

The Product Service Code Selection Tool: A Quick Guide

What is a Product Service Code?

- A Product Service Code (PSC) is a code that describes products, services, research, and development purchased by the federal government
- PSCs indicate what the government has purchased for each contract action, and these purchases are tracked in the Federal Procurement Data System

What is the PSC Selection Tool?

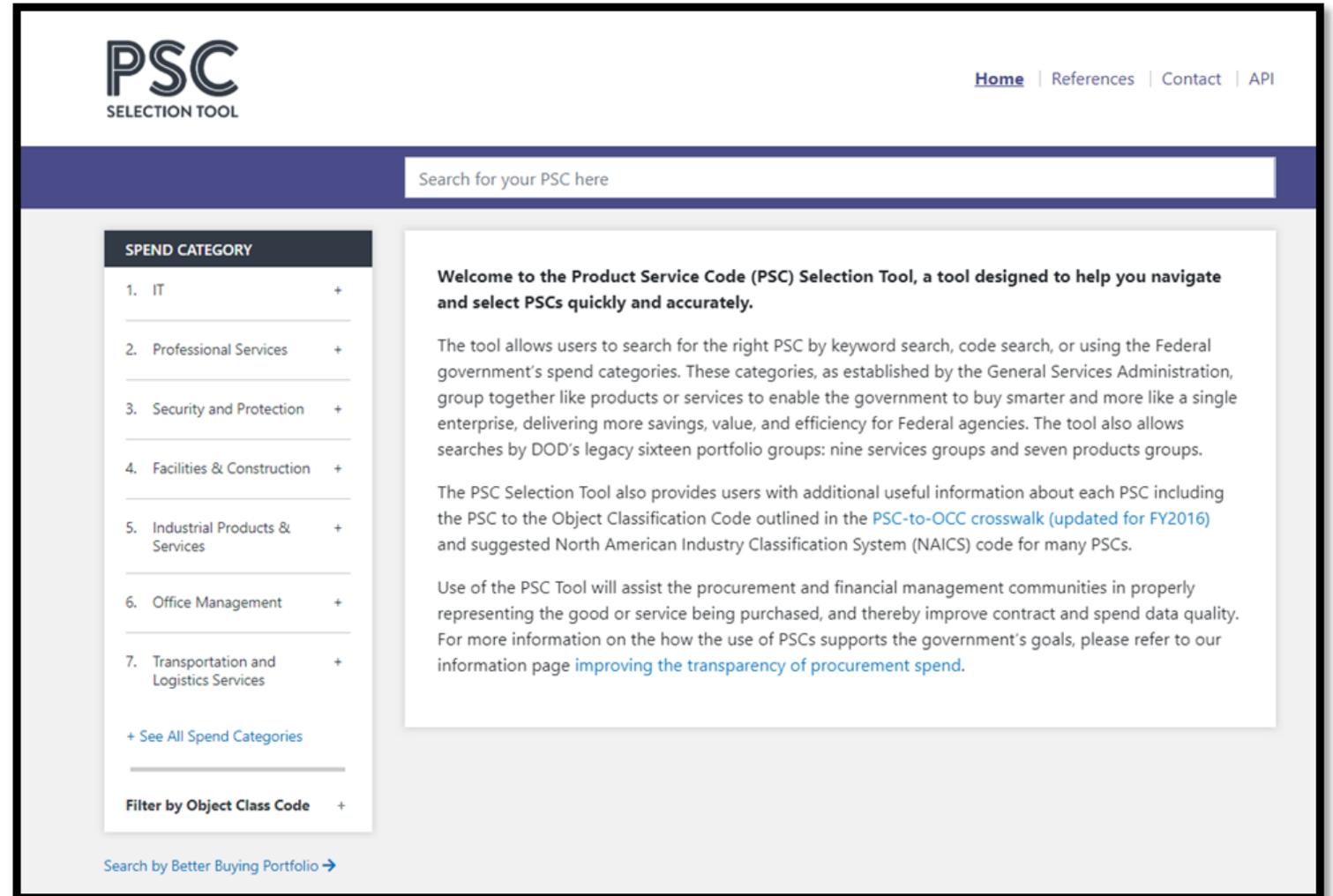
- The PSC Selection Tool has been designed to help the federal procurement and finance communities properly identify what they are buying on contracts
- The tool allows users to search for the right PSC by keyword search, code search, or using the Federal government's spend categories
- Categories, as established by the General Services Administration, group together like products or services to enable the government to buy smarter and more like a single enterprise, delivering more savings, value, and efficiency for Federal agencies
- The tool also allows searches by the Department of Defense's (DOD's) legacy 16 portfolio groups: nine services groups and seven products groups

