Quick Overview of the Source Approval Process
Strategic Alternate Sourcing Program Office (SASPO), Tinker AFB, OK
http://www.tinker.af.mil/429scms.saspo/

AFMCI 23-113 (http://static.e-publishing.af.mil/production/1/afmc/publication/afmci23-113/afmci23-113.pdf) outlines the process for building a Source Approval Request (SAR) package.

Once a company determines the item they would like to pursue the following steps will help with the process:

1.) Research Federal Business Opportunities (www.FBO.gov) to see if there is data (QRs, RDL, EDL, drawings, etc.) for each NSN you wish to submit a Source Approval Request (SAR). If the data is there, then you may be able to get it for free.

2.) Determine the managing organization. WebFLis (https://fp.logisticsinformationservice.dla.mil/pub/pub_search.aspx) is one tool that will allow you to cross reference the NSN or Part Number to the managing organization. This can be found under "SOS" in the "Management" section. (FGZ = Robins AFB, FHZ = Tinker AFB, FLZ = Hill AFB and SMS = Defense Logistics Agency- DLA). Note: The AF manages their items by P/N but we buy items by NSN.

3.) Request the Qualification Requirements and Engineering Data List (EDL) or Repair Data List (RDL), as applicable, from the managing organization:
   - For items managed at Hill AFB (http://www.hill.af.mil/library/factsheets/factsheet.asp?id=5612) and Robins AFB (http://www.robins.af.mil/library/smbus.asp) contact their respective Small Business Offices
   - For ERRC N or P new buy or any repair managed by Tinker AFB, contact the AFSC Small Business Office (http://www.tinker.af.mil/sbo.asp)
   - For ERRC T new buy items, you may send a request to SASPO at 429SCMS.SASPO.Workflow@us.af.mil

4.) To procure drawings/manufacturing data from the JEDMICS Public Sales Office (PSO) (minimal cost) at ocalc.lgldo.public@us.af.mil, please see attached information below for this process. Please do not contact the PSO for Technical Orders (TOs).

Public_Sales_Reques
ting_Data_Process.pc

5.) **DO YOUR MARKET RESEARCH.** Determine if you have the ability to manufacture/repair the item and if it fits your business case, which should include your own market research.

6.) Build a Source Approval Request (SAR) package in accordance with the Qualification Requirement and AFMCI 23-113.

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7.) Submit your SAR package for evaluation to the item's managing organization.

8.) If you intend to submit more than one NSN to a package, please coordinate with the same offices identified in #3 above for requesting QRs/EDLs/RDLs before submitting.

9.) For items managed by DLA contact them at: Marc Organt, DSN: 695.4553, marc.organt@dla.mil or Todd Kissinger, todd.kissinger@dla.mil.

More information pertaining to the qualification/SAR process may be obtained at any of the three Small Business Office websites listed in #3 above or from the SASPO website at:
http://www.tinker.af.mil/429scms.saspo/

ACRONYM LISTING

AFB	Air Force Base
AFMCI	Air Force Materiel Command Instruction
DLA	Defense Logistics Agency
EDL	Engineering Data List
NSN	National Stock Number
JEDMICS	Joint Engineering Data Management Information and Control System
P/N	Part Number
PSO	Public Sales Office
QR	Qualification Requirement
RDL	Repair Data List
SAR	Source Approval Request
SASPO	Strategic Alternate Sourcing Program Office
TO	Technical Order

Note: FGZ, FHZ and FLZ are only designator codes, not acronyms