DEFENSE LOGISTICS MANAGEMENT STANDARDS

VOLUME 2

SUPPLY STANDARDS AND PROCEDURES

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C1. CHAPTER 1

INTRODUCTION

C1.1. <u>GENERAL</u>

C1.1.1. <u>Purpose</u>. This volume provides Department of Defense (DoD) standard procedures and electronic data interchange (EDI) conventions to effect supply actions using American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12 transactions with the Defense Logistics Management Standards (DLMS).

C1.1.1.1. This volume contains some of the legacy 80 record position transaction procedures associated with the respective DLMS transaction to ensure the functionality of the Military Standard Requisition and Issue Procedures (MILSTRIP) and Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP). This is included where necessary to operate in a mixed legacy 80 record position and the upgraded DLMS environment. Upon full DLMS implementation, any specific legacy procedures wording will be removed.

C1.1.2. <u>Defense Logistics Management Standards Volume Access</u>. Use of this volume requires simultaneous access to DLMS Manual Volume 1 administrative items such as the lists of acronyms and abbreviations, terms and definitions, and references; instructions for acquiring access to the DLMS standards data base; specific guidance that applies to all DLMS Implementation Conventions (IC); DLMS to Defense Logistics Standard System (DLSS) cross-references and DoD/ASC X12 Conversion Guides and both functional and technical information that is relatively stable and applies to the DLMS as a whole.

C1.2. <u>POLICY</u>. The DoD policy governing the procedures in this volume are:

C1.2.1. DoD Instruction 4140.01. "DoD Supply Chain Materiel Management Policy", March 6, 2019

C1.2.2. DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures", (Dates vary by Volume)

C1.3. <u>APPLICABILITY</u>. This volume applies to the Office of the Secretary of Defense, the Military Departments, the Joint Staff, the Combatant Commands, and Defense Agencies. The manual applies, by agreement, to external organizations conducting logistics business operations with DoD including (a) non-Government organizations, both commercial and nonprofit; (b) Federal agencies of the U.S. Government other than DoD; (c) foreign national governments; and (d) international government organizations.

C1.4. <u>SUPPLY PROCESS REVIEW COMMITTEE</u>. The Supply Process Review Committee (PRC) is the forum through which the DoD Components and other participating organizations may participate in the development, expansion,

improvement, maintenance, and administration of supply requirements for the DLMS. The Supply PRC chairperson, in coordination with the DoD Component Supply PRC representatives, is responsible for the contents of this volume of the DLMS. Representatives to the Supply PRC are identified on the Defense Enterprise Data Standards Office (DEDSO) Website. See DLMS Volume 1, Chapter 1 for a discussion of DLMS PRC functions and responsibilities.

C1.5. <u>SUPPLY DISCREPANCY REPORTING PRC</u>. The Supply Discrepancy Reporting (SDR) PRC provides a joint Service/Agency forum to develop, expand, improve, maintain, and administer supply discrepancy reporting policy and procedures. The SDR PRC chairperson, in coordination with the DoD Component SDR PRC representatives, is responsible for the SDR related contents of this volume of the DLMS. The DEDSO Website identifies the Representatives to the SDR PRC.

C1.6 <u>JOINT PHYSICAL INVENTORY WORKING GROUP</u>. The Joint Physical Inventory Working Group (JPIWG) recommends guidance and develops program enhancements for the physical inventory control of DoD supply system materiel. The JPIWG chairperson coordinates with DoD Component representatives for general supplies and ammunition to maintain the physical inventory control procedures contained in Chapter 6 of this volume. Representatives to the JPIWG are identified on the DEDSO Website.

C1.7. <u>NONCOMPLIANCE</u>. If reasonable attempts to obtain compliance with prescribed procedures or resolution of DLMS supply or SDR-related problems are unsatisfactory, the activity having the problem may request assistance from their respective DEDSO PRC representative. For noncompliance issues that impact the JSA/LWCG as well as the JPIWG, refer concerns to the Service/Agency representative on the aforementioned committees. The request should include information and copies of all correspondence pertinent to the problem; including the transaction set number, the document number and the date of the transaction involved. The appropriate representative should take the necessary actions to resolve the issue or problem. The actions may include requesting assistance from the Supply PRC chairperson.

C1.8. <u>TRANSACTION REVERSAL</u>. Processing activities may reverse select functional area transactions. See the following DLMS Volume 2 chapters for specific details on reversals:

- Chapter 6 for quality control requirements and for additional controls required when reversing physical inventory adjustments,

- See Chapter 9 for additional controls required when reversing logistics transfer/decapitalization transactions,

- Chapter 12 for additional controls required when reversing prepositioned materiel receipt transactions,

- Chapter 13 for additional controls required when reversing receipt transactions, and

- Chapter 14 for additional controls required when reversing issue transactions.

C1.9 <u>TRANSACTION REJECTION</u>.   DLMS Volume 1, Chapter 4 prescribes the procedures for the use of the DLMS 824R Reject Advice Transaction to exchange information about functional errors not covered by DLMS status or other type of supply transaction, including MILSTRIP and MILSTRAP functional areas. The Reject Advice Transaction reports the unique document number, and/or other pertinent information to identify the rejected transaction, and codes identifying one or more specific error conditions. Where specific reject advice codes are not established to identify the error condition causing the transaction to fail, Defense Automated Addressing System (DAAS) may use the Reject Advice Transaction to provide narrative message rejection of the erroneous DLMS transaction. A combination of reject advice codes and clarifying narrative may be used to facilitate interpretation of the error condition.

C1.10. <u>MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES</u>

C1.10.1. <u>Definition</u>. "A broad base of logistics transactions and procedures designed to meet DoD requirements to establish standard data elements, codes, forms, transaction formats (both legacy 80 record position and DLMS) and procedures to requisition, release/issue, and dispose of materiel and prepare related documents. It prescribes uniform procedures and time standards for the interchange of logistics information relating to requisitioning, supply advice, supply status, cancellation, materiel release/issue, lateral redistribution, materiel return processes, materiel obligation validation, contractor access to government sources of supply, and selected security assistance processes. The provisions apply to the Office of the Secretary of Defense, the Military Departments, the Joint Staff, the Combatant Commands, and Defense Agencies. It also applies, by agreement, to external organizations conducting logistics business operations with DoD including (a) non-Government organizations, both commercial and nonprofit; (b) Agencies of the U.S. Government other than DoD; (c) foreign national governments; and (d) international government organizations."

C1.10.2. <u>Purpose</u>. Prescribes uniform procedures, data elements and codes, formats, forms, and time standards for the interchange of logistics information relating to requisitioning, supply advice, supply status, materiel issue/receipt, lateral redistribution, and materiel return processes. The procedures govern the interchange of information for all materiel commodities (unless specifically exempted by the Under Secretary of Defense for Acquisition and Sustainment) (USD(A&S)) between supported activities and supply control/distribution systems of the Department of Defense (DoD) and other participating Component activities. Consideration of the requirements of other functional areas (exclusive of specific codes and procedures) related to requisition and issue processing are included to provide procedural clarity and/or to depict procedural interfaces with other standard DoD systems. The specific codes and procedures within these related functional areas (such as: priority designation, stock control, box marking, shipment planning, shipment documentation, communication

processing, and contractor shipments) are prescribed in the applicable regulatory documents of the standard system**.**

 C1.10.3. Applicability. MILSTRIP procedures are mandatory for use by:

 C1.10.3.1. All Component requisitioners authorized to request supply support from any Component distribution system and from GSA.

 C1.10.3.2. All contractors authorized under Component contracts to requisition government furnished materiel (GFM) from the Component.

 C1.10.3.3. The Component sources of supply and storage activities furnishing supply support to authorized requisitioners, including foreign country requisitioners participating in foreign military sales (FMS), Cooperative Logistics Supply Support Arrangement (CLSSA), and Grant Aid (hereafter referred to collectively as "Security Assistance" or "SA").

 C1.10.4. Exclusions. These procedures are not applicable to the following:

 C1.10.4.1. Bulk petroleum.

 C1.10.4.2. Inter-Departmental and intra-Departmental purchasing operations.

 C1.10.4.3. Forms and publications. (However, requirements placed on GSA and Navy for these items will be submitted in the prescribed MILSTRIP requisition format.) Forms and publications assigned national stock numbers (NSNs) may be requisitioned using these procedures.

 C1.10.4.4. Communications security (COMSEC) equipment, COMSEC aids (keying materiel), and all items including classified Components, individual elements and repair that are classified and designated crypto or are normally handled through crypto channels.

C1.11. MILITARY STANDARD TRANSACTION REPORTING AND ACCOUNTABILITY PROCEDURES. A broad base of logistics transactions and procedures designed to meet DoD requirements to establish standard codes, formats (both DLMS and legacy 80 record position), and procedures for inventory accountability and reporting processes. MILSTRAP prescribes uniform procedures for recording inventory management data passed between elements of a single Service or Agency distribution system or between the various distribution systems of the Department of Defense. The procedures govern the interchange of logistics information, and related financial management information, for materiel in the supply control/distribution systems of the Department of Defense and participating external organizations, unless specifically exempted by the Under Secretary of Defense for Acquisition and Sustainment (USD(A&S). The financial management aspects of MILSTRAP pertain only to financial data produced as a by-product of receipt, issue, and inventory adjustment processing.

C1.11.1. <u>MILSTRAP Purpose</u>

C1.11.1.1. The forms, formats, and codes prescribed herein were developed on the basis of the DoD Components' requirement for standard transaction reporting and accountability procedures for item accountability and financial inventory of DoD materiel. The prescribed codes are mandatory for inter- and intra-DoD Component use when data are interchanged among distribution system elements.

C1.11.1.2. The requirements of other logistics functional areas (exclusive of the specific codes and procedures) related to MILSTRAP) have been considered and are included to provide procedural clarity and/or to describe procedural interfaces with other DoD logistics standard systems. Certain techniques for deriving financial billing data in the legacy 80 record position transactions are provided within the purview of this manual. Financial billing procedures are prescribed in appropriate DoD publications.

C1.11.2. <u>MILSTRAP Exclusions</u>

C1.11.2.1. Excluded are supply transactions below the inventory control point (ICP) and storage activity level in the distribution system (i.e., transactions at post, camp, station, base (or equivalent) level or between post, camp, station, base (or equivalent) and using organizations), unless a DoD Component establishes an internal requirement for use at this level.

C1.11.2.2. As provided in Chapter 10, materiel receipt acknowledgment is required below the wholesale level and is not excluded.

C11.11.2.3. As provided in Chapter 22, asset status reporting is required below the wholesale level and is also not excluded.

C1.11.2.4. Specific commodities excluded from MILSTRAP procedures are identified in Chapter 6 under Exclusions:

C1.11.3. <u>MILSTRAP Principles and Objectives</u>

C1.11.3.1. MILSTRAP holds to the principle that the structure of the system provides essential information to inventory control points (ICPs) for the exercise of supply and financial management without encumbering the system with details peculiar to differing types of materiel. A standard system of this design imparts uniformity without limiting the ICP's internal management options for the items of supply it controls.

C1.11.3.2. MILSTRAP establishes standard codes, forms, formats, and procedures for the inventory accountability and reporting process, which is mandatory for use by Components. These procedures are designed to provide:

C1.11.3.2.1. A standardized coding structure for inventory transactions and related management actions that conveys the information required for effective inventory management.

C1.11.3.2.2. Uniformity in the interchange of inventory accountability information within and between the DoD Components.

C1.11.3.2.3. An integrated system of item accountability which permits the accumulation of financial data for financial reporting as an adjunct of updating the inventory record.

C1.11.3.3. MILSTRAP is not designed to accommodate every transaction relevant to an inventory control system nor does it embody all data elements integral to existing systems. Rather, MILSTRAP isolates and concentrates on transactions that are fundamental to any inventory control system and on related data elements which are interchanged between distribution systems or elements of systems with sufficient frequency to justify standardization and universal recognition.

C1.11.3.4. The design of MILSTRAP recognizes that supply policy may obviate use of a prescribed code or may demand system oriented codes. Accordingly, the procedure allows selectivity in the application of codes and permits intra-Component assignment of certain supplemental codes within the basic coding structure. Codes established under this option will not duplicate or circumvent the intent of codes utilized in the basic uniform system nor must use of these codes exceed the confines of applicable distribution system(s).

C1.11.3.5. Legacy 80 Record Position Multiuse Fields. This paragraph applies only to users that have not implemented the use of DLMS transactions.

C1.11.3.5.1. Needs for internal Component data are met by allowing multiuse data in certain record positions and fields in the legacy 80 record position transactions and as defined in the legacy 80 record position format appendices. The need for Multiuse fields only pertains to the legacy 80 record position transactions. Internal Component data is accommodated as necessary in the respective DLMS transactions as defined in the respective Implementation Convention(s).

C1.11.3.5.2. Where legacy transactions are still being used, Multiuse record positions will be blank in inter-Component supply transactions, unless otherwise stated in this manual. However, internal data may be entered in these fields in intra-Component supply transactions. Each Component will define internal data and incorporate the data into the appropriate DLMS transaction(s) using the DLMS change process. Such data is meaningful only within the Component's system(s).

C1.11.3.5.3. Legacy record positions and fields labeled blank must be left blank. Components will not define internal entries in these fields or record positions; they are reserved for future assignment by the Department of Defense.

C1.11.4. Inventory Segmentation Codes

C1.11.4.1. Information regarding an item's stock balance will be obtained by dividing the inventory of an item into meaningful categories having distinctive characteristics. This process is called inventory segmentation. The inventory control

system (designed to account for items of supply controlled, managed, or stocked in the distribution system) is based on the concept of inventory segmentation by ownership/purpose, supply condition, and location. The coding information indicates who owns the assets (ownership), for what purpose the materiel is held within an ownership (purpose), the condition of the materiel in terms of serviceability and readiness for issue (supply condition), and where the materiel is physically stored (location). These basic data elements are required for inventory management, requisition processing, and distribution management. This information is also required for preparing financial and supply status reports required for management and decision making.

C1.11.4.2. The range of inventory segmentation codes is designed to accommodate the distribution system as a whole. The full range of codes may not apply to the materiel managed by any one ICP, but use of codes that do apply is mandatory. Codes provided but not required by an ICP will not be used for another purpose.

C1.11.4.2.1. Ownership/Purpose Codes

C1.11.4.2.1.1. Ownership codes segment and identify, on the inventory control record maintained by other than the owner, the Military Service or other activity having title to the assets. This is shown by a numeric code assignment (Appendix AP2.3). Purpose codes segment and identify, on the inventory control record maintained by the owner, the purpose or reservation for which the materiel is held. This is shown by an alphabetic code assignment prescribed by the individual Component (Appendix AP2.4).

C1.11.4.2.1.2. To preclude unwarranted sophistication in accountability, identification, and reporting of assets, ownership and purpose codes— although separate and distinct elements of data—will be entered in the inventory control record as a single data element. Accordingly, when one Component is accountable for assets owned by another, the entire balance is maintained by the accountable activity under the numeric code assigned to the owning Component. Further breakout by purpose (alphabetic code) is neither prescribed nor intended.

C1.11.4.2.1.3. In summary, any numeric entry reflects ownership by another activity and the numeric itself identifies the owner. Conversely, any alphabetic entry reflects ownership by the activity maintaining the inventory control record and the alphabetic code itself identifies the purpose for which the materiel is reserved.

C1.11.4.2.2. Supply Condition Codes. ***Supply Condition Codes (SCC)*** segment and identify, on the inventory control record, the physical state of the materiel or actions underway to change the status of the materiel.

C1.11.4.2.3. Location Codes

C1.11.4.2.3.1. Location codes segment and identify on the inventory control record, the activity where materiel is physically stored or located.

C1.11.4.2.3.2. The three-digit routing identifier code (RIC) structure established by MILSTRIP provides a standard system for identifying activities within established supply distribution systems, including those that store materiel. To make use of this existing structure, location codes used to identify activities storing materiel correspond to the RICs established by MILSTRIP.

C1.11.4.2.3.3. Location codes need not be entered on the inventory control record in their RIC configuration. If an alternate means is used to identify the physical storage site for record purposes, the storage record code must be directly relatable to the RIC of the storage activity entered on input and output documentation.

C1.11.5. <u>Inventory Transaction Coding</u>

C1.11.5.1. An inventory transaction is a full description of a supply action furnished to or developed by an ICP for use in the management of items under its control, from both a financial and supply point of view. In turn, properly aggregated inventory transactions form the essential information required by an ICP for review and for reporting the results of its management effort to higher authority.

C1.11.5.2. Legacy document identifier codes (DIC), Standard DICs in the A_ series identify MILSTRIP inventory transactions related to the requisitioning and issuing. Standard DICs in the D_ series identify inventory transactions pertinent to the inventory accountability and reporting process. The D_ series DICs are listed in Appendix AP2.1. In the migration to DLMS, the DICs were retained as data in the DLMS transactions as an identifier of the discrete transaction purpose (e.g., the type of inventory adjustment or the type of receipt).

C2. CHAPTER 2

SPECIAL PROGRAM REQUIREMENTS AND DEMAND DATA EXCHANGE PROJECTED SUPPLY PLAN

C2.1. GENERAL

C2.1.1. Purpose. This chapter provides procedures for Special Program Requirements (SPR) and for Demand Data Exchange (DDE) Projected Supply Plan.

C2.1.2. Transactions. This chapter addresses the procedures applicable to the SPR and DDE functions using DLMS 830R and DLMS 830D respectively.   Other Defense Logistics Management *System* (DLMS) formats such as extensible markup language (XML) are also available. See the Defense Enterprise Data Standards Office (DEDSO) Website for available formats on the DLMS IC page.

C2.1.2.1. The DDE Projected Supply Plan function uses DLMS 830D (version 4030) identified by Accredited Standards Committee (ASC) X12 beginning segment (1/BFR12/0200) Planning Schedule Type Code AA–Customized Ordering Forecast. The DDE function is further broken down in 1/LN01/0100 to identify a DDE Projected Supply Plan submission (LN01 Code H) and a DDE Projected Supply Plan cancellation (LN01 Code C) for a given national item identification number (NIIN). This transaction is a DLMS enhancement and has no corresponding DLSS MILSTRAP legacy transaction.

C2.1.2.2. The SPR function uses DLMS 830R (version 4010) identified by ASC X12 beginning segment (1/BFR12/020) Planning Schedule Type Code XA–Requirement Forecast. SPR functions are further broken down in 2/LIN01/10 to identify SPR Request, SPR Security Assistance Request, SPR Cancellation, SPR Modification, SPR Acceptance or Rejection of Substitute Item, and SPR Inquiry. The corresponding MILSTRAP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment. DLMS 830R provides functionality of MILSTRAP legacy Document Identifier Codes (DIC) DYA, DYB, DYC, DYD, DYG, DYH, DYJ, DYL, and DYM. Table C2.T1. provides the specific 2/LIN01/10 correlation to the legacy DICs.

Table C2.T1. DLMS 830R MILSTRAP Equivalent Documents/Codes

Legacy DIC	MILSTRAP Title	830R LIN01 Code	DLMS Title	Required BFR Action Code
DYA	SPR Request	A	SPR Request	
DYB	SPR Request (Exception Data)	A	SPR Request	OT, indicates exception data is provided
DYC	SPR Cancellation	C	SPR Cancellation	
DYD	SPR Modifier	D	SPR Modification	
DYG	SPR Substitute Item Acceptance	F	SPR Substitute Item Acceptance	
DYH	SPR Substitute Item Rejection	G	SPR Substitute Item Rejection	
DYJ	SPR Follow-up	E	SPR Follow-up	
DYL	SPR Request (Cooperative Logistics Supply Support Arrangement (CLSSA))	B	SPR Security Assistance Request	
DYM	SPR Request (Exception Data for CLSSA)	B	SPR Security Assistance Request	OT, indicates exception data is provided

C2.1.2.3. SPR Status transaction is DLMS 870L identified by ASC X12 beginning segment (1/BSR01/020) Status Report Code 9–Response to a Requirement Forecast. This transaction provides MILSTRAP legacy DIC DYK functionality.