Purpose of the PSC Selection Tool

- The PSC Selection Tool provides users with additional useful information about each PSC including the PSC to the Object Classification Code (OCC) outlined in the PSC-to-OCC crosswalk (updated for fiscal year 2018) and suggested North American Industry Classification System (NAICS) code for many PSCs
- Use of the PSC Tool will assist the procurement and financial management communities in properly representing the good or service being purchased, and thereby improve contract and spend data quality

Accessing the PSC Selection Tool

- To obtain PSC data, the user can access the PSC Selection Tool at <https://psctool.us>. An image of the home page can be found below (Figure 1). The website does not require any login specifications
- From this page, the user may search for a PSC by keyword or search code. Alternatively, the user may navigate to it by using Spend Category, OCC, or Better Buying Portfolio group



Searching for PSCs – Search Bar

- Once the user has accessed the main page, he or she may search for a PSC by using the search bar
- The user may search for a PSC by keyword, where a list of PSCs related to the keyword will appear. Alternatively, the user may perform a code search by entering a PSC's four digit classification number

Selecting a PSC by Keyword



Selecting a PSC by Search Code



Searching for PSCs – Spend Categories, Pt. 1

- Alternatively, the user may search for a PSC by its Spend Category, which is a category determined by the General Services Administration
- The user may search for the desired PSC by selecting one of these 19 categories

The screenshot displays the PSC Selection Tool interface. At the top left is the logo 'PSC SELECTION TOOL'. On the top right are navigation links: 'Home | References | Contact | API'. A search bar is located below the logo with the placeholder text 'Search for your PSC here'. On the left side, there is a 'SPEND CATEGORY' dropdown menu. The menu is open, showing a list of categories: 1. IT (highlighted with a red box), 1.1 IT Software (highlighted with a red box), 1.2 IT Hardware, 1.3 IT Consulting, 1.4 IT Security, 1.5 IT Outsourcing, 1.6 Telecommunications, 2. Professional Services, 3. Security and Protection, 4. Facilities & Construction, 5. Industrial Products & Services, 6. Office Management, 7. Transportation and Logistics Services, and a link '+ See All Spend Categories'. Below the menu is a 'Filter by Object Class Code' option. At the bottom left of the interface is a link 'Search by Better Buying Portfolio →'. The main content area on the right shows the details for the selected category 'IT Software'. It includes a '7030 Information Technology Software' header with a '- details' link. Below this is a table with three columns: 'Spend Category 1.1 IT Software', 'Portfolio Information Technology Equipment', and 'Object Class Code 31 Equipment'. There are also 'Includes' and 'Excludes' sections. The 'Includes' section describes system programs, utility programs, and application programs. The 'Excludes' section describes operating manuals and programmers manuals. Below these sections are 'Suggested NAICS' categories: '511210 Software Publishers', '334614 Software and Other Prerecorded Compact Disc, Tape, and Record Reproducing', and '443142 Electronics Stores'. At the bottom of the main content area is a 'D319 It And Telecom- Annual Software Maintenance Service Plans' header with a '+ details' link.

Searching for PSCs – Spend Categories, Pt. 2

Category which organizes Federal dollars being spent (this is the preferred method of categorizing PSCs)

