NAVSEA

NAVAL SEA SYSTEMS COMMAND

Naval Sea Logistics Center

Product Data Reporting and Evaluation Program (PDREP)

Warranty and Source of Repair Tracking

User Guide
11 July 2013

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Click link and the hold "CTRL" key to follow link

FOREWORD

This guide does not replace or amend any Department of Defense (DoD) instructions, regulations, and/or policies. The Product Data Reporting and Evaluation Program's (PDREP) Survey application is designed to work in concert with existing DoD and Navy policies and processes. Its purpose is to assist users with the functionality of the Warranty and Source of Repair search application and to facilitate compliance with DoD and Navy policy.

Refer to the appropriate service instructions and/or manuals for more information about DoD and Navy Survey program processes and requirements.

REFERENCES:

    a.   Department of Defense Warranty Guide (Click Here)

INTRODUCTION

This document is intended to assist the Department of Defense in the Warranty development and implementation within PDREP.

Federal Acquisition Regulation (FAR) 46.7 states that "the use of warranties is not mandatory." However, if the benefits to be derived from the warranty are commensurate with the cost of the warranty, the Contracting Officer (CO) should consider placing it in the contract.

Defense Federal Acquisition Regulation Supplement (DFARS) 246.704 sets forth the following: "The Chief of the Contracting Office must approve use of a warranty, except in acquisitions for: (1) Commercial items; (2) Technical data, unless the warranty provides for extended liability; (3) Supplies and services in fixed-price type contracts containing quality assurance provisions that reference higher-level contract quality requirements; or (4) Supplies and services in construction contracts when using the warranties that are contained in Federal, military or construction guide specifications." The Chief of the Contracting Office shall approve the use of a warranty only when the benefits are expected to outweigh the cost.

The Warranty/SOR application is accessible via the Product Data Reporting and Evaluation Program home page: https://www.pdrep.csd.disa.mil/

First time PDREP users will need to submit a User Access request form, available on the NSLC home page: http://www.nslcptsmh.csd.disa.mil. Click on User Access Request to download the form. Follow the directions on the form to submit the request for access to PDREP.

1 VIEWING THE WARRANTY LIST

   a. The Warranty List is based on several parameters. The contract number is the mandatory field that the information is accessed. The more data that is entered will only truncate the search more.

       1. After longing into PDREP, the home screen will appear (as shown below). On the bottom left column is "Warranty/SOR Search," click the link.

Product Data Reporting and Evaluation Program (PDREP)

PDREP APPLICATIONS
Contract Award and Delivery (CAD)
Corrective Action Request (CAR)
Facility Oversight Plan (FOP)
Letter Of Delegation (LOD)
Material Inspection Record (MIR)
Product Quality Deficiency Report (PQDR)
Ship CSI Program (SCSI)
Special Quality Data (SQD)
Supply Discrepancy Report (SDR)
Supplier Audit Program (SAP)
Supplier Survey (Pre/Post Award)
Test Records

PDREP SEARCHES
AD-HOC Search
CAGE Search
DODAAC Search
Feedback Search
Exhibit Search
GIDEP Search
HEDRS Search
Level 1/SubSafe Search
PDREP Search
PQDR Search
Requisition Search
SAP Search
SDR Search
UII Search
Warranty/SOR Search

PDREP REPORTS
Contractor Profile
Material Profile
MIR L1/SS Quarterly
MIR Report
NAVSUP 874 Reports
NAVSUP 854 Reports
NAVSUP Level 1 Reports
PQDR Statistics
PQDR Summary
SDR Quarterly

PDREP PARTNER REPORTS
DLA Contractor Summary
NASA Reports
Special Reports

DATA LOAD
Batch Update

SITE ADMIN
IT Admin (Internal)
QA ADMIN (Internal)

Figure 1.1

2. The Warranty Search screen will appear (Shown Below).

Figure 1.2

3. Enter the Contract Number (Mandatory)

A. Enter the Order Number (Voluntary)

B. Enter Start Date and End Date (using format MM/DD/YYYY) (Voluntary)

C. Enter CAGE (Voluntary)

D. Enter Warranty UII (Voluntary)

E. Click the "Warranty Search" button (Voluntary)

b. After complete step "6" in previous paragraph the Warranty Search list will appear. (Shown Below)

Warranty Search   Source of Repair Search

Warranty Search

Instructions

(M) are required data elements
To perform a Warranty Search:

1. Enter the Contract Number (Mandatory)
2. Enter the Order Number
3. Enter Start Date and End Date (using format MM/DD/YYYY)
4. Enter CAGE
5. Enter Warranty UII
6. Click the "Warranty Search" button

(M) Contract Number OR Non-DoD Number: [   ]

Order Number: [   ]

Start Date: [   ]

End Date: [   ]

CAGE Code: [   ]

Warranty UII: [   ]

[Search] [Reset]

Figure 1.3

c. To view details on contract, click "view" link on Figure 1.4. This will allow you to look at all records that are associated with the contract number entered.

