



National Armaments  
Director Group

# UKNCB

United Kingdom National Codification Bureau



FREQUENTLY ASKED QUESTIONS FOR  
CODIFICATION OF MOD OWNED  
EQUIPMENT

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## 1. NATO Codification

### What is NATO Codification?

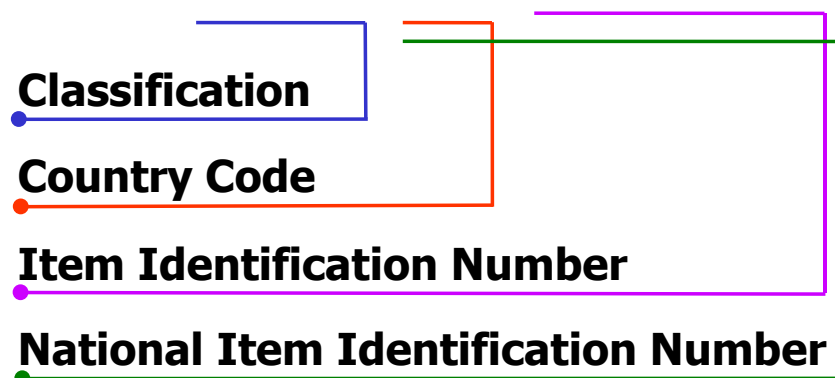
The NATO Codification System is the global language of logistics, providing four key capabilities to underpin the defence logistic support system:

- **a common language**, including codes for which different nations can provide translations into local language.
- **master data describing the items within the defence inventory** (items of supply), covering naming, identification (the NATO Stock Number), classification and characterisation of items.
- **master data for the purposes of logistics management** of those items, covering, for example, inventory accounting, packaging, pricing, and units of issue.
- **equivalence between form, fit and function** of items available from different manufacturers (items of production), creating an association with items of supply.

### What is a NATO Stock Number?

The NATO Stock Number is used to identify individual items within the Supply Chain. It is a 13-digit number that is used to order and track items i.e. 5306-99-123-4567

**5306 - 99 - 123 - 4567**



Classification is the NATO Supply Classification which is the Group and Class that the item sits in. The Groups and Classes are listed in the ACodP2.

<https://eportal.nspa.nato.int/AC135Public/NCL/en/>

The Country Code identifies the country that has codified the item. e.g. 99 tells us that this is a UK item which means that the design rights of the item lie in the UK.

### Who codifies my items?

Items are submitted for codification to the UKNCB (United Kingdom National Codification Bureau). This is the only authority for codification in the UK.

## Why codify my items?

The benefits of codification are that it reduces costs, aids logistic operations, interoperability and reduces re-supply times.

Items that are codified and ordered using the NATO Stock Number can be ordered and supplied much quicker than non-codified items. They are easier to identify when delivered in-theatre. Items ordered by part number take longer to be delivered (if the order is successful) and cannot always be identified on delivery. This results in orders going 'missing' and being reordered (with the same result) so wasting resources and incurring unnecessary cost. It is MOD Policy that items on the MOD's balance sheet must be codified.

## What is MOD NATO Codification Policy?

- The NATO Codification Policy laid out in the DLF (NATO Codification in the UK) states that all inventory on the MOD's balance sheet must be codified using a NATO Stock Number (NSN). This will maintain accountability and traceability of our assets, from UK Warehouses to the deployed operating bases. **All materiel procured from Defence Industry, their sub-contractors and suppliers must therefore be NATO codified.**

## What about Local and Global Numbers (G0's & L0's)

MOD policy has been updated to limit the use of G0 and L0 numbers as they are unmanaged and unaccounted, therefore going against MOD Policy. As the MOD Policy states, full NATO Codification must be sought if the item is on a MOD balance sheet. Codification by reference number/part number can occur when full NATO codification is not possible due to an absence of source data. This shall only be authorised by the UK NCB. For further information on this please review the DLF:

[DLF Published : Mandatory Codification Application Guidance \(mil.uk\)](#)

[DLF Published : Hierarchy of NATO Codification and Referencing of Defence Inventory \(mil.uk\)](#)

If you have an Urgent Operational Requirements there are steps in place which will allow items to be issued quickly, whilst allowing for retrospective action to be carried out. For advice on this please contact the UKNCB Policy Manager: [DES LSOC-SpSvcs-UKNCB-PolIRCMgr](#)

## Where can the procedures and processes for Codification be found?

ACodP-1 (Allied Codification Publication 1) has every rule, process, definition and decoding of characters. Every nation codifying must adhere to these rules.

