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SOLICITATION AMENDMENT

MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

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Electronics, Simulators and Defence Systems Div.
/Division des systèmes électroniques et des systèmes de simulation et de défense
11 Laurier St. / 11, rue Laurier
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K1A 0S5

Title - Sujet Colourimetric ExplosiveDet Kit	
Solicitation No. - N° de l'invitation W8476-196077/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client W8476-196077	Date 2019-10-02
GETS Reference No. - N° de référence de SEAG PW-\$\$QF-030-27423	
File No. - N° de dossier 030qf.W8476-196077	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-10-11	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hamilton, Indra	Buyer Id - Id de l'acheteur 030qf
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Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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Signature	Date

Solicitation No. - N° de l'invitation
W8476-196077
Client Ref. No. - N de rf. du client
W8476-196077

Amd. No. - N de la modif.
File No. - N du dossier
030qf W8476-196077

Buyer ID - Id de l'acheteur
030qf
CCC No./N CCC - FMS No./N VME

ANNEX A

STATEMENT OF WORK

COLOURIMETRIC EXPLOSIVES DETECTION KIT

This documents consists of this page plus sixty-three (63) additional pages

STATEMENT OF WORK
FOR THE
COLOURIMETRIC EXPLOSIVES DETECTION KIT



NOTICE

This documentation has been reviewed by the technical authority and does not contain controlled goods. Disclosure notices and handling instructions originally received with the document shall continue to apply.

AVIS

Cette documentation a été révisée par l'autorité technique et ne contient pas de marchandises contrôlées. Les avis de divulgation et les instructions de manutention reçues originalement doivent continuer de s'appliquer.

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1.0 SCOPE

1.1 Purpose

- 1.1.1 The purpose of this Statement of Work (SOW) is to define the work requirements for the Colourimetric Explosives Detection Kit (CEDK), which will be used by the Canadian Armed Forces (CAF) field engineer sections in the roles of intermediate and advanced search teams.

1.2 Background

- 1.2.1 Both intermediate and advanced search teams will be deployed in support of Battle Groups during overseas and domestic missions. The role of the intermediate search teams will be filled by the field engineer sections that will operate with the maneuver elements of the Battle Group. Advanced teams will be deployed on deliberate search operations or called forward as a result of discoveries made by intermediate search teams involving too high a risk for an intermediate team.
- 1.2.2 Search teams require a simple, reliable and non-encumbering field detection kit based on the colourimetric technique for the detection and presumptive identification of explosive substances, that can be performed quickly in different weather and in daylight, low light (dawn/dusk) or black-out conditions.

1.3 Terminology

- 1.3.1 The following terms are used throughout the SOW, and are defined here for clarity:
- 1.3.1.1 “Bulk”: an amount of explosive or residue that, even in small quantity, can be observed visually, or through the sense of smell in some cases.
- 1.3.1.2 “Colourimetric”: colourimetric analysis is a detection and presumptive identification method using chemical reagents that develop a specific colour in contact with a chemical substance; in this case, to detect explosives and precursor materials.
- 1.3.1.3 “Confirmatory”: in the context of test and identification, must mean confirmed or established identification through further information or testing.
- 1.3.1.4 “Explosive(s)”: means homemade explosives, manufactured explosives, and any precursors or materials entering in their formulation.
- 1.3.1.5 “Homemade Explosive” (HME): means unlawfully-made improvised explosives. In this document, the term HME must be read to also include HME precursors.
- 1.3.1.6 “Integrated Test Unit” (ITU): means reagents (pre-measured and usually sealed into crushable ampoules) and a sample collector integrated into a non-reusable unique package to conduct one complete test for the presence of ME or HME.
- 1.3.1.7 “Manufactured Explosive” (ME): means lawfully-made commercial and military explosives.

- 1.3.1.8 “Presumptive”: in the context of test and identification, means presumed identification in the absence of further information.
- 1.3.1.9 “Shelf Life”: in the context of a reagent, means the length of time in day(s), month(s) or year(s) that a reagent is or will remain effective.
- 1.3.1.10 “Trace”: means an amount of explosive or residue so small to be invisible to the naked eye or indiscernible through the sense of smell.

1.4 Acronyms and Abbreviations

CA	Contracting Authority
CDRL	Contract Data Requirements List
CAF	Canadian Armed Forces
CEDK	Colourimetric Explosives Detection Kit
CFB	Canadian Forces Base
CFTO	Canadian Forces Technical Order
CNCGL	Controlled & Non-Controlled Goods List
DID	Data Item Description
DMC	Demilitarization Code
DND	Department of National Defence
ECL	Export Control List
EGDN	Ethylene Glycol Dinitrate (also Nitroglycol)
EHS	Environmental Health and Safety
HME	Homemade Explosive
HMTD	Hexamethylene Triperoxide Diamine
HPOM	Hydrogen Peroxide Mixture
gsm	Grams per Square Meter
IAW	In Accordance With
ILS	Integrated Logistics Support
ILSM	Integrated Logistics Support Manager
IP	Intellectual Property
ITAR	International Traffic in Arms Regulations
ITU	Integrated Test Unit
ME	Manufactured Explosive
NATO	North Atlantic Treaty Organization
NCAGE	NATO Commercial and Government Entity
NDID	National Defence Index of Documentation
ng	nanogram
NG	Nitroglycerine

NSN	NATO Stock Number
OEM	Original Equipment Manufacturer
PA	Procurement Authority
PETN	Pentaerythritol tetranitrate
PPB	Provisioning Parts Breakdown
PSPC	Public Works and Government Services Canada
RA	Reaction Accelerator
RDX	Cyclotrimethylenetrinitramine (cyclonite)
SDS	Safety Data Sheet
SOW	Statement of Work
SPTD	Supplementary Provisioning Technical Documentation
STTE	Special Tools and Test Equipment
TA	Technical Authority
TATP	Triacetone Triperoxide
TNT	2,4,6-trinitrotoluene
USML	United States Munitions List

2.0 APPLICABLE DOCUMENTS

2.1 References

2.1.1 Whereas mentioned, the following Standards must be used for the preparation of deliverables to the extent specified in this SOW:

GOVERNMENT FURNISHED INFORMATION

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
C-01-100-100/AG-008	2017-11-02	WRITER'S GUIDE FOR TECHNICAL DOCUMENTATION
C-02-007-000/AG-001	2016-01-01	CONTROLLED TECHNOLOGY ACCES AND TRANSFER (CTAT) MANUAL
D-01-100-214/SF-000	2002-05-01	SPECIFICATION FOR PREPARATION OF PROVISIONING DOCUMENTATION FOR CANADIAN FORCES EQUIPMENT
D-01-400-001/SG-000	2018-01-31	STANDARD - ENGINEERING DRAWING PRACTICES FOR CLASS 1 DRAWINGS AND TECHNICAL DATA LIST
D-01-400-002/SF-000	2018-02-23	SPECIFICATION LEVELS OF ENGINEERING DRAWINGS
D-02-002-001/SG-001	2003-04-01	STANDARD – IDENTIFICATION MARKING OF CANADIAN MILITARY PROPERTY
D-LM-008-001/SF-001	1983-02-03	METHODS OF PACKAGING
D-LM-008-002/SF-001	1991-08-01	SPECIFICATION FOR MARKING FOR STORAGE AND SHIPMENT
D-LM-008-011/SF-001	1988-11-10	PREPARATION AND USE OF PACKAGING REQUIREMENTS CODES

COMMERCIALLY AVAILABLE

<u>REFERENCE NUMBER</u>	<u>PROMULGATION DATE</u>	<u>REFERENCE TITLE</u>
NEMA IEC 60529	N/A	DEGREES OF PROTECTION PROVIDED BY ENCLOSURES - IP CODE
R.S.C., 1985, C. H-3	1985	HAZARDOUS PRODUCTS ACT
SOR/99-7	1998	OZONE-DEPLETING SUBSTANCES REGULATIONS, 1998

2.2 Order of Precedence

- 2.2.1 In the event of conflict between the content in this SOW and the referenced documents, the content of this SOW will take precedence.

3.0 PROJECT MANAGEMENT

3.1 Project Management Program

- 3.1.1 The Contractor must designate a Project Manager with the responsibilities to coordinate, execute, and manage the Contractor's project management activities for the Contract. The Contractor's Project Manager must have the total responsibility for all works required under the Contract.
- 3.1.2 The Contractor's Project Manager must be the primary point of contact between the Contractor, the DND Technical Authority (TA), and the PSPC Contracting Authority (CA) for all issues related to the Contract.

3.2 Project Meetings

3.2.1 Meeting Organization and Coordination

- 3.2.1.1 The Contractor's Project Manager must be present at the Kick-off Meeting, and at other meetings when requested by Canada. If the Project Manager does not have final approval authority for decision making and changes, then the person that has that final approval authority must also be present.

3.2.2 Kick-off Meeting

- 3.2.2.1 The Contractor must hold and chair a Kick-off Meeting (at the Contractor's facility) no later than 21 calendar days after contract award to review and secure a common understanding of the requirements expressed in the following:

- 3.2.2.1.1 The Contract;

- 3.2.2.1.2 The SOW;

- 3.2.2.1.3 General overview of the project, risks, schedule and communication channels to follow, and

- 3.2.2.1.4 Other contractual and programmatic issues associated with the project as agreed between the TA, CA and the Contractor.

- 3.2.2.2 During the Kick-off Meeting, the Contractor must provide a Top Level Assembly Drawing(s) (TLAD) in accordance with (IAW) the Contract Data Requirement List (CDRL) CEDK-ILS-201 at Appendix A2.5 (page 33) and its associated Data Item Delivery (DID) CEDK-ILS-201 at Appendix A3.5 (page 47) to this ANNEX A.

- 3.2.2.3 Refer to Meeting Documentation requirements found at ANNEX A para. 3.2.5.

3.2.3 Integrated Logistics Support (ILS) Meeting

- 3.2.3.1 The Contractor must hold and chair an ILS Meeting following the closure of the Kick-Off Meeting (see 3.2.1.1), in order to review and secure a common understanding of the requirements expressed in the ILS CDRLs and DIDs, DND Canadian Forces Technical Orders (CFTO)s and specifications;

- 3.2.3.2 Refer to Meeting Documentation requirements found at ANNEX A para. 3.2.5.

3.2.4 Other meetings

- 3.2.4.1 The Contractor and the TA may schedule informal reviews, such as teleconferences, video conferences, briefings and technical interchange meetings, as required to help achieve the requirements of the Contract.

3.2.5 Meeting Documentation

- 3.2.5.1 The Contractor must prepare and deliver a meeting agenda for all formal meetings and conferences, and prepare and deliver the meeting minutes afterwards.

- 3.2.5.1.1 The Contractor must provide the Meeting Agenda(s) IAW CDRL CEDK-PM-001 at Appendix A2.3 (page 31) to ANNEX A and its associated DID CEDK-PM-001 at Appendix A3.3 (page 44) to ANNEX A.

- 3.2.5.1.2 The Contractor must record, prepare, and provide the Meeting Minutes of each meeting IAW CDRL CEDK-PM-002 at Appendix A2.4 (page 32) to ANNEX A and its associated DID CEDK-PM-002 at Appendix A3.4 (page 46) to ANNEX A.

- 3.2.5.2 No change in the interpretation of the SOW, Performance Specification, cost, and schedule, as defined in the Contract, may be authorized by the minutes of a meeting. Such action will require formal contract amendment by the CA.

