



Inventory Control Point Management Overview

Overview

The Materiel Management/Inventory Control Point (MM/ICP) module Inventory Control Point (ICP) Management process provides the ability to view, create, edit, or delete an ICP header record, as well as view, create, edit, or delete a Contractor Inventory Control Point (CICP) / Remote Storage Activity (RSA).

The Materiel Management module is set up into three tiers:


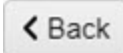
- **Program Management**
 - displays all available Program Names, Program Descriptions, Agencies, and Banners.
- **Division Management**
 - displays all available Program Names, Division Names, and Division Descriptions.
- **ICP Management**
 - displays all available Division Names, ICP Names, ICP Descriptions, DoDAACs, RICs, and AGENCY CDS.

Navigation

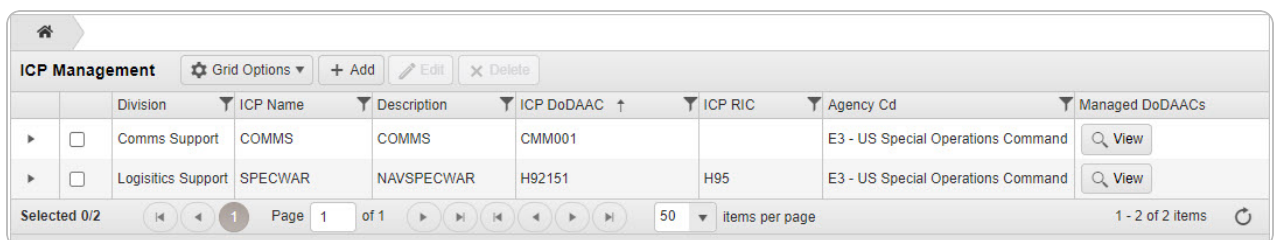
MASTER DATA MGMT > ICP Management > ICP Management page

Procedures

View an ICP

Selecting  at any point of this procedure removes all revisions and closes the page. Selecting  retains the information and returns to the previous page. **Bold** numbered steps are required.

1. View the default information in the ICP Management Grid.



	Division	ICP Name	Description	ICP DoDAAC	ICP RIC	Agency Cd	Managed DoDAACs
<input type="checkbox"/>	Comms Support	COMMS	COMMS	CMM001		E3 - US Special Operations Command	<input type="button" value="View"/>
<input type="checkbox"/>	Logistics Support	SPECWAR	NAVSPECWAR	H92151	H95	E3 - US Special Operations Command	<input type="button" value="View"/>

Selected 0/2 | Page 1 of 1 | 50 items per page | 1 - 2 of 2 items






2. Select . The **Managed DoDAACs** pop-up window appears.

RSA ↑	DoDAAC ↑	RIC ↓	Appropriation	Agency Cd	Major Command Cd	Tariff	Billable?	External Registry Reporting
AH64 Recon	AH64ED		11_20001-097-2024-0100	E3 - US SPECIAL OPERATIONS COMMAND	00 - US Special Operations Command		No	
BPG Test	AH64ED		11_20001-097-2024-0100	E3 - US SPECIAL OPERATIONS COMMAND	00 - US Special Operations Command		No	
CENTER	AH64ED		11_20001-097-2024-0100	E3 - US SPECIAL OPERATIONS COMMAND	00 - US Special Operations Command		No	

Page 1 of 1 | 50 items per page | 1 - 3 of 3 items

View a CICP / RSA

1. Select  next to the desired ICP entry. The **RSA grid** appears.

CICP/RSA Type	CICP/RSA Name	CICP/RSA Name ID	CICP/RSA DoDAAC ↑	CICP/RSA RIC
<input type="checkbox"/> D - DPAS	CENTER COMMS		CMMCEN	
<input type="checkbox"/> D - DPAS	MCT-1 COMMS		CMMCT1	
<input type="checkbox"/> D - DPAS	NSWG-11 COMMS		CMMG11	
<input type="checkbox"/> D - DPAS	WARCOM COMMS		CMMWCM	

1 of 1 | 50 items per page






Add an ICP Header Record

Navigation

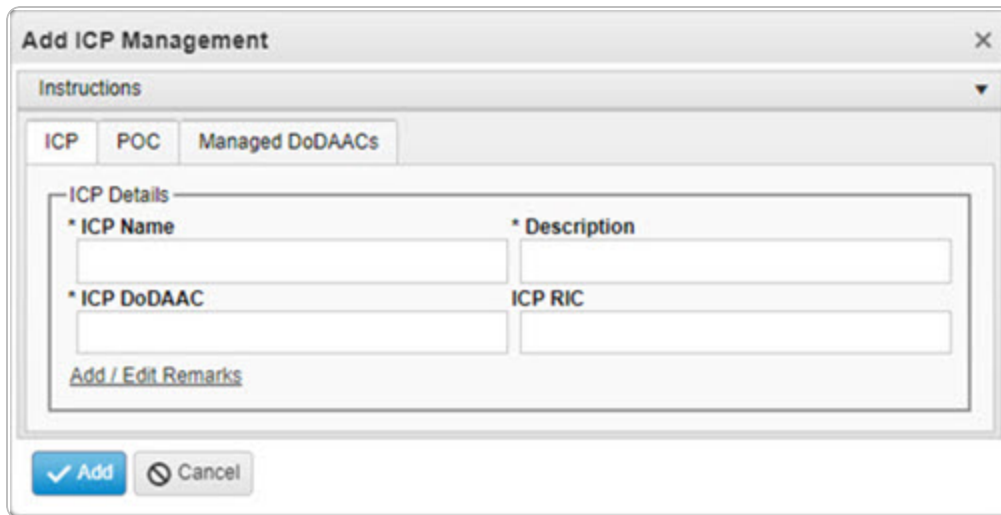
MASTER DATA MGMT > ICP Management >  > Add ICP Management pop-up window

Procedures

Add an ICP Header Record

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select . The **Add ICP Management** pop-up window displays, with the ICP Tab available.