<http://www.nato.int/structur/AC/135/main/links/acodp1.htm>

## 2. eTasking

### **How do I get my items codified?**

Items must be submitted to the UKNCB using the eTasking system. This function can be found on [ncb.mod.uk/csisapp/navigate.do](http://ncb.mod.uk/csisapp/navigate.do)

### **How do I get an eTasking account?**

Please contact the Service desk by email to: [disservicedesk@boeingdefence.co.uk](mailto:disservicedesk@boeingdefence.co.uk) or alternatively on 01173 170699, or Mil: (9)2674 699.

### **Is there training available on eTasking?**

We now have an eTasking training module with a step-by-step guide on how to check your account details, create a codification request and submit it for processing. UKNCB training modules can be found on our website <https://www.ncb.mod.uk/ncbportal/training.html>

### **What is source data?**

Source data is the supporting documentation required for a codification request, for the purposes of NATO Codification, it may be an engineering drawing, technical data sheet, commercial literature such as catalogue brochures or similar documentation. It should be supplied with the codification request and is the foundation on which codification is based. Essentially it's the documentation that contains the key characteristics of the item.

### **Why do I need source data?**

The UKNCB need Source data so that we can correctly assign an Approved Item Name and assign Characteristics to the record during Codification, resulting in an NSN. Source data is also used to distinguish the item from similar items of supply which are already codified.

### **What is DEFCON 117?**

To assist Delivery Teams, DEFCON 117 Exists as an Appendix to your contracts and subcontracts. This Document mandates that the supplier is contractually obliged to supply source data for codification purposes.

### **What online training is available?**

E Tasking guide and search facility online training is now available. See attached link accessed through google chrome.

<https://www.ncb.mod.uk/ncbportal/training.html>

### 3. Codification Timeframes and Costs

#### How long does it take?

- **Routine Codification Timescales**

New UK Codification with source data	15 working days
New Foreign Codification	60 Calendar days
Introduction of existing Foreign NSN to CSIS	15 working days

- **Urgent Codification Timescales – UOR and First Time Demands**

New UK Codification	1 to 20 working days, or to meet Required Delivery Date
New Foreign Codification	7 Calendar days (Emergency)
Introduction of existing Foreign NSN to CSIS	10 Calendar days

- **How much does it cost?**

NATO Codification for MOD Delivery Teams is free of charge.
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#### Industry Codification – **On Hold**

The United Kingdom National Codification Bureau (UKNCB) have our codification in aid of export sales service. This much improved service is designed to aid UK companies in selling their products to foreign governments.

Many foreign governments will only procure equipment that has already been allocated a NATO Stock Number (NSN), many UK companies may have found their innovation and competitiveness limited in the global marketplace. The UKNCB has redressed this situation by providing a streamlined, professional and timely process for issuing NSN's to UK Industry.

Currently this service isn't available, please got to <https://www.ncb.mod.uk/ncbportal/> for the latest updates.

### 4. The Base Inventory Systems

#### What are SS3, BWIMS and ASTRID?

These are the Base Inventory Systems (BIS). SS3 is used by the Army (A), BWIMS by the Navy and RAF (F) and ASTRID by Munitions (B).

#### How do I get my items on the Base Systems?

All new items need to be Codified and part of that process is the creation of a Supply Management Data (SMD) form for the Inventory System identified in your request. Once the SMD is activated an electronic transmission is sent to a Central point where the information is picked up to create the transaction which in turn creates the skeleton record on the appropriate BIS. Any Delivery Teams migrating across to BWIMS will be notified when this will take place. There are no actions required from eTasking.

## **How long does this take?**

Creation of the SMD is part of the Codification Process Timeframes.

## **What are the SMD Forms?**

The SMD Forms are the interface between CSIS and the Base Systems. This is the Supply Management Data.