C2.1.2.4. Status Notification is DLMS 870L identified by beginning segment (1/BSR01/020) Status Report Code 3–Unsolicited Report. This transaction provides MILSTRAP legacy DIC DZ9 functionality.

C2.2. SPECIAL PROGRAM REQUIREMENTS. This section provides requirement forecasting procedures for items required to support nonrepetitive special programs or projects that cannot be forecast by the inventory control point (ICP) based on demand data, and which have the greatest probability of materializing and resulting in the eventual submission of requisitions. GSA does not participate in the SPR process.

C2.2.1. Forecasting activities may submit SPR requests for requirements meeting one or more of the following criteria:

C2.2.1.1. One-time training exercises or maneuvers.

C2.2.1.2. Repair or rebuild programs that are either nonrecurring or are seldom or irregularly programmed.

C2.2.1.3. New constructions (e.g., ships, buildings).

C2.2.1.4. One-time alterations, modifications, or conversion programs.

C.2.2.1.5. Initial issue of existing items (e.g., outfittings, activations, and changes in authorized allowances).

C2.2.1.6. Initial requirements for special operational projects.

C2.2.1.7. Initial testing.

C2.2.1.8. Government-furnished property.

C2.2.1.9. Infrequently planned support operations such as Arctic and Antarctic resupply missions.

C2.2.1.10. Special nonrepetitive situations required to support authorized Security Assistance Program requirements (e.g., initial pipeline stockage requirements in support of approved CLSSA).

C2.2.2. <u>Excluded Requirements</u>. The following types of requirements are excluded from identification as SPRs:

C2.2.2.1. Provisioning, recurring type.

C.2.2.2.2. War Materiel Requirements.

C.2.2.2.3. Requirements for which the DoD Component has a recurring demand.

C2.2.2.4. Subsistence, all categories.

C2.2.3. <u>SPR Submission and Routing</u>

C2.2.3.1. <u>Submission Timeframe</u>. The time window for submission of SPRs is between 90 calendar days and five years prior to the support date (the first day of the month for which it is anticipated that materiel will be requisitioned for the program). When procurement is necessary, delivery for an early support date may not be possible since the procurement lead time for most items will be greater than 90 calendar days. Therefore, forecasting activities should submit SPRs to ICPs as far in advance of the support date as practical.

C2.2.3.2. <u>Forecasting</u>. Forecasting activities ***must*** prepare an SPR Request Transaction to transmit SPR data to the ICP. When the requirement for an item is such that materiel will be required in phases (e.g., 100 each per month; 100 per quarter), the forecasting activity ***must*** stratify the forecast quantity by the support date as allowed by the DLMS Transaction.

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C2.2.4. <u>DAAS Processing</u>. DAAS *will* pass or route SPR inquiries as follows: Upon receipt of the DLMS 830R SPR transactions, DAAS *will* edit the national stock number (NSN) of the incoming transaction to determine whether 1) the NIIN can be identified, 2) the Federal supply class (FSC) is compatible with the NIIN, and 3) the transaction is directed to the correct source of supply. DAAS *will* pass the transaction, reject the transaction, or effect necessary changes to process the transaction and provide appropriate status notification or reject transactions to the submitter as follows:

C2.2.4.1. If the NIIN is valid (including NIINs coded obsolete/inactive) but the FSC and NIIN are not compatible, DAAS *will* correct the FSC and provide a DLMS 870L Status Notification Transaction to the submitter. DAAS *will* prepare the notification whenever the FSC is corrected in the incoming transaction. Show the correct FSC and Status Code BG in the Status Notification Transaction.

C2.2.4.2. If the NIIN is valid (including NIINs coded obsolete/inactive), screen the source of supply file Service record (or Integrated Materiel Manager (IMM) record when the Service record source is either another DoD Component activity or matches the input transaction "From" organization) and process as follows:[1]

C2.2.4.2.1. <u>Correct Source of Supply</u>. If the transaction is directed to the correct non-GSA source of supply, DAAS *will* pass the transaction to that activity.

C2.2.4.2.2. <u>Incorrect Source of Supply–Reroute</u>. If the inquiry is directed to an incorrect source of supply, and the correct source of supply is not GSA, DAAS *will* reroute the transaction to the correct source of supply and transmit a Status Notification to the submitter citing Status Code BM. DAAS *will* identify the correct source of supply in the notification transaction.

C2.2.4.2.3. <u>GSA Directed Transactions</u>. If the inquiry is directed to a correct GSA source of supply or to an incorrect source of supply, but GSA is the correct source of supply, DAAS *will* reject the transaction to the submitter with DLMS 824R, Reject Advice citing Reject Advice Code AX.

C2.2.4.3. If the NIIN cannot be identified, DAAS *will* reject the transaction to the submitter citing Reject Advice Code AD.

C2.2.5. <u>Reject Advice Transaction Recipients</u>. Activities in receipt of DLMS 824R Reject Advice transactions *must* take appropriate action as indicated by the reject advice code. In addition, recipients of Reject Advice Code AB *will* advise their designated DoD Component cataloging data contact point of a DAAS source of supply file discrepancy.

C2.2.6. <u>Status Notification Transaction Recipients</u>. Activities in receipt of Status Notification Transactions *must* notify other activities requiring knowledge of the change

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[1] Source of supply for obsolete/inactive items will be taken from the source of supply file when possible; otherwise, the source of supply will be the activity identified as the "To" activity in the incoming transaction.

and ensure that all future SPR transactions show the change identified by the status code in the notification.

C2.2.6.1. Recipients of Status Code BG *must* update internal SPR records to show the correct FSC identified in the notification. The recipient *will* review the NSN (FSC and NIIN) to ensure the SPR being processed is for the desired item. If the NSN is not the desired item, the SPR originator *must* submit an SPR Cancellation to the source of supply.

C2.2.6.2. Recipients of Status Code BM *must* update their records to show the correct source of supply.

C2.2.7. <u>IMM Processing of SPR Requests</u>

C2.2.7.1. <u>Source of Supply Risk</u>. The IMM measures the size of the requirement being forecasted to determine its acceptability in terms of the risk of long supply being generated. This measurement requires consideration of the size of the forecasted quantity in relation to the normal demand estimated for the item being forecasted, the value (cost) of this quantity, the supply status of the item being forecasted, funding capability of the IMM, accuracy of past forecasts, and the degree of assurance that requisitions will follow.

C2.2.7.2. <u>SPR Status Transaction.</u> The IMM *must* determine action to be taken on the SPR and within 15 calendar days after receipt of the request *will* provide appropriate status using SPR Status Transaction. SPR status transactions *will* advise the forecasting activity of acceptance, rejection (other than for correction and resubmission), or other action required on the SPR. When an IMM receives an SPR Request Transaction that cannot be processed due to erroneous or missing data, the IMM *will* reject the request using DLMS 824R for correction and resubmission.

C2.2.8. <u>Inquiry on SPR Requests</u>. When the forecasting activity has not received an SPR Status Transaction or a DLMS 824R within 21 calendar days from the SPR request submission date, the forecasting activity may submit an SPR Inquiry Transaction to the ICP.

C2.2.9. <u>ICP Action on SPR Follow ups</u>

C2.2.9.1. <u>No Record of Receipt</u>. When there is no record of receipt of the original SPR request, the IMM *must* process the SPR Inquiry Transaction as an original SPR request.

C2.2.9.2. <u>Replies to SPRRequests</u>. IMMs *must* prepare replies to SPR inquiries, as specified in paragraph C2.2.7.

C2.2.10. <u>Modification of SPR Requests</u>. The forecasting activity *must* send an SPR Modification Transaction to submit changes for a previously submitted SPR request to replace data in the original request. Submit SPR modifiers only to change the quantity, the project code, the coast designator, the support date, the ship-to address, and/or the

initiator of the SPR requirement. If the originator of the SPR modifier differs from the originator of the original SPR, maintain a record of the revised originator.

C2.2.11. Response to SPR Modification. The ICP *must* prepare replies to SPR modifiers, as specified in paragraph C2.2.7.

C2.2.12. Cancellation of SPR Requests. The forecasting Activity may submit an SPR Cancellation Transaction for a previously submitted SPR request. Cancellations must be for the total quantity applicable to the SPR.

C2.2.13. Response to SPR Cancellations. The ICP *must* reply to SPR Cancellation Transactions with an SPR Status Transaction citing SPR Status Code PD indicating that the cancellation was accepted.

C2.2.14. Acceptance/Rejection of Substitute Item. Forecasting activities in receipt of SPR responses offering a substitute item *must* transmit an SPR Acceptance or Rejection of Substitute Item Transaction to indicate acceptance or rejection of substitute materiel.

C2.2.15. Response to Substitute Item Rejection. The IMM *must* initiate action on the item originally requested. The IMM must prepare status responses as specified in paragraph C2.2.7.

C2.2.16. Retention of SPR Requests. The ICP will retain SPR requests until:

C2.2.16.1. The support date of those requirements for which SPR Status Code PA was furnished or until a requisition is received that can be identified to all or a portion of a particular SPR quantity.

C2.2.16.2. One procurement lead time/assembly time away from the support date when procurement/assembly is required in support of those requirements for which SPR Status Code PB was furnished.

C2.2.16.3. Assembly time prior to support date when extra time is required for assembly in support of those requirements for which SPR Status Code PC was furnished.

C2.2.16.4. SPR requests should be retained in accordance with DoDI 5015.02, DoD Records Management Program.

C2.2.17. Follow-on Status. The IMM *must* provide revised SPR Status Transactions when the situation changes (e.g., change in procurement lead time, procurement is required for materiel originally anticipated to be available from stock). Generally, these situation changes are unusual in nature, are not programmed, and require off-line processing. IMMs must provide the status as specified in paragraph C2.2.7.

C2.2.18. Preparation of SPR Requisitions

C2.2.18.1. Response Timeframe. When an SPR Status Transaction citing SPR Status Code PA is received, requisitions citing Demand Code P should be submitted for the SPR-related requirements in time to allow for delivery within the appropriate Uniform Materiel Movement and Issue Priority System (UMMIPS) time standard. Demand Code P indicates to the ICP that the requisition is for materiel previously forecasted as an SPR. This enables the ICP to control and apply the appropriate logic for the demand generated by the requisition.

C2.2.18.2. Establishing Audit Trail. Requisitions submitted as a result of an SPR *must* include the document number from the original SPR to establish an audit trail between the SPR and the subsequent requisitions. This audit trail provides a means to determine whether follow-on requisitions are submitted for requirements forecasted through SPRs.

C2.2.18.3. Item Deletion. When an SPR Status Transaction is received citing SPR Status Code PR, the SPR is being deleted and the item is a procurement lead time/assembly time away from the support date. If the requirement is still valid, the requiring activity must immediately submit a DLMS 511R, Requisition citing Demand Code O.

C2.2.19. Logistics Reassignments

C2.2.19.1. Logistics Loss. When an item is involved in a logistics loss to an IMM of another DoD Component, the losing inventory manager (LIM) *must* send an SPR Status Transaction to the forecasting activity containing SPR Status Code PV. This status indicates that the item has been involved in a logistics reassignment and a new SPR Request Transaction must be submitted to the gaining inventory manager (GIM).

C2.2.19.2. Logistics Loss within Same DoD Component. When the logistics loss is to an IMM within the same DoD Component, the LIM *must* forward the record of the SPR Request Transaction to the GIM. No status need be furnished the forecasting Activity.

C2.3. DEMAND DATA EXCHANGE PROJECTED SUPPLY PLAN. This section provides procedures for the exchange of DDE projected supply plan data between DoD Customers. The two components of this business process are the transmission of customer requirements via DDE and DLA/customer collaboration. DLA, in collaboration with participating Components, will document the business rules for submitting and processing DDE, GDP, and ASP via a Joint Collaboration Agreement or Memorandum of Agreement. This agreement must be in place prior to the initial submission of DDE. DLA will use the DDE/collaboration process to improve the accuracy of demand planning to support customer requirements.

C2.3.1. DDE supply planning activities may submit to DLA their projected supply plan/collaboration data for future requirements expected to be obtained from DLA using the DLMS 830D, DDE Projected Supply Plan Transaction. Separate projected supply

plans into monthly periods based on the projected requirement date materiel is expected for a planned maintenance schedule. Use of the formal collaboration process is restricted to Class IX materiel. Condition guidelinesfor collaborative forecasting include, but not limited to:

C2.3.1.1. Requirements for which the DOD Component has a recurring demand.

C2.3.1.2. Subsistence, all categories.

C2.3.1.3. One-time training exercises or maneuvers.

C2.3.1.4. Repair or rebuild programs which are either nonrecurring or which are seldom or irregularly programmed.

C2.3.1.5. Acquisition of new programs (e.g., Weapon System, Component Equipment).

C2.3.1.6. One-time alterations, modifications, or conversion programs.

C2.3.1.7. Initial issue of existing items (e.g., outfittings, activations, and changes in authorized allowances).

C2.3.1.8. Initial requirements for special operational projects.

C2.3.1.9. Requirements for initial testing.

C2.3.1.10. Requirements for infrequently planned support operations such as Arctic and Antarctic resupply missions.

C2.3.1.11. Zero or reduced requirements, which are different from past customer demand history patterns.

C2.3.2. <u>DDE, GDP, ASP Projected Supply Submission and Routing</u>

C2.3.2.1. <u>Submission Timeframe</u>. Submit DDE forecasting transactions each month during the period of the 22nd through the 28th day of each month.

C2.3.2.2. <u>DDE Projected Supply Plan</u>. Participating DoD Components will prepare DLMS 830D DDE projected supply plan for each item Demand Forecast Unit (e.g., NIIN, Ship to DoD activity address code (DoDAAC), and requisitioner (Sold To) DoDAAC) for which the customer wishes to collaborate with DLA. Each transaction set must include the projected supply plan period beginning date and the projected supply plan period ending date. The projected supply plan period span can be as short as 12 months or as long as 60 months; however, DLA recommends that DDE projected supply plans be provided for 60 months in the plan period. Months with no plan data must include zero quantity projections.

C2.3.2.3. <u>Intra-Component optional fields</u>. Components may use optional fields available in DLMS 830D and 870L to carry intra-Service information as necessary. Optional information received in a DLMS 830D must be perpetuated in the response back to the originator using DLMS 870L.

C2.3.2.4. <u>DAAS Processing</u>. The originator calculates forecasted requirements and transmits a DLMS 830D DDE Projected Supply Plan transaction with the appropriate RIC-TO by NIIN via DAAS. When the originator is unable to identify the RIC-TO, use the DAAS routing identifier code (RIC) SGA. DAAS will receive and validate the transaction. If the 830D data fail DAAS edit during evaluation, DAAS will reply to the originator with an 824R Reject Advice transaction. Once notified, the originator will correct and resubmit the transaction.

C2.3.2.5. <u>Validation of NIIN</u>. After successful submission, DAAS will evaluate the NIIN (830D 2/LIN02-03/0100 *C*ode ZZ) in the transaction with RIC-TO SGA and use FLIS data to determine and populate the appropriate *IMM and* source of supply. DAAS will route all transactions with LSN (alpha characters in the NIIN field) to RIC-TO SMS. If DAAS is unable to validate the NIIN, DAAS will reject the transaction and report to the originator with appropriate reject advice code (***DLMS Volume 2,*** Appendix 2.8 Reject Advice Codes) via DLMS 824R Reject. After the evaluation is complete, DAAS will create a DLMS 830D transaction by source of supply based on the original transaction and route it to the applicable source of supply RIC. DAAS will transmit an image of each DLMS 830D for which RIC SMS was not the source of supply to DLA RIC-TO SMS in order to maintain full visibility of the initial forecasted request.

C2.3.2.6. <u>Source of Supply Response</u>. Upon successful transmission of the forecasted requirement, the source of supply will submit a response back to the originator via DLMS 870L Demand and Supply Planning Status/Notification transaction. The source of supply can either accept or reject any DDE, GDP, or ASP forecasted requirement using one of the status codes under

C2.3.2.7. <u>Forecasting Request without a response</u>. Prior to submitting a forecasting request, originators must ensure the recipient source of supply has a service agreement in place as DAAS is unable to identify which recipients are participants. Consequently, forecasting requirements without positive confirmation from the source of supply will be process as rejects. The originator may conduct offline communications with the source of supply in order to obtain positive confirmation and achieve resolution.

C2.3.3. <u>Processing of DDE Data</u>. DLA will compare the collaboration customer's projected supply plan to the projected customer supply plan calculated by the Planning and Collaboration Subsystem or the previous collaborative projected supply plan if the NIIN is a recurring Demand Forecast Unit.

C2.3.3.1. Collaborative items (which may or may not exceed system tolerance parameters) *will* be available for collaboration interaction with the customer and DLA via the Planning and Collaboration Subsystem.

C2.3.3.2. Items previously identified for inclusion in DDE that are not in the current DDE submission *will* remain flagged as Collaborate with the most recent DDE projected supply plan quantities received from the customer. If the customer would like to remove an item from the DDE effort, the customer *will* submitt a DLMS 830D, DDE Cancellation Transaction for the NIIN and the item will be removed from the DDE/Collaboration effort.

C2.3.3.3. The setting of system tolerance parameters used in this review requires consideration of the following: size of the DDE projected supply plan quantity in relation to the Planning and Collaboration Subsystem forecasted demand for the item; value (cost) of the projected supply plan quantity; accuracy of customer's past DDE projected supply plans; and degree of assurance that requisitions will follow.

C2.3.4. Collaboration Interaction. All Collaborative items (which may or may not exceed system tolerance parameters) will be available for monthly collaboration interaction with the customer and DLA. The point of contact for the customer will be alerted, via e-mail by the Collaboration lead at the DLA Field Activity (DLA Aviation, Richmond, VA, DLA Land and Maritime, Columbus, OH, DLA Troop Support, Philadelphia, PA, by the seventh business day of every month, to notify the customer of the open and close dates of the monthly collaboration window. The customer will have until the fourth Thursday of the month to complete the review (specific open and close dates will be cited in the e-mail). The DLA demand planner will then have until the fourth Friday of the month (also know as "Demand Month End") to complete the review and publish the demand plan for inclusion in the projected supply plan.

C3. CHAPTER 3

WAR MATERIEL REQUIREMENTS AND SIMULATED MOBILIZATION EXERCISES

C3.1. GENERAL

C3.1.1. Purpose. This chapter prescribes procedures for War Materiel Requirements (WMR) and simulated mobilization exercise.

C3.1.2. Transactions. This chapter address the procedures applicable to the WMR function using the DLMS 830W, WMR Transaction. The WMR function is identified by the DLMS 830W American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12 beginning segment (1/BFR12/020) Planning Schedule Type Code XF–War Reserve Forecast. Other DLMS formats, such as Extensible Markup Language (XML), are also available. The DLMS formats are available on the Defense Enterprise Data Standards Office Website on the DLMS IC page. The Defense Logistics Standard System (DLSS) Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) legacy 80 record position counterpart is provided for information purposes in a mixed DLSS/DLMS environment. The DLMS WMR Transaction provides the functionality of MILSTRAP legacy Document Identifier Codes (DIC) DMA, DMB, DMC, DMD, and DME. The 2/LQ01/190 WMR Code corresponds to to the legacy DICs.[1]

C3.1.2.1. DIC DMS, Recurring U.S. Other WMR Data = LQ01 qualifier 'LZ' WMR Code 7–Recurring U.S. Balance War Reserves.

C3.1.2.2. DIC DMB, Nonrecurring U.S. Other WMR Data = LQ01 qualifier 'LZ' WMR Code 8–Nonrecurring U.S. Balance War Reserves.