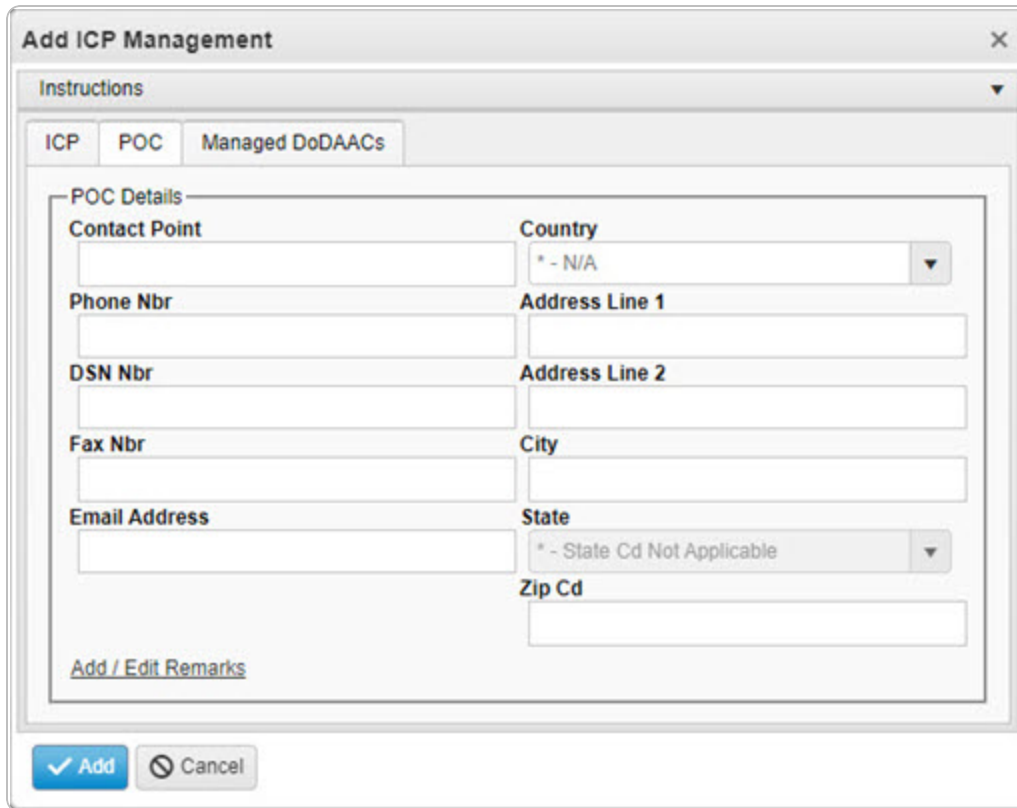


- A. Enter the ICP Name in the field provided. *This is a 25 alphanumeric character field.*
- B. Enter the ICP DoDAAC in the field provided. *This is a 6 alphanumeric character field.*
- C. Enter the Description in the field provided. *This is a 125 alphanumeric character field.*





2. Select the POC Tab.



The screenshot shows the 'Add ICP Management' dialog box. The 'POC' tab is selected, and the 'POC Details' section is visible. It contains the following fields:

- Contact Point
- Country (dropdown menu, currently showing '* - N/A')
- Phone Nbr
- Address Line 1
- DSN Nbr
- Address Line 2
- Fax Nbr
- City
- Email Address
- State (dropdown menu, currently showing '* - State Cd Not Applicable')
- Zip Cd

At the bottom left, there is a link 'Add / Edit Remarks'. At the bottom, there are 'Add' and 'Cancel' buttons.

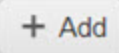

3. Select the Managed DoDAACs Tab.



The screenshot shows the 'Add ICP Management' dialog box with the 'Managed DoDAACs' tab selected. It displays a table with the following columns:

DoDAAC	RIC	Appropriation	Agency Cd	Major Command Cd	Tariff	Billable?
ABC123	D45					Yes

At the top of the table, there are '+ Add', 'Edit', and 'Delete' buttons. Below the table, there is a 'Selected 0/2' indicator and a 'Page 1 of 1' display. At the bottom, there are 'Add' and 'Cancel' buttons.

- A. Select  . The ICP Managed DoDAAC's grid expands, with empty fields available.
- B. Select  . The ICP Header is saved, appears green in the row, and is associated to the ICP Header Record.






4. Select . The new ICP Management record is saved, and appears in the ICP Management Grid in green.





Update an ICP Header Record


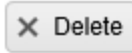
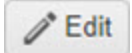
Navigation

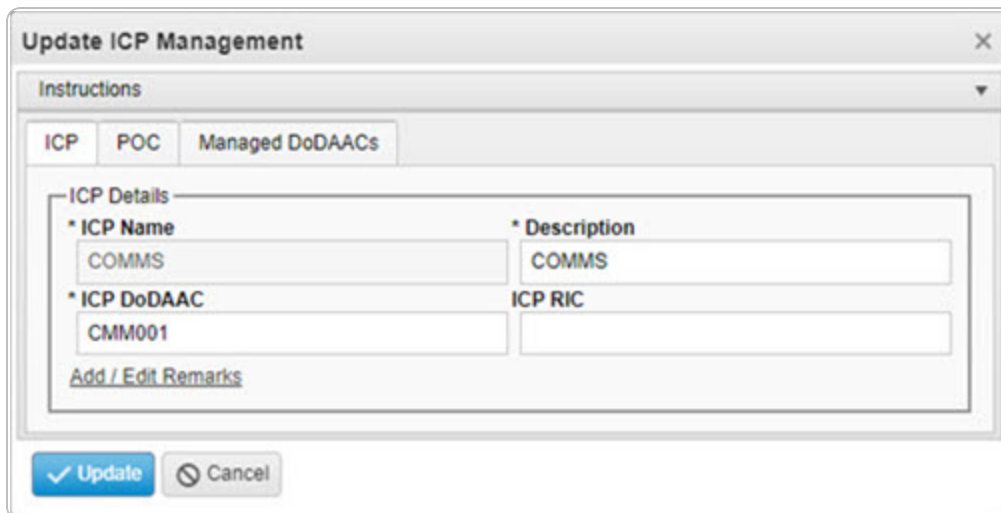
MASTER DATA MGMT > ICP Management > (desired ICP) >  > Update ICP Management pop-up window

