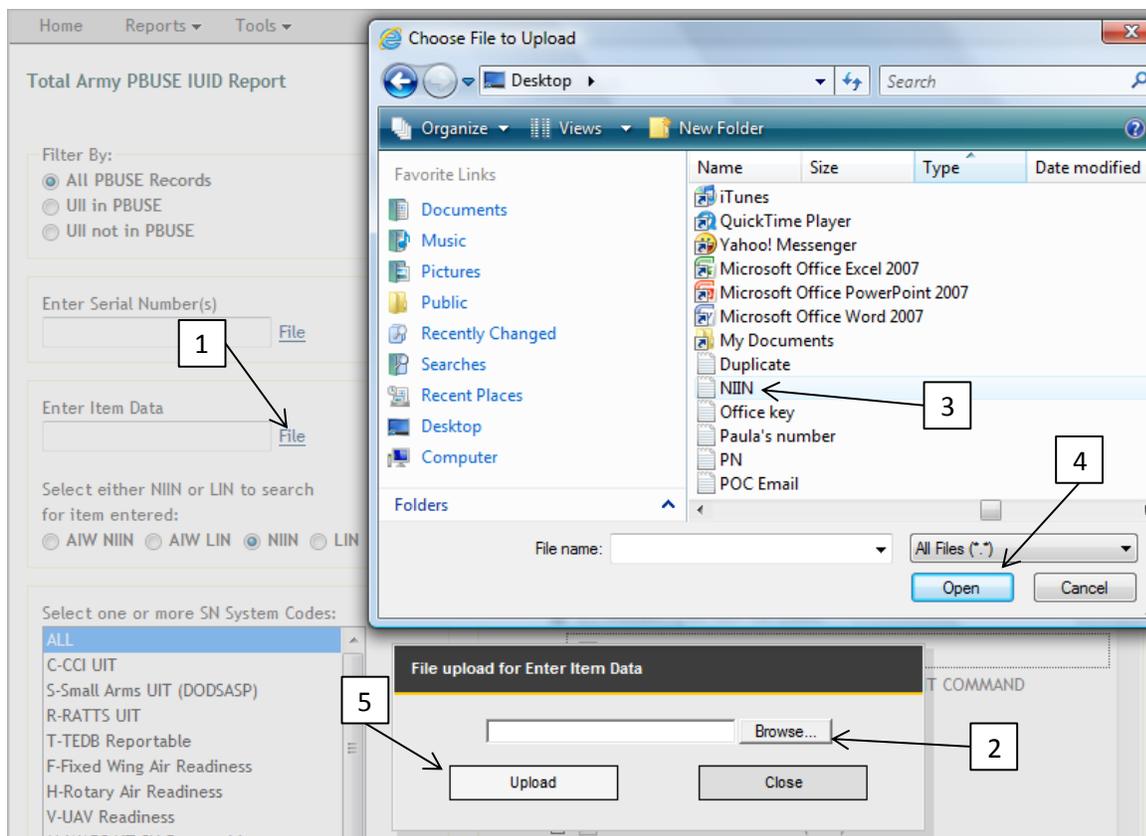
In the example, 82d Sustainment Brigade was selected and found in the Force Tree under FORSCOM, XVIII ABN Corps.

d. Select File for Enter Item Number (1)

e. Select Browse (2) and locate Text file saved from Text to Column steps above.

f. Select saved file (NIIN in screen shot (3)) and then select Open (4).

g. Select Upload (5).



h. Select Run Query (1).

AIW - Army IUID Warehouse

Home Reports Tools

Total Army PBUSE IUID Report

[Run Query](#) [Reset Form](#)

Filter By:

- All PBUSE Records
- UII in PBUSE
- UII not in PBUSE

Enter Serial Number(s)

 [File](#)

Enter Item Data

 [File](#)

Select either NIIN or LIN to search for item entered:

- NIIN
- LIN

Force Selection:

- All Force
- Unit Task Organization Force Tree
- Unit Selection

Force Tree Search:

- UIC
- Unit Description

[Search](#) [Next](#)

Force Tree Selections:

- W00YFF - USA INTEL SECURITY CMD (INSCOM)
- W0GWFF - HQ AMC (HEADER)
- W0QFFF - HQ SDDC & MTMC (HEADER)
- W35HFF - USARCENL CMD (HDR)
- W3KPFF - USACIDC
- W3YBFF - FORSCOM
- W47AFF - US ARMY RESERVE COMMAND (USARC) (HEADER)

i. Follow screen instructions to Export to Excel and save as a file.

AIW - Army IUID Warehouse

Home Reports Tools

Total Army PBUSE IUID Report

[Export to Excel](#) [Edit Report](#)

Report Criteria Selections

Total Rows returned: 553
Rows displayed: 250

1

LIN	NSN	UIC	UNIT DESCRIPTION	SERIAL NUMBER	REGISTRATION NUMBER	LAST UPDATE	UII	UII IN PBUSE	UII REGISTERED	SN SYS CODE
L44595	1010001796447	WHSCAA	18 HRC	301303		2013-06-26	D0NDM711838703301303	Y	Y	S
L44595	1010001796447	WHSCAA	18 HRC	306478		2012-12-18		N	N	S
L44595	1010001796447	WHSCAA	18 HRC	44221		2012-12-18		N	N	S
L44595	1010001796447	WHSCAA	18 HRC	44661		2013-06-25	D0NDM71183870344661	Y	Y	S
L44595	1010001796447	WCFZAA	178 SIG CO	29289		2013-06-26	D0NDM71183870329289	Y	Y	S
L44595	1010001796447	WCFZAA	178 SIG CO	62177		2013-06-25	D0NDM71183870362177	Y	Y	S
L44595	1010001796447	WCFZAA	178 SIG CO	58927		2013-06-26	D0NDM71183870358927	Y	Y	S
L44595	1010001796447	WH3CA2	B DET 82 FMC	179121		2013-06-26	D0NDM711838703179121	Y	Y	S
L44595	1010001796447	WABEAA	82 SB	94900		2013-06-25	D0NDM71183870394900	Y	Y	S
L44595	1010001796447	WH3CA2	B DET 82 FMC	5451		2013-06-26	D0NDM7118387035451	Y	Y	S
L44595	1010001796447	WH3CA2	B DET 82 FMC	112830		2013-06-26	D0NDM711838703112830	Y	Y	S
L44595	1010001796447	WH3CHD	HHD 82 FMC REAR	27826		2013-06-26	D0NDM71183870327826	Y	Y	S
L44595	1010001796447	WH3CB1	A DET 82 FMC REAR	34742		2013-06-26	D0NDM71183870334742	Y	Y	S
L44595	1010001796447	WH3CB1	A DET 82 FMC REAR	4325		2013-06-26	D0NDM7118387034325	Y	Y	S
L44595	1010001796447	WH3CB1	A DET 82 FMC REAR	87453		2013-06-26	D0NDM71183870387453	Y	Y	S
L44595	1010001796447	WHSCAA	18 HRC	27995		2013-06-26	D0NDM71183870327995	Y	Y	S