## **5. CSIS**

### **What is CSIS?**

CSIS is the Codification Support Information System which is the UK database that hosts all of the UK NATO Stock Numbers (NSN) and Foreign NSN with registered UK interest. MOD staff and authorised Industry Partners can get access to eTasking to request the Codification of items and to the read only search tool CSIS.

### **How do I get access to CSIS?**

Please contact the Service desk by email to: [disservicedesk@boeingdefence.co.uk](mailto:disservicedesk@boeingdefence.co.uk) or by telephone : **Civ 01173 170699. Mil 92674699**

### **How do I search CSIS for items that are already codified?**

This is called 'screening the database'. This is done using the item's part number. A check is done of every item requested for codification to ensure no item is codified twice so creating duplicate items on CSIS.

### **How do I search using the manufacturer's part number?**

This is the most common action carried out on CSIS. On the 'Item of Supply Tab' enter the part number in the 'Ref' field (second tab down on the left hand side). When entering the part number there is no need to put in any dots/dashes/slashes that may be part of the reference as CSIS will take these out whether you include them or not.

<https://www.ncb.mod.uk/ncbportal/modules/iteos/index.html>

### **How do I search using characteristics data?**

If a part number search has no results or if you are looking for a specific item (size, features etc.) then you can search by characteristics.

<https://www.ncb.mod.uk/ncbportal/modules/charsearch/index.html>

### **How do I search for multiple items on CSIS search tool?**

This is known as a Batch Search and you can run up to 2,000 items at a time. Any more we ask you break the batch down to 2,000.

<https://www.ncb.mod.uk/ncbportal/modules/batchref/index.html>

### **How do I check Manufacturer's details on CSIS?**

A Manufacturer's contact details are on CSIS listed under an NCAGE Code (See Section

## Can Foreign NATO Stock Numbers be seen on CSIS search tool?

Any Foreign NATO Stock Number with registered UK interest will be visible on CSIS search tool. The addition of UK interest to a Foreign NSN can be requested through an eTasking Post Codification request.

## How do I search Foreign NATO Stock Numbers?

Foreign numbers are recognised by the country code. Anything other than 99 is not a UK item. First search would be on CSIS search tool to see if the item is there i.e. has 'UK User Interest' been added. If the item is not on CSIS then the next search would be on the NMCRL. This is the NATO database which contains all active NATO Stock Numbers from all participating nations. The NMCRL can be accessed by subscription:

[http://www.nato.int/structur/AC/135/main/links/nmcrl\\_plus-e.htm](http://www.nato.int/structur/AC/135/main/links/nmcrl_plus-e.htm)

Training tutorial for NMCRL can be found here:

<https://eportal.nspa.nato.int/Codification/Support/en/Tutorials/NMCRLWeb>

## How do I know if an item is active / historic?

This is shown by the Codification Status Code (CSC) field on the Item Record.

The screenshot shows the 'IOS Full Display' window for an item. The CSC field is highlighted with a red arrow and contains the text 'D - Cancelled - duplicate item of NSN "N"'. Other fields include NSN (5920-99-645-3297), INC, IIG (A23900), Name, SMD (AFN), CRNs (5920995430658), TII, Safety-related Item (0), Date (15/03/1993), FNU, Alloc Date (25/04/1991), MRC Date (15/12/1981), and MOD Hazard Code. Below the form is a text box with the following text: 'The 'CSC' field tells you the status of the item (Codification Status Code). In this case the item has been cancelled as a duplicate. As this item has no users, no DMC / IMC Codes (CSUs) or Foreign Nation Users (FNUs), it will then, over a 4 year time frame, become Historical. Historical items will never be removed from CSIS. They will always be visible though all of the item information will be hidden.'

CSC values of 'C', 'D' or 'S' denote a cancelled item with or without replacement. CSC values 'A' or 'H' denote an inactive item.

## How do I view Historical Items on CSIS?

At the bottom of the Item of Supply and Characteristics tabs there is a field 'Item Status' which can be set at Current/Historical/All. The default is All which means both Historical and Current items will be returned in a search.