4.0 INTEGRATED LOGISTICS SUPPORT (ILS)

4.1 Maintenance Concept

4.1.1 The CEDK will be maintainable by CAF operators and technicians in a field environment as prescribed for each item of equipment:

4.1.1.1 **Operator Maintenance** – consisting of maintenance that will not require Special Tools and Test Equipment to complete, as well as equipment cleaning. Task duration generally less than one (1) hour.

4.1.2 The more in-depth maintenance tasks, consisting of corrective maintenance tasks, reconditioning of assemblies and component rebuilds, will be done through the Support Contract.

4.2 Instruments, Decals, Data Plates and Warnings

4.2.1 The Contractor must deliver all instruments, decals and data plates marked in metric units.

4.2.2 Where international symbols are not possible, the Contractor must provide bilingual markings in English and Canadian French, as per paragraph 4.3.5.

4.2.3 The Contractor must provide warning and precautionary data plates in both official languages of Canada (English and Canadian French) in order to protect personnel and equipment, as per paragraph 4.3.5.

4.3 Technical Publication Package

4.3.1 The Contractor must prepare and deliver the following Technical Publications:

4.3.1.1 Operator Manual

4.3.1.1.1 The Contractor must provide an Operator Manual IAW CDRL CEDK-ILS-202 at Appendix A2.6 (page 34) and its associated DID CEDK-ILS-202 at Appendix A3.6 (page 48) to this ANNEX A, for:

4.3.1.1.1.1 Colourimetric Explosives Detection Kit (CEDK)

4.3.1.2 Operator Quick Reference Card

4.3.1.2.1 The Contractor must provide an Operator Quick Reference Card IAW CDRL CEDK-ILS-203 at Appendix A2.7 (page 35) and its associated DID CEDK-ILS-203 at Appendix A3.7 (page 50) to ANNEX A, for:

4.3.1.2.1.1 CEDK

4.3.1.3 Operator Training Package

4.3.1.3.1 The Contractor must provide an Operator Training Package IAW CDRL CEDK-ILS-204 at Appendix A2.8 (page 36) and its associated DID CEDK-ILS-204 at Appendix A3.8 (page 52) to ANNEX A.

4.3.2 Front Matter

- 4.3.2.1 The Contractor must include the following in each Technical Publication (except in the Operator Quick Reference Card):
 - 4.3.2.1.1 A cover page (a template of which will be provided by the Integrated Logistics Support Manager (ILSM)) showing the date the publication was issued and the model/system designation;
 - 4.3.2.1.2 A List of Effective Pages;
 - 4.3.2.1.3 A Revision Control Table;
 - 4.3.2.1.4 A detailed Table of Contents and List of Figures & Tables; and
 - 4.3.2.1.5 An Acronyms and Abbreviations table
- 4.3.3 Supplementary Information
 - 4.3.3.1 The Contractor must provide supplementary information, in the portions of text that require it, with one or more of the following notices, in the order listed:
 - 4.3.3.1.1 **Danger.** The danger advisory will be used to draw attention to an extreme, violent and continuous hazard to life;
 - 4.3.3.1.2 **Warning.** The warning advisory will be used to emphasize an operating or maintenance procedure, practice, condition, statement, which if not strictly observed, could result in injury to or death of personnel;
 - 4.3.3.1.3 **Caution.** The caution advisory will be used to emphasize an operating or maintenance procedure, practice, condition, statement, which if not strictly observed, could result in maintenance, damage to or destruction of equipment, loss of mission effectiveness or long-term health hazards to personnel;
 - 4.3.3.1.4 **Note.** The note will be used to point out a procedure, event or practice that it is desirable to highlight; and,
 - 4.3.3.1.5 **Example.** The example will be used when required to clarify the preceding text.
- 4.3.4 Copyright - Foreground and Background Information
 - 4.3.4.1 The Contractor must incorporate the copyright symbol and one of the following notices into the Technical Publications, for all Foreground and Background information that is subject to copyright regardless of the form or medium upon which it is recorded:
 - 4.3.4.1.1 Intellectual Property (IP) in Foreground that belongs to the Contractor: “© (insert year) (insert IP owner). This deliverable was delivered under Contract no. XXXX and contains Foreground Intellectual Property (IP). Her Majesty the Queen in Right of Canada has a royalty-free and perpetual license to the IP and is permitted to use, reproduce, modify, and translate, including authorizing contractors to reproduce, modify, and translate, in whole or in part the deliverable for all government purposes

including competitive tendering. Refer to the contract terms for additional details as required.”

- 4.3.4.1.2 Intellectual Property (IP) in Background Information: “© (insert year) (insert IP owner). This deliverable was delivered under Contract no. XXXX and contains Background Intellectual Property (IP). Her Majesty the Queen in Right of Canada has a royalty-free and perpetual license to the Background IP for the purpose of exercising its rights in the Contract deliverables and Foreground Information. The license includes the rights to use, reproduce, modify, and translate this deliverable, and further includes the right to authorize others to use, reproduce, modify, and translate, in whole or in part the deliverable for all government purposes including competitive tendering. Refer to the contract terms for additional details as required.”

4.3.5 Official Language Requirements

- 4.3.5.1 The Contractor must deliver all Technical Publications in English and Canadian French.
- 4.3.5.2 The Contractor must have all Technical Publications translated by certified translators, such as members of an authorized provincial association of translators, to ensure the quality of translated text.
- 4.3.5.3 The Contractor must ensure all translations are consistent with approved DND terminology. Approved terminology sources, in order of priority, are as follows:
- 4.3.5.3.1 Canadian Oxford Dictionary Second Edition (for English);
- 4.3.5.3.2 Le Petit Robert Edition 2017 (for French); and
- 4.3.5.3.3 Termium, PSPC Translation Bureau Linguistic Data Bank (<http://www.termiumplus.gc.ca/>);
- 4.3.5.4 The Contractor must review and accept responsibility for the validity of all (both their own and all sub-Contractors) information found in the Technical Publications.

4.4 Provisioning Documentation

- 4.4.1 The Provisioning Documentation (PD) lists and describes in detail the parts that make up the CEDK as well as all specialized and specific items required to support the use and maintenance of the CEDK. The PD allows the CEDK's Integrated Logistics Support Manager (ILSM) to plan and implement a sparing and support strategy.
- 4.4.2 Included in the PD are all the procurable parts — either from the Contractor or a third-party — of the CEDK to the Lowest Replaceable Unit (LRU). Also considered procurable parts are the consumables required to operate and maintain the CEDK (chemicals, specific lubricants, etc.) and specialized equipment (special tools, training aids, transport containers, etc.) specific to the CEDK.

4.4.3 The Contractor must prepare and deliver the following Provisioning Documentation:

4.4.3.1 Provisioning Parts Breakdown

4.4.3.1.1 The Contractor must provide a Provisioning Parts Breakdown IAW CDRL CEDK-ILS-205 at Appendix A2.9 (page 37) and its associated DID CEDK-ILS-205 at Appendix A3.9 (page 54) to this ANNEX A.

4.4.3.2 Supplementary Provisioning Technical Documentation

4.4.3.2.1 The Contractor must provide Supplementary Provisioning Technical Documentation IAW CDRL CEDK-ILS-206 at Appendix A2.10 (page 38) and its associated DID CEDK-ILS-206 at Appendix A3.10 (page 57) to this ANNEX A.

4.5 Identification Plates

4.5.1 The Contractor must provide Identification Plates – Design Template & Populated Designs IAW CDRL CEDK-ILS-207 at Appendix A2.11 (page 39) and its associated DID CEDK-ILS-207 at Appendix A3.11 (page 59) to this ANNEX A.

4.5.2 The Contractor must attach Identification Plates to the following components for ease of tracking within the Canadian Forces Supply System:

4.5.2.1 Prime Equipment;

4.5.2.2 Spares;

4.5.2.3 Training Equipment;

4.5.2.4 Transportation, Shipping, Storage Containers that are not single-use, and

4.5.2.5 Automatic Test Equipment.

4.6 Controlled & Non-Controlled Goods List

4.6.1 Contractor must provide the Controlled & Non-Controlled Goods List with the Demilitarization Code (DMC) IAW CEDK-ILS-208 at Appendix A2.12 (page 40) and its associated DID CEDK-ILS-208 at Appendix A3.12 (page 60) to this ANNEX A.

4.7 Identification Labels for Storage and Shipment and Packaging Codes

4.7.1 The Contractor must supply all parts and equipment, packaged and packed as per D-LM-008-001/SF-001 following:

4.7.1.1 Level B Limited Military Package;

4.7.1.2 Level B Limited Military Pack;

4.7.2 The Contractor must label all packaging, produced under 4.7 above, as per D-LM-008-002/SF-001, using D-LM-008-011/SF-001 to prepare the required codes for packaging and preservation.

- 4.7.3 The Contractor must provide Identification Labels for Storage and Shipment and Packaging Codes IAW CDRL CEDK-ILS-209 at Appendix A2.13 (page 41) to Annex A, and its associated DID CEDK-ILS-209 at Appendix A3.13 (page 62) to this ANNEX A.

4.8 Training Session

- 4.8.1 The Contractor must provide Training Sessions after delivery of the first CEDK.
 - 4.8.1.1 Scheduling of Training Sessions will be done after contract award, and jointly planned between the DND and the Contractor.
- 4.8.2 The Contractor must provide Training Sessions consisting of:
 - 4.8.2.1 Operator Training Session (train-the-trainer type) for one (1) to 20 students per course, with a course length of one (1) day.
- 4.8.3 The Contractor must provide Training Sessions in English. The instructor(s) must be bilingual in order to understand and answer questions from students in both official languages; English and Canadian French.
- 4.8.4 The Contractor must provide Instructor(s) that are Subject Matter Experts on the CEDK equipment being provided.
- 4.8.5 The Contractor must use the approved and accepted **Operator Training Package** for the Training Session(s), and course lessons must follow the content found within the training package.
- 4.8.6 The Contractor must provide the course material listed within the **Operator Training Package** CDRL as being 'Issued to Students at Training Session(s)', and all course material and handouts must be provided in English and Canadian French.
- 4.8.7 The Contractor must use the CEDK(s) and additional training material identified in the **Operator Training Package Instructor Lesson Plan**, for the Training Session.
 - 4.8.7.1 The Contractor must provide the additional training material that is listed in the **Operator Training Package Instructor Lesson Plan** as 'supplied by the Contractor'.
 - 4.8.7.2 The Contractor must set-up the CEDK(s) and additional training material that is listed in the **Operator Training Package Instructor Lesson Plan** as 'supplied by the Contractor', for the Training Session.