C3.1.2.3. DIC DMC, Nonrecurring Allies Other WMR Data = LQ01 qualifier 'LZ' WMR Code 9–Nonrecurring Allies. Balance War Reserves.

C3.1.2.4. DIC DMD, WMR Forecasted Return Data = LQ01 qualifier 'LZ' WMR Code 4–WMR Forecasted Reparable Return.

C3.1.2.5. DIC DME, WMR Visibility Data = LQ01 qualifier 'LZ' WMR Code 10–Pre-Positioned War Reserve. Wholesale, Protected and Nonprotected.

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[1] Refer to legacy DLM 4000.25, DLMS Volume 2, Appendix 3.28 DM_ War Materiel Requirements Data format.

C3.2. WAR MATERIEL REQUIREMENTS

C3.2.1. DoD Policy. DoD Instruction 3110.06, "War Reserve Materiel Policy," June 23, 2008, contains DoD policy for management and development of WMR.

C3.2.2. WMR procedures provide for:

C3.2.1.1. DoD Component submission of WMR data to the integrated materiel managers (IMMs) of the Military Departments, DLA, and GSA.

C3.2.1.2. IMM edit and validation of WMR Transaction data and rejection of incomplete or invalid input.

C3.2.1.3. Providing output from the losing inventory manager (LIM) to the gaining iventory manager (GIM) upon logistics reassignment of an item.

C3.2.3. This chapter also provides guidelines which affect simulated mobilization exercises.

C3.2.4. DoD Component Input. The DoD Components shall send WMR data to reach IMMs by 15 February of each year and shall submit corrections and/or changes as required. Do not submit zero quantity requirements.

C3.2.5. IMM Responsibility. The IMM shall control each DoD Component's input WMR Transactions by national stock number (NSN), edit the WMR Transactions, and validate the edited transactions for data adequacy and accuracy. The IMM shall consider validated requirements in the annual computation of the Balance War Reserve, and in any recomputation of these requirements upon receipt of corrected or revised input. When a WMR Transaction contains an invalid NSN, unit of issue, quantity, or date, process a DLMS 824R, Reject Advice. However, when the transaction is invalid for any other reason, manually reject the entire submission to the submitting DoD Component. Include all rejects on a listing showing an image of the input transaction and a code identifying the reason for the reject. Mail the listing together with a letter explaining the reject code and action(s) required of the submitter.

C3.2.6. Logistically Reassigned Items. When items are logistically reassigned, the LIM shall send the GIM a listing of WMR data with a supporting WMR Transaction, as prescribed in the Chapter 9 of this manual.

C3.3. SIMULATED MOBILIZATION EXERCISES

C3.3.1. When establishing plans that require simulated mobilization exercises, identify the associated transactions as simulated mobilization exercise transactions as provided in the applicable DLMS transaction. Do not process simulated mobilization transactions in the supply distribution system(s) as action documents that affect accountable/unit records. The DoD Component activities responsible for initiating these exercises must use extreme caution to ensure explicit procedures and complete coordination with all participants.

C3.3.2. C15.3.2. Military Standard Requisitioning and Issue Procedures (MILSTRIP), prescribe Project Codes in the 3E series that are reserved for use in simulated mobilization exercises.

C4. CHAPTER 4

REQUISITIONING

C4.1. <u>GENERAL</u>.

C4.1.1. This chapter prescribes procedures for the preparation and submission of requisitions with specific requisitioning requirements involving Not Mission Capable Supply (NMCS), Anticipated NMCS (ANMCS), Pre-Positioned War Reserve Materiel Stock (PWRMS), conventional ammunition, subsistence, and GSA non-mailable items. This chapter also provides procedures for requisition cancellations, modifications, and inquiries.

C4.1.2. In addition, this chapter prescribes the source of supply and storage activity processing procedures of the aforementioned transactions including the preparation and processing of the materiel release, materiel release advice, and DAAS edits associated with requisition processing.

C4.1.3. Specific requisition requirements involving Government Furnished Materiel and Contractor Furnished Materiel are identified in DLM 4000.25 Volume 2, Chapter 26.

C4.1.4. There are additional processing procedures over and above those contained in this chapter that must be applied for serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.[1]

C4.1.5. Transactions. This chapter address procedures applicable submitting and processing requisition-related transactions. The Defense Enterprise Data Standards Office (DEDSO) Website provides DLMS electronic data interchange (EDI) transaction formats on the DLMS Implementation Convention (IC) page. The IC page also includes the corresponding MILSTRIP transaction formats by document identifier code (DIC). The corresponding MILSTRIP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C4.1.5.1. Requisition Transaction is DLMS 511R with Transaction Type Code A0 – Requisition. This transaction provides the functionality of MILSTRIP legacy DIC A0_.

C4.1.5.2. Requisition Modification Transaction is DLMS 511M with Transaction Type Code AM – Requisition Modification. This transaction provides the functionality of MILSTRIP legacy DIC AM_.

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[1] Refer to ADC 1244.

C4.1.5.3. Requisition Inquiry Transaction is DLMS 869A with Transaction Type Code AF – Requisition Follow-Up. This transaction provides the functionality of MILSTRIP legacy DIC AF_.

C4.1.5.4. Requisition Supply Assistance Request Transaction is DLMS 869A with Transaction Type Code AR – Supply Assistance. There is no equivalent MILSTRIP legacy DIC.

C4.1.5.5. Passing Order Transaction is DLMS 511R with Transaction Type Code BM – Requisition Passing Order. This transaction provides the functionality of MILSTRIP legacy DIC A3_.

C4.1.5.6. Referral Order Transaction is DLMS 511R with Transaction Type Code BN – Requisition Referral Order. This transaction provides the functionality of MILSTRIP legacy DIC A4_.

C4.1.5.7. Materiel Release Order Transaction is DLMS 940R with Transaction Type Code NA – Material Release Order. This transaction provides the functionality of MILSTRIP legacy DICs A5_ with the exception of A5J, AMJ; or A4_ (except with Distribution Code 2 or 3).

C4.1.5.8. Materiel Release Confirmation Transaction is DLMS 945A with Transaction Type Code NJ – Material Release Confirmation. This transaction provides the functionality of MILSTRIP legacy DIC ARA, ARB, AR0, AUA, AUB, and AU0).

C4.1.5.9. Materiel Release Advice Transaction is DLMS 945A with Transaction Type Code NL – Material Release Advice. This transaction provides the functionality of MILSTRIP legacy DIC AE6.

C4.1.5.10. Materiel Release Denial Transaction is DLMS 945A with Transaction Type Code NK – Material Release Denial. ***Must use the ASC X12 Version 4030 as this version allows the UII to be carried in single data field.*** This transaction provides the functionality of MILSTRIP legacy DIC A6_, except A6J.

C4.1.5.11. Materiel Cancellation Advice is DLMS 945A, with Transaction Type Code NR – Material Release Cancellation Advice. This transaction provides the functionality of MILSTRIP legacy DIC AG6.

C4.2. <u>PREPARATION OF REQUISITIONS</u>. Requisitioning organizations must use the DLMS 511R, Requisition, to submit requisitions for all materiel requirements. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[2] DLMS requisition transactions support inclusion of SLOA required elements. Pending full implementation of SLOA, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon

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[2] Refer to ADC 1043/1043A.

the requisitioners Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 870S Supply Status citing Status Code CF. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DLMS 870S/DIC AE9 Supply Status citing Status Code CF. Requisitions must be edited by the ordering application prior to acceptance of the order for further processing. Image and post-post transactions will not be rejected by the source of supply or DAAS.[3]

C4.2.1. Document Number. The document number uniquely identifies each requisition within the supply system as follows:

C4.2.1.1. Identification Code. This consists of the first six positions of the document number and is a six-position constructed code for identification purposes. Use the applicable DoD activity address code (DoDAAC) (AAC for Federal Civil Agencies).

C4.2.1.2. Transaction Control Date. This is a four-position ordinal date (one position year of century and three-position day of year) to identify the requisition preparation date. It is located in the seventh through tenth positions of the document number.

C4.2.1.3. Serial Number. This is the assigned four-position line item code for each requisition within the transaction set. It is located in the eleventh through fourteenth positions of the document number. Use the Utilization Code in the LQ segment to identify the purpose of the requisition.

C4.2.2. Priority Designators and Required Delivery Dates

C4.2.2.1. Assignment of PD. The priority designator (PD) is based upon a combination of factors that relate the relative importance of the requisitioners mission, expressed by its Force or Activity Designator (F/AD) (a Roman numeral) and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff, or a DoD Component authorized by the Chairman of the Joint Chiefs of Staff, to assign F/ADs for their respective forces, activities, programs, or projects. The criteria for assignment of an appropriate F/AD is in DoDM 4140.01. The requisitioning activity determines the UND (an alphabetic character).

C4.2.2.2. Commanding Officer Responsibilities. Commanding officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of required delivery dates (RDDs) when assigned to requisitions. Commanding officers of ILCOs, receiving requisitions from SA requisitioners, are responsible for review of assigned PDs and delivery dates.

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[3] Refer to ADC 1043E.

Commanding officers must accomplish the following reviews prior to sending requisitions to the source of supply:

C4.2.2.2.1. Commander Requirements Review. Commanders (or acting commanders during absences) must personally review all requirements based on UND A to certify an inability to perform the mission.

C4.2.2.2.2. Designation of Reviewers. Commanders must designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

C4.2.2.3. Accurate assignment of the PD is a key element in ensuring that potentially scarce resources are appropriately allocated. To preclude abuse or misuse of the PD, the Office of the Secretary of Defense has directed the Transaction Services to validate use of the PDs 01, 04, and 11, which are associated with special programs and top national priorities. Inappropriate assignments are identified for management review or automatic downgrading based upon Service/Agency guidance. To pass validation, requisitions reflecting PD 01, 04, or 11 must identify the DoDAAC of the activity authorized use of F/AD I in the document number, ship-to, bill-to, or mark for party.[4]

C4.2.2.4. Determining UND. Determine the appropriate UND as follows:

C4.2.2.4.1. UND A. Use UND A in requisitioning materiel that is:

C4.2.2.4.1.1. Required for immediate end-use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 calendar days (20 calendar days if the force or activity is located outside continental United States (OCONUS)).[5]

C4.2.2.4.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

C4.2.2.4.1.3. Required for immediate end-use for installation on, or repair of, direct support equipment (such as ground support and firefighting) necessary for the operation of mission-essential materiel.[6]

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[4] Refer to ADC 1009A. Automatic downgrade for PD 01 requisitions will not be authorized pending implementation of the mark-for party as an alternate location for the authorized activity DoDAAC.
[5] Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information systems authorized by the Office of the Secretary of Defense (OSD), the Chairman of the Joints Chief of Staff, or the DoD Component headquarters.
[6] Ibid.

C4.2.2.4.1.4. Required for immediate end-use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

C4.2.2.4.1.5. Required for immediate end-use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

C4.2.2.4.1.6. Required for immediate end-use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

C4.2.2.4.1.7. Required for immediate end-use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality Code of 1 or 2.

C4.2.2.4.2. <u>UND B</u>. Use UND B in requisitioning materiel that is:

C4.2.2.4.2.1. Required for immediate end-use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

C4.2.2.4.2.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.[7]

C4.2.2.4.2.3. Required for immediate end-use for installation on, or repair of, auxiliary equipment. Auxiliary equipment is defined as equipment that supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

C4.2.2.4.2.4. Required for immediate end-use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

C4.2.2.4.2.5. Required for immediate end-use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of that activity to perform its assigned missions is impaired.

C4.2.2.4.2.6. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

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[7] Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

C4.2.2.4.2.7. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

C4.2.2.4.2.8. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

C4.2.2.4.2.9. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

C4.2.2.4.3. <u>UND C</u>. Use UND C in requisitioning materiel that is:

C4.2.2.4.3.1. Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.

C4.2.2.4.3.2. Required for replenishment of stock to meet authorized stockage objectives.

C4.2.2.4.3.3. Required for purposes not specifically covered by any other UND.

C4.2.2.5. <u>Deriving PDs</u>. Refer to Table C4.T1 to derive the PD from the F/AD and UND.

Table C4.T1. <u>Derivation of Priority Designators (Relating F/AD to UND)</u>

<u>FORCE OR ACTIVITY DESIGNATOR</u>	<u>URGENCY OF NEED DESIGNATOR</u>		
	<u>A</u>	<u>B</u>	<u>C</u>
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

C4.2.2.6. <u>Validation of F/AD Activities</u>. By direction of the Office of the Secretary of Defense, the Transaction Services will validate F/AD I usage through the requisitioning process. Transaction Services will maintain an edit table consisting of authorized F/AD I activities. To preserve accuracy and timely update, the Joint Chiefs of Staff (JCS) will forward to Transaction Services and GSA all Office of Secretary of

Defense (OSD) approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include online update, with Transaction Services and GSA is authorized for time-sensitive updates; however, formal documentation will be forwarded to Transaction Services and GSA to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, the JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. F/AD I requisitions (DLMS 511R or DLMS 511M, Modification, Transaction Type Codes A0, BM, BN, AM) that do not identify an authorized activity in the document number, ship-to, bill-to, or mark-for fields will be identified for investigation without interruption of normal requisition processing. In addition, Transaction Services will assess the validity of transactions that bypass the F/AD I validation process as a result of alternative requisition submission, (e.g., Defense Supply Expert System (DESEX)) input, using the requisition image transaction. Suspected abuse will be output to the Unauthorized Priority Designator Assignment Report.

C4.2.2.6.1. The Unauthorized Priority Designator Report produced by Transaction Services identifies suspected abuse of PD assignment. This report also provides visibility of requisitions downgraded automatically by Transaction Services during requisition processing based upon the DoD Component authorization. The report is prepared monthly. Summary sections, Parts I, II, IV, and V, are also available quarterly and annually. The report is in seven parts as follows:

C4.2.2.6.1.1. Part I – Service/Agency Summary of Requisitions Submitted Through DAAS,

C4.2.2.6.1.2. Part II – DoDAAC Summary by Service/Agency of Requisitions Submitted Through DAAS,

C4.2.2.6.1.3. Part III – Requisition Detail by DoDAAC of Requisitions Submitted Through DAAS,

C4.2.2.6.1.4. Part IV – Service/Agency Summary of Requisitions Not Submitted Through DAAS,

C4.2.2.6.1.5. Part V – DoDAAC Summary by Service/Agency of Requisitions Not Submitted Through DAAS,

C4.2.2.6.1.6. Part VI – Requisition Detail by DoDAAC of Requisitions Not Submitted Through DAAS,

C4.2.2.6.1.7. Part VII – Requisition Detail by DoDAAC for Requisitions Downgraded to a Lower Priority by DAAS.

C4.2.2.6.2. RESERVED.

C4.2.2.6.3. GSA Requisitions. DLMS requisitions submitted directly to GSA for GSA managed items will be reviewed for appropriate PD assignment prior to

further processing. Any requisitions with PD 04 or PD 11 will be downgraded as follows: if the PD is 01 (for USCG, USAF JM accounts and SA only) then DAAS will change to PD 03; if PD 04, DAAS will change to PD 06; and if PD 11, DAAS will change to PD 13.[8] PD 01 requisitions may be downgraded with the exception of Air Force (Service Code F) requisitions.[9] GSA will notify the requisitioner of the downgrade by generating a Supply Status Transaction with BK Status, and route to DAAS for distribution to the correct recipient(s) depending on the Media/Status and Distribution Codes in the transaction. The modified requisition will be forwarded within GSA for processing based on the new PD. GSA will report downgrading action to DAAS via the DLMS 511R (future enhancement) Transaction. Action will allow Transaction Services to merge GSA priority abuse data into the Unauthorized Priority Designator Assignment Report on a monthly basis.

      C4.2.2.6.4. <u>FedMall Requisitions</u>. DAAS will apply automatic downgrading to FedMall prepared requisitions unmatched to the Authorized DoDAAC List with exception of Air Force PD 01 and MILSTRIP Order Entry Program (MOES) PD 01.

      C4.2.2.6.5. <u>Participating Service/Agency Points of Contact Responsibilities</u>. DoDM 4140.01, Appendix 9, requires the DoD Components to designate a single office of primary responsibility to act as focal point for Uniform Materiel Movement and Issue Priority System (UMMIPS) matters. To provide clear visibility of such points of contact, the JCS, the Military Services, DLA (if needed), and GSA, will provide contact information to DEDSO for publication in the DLM 4000.25, Volume 2, Appendix 7.14. Contact information will include office name/symbol and communications numbers. Primary and alternate information should be included. The DoD Component responsibilities for monitoring F/AD assignments and conducting annual reviews are prescribed in DoDM 4140.01.

      C4.2.2.6.6. <u>The Service/Agency F/AD Points Of Contact</u>: Refer to the DEDSO Website for the list of contacts.

      C4.2.2.7. <u>Special Circumstance Precedence</u>. In the following special circumstances, use the stated PD, irrespective of F/AD, but do not use for the routine replenishment of stocks to meet authorized stockage objectives:

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[8] Effective November 3, 2003, Transaction Services implemented logic change to allow requisitions with DoDAAC N00421 in rp 30-35, Document Number Serial Numbers FQ and GQ (in rp 40-41) and PDs 04 and 11 to pass through Transaction Services processing without being downgraded. Requisitions with DoDAAC N00421, document number serial numbers beginning with FQ and GQ for PDs 01, 04, and 11 will not be included in the monthly Priority Designator Reports.

[9] Refer to ADC 279, Automated Downgrade for Priority Abuse and Reporting Procedures. The exception for the Air Force is an interim waiver pending better methodology for identification of the F/AD 1 authorized activity in AF requisitions.

C4.2.2.7.1. <u>Emergency Medical/Disaster Supplies</u>. Use PD 03 for medical or disaster-relief supplies or related items of equipment that are required immediately for:

C4.2.2.7.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

C4.2.2.7.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

C4.2.2.7.2. <u>Emergency Civil Disturbance Equipment</u>. Use PD 03 for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder, or rioting.

C4.2.2.7.3. <u>Individual Emergency Supplies Precedence</u>. Use PD 06 for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

C4.2.2.8. <u>Specific End-Use Requisitions</u>. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. Do not use this authority for the routine replenishment requirements of the supported unit.

C4.2.2.9. <u>Commercial Contractor GFM Requisitions</u>. Whenever a DoD Component executes a contract that provides that a commercial contractor will requisition GFM from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to use in such contractor-prepared requisitions. The advice will be aware of the F/AD of the national priority program, force or activity for which the contract is executed, and the potential urgencies of need.

C4.2.2.10. <u>Issue Priority Groups</u>. PDs are grouped into Issue Priority Groups (IPGs) as follows:

C4.2.2.10.1. PDs 01, 02, and 03 form IPG I

C4.2.2.10.2. PDs 04, 05, 06, 07, and 08 form IPG II

C4.2.2.10.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

C4.2.2.11. <u>Required Delivery Dates (RDD)</u>

C4.2.2.11.1. <u>Response Time Requirements</u>. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the appropriate entry for the RDD data field. The combination of the PD and the

designation or nondesignation of an RDD or other allowable entry[10] will determine the supply and transportation system response time requirements. The response times (UMMIPS time standards) are displayed in DoDM 4140.01.

C4.2.2.11.2. <u>Nonstandard Delivery Times</u>. When an RDD shorter than the UMMIPS time standards is assigned, the appropriate PD, consistent with the activity's F/AD and UND, must be cited in the requisition.

C4.2.2.11.3. <u>Customer Unspecified Delivery Date</u>. If the customer does not specify a delivery date, the customer should expect the total time from order placement to delivery to be within the total order and ship time specified by the UMMIPS time standards.

