

#### 4.8.11 Enter SRD & GSA Control Number

This function allows the user to enter the jointly determined Surplus Release Dates (SRD) by GSA and the Property Disposal Officer (PDO) and the GSA supplied Control Numbers that identify when personal property is available for sale. All items in a Component System are assigned the same SRD. Additionally, a Component System's SRD and OFA End Date are set to the same value.

The user may enter the GSA Surplus Release Date or GSA Control Number or both data fields for up to ten (10) Property Case Numbers per screen. A Component System has a GSA Control Number for each item record in the Component System.

**NOTE:** SRD and GSA Control Numbers must be changed through this process. Once the SRD is entered, the OFA Begin Date may not be modified in any other process (i.e., Change), since these dates must be the same.

**NOTE:** When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

**NOTE:** The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the NPDMS MAIN MENU (NDO000MB), type **5** at Enter Selection to access the Transaction menu.
- Press **<Enter>**.

The TRANSACTION MENU (ND5000MA) is displayed.