Legacy DoD Better Buying Power Portfolios

Classifies an object in the context of the government's budget

NAICS codes that are associated with the PSC

Other materials or items associated with the PSC being examined

The screenshot displays the 'PSC SELECTION TOOL' interface. At the top, there is a search bar with the text 'Search for your P...'. Below the search bar, the main content area is titled 'IT Software' and features a '7030 Information Technology Software' entry. To the left of this entry is a 'SPEND CATEGORY' sidebar with a tree view including '1.2 IT Hardware', '1.3 IT Consulting', '1.4 IT Security', '1.5 IT Outsourcing', '1.6 Telecommunications', '2. Professional Services', '3. Security and Protection', '4. Facilities & Construction', '5. Industrial Products & Services', and '7. Transportation and Logistics Services'. Below the sidebar is a 'Filter by Object Class Code' section. The main entry for '7030 Information Technology Software' includes a 'Spend Category 1.1 IT Software' and a 'Portfolio' of 'Information Technology Equipment' and 'Electronic & Communication Equipment'. It also shows an 'Object Class Code' of '31 Equipment'. Below this, there are sections for 'Includes' (system programs, utility programs, application programs) and 'Excludes' (operating manuals, programmers manuals, software for government specifications). A 'Suggested NAICS' section lists '511210 Software Publishers', '334614 Software and Other Prerecorded Compact Disc, Tape, and Record Reproducing', and '443142 Electronics Stores'. At the bottom, there is a 'D319 It And Telecom- Annual Software Maintenance Service Plans' entry.

Searching for PSCs – Spend Categories, Pt. 3

- Furthermore, the information presented will show a list of suggested NAICS codes that are associated with the PSC
- The user may then click on a NAICS code to view its description, which will provide more information about the selected item

Suggested NAICS

511210 Software Publishers

This industry comprises establishments primarily engaged in computer software publishing or publishing and reproduction. Establishments in this industry carry out operations necessary for producing and distributing computer software, such as designing, providing documentation, assisting in installation, and providing support services to software purchasers. These establishments may design, develop, and publish, or publish only.

Cross-References. Establishments primarily engaged in--

- Reselling packaged software--are classified in Sector 42, Wholesale Trade or Sector 44-45, Retail Trade;
- Providing access to software for clients from a central host site--are classified in Industry 518210, Data Processing, Hosting, and Related Services;
- Designing software to meet the needs of specific users--are classified in U.S. Industry 541511, Custom Computer Programming Services; and
- Mass duplication of software--are classified in U.S. Industry 334614, Software and Other Prerecorded Compact Disc, Tape, and Record Reproducing.

Searching for PSCs – OCCs

- Alternatively, the user may search for a PSC by selecting the “Object Class Code” option by clicking on the “+” button listed by “Filter by Object Class Code.” 16 different OCCs will then appear on the screen
- Upon selection of an OCC, the spend categories will filter down to only the related groups. For example, if the user were to select OCC 21.0, only Spend Categories 7 and 8 will appear at the top left hand side of the screen
- The user will need to select a spend category to search for the PSC in question, which will bring the user back to the series of PSCs associated with each subcategory within the Spend Category field

Search for your PSC here

SPEND CATEGORY

1. IT +
2. Professional Services +
3. Security and Protection +
4. Facilities & Construction +
5. Industrial Products & Services +
6. Office Management +
7. Transportation and Logistics Services +

[+ See All Spend Categories](#)

Filter by Object Class Code -

21.0 | 22.0 | 24.0 | 26.0
31.0 | 32.0 | 42.0 | 23.2
23.3 | 25.1 | 25.2 | 25.4
25.5 | 25.6 | 25.7 | 25.8

Select an object class code above if you would like to filter Spend Category results.

Welcome to the Product Service Code (PSC) Selection Tool, a tool designed to help you navigate and select PSCs quickly and accurately.