C4.2.2.11.4. <u>Mandatory RDD Data Field Requirements</u>. For subsistence, the RDD is mandatory in all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions showing identical RDDs. To ensure delivery on the RDD, the Inventory Control Point (ICP)/storage activity may bank the requisitions until the correct processing date; computed by subtracting number of days needed for depot processing and transit time from the RDD. Submit all requisitions using schedules established by the ICP.

C4.2.2.11.5. <u>Collocated Stock</u>. If the customer is collocated with the storage activity issuing the materiel, or has, through local negotiations, obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should cite Special Requirements Code 444 in the LQ segment and not indicate an RDD.

C4.2.2.12. <u>Expedited Handling and Expedited Transportation.</u> Requisitioners may request expedited handling and transportation by citing Special Requirements Code 777.

C4.2.3. <u>Nonreimbursable Materiel</u>. Use the no-charge indicator in non-excess personal property requisitions to identify the requisitions for nonreimbursable materiel. Use the utilization code in requisitions to the DLA Disposition Services for excess personal property requisitions to denote free issue. See Chapter 16 for reutilization and marketing requisitioning procedures.

C4.2.4. <u>Requisitioning from DLA Disposition Services</u>. See Chapter 16, Disposition Services, for requisitioning procedures.

C4.2.5. <u>Requisitioning Contractor Inventory From Plant Clearance Automated Reutilization Screening System (PCARSS)</u>. Acquiring agencies may view excess Government-furnished property (GFP), create requisitions, and see the status of current requisitions using PCARSS eTools. Authorized users may search for inventory or

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[10] Non-date entries in the RDD field, (i.e., Codes E, F, N, R, 444, 555, 777, and 999), are referenced as Special Requirement Codes under the DLMS.

create alerts to be notified when desired items become available. The requisition content does not conform to MILSTRIP procedures/formatting. Detailed information about PCARSS requisitioning procedures is available on the DCMA Website.

C4.2.6. Exception Data. Requisitioners must limit repetitive exception data to aid timely source of supply processing of requisitions to meet IPG processing times, standard delivery dates (SDDs), or RDDs, particularly those that satisfy high priority requirements. Use available requisitioning capabilities to ensure maximum utilization of automated processes. Processing exception data requisitions is resource intensive, prone to errors, and generally delays required support. The sources of supply will disregard all unnecessary exception data (such as ship by commercial air, do not use postal system, ship by fastest traceable means, or ship overnight delivery) and continue processing. Sources of supply will process all requisitions under UMMIPS (see DoDM 4140.01). Within the UMMIPS time segment for transporting the materiel, it is the shipper's prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the Transportation Account Code (TAC) 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable DoD Component focal point to develop procedures to automatically process requisitions.

C4.2.7. Limitation on Use of Exception Data

C4.2.7.1. Applicability. Exception data will normally be limited to the conditions listed below. Commanders must approve, or delegate in writing to specific personnel the authority to approve, the submission of exception-data requisitions.

C4.2.7.2. Authorized Conditions. Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6. As of April 1, 2014, the inclusion of a country code not valid with the current Geopolitical Entities, Names, and Codes (GENC) Standard will result in a DAAS reject. For requisitions (DLMS 511R, 511M, 869F) and materiel release orders (DLMS 940R), DAAS will reject using the DLMS 824R Reject Advice citing Reject Advice Code AU.[11]

C4.2.7.2.1. Sales/donations/issues of materiel to qualifying Federal, state, or civil organizations or individuals approved by the Service Secretaries.

C4.2.7.2.2. Issues of nuclear assets as directed by Defense Threat Reduction Agency to Department of Energy contractors.

C4.2.7.2.3. Materiel in Supply Condition Code (SCC) L to contractors.

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[11] Refer to ADC 1075.

C4.2.7.2.4. Issues required by national emergency or natural disasters.

C4.2.7.2.5. Shipments of ammunition requiring special controls.

C4.2.7.2.6. Shipments to contractors for special testing.

C4.2.7.2.7. Requisitions from deployed naval units with an R or V in the first position of the document number; Utilization Code E, G, or W; PD 01, 02, or 03; and Special Requirements Code 999.

C4.2.7.2.8 FedMall -generated requisitions using a Government purchase card as the method of payment and the non-contractor ship-to location is not identified by a DoDAAC. Requisitioners must use the DoDAAC applicable to the ship-to locations when assigned. See paragraph C4.2.4. for additional guidance.

C4.2.7.3. <u>Limitations</u>. Exception data will normally be limited to the following:

C4.2.7.3.1. Non National Stock Number (NSN) lumber products identified and ordered by description only or other commodities that require additional descriptive information.

C4.2.7.3.2. Authorization/identification for items when such requirement is imposed by the ICP, by the parent Component, or by the requisitioning activity.

C4.2.7.3.3. NSN requirements needing additional identifying information; for example, requisitions initially rejected with Status Code CG or CJ.

C4.2.7.3.4. Requisitions for LEVEL 1/SUBSAFE and nuclear reactor plant materiel.

C4.2.7.3.5. NSN items for chemicals for boiler water and feed water analysis.

C4.2.7.3.6. Requisitions used to establish a registered user with the ICP in a Primary Inventory Control Activity (PICA)/Secondary Inventory Control Activity (SICA) situation.

C4.2.7.3.7. Requisitions for Marine Corps Pre-Positioned War Reserve (PWR) or Pre-Positioning Ships Program.

C4.2.7.4. Automated submissions of requisitions containing exception ship-to addresses may be authorized by agreement with the source of supply. Exception ship-to addressing is only authorized where the ship-to location is not identified by a DoDAAC. This exception cannot be applied to requisitioning for shipment to a contractor. Automated submissions must include identification of the customer via a system-generated customer identification code that cannot be overridden by the user as described under Volume 2, Appendix 6.35, Customer Identification. DAAS will generate the customer identification for automated submissions (e.g., via Defense Automatic

Addressing System Automatic Message Exchange System (DAMES) of the DLA-supported DIC YRZ requisition trailer for ship-to exception data.

C4.2.7.5. <u>Exception Address Information in the Materiel Release Confirmation</u>. The shipping activity must include address line details in the MRC when the full address details would not otherwise be available to the owner/program manager transactionally. When the owner-generated MRO identifies a clear-text ship-to address there is no requirement to perpetuate this address in the confirmation beyond the first address line containing the organization name.

C4.2.8. <u>Special Program Requirements</u>. Requisitions resulting from special program requirements (SPRs) must cite the associated SPR transaction number to establish an audit trail between the draw-down requisition and the SPR against which the requirement was established.

C4.2.9. <u>Nonstandard Materiel</u>. The requisitioner may cite an estimated unit price to advise the source of supply of a reasonable expectation of the cost of the item. The source of supply may contact the requisitioner, if in its estimation, the price incongruity between estimated price and quoted price warrant further clarification relative to the item being ordered. Requisitioners should use the last price paid as their estimate if they have previously ordered the item or use the price of a similar item ordered if they have not previously ordered the item.

C4.2.10. <u>PREPARATION/PROCESSING OF REQUISITIONS SUBMITTED VIA INTERNET ORDERING APPLICATIONS</u>. Developers and users of internet ordering applications which permit requisitions to be initiated outside the responsible Component's supply system, (e.g., direct customer input to FedMall, GSA Advantage/GSA Global, etc.) will take precautions to ensure that only authorized personnel place orders and all standard financial and logistics procedures are followed.

C4.2.10.1. DoD Components authorizing the use of ordering processes external to the Component-sponsored supply system will:

C4.2.10.1.1. Establish internal controls to identify/approve authorized users. This may be accomplished in coordination with the ordering application program management or independently in the absence of a satisfactory registration program for the internet ordering process.

C4.2.10.1.2. Notify users that they are required to manually establish an obligation for requisitions dependent on Interfund payment procedures, prior to/concurrent with placing orders via internet ordering applications, except where an interface is established with the requisitioner's Component application to validate funds availability and establish an obligation.

C4.2.10.1.3. Ensure that appropriate procedures are established to record the demand and establish a due-in/pre-positioned materiel receipt under DoD MILSTRAP/DLMS based upon status provided by the supply source. Alternative

manual Component procedures may be employed pending systemic interfaces to support return of supply and shipment status by the supply source.

C4.2.10.1.4. Ensure materiel receipt acknowledgement under DoD MILSTRAP/DLMS procedures via systemic interface or, where not available, instruct users to provide receipt notification via FedMall (this includes non-FedMall originated orders).

C4.2.10.2. Supply sources authorizing the use of ordering processes external to the customer's Component-sponsored supply system shall:

C4.2.10.2.1. Coordinate with DoD Components to establish controls to ensure users are identified and authorized. If a satisfactory registration program is not available, users must be alerted to comply with Component-directed procedures.

C4.2.10.2.2. Support adherence to standard financial procedures via systemic interface or manual procedures as follows:

C4.2.10.2.2.1. Establish an interface between the external ordering application and the appropriate Component-sponsored application to validate funds availability and establish the obligation, or

C4.2.10.2.2.2. Pending development of automated processing, alert users to comply with Component-directed manual procedures.

C4.2.10.2.2.3. Procedures for real-time funds availability for on-line applications are provided under DLMS Vol 4, Chapter 7.[12]

C4.2.10.2.3. Use standard requisition formats under MILSTRIP/DLMS where necessary to transmit the requisition from the external ordering application to the source of supply for further processing.

C4.2.10.2.4. Provide order and shipment status information to the customer and applicable status recipients in accordance with MILSTRIP/DLMS.

C4.2.10.2.5. Where feasible, internet ordering applications will integrate use of a replicated DoDAAC table to perform validation of requisitions for authorized ordering, bill-to, and ship-to activities according to the DoDAAC Authority Code. If the DoDAAC fails the authority code edits in C4.10.10., the transaction will be rejected.

C4.2.11. Contact Information

C4.2.11.1. Requisitioning organizations should provide point of contact information in requisitions and requisition-related transactions. This information

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[12] Refer to ADC 328

identifies the person or office to whom the source of supply should direct communications to support deliveries or inquiries.

C4.2.11.2. The point of contact information must include the following:

- Contact name or job title,
- E-mail address and/or commercial phone number,
- An office symbol or activity code.

C4.2.11.3. Requisitioning organizations should provide a job title if a name is not authorized in accordance with applicable security or privacy reasons.

C4.2.12. Not-Mission-Capable Supply and Anticipated Not-Mission-Capable Supply Requisitions

C4.2.12.1. General

C4.2.12.1.1. Approval Authority. Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions and submit the requisitions by the most expeditious means. Commanders of the DoD Component ILCOs will approve, or delegate in writing to specific personnel the authority to approve, all FMS CLSSA requisitions applicable to NMCS or ANMCS conditions.

C4.2.12.1.2. Priority Requirements. Submit NMCS and ANMCS requisitions only for the quantities of materiel needed to return the mission-essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.

C4.2.12.2. Not-Mission-Capable Supply Conditions Meeting Special Requirements Code 999

C4.2.12.2.1. Use. Use Special Requirements Code 999 in PD 01-03 requisitions for materiel that will cause an NMCS condition to occur in mission-essential systems and equipment. Special Requirements Code 999 identifies transactions related to critical items as requiring expedited handling. Any special requirements code used in the requisition must appear in the materiel release order (MRO) and the shipping documentation. This procedure applies only to NMCS materiel shipped to U.S. Forces OCONUS or to Forces alerted for deployment within 30 calendar days of the date of the NMCS requisition. Special Requirements Code 999 does not apply to SA.

C4.2.12.2.2. Purpose. Special Requirements Code 999 identifies the need for expedited handling of the NMCS materiel when meeting the specific conditions listed below. (The commanding officer of the requisitioning activity will either personally review, or delegate in writing to specific personnel the authority to review, all requisitions identified for expedited handling to certify compliance with the prescribed criteria.)

C4.2.12.2.2.1. The requisitioning unit must possess F/AD I, II, or III, and,

C4.2.12.2.2.2. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or,

C4.2.12.2.2.3. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within five calendar days of the date of the requisition.

C4.2.12.3. NMCS Conditions Meeting Special Requirements Other Than Special Requirements Code 999. Apply the following to requisitions for NMCS conditions other than Special Requirements Code 999 originating from activities where Forces in CONUS are not alerted for deployment:

C4.2.12.3.1. Use PDs 01-08 only.

C4.2.12.3.2. Cite Special Requirements Code N. Note: FMS requisitions applicable to NMCS conditions will cite Special Requirements Code N, which identifies transactions related to critical items and requiring expedited handling.

C4.2.12.3.3. Indicate short RDDs.

C4.2.12.3.4. Use the PD to process these requisitions.

C4.2.12.4. ANMCS Conditions. Prepare requisitions for materiel to prevent degradation of the mission capability of such systems/equipment as follows:

C4.2.12.4.1. Use PDs 01-08 only.

C4.2.12.4.2. Cite Special Requirements Code E. Note: FMS requisitions applicable to ANMCS conditions must cite Special Requirements Code E, which identifies transactions related to critical items and requiring expedited handling.

C4.2.12.4.3. Indicate short RDDs.

C4.2.12.4.4. Use the PD to process these requisitions.

C4.2.13. Pre-Positioned War Reserve Material Stock (PWRMS) Requisitions

C4.2.13.1. Initial Fill. Use Demand Code O and Project Code 3AA to identify requisitions for the initial fill of PWRMS consumable item requirements. Use Project Code 3PR in PWRMS replenishment requisitions. DoD organizations cannot submit non-reimbursable requisitions to GSA.

C4.2.13.2. <u>Reimbursements</u>. Use the appropriate treasury symbol number and fund purpose code in all reimbursable requisitions for PWRMS requirements. Only use PDs 11-15 in reimbursable requisitions for PWRMS requirements; however, if overriding or operational situations justify immediate supply support, use PDs 01-03.

C4.2.14. <u>Conventional Ammunition Requisitions</u>

C4.2.14.1. DoD Component owners of single manager for conventional ammunition (SMCA) managed items may grant authority to the SMCA ICP to issue assets below established stock reservation levels. The Component owner must convey this authority to the SMCA ICP by using Advice Code 2S in a DLMS 511R transaction.

C4.2.14.2. Use Advice Code 3Q, 3V, 3W, 3X, 3Y, or 3Z, as applicable, when usable SCC E materiel is acceptable.

C4.2.15. <u>Special GSA Procedures on Non-Mailable Items</u>

C4.2.15.1. <u>Advice Code 2A Processing</u>. GSA will process requisitions received with Advice Code 2A (item not available locally) regardless of the possible excessive transportation costs.

C4.2.15.2. <u>Low Item Value</u>. GSA will cancel requisitions (with Status Code CW) when received without Advice Code 2A for an item valued at $25 or less if, at the time of shipment, transportation costs incurred for shipping that order is in excess of 50 percent of the item value. GSA will notify the ordering activity when this condition exists and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, submit a new requisition with Advice Code 2A. In response, GSA will supply the item regardless of the transportation costs.

C4.2.15.3. <u>Non-Applicability</u>. These procedures do not apply to SA requisitions.

C4.2.16. <u>Special Procedures Associated with Industrial/Maintenance Site Requisitions</u>

C4.2.16.1. <u>Industrial/Maintenance Site Requisitions Subsequent to Receipt of Product Quality Deficient Materiel</u>. Under approved procedures for Base Realignment and Closure (BRAC) Supply, Storage and Distribution (SS&D) Inventory Management and Stock Positioning (IMSP) industrial/maintenance sites, the requiring activity is authorized to submit requisitions or requisition alerts (Navy IMSP only) citing Management Code P to request the DLA source of supply satisfy the specified requirement for an alternative source. These replacement requisitions will also include the original funded requisition document number/suffix for cross-reference. This is applicable when timely replacement is required subsequent to receipt of a quality deficient item for which a Product Quality Deficiency Report (PQDR) has been submitted. Use of Management Code P ensures materiel received is not subject to the same quality deficiency as previously supplied materiel and avoids delays while existing wholesale stock is screened for quality.

C4.2.16.2. <u>Industrial/Maintenance Requisitions Subsequent to Receipt of Storage Activity Denial for Release of Materiel Purchased from DLA</u>. Under approved procedures for BRAC Inventory Management and Stock Positioning (Navy IMSP only) industrial/maintenance sites, the requiring activity is authorized to requisition citing Management Code 3 or 9 to request the DLA source of supply satisfy the specified requirement from an alternative storage location or new procurement, if no stock is available. This is applicable only when re-requisitioning subsequent to purchase of materiel that was sourced from a collocated depot without visual inspection of the materiel. Use of the Management Code 3 will indicate that purchased materiel did not satisfy shelf-life requirements. Management Code 9 will indicate that the materiel was not available in one continuous length. The prior (original) requisition document number and shipment suffix code (if applicable due to split shipment), must be included on the new requisition. The originally purchased materiel will be returned to DLA via BRAC returns procedures.

C4.2.17. <u>Timeframes and Submission of Requisitions</u>

C4.2.17.1. <u>Frequency</u>. The frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items; the distribution systems will not prescribe scheduling. Submit requisitions when necessary to meet requirements for stock or to meet specific requirements for immediate use. To make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.

C4.2.17.2. <u>Effective Time Period</u>. The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale source of supply; for example, the ICP or stock point that maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.

C4.2.17.2.1. <u>Requisition Date</u>. The date of requisition will indicate the actual date of transmittal from the requisitioner to the initial source of supply. Do not predate requisitions to facilitate local processing. The transaction set process will reflect the true date of transmittal.

C4.2.17.2.2. <u>Approval Time</u>. Time consumed by review/approval of control offices that are intermediary between the requisitioner and the initial source of supply is counted in the time standard for this segment.

C4.2.18. <u>Maintenance of Requisition History and Due-In Files</u>

C4.2.18.1. <u>Requirement</u>. All DoD Components must maintain a requisition history and due-in file for each transaction processed.

C4.2.18.2. <u>Expeditious Processing</u>. Requisitioners must expeditiously process transaction status and materiel receipts to requisition and due-in files to preclude the unnecessary generation of follow-ups.

C4.2.19. <u>Special Army Single Stock Fund (SSF) Procedures for Image, Working, and Post-Post Requisitions and Authorization of Edit Action Codes (EACs) for Both SSF and non-SSF Army Activities</u>. The following procedures are restricted to use by the Army on an intra-Service basis.

C4.2.19.1. These procedures include Army-unique data elements required to accurately process transactions in the Army wholesale system that originate from the Army retail system for SSF activities. For both Army retail replenishment orders for authorized stock listed items and for dedicated customer orders for non-stock listed items, an image of the order containing a special EAC, management code, and date generated is created and passed to the wholesale system. For these replenishment and dedicated customer orders, the EAC indicates that the order is to be held until either post-post issue requisitions are received equaling the image requisition quantity or a live/working requisition is received for the total or residual quantity of the image requisition. Additionally, customer/consumer orders for authorized stock listed items that cannot be filled by the retail system are backordered at the retail level and an image of the consumer requisition containing an EAC, management code, and date generated is created and passed to the wholesale system. For these backordered consumer requisitions, the EAC indicates that the order is to be held until either post-post issue requisitions are received equaling the image requisition quantity, or a cancellation is received. Based on business rule parameters, these EAC codes facilitate the Army process, that searches for assets at multiple retail levels, prior to requiring a wholesale asset search to fill the retail and consumer level requisitions. The post-post issue requisition also contains an EAC, management code, and date generated. Additionally, the post-post requisition contains the SSF routing identifier code (RIC) of the activity issuing the assets and codes indicating the ownership, purpose and condition of these assets, as well as a suffix code, if it is only a partial issue of the image requisition quantity. The following are the types of requisitions included in this process:

C4.2.19.1.1. <u>Image Request Order Number Requisition</u>. An image of the customer's original requisition containing an EAC, management code and the date generated date is submitted by the SSF site to the Army wholesale source of supply. Upon receipt, the wholesale source of supply builds a document control file, creates a demand record, and freezes the requisition on backorder. The only action that can clear the frozen backorder is a post-post requisition or a cancellation request from the SSF site.

