



**DEFENSE CONTRACT MANAGEMENT AGENCY**  
**WESTERN REGIONAL COMMAND**  
DCMA SANTA ANA  
34 CIVIC CENTER PLAZA, ROOM 5001  
SANTA ANA, CA 92701-4056

IN REPLY

REFER TO: DCMA-WSQH

Date: 09/19/14

TO: **Contractor's Representative:** Mr. Micheal Morady

**Contractor's Representative's Title:** President

**Company Name:** American Export Packing

**Cage Code:** 4X962

**Company Address:** 1399 N MILLER ST, ANAHEIM, CA 92806-1412

**SUBJECT:** Authorization for Alternative Release Procedures (ARP)

The Defense Contract Management Agency (DCMA) recognizes contractors who have demonstrated the capability to maintain a satisfactory Quality Management System. DCMA Santa Ana has recommended that your facility American Export Packing 4X962 be authorized to participate in the Alternative Release Program. Alternative Release Procedures allow the contractor to release shipments before obtaining a QAR's signature in Wide Area Workflow (WAWF), or Block 21A of the DD Form 250, Material Inspection and Receiving Report. However, Alternative Release Procedures will not be used as the sole basis for Government acceptance or in lieu of performing surveillance on the supplies involved.

This authorization will provide mutual benefits by minimizing delays and permitting a more uniform flow of shipments. The Government will continue to review your Quality Management System and perform or witness those inspections and tests deemed necessary to assure the continued satisfactory performance. This authority does not relieve you of the responsibility of notifying the QAR when shipments are ready for inspection/testing. Notification shall be made in sufficient time to allow sampling and inspection if the QAR so requests. In an effort to fully support requests for service by the Defense Contract Management Agency (DCMA) office, all requests for Government Source Inspection (GSI) must be requested to the following inbox email address [DCMASantaAnaWSQH@dcma.mil](mailto:DCMASantaAnaWSQH@dcma.mil). Please ensure the following details are included in your emails message:

- ✓ Contractor Name:
- ✓ Cage Code:
- ✓ Submitted By:
- ✓ Contract Number/Purchase Order:
- ✓ Nomenclature:
- ✓ NSN/Part Number:
- ✓ Date GSI is Required:

Please be aware that all requests for GSI that are not sent to the email address and are not in the format identified above it will be rejected and will have to be resubmitted. This could cause a delay in our response to your GSI requests.

**Alternative Release Procedures are not authorized for Safety of Flight (SOF), Critical Safety Items (CSI), Level 1 Subsafe, NSEP, NASA, first article or qualification units, and QALI (customer mandatory requirements). Also, Alternative Release will not be authorized for shipments of data as required by a DD Form 1423.**

Upon authorization, DoD FAR Supplement (DFARS) 246.471 (**attachment 1**) will apply for a maximum period of 12 months from the above date unless notified otherwise and can be revoked at any time by the issuing office. When your company has met all the contractual requirements, the preparation and distribution of the DD Form 250, or WAWF Material Inspection and Receiving Report, shall be accomplished in accordance with DFARS, Appendix F requirements. Per Appendix F, please enter, in Block 21A, an "X" in the appropriate CQA inspection and /or acceptance box (s) and, enter in capital letters (DD 250 only), "ALTERNATE RELEASE PROCEDURE" on the next line following the printed CQA/acceptance statement, Also, enter the typed stamped or printed DCMA QAR's name and office DoDAAD Code (S0513A) and phone number of the QAR **DO not sign in Block 21A (DD 250 Only)**.

**NOTE:** When the WAWF Receiving Report indicates ARP applies, the vendor is not required to include, nor attach, the ARP statement required by [DFARS 246.471\(b\)\(3\)](#) on the shipping papers.

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

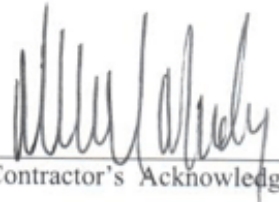
"The supplies in this shipment have been subjected to and have passed all examinations and tests required by the contract; were shipped in accordance with authorized shipping instructions; conform to the quality, identity, and conditions called for by the contract; and are of the quantity shown on this document. This shipment was released in accordance with section 246.471 of the Defense FAR Supplement; and authorized by QAR listed below, in a letter dated 09/19/14 .

\_\_\_\_\_  
Signature and Title of Contractor's  
Designated Official

Please provide the names and signatures of the company representatives who will be authorized to sign DD Form 250s for Alternative Release. Please have these representatives complete **attachment 2** and return it to QAR listed below as soon as possible, and advise them of any changes to attachment 2 (not required for WAWF).

I am sure you recognize the significance of the reliance we are placing on your organization and, as such, you will continue to assure that a satisfactory Quality Management System is maintained.

Tony G. Escobar  
Quality Assurance Supervisor  
DCMA Santa Ana  
Phone: (714) 565-7133  
Email: gtony.escobar@dcma.mil

 9/20/14  
\_\_\_\_\_  
Contractor's Acknowledgment Date

ESCOBAR.GLAUCO  
.A.JR.1025289850  
Digitally signed by ESCOBAR.GLAUCO A.JR.1025289850  
DN: cn=ESCOBAR.GLAUCO A.JR.1025289850, o=DCMA, ou=DCMA  
Date: 2014.09.20 10:15:47-0700

\_\_\_\_\_  
DCMA QA Team Supervisor Date