**Item of Supply** | Characteristics | Manufacturer | Item Name | Supply Management | Manage Queries

Edit Query | Clear All | Help

NSC [ ] AND | NIIN [ ] AND  
Ref [ ] AND | RNCC [ ] AND  
RNVC [ ] AND | DAC [ ] AND  
NCAGE [ ] AND | Name [ ] AND  
INC [ ] AND | IIG [ ] AND  
Owner [ ] AND | CSC [ ] AND  
TII [ ] AND | Text [ ] AND  
Hazard Cde [ ] AND | SRI [ ] AND

Search

**Item of Supply results** | Export: | Print: |

Record Display: Display All | Reference Display: Matching | Item Status: All | Reference Type: Crunched

CSC	NSC	NIIN	Item Name	VC	DAC	NCAGE	Reference
-----	-----	------	-----------	----	-----	-------	-----------

Page [ ]

**Item Status defaults to 'All'. This only shows both Current and Historical NSNs on CSIS.**

## 6. What is an NCAGE Code?

An NCAGE Code is a NATO Commercial and Government Entity Code. It is a five character code which holds (on CSIS) a Manufacturer/Supplier/Project Team/Service Provider's contact details.

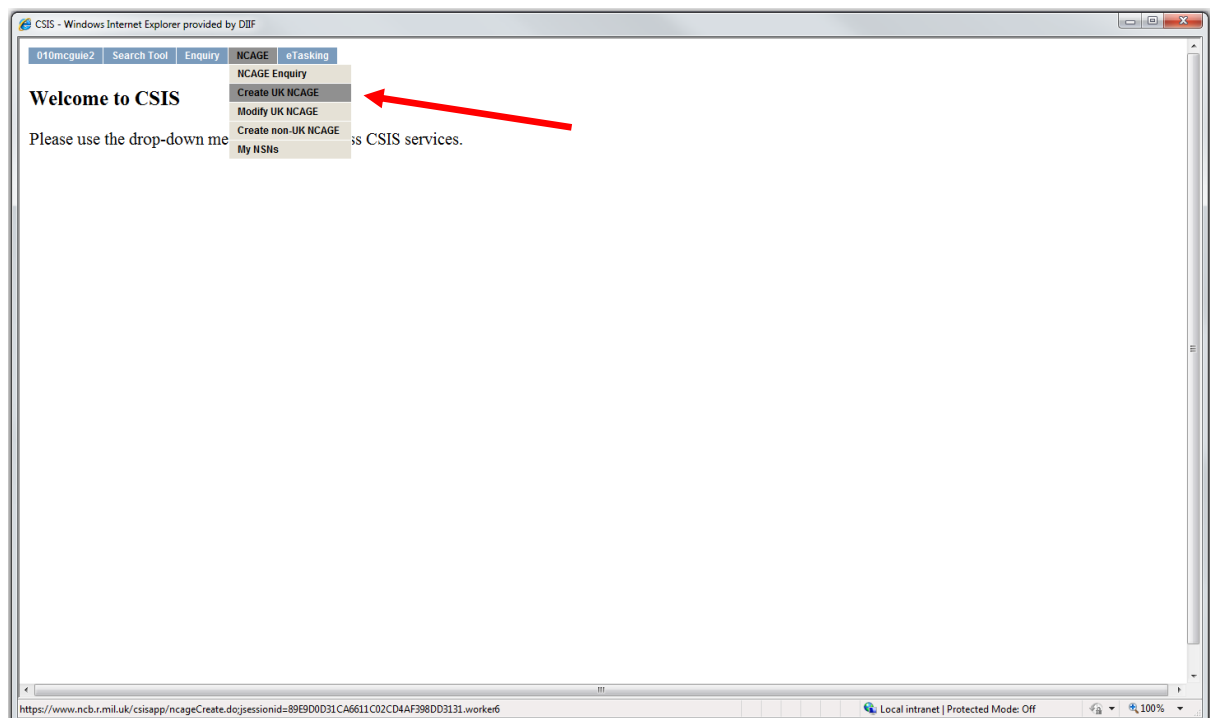
## Why do I need an NCAGE Code?

Anyone who sells, supplies, submits codification requests or provides a service to the MOD must have a valid NCAGE Code. The NCAGE Codes identifies the supplier, seller or service provider of individual items and is also used (in some cases) for payment purposes.