C4.2.19.1.2. <u>Image Document Order Number Requisition</u>. An image of the original replenishment requisition containing an EAC, management code, and the date generated is submitted by the SSF site to the Army wholesale source of supply. Upon receipt, the wholesale source of supply establishes a document control file with a requisition quantity control, creates a demand record, and takes no further action until receipt of a post-post or working requisition.

C4.2.19.1.3. <u>Working Document Order Number Requisition</u>. Upon receipt of a working document order number requisition by the wholesale source of

supply, action will be taken to support the requisition quantity. The document number on both the working and image requisitions are the same; however, the working requisition does not contain an EAC or management code.

C4.2.19.1.4. Image Dedicated Requisition. An image of a dedicated requisition containing an EAC, management code, and the date generated is submitted by the SSF site to the Army wholesale source of supply. Upon receipt, the source of supply establishes a document control file with a requisition quantity control, creates a demand record, and takes no further action until receipt of a post-post or working requisition.

C4.2.19.1.5. Working Dedicated Requisition. Upon receipt of a working dedicated requisition by the wholesale source of supply, action will be taken to support the requisition quantity. The document number on both the working and image requisitions are the same; however, the working requisition does not contain an EAC or management code.

C4.2.19.1.6. SSF Post-Post Requisition. A post-post requisition containing an EAC, management code and storage site RIC is submitted by the SSF site to the Army wholesale source of supply when assets are issued from an SSF site in support of a previously provided image requisition. Upon receipt, the source of supply creates internal issue transactions and creates an audit trail.

C4.2.19.2. Post-Post Requisition Processing. When the requisition is satisfied by an SSF site, the wholesale system will receive a post-post requisition containing a special EAC and management code, as well as the RIC of the SSF site issuing the assets, and codes indicating the ownership, purpose, and condition of these assets. If the post-post issue requisition is for a partial quantity, it will also contain a suffix code. The wholesale system may receive post-post requisitions with the same document number and suffix code, but with different storage activity RICs. These will not be considered duplicates. Based upon receipt of the post-post requisition, the wholesale system will internally generate a materiel release order (MRO), materiel release confirmation (MRC) and a materiel receipt acknowledgment (MRA). The wholesale system receives post-post requisitions in order to record shipments and generate appropriate bills.

C4.2.19.3. Working Requisition Processing. If the SSF site can fill the total requisition through post-post issues, the wholesale source of supply will not receive a working requisition. However, if the SSF site is unable to satisfy the total demand quantity of the requisition, the wholesale site will receive either a working requisition for the residual quantity or a cancellation on the same document number as the image requisition. Upon receipt of the working requisition the wholesale source of supply will initiate normal support actions. Any actions taken by the wholesale source of supply on the working requisition will always begin with Suffix Code L. The total quantity of all post-post requisitions and all working requisitions received on a single document number should not exceed the quantity on the original image requisition.

C4.2.19.4. <u>EAC Authorization</u>. In addition to the use of the EAC in the above SSF procedures, for both Army SSF and non-SSF activities, the EAC is authorized to be used for requisition reinstatement and other varied purposes.

C4.2.20. <u>Requisitioning in Support of an Inter-service Maintenance Agreement</u>[13]

C4.2.20.1. When scheduling a reparable item for organic maintenance under a Depot Maintenance Inter-Service Agreement (DMISA) or comparable inter-Service support agreement, based on the repair schedule, the maintenance activity will requisition the reparable item from the Principal (materiel) owner using a DLMS 511R Requisition. All requisitions will cite Advice Code 2J (fill or kill), and the appropriate supply condition code. Requisitions will cite Project Code 3AB (repair and return under maintenance agreement) or 3BB (repair under maintenance agreement). When requesting specific assets, maintenance activities may cite the supply condition code (SCC) applicable to the reparable item requested. Authorized SCCs include D, F, G, Q, and U. Requisitions for induction of a Product Quality Deficiency Report (PQDR) exhibit for warrantied maintenance will cite SCC Q.

C4.2.20.2. In response to requisitions citing Project Codes 3AB or 3BB, the Principal will direct release of the reparable item from the storage activity to the repair agent. The Principal will establish a due-in and provide a pre-positioned materiel receipt (PMR) to the repair agent to ensure the item is receipted under the correct ownership (refer to Chapters 12 (PMR) and 13 (Receipt) in this volume).

C4.2.20.3. To preclude billing by the materiel owner, the requisition will also contain the following data elements to denote free issue. For requisitions submitted to:

C4.2.20.3.1. <u>Air Force</u>: For Air Force principals (RIC TO of F**), use Project Code 3BB.

C4.2.20.3.2. <u>Navy</u>: For Navy principals (RIC-TO of NRP), use N00391 in rp 45-50, Signal Code B and Fund Code 26.

C4.2.20.3.3. <u>Army</u>: For Army principals (RIC-TO A** or B**), use Project Code 3BB, Fund Code GM, and Signal Code D or M.

C4.2.20.3.4. Marine Corps: For Marine Corps principals (RIC-To MPB), use Project code 3BB.

C4.2.20.4. Organic maintenance activities operating under a DMISA or comparable inter-Service support agreement will requisition nonconsumable repair parts required for a maintenance action using Project Code 3AD. Maintenance activities will direct reparable item requisitions to the Principal whose assets are intended are to be used for the repair (rather than to the source of supply). Directing requisitions to the Principal ensures appropriate actions are taken.

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[13] Refer to ADC 1176. Staggered implementation of SCC for requisitions authorized.

C4.2.20.4.1. Directing requisitions to the Principal precludes rejection of the requisition because the repair agent may not be a registered user of the materiel.

C4.2.20.4.2. Passing the requisition to the Principal reduces financial losses that would be incurred to purchase new materiel while previously purchased materiel is sitting in the Principal's inventory. This will reduce inventory balances as intended at the designated Principal, and does not unnecessarily draw down inventory at the supply source.

C4.2.20.4.3. Requisitioning from the Principal eliminates the possibility that the source of supply will satisfy the requisition with a substitute item which may not be best suited for the repair.

C4.2.20.4.4. This method of requisitioning facilitates accurate demand history capture at the source of supply (where it would otherwise be overstated) and improves forecasting by the Principal (where it would otherwise be understated).

C4.20.5. Organic maintenance activities will direct consumable item requisitions to the source of supply. Project Code 3AD does not apply. DAAS will process requisitions under MILSTRIP routing rules or by Service agreement.

C4.20.6. DAAS will pass requisitions (DIC A0_), modifications (DIC AM_), and follow-ups (DIC AT_) containing Project Codes 3AB, 3AD, and 3BB to the designated recipient (rather than routing to the source of supply).

C4.2.21. DoDAAC Authority Code Edits. Requisitions will be prepared using valid DoDAACs for the purpose(s) intended. DoDAACs designated as the requisitioner, bill-to, or ship-to activity will be validated based upon the authority code assigned to each DoDAAC in the DoD Activity Address File. Refer to DAAS edit of incoming requisitions below for edit rules.

C4.3. RETRANSMITTED REQUISITIONS. Use the FROM address in the requisition to identify the activity passing and/or referring the requisition and TO address to identify the activity to receive the requisition. In addition, indicate the applicable suffix code of the retransmitted requisition if the quantity is less than the original requisition quantity, and the appropriate demand code. Indicate the date of receipt of the demand as recorded by the initial source of supply when retransmitting requisitions to another source of supply. Use Special Requirements Code 888 to identify retransmitted requisitions generated from backorder releases submitted only to the SMCA.

C4.4. REQUISITION CANCELLATIONS

C4.4.1. General

C4.4.1.1. Requests. The requisitioner, monitoring activity, the DoD Component, and authorized command elements may request cancellation of previously submitted requisitions by using the DLMS 869C, Cancellation. The activity initiating the cancellation action, if other than the requisitioner, must advise other interested activities

of the cancellation action. Send single line-item cancellations to the last known source of supply holding the applicable requisitions. Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Do not deobligate funds or update individual due-in records until you receive status from the source of supply confirming cancellation.

      C4.4.1.2. <u>Receipt from Contractor</u>. Do not submit single line-item cancellations when a CONUS activity has received notice of shipment for materiel from a contractor's facility or a depot.

      C4.4.1.3. <u>Minimum Value Item</u>. Do not submit single line-item cancellations when an OCONUS activity has received shipment status and the line-item value of the cancellation is less than $200, or the materiel was shipped by air mail, or parcel post, or the materiel was shipped more than 10 calendar days by air shipment to an aerial port of embarkation (APOE), or 45 calendar days by surface shipment to a water port of embarkation (WPOE).

      C4.4.1.4. <u>Conditions Not Excluded</u>. Submit cancellations for conditions not excluded when there is no longer a need for a requisitioned quantity regardless of line-item dollar value or status. Such submissions will authorize the source of supply to properly adjust demands, when appropriate, and initiate cancellation action, when feasible.

      C4.4.1.5. <u>Status Code BV</u>. Sources of supply may initiate billings to requisitioning activities for transportation charges and/or contract termination costs even though the source of supply is able to effect cancellation/diversion if requisitions are assigned Status Code BV.

      C4.4.1.6. <u>Disposition of Materiel for Failed Cancellations</u>. The consignee, the appropriate commander, or Service headquarters is responsible for the utilization or disposition of materiel that cannot be canceled or diverted to an alternate consignee.

      C4.4.1.7. <u>Materiel Shortages</u>. Requisitioning activities must submit a new requisition with a new document number, citing appropriate issue PDs, whenever shortages occur for materiel previously canceled or rejected. Do not submit requests to reinstate previously canceled or rejected requisitions to sources of supply.

   C4.4.2. <u>Reserved</u>

C4.5 <u>REQUISITION MODIFICATIONS</u>

   C4.5.1. <u>Requesting Modifications</u>. The requisitioner, control office, or monitoring activity may request the modification of previously submitted requisitions using the DLMS 511M, Requisition Modification. Any activity initiating a requisition modification will notify other interested parties of such action, especially if the activity initiating the modification is other than the requisitioner. A requisition modifier will be prepared by originating activities completing all prescribed data element entries for a requisition. Send the requisition modification to the last known source of supply. Requisition

modifications may be used to change/modify the following fields in an original requisition document:

        C4.5.1.1. <u>Non-GFM Requisitions</u>

                C4.5.1.1.1. Ship-To and/or Bill-To Address(es)

                C4.5.1.1.2. FMS Offer and Release Option Code

                C4.5.1.1.3. FMS Freight Forwarder

                C4.5.1.1.4. Treasury Symbol Number/Fund Purpose Code

                C4.5.1.1.5. Project Code

                C4.5.1.1.6. Special Requirements Code

                C4.5.1.1.7. PD

                C4.5.1.1.8. RDD or RDP

                C4.5.1.1.9. Advice Code

                C4.5.1.1.10. Ultimate Recipient Code

                C4.5.1.1.11. Transportation Priority Code

                C4.5.1.1.12. Media and Status

                C4.5.1.1.13. Signal Code

                C4.5.1.1.14. Distribution Code

                C4.5.1.1.15. Fund Code

        C4.5.1.2. <u>GFM Requisitions</u>

                C4.5.1.2.1. Project Code

                C4.5.1.2.2. PD

                C4.5.1.2.3. Advice Code

                C4.5.1.2.4. RDD

                C4.5.1.2.5. Media and Status Code

                C4.5.1.2.6. Signal Code

                C4.5.1.2.7. Distribution Code

C4.5.1.2.8. Fund Code

C4.5.2. <u>Identifying Applicable Supply Actions</u>. Identify requisitions for which supply action must be continued during mass cancellation situations and submit modifications with Special Requirements Code 555 to the source of supply at the earliest possible date to ensure the continued processing of the requisitions.

C4.5.3. <u>Pertinent Modification Data</u>. Only data on the modification transaction will be changed. All other data will remain as stated on the original requisition.

C4.5.4. <u>Modifying Codes.</u> When a requisition modifier is submitted to modify the ship-to and/or bill-to DoDAAC(s), signal code, or fund code, the DAAS DoDAAC authority code edits discussed in C4.10 will be reapplied.

C4.6. <u>REQUISITION INQUIRIES/REQUESTS FOR SUPPLY ASSISTANCE</u>

C4.6.1. <u>General</u>. Use DLMS 869A, Requisition Inquiry/Supply Assistance, to follow-up or request supply assistance to improve estimated shipping dates (ESD) over the dates indicated in the latest supply status transaction on previously submitted requisitions. Use either DLMS 869A or DLMS 869F, Requisition Follow-Up, to follow up the latest supply transaction on previously submitted requisitions. Management Code P will be perpetuated to all applicable supply status in support of BRAC IMSP.

C4.6.2. <u>Follow-Ups</u>. Submit follow-ups to obtain the latest status for a previously submitted requisition.

C4.6.2.1. <u>Follow-Up Format</u>. Requisition follow-ups can be accommodated in two formats. DLMS 869A provides a streamlined requisition follow-up. DLMS 869F Requisition Follow-up offers the additional capability of conveying all information provided on the original requisition (with the exception of quantity stratification by weapon system) so that the follow-up may act as a requisition if the inquiry is unmatched to the IMM's data base. When a DLMS 869F follow-up that may act as a requisition is submitted, it will be subject to the authority code edits of paragraph C4.10.

C4.6.2.2. <u>Follow-Up Submission Criteria</u>

C4.6.2.2.1. <u>Delay Status Not On Hand</u>. Submit follow-ups when status data is not on hand to indicate a delay in receipt of materiel beyond the SDD or RDD or when the UMMIPS order and shipping time standard for receipt of materiel has elapsed.

C4.6.2.2.2. <u>Receipt Status Not Received</u>. Send follow-ups to the source of supply where you sent the requisition if you have not received status indicating another activity is responsible for the demand. When supply status has been received, direct the follow-up to the activity indicated as currently processing the requisition; for example, the last known source of supply. The source of supply may follow up to a shipping activity on open MROs.

C4.6.2.2.3. Materiel Not Received. Do not submit follow-ups after receiving shipment status evidencing completion of shipment unless you do not receive the materiel within normal transit time based on the date of the shipment as cited in the shipment status transaction.

C4.6.2.3. Follow-Up Submission Timeframes

C4.6.2.3.1. PD 01-08. For PD 01-08 demands, submit follow-ups only after expiration of at least three calendar days from the date of the requisition or transaction date of the latest supply status.

C4.6.2.3.2. PD 09-15. For PD 09-15 demands, submit follow-ups only after expiration of at least seven calendar days from date of the requisition or transaction date of the latest supply status.

C4.6.3 Request for Supply Assistance

C4.6.3.1. Initiation. Requisitioners may initiate requests for supply assistance only for PD 01-08 requisitions after receipt of supply status indicating an unacceptable delivery date. Requests for supply assistance includes status of requisitions, timely supply of requirements, interchangeable and substitutable (I&S) items, release of cancellation or backordered requisitions, and diversion of materiel shipments. Do not generate requests for supply assistance prior to the receipt of supply status indicating open status.

C4.6.3.2. Submission

C4.6.3.2.1. Forward requests for supply assistance on previously submitted PD 01-08 requisitions to the source of supply processing the requirement. Requests for assistance may be done by e-mail, message, letter, or telephone to the appropriate source of supply. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the source of supply ability to record the items and initiate timely responses. Include the urgently needed quantity (supply assistance may be requested for entire quantity requisitioned or a lesser quantity required for mission performance).

C4.6.3.2.2. DLA accepts supply assistance requests via the DoD FedMall requisition query function for open requisitions PD 01-08 with MILSTRIP Supply Status BB, BV, BZ, or BD.

C4.6.3.2.3. In addition to the above, the DLMS 869A, Supply Assistance request (BS108=AR) is designed to transmit requests electronically. This is a DLMS enhancement that cannot be used without prior coordination to ensure that the receiving source of supply has implemented this business process using transaction exchange. The DLMS format supports identification of point of contact information, identification of acceptable substitute items, alternative sources for the requested item, and a codified mission impact resulting from delay or lack of support for the required item:

C4.6.3.2.3.1. Code 1: Inability to perform assigned mission for a classified project.

C4.6.3.2.3.2. Code 2: Inability to perform assigned mission.

C4.6.3.2.3.3. Code 3: Performance of assigned mission anticipated to be curtailed or stopped if materiel is not received within 15 days continental United States (CONUS) or 20 days other than continental United States (OCONUS).

C4.6.3.2.3.4. Code 4: Mission performance below prescribed level of effectiveness and efficiency.

C4.6.3.2.3.5. Code 5: A classified NMCS condition exists due to lack of required assets.

C4.7. REQUISITION PROCESSING AND RELATED ACTIONS. Sources of supply receiving requisitions, follow-ups, modifications, cancellations, and/or supply assistance requests will process such transactions using these procedures.

C4.7.1. General

C4.7.1.1. Verification. Sources of supply will validate the data elements and codes in these transactions and accomplish changes, continue processing action, or reject with the appropriate status code using DLMS 870S, Supply Status. Rejection of transactions will be done only after an attempt has been made to correct the questionable data element or code. If rejection action is a result of more than one data element or code, and no other reject status code applies, reject using Status Code CA.

C4.7.1.2. Batch Processing. When sources of supply and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing must be done as frequently as necessary in order to meet UMMIPS time standards, or specific RDD for subsistence requisitions as applicable. In every such cycle, cancellation requests (including automatic cancellation initiated by the source of supply) and Material Obligation Validation (MOV) reconciliation requests will be processed prior to backorder releases and new requisitions. Demands will be sequenced as follows:

C4.7.1.2.1. Priority Designator.

C4.7.1.2.2. OSD/the Chairman of the Joint Chiefs of Staff project codes.

C4.7.1.2.3. Special Requirements Code 999 and PD 01, 02, or 03.

C4.7.1.2.4. Special Requirements Code N (NMCS), E (ANMCS), or 555 and PD 01-08.

C4.7.1.2.5. Requisition document number date.

C4.7.1.2.6. RDP, if later than the computed SDD--conventional ammunition only.

C4.7.1.3. <u>Backorders</u>. Backordered requirements will be merged (in the above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit on hand adjustments.

C4.7.1.4. <u>Receipt Processing</u>. Processing points will record the date of receipt of each requisition received. The date of receipt enables sources of supply to compute the requisition submission time. The computation will be made by subtracting the date in the demand transaction from the date received. The submission time provides a basis for the ICPs to measure the first cycle segment of supply effectiveness.

C4.7.1.5. <u>Document Numbers</u>. The document number, and a suffix, when applicable, will be used as a basis for determining duplicate transactions. The recipient will disregard all duplicate transactions.

C4.7.2. <u>Effect of Priority Designator on Requisition Processing</u>

C4.7.2.1. <u>Assigning PDs</u>. Each requisition must contain a PD assigned by the requisitioning activity, which will not be changed by processing points except in the following conditions:

C4.7.2.1.1. Special Requirements Code 999 is present, requisition is for U.S. Forces, and the PD is not 01, 02, or 03. The source of supply will enter PD 03 and send Status Code BK.

C4.7.2.1.2. An OSD/Joint Chiefs of Staff project code is present, but the PD is not 01-15. The source of supply will cite PD 03 and send Status Code BK.

C4.7.2.1.3. Special Requirements Code N or E is present, and the PD is not 01 – 15. The source of supply will enter PD 08 and send Status Code BK.

C4.7.2.1.4. Special mass cancellation coding 555 is present and the PD is not 01-15. The source of supply will enter PD 08 and send Status Code BK.

C4.7.2.1.5. Special Requirements Code 777 is present and the PD is not 01 – 15. The source of supply will enter PD 08 and send Status Code BK.

C4.7.2.1.6. RAD is present and the PD is not 01-15. The source of supply will enter PD 15.