Warranty Detail

Contract Number	N4511209A1472
Contract Year	09
Procurement Instr. Code	A
Serialized Identifier	1472
Order Number	0004
Attachment Number	WTI0004-Test
Line Item Type	SLIN-1323-AA
Exhibit Line Item	SS
PDF Date	2012-06-19
Upload Date	2012-07-11

Check UII Registry
Source of Repair Instructions
Return to Search Page
View PDF: Click here to download data in PDF format
List Download: Click here to download data in Microsoft Excel format

Warranty Item UII	Starting Event	Usage Qty./Units	Duration Qty./Units	Fixed Expiration Date	Warranty Administrator Type/ID	Warranty Guarantor Type/ID	Item Type
1234567890QWERTYUIOP	First Use	1 / Liter	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Installation	2 / Impressions	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Installation	6 / Stick	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Other	4 / Inch	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	First Use	5 / 100 Kilograms	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Acceptance	3 / 100 Pound Drum	4 / Week		DoDAAC N00102	DoDAAC N00102	C

Figure 1.4

Note

This list can be downloaded to Excel and PDF. This is done by clicking "here" on respective links.

To look at individual records, click on "Warranty Item UII" link.

d. To view Source of Repair (SOR) on contract. Go back to Warranty Search results page from current page, click on "Return to Search page" (Figure 1.3), then click "search" link on (Figure 1.4).

Warranty Detail

Contract Number	N4511209A1472
Contract Year	09
Procurement Instr. Code	A
Serialized Identifier	1472
Order Number	0004
Attachment Number	WTI0004-Test
Line Item Type	SLIN-1323-AA
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PDF Date	2012-06-19
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Check UII Registry
Source of Repair Instructions
Return to Search Page
View PDF: Click here to download data in PDF format
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Warranty Item UII	Starting Event	Usage Qty./Units	Duration Qty./Units	Fixed Expiration Date	Warranty Administrator Type/ID	Warranty Guarantor Type/ID	Item Type
1234567890QWERTYUIOP	First Use	1 / Liter	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Installation	2 / Impressions	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Installation	6 / Stick	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Other	4 / Inch	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	First Use	5 / 100 Kilograms	4 / Week		DoDAAC N00102	DoDAAC N00102	C
1234567890QWERTYUIOP	Acceptance	3 / 100 Pound Drum	4 / Week		DoDAAC N00102	DoDAAC N00102	C

Figure 1.5

Warranty Search

To perform a Warranty Search:

1. Enter the Contract Number (Mandatory)
2. Enter the Order Number
3. Enter Start Date and End Date (using format MM/DD/YYYY)
4. Enter CAGE
5. Enter Warranty UII
6. Click the "Warranty Search" button

(M) are required data elements

(M) Contract Number OR Non-DoD Number:	
Order Number:	
Start Date:	
End Date:	
CAGE Code:	
Warranty UII:	

[Warranty Search] [Reset]

List Download: Click here to download data in Microsoft Excel format

Contract Number	Order Number	Attachment Number	Line Item	Exhibit Line Item	Created Date	View Detail	Source of Repair
N4511209A1472	0004	WTI0004-Test	SLIN-1323-AA	SS	2012-07-11	View	Search
N4511210E7894	0003	WTI0003-Test	SLIN-1323-SS	DD	2012-07-11	View	Search

Figure 1.6

e. From Figure 1.6 will be led to Figure 1.7 (shown below) and given the SOR data that is connected with the warranty data list.

Source of Repair Search

To perform a Source of Repair Instructions Search:

1. Enter the Contract Number
2. Enter the Order Number
3. Enter Start Date and End Date (using format MM/DD/YYYY)
4. Click the "Source of Repair Instructions Search" button

(M) are required data elements

(M) Contract Number:

Order Number:

Start Date:

End Date:

Search Reset

Return to Warranty Search
List Download: Click here to download data in Microsoft Excel format

Contract Number	Order Number	Attachment Number	Line Item	Exhibit Line Item	Created Date
N4511209A1472	0004	SOR0004-Test	CLIN – 4555 – ZZ	XX	2012-07-11

Figure 1.7

f. Click on Contract Number to see SOR data, Figure 1.8 will show next screen.

Source Of Repair Instructions Detail

Contract Number	N4511209A1472
Order Number	0004
Contract Year	09
Procurement Instr. Code	A
Attachment Number	SOR0004-Test
Line Item Type	CLIN – 4555 – ZZ
Exhibit Line Item	XX
Created Date	2012-07-11

Return to Source of Repair Search
Return to Warranty Search
View PDF: Click here to download data in PDF format
List Download: Click here to download data in Microsoft Excel format

Company name	Warranty Repair Source Code/ID	Address	Instructions
Boat	CAGE / 03036	123 Main Street Any Town Kittery/Somewhere , ME 03085 USA	
Ship	CAGE / 03036	123 Main Street Any Town Kitter/Somewhere , ME 03085 USA	

Figure 1.8

Note

This list can be downloaded to Excel and PDF. This is done by clicking "here" on respective links.

