



OPEX Awareness

August 2025

Use of Government-Industry Data Exchange Program (GIDEP) Resources at DOE

INTRODUCTION

The Government-Industry Data Exchange Program (GIDEP) is a cooperative effort to exchange research, development, design, testing, acquisition and logistics information among government and industry participants. The proper utilization of GIDEP data can improve the total quality and reliability of systems and components as well as reduce overall costs. This OPEX Awareness is to address challenges organizations may be having in accessing and productively leveraging GIDEP resources through the release of two new GIDEP Quick Start guides.

DISCUSSION

On December 23, 2019, Federal Acquisition Regulation (FAR) 52.246-26, *Reporting Nonconforming Items* went into effect. This FAR rule required the insertion and implementation of the clause into applicable DOE solicitations, contracts, and subcontracts. The Rule requires GIDEP screening and reporting by contractors and subcontractors of counterfeit or suspect/counterfeit items (S/CI), and certain major or critical nonconformances. This required many DOE contractors to join GIDEP, who have never before joined or accessed the system. There are still many contractors who have not attempted to do so but may need to. This information is being provided to help in understanding GIDEP.

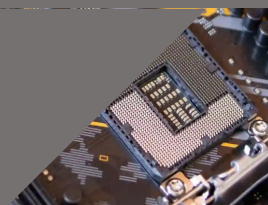
1. Joining and using GIDEP is no cost.
2. Some DOE users have had issues with joining and using GIDEP, therefore additional help related documents are being provided in the following Attachments:
 - **Attachment 1, ALL DOE USERS QUICK START GUIDE**
 - Relates to all users at DOE. This help document will provide a resource for gaining membership, finding training, and using the search functions
 - **Attachment 2: relates to REPRESENTATIVES**
 - Representatives are those assigned at the organization level as those that will initially set up the GIDEP account or will be replacing an existing Representative. Representatives are required to provide additional information when applying for membership. Representatives can add members to their cognizant organization.

RECOMMENDATIONS & CONCLUSIONS

Attachments can be used at organizations as a valuable resource for identifying the steps that are needed to initially set up GIDEP membership and start searching in this system. Additionally, organizations may find that these resources can be built upon to add in their specific organizational process steps.

For further information or questions about this OPEX Awareness Notice, please contact Gabrielle Holcomb at gabrielle.holcomb@hq.doe.gov or the EHSS Office of ES&H Reporting and Analysis (EHSS-23) by email at OEC@hq.doe.gov.

ATTACHMENT 1: ALL DOE USERS GIDEP QUICK START GUIDE



GIDEP is a cooperative activity between government and industry participants seeking to reduce or eliminate expenditures of resources by sharing technical information essential during research, design, development, production, and operational phases of the life cycle of systems, facilities, and equipment. GIDEP can be accessed by going to <https://gidep.org/>.

Topic: Accessing & Searching for S/CI data on GIDEP

Recommended Audience: QA Engineers, Supply Chain Management, Procurement Specialists

Accessing GIDEP:

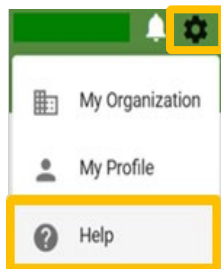
Did your [GIDEP Representative](#) (S/CI Coordinator) send you an invitation?

Yes	No
 Refer to instructions in email from GIDEP	 Reach out to your GIDEP Representative or submit access request on gidep.org

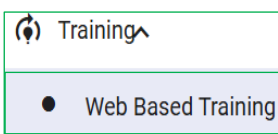
Information Resources:

After successful login, refer to the user guide or training materials for more detailed information.

Click on settings on the top bar navigation to customize user experience, access help, or view information about your organization



Training is located on the left-hand side navigation



Quick Search:

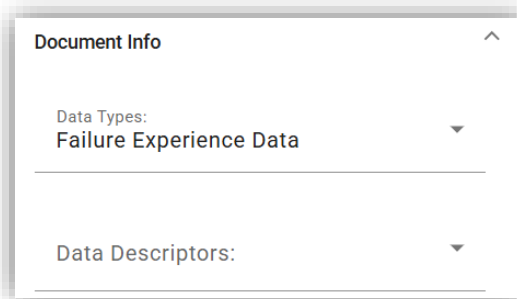
Use to find known instance or broad search related to manufacturer or supplier.

Note: Results are not limited to S/CI.

Advanced Search:

Filter data down by selecting:

- Data Types (i.e., Failure Experience)
- Data Descriptors (optional)
- Search criteria can be saved



Batch Match Search:

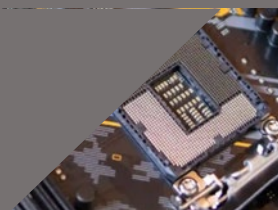
Compare list of items in bill of materials (BOM), purchase request, or similar item list containing at least the manufacturing part number or model number.

Note:

- 1) Compares list against known S/CI.
- 2) Runs from 11pm-5am.

Issues or Questions? Email counterfeit@hq.doe.gov

ATTACHMENT 2: REPRESENTATIVE GIDEP QUICK START GUIDE



Submit GIDEP Application for Organization

Verify if location/site¹ has account by contacting [GIDEP helpdesk](#) or counterfeit@hq.doe.gov.

If your location/site is new to GIDEP, then that means you will be completing an application for the first time and will be assigned as the **representative** for your location/site.

- 1) Go to <https://gidep.org/> and then click on "Join GIDEP" along the top navigation bar.
- 2) Review GIDEP [Terms and Conditions](#) as well as the [Policies and Procedures](#).
- 3) Get an email from your authorizing official (i.e., your direct manager) that states something similar to the following: **(Name of Person Applying to be representative) will be the representative for (Name of Company and/or DOE site).**" The letter or email should include the manager's name, title, email address, and phone number.

The following are only applicable to DOE contractors:

In addition to the above, DOE contractors also need to provide a **copy of the contract** between the contractor and the Department of Energy.

A few key points about the contract that you provide:

- 1) **Formatting:** provide contract in PDF format, if possible, highlight relevant information, and only provide the necessary pages to reduce confusion, if possible.

¹ The term *location/site* is used interchangeably with *site* in this document.

- 2) Highlighted *Period of Performance* or *Deliverable* date that is in the future or the contract needs to be dated within the last 6 months.
- 3) Highlighted DOE name/address and the DOE contractor's name/address.

[Manage Users & Access Status](#)²

- 1) **Add** user from organization based on need to access GIDEP.
- 2) **Reactivate** user if previously inactive (e.g., on extended leave, didn't login in 60-day timeframe, etc.).
- 3) **Deactivate** user per internal policy (e.g., user going on extended leave or user no longer part of site)
- 4) **Transfer** user to a new site or a new role.

Ensure Organization Access

A representative must be assigned to the organization at all times for the organization to maintain access. It is suggested that when individuals change roles or leave the organization there is a plan for transferring or adding a representative to fulfill this role. A secondary representative can be added as a "backup." Backup also needs to login regularly (i.e., every 30 days).

If your organization is already a GIDEP member and needs to assign a representative because one is not currently assigned, please contact the email address below.

Issues or Questions?

Email counterfeit@hq.doe.gov

² Must be logged into GIDEP for link to direct you to training on user management.