C4.7.2.1.7. Extended RDD is present and the PD is other than 09-15. The source of supply will enter PD 15 and send Status Code BK, and process.

C4.7.2.1.8. Work stoppage indicator is present and the PD is not 01-08. The source of supply will enter PD 08 and send Status Code BK, and process.

C4.7.2.1.9. Service Code is B, D, K, P, or T and Special Requirements Code is N, E, 555, or 777 and Type of Assistance is not U or V. The source of supply will blank the special requirements code and process using the priority. Type of assistance is identified as the sixth position of the SA identification data portion of the document number or separately in the LQ segment.

C4.7.2.1.10. For all other conditions, if the PD is not 01 - 15, the source of supply will enter PD 15.

C4.7.2.2. <u>Time Standards</u>. The assigned PD dictates the precedence of internal supply processing actions (such as, from the receipt of a transaction until release to transportation) and determines the SDD. Mandatory time standards for processing of transactions are covered in DoDM 4140.01, Appendix 8. For subsistence requisitions, the assigned RDD is the primary processing criteria, while the assigned PD dictates the precedence of internal supply processing action for requisitions reflecting identical RDDs. Time standards indicated in UMMIPS do not apply to subsistence requisitions.

C4.7.2.3. <u>IMM Control Levels</u>. On occasion, available assets may be insufficient to satisfy all current demands and backorders for specific items. The IMM will reserve assets of such critical items through the use of item control levels and criteria that will restrict issue to specific categories of requirements only, (i.e., those within designated ranges of PDs, Joint Chiefs of Staff approved projects, or firm commitments for delivery of materiel to SA recipients). Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks that may not be issued for PD 09-15 requirements.

C4.7.2.4. <u>Source of Supply Control Levels</u>. Control levels will also be established by the source of supply to restrict issues against requisitions for the initial fill of PWRMS consumable item requirements to ensure that:

C4.7.2.4.1. <u>Availability Below Approved Force Acquisition Objective (AFAO)</u>. Assets available below the AFAO are not issued against requisitions for nonreimbursable PWRMS requirements regardless of the PD.

C4.7.2.4.2. <u>Availability Below Reorder Point</u>. Assets available below the reorder point (ROP) are not issued against requisitions for nonreimbursable PWRMS requirements that contain a PD of 11-15 during initial processing of the requisition. Later processing of such requisitions is prescribed in paragraph C4.7.5., below.

C4.7.2.5. <u>OSD/the Chairman of the Joint Chiefs of Staff Project Priority</u>. These projects, when so designated, and PD 01-03 requisitions containing Special Requirements Code 999, will be ranked above all other requisitions with the same PDs for processing purposes. Special Requirements Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

C4.7.2.6. <u>Releasing Demands</u>. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/Joint Chiefs of Staff project codes and Special Requirements Code 999 as the respective most urgent. PD 01-08 requisitions, including FMS requisitions, containing Special Requirements Code 555 in the RDD field and other requisitions/materiel obligations, will be processed for release as prescribed in paragraph C4.7.1.2.

C4.7.3. <u>Source of Supply Processing of Requisitions with Advice Code 2D, 27, or 29</u>. Sources of supply will edit all requisitions containing Advice Codes 2D, 27, and 29 to determine if an increase in the requisition quantity to the quantity unit pack is less or more than $5. If less than $5, the source of supply will disregard the advice code in the requisition. If $5 or more, the source of supply will honor the advice code and process the requisition for the exact quantity requested. When a quantity adjustment is made using the above criteria, the source of supply will use Status Code BJ to notify the customer of the quantity adjustment.

C4.7.4. <u>Source of Supply Processing of Requisitions for Quantities that Exceed the Normal Demand</u>. The source of supply may request verification of requisitions that show quantities that exceed normal demands or quantities that appear to be excessive or in error before taking positive supply action. When the source of supply determines that the requisitioned quantity needs to be verified, the source of supply will generate a DLMS 517M, Materiel Obligation Validation, to request verification of the quantity. The source of supply must indicate a response due date in the quantity verification inquiry, normally 30 calendar days for U.S. Forces and 75 calendar days for SA customers. The organization verifying the requisitioned quantity will send a response to the source of supply by the response due date indicated in the quantity verification inquiry; otherwise, the source of supply will automatically cancel the requisition with Status Code D3. The quantity in the response must be the actual quantity required. If the quantity is less than the original requisitioned quantity, the difference will be canceled with Status Code BQ. If the quantity field contains zero, the entire requisition will be canceled with Status Code BQ. Quantity increases are not authorized.

C4.7.5. <u>Source of Supply Processing of PWRMS Requisitions</u>

C4.7.5.1. <u>General</u>. Sources of supply, except GSA, will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

C4.7.5.2. <u>Processing Criteria</u>. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code O and Project Code 3AA), the source of supply will determine asset availability in excess of the AFAO and:

C4.7.5.2.1. <u>Sufficient Assets Available</u>. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue.

C4.7.5.2.2. Excess Assets. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue and the balance of the requisition quantity will be processed as follows:

C4.7.5.2.2.1. When the source of supply determines that assets are not available in excess of the AFAO, the basis of unit price code in the PO1 segment of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code O and Project Code 3AA) will be checked and:

C4.7.5.2.2.2. If free issue, the unfilled quantity on the requisition must be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions must be processed as fill or kill.

C4.7.5.2.2.3. If a basis of unit price code is not identified, the PWRMS requisitions will be processed as containing Advice Code 2L and the PD must be checked to determine further processing routines.

C4.7.5.2.3. PD 01-03 PWRMS Requisitions. Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue using UMMIPS source of supply processing standards. Subsistence requisitions must be processed to meet a specific RDD.

C4.7.5.2.4. PD 11-15 PWRMS Requisitions. Except for subsistence, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and the appropriate supply status will be provided with an estimated shipping date (ESD) equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11-15 must be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PDs 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

C4.7.6. Source of Supply Processing of RDP Requisitions (Conventional Ammunition Only)

C4.7.6.1. Earliest Delivery Date within Standard UMMIPS Timeframe. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD must be processed using the time period established for that PD.

C4.7.6.2. Earliest Delivery Date Outside Standard UMMIPS Timeframe. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.

C4.7.6.3. Rejecting Late Requisitions. Requisitions that cannot be delivered within the RDP will be rejected with Status Code CB.

C4.7.6.4. SA Deliveries. RDP procedures do not apply to SA requisitions.

C4.7.7. Source of Supply Processing of Requisitions for Nonconsumable Items from a Nonregistered User. Process nonconsumable items from nonregistered users according to the following criteria:

C4.7.7.1. PD 01-08. If the PD is 01-08, process the requisition for issue and provide Status Code DS to the requisitioner.

C4.7.7.2. PD 09-15. If the PD is 09-15 and assets are available above the ROP, process the requisition for issue and provide Status Code DS to the requisitioner.

C4.7.7.3. Assets Not Available. If the PD is 09-15 and assets are not available above the ROP, reject the requisition with Status Code CC or CN, as appropriate.

C4.7.8. Source of Supply Processing of Subsistence Requisitions. Do not backorder subsistence requisitions. Process subsistence requisitions to meet the specific RDD.

C4.7.9. Source of Supply Processing of Requisitions with Management Codes 3, 9 and P.

C4.7.9.1. Requisitions with Management Code P. Management Code P is only applicable to requisitions/requisition alerts submitted to DLA. All other sources of supply in receipt of Management Code P will disregard and continue processing. DLA will verify that the requisitioning activity is a BRAC IMSP industrial/maintenance sites. If not, DLA will disregard the management code.[14] Where authorized, Management Code P will be recognized as a request for materiel sourced from an alternative source due to previous receipt of like materiel with product quality deficiency reported via PQDR. DLA would apply unique logic applicable to the management code. If the item being requested is managed as a direct vendor delivery (DVD), then the DLA forward-positioned buyer will process for procurement from a vendor other than cited on the PQDR if materiel is available to meet the (RDD). If the item is managed as a stocked item, the request will be processed as one-time emergent request and the DLA forward-positioned buyer will process as a customer direct order. In instances where the RDD cannot be met or the forward buyer is unable to locate an alternate vendor, the forward buyer will work directly with the engineer to satisfy the requirement.

C4.7.9.2. Requisitions with Management Codes 3 or 9. Management Codes 3 and 9 are only applicable to requisitions submitted to DLA. All other sources of supply

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[14] Expanded use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014.)

in receipt of Management Code 3 or 9 will disregard and continue processing. DLA will verify that the requisitioning activity is a BRAC Inventory Management and Stock Positioning (IMSP) industrial/maintenance site authorized to use these codes. If not, DLA will disregard the management code. Where authorized, Management Codes 3 and 9 will be recognized as a request for materiel sourced from an alternative storage location or new procurement, if stock is not available, due to previous receipt of materiel that did not support shelf life or continuous length requirements. The prior requisition document number and the shipment suffix (if applicable due to a split shipment) will be used for cross reference to the original requirement and storage location. This process is only applicable to materiel originally sourced from a co-located depot without physical inspection of the materiel. The suitability for shelf life and length could not be determined until directed release by the Service owner at which time the storage activity would provide a denial citing Management Code 3 or 9, as applicable. The DLA would apply unique logic applicable to the management code. If the item is available in an alternative storage site, then a materiel release order would be sourced to that alternative storage site. When no stock is available in the network, a new procurement action will be initiated. The DLA ICP will also update an internal denial table to preclude other comparable requests from being sourced to the original storage activity until inventory balances have been reconciled.[15]

C4.7.10. <u>Processing of Requisitions for Induction to Maintenance</u>.

C4.7.10.1. Upon receipt of a DLMS 511R Requisition from maintenance for the purpose of inducting a reparable, the materiel owner will process the requisition on a 'fill or kill' basis, and direct the issue to the co-located storage activity. If there are insufficient assets at the co-located storage activity, the requisition will be 'killed' for that portion of the requisition that cannot be issued. No billing will be initiated on requisitions from maintenance activities for DMISA assets, when the requisition was submitted consistent with C4.2.18.2. requirements.

C4.7.10.2. The "Principal" system will interpret the DLMS 511R Requisition with Advice Code 2J (fill or kill) as "no substitution allowed" but will allow for a partial fill, (i.e., do not backorder unfilled quantity, or pass an MRO to other than the co-located storage activity). The source of supply (Principal) will furnish the requisitioning activity (maintenance) DLMS 870S Supply Status using CB status for any unfilled quantity.

C4.7.10.3. DLMS source of supply preparation of materiel release orders (MROs) to the co-located storage activity will be accomplished using the DLMS 940R.

C4.7.11. <u>Maintenance of Requisition History Records</u>. Sources of supply will retain requisition history records in a readily accessible format after the closing of requisition records by cancellation, rejection, or shipment to provide for responsive replies to requisition inquiries in accordance with DoDI 5015.02, DoD Records Management Program.

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[15] Refer to ADC 359, implementation date December 2010.

C4.7.12. <u>Rejection of Requisitions</u>. Sources of supply will provide supply status to requisitioning and status organizations identified in the requisition or follow on transactions, as notices of requisition rejection with the reason for such action indicated by an appropriate status code.

C4.7.13. <u>Release of Materiel Obligations</u>. A materiel obligation is that quantity of an item requisitioned that is not immediately available for issue, but is recorded as a stock commitment for future issue. Sources of supply will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition involved.

C4.7.14. <u>Preparing MROs</u>

C4.7.14.1. <u>Originator</u>. MROs, DLMS 940R, Materiel Release, are prepared by the source of supply as a result of processing requisitions against inventory records and determining that materiel is available. MROs are used as a directive for release and shipment of materiel from stock.

C4.7.14.1.1 MROs directing shipment of requisitioned GFM will perpetuate contract data to include the procurement instrument identifier (PIID) authorizing GFP. When GFM is authorized under a PIID call/order number (F in 9th position), provide the value in the PIID field.[16] Include the CLIN when available and directed by the authorizing Component. Contract data will be provided by the source of supply for pushed GFM not initiated by a requisition.

C4.7.14.1.2. MROs directing shipment of reparables for induction for commercial maintenance will include the PIID authorizing GFP, and the call/order and CLIN when available.

C4.7.14.1.3. MROs directing shipment of GFP in contractor custody will include the PIID authorizing GFP, and the call/order and CLIN when available.

C4.7.14.1.4. MROs directing return of discrepant/deficient materiel to vendors at vendor expense will include identification of the carrier and the carrier account number. When directing materiel release orders to DLA, the materiel owner ICP may include the distribution center number (DCN), provided by the storage activity via the SDR process.

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[16] Use the legacy PIIN pending transition to the PIID. When GFM is authorized under a PIIN, include the legacy four-position call/order number associated with the PIIN when available and directed by the authorizing Component. Refer to ADC 1161A.

C4.7.14.1.5. MROs directing the return of PQDR exhibits may include both the DCN provided by the storage activity and the PQDR report control number (RCN), if available.[17]

C4.7.14.1.6. MROs should perpetuate customer point of contact information provided in requisition or requisition-related transactions.

C4.7.14.1.7. MROs for the purpose of ship-in-place (also known as ship-to-self) must include a Ship-To-DoDAAC matching the custodial activity performing the transfer. A PMR is mandatory for every ship-in-place request. Both the MRO and the PMR must have the same document number. The lack of PMR will result in MRO denial. Additional requirements for the ship-in-place process are available in Chapter 7.

C4.7.14.1.8. MROs directing the return of SDR exhibits will include the SDR distribution center number (DCN), if available.

C4.7.14.1.9. Pre-position of Release Orders through the MRO Process. Materiel owners may pre-position release orders ahead of an inbound shipment into a DoD Storage Activity. See Chapter 12 for a complete description of the process.

C4.7.14.2. <u>Advice Code 2T</u>. Requisitions or MROs that contain Advice Code 2T and do not contain an RDD will be processed under the assigned PD without regard to the advice code.

C4.7.14.3. <u>Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel</u>. When used for inter-Service ownership transfers of non-Single Manager for Conventional Ammunition (SMCA) owned ammunition and ammunition-related materiel stored in a SMCA storage facility with no physical movement of materiel or billing, the MRO will contain Signal Code M indicating a free issue. The MRO will also include the associated data required to accomplish the transfer including the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see the Appendix 7.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The storage activity will update the custodial/accountable records for the materiel and quantity identified to reflect the new ownership code and RIC of the Service receiving ownership. No shipment status will be provided. See procedures in DLM 4000.25, DLMS, Volume 2, Chapter 7) for inter-Service ownership transfer initiated by the SMCA for SMCA-owned materiel.

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[17] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.

C4.7.14.4. Product Quality Deficiency Report (PQDR) Exhibit Tracking. When directing release of a PQDR exhibit, the owner must include the PQDR Report Control Number (RCN) to facilitate exhibit tracking. When the shipment is processed for issue, the shipping activity will perpetuate the PQDR RCN from the MRO to the shipment status.

C4.7.14.5. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. MROs directing release of materiel in response to customer requests for expedited or replacement shipment due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency will be processed using the original document number and the next available suffix code to ensure separate billing and unique TCN assignment. When requested by the customer via Supply Discrepancy Report, an Expedited Transportation Signal 777 may be assigned for the reshipment when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, 777) or the RDD from the original requisition is less than 8 days from the current date. Inclusion of the Expedited Transportation Signal 777 will normally cause the shipment to move by premium (air) transportation. Shipments identifying Expedited Transportation Signal 777 are subject to air clearance processing whereby the air clearance authority may consult with the requisitioner to determine if the additional expense associated with air transportation is justified and potentially direct shipment movement by a surface mode.[18]

C4.7.14.6. Segregation of Materiel below Line Item. Materiel owners may segregate materiel they own using a stock allocation reference. The stock allocation reference is defined by each materiel owner. However, the stock allocation reference cannot exceed 6 alpha-numeric characters. The value may contain dashes but no other special character.

C4.7.14.6.1. Segregating Materiel using the PMR. To segregate by a stock allocation reference, the materiel owner must transmit a pre-positioned materiel release transaction to the storage activity prior to the receipt process. The PMR must cite the materiel owner RIC, and the stock allocation reference to force the materiel receipted to be segregated in a separate location.

C4.7.14.6.2. Release of Materiel Segregated using the MRO. To release materiel segregated by the segregated reference, the materiel owner will transmit a DLMS 940R Materiel Release transaction to the storage activity. The Materiel release transaction must include the stock allocation reference. The lack of the stock allocation reference in the MRO will cause a denial.

C4.7.15. Reserved

C4.7.16. Materiel Release Confirmation (MRC)

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[18] Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

C4.7.16.1. <u>Purpose</u>. The MRC serves as advice from a storage site to the source of supply that initiated the MRO of supply action taken. The MRC will be provided using DLMS 945A. The MRC will include enhanced data content under DLMS to include:

C4.7.16.1.1. Both the TCN, when applicable, and a secondary transportation number, such as the small package carrier number, when this is applicable.

C4.7.16.1.2. Identification of the carrier when other than United States Postal Service (USPS) by Standard Carrier Alpha Code (SCAC).

C4.7.16.1.3. For OCONUS shipments made via Defense Transportation System (DTS), GBL/CBL, parcel post, and small package carrier shipments, specific identification of the Port of Embarkation (POE) or Consolidation and Containerization Point (CCP), the air terminal, water terminal, or CCP by applicable qualifier code. (During MILSTRIP/DLMS transition, DAAS may substitute a generic terminal qualifier for MRC transactions converted from MILSTRIP legacy format transactions where the type of facility is unknown.)

C4.7.16.1.4. Capital Equipment. In support of Financial Improvement and Audit Readiness (FIAR), accountability and management of capital equipment requires serialization data visibility. Serial number tracking does not automatically apply to capital equipment. The materiel owner will evaluate capital equipment items and assign the appropriate UIT designator code only when the item requires serial number tracking at the DoD level. Submitters must prepare materiel release confirmation citing the applicable serial number(s) and include the UII when available.[19]

C4.7.16.2. <u>Source of Supply Follow-Up</u>. Sources of supply will follow up on storage activities at least once every 30 calendar days for unconfirmed MROs that are seven calendar days old for PDs 01-08 and 15 calendar days old for PDs 09-15.

C4.7.16.3. <u>Materiel Release Confirmation Changes/Updates</u>. In the event a shipment from the storage/shipping activity does not get lifted as originally intended (e.g., shipment is left off the truck), the storage/shipping activities that originate the DLMS 945A Materiel Release Confirmation will send an updated transaction with all of the changed transportation information to the ICP. This ensures required visibility of the shipment information and enables the ICP to prepare an updated DLMS 856S Shipment Status when needed. Examples of changed transportation information would include transportation method code, standard carrier alpha code (SCAC), ship date, bill of lading information, and tracking information.

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[19] Refer to ADC 1198

C4.7.16.3.1. <u>Preparation of the Materiel Release Confirmation Change/Update</u>

C4.7.16.3.1.1. The materiel release confirmation change/update message will be identified by a unique code (W0602 = "RR") in the transaction to flag it as an updated MRC.

C4.7.16.3.1.2. It will convey a new Shipping Date Change Reason Code (W0610 = "13" Shipping Location Handling) to advise the ICP that the updated MRC corrects erroneous content data (e.g., transportation data, pRFID data).

C4.7.16.3.1.3. It will repeat the information from the original MRC, in addition to any changes to the original information.

C4.7.16.3.1.4. It will convey changed transportation information (e.g., transportation method code, standard carrier alpha code [SCAC], ship date, bill of lading information, and tracking information.)

C4.7.16.3.1.5. When the ICP sends a shipment status in response to a customer follow-up, based on an updated MRC, the DLMS 856S will be transmitted as an original transaction, thereby enabling legacy-based supply systems to receive the converted DIC AS_ from Transaction Services. Do not use the BSN01 = "RR" and BSN07 = "A40" codes in this case, since the presence of these codes will indicate to Transaction Services not to convert these DLMS transactions to MILSTRIP legacy format.