2 EZ Warranty/GFP

a. The EZ Warranty, Source of Repair (SOR), and Government Furnished Property (GFP), which includes Scheduled Government Furnished Property and Requested Government Furnished Property, are for those individuals that cannot gain access to PDREP applications. The EZ Warranty/GFP Module is designed for the user to develop a PDF from and Excel spreadsheet.

1. To get to the EZ Warranty/GFP application, please go to https://www.pdrep.csd.disa.mil/ .
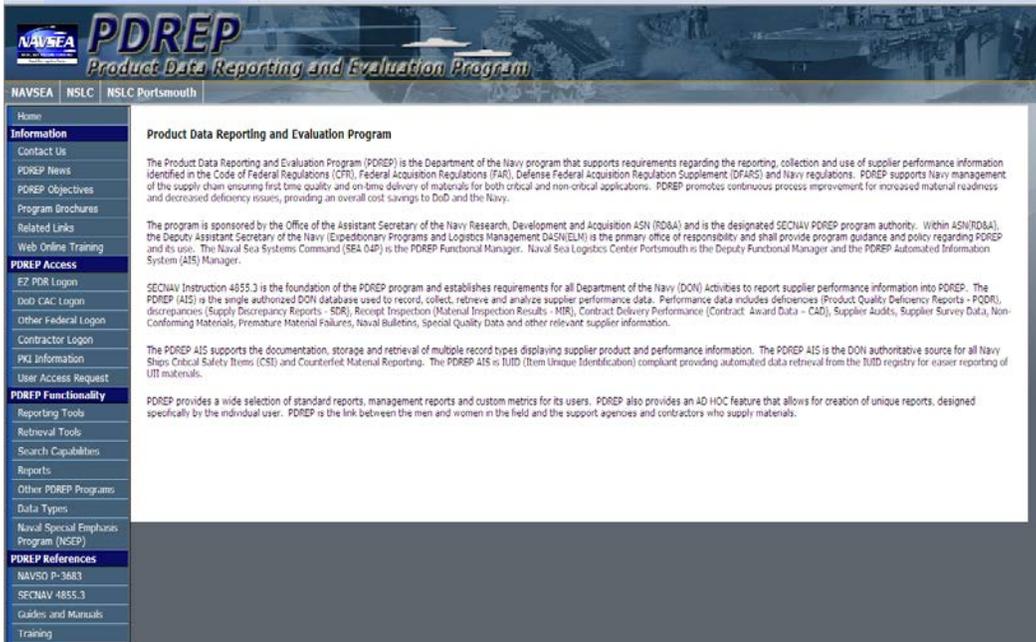
Figure 2.1

2. In Figure 2.1, please click on EZ PQDR Logon link on left hand side of page.

3. Consent Banner will appear. Accept will allow you to continue, Decline and it will bring you back to PDREP Home Page.

4. After clicking the Accept , Figure 2.2 below will appear

Figure 2.2

5. On the top of the current page, click on Warranty/GFP tap on top of page.

Figure 2.3

6. Template Download

   a. To download Warranty Tracking Information excel template click on WTI link under Excel Download Link and fill in with data then save in personal file folder.

   b. To download Warranty Tracking Information excel template click on SOR link under Excel Download Link and fill in with data then save in personal file folder.

   c. To download Warranty Tracking Information excel template click on RGFP link under Excel Download Link and fill in with data then save in personal file folder.

   d. To download Warranty Tracking Information excel template click on SGFP link under Excel Download Link and fill in with data then save in personal file folder.

7. Template Upload

a. Taking the file (WTI, SOR, RGFP, or SGFP) is done by clicking the browse button and locating saved file.

    i. This process is to convert the uploaded excel template to PDF.

b. Select file type of file that is being uploaded, see Figure 2.4 below.

Figure 2.4

c. Then click upload.

d. File should appear in the PDF Download section, see figure 2.5

Figure 2.5

8. To view/download PDF click on link on right under heading "Download PDF Link".

    a. This will allow you to save PDF to personal files and route file per given instructions.

    b. Warranty and SOR information will be automatically uploaded to PDREP.

3 SUMMARY

a. This concludes the Warranty and Source of Repair search instruction. The PDREP Customer Service Desk is available to answer additional questions or to assist in data changes or exception processing and can be contacted as follows:

E-Mail: webptsmh@navy.mil

Commercial: (207) 438-1690

DSN: 684-1690

Fax: (207) 438-6535