

# CODIFICATION CONTRACT CLAUSE

## Par. 1 (Codification Requirement)

The codification of items of supply is mandatory according to the principles of the NATO Codification System, so that the receiving Armed Force can accept and introduce them in the national logistic cycle. In order to codify, it is necessary to have the NCAGE code of the Contractor and CEODIFE codes of the Contracting Body (“Ente Appaltante”, EA) and the Administrative Manager, all issued by the Central Codification Body (“Organo Centrale di Codificazione”, OCC). According to the contract requirement, codification data for both national and foreign items to be supplied by the Contractor include: identification data (CM-03), management data (GM-02), technical-administrative data (L07), and the relevant barcodes (CAB).

## Par. 2 (SPLC - Spare Part List for Codification)

With reference to the contractual supply, the Contractor shall propose a Spare Part List for Codification (SPLC) to the EA within \_\_\_ days (**Note 1**) from the date of the notification of contract approval. If deemed fit, the EA may call a specific preliminary meeting to define the SPLC, in which the Contractor, the Armed Force’s Logistic Body (“Ente Logistico”, EL)/Codification Bureau (“Organo Codificatore”, OC) and the OCC may participate.

The SPLC must be submitted for all items of supply, even those already codified.

The SPLC shall include all essential data as stated in the Guide to the NATO Codification System. In particular, each item must come with its main part number (that of the Manufacturer or Design Authority or the Government Body in charge of issuing the regulation/specification) and, if present, secondary part number(s) (of the Suppliers).

The SPLC must be divided into lists of items from domestic and foreign production.

The final SPLC shall be sent by the Contractor to the EA via e-mail, and formally approved by the EA before the Contractor may insert the data in the Centralized Automated Identification System (“Sistema Informativo Automatizzato Centralizzato”, SIAC) of the Italian Defence, made available by the OCC through the official link [www.siac.difesa.it](http://www.siac.difesa.it), in accordance with Paragraphs 3,4, and 5 below.

## Par. 3 (Screening Lists)

In order to allow the OCC to perform the Screening activities, that is, to verify the presence of any items already codified and/or update databases, the Contractor shall draw up the lists extracted from the SPLC, dividing them between domestic and foreign ones, and send them to the EA and OCC, by SIAC, within 10 (ten) days from the approval of the SPLC list mentioned in Par. 2.

The lists must be submitted also for items already codified.

The EA, which is responsible for codification data’s (lists and items) technical conformity to the contract (**Note 2**), may intervene within \_\_\_ days (**Note 3**) to either validate the lists or request the Contractor to modify them as necessary to meet the contract requirement.

The Contractor must make the requested modifications within no more than 5 (five) days from the date of the request.

Modifications must then be validated by the EA within no more than 5 (five) days.

This process may be repeated until the EA finds that conformity to the contract requirement has been achieved.

The days spent making corrections will be considered as delay, unless due to causes ascribable to the Defence Administration, and the relevant penalties shall be applied in accordance with Par.10 below.

After validation by the EA, or failing notification from the EA within the deadline, the OCC shall complete the screening activities within no more than 20 (twenty) days.

In any case, the OCC may request the EA to verify the data supplied by the Contractor and complete them with identification data CM-03, management data GM-02 and/or technical-administrative data L07 (only for foreign lists), in order to ensure correct codification.

#### **Par. 4 (Codification Lists)**

Within no more than 20 (twenty) days from receiving the result of the Screening in accordance with Par. 3, with reference to non-codified items (**Note 4**), the Contractor shall draw up the SPLC and send it to the EA and OCC by SIAC. The SPLC must include part numbers, the relevant CABs and, for domestic items, proposals of CM-03 and GM-02 papers, or L07 papers for foreign items (which must be written in English and accompanied by the necessary technical documents).

The EA, which is responsible for codification data's (lists and items) technical conformity to the contract (**Note 2**), may intervene within \_\_\_\_ days (**Note 3**) to either validate the lists or request the Contractor to modify them as necessary to meet the contract requirement.

The Contractor must make the requested modifications within no more than 5 (five) days from the date of the request.

Modifications must then be validated by the EA within no more than 5 (five) days.

This process may be repeated until the EA finds that conformity to the contract requirement has been achieved.

The days spent making corrections will be considered as delay, unless due to causes ascribable to the Defence Administration, and the relevant penalties shall be applied in accordance with Par.10 below.

After validation by the EA, or failing notification from the EA within the deadline, the OCC shall complete the Codification activities within no longer than 20 (twenty) days by assigning NATO STOCK NUMBERS (NSN) and informing the EA, the Contractor and the Armed Force's EL/OC.