C4.7.16.3.1.6. The ICP will adjust its Materiel Release Acknowledgment (MRA) follow-up timeframes based on the updated MRC in accordance with standard MILSTRAP business rules.

C4.7.16.3.2. <u>Transaction Services Distribution of MRC Change/Update</u>. Transaction Services will route the MRC change/update to the ICP per standard business rules for distribution of MRC messages. Transaction Services will not distribute the MRC change/update to DLSS-based recipients.

C4.7.16.3.3. <u>Use of the MRC Change/Update by the ICP</u>. The value of this transaction to the ICP is to provide corrected transportation data, enabling it to prepare an updated shipment status message. DLMS compliant systems should handle the updated transactions as the official MRC in their application, since they carry the corrected data.

C4.7.17. <u>Storage Activity Denial or Rejection of Materiel Releases</u>

C4.7.17.1. <u>Preparation</u>. <u>Materiel Release Denials (MRD)</u>, DLMS 945As, are prepared by storage sites and sent to the source of supply that initiated the MRO as notification of negative action on the MRO and will show the quantity denied and the appropriate management code.

C4.7.17.2. Delivery Status. If the storage activity cannot meet the delivery timeframe specified by the RDP, the storage activity will use the materiel release advice to provide Status Code CB to the source of supply. The source of supply will provide this status advice to the eligible status recipients (applies to conventional ammunition requisitions only).

C4.7.17.3 Storage Activity Denials of Materiel Releases for Induction to Maintenance.

C4.7.17.3.1. MRDs prepared under paragraph C4.7.10. will be used to provide a negative response to source of supply (Principal) initiated MROs directing release of a repairable asset for maintenance action.

C4.7.17.3.2. If the storage activity cannot provide the reparable asset for maintenance action in response to directed release, the source of supply (Principal) will provide supply status using CB status to advise the requisitioning activity (maintenance) that the asset is not available for induction.

C4.7.17.4. Storage Activity Denials for SDR and PQDR Exhibits.[20]

C4.7.17.4.1. Storage activities will prepare the DLMS 945A Materiel Release Denial and send it to the source of supply for SDR and PQDR exhibits when the MRO containing the SDR DCN or PQDR RCN does NOT match any of the DCNs or RCNs on the storage activity accountable record.

C4.7.17.4.2. When the DLMS 940R MRO contains the SDR DCN or PQDR RCN and the DCN or RCN DOES match a DCN or RCN on the storage activity accountable record, but the DCN or RCN in the bin location is not the expected DCN or RCN for the MRO, the storage activity will prepare a DLMS 945A MRD.

C4.7.18. Component-Owned Stocks Centrally Managed and Stored by DLA under Memorandum of Agreement

C4.7.18.1. The following procedures have a limited and restricted applicability controlled by a Memorandum of Agreement (MOA) between DLA and the requesting DoD Component. Upon request by a DoD Component and agreement by DLA, DLA will centrally manage Component-owned stocks within the DLA distribution system. All instructions to storage activities relative to the Component-owned stocks accepted under the MOA must originate from the owning ICP as the sole source authorized to direct delivery, issue, or other disposition of stock. Component-owned stocks accepted under the MOA for central management by DLA will be commingled with like DLA-owned stocks.

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[20] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits

C4.7.18.2. To establish assets controlled by the DLA ICP under the MOA, the DoD Component may initiate an "in-place" sale. To accomplish this, the DoD Component requisitions materiel to be centrally managed by DLA, establishing the Component-owned assets on the DLA records. Ownership changes from DLA to the DoD Component, but DLA maintains item management control and continues to store the item in a DLA Distribution Depot. The DLMS 511R, Requisition, must contain the preferred depot DoDAAC for stock to be commingled and Advice Code 8D. The DLA ICP internally produces and posts the DLMS 940R, Materiel Release, (which is not actually sent to and from depot) and uses a DLMS 867I, Issue (DoD Activities), to drop and a DLMS 527R, Materiel Receipt – Other Than Procurement Instrument Source (DoD Activity) to post assets to the DLA ICP inventory record under Component-ownership. An image of the DLMS 527R, Materiel Receipt – Other Than Procurement Instrument Source (DoD Activity) will also be sent to the Component ICP for recording the financial receipt. Normal procedures will be followed for billing the reimbursable in-place sale.

C4.7.18.3. To direct shipment of these assets, the DoD Component must send a DLMS 511R, Requisition, to the DLA ICP to perform item management. To relate the requisition to Component-owned assets, the following entries are mandatory in the source document: Advice Code 2J; DLA Distribution Depot to indicate the storage location from which shipment of Component-owned materiel is to be made; ownership code; and condition code of the materiel.

C4.7.18.4. Requisitions created by organizational elements other than the Component ICP and sent to the Component ICP for approval will be forwarded to the DLA ICP using DLMS 511R, Referral Order. Mandatory entries prescribed in paragraph C4.7.18.3 for requisitions also apply to referral orders.

C4.7.18.5. DLA will process a requisition or referral order and create a DLMS 940R, Materiel Release. Additionally, DLA will produce and forward a DLMS 867I, Issue (DoD Activities), to the Component ICP for the issue quantity dropped from the DLA inventory records. Quantities not available will be rejected to the Component ICP using Status Code CB.

C4.7.18.6. In the event a warehouse denial occurs, the distribution depot will report the denial in the normal manner. DLA will send a DLMS 867I, Issue (DoD Activities), reversal and a DLMS 947I, Inventory Adjustment – Decrease (Physical Inventory), to the applicable Component ICP. Requisition documents will not be reinstated for continued supply action.

C4.7.18.7. Under the MOA, the DoD Component assets may be issued directly to DLA assembly points. The DLMS 511R, Requisition, must include Advice Code 8L; the depot to ship from, the DLA assembly point DoDAAC, Signal Code M, ownership code, and condition code. DLA will process a requisition in this format and create the MRO. Additionally, DLA will produce a DLMS 867I, Issue (Assembly/Disassembly/Conversion/Modification), and post to the DLA ICP records. An image of the DLMS 867I will be sent to the Component ICP.

C4.7.18.8. To accomplish a redistribution action of Component-owned assets between DLA depots under the MOA the following procedures apply. These actions will be limited to a dual ownership change between the DLA ICP and the Component ICP. That is, no materiel is actually moved; only DLA ICP inventory record changes are made. To accomplish the redistribution action, the DoD Component will provide a DLMS 511R, Requisition, (DLMS 940R, Redistribution Order, is not allowed). The following entries are required: DoDAAC of new depot to show Component-owner assets; Signal Code M; Advice Code 8G (indicates dual ownership change); depot previously showing Component-owned assets; ownership code; and condition code. A DLMS 867I, Issue (DoD Activities), and DLMS 527R, Materiel Receipt – Other Than Procurement Instrument Source (DoD Activities), will be recorded for DLA-owned materiel on the DLA ICP inventory record. A DLMS 867I, Issue (Returned Purchases), and DLMS 527R, Materiel Receipt – Other Than Procurement Instrument Source (DoD Activity), for the Component–owned inventory will be recorded and an image of the DLMS 867I and DLMS 527R will be sent to the Component ICP.

C4.7.18.9. To terminate the asset posture under the MOA, the Component ICP may direct shipment of the materiel using the directed shipment format above, or one of the following methods.

C4.7.18.9.1. <u>Change the ownership while maintaining the inventory at the same depot</u>. To accomplish this, the DoD Component will submit a DLMS 511R. The following entries are required: Advice Code 8H, the depot, ownership code, and condition code. The DLA ICP generates a DLMS 947I Issue (Other), internally and sends the Component ICP an image of the DLMS 947I and a DLMS 527R, Materiel Receipt – Other Than Procurement Instrument Source (Other).

C4.7.18.9.2. <u>Direct the materiel to a DLA Disposition Services Field Office</u>. To accomplish this, the DoD Component will send a DLMS 511R. The following entries are required: Advice Code 8J; depot; and the DLA Disposition Services Field Office.

C4.7.19. <u>Retransmitting Requisitions to Another Source of Supply</u>

C4.7.19.1. <u>Continued Supply Action</u>. The source of supply may retransmit requisitions to another source for continued supply action. The source of supply must always identify the date of receipt of the original requisition in the PO1 Loop, G62 segment, in the retransmitted requisition. The source of supply must always include Special Requirements Code 888 in retransmitted requisitions submitted to the SMCA that are backorder releases from the DoD Component ICPs.

C4.7.19.2. <u>Nonconsumable Items</u>. When a SICA receives a requisition for a nonconsumable item from a SICA activity, the SICA may initiate supply action if stocks are normally held for this purpose, or the SICA may forward the requirement to the PICA. If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity and recode the requirement, as necessary, with status addressees, treasury symbol number/fund purpose code, and/or project code that will

ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA Service's NIP implementing instructions. If the PICA is only to provide status to the SICA, the SICA will not provide Status Code BM to the requisitioning activity. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

C4.7.19.3. <u>Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel</u>. When used for Service-initiated inter-Service ownership transfers of Single Manager for Conventional Ammunition (SMCA) ammunition and ammunition related materiel with no physical movement of materiel or billing, the initiating referral order will cite Project Code CYK and Signal Code M indicating a free issue, in conjunction with the additional data required to accomplish the transfer. This includes the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see Appendix 7.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The referral order will include an M&S code or distribution code ensuring follow-on status is directed appropriately (e.g., M&S Code B); do not designate status to the supplementary address. No shipment status will be provided.

C4.7.20. <u>Processing Follow-Ups</u>

C4.7.20.1. <u>Time Standards</u>. Process the DLMS 869A or DLMS 869F to determine the current status of requisitions. Time standards for dispatching status in reply to follow ups established for the distribution system are as follows:

C4.7.20.1.1. <u>PD 01-08</u>. For PD 01-08, dispatch status within two calendar days from the date of receipt of the follow-up.

C4.7.20.1.2. <u>PD 09-15</u>. For PD 09-15, dispatch status within five calendar days from the date of receipt of the follow-up.

C4.7.20.2. <u>Providing Shipment Confirmation</u>. A storage activity, in response to a follow-up initiated by a source of supply, will use the DLMS 945A to provide shipment confirmation, denial, or supply status information, as appropriate.

C4.7.20.3. <u>Storage Activity Processing</u>. Storage activities will provide Status Code BE if there is a record of the MRO but no record of having taken action in response to the MRO. Sources of supply in receipt of this status validate the original requirement with the requisitioner or, for GFM requisitions, with the MCA. The MCA is responsible for taking the necessary action to validate GFM requirements with the requisitioner and the source of supply. If the requested materiel has not been received, and the requisitioner or the MCA's response indicates a continued valid requirement,

the processing point will generate an MRO modifier transaction that contains the same data as the original MRO. Storage activities in receipt of MRO modifiers will process them using paragraph C4.7.23.

C4.7.20.4. Generation of Pseudo Shipment Status. Sources of supply in receipt of Status Code BE, or after 60 calendar days have passed from the MRO generation date without confirmation or receipt of an MRA, will generate a shipment status DLMS 856S with Transaction Type Code NC, to DAAS. Shipment status for SA requisitions will be forwarded to the applicable ILCO. This shipment status will not cite a TCN or the mode of shipment and the generation date will be used as the date released to the carrier. DoD Components will establish a management evaluation program that monitors storage activities providing Status Code BE. Goals should be established and the performance attained be a rating element of the activity commander.

C4.7.20.5. Storage Activity Response with no Record Receipt. Storage activities responding to a follow-up initiated by a source of supply on an MRO for which no record is held at the storage activity will provide Status Code BF.

C4.7.20.6. Source of Supply Follow-Up Response. Sources of supply in receipt of storage activity responses to follow-ups will furnish appropriate status to eligible recipients using section C4.7 procedures.

C4.7.20.7. Request for Supply Assistance

C4.7.20.7.1. Requests for supply assistance require management decisions relative to supply requirements that are not normally programmed in a manner to permit mechanical processing. Therefore, these transactions should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of requests for supply assistance serves as notification of the need for the concerned materiel to be received by consignees on dates earlier than those that would result from the shipments accomplished using the source of supply ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by sources of supply as an improvement. Management decisions, designed to improve ESDs, should include one or more of the following, and/or any other additional actions that will improve the ESDs:

C4.7.20.7.1.1. Cannibalization of existing equipment.

C4.7.20.7.1.2. Acceleration of repair programs.

C4.7.20.7.1.3. Offers of I & S items.

C4.7.20.7.1.4. Diversion of materiel shipments.

C4.7.20.7.1.5. Supply from reserve assets.

C4.7.20.7.1.6. Supply from known station or depot excess stocks.

C4.7.20.7.1.7. Supply resulting from screening of materiel held pending classification.

C4.7.20.7.2. <u>ESD Improvement Considerations</u>. During the course of actions taken to improve ESDs, follow-up inquiries will not be construed by sources of supply as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

C4.7.20.7.3. <u>Improving ESD</u>. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the requisitions concerned.

C4.7.20.7.4. <u>Source of Supply Status</u>. Sources of supply, in receipt of follow-ups on requisitions for which MROs were created directing lateral redistribution of retail stock, will provide applicable status as follows:

C4.7.20.7.4.1. If the current status is BA and the ESD or the UMMIPS timeframes, whichever applies, has not passed, provide Status Code BA with the appropriate ESD to the requisitioner.

C4.7.20.7.4.2. If the current status is BA and the ESD or the UMMIPS timeframes has passed, provide Status Code B5 to the requisitioner and send a DLMS 940R, Materiel Release, with Transaction Type Code NB to the reporting activity. Sources of supply in receipt of responses to follow-ups will send appropriate status to eligible recipients using section C4.7. procedures.

C4.7.20.7.4.3. If the current status is positive shipping status, provide a DLMS 856S with Transaction Type Code AS.

C4.7.20.7.5. <u>Retransmitting Inquiries</u>. Processing points retransmitting requisition inquiries to another source of supply for continued action will cite their DoDAAC as the FROM-address. Processing points receiving such retransmitted transactions will not automatically retransmit such transactions back to the processing point from which the transaction was received without obtaining the prior agreement of that activity.

C4.7.21. <u>Force-Closed MRCs</u>. After generating pseudo shipment status transactions for unconfirmed MROs under subparagraph C4.7.20.4., sources of supply will hold the MRO record open pending an MRA response (under Chapter 10). If an MRA response is received, use it to close the record. For shipments to SA recipients, the source of supply may elect to use the MRA data or generate a DLMS 940R, indicating the mode of shipment and date shipped from the MRA, to interface with billing. If an MRA response is not received within the initial and follow-up timeframes, the source of supply may force-close the MRO. For shipment to SA recipients, sources of supply will ensure that proper inventory accounting and billing procedures are

applied. In response to an MRA indicating non-receipt, the source of supply may force-close the open MRO and bill for the materiel, or reprocess (ship) the materiel based upon established dollar thresholds.

C4.7.22. <u>Processing Redistribution Orders (RDO)</u>

C4.7.22.1. RDOs are originated by an ICP/IMM to direct release of materiel from a supply distribution activity to another within the same distribution system.

C4.7.22.2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity within the Service's distribution system to satisfy a specific Service demand.

C4.7.22.3. For intra-DLA use, an RDO may be used to redistribute DLA stock from a DLA Distribution Center to the contractor location in support of the DLA's Industrial Product-Support Vendor (IPV) program.

C4.7.22.4. Prepare RDOs using the DLMS Implementation Convention 940R.

C4.7.23. <u>Processing Requisition and MRO Modifiers</u>

C4.7.23.1. <u>Source of Supply Processing</u>. Sources of supply will process a DLMS 511M, Requisition Modifier transaction to provide for modification of requisitions on backorder or for which MROs have not been processed to storage or retail activities. The corresponding original requisitions in process, and materiel obligations, will be recycled under DoD Component policy and normal processing actions will be continued to accommodate the modified PD, special requirements code, or RDD/RDP.

C4.7.23.1.1. <u>Modification</u>. Modification of MROs is at the discretion of the DoD Components. However, modifications will not be processed against requisitions for which MROs of retail assets have been generated.

C4.7.23.1.2. <u>Direct Delivery Modification</u>. Modification of requisitions that have been submitted to procurement sources for direct delivery is not required, except for requisition modifier transactions that contain:

C4.7.23.1.2.1. A revised country FMS offer/release option code and/or FF code.

C4.7.23.1.2.2. Special Requirements Code 555.

C4.7.23.1.2.3. Changes to the SHIP-TO address.

C4.7.23.1.3. <u>Split Actions</u>. The application of modifiers on requisitions for which split actions have been taken by the source of supply is at the option of the DoD Components.

C4.7.23.1.4. <u>Source of Supply Status</u>. Sources of supply will provide status (DLMS 870S) after processing requisition modifier transactions as follows:

C4.7.23.1.4.1. <u>Invalid Transaction Entries</u>. When the modifier transaction contains invalid entries for data elements listed in paragraph C4.5.1. or the DoDAAC authority code edits in paragraph C4.10.11., the modifier request will be rejected using Status Code D7.

C4.7.23.1.4.2. <u>Requisition Modifier Transaction Not Honored</u>. When the requisition modifier transaction is not honored because the requested modifications cannot be made, sources of supply will provide Status Code B2 to the activities designated on the unmodified requisition.

C4.7.23.1.4.3. <u>Modifications Successfully Processed</u>. When the requested modifications have been successfully processed, Status Code BK will be provided.

C4.7.23.1.5. In addition, when modifier transactions are processed, sources of supply will provide the latest supply or shipment status to all parties identified in the original or modified requisition transaction.

C4.7.23.1.6. Sources of supply will process requested modifications only when all data fields can be modified, as requested. If this cannot be done, reject the modifier using DLMS 870S with Status Code B2.

C4.7.23.2. <u>Submitting Modifier Transactions to Storage Activities</u>. When the DoD Components modify MROs, submit a modifier transaction (DLMS 940R) to the applicable storage activity. Prepare the DLMS 940R modifier transaction as a result of processing the requisition modification.

C4.7.23.2.1. Storage activities, upon receipt of MRO modifier transactions, will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A, "Issue Release/Receipt Document." This will be accomplished by matching the document numbers of modifier transactions with document numbers of MROs having been previously received, including a match of suffix codes.

C4.7.23.2.2. These modified transactions will be processed in the normal manner prescribed for MROs.

C4.7.23.2.3. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

C4.7.23.2.4. Storage activities will provide DLMS 945A with Status Code B2 or BK to advise sources of supply when requested modifications are or are not accomplished.

C4.7.23.3. Referring Activity Processing. When requisition modifications are referred to another source of supply, the referring activity will identify the activity to which the requisition was referred as well as their own activity in the transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received without obtaining the prior agreement of that activity.

C4.7.24. Processing Single Line-Item Cancellation Requests. Sources of supply, procurement, storage, and reporting activities will process single line-item cancellations, as prescribed herein.

C4.7.24.1. Preventing Shipment of Unwanted Materiel. Sources of supply, procurement, and storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, the dollar value, and location of materiel for which cancellation is requested.

C4.7.24.2. General Rules. General rules for the disposition and diversion of materiel that has been shipped are as follows:

C4.7.24.2.1. Sources of supply are responsible for providing diversion and/or disposition instructions for all items under their control destined for OCONUS that have progressed to the point where procurement actions cannot be terminated or shipment into the DTS has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate theater commander, or the DoD Component.

C4.7.24.2.2. Sources of supply may request diversion or disposition instructions from the DoD Component contact points designated on the DEDSO Website for both nonstocked and non-NSN items. However, sources of supply may, based on their stock position, divert materiel to depot stock.

C4.7.24.2.3. The DoD Components may predetermine and designate alternate consignees so that the DoDAAC of these activities may be inserted in later supply and/or transportation transactions. These predetermined destinations will be based on considerations as stated above, and may vary by NSN, FSC, or Federal Supply Group (FSG).

