

NAVSEA  
STANDARD ITEM

FY-25

ITEM NO: 009-90  
DATE: 01 OCT 2023  
CATEGORY: II

1. SCOPE:

1.1 Title: Technical Representative; provide

2. REFERENCES:

2.1 None.

3. REQUIREMENTS:

3.1 Provide the services of a qualified on-site Technical Representative to provide assistance in the process or processes, including NAVSEA pilot coating system application, and repair and testing of the equipment specified in the invoking Work Item. The NSI 009-90 Technical Representative will only be contracted by the prime contractor and the same company cannot provide both the Technical Representative and perform the actual production work.

3.1.1 When an OEM-authorized service provider is subcontracted to accomplish production work associated with a Work Item, section 3.2 through 3.6 of this Standard Item do not apply.

3.1.1.1 Submit, in approved transferable media, one copy of a report notifying the SUPERVISOR of the contractor's exercise of 3.1.1 and identifying the OEM-authorized service provider. Provide certification from the OEM to the SUPERVISOR that the vendor is an OEM-authorized service provider.

3.1.2 Off-facility refurbishment or overhaul of component parts or equipment subject to this standard item may be subcontracted to the same company providing the Technical Representative.

3.2 The Technical Representative must meet the following minimum qualification requirements:

3.2.1 Have technical knowledge of the specified equipment or process and have a documented history of successful performance or repairs on similar equipment or processes.

3.2.2 Have demonstrated competency in analyzing repair requirements and process performance and making recommendations based on process or disassembly inspection results.

3.2.3 Have current/active documented and verified access to Original Equipment Manufacturer (OEM) proprietary plans, specifications, procedures, material, parts, special tools, and equipment.

3.2.4 Provide certification from the OEM or the SUPERVISOR that the individual is an authorized service provider.

3.2.5 Submit one legible copy, in approved transferrable media, of the name and qualifications of the Technical Representative to the SUPERVISOR for approval 15 days prior to commencement of work. Qualification documentation must include information supporting the requirements of 3.2.1 through 3.2.4.

3.2.5.1 Obtain written approval from the SUPERVISOR prior to substituting the Technical Representative.

3.3 The Technical Representative must review, sign, and date all required reports, for technical adequacy prior to submittal to the SUPERVISOR for acceptance. Associated Process Control Procedures must be reviewed, signed, and dated by the Technical Representative prior to the start of work.

3.4 The Technical Representative does not have the authority to direct modifications to the equipment, processes, or items specified in the invoking Work Item or deviate from the Work Item without signed authorization from the SUPERVISOR.

3.4.1 The Technical Representative has the responsibility to notify the SUPERVISOR and recommend interruption of the execution of any specific Work Item if they recognize that repair procedures (e.g., PCP, etc.) are ineffective, the Executing Activity is not following the repair procedures, or not using good craftsmanship practices.

3.5 Minimum requirements for the services of the Technical Representative are as follows:

3.5.1 Witness pre-repair operational tests, adjustments, and inspections to determine equipment condition, when required by the Work Item.

3.5.2 Inspect equipment and component parts during disassembly, to include process material and process performance.

3.5.3 Verify each process document where an as-found report is required, to include clearances and conditions, and submit as-found report. Include in each as-found report the information required by 3.5.3.1 through 3.5.3.4.

3.5.3.1 Provide dimensional measurements and comparisons to minimum/maximum design tolerances for equipment.

3.5.3.2 Provide sketches of suspect and defective areas with notations to describe defects.

3.5.3.3 Provide list of recommended repair parts or material in addition to those specified in the invoking Work Item.

3.5.3.4 Provide recommendations for future process improvements.

3.5.3.5 Provide required special tools and equipment in addition to those specified in the invoking Work Item.

3.5.4 Inspect new and repaired areas and component parts of the equipment prior to assembly to ensure compliance with Navy technical manual requirements and Standard Items.

3.5.4.1 Any deviations or departure from the specifications and/or the requirements of 3.5.4 require an approval from the SUPERVISOR prior to equipment assembly.

3.5.5 Inspect and provide technical guidance and assistance during process performance, equipment assembly and adjustment, and when specified, coating application. Verify assembly procedures, sizes, and clearances comply with manufacturer's requirements, Navy technical manual requirements, and coating application procedures when specified.

3.5.5.1 Verify and document mechanical and electrical alignments, final closing sizes, and clearances.

3.5.6 Witness operational tests, make adjustments, and document test and process performance results, including, when required, final inspections of coating systems.

3.5.7 Submit one legible copy, in approved transferrable media, of a report listing overall condition to the SUPERVISOR within 5 days of completion of the requirements of the Work Item and/or coating system application or other process specified in the invoking Work Item.

3.5.7.1 The report must provide a brief of the repairs accomplished and the Technical Representative's assessment of the post-overhaul equipment condition or process performance.

3.6 Notify the SUPERVISOR upon initial arrival and prior to final departure of the Technical Representative.

4. NOTES:

4.1 None.