## How do I get one for my Team / Company?

If you already have access to CSIS go to NCAGE → Create Auto NCAGE and follow the instructions. If not, then please access <http://www.ncb.mod.uk>, launch CSIS and under the Quick Links you can access the Create UK NCAGE function. For support:

[NCBGBRNCAGE@mod.gov.uk](mailto:NCBGBRNCAGE@mod.gov.uk)



## How are NCAGE records kept up to date?

It is the responsibility of the NCAGE owner to keep their details up to date. UKNCB will provide a User Name and Password which allows you access to your own information to keep it current. Bearing in mind this is the information people will use if they want to contact you reference any of your items on CSIS, it is in **your** best interest that details are kept current.

## 7. What is a DMC/SMBi/IMSD Code?

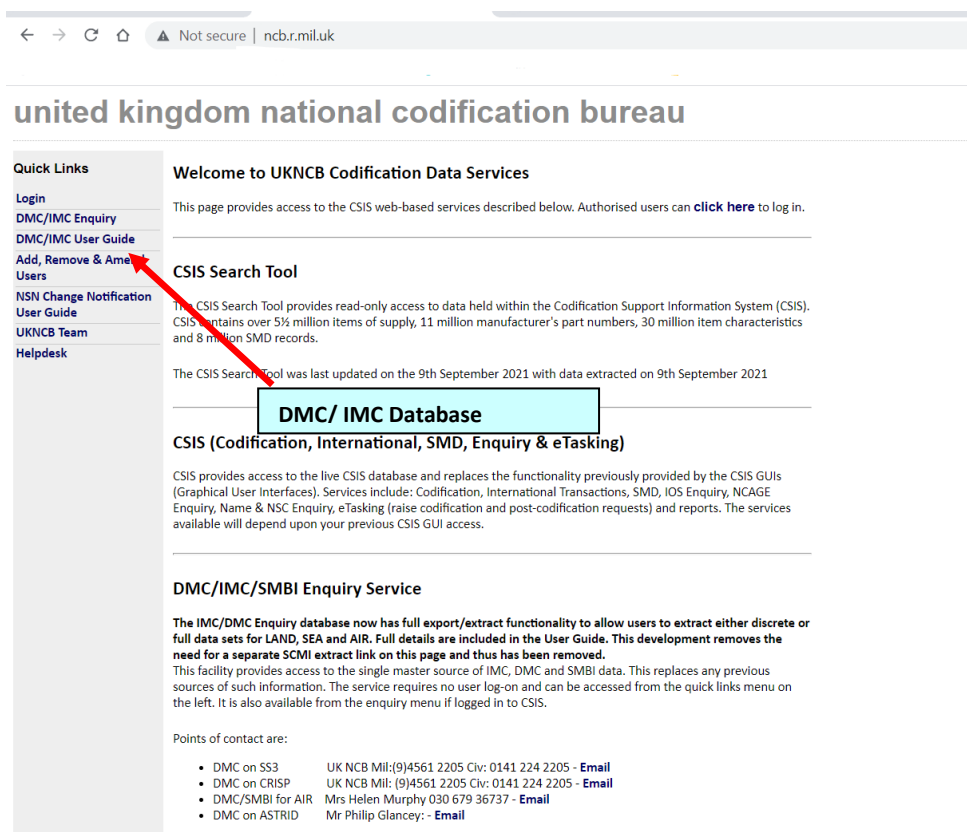
These codes are the management Codes which identify the Inventory manager for the item. Items cannot be codified unless they have a DMC/IMC/SMBi Code to show who will be managing the item.

### How do I apply for a DMC / SMBi Code?

New Creations on BIWMS:	<a href="mailto:DESSEOCSCP-Sup-Pol-BIWMS@mod.gov.uk">DESSEOCSCP-Sup-Pol-BIWMS@mod.gov.uk</a>
New Creation on SS3:	<a href="mailto:NCBGBRDMC@mod.gov.uk">NCBGBRDMC@mod.gov.uk</a>

### How does Single Item Ownership work?

MOD Policy is that one item has one owner i.e. one DMC/SMBi Code. In the past an item could have several owners, each responsible for what they used. Now, if you identify an item and you want to use it you must contact the Commodity Manager. This is done by taking the DMC/SMBi Code on the item record and checking it on the DMC Enquiry on CSIS.



