

**SUBSECTION 207.3**  
**DSCPM 4155.6**

**TESTING**  
Contractor Testing

- I. PURPOSE AND SCOPE.** The purpose of this Subsection is to provide procedures for verification testing of the Defense Supply Center-Philadelphia (DSCP) acquired subsistence items.
- II. POLICY.**
- A. The Government shall consider the results of testing performed by or for the contractor as an element in determining acceptability of supplies. The Government shall assure that the contractor's test system is reliable by statistically comparing Government laboratory verification testing results with those results obtained by the contractor.
- B. There are only two sampling frequencies for verification testing: lot-by-lot and skip lot (as explained in subparagraph II.C.). Verification test samples shall be selected separately and independently from those selected by contractor. This is essential to provide the Government with an objective basis for evaluating the contractor's test system.
- C. The sampling frequency procedure under skip lot places some of the lots not chosen for inspection back into the universe available for subsequent inspection. This procedure will preclude a pattern from occurring. For example, if lot 4 is chosen at random for verification, the next selection will be from lots 9, 10, 11, 12, 13 or 14, and so on.
- D. The basis for acceptance or rejection of the product tested and application of verification costs shall be detailed as below.
1. Reliable Test Status. Normally, product shall be accepted or rejected on the basis of contractor's test results. On products from a new contractor, or one whose production is sporadic, lot-by-lot testing will be performed until the results on three consecutive lots are found to be conforming and comparable, after which verification testing may be on a skip lot basis. Most verification testing costs will be assumed by the Government except under vendor-paid USDA/USDC inspection.

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This Subsection supersedes Subsection 207.3, Mar 88.

2. Doubtful Test Status.
  - a. Sampling for testing shall be performed on each lot presented from the time the Test Evaluation Function, (DSCP-HSQ (T)) notifies the verification QAR that the plant's test system is considered doubtful and will continue until notification is received that the test system has regained a reliable status.
  - b. The Administrative Contracting Officer (ACO) shall formally notify the contractor that the test system is considered doubtful.
  - c. Normally, the product is accepted or rejected on the basis of the contractor's test results or may vary with certain contracts. Most verification testing costs will be assumed by the Government except under vendor-paid USDA/USDC inspection.
  
3. Unreliable Test Status.
  - a. Sampling for testing shall be performed on each lot presented from the time DSCP-HSQ (T) notifies the verification QAR that the plant's test system is considered unreliable and will continue until notification is received that the test system has regained a reliable status.
  - b. The ACO shall formally notify the contractor that the test system is considered unreliable.
  - c. The product shall be accepted/rejected on the basis of the Government verification test results. These verification testing costs shall be assessable to the contractor.

### **III. DEFINITIONS.**

- A. DOUBTFUL. A determination based on noncomparability of test results, that the contractor's test system is questionable and may not be performing its intended function.
- B. RELIABLE. A determination based on comparability and conformity of test results, that the contractor's test system is performing its intended function.
- C. UNRELIABLE. A determination based on noncomparability and nonconformity of test results, that the contractor's test results and/or test systems are not reliable for an individual item or type of item.

### **IV. PROCEDURES.**

- A. Contractor's Test Results.
  1. In accordance with the contract and applicable clauses, the contractor shall furnish the required number of copies of test results, with results for each sample tested to the QAR.
  2. The QAR shall:
    - a. Determine compliance with analytical requirements of the contract by scrutinizing the contractor's test report. Each test report shall be reviewed to determine that:

- (1) Test results, with applicable descriptive units, are reported for all required test characteristics.
  - (2) The proper number of sample units were tested and reported when test requirements are on a unit basis.
  - (3) The analysis indicates conformance with contract requirements.
  - (4) Identification entries such as specification, lot no., etc., are correctly made by the contractor.
  - (5) All copies of the test report are certified and signed by an authorized representative of the contractor.
- b. If the contractor's tests are not complete or are not reported in accordance with contract requirements, the QAR shall require the contractor to correct such deficiencies and issue a revised report. If the contractor's report indicates that the product represented by the report does not meet contract requirements, the QAR shall reject lot(s) represented by nonconforming test results that have not been shipped and notify personnel of DSCP-HSQ (T) of nonconforming lots that have been shipped. The contractor must request and be granted a waiver by the contracting officer to have nonconforming lots accepted by the Government.
- c. Distribute the contractor's test reports within 1 day after receipt:
- (1) Original to ACO
    - (a) When DD Form 250, Material Inspection and Receiving Reports procedures are not in effect – with annotation: “Verification test samples submitted for \_\_\_ lot(s) on the contract(s).”
    - (b) When DD Form 250 procedures are in effect, forward test results only when requested by ACO/Contracting officer or as backup for nonconformance.
  - (2) One copy to DSCP, ATTN: DSCP-HSQ (T), 700 Robbins Ave., Philadelphia, PA 19111-5090 (staple to DD Form 1222, Request For and Results of Tests, when lot covered by the report is verified).
  - (3) One copy for QAR's file.

B. Submission of Verification Samples (See Subsection 207.1).

1. The QAR shall forward samples, accompanied by DD Form selection and shall not hold samples pending receipt of contractor test results.
2. If contractor should request verification test results, request shall not be honored until the contractor furnishes test results to the QAR.

3. If the QAR submits samples for verification testing and the contractor later withdraws the lot, the Government laboratory shall be notified without delay by telephone, followed by written conformation, so that the testing need not be performed on withdrawn lots. An information copy of the written confirmation shall be submitted to DSCP-HSQ (T).
- C. Distribution of Government Laboratory Results of Verification Testing.
1. The Government laboratories shall complete Section B of DD Form 1222 and distribute in accordance with Enclosure 1 of Subsection 207.1. If necessary, a summary form may be attached to the DD Form 1222 in lieu of entering the actual test results on the form.
  2. DSCP-HSQ (T) shall distribute copies of reports as required in accordance with Enclosure 1, Subsection 207.1.
- D. Standby Samples. When required, standby samples shall be retained for thirty days, providing the QAR has sufficient safe facilities for storage.
- E. Test Evaluation Actions.
1. DSCP-HSQ (T) shall evaluate all test results received for nonconformity to requirements and for comparability of contractor and Government verification results using recognized statistical technique. When a nonconformity is noted by DSCP-HSQ (T) to be statistically significant, the QAR shall be advised, and, if product has already been accepted by the QAR, the report shall be reviewed for applicability of warranty action. QARs shall not take action on apparent nonconforming verification test results unless directed by DSCP-HSQ (T). When noncomparability occurs, and after each subsequent reevaluation, DSCP-HSQ (T) shall advise the ACO and QAR by telephone of the test system status and confirm the conversation by letter.
  2. Upon receipt of letter from DSCP-HSQ (T) detailing a change in the reliability status of the contractor's test system or a continuation of an unreliable or doubtful status, the ACO shall notify the contractor in writing with a copy to DSCP-HSQ (T) and to the QAR.
  3. DSCP-HSQ (T) shall immediately notify the ACO and QAR when reliability of the contractor's test results has been reestablished and state whether any exception to procedures of this Subsection is required in regard to the frequency of sampling for verification testing.
- F. Reporting Testing Costs.
1. The QAR shall report all costs applicable to selection and submission of samples for verification testing, including any administrative costs, to the appropriate personnel performing the contract quality assurance function.

These costs shall be reported beginning with the date of the Contracting Officer's letter notifying the contractor that the test system status is unreliable and ending with the date of the telephone call by DSCP-HSQ (T) personnel to the QAR that the unreliability status has ended.

2. DSCP-HSQ (T) shall report to the ACO all laboratory testing costs incurred by the Government during the period of unreliability.
3. Subparagraphs IV.F.1. and IV.F.2. above do not apply when the USDA or USDC offices bill the contractor directly for testing costs.