4.9 Data Deliverable Format

- 4.9.1 Unless otherwise specified as a specific requirement, the Contractor must deliver all of the soft copies of data deliverables, in formats compatible with the office software currently in use by the DND as listed:
 - 4.9.1.1 Microsoft (MS) Windows 7 Enterprise Operating System (OS), Service Pack 1;
 - 4.9.1.2 MS Internet Explorer (IE) 9.0 with 256 Bit Encryption;

- 4.9.1.3 MS Office Professional Plus 2013 (Word, Excel, Access, PowerPoint and Outlook);
- 4.9.1.4 Adobe Acrobat X; and
- 4.9.1.5 WinZip 8.1 SR-1;

5.0 ENVIRONMENTAL HEALTH AND SAFETY

5.1 General

- 5.1.1 Environmental Health and Safety (EHS) consideration must be incorporated and documented into the decision making process for the Work performed under this Contract. EHS documentation must be maintained within the project file throughout the life of this Contract. The Contractor must provide for and allow DND inspection and monitoring of EHS documentation throughout the life of the contract.
- 5.1.2 Polychlorinated Biphenyls (PCBs), halocarbons (as identified within the Ozone-Depleting Substances Regulations, 1998), and asbestos must not be incorporated into the design, operation and maintenance of the equipment, and products used in equipment support activities.
- 5.1.3 The Contractor must identify and report all sources of mercury contained and used within the design, operation and maintenance of the equipment, and products used in equipment support activities.
- 5.1.4 The Department is committed to the Federal programs to reduce and eliminate emissions from toxic substances. Contractors must identify and submit justifications for the use of all regulated products and those containing substances identified within the Accelerated Reduction/Elimination of Toxics (ARET, <http://www.ec.gc.ca/nopp/aret/en/list.cfm>), National Pollutant Release Inventory (NPRI, http://www.ec.gc.ca/pdb/npri/npri_home_e.cfm) and List of Challenge Substances (http://www.chemicalsubstanceschimiques.gc.ca/challenge-defi/list_e.html), and also for products containing heavy metals (heavy metals are those identified within Schedule 1 of the Canadian Environmental Protection Act (CEPA)) to the technical authority for approval.
- 5.1.5 Canada Labour Code, Part II dictates that the least hazardous materials should be used at the workplace. Therefore, the Contractor is to strive to use the least hazardous product that meets the requisite performance requirements.
- 5.1.6 The Contractor must incorporate EHS warnings and instructions in direct relation of the EHS risks presented in the contents into documentation.

5.2 Environmental Management System

- 5.2.1 The Contractor must have a management system in place to control environmental, health and safety impacts resulting from their activities, products and services.
- 5.2.2 The Contractor must have a formalized set of procedures and control measures in place to achieve conformance with the requirements of this Work, while ensuring environmental, health and safety protection and pollution prevention.
- 5.2.3 The Contractor must also make reasonable effort to monitor that all subcontractors are in compliance with applicable environmental laws and regulations.

5.3 EHS Packaging Labels and SDS

- 5.3.1 The Contractor must label and ship goods falling within the Hazardous Products Act, R.S.C. 1985, c. H-3 and regulation(s) there under, in accordance with the said Act and regulation(s).

- 5.3.1.1 The Contractor must ship goods accompanied by the required Safety Data Sheet(s) (SDS), completed in both English and Canadian French.
- 5.3.1.2 The Contractor must clearly identify the contents of the hazardous material with labels, and the SDS must explain what those hazards are.

6.0 TECHNICAL REQUIREMENTS

6.1 Overview

6.1.1 The Contractor must comply with all specified requirements of the CEDK, stated in:

6.1.1.1 A1.0 APPENDIX: CEDK TECHNICAL SPECIFICATION

A1.0 APPENDIX: CEDK TECHNICAL SPECIFICATION

A1.1 System Requirements

A1.1.1 General

A1.1.1.1 The Colourimetric Explosives Detection Kit (CEDK) must be based on proven, fielded equipment, which is in-service with a North Atlantic Treaty Organization (NATO) or American, British, Canadian, Australian military partner or police agency of those countries.

A1.1.1.2 The CEDK must perform detections using colourimetric techniques, using chemical reagents to test for explosives and explosive compounds in both bulk and trace amounts.

A1.1.1.3 The CEDK must consist of the following components, and is further described in detail under the **System Component Requirements** section:

A1.1.1.3.1 CEDK Multi-Sample

A1.1.1.3.1.1 Multi-Sample – Reagents for detecting all 13 explosives and explosive compounds, sufficient quantity for 10 tests;

A1.1.1.3.1.2 Sample Collectors, sufficient quantity for 10 tests;

A1.1.1.3.1.3 16 pairs of disposable Gloves (four pairs each of S, M, L & XL);

A1.1.1.3.1.4 One (1) Marker;

A1.1.1.3.1.5 10 Evidence Bags;

A1.1.1.3.1.6 Five (5) Disposable Bags;

A1.1.1.3.1.7 One (1) Carry Pouch;

A1.1.1.3.2 CEDK Single-Sample

A1.1.1.3.2.1 Single-Sample – Reagents for detecting eight (8) Manufactured Explosive (ME) and Nitrates (Homemade Explosive (HME) & Precursor only), sufficient quantity for no less than 10 tests;

A1.1.1.3.2.2 Sample Collectors, sufficient quantity for 10 tests;

A1.1.1.3.2.3 16 pairs of disposable Gloves (four pairs each of S, M, L & XL);

A1.1.1.3.2.4 One (1) Marker;

A1.1.1.3.2.5 10 Evidence Bags;

A1.1.1.3.2.6 Five (5) Disposable Bags;

A1.1.1.3.2.7 One (1) Carry Pouch;

- A1.1.1.3.3 Reaction Accelerator (RA) (if required);
- A1.1.1.4 The CEDK must include all tools required to setup and maintain the CEDK in accordance with the **Operator Maintenance** Concept ANNEX A paragraph 4.1.1.1 (page 12).
- A1.1.1.5 The CEDK Carry Pouch must include the Technical Publication(s) listed within the CDRL(s) as being 'Issued with each CEDK Multi-Sample' and 'Issued with each CEDK Single-Sample'.

A1.2 System Component Requirements

A1.2.1 Reagents

- A1.2.1.1 The Reagents must be provided as sealed crushable ampoules (as an Integrated Test Unit (ITU)) or in drop/spray dispensers.
- A1.2.1.2 The Reagents shelf life must be as follows:
 - A1.2.1.2.1 In crushable ampoules: no less than 12 months, with no less than 10 months remaining shelf life at time of delivery. The expiry date must be inscribed prominently on the container.
 - A1.2.1.2.2 In drop/spray dispensers:
 - A1.2.1.2.2.1 While sealed, have no less than 12 months with no less than 10 months remaining shelf-life at time of delivery. The expiry date must be inscribed prominently on the container;
 - A1.2.1.2.2.2 When opened, whereby the remaining reagent comes into contact with ambient air during use, shelf life of an opened container must be no less than 30 days.

A1.2.2 Sample Collector

- A1.2.2.1 The Sample Collector must be in the form of a swab or pen style collector, unless the Sample Collector and Reagents are integrated into a single test unit.

A1.2.3 Gloves

- A1.2.3.1 The Gloves must meet the following:
 - A1.2.3.1.1 Made of powderless nitrile rubber;
 - A1.2.3.1.2 Be disposable; and
 - A1.2.3.1.3 Come in sizes Small, Medium, Large and Extra-Large, four (4) pairs each.

A1.2.4 Marker

- A1.2.4.1 The Marker must be an all-purpose felt-tip marking pen with indelible black ink.

A1.2.5 Evidence Bag

A1.2.5.1 The Evidence Bag must preserve completed tests or residues for further reference, and meet the following:

- A1.2.5.1.1 Be sized to hold one (1) completed test (the used sample collector or ITU) when closed and sealed;
- A1.2.5.1.2 Be made of see-through evidence bagging material;
- A1.2.5.1.3 Have a sealing method on the bag or otherwise be accompanied with enough evidence-tamper tape to seal the Evidence Bag;
- A1.2.5.1.4 Have labelling features; and
- A1.2.5.1.5 Be resistant to puncture and chemicals (such as those found in the Reagents or the explosives to be detected).

A1.2.6 Disposable Bag

A1.2.6.1 The Disposable Bag must meet the following:

- A1.2.6.1.1 Hold up to five (5) completed tests (the used sample collector or ITU) when closed and sealed;
- A1.2.6.1.2 Have a sealing method on the bag;
- A1.2.6.1.3 Be resistant to puncture and chemicals (such as those found in the Reagents or explosives to be detected); and
- A1.2.6.1.4 Have appropriate markings to allow for identifying its contents as hazardous or non-hazardous chemical waste.

A1.2.7 Reaction Accelerator (if required)

A1.2.7.1 If a Reaction Accelerator (RA) is needed to speed up the colourimetric reaction or to detect the full range of explosives once the Reagent is delivered to the substance under test, then the RA must be provided.

A1.2.7.2 Electrically-Operated RA

A1.2.7.2.1 If the RA is an electrically-operated external heating device (vice built-in chemical accelerant or catalyst), then it must be small enough to be held and operated by the Operator in one hand.

A1.2.7.2.2 Battery Set(s)

A1.2.7.2.2.1 The RA Battery Set must provide enough power to perform the ME and HME tests at any time during a 12 hour mission at an approximate ideal temperature of 20°C (+/- 3 °C).

A1.2.7.2.2.2 If the RA Battery Set uses alkaline batteries, **no batteries** must be included with the RA.

A1.2.7.2.3 Battery Charging System (if required)

A1.2.7.2.3.1 If the RA Battery Set uses alkaline batteries, no Battery Charging System is required.

A1.2.7.2.3.2 If the RA Battery Set uses rechargeable batteries:

1.2.7.2.3.2.1 The Battery Charging System must include a universal power input of 110VAC – 220VAC, 50Hz – 60Hz, with North American plug type.

1.2.7.2.3.2.2 The Battery Charging System must provide visual indications of battery charging in order to indicate when charging is in progress and when it is complete.

1.2.7.2.3.2.3 The full re-charge time for one (1) Battery Set, using the Battery Charging System, must not exceed eight (8) hours.

1.2.7.2.3.2.4 The Battery Charging System must be certified CE, UL or equivalent.

A1.2.7.3 Built-in Chemical Accelerant or Catalyst RA

A1.2.7.3.1 If the RA is a built-in chemical accelerant or catalyst, then each ME and HME ITU or sample collector must include a chemical accelerant or catalyst RA.

A1.2.8 **Carry Pouch**

A1.2.8.1 The Carry Pouch must be soft-walled and hold both the CEDK Multi-Sample and CEDK Single-Sample, each one at a time, and RA if required.

A1.2.8.2 The Carry Pouch must meet the following:

A1.2.8.2.1 Attach to a five (5) cm wide belt;

A1.2.8.2.2 Attach to a backpack or tactical vest Pouch Attachment Ladder System webbing;

A1.2.8.2.3 Have opening/closing fasteners providing unobstructed access to the internal content;

A1.2.8.2.4 Have mesh partitions or compartments to segregate the different kit components as necessary;

A1.3 **Physical Requirements**

A1.3.1 **Size**

A1.3.1.1 The Carry Pouch holding the CEDK Multi-Sample, and RA if required, must not exceed an external volume of two (2) liters.

A1.3.2 **Weight**

A1.3.2.1 The Carry Pouch, CEDK Multi-Sample, and RA if required, must weigh no more than one and a half (1.5) kg.

A1.3.3 Colour

A1.3.3.1 The Carry Pouch must have the predominant exterior colour (so that it contributes to and does not compromise an operator's camouflage) of:

A1.3.3.1.1 Flat/matte finish green;

A1.3.3.1.2 Flat/matte finish earth tone;

A1.3.3.1.3 Flat/matte finish grey, or

A1.3.3.1.4 Flat/matte finish black.

A1.4 Performance Requirements

A1.4.1 Detection of Explosives

A1.4.1.1 The CEDK must detect bulk and trace amounts of nitro-aromatic, nitro-esters, nitramines, nitrates, chlorates and peroxide compounds.

A1.4.1.2 The CEDK must detect and identify, in bulk quantity (less than one gram), the 13 explosives (and explosive compounds) listed in Table 1 below.