Procedures

Update an ICP Header Record

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Click to select the desired entry. *The ICP Header Record is highlighted, and  and  become available.*
2. Select . *The **Update ICP Management** pop-up window displays, with the ICP Tab available.*

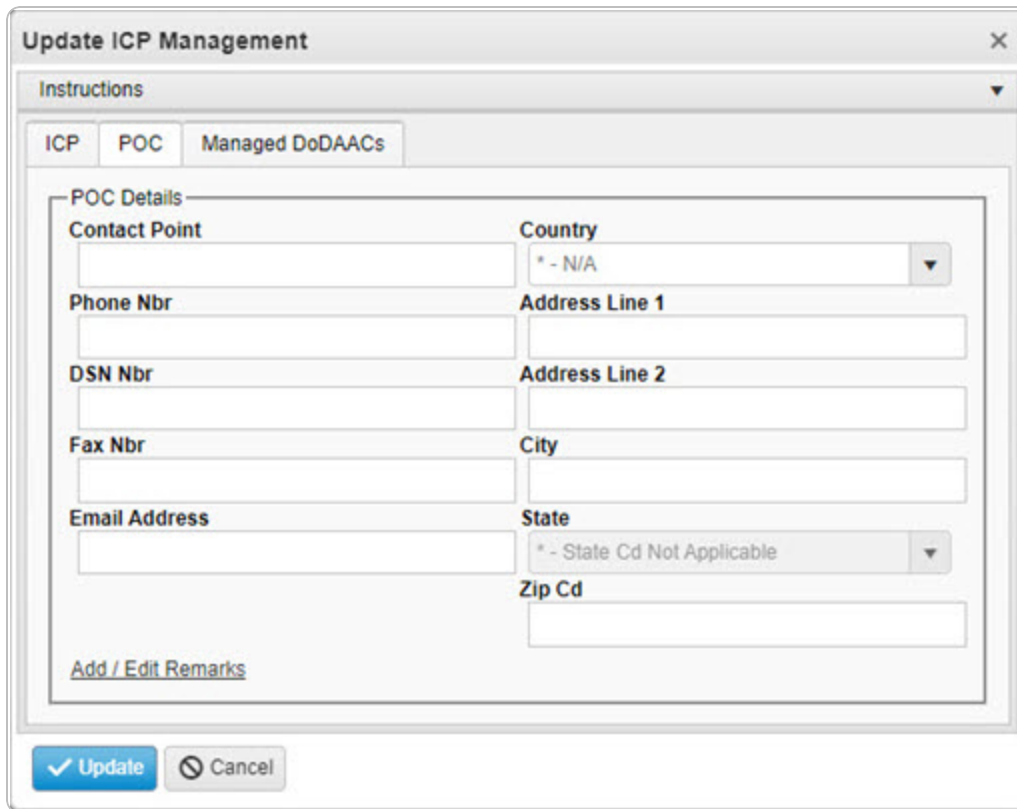


The screenshot shows a window titled "Update ICP Management" with a close button (X) in the top right corner. Below the title bar is a tabbed interface with three tabs: "ICP", "POC", and "Managed DoDAACs". The "ICP" tab is selected. Underneath the tabs is a section titled "ICP Details" containing two columns of text input fields. The first column has fields for "* ICP Name" (containing "COMMS") and "* ICP DoDAAC" (containing "CMM001"). The second column has fields for "* Description" (containing "COMMS") and "ICP RIC". Below these fields is a text area labeled "Add / Edit Remarks". At the bottom of the window are two buttons: a blue "Update" button with a checkmark icon and a "Cancel" button with a circle and slash icon.





- A. Verify the ICP Name.
 - B. Update the ICP DoDAAC, entering the revised code in the field provided. *This is a 6 alphanumeric character field.*
 - C. Update the Description, entering the revised information in the field provided. *This is a 125 alphanumeric character field.*
3. Select the POC Tab.



Update ICP Management

Instructions

ICP POC Managed DoDAACs

POC Details

Contact Point

Country

Phone Nbr

Address Line 1

DSN Nbr

Address Line 2

Fax Nbr

City

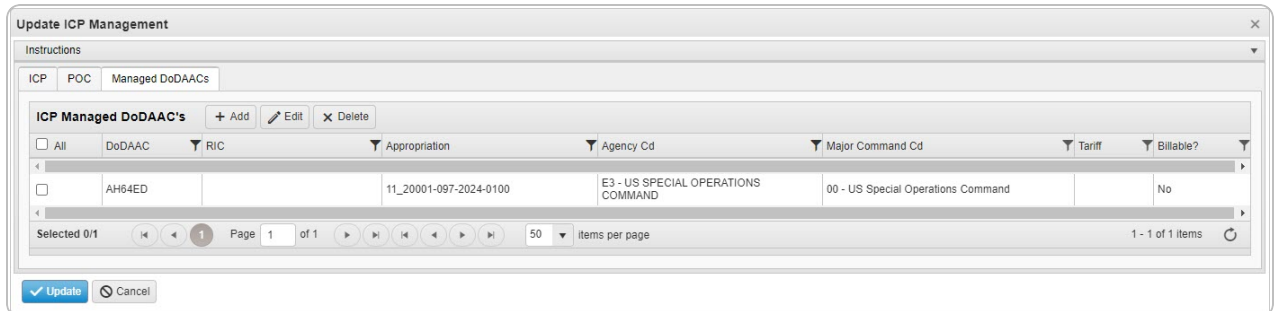
Email Address

State

Zip Cd

[Add / Edit Remarks](#)

4. Select the Managed DoDAACs Tab.



Update ICP Management

Instructions

ICP POC Managed DoDAACs

ICP Managed DoDAAC's + Add Edit Delete

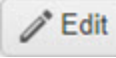


<input type="checkbox"/>	DoDAAC	RIC	Appropriation	Agency Cd	Major Command Cd	Tariff	Billable?
<input type="checkbox"/>	AH64ED		11_20001-097-2024-0100	E3 - US SPECIAL OPERATIONS COMMAND	00 - US Special Operations Command		No