In any case, the OCC may request the EA to verify the data supplied by the Contractor and complete them with identification data CM-03, management data GM-02 and/or technical-administrative data L07 (only for foreign lists), in order to ensure correct codification.

#### **Par. 5 (Screening and Codification Lists)**

On request of the EA, as an alternative, the Contractor may submit the Screening lists together with the Codification request (assignment of NSN) within no more than 30 (thirty) days from the SPLC approval in accordance with Paragraph 2.

The lists must include the SPLC with part numbers, the relevant CABs and, for domestic items, proposals of CM-03 and GM-02 papers, or L07 papers for foreign items (which must be written in English and accompanied by the necessary technical documents).

The lists must be submitted also for items already codified.

The EA, which is responsible for codification data's (lists and items) technical conformity to the contract (**Note 2**), may intervene within \_\_\_\_ days (**Note 3**) to either validate the lists or request the Contractor to modify them as necessary to meet the contract requirement.

The Contractor must make the requested modifications within no more than 5 (five) days from the date of the request.

Modifications must then be validated by the EA within no more than 5 (five) days.

This process may be repeated until the EA finds that conformity to the contract requirement has been achieved.

The days spent making corrections will be considered as delay, unless due to causes ascribable to the Defence Administration, and the relevant penalties shall be applied in accordance with Par.10 below.

After validation by the EA, or failing notification from the EA within the deadline, the OCC shall complete the Codification activities within no longer than 20 (twenty) days by assigning NATO STOCK NUMBERS (NSN) and informing the EA, the Contractor and the Armed Force's EL/OC.

In any case, the OCC may request the EA to verify the data supplied by the Contractor and complete them with identification data CM-03, management data GM-02 and/or technical-administrative data L07 (only for foreign lists), in order to ensure correct codification.

#### **Par. 6 (Codification of Foreign Items)**

In order to allow the Defence Administration to manage non-codified foreign items, the OCC shall assign temporary codes that will be later replaced by the definitive ones, to be assigned by the relevant foreign entity upon completion of the codification process.

In this case, release of the final guarantee deposit is subject to the settlement of any discrepancies found by the relevant foreign entities in the codification data supplied by the Contractor.

The OCC will notify the EA and, for reference, the Contractor of the definitive codes assigned, or of any irregularities occurred.

The EA will formally notify the Contractor of any irregularities and request their correction.

### **Par. 7 (Data Flows and Correspondence)**

Data entry, data exchange and all communication concerning codification shall be made telematically by SIAC, unless differently specified in the contract.

### **Par. 8 (Regulations in Force)**

Regulations about the codification procedures for each kind of contract are contained in the publication SGD-G-035 - 2017 “Guida al Sistema di Codificazione NATO” (Guide to the NATO Codification System) issued by SEGREDIFESA, available on the SIAC official website [www.siac.difesa.it](http://www.siac.difesa.it). This guide includes information and detailed provisions on how to present lists, identification data CM-03 and management data GM-02, and how to arrange data related to the presentation of barcodes CAB and technical-administrative data L07.

### **Par. 9 (Testing and Expedited Acceptance)**

The deadline for testing the items of supply shall be strictly observed regardless of completion of the codification process.

If the codification process has not been completed, the EA/EC may proceed with the testing and, if relevant, provisional acceptance so that the items can be immediately used, assigning them temporary codes if necessary (**Note 5**). Codification must be carried out anyway in compliance with contract requirements.

Final payment of the contract can only take place after all items of supply have been definitively codified.

### **Par. 10 (Penalties and Warranties)**

For the purposes of penalty application, the deadlines for presenting the SPLC with part numbers and the relevant CABs, CM-03, GM-02 and L07 data as described in Paragraphs 2, 3, 4, and 5 will be added together and considered as one overall deadline.

Any delay by the Contractor in fulfilling the obligations described in the paragraphs above will result in a penalty, as provided for in Paragraph \_\_\_ (Penalties) of the contract.

Within the contractual warranty, the EA may request the Contractor to perform all necessary actions to complete or integrate codification activities.

#### **NOTES:**

(1) The deadline shall be set by the EA.

For “development programmes”, the deadline will be calculated from the configuration definition, in accordance with Paragraph \_\_\_ of the contract.

(2) Except for NATO and non-NATO common projects, where the national Partner Company (PC) is technically responsible; consequently, screening activities are not performed and the lists are sent directly to the OCC.

(3) No longer than 15 (fifteen) days.

(4) By way of exception, also for items already codified but whose data are deemed in need of update by the OCC.

(5) Temporary codes are assigned by the Armed Force’s EL/OC in accordance with the current regulations.