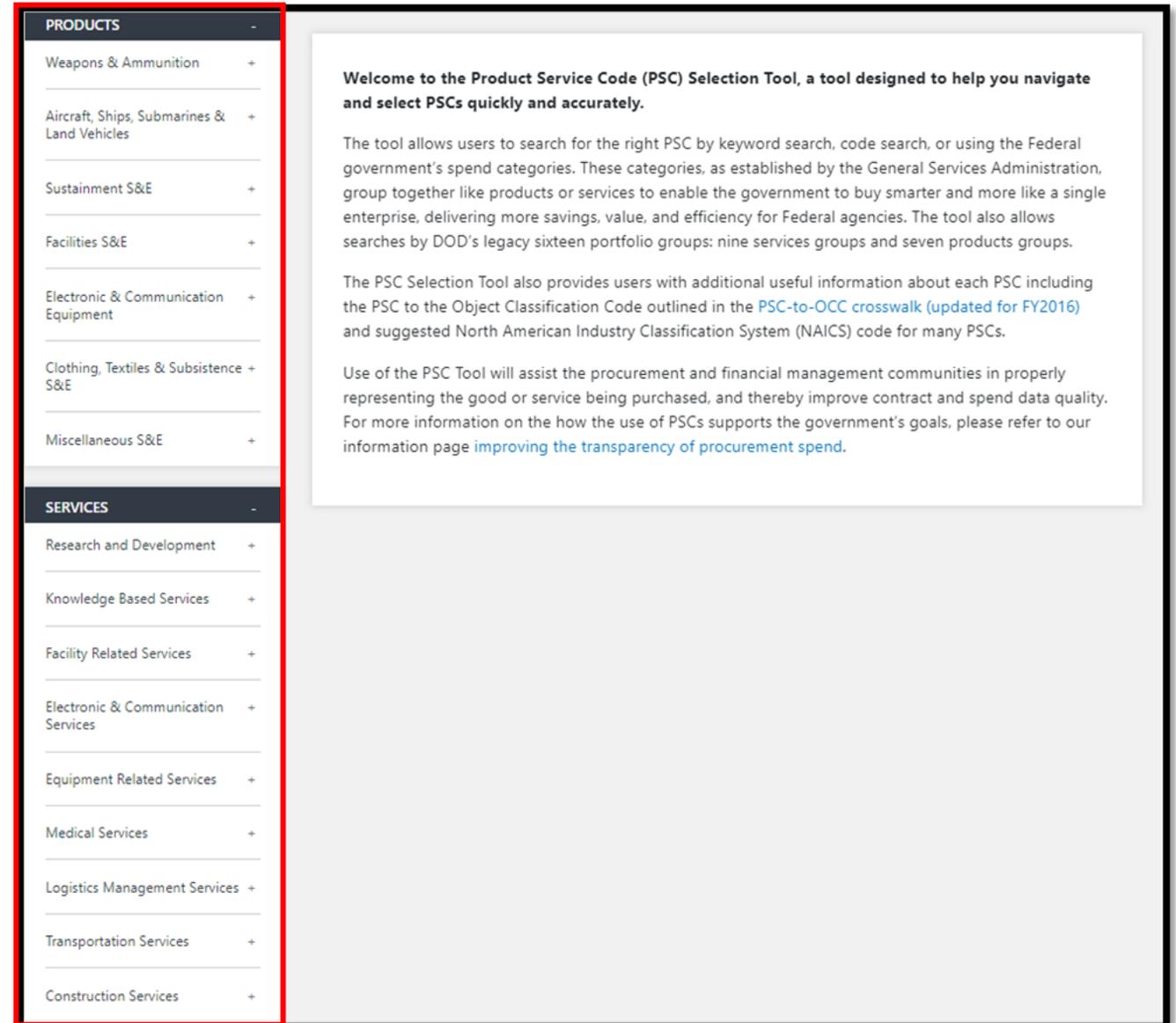
The tool allows users to search for the right PSC by keyword search, code search, or using the Federal government's spend categories. These categories, as established by the General Services Administration, group together like products or services to enable the government to buy smarter and more like a single enterprise, delivering more savings, value, and efficiency for Federal agencies. The tool also allows searches by DOD's legacy sixteen portfolio groups: nine services groups and seven products groups.

The PSC Selection Tool also provides users with additional useful information about each PSC including the PSC to the Object Classification Code outlined in the [PSC-to-OCC crosswalk \(updated for FY2016\)](#) and suggested North American Industry Classification System (NAICS) code for many PSCs.

Use of the PSC Tool will assist the procurement and financial management communities in properly representing the good or service being purchased, and thereby improve contract and spend data quality. For more information on the how the use of PSCs supports the government's goals, please refer to our information page [improving the transparency of procurement spend](#).

Searching for PSCs – Better Buying Portfolio, Pt. 1

- Finally, the user may choose to search for a PSC by DoD's legacy Better Buying Portfolio groups
- The Better Buying by Portfolio selection will divide PSCs into two categories: products, which contain items such as weapons, electronic equipment and clothing; and services, which include medical services, transportation services, and construction services
- The user will select a subcategory listed under products or services to obtain more information



PRODUCTS

- Weapons & Ammunition +
- Aircraft, Ships, Submarines & Land Vehicles +
- Sustainment S&E +
- Facilities S&E +
- Electronic & Communication Equipment +
- Clothing, Textiles & Subsistence + S&E +
- Miscellaneous S&E +

SERVICES

- Research and Development +
- Knowledge Based Services +
- Facility Related Services +
- Electronic & Communication Services +
- Equipment Related Services +
- Medical Services +
- Logistics Management Services +
- Transportation Services +
- Construction Services +