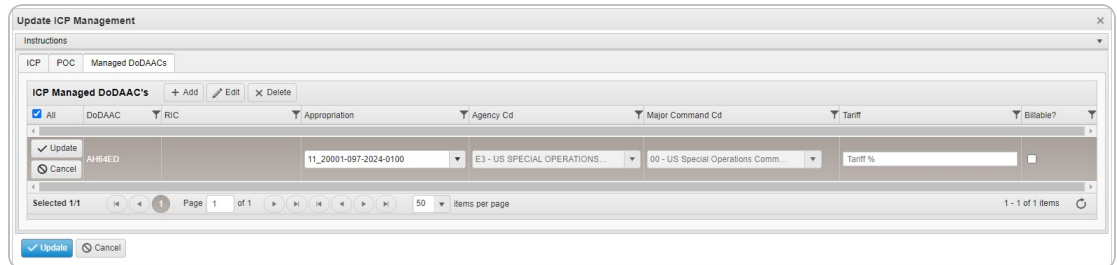
Selected 0/1 Page 1 of 1 50 Items per page 1 - 1 of 1 items





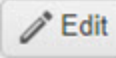
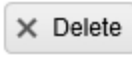

Update the ICP Managed DoDAAC

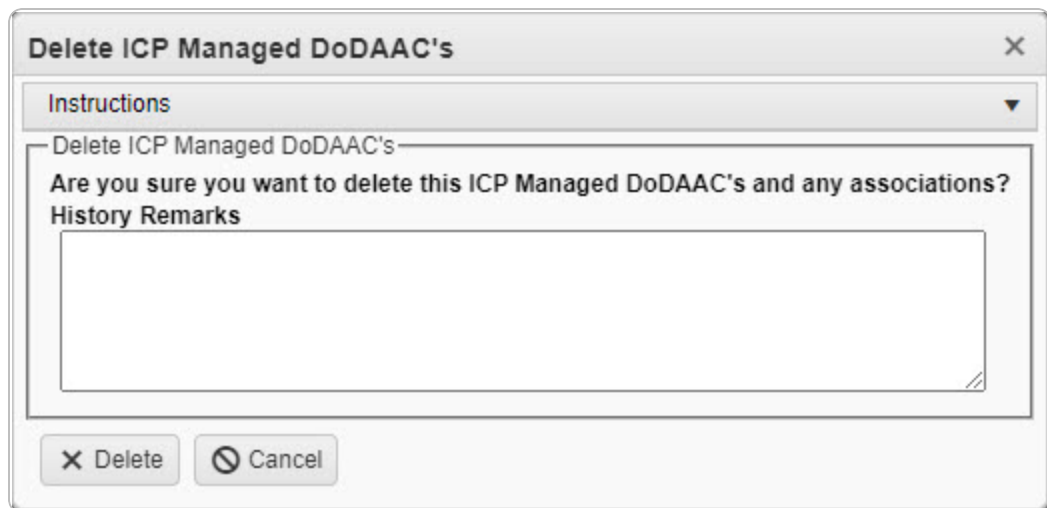
- Click to select the desired DoDAAC. *The ICP Managed DoDAAC is highlighted, and  and  become available.*
- Select . *The ICP Managed DoDAAC's grid expands, with editable fields available.*



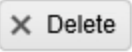

- Select . *The revised DoDAAC is saved to the ICP Header Record.*

Delete the ICP Managed DoDAAC

- Click to select the desired DoDAAC. *The ICP Managed DoDAAC is highlighted, and  and  become available.*
- Select . *The **Delete ICP Managed DoDAAC's** pop-up window appears.*





- c. Select . *The DoDAAC is removed from the ICP Header Record.*
5. Select . *The revised ICP Management record is saved.*





Delete an ICP Header Record

Navigation

MASTER DATA MGMT > ICP Management > (desired ICP) > > Delete ICP Management pop-up window

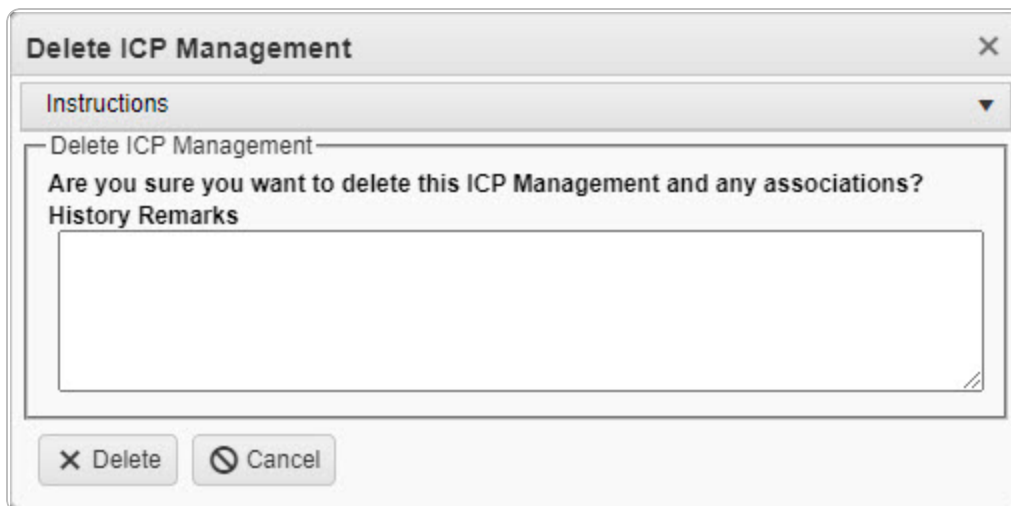
Procedures

Delete an ICP Header Record

Selecting at any point of this procedure removes all revisions and closes the page.