A1.4.1.2.1 Detection and identification must be by individual explosive & explosive compound type, or by explosive & explosive compound grouping.

A1.4.1.3 The CEDK must detect and identify, in trace quantity (1,000 nanograms (ng) or less) the six (6) explosives (and explosive compounds) listed in Table 1 below.

A1.4.1.3.1 Detection and identification must be by individual explosive & explosive compound type, or by explosive & explosive compound grouping.

Table 1 – Explosives & explosive compounds to be detected by CEDK

Samples Required to achieve detection	Type	Explosives to Detect	Explosives to Detect
	[ME/HME/Precursor]	[in bulk quantity (1 gram (g) or less)]	[in trace quantity (1,000 nanograms (ng) or less)]
One (1) sample (Refer to Para. A1.4.4)	Precursor (nitrate)	Ammonium Nitrate	Ammonium Nitrate
	ME & HME (nitrate)	Ammonium Nitrate Fuel Oil	-
	HME (nitrate)	Urea Nitrate	-
	Precursor (nitrate)	Nitrates (sodium and potassium)	Nitrates (sodium and potassium)

	ME & HME	PETN	PETN
	ME	RDX	RDX
	ME	TNT	TNT
	ME	NG	-
Additional samples allowed	Precursor	Chlorates (sodium and potassium)	Chlorates (sodium and potassium)
	HME	TATP	-
	HME	HMTD	-
	HME	EGDN	-
	HME	HPOM (Hydrogen peroxide mixture)	-

A1.4.2 Time to Test

A1.4.2.1 A complete CEDK analysis, including sampling preparation and post-sample bag and label, must be successfully performed within five (5) minutes or less, at room temperature (between 20°C and 24°C), for any of the explosives in Table 1 above.

A1.4.2.1.1 Note that for this test, all needed reagents must have been applied, analyzed and bag-labelled within the prescribed five (5) minutes or less.

A1.4.3 Alarm Rate – False Positive

A1.4.3.1 The false positive alarm rate for CEDK testing must not exceed 10%.

A1.4.4 Single-Sample versus Multi-Sample

A1.4.4.1 The CEDK Multi-Sample, along with the RA if required, must detect all of the 13 explosives and explosive compounds in Table 1 above.

A1.4.4.2 For operational expediency & simplicity during combat operations (basic/intermediate search teams at checkpoints for example), the CEDK Single-Sample, along with the RA if required, must require only one (1) sample (sample will not be divided into smaller parts) to detect all of the eight (8) ME and Nitrates (HME & Precursors) substances in Table 1 above.

A1.4.4.2.1 Those eight (8) represent the substances which are of the most interest to the CAF, and are generally more stable and commonly found.

A1.4.5 Ingress Protection

A1.4.5.1 The Carry Pouch must have no less than an IP64 rating, or equivalent, IAW NEMA IEC 60529.

A1.5 Environmental/Climatic Requirements

A1.5.1 Climatic Conditions

- A1.5.1.1 The CEDK must operate in temperatures from -15°C to $+49^{\circ}\text{C}$.
- A1.5.1.1.1 Thawing of Reagents will be acceptable, if necessary, when temperatures are below 0°C .
- A1.5.1.2 The CEDK must operate in relative humidity from 10% to 90%.

A2.0 APPENDIX: CONTRACT DATA REQUIREMENTS LIST

A2.1 CDRL Item List

CDRL #	Title	DID #
CEDK-PM-001	Meeting Agenda	CEDK-PM-001
CEDK-PM-002	Meeting Minutes	CEDK-PM-002
CEDK-ILS-201	Top Level Assembly Drawing	CEDK-ILS-201
CEDK-ILS-202	Operator Manual	CEDK-ILS-202
CEDK-ILS-203	Operator Quick Reference Card	CEDK-ILS-203
CEDK-ILS-204	Operator Training Package	CEDK-ILS-204
CEDK-ILS-205	Provisioning Parts Breakdown	CEDK-ILS-205
CEDK-ILS-206	Supplementary Provisioning Technical Documentation	CEDK-ILS-206
CEDK-ILS-207	Identification Plates	CEDK-ILS-207
CEDK-ILS-208	Controlled & Non-Controlled Goods List	CEDK-ILS-208
CEDK-ILS-209	Identification Labels for Storage and Shipment and Packaging Codes	CEDK-ILS-209

A2.2 CDRL Table Definitions

The following section defines the various blocks of information found on the CDRL forms:

BLOCK 1 – SYSTEM / ITEM

Provides the name of the System or Item for which the CDRL applies.

BLOCK 2 – ITEM NUMBER

The Item Number is a sequential three-digit number to uniquely identify the individual data item (CDRL number). Note that the 001-099 series is reserved to Project Management (PM) CDRLs, the 101-199 series is reserved to Systems Engineering (SE) CDRLs and the 201-299 series is reserved to Integrated Logistics Support (ILS) CDRLs.

BLOCK 3 - TITLE OR DESCRIPTION OF DATA

The title of the data item being referred to in this CDRL.

BLOCK 4 - AUTHORITY (DATA ITEM NUMBER)

Indicates the Data Item Description (DID) number to which this CDRL refers.

BLOCK 5 - CONTRACT REFERENCE

The specific paragraph number of the Contract Demand, Statement of Work, Request for Proposal, Specification, or other applicable document to assist in identifying the work effort associated with the data item.

BLOCK 6 - FREQUENCY

This block indicates the frequency of the delivered data. The following frequency codes are used:

ANNLY	Annually
ASGEN	As generated
ASREQ	As required
BI-MO	Every 2 months
BI-WK	Every 2 weeks
DAILY	Daily
MNTHY	Monthly
ONE/R	One time with revisions
OTIME	One time
QRTLY	Quarterly
R/ASR	Revisions as required
SEMIA	Semi-annually
WKLY	Weekly

BLOCK 7 – REQUIRING OFFICE

Identifies the technical office of primary interest responsible for defining the data requirement, reviewing, acceptance and approval of the data item, and ensuring the adequacy of the delivered data.

BLOCK 8 – SUBMISSION SCHEDULE

DATE OF 1ST SUBMISSION - The initial submission date or associated constraint for the 1st submission of the data item is indicated in this block using typical abbreviations as listed above under Block 11.

DATE OF SUBSEQUENT SUBMISSION / EVENT - The date(s) of subsequent submission(s) or associated constraint(s) of the data item is indicated in this block.

BLOCK 9 - DISTRIBUTION AND ADDRESSEES

Indicates the addressees and the respective number of copies (hard copies and soft copies separately), for either the draft or first submissions (Sub-Block "Draft"), and for the final or subsequent submissions (Sub-Block "Final"), for which the data item is required.

A2.3 CDRL – Meeting Agenda

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-PM-001	3. TITLE OR DESCRIPTION OF DATA Meeting Agenda		4. AUTHORITY (Data Item Number) DID CEDK-PM-001				
5. CONTRACT REFERENCE SOW: Para. 3.2.5.1.1 (pg. 11) DID: App. A3.3 (pg. 44)		6. FREQUENCY ASREQ	7. REQUIRING OFFICE DND PMO				
8. SUBMISSION SCHEDULE First Submission: The Contractor must provide a draft Meeting Agenda for review no later than seven (7) calendar days prior to each meeting. Response Time: Comments on the draft Meeting Agenda, and additions and deletions of discussion items, will be provided by Canada no later than five (5) calendar days after receipt of the <u>soft copy submission</u> . Subsequent Submission: The Contractor must provide a revised Meeting Agenda, addressing Canada's comments, in <u>soft copy</u> one (1) calendar day prior to each meeting, and in <u>hard copy</u> at the meeting.			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			PSPC CA	0	1	1	1
DND TA	0	1	1	1			
DND PA	0	1	1	1			

A2.4 CDRL – Meeting Minutes

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-PM-002		3. TITLE OR DESCRIPTION OF DATA Meeting Minutes		4. AUTHORITY (Data Item Number) DID CEDK-PM-002			
5. CONTRACT REFERENCE SOW: Para. 3.2.5.1.2 (pg. 11) DID: App. A3.4 (pg. 46)		6. FREQUENCY ASREQ		7. REQUIRING OFFICE DND PMO			
8. SUBMISSION SCHEDULE First Submission: The Contractor must provide draft Meeting Minutes for review no later than seven (7) calendar days following each meeting. Response Time: Comments on the draft Meeting Minutes will be provided by Canada no later than seven (7) calendar days after receipt of the <u>soft copy submission</u> . Subsequent Submission(s): The Contractor must provide revised Meeting Minutes, addressing Canada's comments, for review and possible acceptance no later than seven (7) calendar days after receipt of Canada's comments. Response Time: Comments or acceptance of the revised Meeting Minutes will be provided by Canada no later than seven (7) calendar days after receipt of the <u>soft copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			PSPC CA	0	1	0	1
			DND TA	0	1	0	1
DND PA	0	1	0	1			

A2.5 CDRL – Top Level Assembly Drawing

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-201	3. TITLE OR DESCRIPTION OF DATA Top Level Assembly Drawing		4. AUTHORITY (Data Item Number) DID CEDK-ILS-201				
5. CONTRACT REFERENCE SOW: Para. 3.2.2.2 (pg. 10) DID: App. A3.5 (pg. 47)		6. FREQUENCY ONE/R	7. REQUIRING OFFICE DND ILS Manager				
8. SUBMISSION SCHEDULE First Submission: The Contractor must provide a draft Top Level Assembly Drawing (TLAD) for review by Canada during the Kick-Off Meeting. Response Time: Comments on the draft TLAD will be provided by Canada no later than seven (7) calendar days after receipt of the <u>hard and soft copy submission</u> . Subsequent Submission(s): The Contractor must provide a revised TLAD, addressing Canada's comments, for review and possible acceptance no later than seven (7) calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised TLAD will be provided by Canada no later than seven (7) calendar days after receipt of the <u>hard and soft copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM	1	1	1	1

A2.6 CDRL – Operator Manual

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-202		3. TITLE OR DESCRIPTION OF DATA Operator Manual		4. AUTHORITY (Data Item Number) DID CEDK-ILS-202			
5. CONTRACT REFERENCE SOW: Para. 4.3.1.1.1 (pg. 12) DID: App. A3.6 (pg. 48)		6. FREQUENCY ONE/R		7. REQUIRING OFFICE DND ILS Manager			
8. SUBMISSION SCHEDULE First Submission (English): The Contractor must provide a draft English Operator Manual for review by Canada no later than 56 calendar days after the Kick off Meeting date. Response Time: Comments on the draft English Operator Manual will be provided by Canada no later than 21 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (English): The Contractor must provide a revised English Operator Manual, addressing Canada's comments, for review and possible acceptance no later than 21 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised English Operator Manual will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . First Submission (Bilingual): The Contractor must provide a draft Bilingual Operator Manual for review by Canada no later than 42 calendar days after the acceptance of the English Operator Manual. Response Time: Comments on the draft Bilingual Operator Manual will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (Bilingual): The Contractor must provide a revised Bilingual Operator Manual, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised Bilingual Operator Manual will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM	1	1	1	1
			Issued with each CEDK Multi-Sample (Initial QTY only)			1	

