PGI 204.1603 Procedures.

(a)(3)(A)(*3*) Legacy contract writing systems authorized to use the letter T in position 9 of the PIID for automated requests for quotation include the following:

(*i*) Department of Navy’s Item Management and Procurement (ITIMP) system.

(*ii*) Defense Logistics Agency’s Enterprise Business System (EBS).

(4) Positions 10 through 17. Positions 10 through 13 of a DoD-issued PIID shall not be a sequence of four zeroes (i.e., “0000”).

(b) Elements of a supplementary PIID.

(1) Position 1. Use a “U” in position 1 (e.g., “U00001”) in lieu of an “A” or “P”, as necessary, to process draft modifications through contract writing systems and associated applications. Change the “U” to an “A” or “P” prior to award to comply with FAR and DFARS standards.

(2) *Positions 2 through 6.* Examples of proper numbering for positions 2 through 6 are as follows:

Normal modification	Provisioned items order (reserved for exclusive use by the Air Force only)	Shipping Instructions					
00001 — 99999		K0001	—	K9999	S0001	—	S9999
then		KA001	—	KZ999	SA001	—	SZ999
A0001 — A9999		L0001	—	L9999	T0001	—	T9999
B0001 — B9999		LA001	—	LZ999	TA001	—	TZ999
and so on to		M0001	—	M9999	U0001	—	U9999
H0001 — H9999		MA001	—	MZ999	UA001	—	UZ999
then		N0001	—	N9999	V0001	—	V9999

J0001 — J9999	NA001	—	NZ999	VA001	—	VZ999
then	P0001	—	P9999	W0001	—	W9999
R0001 — R9999	PA001	—	PZ999	WA001	—	WZ999
then	Q0001	—	Q9999	X0001	—	X9999
AA001 — HZ999	QA001	—	QZ999	XA001	—	XZ999
then						
JA001 — JZ999				Y0001	—	Y9999
RA001 — RZ999				YA001	—	YZ999

(3) If the contract administration office is changing the contract administration or disbursement office for the first time and is using computer generated modifications to notify many offices, it uses the six position supplementary number ARZ999. If either office has to be changed again during the life of the contract, the supplementary number will be ARZ998, and on down as needed.

Parent topic: PGI 204.16 -UNIFORM PROCUREMENT INSTRUMENT IDENTIFIERS