1. Click to select the desired entry. *The ICP Header Record is highlighted, and* *and* *become available.*

2. Select . *The **Delete ICP Management** pop-up window appears.*



3. Select . *The ICP Header Record is removed.*






Add a CICP / RSA


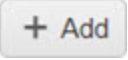
Navigation

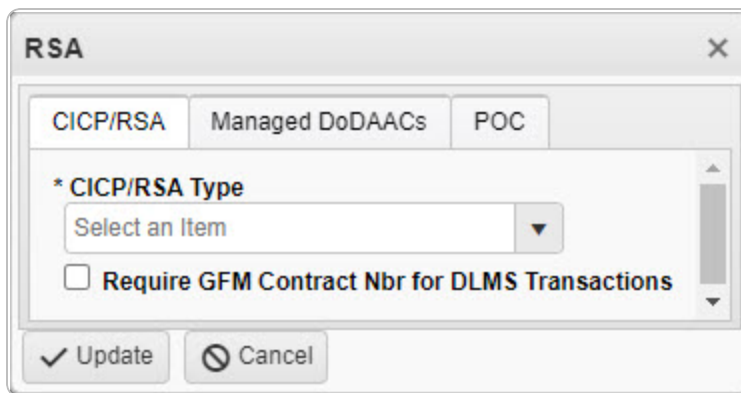
MASTER DATA MGMT > ICP Management >  (desired ICP) >  > RSA pop-up window

Procedures

Add a CICP / RSA

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select  next to the desired ICP entry. *The RSA grid appears.*
2. Select . *The **RSA** pop-up window displays, with the CICP/RSA Tab available.*

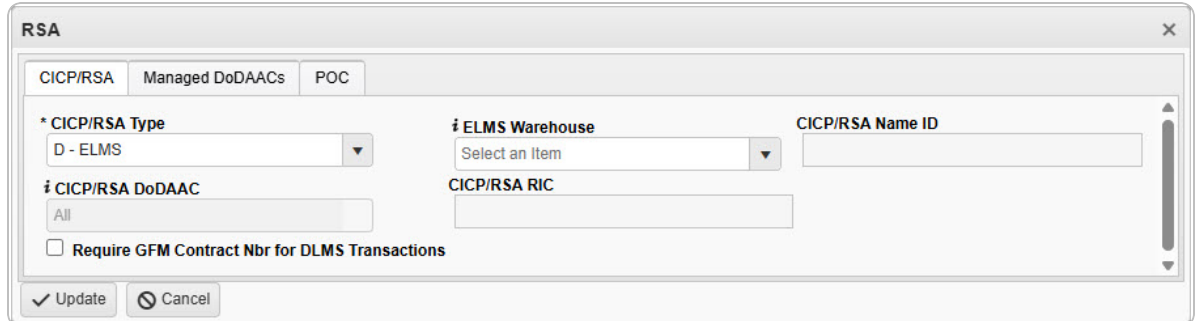


3. Use  to select the CICP / RSA Type. *The choices include:*



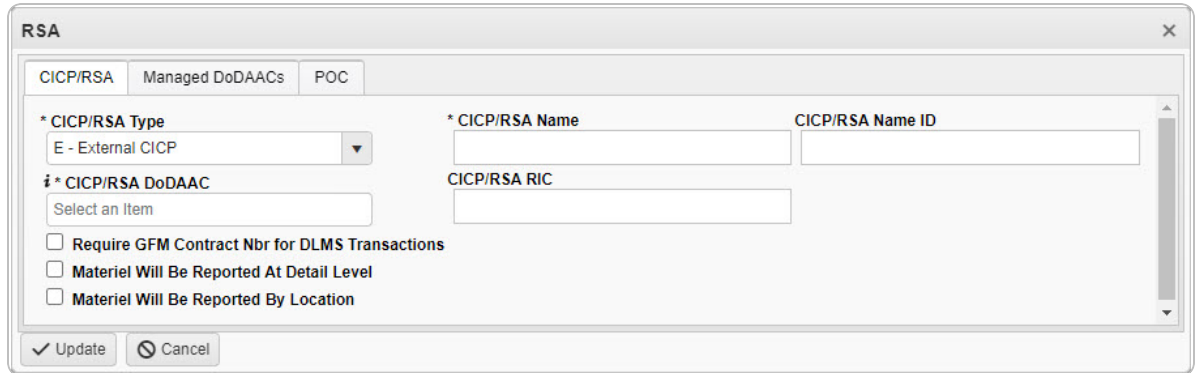


- **D - ELMS**



A. The CICP/RSA DoDAAC automatically populates and is not editable.

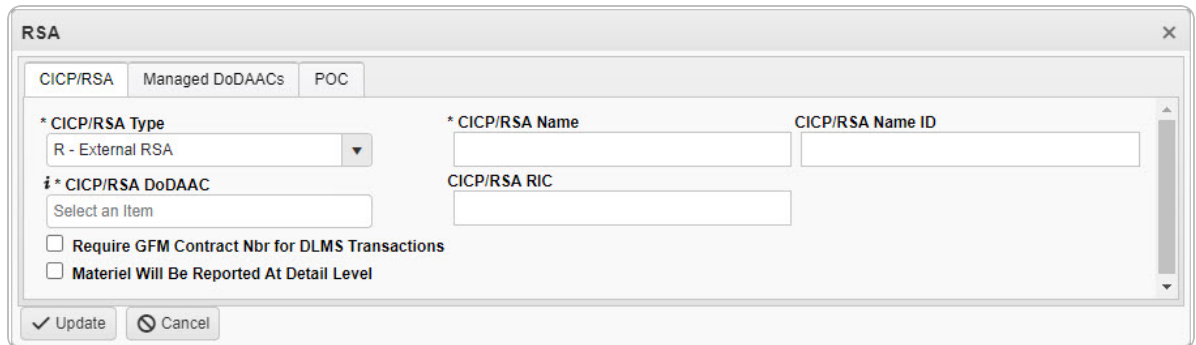
- **E - External CICP**




A. Enter the CICP / RSA DoDAAC, using **i** to assist with the entry. *This is a 6 alphanumeric character field.*

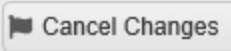
B. Enter the CICP / RSA Name in the field provided. *This is a 25 alphanumeric character field.*