A2.8 CDRL – Operator Training Package

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-204		3. TITLE OR DESCRIPTION OF DATA Operator Training Package		4. AUTHORITY (Data Item Number) DID CEDK-ILS-204			
5. CONTRACT REFERENCE SOW: Para. 4.3.1.3.1 (pg. 12) DID: App. A3.8 (pg. 52)		6. FREQUENCY ONE/R		7. REQUIRING OFFICE DND ILS Manager			
8. SUBMISSION SCHEDULE First Submission (English): The Contractor must provide a draft English Operator Training Package for review by Canada no later than 14 calendar days following the acceptance of the English version of the Operator Manual. Response Time: Comments on the draft English Operator Training Package will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (English): The Contractor must provide a revised English Operator Training Package, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised English Operator Training Package will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . First Submission (Bilingual): The Contractor must provide a draft Bilingual Operator Training Package for review by Canada no later than 42 calendar days after the acceptance of the Bilingual Operator Manual. Response Time: Comments on the draft Bilingual Operator Training Package will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (Bilingual): The Contractor must provide a revised Bilingual Operator Training Package, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised Bilingual Operator Training Package will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESS	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM	1	1	1	1
Issued to Students at the Training Session(s)			1 – Student Handout only	1 – CD of the Operator Training Package			

A2.9 CDRL – Provisioning Parts Breakdown

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-205	3. TITLE OR DESCRIPTION OF DATA Provisioning Parts Breakdown		4. AUTHORITY (Data Item Number) DID CEDK-ILS-205				
5. CONTRACT REFERENCE SOW: Para. 4.4.3.1.1 (pg. 15) DID: App. A3.9 (pg. 54)		6. FREQUENCY ONE/R	7. REQUIRING OFFICE DND ILS Manager				
8. SUBMISSION SCHEDULE First Submission: The Contractor must provide a draft Provisioning Parts Breakdown for review by Canada at the same time as the draft English Operator Manual submission. Response Time: Comments on the draft Provisioning Parts Breakdown will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u> . Subsequent Submission(s): The Contractor must provide a revised Provisioning Parts Breakdown, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised Provisioning Parts Breakdown will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM	1	1	1	1

A2.10 CDRL – Supplementary Provisioning Technical Documentation

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-206	3. TITLE OR DESCRIPTION OF DATA Supplementary Provisioning Technical Documentation	4. AUTHORITY (Data Item Number) DID CEDK-ILS-206					
5. CONTRACT REFERENCE SOW: Para. 4.4.3.2.1 (pg. 15) DID: App. A3.10 (pg. 57)	6. FREQUENCY ONE/R	7. REQUIRING OFFICE DND ILS Manager					
8. SUBMISSION SCHEDULE		9. DISTRIBUTION and ADDRESSEES					
<p>First Submission: The Contractor must provide a draft Supplementary Provisioning Technical Documentation for review by Canada at the same time as the draft Provisioning Parts Breakdown submission.</p> <p>Response Time: Comments on the draft Supplementary Provisioning Technical Documentation will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u>.</p> <p>Subsequent Submission(s) The Contractor must provide a revised Supplementary Provisioning Technical Documentation, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments.</p> <p>Response Time: Comments or acceptance of the revised Supplementary Provisioning Technical Documentation will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u>.</p>		A. ADDRESSEE	B. COPIES				
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
		DND ILSM		0	1	1	1

A2.11 CDRL – Identification Plates – Design Template & Populated Designs

CONTRACT DATA REQUIREMENTS LIST							
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit							
2. ITEM NUMBER CDRL CEDK-ILS-207		3. TITLE OR DESCRIPTION OF DATA Identification Plates – Design Template & Populated Designs		4. AUTHORITY (Data Item Number) DID CEDK-ILS-207			
5. CONTRACT REFERENCE SOW: Para. 4.5.1 (pg. 15) DID: App. A3.11 (pg. 59)		6. FREQUENCY ONE/R		7. REQUIRING OFFICE DND ILS Manager			
8. SUBMISSION SCHEDULE First Submission (Design Template): The Contractor must provide a draft Identification Plates design template for review by Canada no later than 28 calendar days after the Kick off Meeting date. Response Time: Comments on the draft Identification Plates design template will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (Design Template): The Contractor must provide a revised Identification Plates design template, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised Identification Plates design template will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . First Submission (Populated Designs): The Contractor must provide all draft populated Identification Plate designs for review by Canada no later than 28 calendar days after acceptance of the Identification Plates design template. Response Time: Comments on the draft populated Identification Plate designs will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> . Subsequent Submission(s) (Populated Designs): The Contractor must provide revised populated Identification Plate designs, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after the receipt of Canada's comments. Response Time: Comments or acceptance of the revised populated Identification Plate designs will be provided by Canada no later than 14 calendar days after receipt of the <u>hard copy submission</u> .			9. DISTRIBUTION and ADDRESSEES				
			A. ADDRESSEE	B. COPIES			
				DRAFT		FINAL	
				Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM	1	1	1	1

A2.12 CDRL – Controlled & Non-Controlled Goods List

CONTRACT DATA REQUIREMENTS LIST				
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit				
2. ITEM NUMBER CDRL CEDK-ILS-208	3. TITLE OR DESCRIPTION OF DATA Controlled & Non-Controlled Goods List (CNCGL)		4. AUTHORITY (Data Item Number) DID CEDK-ILS-208	
5. CONTRACT REFERENCE SOW: Para. 4.6.1 (pg. 15) DID: App. A3.12 (pg. 60)	6. FREQUENCY ONE/R		7. REQUIRING OFFICE DND ILS Manager	
8. SUBMISSION SCHEDULE <p>First Submission: The Contractor must provide a draft CNCGL for review by Canada at the same time as the draft Provisioning Parts Breakdown submission.</p> <p>Response Time: Comments on the draft CNCGL will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u>.</p> <p>Subsequent Submission(s) The Contractor must provide a revised CNCGL, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after receipt of Canada's comments.</p> <p>Response Time: Comments or acceptance of the revised CNCGL will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u>.</p>			9. DISTRIBUTION and ADDRESSEES	
			A. ADDRESSEE	
			B. COPIES	
			DRAFT	
			FINAL	
			Hard Copy	Soft Copy
			Hard Copy	Soft Copy
DND ILSM			0	1
			1	1

A2.13 CDRL – Identification Labels for Storage and Shipment and Packaging Codes

CONTRACT DATA REQUIREMENTS LIST								
1. SYSTEM / ITEM Colourimetric Explosives Detection Kit								
2. ITEM NUMBER CDRL CEDK-ILS-209	3. TITLE OR DESCRIPTION OF DATA Identification Labels for Storage and Shipment and Packaging Codes		4. AUTHORITY (Data Item Number) DID CEDK-ILS-209					
5. CONTRACT REFERENCE SOW: Para. 4.7.3 (pg. 16) DID: App. A3.13 (pg. 62)	6. FREQUENCY ONE/R		7. REQUIRING OFFICE DND ILS Manager					
8. SUBMISSION SCHEDULE First Submission (Labels): The Contractor must provide draft Identification Labels for Storage and Shipment designs for review by Canada no later than 42 calendar days after the Kick-off Meeting. Response Time: Comments on the draft Identification Labels for Storage and Shipment designs will be provided by Canada no later than 28 calendar days after receipt of the <u>soft copy submission</u> . Subsequent Submission(s): The Contractor must provide revised Identification Labels for Storage and Shipment designs, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after receipt of Canada's comments. Response Time: Comments or acceptance of the revised Identification Labels for Storage and Shipment designs will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u> . First Submission (Codes): The Contractor must provide draft Packaging Codes forms for review by Canada no later than 35 calendar days after Canada provides the item's NATO Stock Number. Response Time: Comments on the draft Packaging Codes forms will be provided by Canada no later than 21 calendar days after receipt of the <u>soft copy submission</u> . Subsequent Submission(s): The Contractor must provide revised Packaging Codes forms, addressing Canada's comments, for review and possible acceptance no later than 14 calendar days after receipt of Canada's comments. Response Time: Comments or acceptance of the revised Packaging Codes forms will be provided by Canada no later than 14 calendar days after receipt of the <u>soft copy submission</u> . Note: The Contractor must provide subsequent submission of the Identification Labels for Storage and Shipment designs and Packaging Code forms if additional revisions or additions are required after a range of spares are chosen by Canada.			9. DISTRIBUTION and ADDRESSEES					
			A. ADDRESSEE		B. COPIES			
					DRAFT		FINAL	
					Hard Copy	Soft Copy	Hard Copy	Soft Copy
			DND ILSM		0	1	1	1

A3.0 APPENDIX: DATA ITEM DESCRIPTION

A3.1 DID Item List

DID #	Title	CDRL #
CEDK-PM-001	Meeting Agenda	CEDK-PM-001
CEDK-PM-002	Meeting Minutes	CEDK-PM-002
CEDK-ILS-201	Top Level Assembly Drawing	CEDK-ILS-201
CEDK-ILS-202	Operator Manual	CEDK-ILS-202
CEDK-ILS-203	Operator Quick Reference Card	CEDK-ILS-203
CEDK-ILS-204	Operator Training Package	CEDK-ILS-204
CEDK-ILS-205	Provisioning Parts Breakdown	CEDK-ILS-205
CEDK-ILS-206	Supplementary Provisioning Technical Documentation	CEDK-ILS-206
CEDK-ILS-207	Identification Plates	CEDK-ILS-207
CEDK-ILS-208	Controlled & Non-Controlled Goods List	CEDK-ILS-208
CEDK-ILS-209	Identification Labels for Storage and Shipment and Packaging Codes	CEDK-ILS-209

A3.2 DID Table Definitions

The following section defines the various blocks of information found on the Data Item Description (DID) forms:

BLOCK 1 – TITLE

The title of the data item for the DID.

BLOCK 2 - IDENTIFICATION NUMBER

The Data Item Description (DID) number, consisting of a sequential three-digit number and prefixed with an abbreviation code, to uniquely identify the DID. Note that the 001-099 series is reserved to Project Management (PM) DIDs, the 101-199 series is reserved to Systems Engineering (SE) DIDs and the 201-299 series is reserved to Integrated Logistics Support (ILS) DIDs. The abbreviation codes used for the prefix are:

“PM” for Project Management
“SE” for Systems Engineering
“ILS” for Integrated Logistics Support

BLOCK 3 - DESCRIPTION

Provides a general description of the data content requirements.

BLOCK 4 – RELATED DOCUMENT(S)

Provides a listing of the related documents and specifications associated with and required to produce this DID.

BLOCK 5 - CONTRACT REFERENCE

The specific paragraph numbers from the Contract Statement of Work and CDRL to assist in identifying the work effort associated with the data item.

BLOCK 6 - PREPARATION INSTRUCTIONS

Provides the preparation instructions for the content and format requirements for the DID.

