

ADDRESS CODE DISTRIBUTION
FOR ECP/RFD/RFV/VECP

1. Concurrent distribution of Value Engineering Change Proposals (VECPs), Engineering Change Proposals (ECPs), Request for Deviations (RFDs)/Request for Variance (RFVs) shall be submitted as follows:
2. The preferred method of transmission is electronically to USARMY.RIA.ARDEC.MBX.ARDEC-ECP-INPUT@MAIL.MIL. Submission shall be under 7MB. Electronic forms (DD Forms 1692, 1693, and 1694) are available for your use at [HTTPS://WWW.PICA.ARMY.MIL/PROD_TECHDATA/CMDOCS-LINKS.HTM](https://www.pica.army.mil/prod_techdata/cmdocs-links.htm). DD Forms associated with MIL-STD-3046 (DD Forms 1692, 1694, 1695) are located at <http://www.dtic.mil/whs/directives/infomgt/forms/>.
3. If hardcopies are submitted, the contractor shall submit copies as required and as identified below to:
 - a. Director, U.S. Army Armament Research, Development and Engineering Center, ATTN: RDAR-EIS-PE (ECPs), PICATINNY, NJ 07806-5000
 - b. Contracting office: Provide to the buyer's current mail/email address as reflected on the front page of the contract (or most recent modification, if applicable).
 - c. Army Contracting Command - Rock Island, 3055 Rodman Avenue, Rock Island, IL 61299-8000
 - d. Administrative Contracting Officer
4. When ECPs, NORs, RFDs/RFVs are determined to be Urgent, Critical and/or schedule impacting, an action copy shall be provided to RDAR-EIS-PE via data facsimile (FAX) to 973-724-2082. This transmission shall be immediately followed with the usual email submittal.