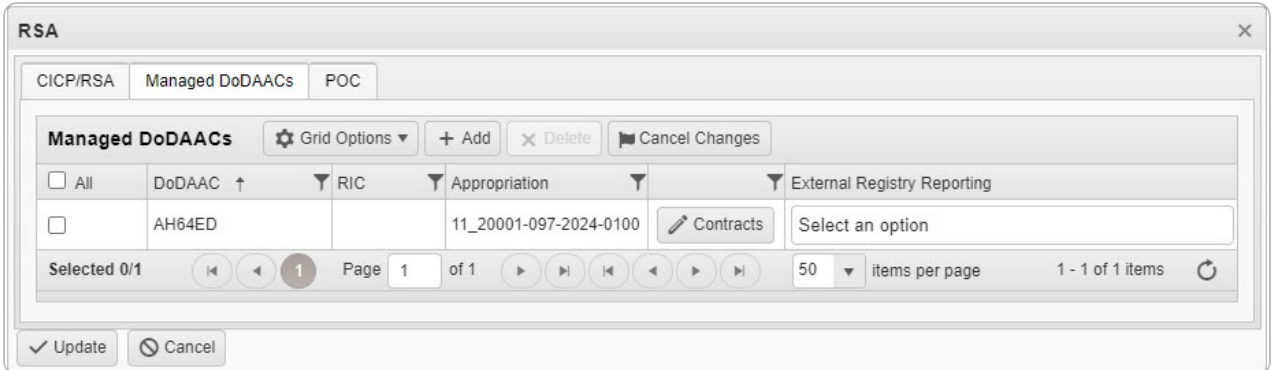
- **R - External RSA**






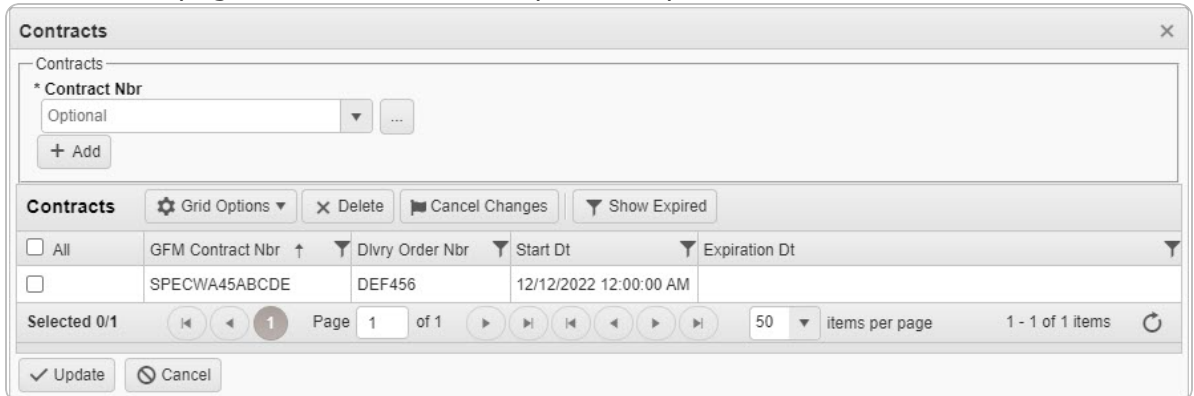

- A. Enter the CICP / RSA DoDAAC, using  to assist with the entry. *This is a 6 alphanumeric character field.*
 - B. Enter the CICP / RSA Name in the field provided. *This is a 25 alphanumeric character field.*
4. Select the Managed DoDAACs Tab.




Selecting  at any point of this procedure removes all revisions and closes the grid.



- A. Select . The **Contracts** pop-up window appears.

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

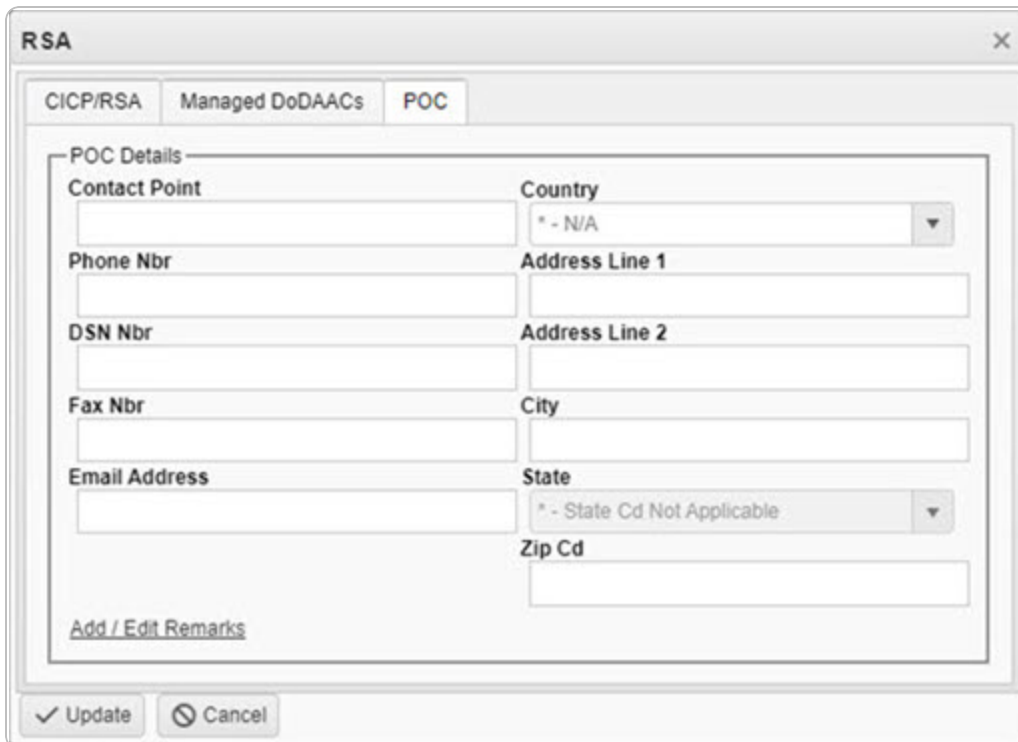


- a. Use  or  to select the desired Contract Nbr.
- b. Select . *The information appears in the Contracts grid.*





- c. Click to select the desired Contract. *The row is highlighted.*
 - d. Select . *The **Contracts** pop-up window closes, and the **RSA** pop-up window reappears.*
- B. Select the External Registry Reporting field. *A drop-down appears with options to choose.*
5. Select the POC Tab.



