the SMD which will update Stores System 3.

This process can be repeated as many times as is necessary to keep ISIS and Stores System 3 in sync and up to date. The Royal Navy and RAF stores systems work in exactly the same way.

ISIS also reconciles regularly with the three main stores systems in order to bring any inconsistency to the attention of commodity managers. Codification, in addition to providing an invaluable common supply language within the supply chain, is essential for maintaining effective and efficient stores management systems, helping to deliver logistics solutions to the front line.

Suppliers and source data

To start the process, suppliers need to submit source data. This could be the technical drawing for the item or the manufacturer's catalogue or specification. Source data is important so that only authenticated data regarding the item of supply is used for codification purposes and to determine that the item of supply is unique.

The extent of data required for full codification is governed by the requirements of the item identification guide (IIG) used and the complexity of the item.

Data should include the following, where applicable (list is not exhaustive):

- Name of the design control authority.
- Design control authority's drawing/part number or standard/specification reference (indicating definitive or non-definitive).
- The item name. Where the approved item name (AIN) refers to inherent properties, eg 'Tube Assembly,Metal' or 'cable, power, electrical', or the AIN definition specifies properties, eg cable, power, electrical is defined as '…working voltage of the item must be 300 volts or more…size of each individual conductor must be No 18 AWG (0.75 Sq mm) or larger…', this information must be supplied for the AIN to be used.
- Nominal dimensions of length, width, height and diameter, with tolerances if applicable.
- Basic material (from which item is fabricated) and surface treatment (finish by which item is plated/dipped/coated), with their associated standards/specifications. See Note 1 below.
- Electrical characteristics, nominal voltage, current and/or rated power of the item, rated resistance, capacitance or inductance.
- Nominal pressure and temperature ratings, or operating frequencies.
- Data should show distinguishing features, eg colour, shape, style, holes or slots, etc.
- Include markings that indicate the primary purpose, function or application of the item.
- Where items are threaded, include the size, type, class and direction.
- Common mechanical parts, such as nuts, bolts, screws, washers, etc should include all key dimensions, as these items are the most difficult to differentiate.
- Assemblies should include parts lists and known NSNs of constituent parts. Cable assemblies should include cable core type and electrical ratings.

Note 1: The Design Control Authority is not required to disclose particulars of proprietary processes, manufacturing techniques or proprietary material specifications.

Single item ownership

In accordance with JSP 886 policy on single item ownership, UKNCB now records only one IMC, DMC or SMBI code in the CSU field to identify the item owner.

Where a second user group has an interest in that item they must contact the existing owner to either agree supply of the item through existing arrangements or to negotiate transfer of ownership, establishing business agreements. Failure to carry out this process will result in users' future demands being cancelled.

For further information please refer to JSP 886 on single item ownership which includes contact details for the single item ownership working group and the policy owner.

Auto NCAGE system

UKNCB is responsible for the maintenance of the MOD's Item of Supply Information System (ISIS). ISIS contains data relating to all materiel, spares, stores and services supplied to UK MOD. Each organisation listed within ISIS is allocated a five-digit code known as an NCAGE code (NATO Commercial And Government Entity), which holds name, address and contact details.

Where previously applications for NCAGE codes and updates to details were processed by UKNCB, the automated system allows the user to search for existing NCAGE codes and create new codes if required.

Each organisation listed has access to our system to check on the accuracy of their details and, if required, update them (address and contact details only). Amendment to NCAGE code details is now the responsibility of the NCAGE holder, who will be assigned a username and password for the new system. However, any changes to the name of the NCAGE record should be sent to DESSEOCSCP-NCB-CustSvc@mod.uk.

It is beneficial to MOD suppliers to ensure their data is accurately recorded to allow continued procurement of defence equipment and spares and also to ensure payment for equipment/services provided.

Training

UKNCB can no longer deliver the 'Codification and ISIS' training course. All training modules are currently being reviewed and will go online in a new UKNCB training portal which is currently under construction.

Contact details:

UK National Codification Bureau

Rm 2.4.23 Kentigern House, 65 Brown Street, GLASGOW G2 8EX

E: DESSEOCSCP-NCB-CustSvc@mod.uk (Customer queries)

E: DESSEOCSCP-NCB-ComrclSalesQry@mod.uk (Commercial codification queries)

For any E-ISIS or ISIS Web account enquiries or problem-reporting, call:

GTN: (9) 4561 2116

Civilian: 0141 224 2116

For new codification and updates to existing NSNs, call:

GTN: (9) 4561 2259

Civilian: 0141 224 2259

For NCAGE and NSN enquiries, call:

GTN: (9) 4561 2250

Civilian: 0141 224 2250

For commercial codification enquires, call:

GTN: (9) 4561 2231

Civilian: 0141 224 2231

UK DEFENCE STANDARDIZATION (DSTAN)

UK Defence Standardization is responsible for UK MOD standardization policies, standards, procedures and guidance on standardization issues both nationally and internationally.

DStan is part of the Director Technical organisation within Defence Equipment and Support (DE&S).

DStan's responsibilities

DStan provides performance specifications that support the delivery of military capability.

It delivers the following services:

- Maintenance and development of a healthy and relevant portfolio of UK Defence Standards (Def Stans), providing associated standardization advice and guidance including the status, development, selection and application of UK Defence Standards.
- Provision of standardization management support and assistance to project teams both to develop their 'Standardization management plan' and implementing the intelligent selection and use of standards.
- Negotiates, influences and agrees NATO and EDA standardization policy and procedures in support of UK MOD military operations.
- Provision of standardization policy (in JSP 920) which is consistent with government, NATO and EDA/EC policy.
- Provision of MOD standardization input to cross-government standardization committees.
- Management of national ratification of operational and materiel NATO Standardization Agreements (STANAGs) in support of UK MOD military operations.
- Provision of online access to unclassified UK Defence Standards, NATO STANAGs and Allied Publications (APs).
- Provision of access to UK Defence Standards, NATO STANAGs and APs that are not available to download (above Classified).
- Provision of access to other standards (beyond UK Defence Standards and STANAGS) via the Standards On-Line (SOL) framework and demand orders.
- Facilitates and delivers on the MOD and commercial licences for the distribution of Defence Standards, STANAGs and APs, generating revenue for DIPR.
- Provision of advice, guidance and training on the SOL capabilities, such as watchlists.