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Searching for PSCs – Better Buying Portfolio, Pt. 2

Category which organizes Federal dollars being spent (this is preferred method of categorizing PSCs)

Classifies an object in the context of the government's budget

Services / Research And Development

Technology Base

Encompasses basic research and exploratory development

AA11 Agriculture Insect And Disease Control - Basic Research

Spend Category 17.3 Technology Base Research and Development	Portfolio Technology Base Research and Development	Object Class Code 25.5 Research and development contracts
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[Suggested NAICS](#)

None

PRODUCTS

- Weapons & Ammunition +
- Aircraft, Ships, Submarines & Land Vehicles +
- Facilities S&E +
- Electronic & Communication Equipment +
- Clothing, Textiles & Subsistence S&E +
- Miscellaneous S&E +

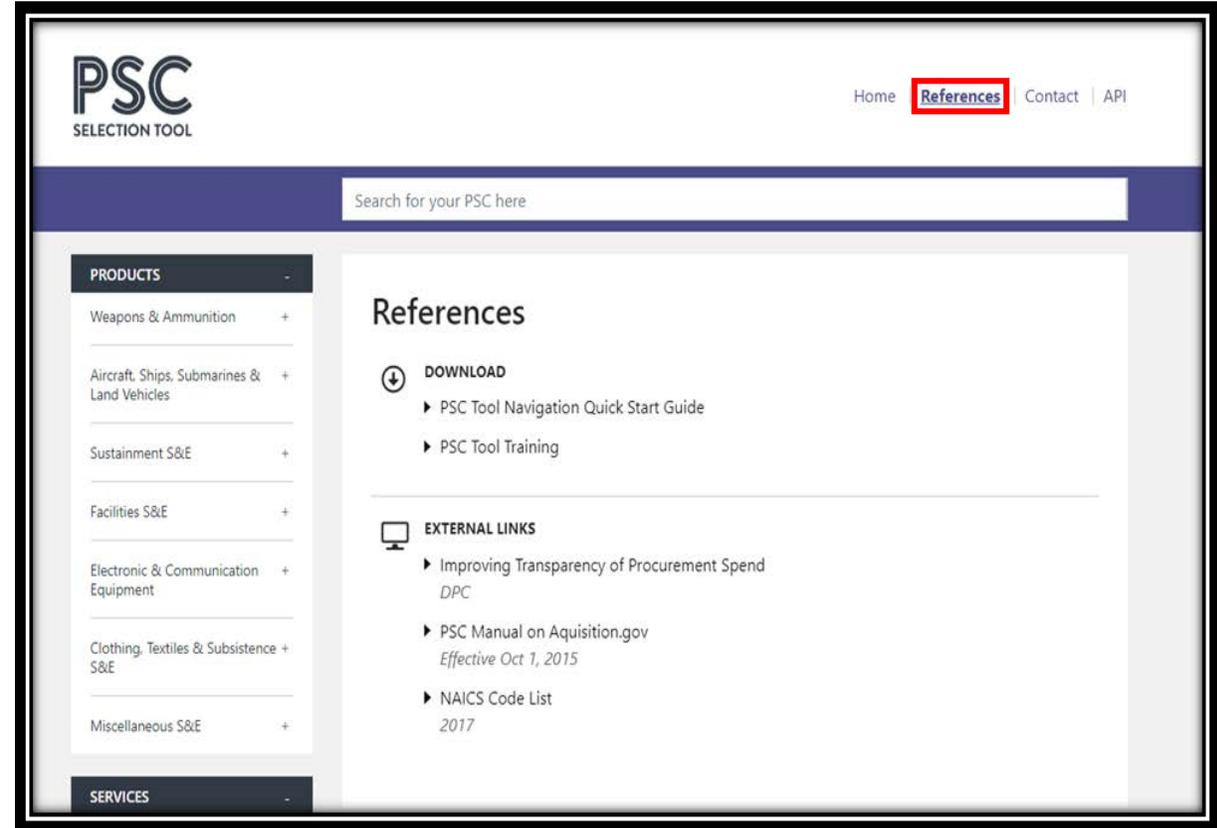
SERVICES

- Research and Development -
- Technology Base**
- Systems Development
- Operational Systems Development
- Commericalization

