

SUBSISTENCE INSPECTION MANUAL DSCPM 4155.6

INSPECTION PLANNING

Plan for the Inspection Job

I. PURPOSE AND SCOPE. The purpose of this Subsection is to document policy and procedures for use of a formal Plan for the Inspection Job (PIJ) (DSCP Form 3587). It is applicable to acquisition quality assurance inspection (Class 3) when performed by Military Quality Assurance Representatives.

II. POLICY.

A. PIJs shall be prepared for each contractor where both inspections are a contractual requirement, and acquisition quality assurance inspection (Class 3) by Military Quality Assurance Representative during processing is required.

B. PIJs shall be prepared for each contractor in accordance with each Major Command Veterinarian instructions. The PIJs may remain in effect for an indefinite period; however, it must be reviewed annually and renegotiated whenever significant changes occur.

III. RESPONSIBILITIES.

A. Chief, Product Services, Directorate of Subsistence (DSCP-HS) is responsible for developing policy guidance and evaluating the program.

B. Each Major Command Veterinarian is responsible for development and publication of procedures for preparing PIJs.

C. Regional Veterinary Services Office, Major Command Staff Veterinarian or Officer-In-Charge, as appropriate, are responsible for assuring that complete PIJs are prepared and maintained for contractors producing under DSCP contracts as specified in paragraph II.A.

IV. DISTRIBUTION.

A. Completed PIJs shall be distributed as follows:

Commander
Defense Supply Center-Philadelphia
ATTN: DSCP-HS
700 Robbins Ave., Bldg. 6
Philadelphia, PA 19111-5092

DSCPM 4155.6
SUBSECTION 201.1

- B. Carbon copy to DSCP-HROS (c/o Ms Ana Sanders same address as DSCP-HS).
- C. Carbon copy to contractor.
- D. Other copies: As determined by Major Command Veterinarian.
- E. A copy of the completed PIJ for operational ration assembly plants shall be provided to:

Commander
U.S. Army Veterinary Command
2050 Worth Road Suite 5
Fort Sam Houston, TX 78234-6005

PLAN FOR THE INSPECTION JOB

1. PRIME CONTRACTOR (Name and Address)

2. PLANT (Name and Address, if different from No. 1)

3. ASSIGNED INSPECTION OFFICE (Address and Telephone No.)

4. NAME & TELEPHONE OF CONTRACTOR'S:

a. AUTHORIZED REPRESENTATIVE

b. ALTERNATE (in absence of above)

5. INSPECTION MATERIALS AND FACILITIES FURNISHED BY CONTRACTOR (Check appropriate box)

- | | |
|--|--|
| <input type="checkbox"/> DESK(S) | <input type="checkbox"/> ACCESS TO PRS |
| <input type="checkbox"/> CHAIRS | <input type="checkbox"/> INSPECTION TABLE |
| <input type="checkbox"/> TELEPHONE | <input type="checkbox"/> SCALES & CHECK WEIGHT |
| <input type="checkbox"/> TYPEWRITER | <input type="checkbox"/> SUPPLY/CLOTHING LOCKER |
| <input type="checkbox"/> OFFICE SPACE | <input type="checkbox"/> LABOR FOR ALL HANDLING OF SAMPLES, INCLUDING REPACKING |
| <input type="checkbox"/> ADDING MACHINE | <input type="checkbox"/> MATERIALS NECESSARY FOR SAMPLE (submission), EXCEPT POSTAGE |
| <input type="checkbox"/> ADEQUATE LIGHT | <input type="checkbox"/> ACCESS TO CALIBRATION DEVICES AND MANUFACTURER'S OPERATING MANUALS. |
| <input type="checkbox"/> FILE CABINET(S) | <input type="checkbox"/> OTHERS (Specify) |

6. CONTRACTOR'S PRODUCTION SCHEDULE

7. INSPECTOR NOTIFICATION

8. LOT SIZE, LOT PRESENTATION, LOT IDENTIFICATION

PLAN FOR THE INSPECTION JOB
(Continuation Sheet)

9. SAMPLING PROCEDURES AND TECHNIQUES

10. NOTHING MENTION HERE ON AUTHORIZES ANY DEVIATION FROM CONTRACT AND/OR SPECIFICATION REQUIREMENTS.

TYPED NAME OF CONTRACTOR

SIGNATURE *(Company Official)*

DATE

INSPECTION OFFICE APPROVAL

TYPED NAME OF INSPECTOR-IN-CHARGE

SIGNATURE *(Inspector-In-Charge)*