A3.3 DID – Meeting Agenda

DATA ITEM DESCRIPTION	
1. TITLE Meeting Agenda	2. IDENTIFICATION NUMBER DID CEDK-PM-001
3. DESCRIPTION The Meeting Agenda contains the venue information and identifies the discussion items to be covered at meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE SOW: Para. 3.2.5.1.1 (pg. 11) CDRL: App. A2.3 (pg. 31)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Meeting Agenda must set forth the venue, identify all requirements and list the discussion items to be covered at the meeting.	
6.1.2. Venue. The Meeting Agenda must address the venue as follows:	
6.1.2.1. Meeting Identification Number;	
6.1.2.2. Purpose;	
6.1.2.3. Date, time and location; and	
6.1.2.4. Attendees.	
6.1.3. Discussion items. The Meeting Agenda must address the discussion items through the following sections:	
6.1.3.1. Opening Remarks;	
6.1.3.2. Agenda Review;	
6.1.3.3. Review of Previous Minutes;	
6.1.3.4. Opened Discussion Items;	
6.1.3.5. New Discussion Items;	
6.1.3.6. Review of Action Items;	
6.1.3.7. Next Venue; and	
6.1.3.8. Closing Remarks.	
6.2. HARD COPY FORMAT	
6.2.1. The Meeting Agenda must be printed on paper with these characteristics:	
6.2.1.1. Weight of no less than 90 gsm;	
6.2.1.2. Brightness of no less than 96 ISO brightness;	
6.3. SOFT COPY FORMAT	
6.3.1. The Meeting Agenda must be submitted as a MS Word file type.	
6.3.2. The Meeting Agenda MS Word document must be submitted via email (submission size not to exceed 7MB) as follows:	
6.3.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	

6.3.2.2. Subject Field: CEDK-PM-001 – Meeting Agenda – [Rev #] – [Date of Issue]

A3.4 DID – Meeting Minutes

DATA ITEM DESCRIPTION	
1. TITLE Meeting Minutes	2. IDENTIFICATION NUMBER DID CEDK-PM-002
3. DESCRIPTION The Meeting Minutes contains the detailed records of proceedings, discussions, decisions and action items from meetings.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE SOW: Para. 3.2.5.1.2 (pg. 11) CDRL: App. A2.4 (pg. 32)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Meeting Minutes must contain the detailed records of proceedings, discussions, decisions and action items from the meeting and be presented through the following sections:	
6.1.1.1. General – consisting of meeting identification number, purpose, date, time and location;	
6.1.1.2. Attendees, consisting of the organization each person represents, and the identification of the Chairperson(s);	
6.1.1.3. Opening Remarks;	
6.1.1.4. Action Item Report - used to monitor issues, assign responsibility, direct action and track status, history, and progress, and must consist of:	
6.1.1.4.1. Item #; date initiated; required action; assigned actionee; target completion date; cross-reference to all related action items.	
6.1.1.4.2. Action Item Report must be updated with each meeting and must consist of:	
6.1.1.4.2.1. Action Item current status and the actual date completed;	
6.1.1.5. Next Venue;	
6.1.1.6. Closing Remarks;	
6.2. SOFT COPY FORMAT	
6.2.1. The Meeting Minutes must be submitted as a PDF file type.	
6.2.2. The Meeting Minutes PDF must be submitted via email (submission size not to exceed 7MB) as follows:	
6.2.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	
6.2.2.2. Subject Field: CEDK-PM-002 – Meeting Minutes – [Rev #] – [Date of Issue]	

A3.5 DID – Top Level Assembly Drawing

DATA ITEM DESCRIPTION	
1. TITLE Top Level Assembly Drawing	2. IDENTIFICATION NUMBER DID CEDK-ILS-201
3. DESCRIPTION The Top Level Assembly Drawing describes the assembled relationship of all the parts of the system.	
4. RELATED DOCUMENTS D-01-400-001/SG-000 <i>Standard - Engineering Drawing Practices</i> D-01-400-002/SF-000 <i>Specification - Levels of Engineering Drawings</i>	5. CONTRACT REFERENCE SOW: Para. 3.2.2.2 (pg. 10) CDRL: App. A2.5 (pg. 33)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Top Level Assembly Drawing must contain all information necessary to define the relationship between all the components of the CEDK in order for DND to initiate cataloging of the complete system.	
6.2. GENERAL FORMAT	
6.2.1. The Top Level Assembly Drawing must be prepared IAW D-01-400-001/SG-000, Engineering Drawing Practices, para 7.4 and D-01-400-002/SF-000: Levels of Engineering Drawings, para 3.3.2 (level 2).	
6.3. HARD COPY FORMAT	
6.3.1. The Top Level Assembly Drawing must be printed on paper with these characteristics:	
6.3.1.1. Standard US Ledger size (432 mm x 279 mm)	
6.3.1.2. Weight of no less than 90 gsm;	
6.3.1.3. Brightness of no less than 96 ISO brightness;	
6.4. SOFT COPY FORMAT	
6.4.1. The Top Level Assembly Drawing must be submitted as a PDF file type, and match the printed format and layout.	
6.4.2. Viewing the PDF version: pages, regardless of size, containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.	
6.4.3. Soft Copy format submission size below 7MB – The Top Level Assembly Drawing PDF may be submitted via email as follows:	
6.4.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	
6.4.3.2. Subject Field: CEDK-ILS-201 – Top Level Assembly Drawing – [Rev #] – [Date of Issue]	
6.4.4. Soft Copy format submission size at or above 7MB - The Top Level Assembly Drawing PDF must be submitted on CD or DVD media and be labelled as follows:	
6.4.4.1. Colourimetric Explosives Detection Kit	
6.4.4.2. Top Level Assembly Drawing;	
6.4.4.3. CEDK-ILS-201;	
6.4.4.4. The Revision number, and	
6.4.4.5. The date of issue.	

A3.6 DID – Operator Manual

DATA ITEM DESCRIPTION	
1. TITLE Operator Manual	2. IDENTIFICATION NUMBER DID CEDK-ILS-202
3. DESCRIPTION The Operator Manual contains all the essential information required to describe the safe and correct operative procedures and operator maintenance associated with the equipment.	
4. RELATED DOCUMENTS C-01-100-100/AG-008 <i>Writer's Guide for Technical Documentation</i>	5. CONTRACT REFERENCE SOW: Para. 4.3.1.1.1 (pg. 12) CDRL: App. A2.6 (pg. 34)
6 PREPARATION INSTRUCTIONS	
6.1 CONTENT	
6.1.1 The Operator Manual must cover the following topics, and others judged pertinent by the Contractor:	
6.1.1.1 General Description/Equipment Overview;	
6.1.1.2 Pre-use testing/inspection;	
6.1.1.3 Preparation and set up for use;	
6.1.1.4 Use and operation, including operation under emergency, adverse, or abnormal conditions, when applicable;	
6.1.1.5 Operator Maintenance, IAW the Maintenance Concept para 4.1 (pg. 12);	
6.1.1.6 Safety/Hazardous material issues;	
6.1.2 The Operator Manual material covered in 6.1.1 above, must be amplified by colour illustrations, line drawings, and good quality colour pictures.	
6.2 GENERAL FORMAT	
6.2.1 The Operator Manual must be prepared in the Contractor's format while being in full conformance with the above-stated issue of C-01-100-100/AG-008.	
6.2.2 The Operator Manual must include the National Defence Index of Documentation (NDID) number, provided to the Contractor by DND, which must be placed on the top right corner of all the pages of the manual.	
6.3 HARD COPY FORMAT	
6.3.1 The accepted Operator Manual hard copies must be:	
6.3.1.1 Printed on paper with these characteristics:	
6.3.1.1.1 Paper size used must allow for storage in the CEDK Carry Pouch, but text font used must be no smaller than Arial Font Size 9.	
6.3.1.1.2 Covers: 320-370 gsm polyester film (such as Pico Film), matt surface and white colour	
6.3.1.1.3 Pages: 150-190 gsm polyester film (such as Pico Film), matt surface and white colour	
6.3.1.2 Bound with white or black spiral PVC coil (such as PLASTIKOIL®)	
6.4 SOFT COPY FORMAT	
6.4.1 The Operator Manual must be provided as a PDF file with searchable text that matches the printed publication's format and layout. Links, bookmarks and thumbnails are to be included in the PDF file. All references made to a specific paragraph, figure, appendix must be appropriately linked.	

- 6.4.2 Viewing the Operator Manual PDF: pages, regardless of size, containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.
- 6.4.3 **Soft Copy format submission size below 7MB** – The Operator Manual PDF and its native file may be submitted via email as follows:
- 6.4.3.1 To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.4.3.2 Subject Field: CEDK-ILS-202 – Operator Manual – [Rev #] – [Date of Issue]
- 6.4.4 **Soft Copy format submission size at or above 7MB** - The Operator Manual PDF and its native file must be submitted on CD or DVD media and be labelled as follows:
- 6.4.4.1 Colourimetric Explosives Detection Kit
 - 6.4.4.2 Operator Manual;
 - 6.4.4.3 CEDK-ILS-202;
 - 6.4.4.4 The Revision number, and
 - 6.4.4.5 The date of issue.

A3.7 DID – Operator Quick Reference Card

DATA ITEM DESCRIPTION	
1. TITLE Operator Quick Reference Card	2. IDENTIFICATION NUMBER DID CEDK-ILS-203
3. DESCRIPTION Operator Quick Reference Card (OQRC) will allow the trained user to quickly unpack, assemble, and safely use the equipment.	
4. RELATED DOCUMENTS	5. CONTRACT REFERENCE SOW: Para. 4.3.1.2.1 (pg. 12) CDRL: App. A2.7 (pg. 35)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The OQRC must contain the necessary instructions to allow a trained user to quickly, safely and effectively operate the equipment.	
6.1.2. The OQRC must assume that the equipment's initial state is packed in its carrying case.	
6.1.3. The OQRC instructions must be based on pictograms illustrating the sequence of steps required while using only minimal text to assist in the understanding of the document. Desired look and feel would be similar to commercial airline safety pamphlets describing the use of oxygen masks, and emergency exits.	
6.1.4. The OQRC must not introduce new information and procedures not also described in the Operator Manual, as the Operator Manual is the master document on how to use the equipment.	
6.1.5. The OQRC cautionary advisory's heading must be determined based on the criteria set out in ANNEX A SOW para. 4.3.3.1.	
6.1.6. The OQRC cautionary advisory must read as follows: " This Operator Quick Reference Card is intended solely for experienced users who have been trained on this equipment, and have read and understood its Operator Manual (CFTO# to be supplied by DND). When in doubt, read the Operator Manual before operating this equipment. "	
6.1.7. The OQRC cautionary advisory must also have, immediately following this text, a brief description of the consequences of misuse of the equipment, linked to the same criteria listed in 6.1.5 above.	
6.2. HARD COPY FORMAT	
6.2.1. The accepted OQRC hard copies must:	
6.2.1.1. Be printed on paper with pages of 320-370 gsm polyester film (such as Pico Film), matt surface and white colour;	
6.2.1.2. Be bound with white or black spiral PVC coil (such as PLASTIKOIL®); and,	
6.2.1.3. Contain no more than four (4) sheets;	
6.3. SOFT COPY FORMAT	
6.3.1. The OQRC must be provided as a PDF file with searchable text that matches the printed publication's format and layout. Links, bookmarks and thumbnails are to be included in the PDF file. All references made to a specific paragraph, figure, appendix must be appropriately linked.	

- 6.3.2. Viewing the OQRC PDF: pages, regardless of size, containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.
- 6.3.3. **Soft Copy format submission size below 7MB** – The OQRC PDF and its native file may be submitted via email as follows:
- 6.3.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.3.3.2. Subject Field: CEDK-ILS-203 – OQRC – [Rev #] – [Date of Issue]
- 6.3.4. **Soft Copy format submission size at or above 7MB** - The OQRC PDF and its native file must be submitted on CD or DVD media and be labelled as follows:
- 6.3.4.1. Colourimetric Explosives Detection Kit
 - 6.3.4.2. OQRC;
 - 6.3.4.3. CEDK-ILS-203;
 - 6.3.4.4. The Revision number, and
 - 6.3.4.5. The date of issue.