Legacy DoD Better Buying Power Portfolios

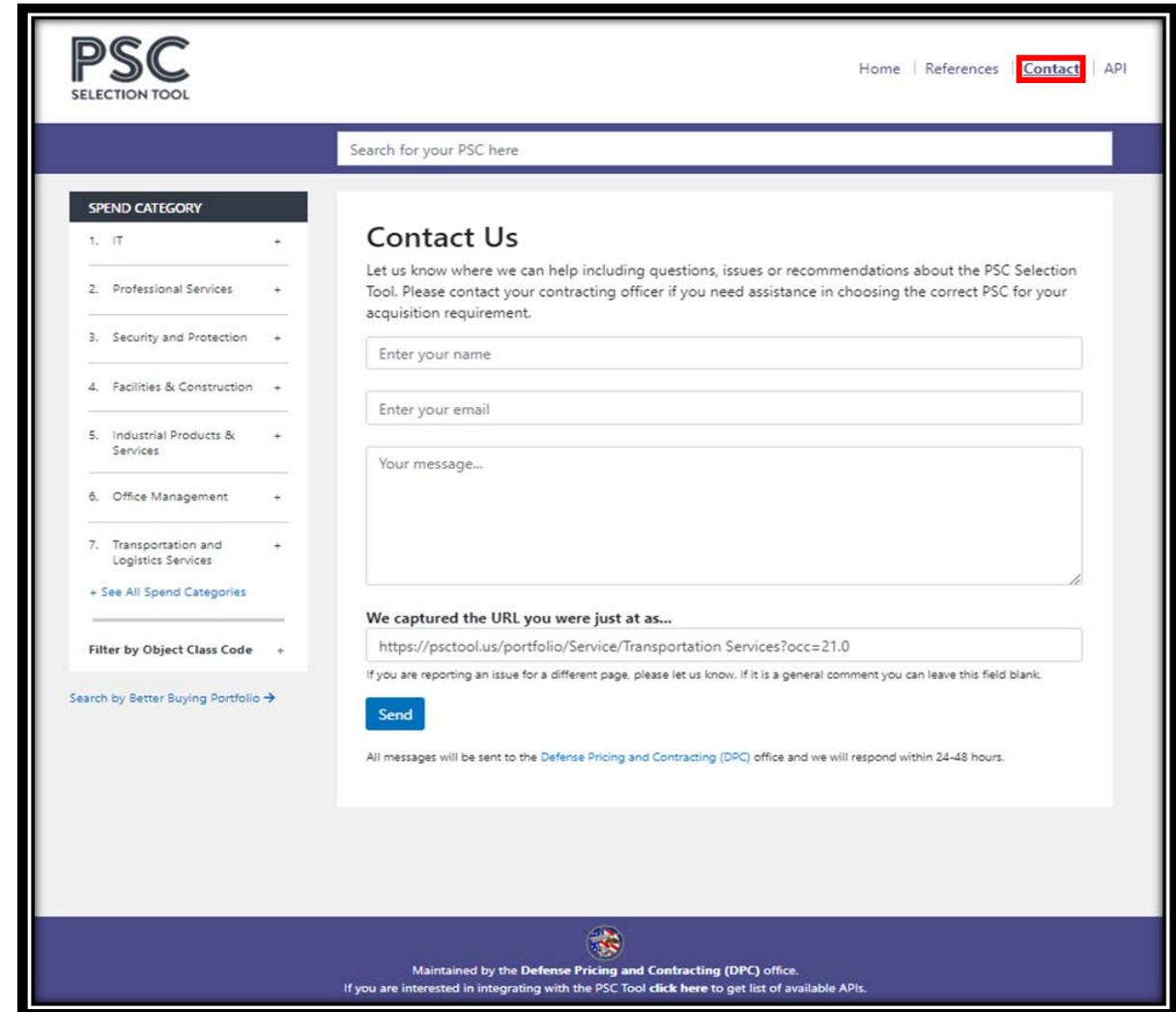
PSC Selection Tool – Reference Page

- Should the user need any additional resources pertaining to PSCs and their classifications, the user may access the reference page at the top right hand corner of the screen
- The website will prompt the user to a series of references pertaining to PSC selections. These sources include the PSC Navigation Guide, this PSC Quick Start Guide, and several external links provided by DoD's Defense Pricing & Contracting Office as well as its partners