6. Select . *The CICP / RSA is added to the ICP header record.*





Update a CICP / RSA

Navigation

MASTER DATA MGMT > ICP Management > (desired ICP) > (desired RSA) > Edit > Update RSA pop-up window

Procedures

Update a CICP / RSA

Selecting Cancel at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

1. Select next to the desired ICP entry. *The RSA grid appears.*
2. Click to select the desired entry. *The CICP/RSA is highlighted, and Edit, Delete, and View Managed DoDAACs become available.*
3. Select Edit. *The **RSA** pop-up window displays, with the CICP/RSA Tab available.*
4. Depending upon the CICP / RSA Type, the fields change:

- **D - ELMS**

- **E - External CICP**






RSA ✕

CICP/RSA Managed DoDAACs POC

* CICP/RSA Type E - External CICP	* CICP/RSA Name BPGTest2	CICP/RSA Name ID BPG2
† * CICP/RSA DoDAAC Select an Item	CICP/RSA RIC BG2	

Require GFM Contract Nbr for DLMS Transactions
 Materiel Will Be Reported At Detail Level
 Materiel Will Be Reported By Location


- A. Update the CICP / RSA DoDAAC, using  to assist with the revised DoDAAC. *This is a 6 alphanumeric character field.*
 - B. Update the CICP / RSA Name, entering the revised name in the field provided. *This is a 25 alphanumeric character field.*
- **R - External RSA**

RSA ✕

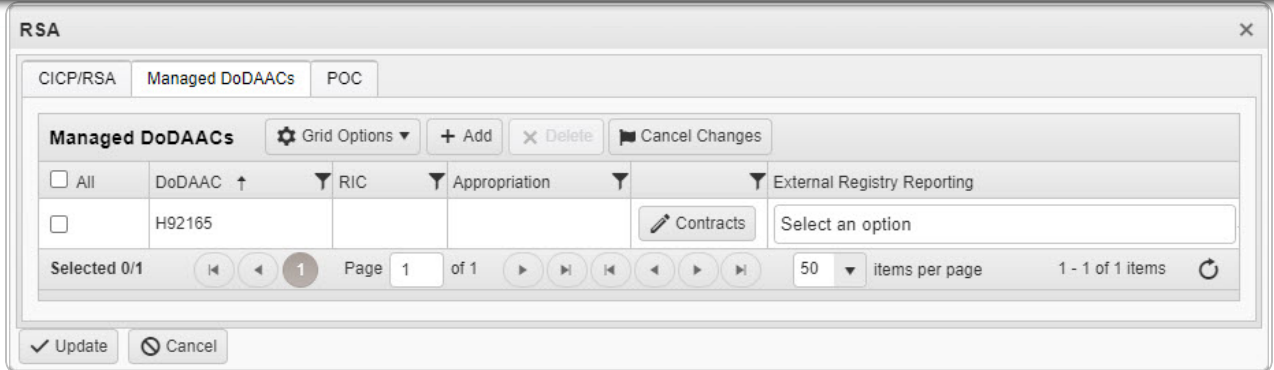
CICP/RSA Managed DoDAACs POC

* CICP/RSA Type R - External RSA	* CICP/RSA Name BPGTest	CICP/RSA Name ID BPG
† * CICP/RSA DoDAAC Select an Item	CICP/RSA RIC BPG	

Require GFM Contract Nbr for DLMS Transactions
 Materiel Will Be Reported At Detail Level

- A. Update the CICP / RSA DoDAAC, using  to assist with the revised DoDAAC. *This is a 6 alphanumeric character field.*
 - B. Update the CICP / RSA Name, entering the revised name in the field provided. *This is a 25 alphanumeric character field.*
5. Select the Managed DoDAACs Tab.

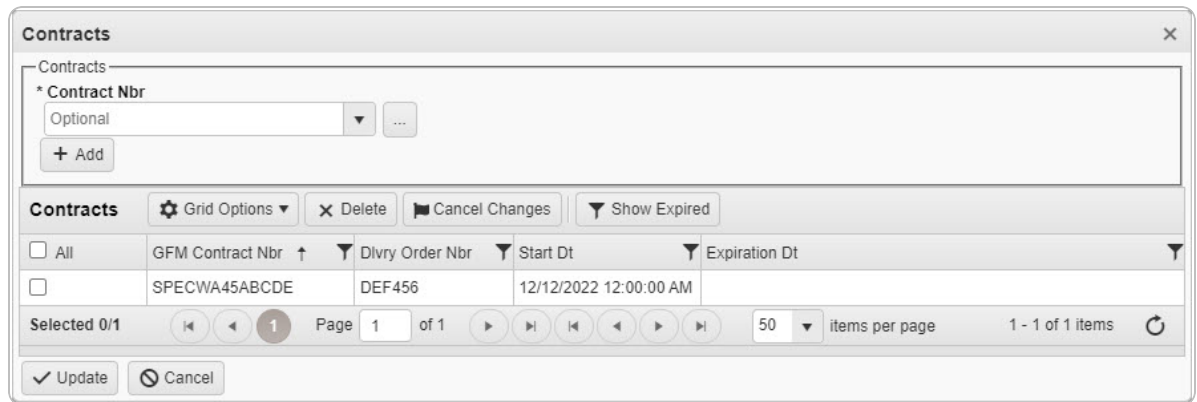


The screenshot shows the RSA application window with the following elements:


- Buttons: CICP/RSA, Managed DoDAACs, POC
- Grid Options: Grid Options, + Add, X Delete, Cancel Changes
- Grid Headers: All, DoDAAC, RIC, Appropriation, External Registry Reporting
- Grid Data: H92165, Contracts (edit icon), Select an option
- Footer: Selected 0/1, Page 1 of 1, 50 items per page, 1 - 1 of 1 items
- Buttons: Update, Cancel



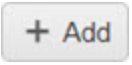

- A. Select . The **Contracts** pop-up window appears.