A3.8 DID – Operator Training Package

DATA ITEM DESCRIPTION	
1. TITLE Operator Training Package	2. IDENTIFICATION NUMBER DID CEDK-ILS-204
3. DESCRIPTION The Operator Training Package will be used as the reference material during the Training Sessions, and to facilitate future lesson plan preparation on the operation, Operator maintenance and storage of the equipment.	
4. RELATED DOCUMENTS C-01-100-100/AG-008 <i>Writer's Guide for Technical Documentation</i>	5. CONTRACT REFERENCE SOW: Para. 4.3.1.3.1 (pg. 12) CDRL: App. A2.8 (pg. 36)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Operator Training Package course material must include, in the order judged most appropriate by the Contractor, the following subjects:	
6.1.1.1. General Description/Equipment Overview;	
6.1.1.2. Pre-use testing/inspection;	
6.1.1.3. Preparation and set up for use;	
6.1.1.4. Use and operation, including operation under emergency, adverse, or abnormal conditions, when applicable;	
6.1.1.5. Preparation for travel and handling;	
6.1.1.6. Storage, preservation, exercising, and reactivation procedures;	
6.1.1.7. Safety and Hazardous material issues;	
6.1.1.8. Operator Troubleshooting and testing;	
6.1.1.9. Basic diagnosis and fault finding; and,	
6.1.1.10. Operator Maintenance IAW the Maintenance Concept para. 4.1 (pg. 12).	
6.1.2. The Operator Training Package course material must be amplified by colour illustrations, line drawings, and good quality colour pictures.	
6.1.3. The Operator Training Package course material subjects must be approached from the perspective of the students having good experience on the subject.	
6.1.4. The Operator Training Package course material must not present any information that cannot also be found in the Technical Publication Package documents; those documents remain the primary reference for the equipment.	
6.1.5. The Operator Training Package must include a Student Handout that includes the course material described above.	
6.1.6. The Operator Training Package must include an Instructor Lesson Plan that includes the course material described above, speaker's notes, and outlines the following:	
6.1.6.1. Classroom's physical and functional requirements;	
6.1.6.2. Field area's physical and functional requirements;	
6.1.6.3. Training Session schedule, divided by course material subjects;	
6.1.6.4. Instructor/Student ratio for the course material subjects;	

- 6.1.6.5. Training material that will be supplied by the Contractor;
- 6.1.6.6. Training material that is expected to be supplied by Canada.

6.2. **GENERAL FORMAT**

- 6.2.1. The Operator Training Package can be prepared in the Contractor's format while using C-01-100-100/AG-008 as guidance.
- 6.2.2. No Contractor or sub-contractor logo, name, trademark, or other wording or device that may be interpreted as advertising must appear in the publication.
- 6.2.3. The Operator Training Package **Student Handout** must have no more than three (3) slides per page of the course material, and have additional space and lines for note taking.
- 6.2.4. The Operator Training Package **Instructor Lesson Plan** must have one (1) slide per page of the course material, with the speaker's notes below it.

6.3. **HARD COPY FORMAT**

- 6.3.1. The Operator Training Package must be furnished in a three (3) ring binder(s) and printed on paper with these characteristics:
 - 6.3.1.1. Weight of no less than 90 gsm;
 - 6.3.1.2. Brightness of no less than 96 ISO brightness;

6.4. **SOFT COPY FORMAT**

- 6.4.1. The Operator Training Package soft copy format must be MS PowerPoint.
- 6.4.2. **Soft Copy format submission size below 7MB** – The Operator Training Package may be submitted via email as follows:
 - 6.4.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.4.2.2. Subject Field: CEDK-ILS-204 – Operator Training Package – [Rev #] – [Date of Issue]
- 6.4.3. **Soft Copy format submission size at or above 7MB** - The Operator Training Package file must be submitted on CD or DVD media and be labelled as follows:
 - 6.4.3.1. Colourimetric Explosives Detection Kit
 - 6.4.3.2. Operator Training Package;
 - 6.4.3.3. CEDK-ILS-204;
 - 6.4.3.4. The Revision number, and
 - 6.4.3.5. The date of issue.

A3.9 DID – Provisioning Parts Breakdown

DATA ITEM DESCRIPTION	
1. TITLE Provisioning Parts Breakdown	2. IDENTIFICATION NUMBER DID CEDK-ILS-205
3. DESCRIPTION The Provisioning Parts Breakdown (PPB) is a top-down breakdown of the equipment in the configuration in which it is being procured. This breakdown is accomplished by listing all parts included in the end item in a lateral and descending family tree/generation breakdown. In this breakdown, all assemblies, subassemblies and parts are listed in relation to the next higher assembly. This relationship is shown by means of an indention code as illustrated in the top-down breakdown sequence. For example, an assembly with indention code B must be followed by a detailed breakdown of all the subsequent indention codes pertaining to that assembly before the next indention code B assembly (if any) is, in turn, broken down.	
4. RELATED DOCUMENTS D-01-100-214/SF-000 <i>Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment</i>	5. CONTRACT REFERENCE SOW: Para. 4.4.3.1.1 (pg. 15) CDRL: App. A2.9 (pg. 37)
6 PREPARATION INSTRUCTIONS 6.1 CONTENT 6.1.1 The PPB must contain data as per Table 1 below, which supersedes Figures 1 and 5 in D-01-100-214/SF-000. 6.1.2 The PPB attaching parts and fasteners, given a “Y” indention code, must immediately follow the part which they fasten. 6.1.3 The PPB Data Field definitions can be found at section 3.9.4 of the D-01-100-214/SF-000 specification. The following override applies: <i>Expanded Description (SPTD)</i> must contain the line item’s applicable SPTD filename. 6.1.4 For clarity: 6.1.4.1 <i>Original Equipment Manufacturer’s Part Number</i> refers only to the Contractor which DND has contracted to supply the equipment; data from sub-contractors for items that they did not manufacture or do not control are not permitted. This field may be left blank if no data is available, or if it is the same as the MRN. 6.1.4.2 <i>Quantity per Assembly (QPA)</i> refers to the number of times the item is used in the next higher assembly. For example, a C-level item’s QPA will show the number of times it is used in its related B-level assembly, without being multiplied by the number of B-level assemblies. 6.1.4.3 <i>Quantity per Equipment (QPE)</i> refers to the total number of times the item is used in the whole prime equipment (A-level). If that quantity exceeds 99999, the figure will show 99999 in the field, with the true quantity (if known) shown in the Expanded Description field. 6.1.4.4 <i>NATO Commercial and Government Entity (NCAGE)</i> Codes can be searched and requested through the NATO portal: https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx .	

TABLE 1

DATA FIELDS REQUIRED	Field Length
Item Number	6
Indentation Code	1
Item Name	32
MRN	30
NCAGE	5
OEM's Part Number	30
NATO Stock Number	16
Quantity Per Assembly (QPA)	4
Quantity Per Equipment (QPE)	5
Standard Unit Price	9
Unit Of Issue	2
Reparability Indicator (REP)	1
Government Supplied Material (GSM)	1
Procurement Lead Time (PLT)	3
Shelf Life	2
Usage Rate	5
Recommended Buy Quantity	8
SMR Code	5
Expanded Description	34
Expanded Description (SPTD)	74

6.1.5 The Source Maintenance and Recoverability (SMR) Codes are used to communicate maintenance and supply instructions to the various logistic support levels and user organizations for the logistic support of systems, equipment, and end items. The PPB SMR Codes must be chosen from the following list:

SMR Field Position	Code	Application/Explanation
First and Second Position Source Codes	PA	Item procured and stocked for anticipated or known usage. Items are normally considered for replenishment
	PC	Item procured and stocked, but is deteriorative in nature.
	PF	Support equipment which will not be stocked, but which will be centrally procured on demand.
	XA	Item is not procured or stocked because the requirements for the item will result in the replacement of the next higher assembly
	XC	Installation drawing, diagram, instruction sheet, or field Service drawing, that is identified by the manufacturers' part number.
Third Position Maintenance Codes	C	Support item is removed, replaced, used by the operator/crew.
	O	Support item is removed, replaced, or used at the Technician Maintenance level.
	K	Repairable item. Item is removed, replaced, or used at contractor facility.
Fourth Position Repair Codes	C	The lowest maintenance activity capable of complete repair of the support item is the operator/crew.
	O	The lowest maintenance activity capable of complete repair of the support item is the Technician Maintenance level.
	K	Repairable support item. Complete repair capability exists at a designated contractor facility.
	Z	Non-repairable.
Fifth Position Recoverability Codes	C	Repairable item. When uneconomically repairable, condemn and disposed by the operator/crew.

	Z	Non-repairable item. When item becomes unserviceable, condemn and disposed of by authorized activity.
	O	Repairable item. When uneconomically repairable, condemn and dispose at organizational activity.
	K	Repairable item. Condemnation and disposal to be performed at contractor facility.

6.2 GENERAL FORMAT

6.2.1 The PPB must be prepared as an MS Excel spreadsheet, formatted IAW D-01-100-214/SF-000.

6.3 HARD COPY FORMAT

6.3.1 The PPB must be printed on paper with these characteristics:

6.3.1.1 Standard US Ledger size (432 mm x 279 mm)

6.3.1.2 Weight of no less than 90 gsm;

6.3.1.3 Brightness of no less than 96 ISO brightness;

6.4 SOFT COPY FORMAT

6.4.1 The PPB must be provided as an MS Excel Spreadsheet file.

6.4.2 **Soft Copy format submission size below 7MB** – The PPB may be submitted via email as follows:

6.4.2.1 To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.

6.4.2.2 Subject Field: CEDK-ILS-205 – PPB – [Rev #] – [Date of Issue]

6.4.3 **Soft Copy format submission size at or above 7MB** - The PPB file must be submitted on CD or DVD media and be labelled as follows:

6.4.3.1 Colourimetric Explosives Detection Kit

6.4.3.2 Provisioning Parts Breakdown;

6.4.3.3 CEDK-ILS-205;

6.4.3.4 The Revision number, and

6.4.3.5 The date of issue.

A3.10 DID – Supplementary Provisioning Technical Documentation

DATA ITEM DESCRIPTION	
1. TITLE Supplementary Provisioning Technical Documentation	2. IDENTIFICATION NUMBER DID CEDK-ILS-206
3. DESCRIPTION The Supplementary Provisioning Technical Documentation (SPTD) fully identifies and describes part(s) that may be catalogued.	
4. RELATED DOCUMENTS D-01-100-214/SF-000 <i>Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment</i> D-01-400-001/SG-000 <i>Standard - Engineering Drawing Practices</i>	5. CONTRACT REFERENCE SOW: Para. 4.4.3.2.1 (pg. 15) CDRL: App. A2.10 (pg. 38)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT	
6.1.1. The Supplementary Provisioning Technical Documentation (SPTD) must be provided for each item appearing on the Provisioning Documentation, as follows:	
6.1.1.1. The SPTD must include the technical data required for DND to classify and fully describe the item within the NATO codification system, allowing for item identification and cataloguing purposes.	
6.1.1.2. Key elements of good SPTD:	
6.1.1.2.1. Displays the true manufacturer company logo & address (or NCAGE), and MRN (see D-01-100-214/SF-000 for definitions.).	
6.1.1.2.2. Lists characteristic data about the item:	
6.1.1.2.2.1. Configuration;	
6.1.1.2.2.2. Physical characteristics, such as dimensions, tolerances, material, mandatory processes, surface finish, and protective coatings;	
6.1.1.2.2.3. Electrical Characteristics;	
6.1.1.2.2.4. Performance data;	
6.1.1.2.2.5. Special features which contribute to the uniqueness of the item, especially for common items modified to a particular standard of performance.	
6.1.1.2.3. Clearly shows the item in question.	
6.1.1.2.4. Shows where the item fits in the next higher assembly (where practical).	
6.2. GENERAL FORMAT	
6.2.1. The SPTD must be prepared as black and white line drawing(s) or with good quality photograph(s) within a Technical Datasheet.	
6.2.1.1. If prepared as a drawing, the SPTD must follow the drawing format of D-01-400-001/SG-000 section 7.4, with attached parts lists (for assemblies), so that DND can ensure that the Provisioning Documentation reflects the current and complete configuration of the equipment being produced.	
6.3. HARD COPY FORMAT	
6.3.1. The SPTD must be printed on Ledger (11"x17") paper with these characteristics:	
6.3.1.1. Weight of no less than 90 gsm;	
6.3.1.2. Brightness of no less than 96 ISO brightness;	
6.4. SOFT COPY FORMAT	
6.4.1. The SPTD must be submitted in PDF file type, with filenames in the following format: (MRN)_(NCAGE)_(item name).pdf.	

