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### 5304.7003-90 Maintaining DoD Activity Address Codes (DoDAAC)

The contracting officer administering the contract must obtain a contractor DoDAAC (see [AFMAN 23-230](https://static.e-publishing.af.mil/production/1/af_a4/publication/afman23-230/afman23-230.pdf),*Maintaining Air Force DoD Activity Address Codes* *(DoDAAC)*) for contracts that furnish Government property or authorize requisition from a Government supply source. The contracting officer administering the contract must provide the DoDAAC to the program management office/requiring activity to facilitate the shipment of government furnished property. The Purpose Code Management module contained within [Procurement Integrated Enterprise Environment (PIEE)](https://wawf.eb.mil/) must be used to:

(a) Obtain the existing DoDAAC or submit a new DoDAAC request for all contracts awarded;

(b) Initiate contractor DoDAAC account changes, including extensions of contract completion dates and contract terminations;

(c) Initiate contractor DoDAAC deletion when the contract is physically complete, unless the DoDAAC covers other active contracts; and,

(d) Validate contractor DoDAACs in accordance with [AFMAN 23-230](https://static.e-publishing.af.mil/production/1/af_a4/publication/afman23-230/afman23-230.pdf), paragraph 4.2.

See [AFMC PGI 5304.7103-1-90](AFMC_PGI_5304_7103_1_90.dita#AFFARS_AFMC_PGI_5304_7103_1_90) .

See [SMC PGI 5304.7105](SMC_PGI_5304_7105.dita#AFFARS_SMC_PGI_5304_7105) .