The screenshot shows the Contracts pop-up window with the following elements:

- Buttons: + Add
- Grid Options: Grid Options, X Delete, Cancel Changes, Show Expired
- Grid Headers: All, GFM Contract Nbr, Divry Order Nbr, Start Dt, Expiration Dt
- Grid Data: SPECWA45ABCDE, DEF456, 12/12/2022 12:00:00 AM
- Footer: Selected 0/1, Page 1 of 1, 50 items per page, 1 - 1 of 1 items
- Buttons: Update, Cancel

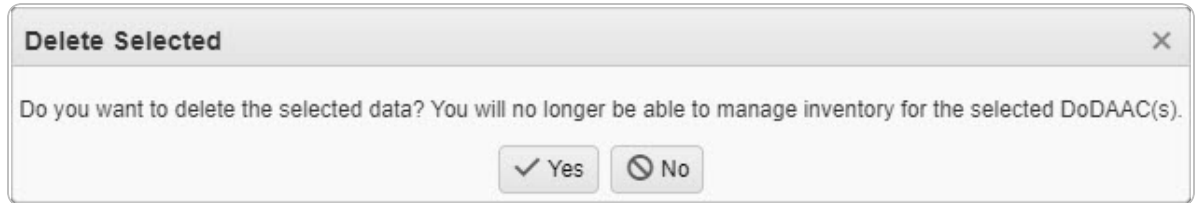
Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.

- a. Use  or  to select the desired Contract Nbr.
 - b. Select . The information appears in the Contracts grid.
 - c. Click to select the desired Contract. The row is highlighted.
 - d. Select . The **Contracts** pop-up window closes, and the **RSA** pop-up window reappears.
- B. Select the External Registry Reporting field. A drop-down appears with options to choose.





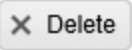
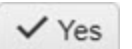
Delete the ICP Managed DoDAAC

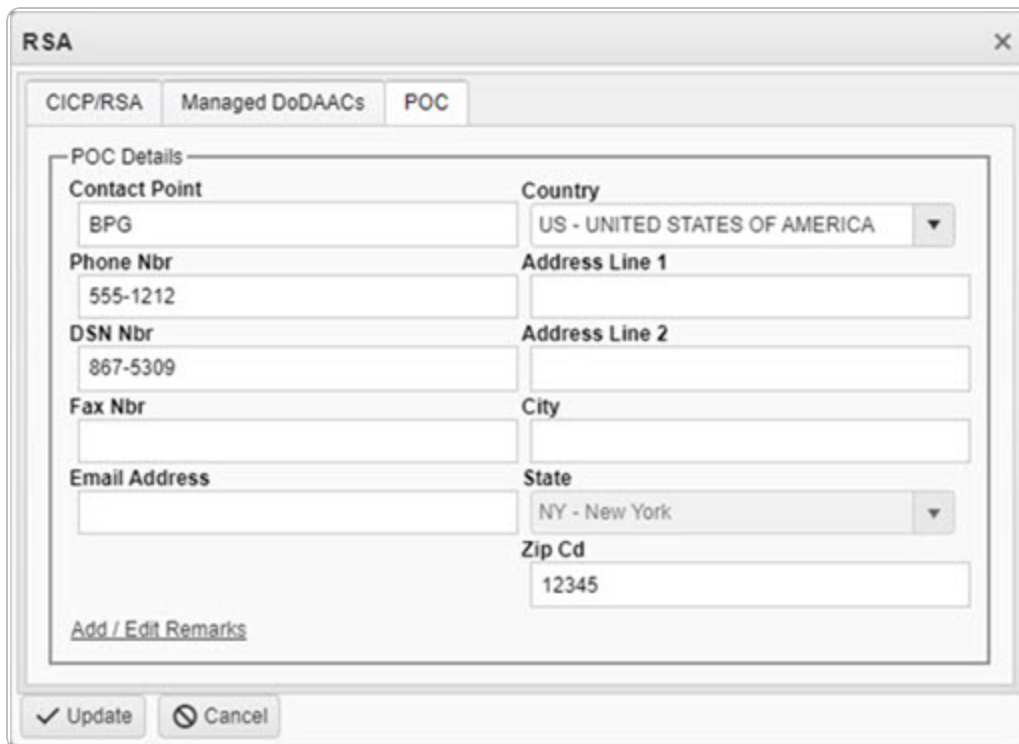


Delete Selected [X]

Do you want to delete the selected data? You will no longer be able to manage inventory for the selected DoDAAC(s).

[✓ Yes] [⊘ No]

- a. Click to select the desired DoDAAC.
 - b. Select . The **Delete ICP Managed DoDAAC's** pop-up window appears.
 - c. Select . The DoDAAC is removed from the ICP Header Record.
6. Select the POC Tab.



RSA [X]

CICP/RSA Managed DoDAACs **POC**

POC Details

Contact Point BPG	Country US - UNITED STATES OF AMERICA
Phone Nbr 555-1212	Address Line 1
DSN Nbr 867-5309	Address Line 2
Fax Nbr	City
Email Address	State NY - New York
	Zip Cd 12345

[Add / Edit Remarks](#)

[✓ Update] [⊘ Cancel]

7. Select . The revised CICP/RSA record is saved.





Delete an RSA



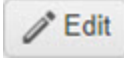
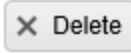

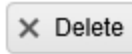
Navigation

MASTER DATA MGMT > ICP Management >  (desired ICP) >  (desired RSA) >  > Delete RSA pop-up window

Procedures

Delete an RSA

Selecting  at any point of this procedure removes all revisions and closes the page.

1. Select  next to the desired ICP entry. *The RSA grid appears.*
2. Click  to select the desired entry. *The CICP/RSA is highlighted, and , , and  become available.*
3. Select . *The **Delete RSA** pop-up window appears.*





Delete RSA [X]

Instructions [v]

Delete RSA

Are you sure you want to delete this RSA and any associations?

History Remarks

[Empty text area]

[X] Delete [Cancel]

4. Select  *The CICP/RSA is removed.*