- 6.4.2. **Soft Copy format submission size below 7MB** – The SPTD PDFs may be submitted via email as follows:
- 6.4.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.4.2.2. Subject Field: CEDK-ILS-206 – SPTD – [Rev #] – [Date of Issue]
- 6.4.3. **Soft Copy format submission size at or above 7MB** – The SPTD PDFs must be submitted on CD or DVD media and be labelled as follows:
- 6.4.3.1. Colourimetric Explosives Detection Kit
 - 6.4.3.2. SPTD;
 - 6.4.3.3. CEDK-ILS-206;
 - 6.4.3.4. The Revision number, and
 - 6.4.3.5. The date of issue.

A3.11 DID – Identification Plates – Design Template & Populated Designs

DATA ITEM DESCRIPTION	
1. TITLE Identification Plates – Design Template & Populated Designs	2. IDENTIFICATION NUMBER DID CEDK-ILS-207
3. DESCRIPTION The Identification Plates uniquely identify equipment and components and spares based on the procedures governing the identification marking of Canadian military property.	
4. RELATED DOCUMENTS D-02-002-001/SG-001 <i>Canadian Forces Standard Identification Marking of Canadian Military Property</i> D-01-400-002/SF-000 <i>Specification - Levels of Engineering Drawings</i>	5. CONTRACT REFERENCE SOW: Para. 4.5.1 (pg. 15) CDRL: App. A2.11 (pg. 39)
6. PREPARATION INSTRUCTIONS	
6.1. CONTENT AND GENERAL FORMAT	
6.1.1. In accordance with D-02-002-001/SG-001, the Identification Plates affixed to each item included in Annex A SOW para 4.5.2 must be of size, format, and construction appropriate for the item being identified, and contain the data required for those Identification Plate formats in both official languages.	
6.1.2. The Identification Plates Design Template & Populated Designs must be prepared as representative Level 2 drawings (see D-01-400-002/SF-000).	
6.1.2.1. The Level 2 drawings must include the mounting or installation method for each Identification Plate, with any fasteners described by size, and/or technical standard, and/or NSN, and quantity.	
6.2. HARD COPY FORMAT	
6.2.1. The Identification Plates Design Template & Populated Designs must be:	
6.2.1.1. Printed in 1:1 scale;	
6.2.1.2. Printed on Standard US Ledger size paper (432 mm x 279 mm), with a:	
6.2.1.2.1. Weight of no less than 90 gsm;	
6.2.1.2.2. Brightness of no less than 96 ISO brightness;	
6.3. SOFT COPY FORMAT	
6.3.1. The Identification Plates Design Template & Populated Designs must be provided as PDF files, filename labelled in the following way: [Item Name]_[MRN].pdf.	
6.3.2. The Identification Plates Design Template and Populated Designs PDFs containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.	
6.3.3. Soft Copy format submission size below 7MB – The Identification Plates Design Template & Populated Designs may be submitted via email as follows:	
6.3.3.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.	
6.3.3.2. Subject Field: CEDK-ILS-207 – Identification Plates – [Rev #] – [Date of Issue]	
6.3.4. Soft Copy format submission size at or above 7MB – The Identification Plates Design Template & Populated Designs file must be submitted on CD or DVD media and be labelled as follows:	
6.3.4.1. Colourimetric Explosives Detection Kit	
6.3.4.2. Identification Plates	
6.3.4.3. CEDK-ILS-207;	
6.3.4.4. The Revision number, and	
6.3.4.5. The date of issue.	

A3.12 DID – Controlled & Non-Controlled Goods List

DATA ITEM DESCRIPTION	
<p>2. TITLE</p> <p>Controlled & Non-Controlled Goods List (CNCGL)</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID CEDK-ILS-208</p>
<p>3. DESCRIPTION</p> <p><u>Controlled Goods Items</u> – The CNCGL identifies if the controlled goods end items, components and sub-components of the equipment are specifically designed and modified for military purpose, and provides the Demilitarization Instructions if required.</p> <p><u>Non-Controlled Goods Items</u> – The CNCGL still includes non-controlled goods end items, components and sub-components of the equipment, as they will still require a DMC assignment.</p>	
<p>4. RELATED DOCUMENTS</p> <p>C-02-007-000/AG-001 <i>Controlled Technology Access and Transfer (CTAT) Manual</i></p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 4.6.1 (pg. 15) CDRL: App. A2.12 (pg. 40)</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT</p> <p>6.1.1. The CNCGL must identify end items accordingly, IAW C-02-007-000/AG-001:</p> <ul style="list-style-type: none"> 6.1.1.1. For Canadian origin items, Canada’s Export Control List (ECL) articles that apply in accordance with the Defence Product Act (DPA); 6.1.1.2. For US origin dual use, the Export Control Classification Number (ECCN) of the Commerce Control List that applies; 6.1.1.3. For US origin controlled goods also known as defence articles, the United States Munitions List (USML) Category and paragraph that apply in accordance with the International Traffic in Arms Regulations (ITAR); 6.1.1.4. For all other countries other than Canada and the USA, the category and article of the Wassenaar Control List that applies, and 6.1.1.5. All items require a Demilitarization Code (DMC). <p>6.2. GENERAL FORMAT</p> <p>6.2.1. The CNCGL must be in spreadsheet format with 6 columns:</p> <ul style="list-style-type: none"> 6.2.1.1. Item name; 6.2.1.2. Manufacturer’s Reference Part Number; 6.2.1.3. Ref para for Canadian origin items (ECL); 6.2.1.4. Ref para for US origin controlled goods (USML); 6.2.1.5. Demilitarization Code (DMC); 6.2.1.6. Formal Demilitarisation Instructions, if DMC is F; 6.2.1.7. Remarks. <p>6.3. HARD COPY FORMAT</p> <p>6.3.1. The CNCGL must be printed on paper with these characteristics:</p> <ul style="list-style-type: none"> 6.3.1.1. Weight of no less than 90 gsm; 6.3.1.2. Brightness of no less than 96 ISO brightness; 	

6.4. **SOFT COPY FORMAT**

- 6.4.1. The CNCGL must be provided as an MS Excel Spreadsheet file.
- 6.4.2. **Soft Copy format submission size below 7MB** – The CNCGL may be submitted via email as follows:
 - 6.4.2.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.
 - 6.4.2.2. Subject Field: CEDK-ILS-208 – CNCGL – [Rev #] – [Date of Issue]
- 6.4.3. **Soft Copy format submission size at or above 7MB** – The CNCGL file must be submitted on CD or DVD media and be labelled as follows:
 - 6.4.3.1. Colourimetric Explosives Detection Kit
 - 6.4.3.2. CNCGL
 - 6.4.3.3. CEDK-ILS-208;
 - 6.4.3.4. The Revision number, and
 - 6.4.3.5. The date of issue.

A3.13 DID – Identification Labels for Storage and Shipment and Packaging Codes

DATA ITEM DESCRIPTION	
<p>3. TITLE</p> <p>Identification Labels for Storage and Shipment and Packaging Codes</p>	<p>2. IDENTIFICATION NUMBER</p> <p>DID CEDK-ILS-209</p>
<p>3. DESCRIPTION</p> <p>The Identification Labels for Storage and Shipment and Packaging Codes (CF271 forms) ensures that the labelling used to identify packages for items procured by DND and shipped to and stored at a Canadian facility comply with CAF specifications. As well, this will allow DND to obtain a complete record of packaging codes for catalogued items of the equipment.</p>	
<p>4. RELATED DOCUMENTS</p> <p>D-LM-008-011/SF-001 <i>Preparation and Use of Packaging Requirements Codes</i> D-LM-008-002/SF-001 <i>Specification for Marking for Storage and Shipment</i> D-01-400-002/SF-000 <i>Specification - Levels of Engineering Drawings</i> CF271 Form <i>(MS Excel version provided by DND after contract award)</i></p>	<p>5. CONTRACT REFERENCE</p> <p>SOW: Para. 4.7.3 (pg. 16) CDRL: App. A2.13 (pg. 41)</p>
<p>6. PREPARATION INSTRUCTIONS</p> <p>6.1. CONTENT AND GENERAL FORMAT</p> <p>6.1.1. The Identification Labels for Storage and Shipment design, populated with the appropriate data, must be provided as Level 1 drawings (see D-01-400-002/SF-000) and include dimensions to show the measurements as defined by D-LM-008-002/SF-001 (example: text size, bar code dimensions).</p> <p>6.1.2. A separate Packaging Code (CF271 Form) must be provided electronically for each item that:</p> <p style="margin-left: 20px;">6.1.2.1. Requires special packaging, packing, or preservation considerations to meet the required protection level (see 4.7.1 of the SOW), as per D-LM-008-011/SF-001 (see Table 1 below); and,</p> <p style="margin-left: 20px;">6.1.2.2. Has a NATO Stock Number (NSN).</p> <p>6.1.3. The CF271 forms' file name must correspond to the item listed within, either by its part number or NSN (example: CF271 9422-01-552-8836.xls).</p> <p>6.2. HARD COPY FORMAT</p> <p>6.2.1. The Identification Labels for Storage and Shipment designs must be printed on paper with these characteristics:</p> <p style="margin-left: 20px;">6.2.1.1. Standard US Ledger size (432 mm x 279 mm)</p> <p style="margin-left: 20px;">6.2.1.2. Weight of no less than 90 gsm;</p> <p style="margin-left: 20px;">6.2.1.3. Brightness of no less than 96 ISO brightness;</p> <p>6.3. SOFT COPY FORMAT</p> <p>6.3.1. The Identification Labels for Storage and Shipment designs must be provided as PDF files.</p> <p>6.3.2. The Identification Labels for Storage and Shipment designs PDFs containing text and illustrations in landscape, must be rotated for electronic viewing and reading in landscape.</p> <p>6.3.3. The Packaging Codes (CF271 forms) must be provided as MS Excel Spreadsheet files.</p> <p>6.3.4. Soft Copy format submission size below 7MB – The Identification Labels for Storage and Shipment and Packaging Codes may be submitted via email as follows:</p> <p style="margin-left: 20px;">6.3.4.1. To Field: As per the related CDRL section 9.A. Addressee, as identified in the contract.</p> <p style="margin-left: 20px;">6.3.4.2. Subject Field: CEDK-ILS-209 – Identification Labels for Storage and Shipment and Packaging Codes – [Rev #] – [Date of Issue]</p>	