### How can I tell who owns/manages an NSN? / What is the OWNER?

The Owner field on the Item Record shows the Service Code followed by the DMC/SMBi Code of the Inventory Manager for the item.



## 8. RC/VC, FNU and NSC

### What do the RC/VC Codes mean?

The RC Code is the Reference Number Category Code and the VC is the Reference Number Variation Code. These codes sit in the References Tab on the Item Record and show the status of each reference.

**1. Reference Tab**

**2. RC / VC Codes**

RC	VC	DAC	NCAGE	NCAGE Status	Type OE Code	Reference
3	2	6	U7887	A	E	00221-999

The RC/VC Codes tell us who the manufacturer of the item is, who are suppliers, if it is procurable or obsolete, if the item is source controlled and even the British Standard applicable to the item.

### What is the FNU?

FNU is Foreign Nation User. Any country listed in this field has User Interest on the item and it will be visible on their country's database.

### What is the NSC (Group and Class)?

The NSC is NATO Supply Classification. This is the first four numbers of the NATO Stock Number which simply puts the item into a specific group e.g. 2610 - 26 is tyres and 10 indicates the tyres are for an aircraft. ACodP2 contains all the groups and classes.

<https://eportal.nspa.nato.int/AC135Public/ACodP/Search/ACodPSearch.aspx>

## 9. Approved Item Names / Colloquial Names

### How are items named?

Item Names are agreed by all participating nations. The IIGs contain all Approved Item Names and definitions. When an item is being codified the codifier will look for an appropriate item name with a definition that fits the item. This is why items can have a name that you don't recognise or isn't obvious. If you are searching the database for an item, you must first find the Approved Item Name. This can be found using the Colloquial Names.

### What are Colloquial Names?

Colloquial Names are the more common names given to items. As items are not always named what you would expect in the NATO Codification System the Colloquial Names link into the Approved Item Names and makes it easier to find specific items.

### How does this work?

In the item name tab in CSIS enter the name of the item, as you would call it, in the field 'item name'. CSIS will then search every Approved Item Name and every Colloquial Name on the system. You will then be given suggested Item Names for the item you are searching. The Colloquial Names are linked to Approved Item Names and anyone can request a Colloquial Name be attached to an Approved Item Name to make searching easier. Requests can be done using the eTasking system. This makes finding the Approved Item Name easier for users of the item and any potential new customers.

### Can I get a new Approved Item Name introduced?

Anyone can suggest and submit a new item name for approval. The request will go to the Item Naming Collaboration Committee. The committee has representatives from several nations and they will either approve or reject the request.

### What is the INC?

The Item Name Code is a five digit number and every Approved Item Name has one. The purpose of this is to help with translation from one language to another. 64 nations use the NATO Codification System resulting in many different languages. Digits are the same in all languages so the five digit code will equate to the same Approved Item Name throughout the NATO Codification System in the language of that country.

### What is the IIG?

This is the Item Identification Guide. The IIGs are used by the codifiers when the items are being codified. They are technical documents that state the mandatory information required to codify the item:

<https://public.logisticsinformationservice.dla.mil/iig/>

## 10. Source Controlled / Airworthy Items / Hazardous Items

### What is a source controlled item?

This is when only a specific supplier can provide the item to the MOD. It means that the chosen supplier has tested the item and it is guaranteed for the purpose it will be used.

### How do I know if the item is source controlled?

A source controlled item will have an RC/VC code of 1/2.

The screenshot shows the 'IOS Full Display' window for an item. The item name is 'SHOCK ABSORBER,DIRECT ACTION'. The NSN is 1430-99-317-0868 and the INC is 18434. The IIG is A07200 and the SMD is A. The CSC is 'M - Data may not fully describe the item.' The TII is 4 and the Safety-related Item is 0. The Date is 17/06/2019. The CRNs are empty, and the Owner is AHVM. The Alloc Date is 03/09/1991. The FNU is empty, and the MRC Date is 28/01/2013. The MOD Hazard Code is '00 - Non-hazardous products presenting no physico-chemical hazard to people, environment or property.'

