

(Music)

#### SLIDE 1

Welcome to Supplier Performance Risk System, SPRS, Supplier Surveillance Report Tutorial.

#### SLIDE 2

Supplier Surveillance is a tool for users to focus on vendors have supplied particular items to the Government. Given a National Stock Number (NSN), the report will return all CAGEs that supplied the item, since January 2010.

To obtain a Supplier Surveillance Report, click Supplier Surveillance from Report Menu Items. Enter the National Stock Number (NSN) and/or select a Supplier Risk Score color.

#### SLIDE 3

Use Control and click to select or deselect multiple Supplier Risk Score colors.

Click Search to generate a report for the qualifiers entered.

#### SLIDE 4

The Supplier Surveillance Report is displayed. Click the Print button to print this report. When searching by NSN, the top displays: the NIIN, the FSC/PSC, and if the NSN searched is considered a High Risk Item.

The NIIN and FSC/PSC are hyperlinked to the associated NSN's Detailed Item/Price Risk Report. Average price is based on all unique prices since January 2010, adjusted for inflation and number of times the item was purchased.

To find out more information contained in this report, view the Item/Price Risk Report Tutorial.

#### SLIDE 5

Click Export to Excel to export the data. Use the search function to filter by specific CAGEs, key words in a company name, or by Supplier Risk Score. Clicking on the column header can sort the report ascending or descending, for example this feature may be useful if the user is trying to sort by lowest to highest Supplier Risk Scores.

The default table contains ten CAGES, to navigate to additional pages, use the page number or buttons at the bottom of the table.

#### SLIDE 6

The table contains: the CAGEs, Company Name, and Supplier Risk Scores for that NSN.

#### SLIDE 7

Click a CAGE, Company Name, or Supplier Risk Score to display the Supplier Risk Report. Supplier Risk Score is an overall score using 3-years of supplier performance information data designed to calculate and identify supplier risk by calculating a single overall numerical score.

To find out more information contained in this report, view the Supplier Risk Report Tutorial. Use the Back link to return to the Supplier Surveillance Report.

#### Slide 8

This is an example of the report when searching by Supplier Score Color or Colors, this enables a user to analyze vendors by performance class. As on the previous slide, click a CAGE, Company Name, or Supplier Risk Score to display the Supplier Risk Report for your selection.

#### Slide 9

Additional references include, the Evaluation Criteria Manual for scoring details listed here:

[https://www.sprs.csd.disa.mil/pdf/SPRS\\_DataEvaluationCriteria.pdf](https://www.sprs.csd.disa.mil/pdf/SPRS_DataEvaluationCriteria.pdf)

The SPRS Frequently Asked Questions (FAQs) webpage for additional scoring questions listed here:

<https://www.sprs.csd.disa.mil/faqs.htm#score>

And the SPRS User Guide for Government, for more Summary information, at the URL listed here:

[https://www.sprs.csd.disa.mil/pdf/SPRS\\_Government.pdf](https://www.sprs.csd.disa.mil/pdf/SPRS_Government.pdf)

#### SLIDE 10

SPRS contact information can be found at the SPRS website located at the URL listed here:

<https://www.sprs.csd.disa.mil>

SPRS Help Desk is available Monday through Friday 6:30am to 6:00pm Eastern Time.

The phone numbers and Help Desk Email are listed here:

#### Slide 11

Within the application questions may also be submitted via the Feedback/Customer Support link in the menu.

#### Slide 12

This completes the SPRS Supplier Surveillance Report Tutorial.

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