PSC Selection Tool – Contact Page

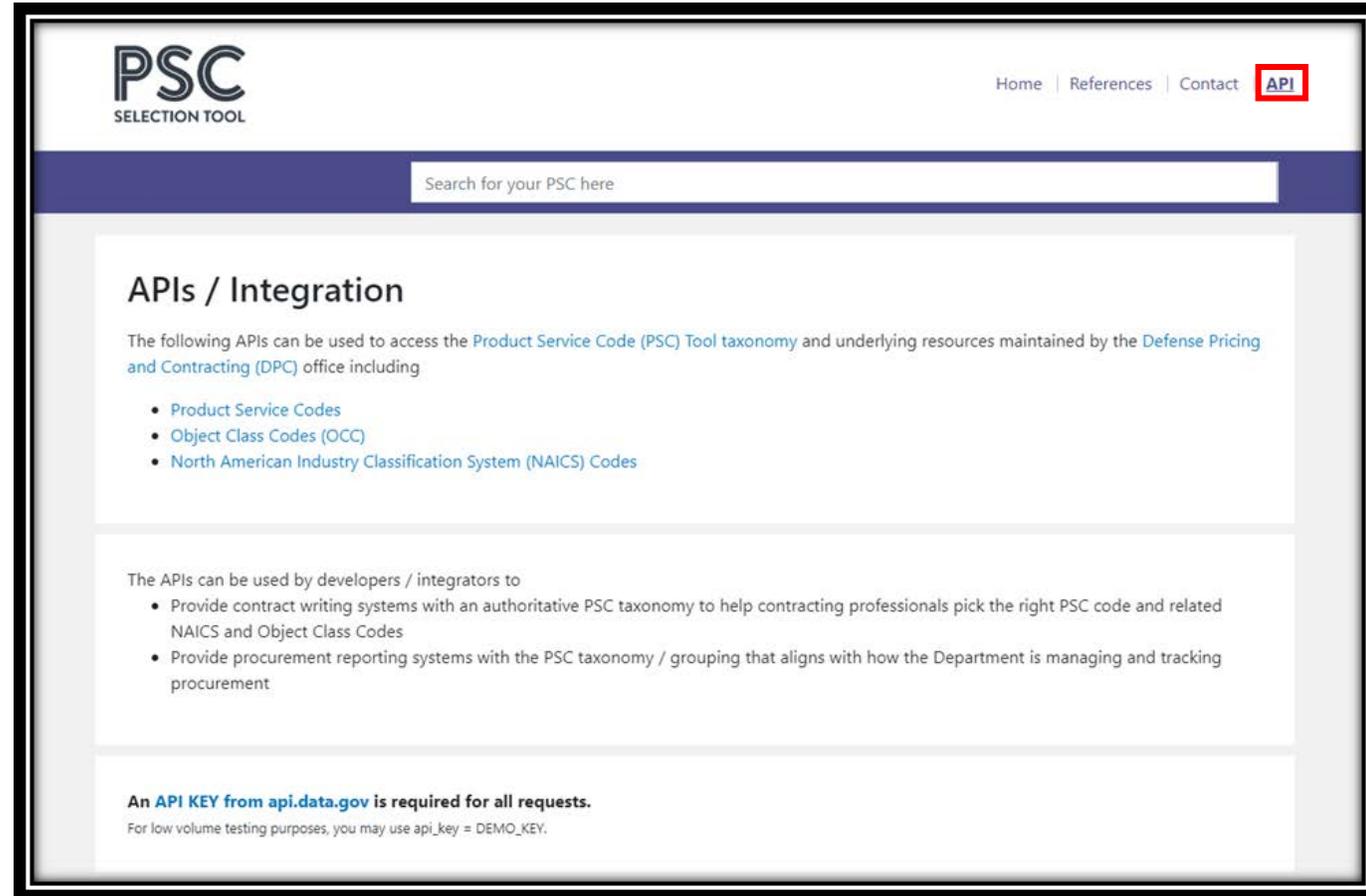
- Should the user have any additional questions, he or she may contact the PSC Selection Tool Help Desk
- The page will prompt the user to input his or her inquiry into a text box
- The user will be required to provide his or her name and email address
- Following submission, a member of the PSC Selection Tool Help Desk will respond to the user's request



