



DEFENSE CONTRACT MANAGEMENT AGENCY
DCMA WESTERN REGION
DCMA SANTA ANA
34 CIVIC CENTER PLAZA (ROOM 5001)
SANTA ANA, CALIFORNIA, 92701-4056

DCMAW-WSQ

Date:

TO: Contractor's Representative:
Contractor Representative's Title:
Company Name:
Cage Code:
Company Address:

SUBJECT: Authorizing Shipment of Supplies

Reference: DFARS 246.471
FAR 52.246-15, 46.315, 46.504

The following applies to your company:

Authorized to ship via COC. (When identified in Contract)

Authorized to ship via ARP.

The Defense Contract Management Agency (DCMA) recognizes contractors who have demonstrated the capability to maintain both a satisfactory inspection system and a history of positive contract performance. Per FAR and/or DFAR referenced above, DCMA Santa Ana has incorporated two possible options to expedite Government Acceptance; Certificate of Conformance (COC) and/or Alternate Release Procedure (ARP).

In an effort to fully support requests for service by the DCMA office, all Service Requests must be submitted to the following **email address**:

Please ensure subject line reads '**GSI Request**' and the GSI Request Log spreadsheet (Attachment 1) is completely filled out with the correct information. ARP and/or COC eligible shipments from authorized contractors do not require a response from the Quality Assurance Specialist (QAS), this permits the contractor to assume the responsibility of releasing the supplies for shipment. Only contract submissions which are not eligible for ARP and/or COC shall require a response from your assigned QAS.

This authority does not relieve your company from the responsibility of notifying the QAS when shipments are ready for inspection/testing, nor does it relieve your company from the responsibility of performing inspections. This authorization may be withdrawn at any time by the issuing office. **This letter in no way removes the government's right to inspect supplies.**

(NOTE: REQUESTS THAT ARE NOT IN THE FORMAT IDENTIFIED ABOVE MAY BE REJECTED FOR RESUBMISSION POTENTIALLY CAUSING A DELAY IN OUR RESPONSE.)

For COC:

Your Contract Administrative Office (CAO) authorized and invoked FAR 46.246-15. DCMA Santa Ana has determined that you are allowed to participate in COC release procedure granting the ability to release shipments before obtaining the Government QAS signature (Acceptance) IAW FAR 52.246-15 for the life of the contract. Please ensure you are familiar with all requirements contained in FAR 52.246-15.

Certificate of Conformance (COC) - is not authorized for Sub-tiered vendors (NON Place of Performance), it is not available for hazardous materials or for certain stock classes, (FSC 1560, 1670, 1680, 3110, 3120, or FSG 28 and 29).

Per FAR 52.246-15 type or stamp, and sign, the following statement on the required copy or copies of shipping paper(s) or as an attachment to the DD Form 250. Ensure you toggle the appropriate box in WAWF.

I certify that on _____ (*Insert Date*), the _____ (*Contractor Name*) furnished supplies or services called for by Contract No. _____ via _____ (*Carrier*) on _____ (*Bill of Lading or Shipping Document*) in accordance with all applicable requirements. I further certify that the supplies or services are of the quality specified and conform in all respects with the Contract requirements, including specifications, drawings, preservation, packaging, marking requirements, and physical item identification (Part Number), and are in the quantity shown on this or on attached acceptance document.

Date of execution: _____

Signature: _____

Title: _____

For ARP:

DCMA Santa Ana has authorized you to participate in the ARP program granting the ability to release shipments before obtaining the Government QAS signature (Acceptance) IAW DFARS 246.471 for a maximum period of 12 months.

Alternate Release Procedures (ARP) - is not authorized for Foreign Military Sales (FMS) as prescribed in DFARS 246.471 (b), NASA, Navy Level 1/Sub-Safe and Navy Nuclear Propulsion Program (NNPP), ACAT 1 subcontractor (Delegation), Critical Safety Items, ALRE, Safety of Flight, Flight Critical, Fracture Critical, Life Support, Explosives, Munitions, Hazardous, Specialized Safety, First Article Tests, Production Lot Tests, contracts for Demilitarization or contracts with deliverable product containing "Certain Domestic Commodities" that are non-compliant with the DFARS 252.225-7012 clause.

Per DFARS 246.471 type or stamp, and sign, the following statement on the required copy or copies of shipping paper(s) or as an attachment to the DD Form 250. Ensure you toggle the appropriate box in WAWF.

"The supplies in this shipment have been subjected to and have passed all examinations and tests required by the contract; were shipped in accordance with authorized shipping instructions; conform to the quality, identity, and conditions called for by the contract; and are of the quantity shown on this document. This shipment was released in accordance with section 246.471 of the Defense FAR Supplement; and authorized by (Name and Title of the Authorized Representative of the Contract Management Office) listed below, in a letter dated _____."

SIGNATURE DCMA QAS

NAME AND TITLE DCMA QAS

Signature and Title of Contractor's Designated Representative

I am sure you recognize the significance of the reliance we are placing on your organization, and as such, you must ensure adherence to all contract clauses. You will also continue to ensure that a satisfactory Quality System is maintained.

Sincerely,

QA Supervisor
DCMA Santa Ana – WSQ

Acknowledged by: _____ Date: 12/16/19
Company Representative