

## SECTION II

### DEFINITIONS

- A. Work Item (4-E Spec) - An individual set of work requirements written in a standard format to accomplish a specific alteration or repair.
- B. Specification (Schedule) - The set of Work Items contained in a Job Order to be accomplished under the Master Agreement for Repair and Alteration of Vessels.
- C. Specification Package (Solicitation Package, Invitation for Bid (IFB), Request for Proposal (RFP), Job Order) - The Work Items, reference data, and all contractual requirements.
- D. **Master Specifications (MS) - Mandatory and non-deviational Work Items that can be used for single or multiple ship classes.**
  - 1. Standard Items (SIs) - Items that establish uniform methods and standards for routine requirements normally invoked in ship repair Work Items. These items are invoked whenever applicable without modification. **SIs are approved and maintained by the SSRAC.**
  - 2. Local Standard Items (LSIs) - Items which meet the criteria of SIs but are approved on a case basis for local area use only. LSIs shall not be used in coast-wide bidding or extended solicitations. LSIs are numbered sequentially in the 099-XX series (i.e., 099-XXJA for a SUPSHIP Jacksonville LSI). Approval of LSIs will be made at the local level.
  - 3. **Master Standard Work Item (MSWI) - Work Items that are non-deviational and mandatory for use as approved and written for single or multiple ship classes for specific repairs or to provide support for a ship availability. MSWIs are approved and maintained by the Master Specification Catalog Maintenance Office (MSCMO).**
    - a. **User activity may not add/delete requirements but may use "Intentionally Left Blank" for non-applicable reference(s) or requirement(s) as shown in Section VII-B.**
    - b. **User activity shall fill in all blanks or use "Intentionally Left Blank" if non-applicable as shown in Section VII-B.**
- E. **Templates - Work Items that can be modified and used for single or multiple ship classes.**
  - 1. Standard Work Templates (SWTs) - Work Templates that are prepared **for specific repairs, alterations, or to provide support for** work frequently occurring in ship repair **utilized across ship classes.**

2. Class Standard Work Templates (CSWTs) - Work that are prepared **for specific repairs, alterations, or to provide support for** work frequently occurring in ship repair **utilized** on a specific class of ship.
  
3. *Local Work Templates (LWTs) - Work templates that are prepared to provide instruction or support for work frequently occurring in ship repair that is unique to a specific geographic location.*