Below the details is a table of references:

RC	VC	DAC	NCAGE	NCAGE Status	Type OE Code	Reference
3	2		U0787	A	E	BC1Z
1	2		K2525	A	E	S14-02-0388
	2	5	U0787	A	E	BC1ZN

Two red arrows point to the RC 1 / VC 2 and RC 2 / VC 2 entries in the table. A callout box below the table states: 'RC 1 / VC 2 indicates a source controlled item'.

### What does this mean if procuring the item?

Only suppliers listed on the item record should be used to procure the item as these are the only ones who guarantee the item works. Cheaper solutions may not and could have fatal consequences.

## What are Airworthy Items?

These are items that have been deemed fit for specialist use, most often on aircraft. When these items are codified certificates of 'Provenance and Traceability' must be submitted to ensure the origin and history of the item.

## How do I identify Airworthy Items on CSIS?

Airworthy Items can be identified by having the text 'airworthy certificated item'/'airworthy certified item' in the reference field on the item record.

The screenshot shows the 'IOS Full Display' window for an item with NSN 4730-99-122-2182 and Name 'CLAMP,HOSE'. The 'References' tab is active, displaying a table with columns: RC, VC, DAC, NCAGE, NCAGE Status, Type OE Code, and Reference. The table contains six rows, with the third row (RC=5, VC=9, DAC=9, NCAGE=KC567, NCAGE Status=R, Type OE Code=E) having the reference 'AIRWORTHY CERTIFICATION ITEM'. A red arrow points to this row, and a cyan box with the text 'Airworthy Certified Item' is overlaid on the table.

RC	VC	DAC	NCAGE	NCAGE Status	Type OE Code	Reference
2	9	4	U1653	A	E	AGS3925-2
2	2	4	U14C6	A	C	AGS3925-2
5	9	9	KC567	R	E	AIRWORTHY CERTIFICATION ITEM
5	2	4	U5897	A	E	AGS3925-2
5	2	4	KCQ24	A	E	AGS3925-2

The policy on Airworthiness is currently under review by the DE&S Airworthiness Team (DAT). Once a way forward has been agreed this document shall be updated accordingly.

## What is classed as a hazardous Item?

A hazardous item is any item which has the potential to cause harm to humans, animals or the environment, either by itself or interaction with other factors.

## What action am I required to take?

If the item is hazardous the Safety Data Sheet with the allocated NSN and DEFFORM 68 should be forwarded to [DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk](mailto:DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk)

If the Item is not hazardous the allocated NSN and DEFFORM 68 must still be forwarded to [DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk](mailto:DESEngSfty-QSEPSEP-HSISMulti@mod.gov.uk)

## How do I codify Software?

Software can be classed as a Nebulous Item in terms of codification. For nebulous items only the decision on whether to codify rests with the Sponsor/Item owner. For example, if the Sponsor/Item Owner decides that the software required is not version specific and that the whole activity will be overseen by a MOD/Design Authority sponsored technical committee with the responsibility for Configuration Management, then a single NSN can be created to identify this item of supply requirement. If the item of supply required is a specific version, then a new NSN will have to be created for each different version of the Software.

### Useful NCB Contacts:

Codification task issue (eTasking): [NCBGBRTasking@mod.gov.uk](mailto:NCBGBRTasking@mod.gov.uk)

NCAGE advice: [NCBGBRNCAGE@mod.gov.uk](mailto:NCBGBRNCAGE@mod.gov.uk)

Data Quality and International transactions [NCBGBRHELP@mod.gov.uk](mailto:NCBGBRHELP@mod.gov.uk)

General codification queries and codification promotion:  
[NCBGBRCodiQuery@mod.gov.uk](mailto:NCBGBRCodiQuery@mod.gov.uk)

Codification Policy - [DES LSOC-SpSvcs-UKNCB-PolIRCMgr](#)

Defence Management Codes Queries. [NCBGBRDMC@mod.gov.uk](mailto:NCBGBRDMC@mod.gov.uk)

Account creation for NMCRL NATO Master Catalogue of References for Logistics: [NCBGBRIS@mod.gov.uk](mailto:NCBGBRIS@mod.gov.uk)



# National Armaments Director Group