The screenshot displays the 'Contact Us' page of the PSC Selection Tool. The page features a dark blue header with the 'PSC SELECTION TOOL' logo on the left and navigation links for 'Home', 'References', 'Contact' (highlighted in red), and 'API' on the right. Below the header is a search bar with the placeholder text 'Search for your PSC here'. The main content area is divided into two columns. The left column, titled 'SPEND CATEGORY', contains a list of categories: 1. IT, 2. Professional Services, 3. Security and Protection, 4. Facilities & Construction, 5. Industrial Products & Services, 6. Office Management, and 7. Transportation and Logistics Services. Each category has a plus sign to its right. Below the list is a link '+ See All Spend Categories' and a 'Filter by Object Class Code' dropdown menu. At the bottom of this column is a link 'Search by Better Buying Portfolio →'. The right column is titled 'Contact Us' and contains a message: 'Let us know where we can help including questions, issues or recommendations about the PSC Selection Tool. Please contact your contracting officer if you need assistance in choosing the correct PSC for your acquisition requirement.' Below this message are three input fields: 'Enter your name', 'Enter your email', and 'Your message...'. Below the message field is a section titled 'We captured the URL you were just at as...' with a text box containing the URL 'https://psctool.us/portfolio/Service/Transportation Services?occ=21.0'. Below the URL field is a note: 'If you are reporting an issue for a different page, please let us know. If it is a general comment you can leave this field blank.' Below this note is a blue 'Send' button. At the bottom of the right column is a message: 'All messages will be sent to the Defense Pricing and Contracting (DPC) office and we will respond within 24-48 hours.' The footer of the page is dark blue and contains the text: 'Maintained by the Defense Pricing and Contracting (DPC) office. If you are interested in integrating with the PSC Tool click here to get list of available APIs.'

PSC Selection Tool – APIs/Integration Page

- Finally, should the user need to access the application programming interface (API) for the PSC Selection Tool, he or she may do so by selecting the “API” option at the top right hand corner of the screen
- The API is a set of definitions to help define the interaction between two systems or components
- Through the API, the system will allow external systems to pull PSCs, OCCs, and NAICS codes in the PSC Tool taxonomy
- These APIs will allow developers and integrators to provide contract writing systems with an authoritative PSC taxonomy
- To complete this function, an API key from <https://api.data.gov/signup/> is required



The screenshot shows the 'APIs / Integration' page of the PSC Selection Tool. The page features a search bar at the top with the placeholder text 'Search for your PSC here'. The main content area is titled 'APIs / Integration' and includes a paragraph explaining that the APIs are used to access the Product Service Code (PSC) Tool taxonomy and underlying resources maintained by the Defense Pricing and Contracting (DPC) office. A bulleted list identifies the APIs: Product Service Codes, Object Class Codes (OCC), and North American Industry Classification System (NAICS) Codes. Below this, another paragraph states that the APIs can be used by developers/integrators to provide contract writing systems with an authoritative PSC taxonomy and to provide procurement reporting systems with the PSC taxonomy/grouping that aligns with how the Department is managing and tracking procurement. At the bottom, a note indicates that an API key from api.data.gov is required for all requests, and provides a demo key for low volume testing purposes.

PSC
SELECTION TOOL

Home | References | Contact **API**

Search for your PSC here

APIs / Integration

The following APIs can be used to access the [Product Service Code \(PSC\) Tool taxonomy](#) and underlying resources maintained by the [Defense Pricing and Contracting \(DPC\)](#) office including

- [Product Service Codes](#)
- [Object Class Codes \(OCC\)](#)
- [North American Industry Classification System \(NAICS\) Codes](#)

The APIs can be used by developers / integrators to

- Provide contract writing systems with an authoritative PSC taxonomy to help contracting professionals pick the right PSC code and related NAICS and Object Class Codes
- Provide procurement reporting systems with the PSC taxonomy / grouping that aligns with how the Department is managing and tracking procurement

An API KEY from api.data.gov is required for all requests.
For low volume testing purposes, you may use `api_key = DEMO_KEY`.

Conclusion

- The PSC Selection Tool will give U.S. DoD leadership greater visibility into the PSC taxonomy and the categorization associated with each PSC
- By outlining the various PSC categories, as well as providing the PSC-to-OCC and PSC-to-NAICS crosswalks, the user will be able to access this information with ease. With the help of this user guide and by navigating the PSC Selection Tool, the user will be able to record the appropriate PSC code when completing contract line items. This, in turn, will result in more accurate and complete contracts