Adding a Shelf Life Extension

Shelf Life Extensions may be set on the **LIN/TAMCN** or **Stock Nbr** (Number) level.

1. In the DPAS Warehouse Management module, navigate to **Shelf Life Extension** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available Shelf Life Extensions.

2. Select the **Add** button - The **Add Shelf Life Extension** pop-up displays.

3. Enter or browse for a Line Item Number/Table of Authorized Material Control Numbers (**LIN/TAMCN**) or a **Stock Nbr** (Number).

4. Select a **Mfg Dt** (Manufactured Date).

5. Enter or select an **Expiration Dt** (Date).

The **Mfg Cage**, **Mfg Contract** and **Mfg Lot** fields may be required if the characteristics were set within the Stock Number.

6. Enter the organization or person performing the inspection in the **Inspected By** field.

7. Enter other information as needed.

8. Select the **Add** button to process the transaction - The new Shelf Life Extension displays highlighted at the top of the Results Grid.

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DPAS Call Center
1-844-843-3727

DPAS Website
http://dpassupport.golearnportal.org

Updating a Shelf Life Extension

A Shelf Life Extension is custom built for specific Stock Numbers or LIN/TAMCNs which meet its criteria.

1. In the DPAS Warehouse Management module, navigate to **Shelf Life Extension** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available Shelf Life Extensions.

2. Select the **Edit** button for the Shelf Life Extension to update - The **Update Shelf Life Extension** pop-up displays.

3. Change data as needed on available tabs.

4. Select the **Update** button to save the changes - The updated Shelf Life Extension displays highlighted at the top of the Results Grid.

The Shelf Life Code setting on the Stock Number determines if a Shelf Life is extendable or not. A "Yes" **Extended Flg** (Flag) indicates extendable, while "No" indicates it is not extendable. Also, if the **Failed Flg** (Flag) is set to "Yes", the **Extended Flg** is set to "No".

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DPAS — Defense Property Accountability System

Printing a Shelf Life Extension Label

Please ensure the connection to your printer has first been setup correctly.

1. In the DPAS Warehouse Management module, navigate to **Shelf Life Extension** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available Shelf Life Extensions.
2. Select the **Labels** button for the Shelf Life Extension you need to print - The **Print Label Request** pop-up displays.
3. Select the appropriate **Printer Language** from the drop-down list.
4. Select the appropriate **Label Size** from the drop-down list.
5. Select the **Qty** (Quantity) from the drop-down list.
6. Select the **Print** button to start the print process.

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Deleting a Shelf Life Extension

Shelf Life Extension records are maintained at the Catalog level and affect your entire Logistics Program.

1. In the DPAS Warehouse Management module, navigate to **Shelf Life Extension** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available Shelf Life Extensions.

2. Select the **Delete** button for the Shelf Life Extension to remove - The **Confirm Delete** pop-up displays.

3. Select the **Delete** button – The Shelf Life Extension is removed from the Results Grid.

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Resetting a Shelf Life Extension

The **Reset** button only appears when a previous Shelf Life Extension has been created and you are deleting a subsequent entry.

1. In the DPAS Warehouse Management module, navigate to **Shelf Life Extension** from the **Catalog Mgmt** menu - The Results Grid displays a list of all currently available Shelf Life Extensions.
2. Select the **Delete** button for the Shelf Life Extension to remove - The **Confirm Delete** pop-up displays.
3. If a previous Shelf Life Extension is present in the system the **Reset** button displays on the bottom left of the pop-up.
4. Select the **Reset** button – The Shelf Life Extension is updated to its previous settings.

Shelf Life Extension	+ Add	⚙ Grid Options ▼											
			LIN/TAMCN	Stock Nbr	Mfg Cage	Mfg Contract	Mfg Lot	Mfg Dt	Expiration Dt	Last Test Dt	Extended Flg	Failed Flg	Inspected By
✏ Edit	✗ Delete	▥ Labels	3150D	6545001161410				09/01/2010	09/01/2017		Yes	No	JEAP
✏ E	✗ Delete	▥ Labels	3150D	6545001161410				09/01/2011	09/01/2018		Yes	No	SLES
✏ Edit	✗ Delete	▥ Labels	T71687	4240014069350				09/01/2013	09/01/2018		Yes	No	SLES

|◁ ◁ **1** ▷ ▷| 10 ▼ items per page   1 - 3 of 3 items

Confirm Delete   ✗

| Instructions | ▼ |

Delete Shelf Life Extension
A previous version exists. Do you want to revert to it, or delete the series?

↻ Reset   ✗ Delete   ⊘ Cancel

To verify your record has been reset, select the **Edit** button to verify all data was restored.

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