C4.7.24.2.4. When OCONUS shipments cannot be diverted or held for disposition, storage, and procurement, activities will advise sources of supply when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The source of supply will provide a DLMS 856S to all eligible recipients of status. These transactions will contain a date, as provided by the clearance authorities, on which the shipment was lifted from the terminal for delivery OCONUS.

C4.7.24.2.5. When diversion of OCONUS shipments is accomplished by the DTS, sources of supply will furnish a DLMS 870S with Status Code B6 to all

authorized status organizations. The advice of actions taken by the DTS will be provided under DTR 4500.9-R.

C4.7.24.2.6. Sources of supply will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion from the DoDAAD of a DoDAAC identified as requisitioner, ship-to, or bill-to activity. Applicable supply and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

C4.7.24.2.7. Costs incurred in cancellations/diversion will be billed as provided in subparagraph C4.7.28.6.

C4.7.24.2.8. No attempt will be made to stop or divert shipments to CONUS (domestic) consignees once released for shipment, regardless of the mode of shipment.

C4.7.25. <u>Reserved</u>

C4.7.26. <u>Reserved</u>

C4.7.27. <u>Source of Supply Processing of Single Line-Item Cancellation Requests</u>. Process cancellation requests DLMS 869C, as follows:

C4.7.27.1. First, against backorders in the following order of assigned Status Codes: BB, BC, BD, BP[21] BZ, and BV.

C4.7.27.2. Second, against unconfirmed shipments (Status Code BA).

C4.7.27.3. Third, confirmed OCONUS shipments DLMS 945A, when shipped (to surface/aerial POEs and SEAVAN assembly points) prior to ICP receipt of cancellation requests in less than 45 calendar days for surface mode and 10 calendar days for air mode.

C4.7.27.4. Fourth, against all other status.

C4.7.28. <u>Processing Point Procedures</u>. Processing points receiving passed follow-up transactions will not automatically pass such transactions back to the processing point from which the transaction was received without obtaining prior agreement of that activity.

C4.7.28.1. <u>Initiating</u>. Initiate/accomplish cancellation actions against the quantity in the cancellation request received.

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[21] Staggered implementation authorized. Refer to ADC 93A.

C4.7.28.2. Editing. Edit cancellations processed to preclude duplicate cancellations. As a minimum, this edit will compare quantity, document number, suffix, and preparation date. Discard duplicates. Process all other cancellations as received.

C4.7.28.3. Processing. Process cancellation requests, regardless of dollar value or quantity, to immediately cancel quantities for which MROs and purchase requests have not been submitted to the storage, reporting, or procurement activities.

C4.7.28.4. Quantity Limits. If the quantity in the cancellation request is equal to, or less than, the backorder quantity at the source of supply (Status Code BB, BC, or BD), effect cancellation immediately and send a DLMS 870S with Status Code BQ to all authorized status organizations. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, send a DLMS 870S with Status Code B9 to all authorized status organizations.

C4.7.28.5. Diversions. When cancellation requests are against released shipments or direct vendor delivery with Status Code BV, the source of supply will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

C4.7.28.6. Status. In the event the above actions are taken, use a DLMS 870S with Status Code B4 to indicate that the organization identified in the canceled requisition may be billed as follows:

C4.7.28.6.1. Transportation costs for returning the materiel to storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

C4.7.28.6.2. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in the MILSBILLS procedures documented in DLM 4000.25, Volume 4, Finance.

C4.7.28.6.3. In addition to the above costs, when applicable, the source of supply will bill rebuilding costs and other expenses incurred in canceling SA requisitions under DoD 5l05.38-M.

C4.7.28.6.4. Charge for transportation (such as terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incidental to actual diversion/cancellation of FMS requisitions under DoD 5105.38-M.

C4.7.28.7. Reversals. Demand data previously recorded will be reversed by the quantity of the cancellation request. The demand data must always be adjusted regardless of the outcome of processing the cancellation request.

C4.7.28.8. Notification. Provide notice of the success or failure of cancellation or diversion actions to all authorized status organizations under section C5.2. Use the supply or shipment status to provide this notice as follows:

C4.7.28.8.1. DLMS 870S with Status Code B4, B6, BQ, BR, or BS to indicate cancellations/diversions accomplished.

C4.7.28.8.2. DLMS 870S with Status Code B9 to indicate cancellation/diversion action being attempted.

C4.7.28.8.3. DLMS 856S with shipment status to indicate cancellation/diversion not accomplished.

C4.7.28.8.4. DLMS 870S with Status Code B8 to indicate cancellation not accomplished as a follow-up to the previously sent Status Code B9.

C4.7.28.8.5. DLMS 870S with Status Code BF to indicate no record of the transaction reference number for the cancellation request submitted.

C4.7.28.8.6. DLMS 870S with an appropriate B_, C_, or D_ series status code for those transactions showing a record of a previous cancellation or rejection.

C4.7.29. Source of Supply Submission of Single Line-Item Cancellation/Diversion Requests to Procurement

C4.7.29.1. Using DLMS 869C. Use a DLMS 869C to prepare cancellation requests. Cite the appropriate contract data when sending cancellation requests to procurement. Identification of the contract data or procurement/purchase request number (PRN) will be dependent upon whether a number is assigned to a contract and is known to the source of supply at the time of receipt of the cancellation request. When the PRN is used, indicate the DoDAAC of the consignee to which to divert the shipment. When the source of supply does not desire diversion, do not indicate a diversion address.

C4.7.29.2. Required Information. All requests for cancellation/diversion submitted to the procurement activity will contain the following minimum information:

C4.7.29.2.1. Notification that the transaction is a request for cancellation or diversion.

C4.7.29.2.2. Identification of the source of supply submitting the request.

C4.7.29.2.3. The stock or part number or description of the item involved.

C4.7.29.2.4. The quantity of the item to be canceled/diverted.

C4.7.29.2.5. The original requisition document number and the suffix code, if applicable.

C4.7.29.2.6. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.

C4.7.29.2.7. All contract data, if known; otherwise, the PRN and date of the purchase request.

C4.7.29.2.8. Diversion or hold instructions to include coded and in-the-clear, ship-to, and mark-for addresses for shipment, if diversion is to be accomplished.

C4.7.29.3. Cancellation/Diversion Requests. Submit cancellation/diversion requests to procurement activities:

C4.7.29.3.1. Regardless of dollar value and/or quantity, when the purchase requests have been submitted but the contracts have not been awarded. This applies to items and/or quantities assigned Status Code BZ.

C4.7.29.3.2. For items and/or quantities on awarded contracts and/or purchase agreements and the dollar value of the cancellation/diversion action exceeds $200.

C4.7.29.4. Source of Supply Responsibilities. Sources of supply will decide whether to suspend or continue the cancellation, diversion, or hold actions. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: SOURCE OF SUPPLY DECISION FOR CANCELLATION OR DIVERSION. Sources of supply will advise the ILCO of contractual agreements that will result in cost conditions if cancellations, diversions, or holding are accomplished. ILCOs will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be sent to the source of supply by narrative message containing the notation: ILCO DECISION FOR CANCELLATION OR DIVERSION.

C4.7.29.5. Exceptions to Cancellation/Diversion Requests. Do not submit cancellation/diversion requests or requests for determination whether cancellation is in the best interest of the Government to procurement activities when:

C4.7.29.5.1. The dollar value of the request is less than $200.[22]

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[22] As an exception for intra-Component use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

C4.7.29.5.2. DD Form 250, "Material Inspection and Receiving Report," shipment performance notice (SPN), vendor shipment notice, or equivalent is on record indicating:

C4.7.29.5.2.1. Shipments to CONUS consignees were released to carriers regardless of dollar value.

C4.7.29.5.2.2. Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed above have elapsed (10 calendar days' air/45 calendar days' surface).

C4.7.29.5.2.3. Shipment/delivery by air mail or parcel post. In this case, shipment status will be sent in response to cancellations received.

C4.7.29.6. <u>Notice of Cancellation/Diversion Actions</u>. Send notice of the success or failure of cancellation or diversion actions to authorized status organizations under the procedures of Chapter 5. Use supply and/or shipment status to provide this notice as follows:

C4.7.29.6.1. DLMS 870S with Status Code B4, B6, BQ, or BS applies to cancellations/diversions accomplished.

C4.7.29.6.2. DLMS 870S with Status Code B9 indicates cancellation/diversion action being attempted.

C4.7.29.6.3. DLMS 856S with shipment status indicates cancellation/diversion not accomplished.

C4.7.29.6.4. DLMS 870S with Status Code B8 indicates cancellation not accomplished when Status Code B9 previously sent.

C4.7.30. <u>Procurement Activity Processing of Single Line-Item Cancellation and/or Diversion Requests to Procurement</u>

C4.7.30.1. <u>Processing Sequence</u>. DLMS 869C and manual cancellation/diversion requests will be processed in PD sequence.

C4.7.30.2. <u>Immediate Cancellation</u>. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

C4.7.30.3. <u>Procurement Activity Responsibilities</u>. Procurement activities will advise the source of supply of contractual agreements that may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Sources of supply will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be sent to procurement activities by cancellation request documents prepared in the manual

format and containing the notation: SOURCE OF SUPPLY DECISION FOR CANCELLATION OR DIVERSION.

C4.7.30.4. Cost of Diversion. The cost of diversion or shipment hold actions will be sent to the source of supply for appropriate billing. Costs incurred in contract termination and diversion will also be sent to sources of supply to permit appropriate billing.

C4.7.30.5. Procurement Actions with Clearance Authorities. Procurement activities are required to initiate actions with clearance authorities to cause diversion of shipments at terminals. Procurement activities requiring diversion instructions, when a new consignee is not provided, will request these instructions from the source of supply by telephone or message.

C4.7.30.6. Actions Not in Government's Best Interest. When the above cancellation/termination or diversion/hold actions would not be in the best interest of the Government, the source of supply will be advised and requested to give a decision by a specified date.

C4.7.30.7. Initiating Contract Actions. Actions to cancel, divert, or terminate contracts will be initiated within one working day from receipt of cancellation requests. These actions must be completed as fast as possible, but will not exceed five working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract involved.

C4.7.30.8. Source of Supply Notification. The procurement activity will advise the source of supply the attempted stop/diversion action has/has not been done by DTS within two working days of receiving the confirmation/denial notification from DTS.

C4.7.31. Source of Supply Processing of Cancellation Requests for MROs of Retail Assets

C4.7.31.1. Requirements. Source of supply cancellation requests, DLMS 940R, will be sent to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but shipment status has not been received. The source of supply will send DLMS 870S with Status Code B9 to all eligible recipients. If shipment status has been received, provide this status to all eligible recipients.

C4.7.31.2. Status Reporting. Sources of supply in receipt of responses to cancellation requests will send appropriate status to all eligible recipients.

C4.7.32. Source of Supply Submission of Single Line-Item Cancellation and/or Diversion Requests to Storage Activities

C4.7.32.1. Requirements. Source of supply cancellation requests or follow-ups on cancellation requests, DLMS 940R, will be sent to storage activities:

C4.7.32.1.1. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received; this applies to PD 01-15 requisitions/MROs for U.S. Forces, CONUS and OCONUS, and SA.

C4.7.32.1.2. When MRC is recorded on an OCONUS shipment released to a carrier for shipment to POE, less than 45 calendar days by surface mode or less than 10 calendar days by air mode, and the dollar value of the shipment exceeds $200.

C4.7.32.2. Diversions. DLMS 940R will identify the DoDAAC of the activity to which shipments will be diverted when shipment has already been released. When the source of supply does not desire or cannot provide diversion to a specific activity, do not indicate a diversion address. In the latter case, the source of supply will obtain and provide alternate destinations, if requested, by storage activities.

C4.7.32.2.1. Attempted Diversions. In the case of an attempted diversion, the source of supply will send DLMS 870S with Status Code B9 to authorized status organizations.

C4.7.32.2.2. Exceptions. Sources of supply will not send storage activities requests for cancellation/diversion when:

C4.7.32.2.2.1. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line-item value of less than $200 and is for an OCONUS shipment.

C4.7.32.2.2.2. Receipt of an MRC and OCONUS shipment has been done by parcel post, priority mail, or UPS.

C4.7.32.2.2.3. The MRC is recorded on an OCONUS shipment released to the carrier for shipment more than 45 calendar days by surface mode or 10 calendar days by air mode prior to receipt of the cancellation request.

C4.7.32.2.2.4. Receipt of the MRC and shipment to a CONUS activity was done prior to the receipt of the cancellation request.

C4.7.32.2.3. Shipment Status Reporting. In the instances described above, send DLMS 856S to authorized status organizations.

C4.7.33. <u>Storage Activity Processing of Single Line-Item Cancellation and/or Diversion Requests</u>

C4.7.33.1. <u>Processing Cancellations</u>. Process cancellations using DLMS 940R in the sequence prescribed in paragraphs C4.7.1.2, and C4.7.27.

C4.7.33.2. <u>Maintaining Records</u>. Maintain records to allow a determination whether line items shipped were in single-line or multi-line shipment units and the respective dollar value of each. This allows identification of shipment units susceptible to cancellation and determination whether cancellation actions should be continued under the following policies and procedures.

C4.7.33.3. <u>DoD Component Data Processing</u>. To the extent that processing capability is available, the DoD Components will develop and maintain data to:

C4.7.33.3.1. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are shown in Table C4. T2.

Table C4. T2. <u>Depot Work Area Identification</u>

COMPUTER	STORAGE	SHIPMENT PREPARATION	SHIPPING
Mechanized processing of DLMS 940 - Materiel Releases and output of DD Forms 1348-1A and stop shipment notices	Bin Area Bulk Area	Preservation Packaging Packing Consolidation Parcel Post	Consolidation Air Freight Motor (Truck) Freight Rail Freight

C4.7.33.3.2. Include the maximum time experienced in processing DD Form 1348-1A or 1348-2, "Issue Release/Receipt Document with Address Label," shipments in each of the above work areas (within total time allowed by DoDM 4140.01 from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could be taken on receipt of a source of supply cancellation request to the storage activity. Also, consider the transaction priority as it affects processing time in hours versus days.

C4.7.33.4. <u>Routing</u>. The storage activity, upon receipt of a cancellation request DLMS 940R from the source of supply, will determine the appropriate work area(s) to which the stop shipment notices would be sent when cancellation of an in process DD Form 1348-1A shipment is required. Stop shipment notices will include pertinent line-item/transaction identification, priority, and information whether a single-or multi-line shipment unit, is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would later be processed.

C4.7.33.5. <u>Cancellation</u>. Do cancellation for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

C4.7.33.6. <u>Release to Storage Work Area</u>. Attempt cancellation for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

C4.7.33.6.1. The dollar value is less than $25 for a single line-item shipment unit.

C4.7.33.6.2. The dollar value of a single line-item packed in a consolidated shipment unit is less than $200.

C4.7.33.7. <u>Source Notification</u>. The storage activity will advise the source of supply and, if applicable, all authorized status organizations of actions taken in response to cancellation requests. Send this notice as follows:

C4.7.33.7.1. When the storage activity has no record of the MRO receipt, provide Status Code BF using a DLMS 945A.

C4.7.33.7.2. When the items have not left the depot and cancellation action is accomplished, respond only to the source of supply with a DLMS 945A with Status Code BQ.

C4.7.33.7.3. When cancellation is not attempted under the less than $25/$200 criteria, the storage activity will send the source of supply a DLMS 945A with Status Code B8.

C4.7.33.7.4. When the items have been released to a carrier in shipments destined to a CONUS customer, take no action to stop/divert the materiel beyond the point of shipment. Send the source of supply a DLMS 945A with Status Code B8 (Transaction Type Code NJ in the WO6 segment) and pertinent shipping information in the applicable segments.

C4.7.33.7.5. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under DTR 4500.9-R to stop or divert shipments within the DTS. Send Status Code B9 to the source of supply via a DLMS 945A.

C4.7.33.7.6. The storage activity will not initiate action to stop or divert OCONUS shipments within DTS when:

C4.7.33.7.6.1. The items are consolidated in a multi-line shipment unit.

C4.7.33.7.6.2. The items were in OCONUS shipments released to carriers for shipment more than 45 calendar days by surface or more than 10 calendar days by air prior to receipt of the cancellation request.

C4.7.33.7.6.3. The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

C4.7.33.7.6.4. A single line-item shipment has a total dollar value of less than $200.

C4.7.33.7.6.5. The single line-item shipment unit has a total dollar value of less than $1,000 and was shipped in consolidation with other shipment units in a larger container, such as a CONEX and SEAVAN.

C4.7.33.8. Status Notification. Following receipt of confirmation that shipment stop or diversion action has been accomplished by DTS, the storage activity will provide Status Code B6 to the source of supply.

C4.7.33.9. Stop/Diversion Non-Initiated. When the storage activity does not initiate stop or diversion action with DTS because of one of the conditions identified above or, when notified that a requested stop or diversion action has not been done by DTS, the storage activity will send to the source of supply a DLMS 945A with Status Code B8 (Transaction Type Code NJ in the WO6 segment) and pertinent shipping information in the applicable segments.

C4.7.33.10. Notification Requests. Storage activities requiring diversion instructions when applicable information is not included in the cancellation request will request such instructions from the source of supply by telephone or message.

C4.7.33.11. Processing Time. Storage activities must complete the above actions in two working days for PDs 01-08 and five working days for PDs 09-15.

C4.7.33.12. Status of Stop/Diversion Request. The storage activity must advise the source of supply the attempted stop or diversion action has or has not been done by DTS within two working days of receiving the confirmation or denial notification from DTS.

C4.7.34. Reporting Activity Processing Cancellation Requests for Lateral Redistribution Orders (LRO) of Retail Assets

C4.7.34.1. Cancellation. Reporting activities will attempt cancellation to the maximum extent possible.

C4.7.34.2. No LRO Record. When the reporting activity has no record of the LRO receipt, send the source of supply a DLMS 945A with Status Code BF.

C4.7.34.3. Cancellation not Possible. When cancellation cannot be done, send the source of supply a DLMS 945A with Status Code B8.

C4.7.34.4. Successful Cancellation. When cancellation can be done, send the source of supply a DLMS 945A with Status Code BQ.

C4.7.34.5. <u>Diversion</u>. The reporting activity will not attempt diversion of materiel confirmed shipped.

C4.7.35. <u>Direct Vendor Delivery on Requisitions</u>

C4.7.35.1. <u>Supply Activity Interface</u>. In instances where requisitions are done by DVD, an interface is required between supply and purchasing operations. This interface will result in an interchange of specific information and documentation between sources of supply and procurement activities to ensure:

C4.7.35.1.1. Transmission of status to designated recipients in an orderly and timely fashion.

C4.7.35.1.2. Proper marking of shipment containers.

C4.7.35.1.3. Delivery of materiel using priorities or RDDs.

C4.7.35.2. <u>Purchase Requests</u>. Purchase requests must contain specific in-the-clear and coded data, as specified below, that must be perpetuated on procurement instruments and related transactions:

C4.7.35.2.1. The original requisition number, including suffixes when assigned.

C4.7.35.2.2. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.

C4.7.35.2.3. Project code and project name, if applicable.

C4.7.35.2.4. Schedule of deliveries using RDDs or RADs, as applicable. List items on procurement requests in descending sequence of delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence will provide for listing items with earliest dates first and will result in the required schedule of deliveries.

C4.7.35.2.5. Identification and address of the organization to receive the notice or evidence of shipment made by contractors as required by Defense Federal Acquisition Regulation Supplement (DFARS) Appendix F.

C4.7.35.3. <u>DVD Requisitions</u>. Identify requisitions to be supplied by DVD sources separately from stock replenishment buys on purchase requests.

C4.8. <u>ARMY EXCHANGE REPARABLE PRICING PROCESS</u>

C4.8.1. The Army approach to the Exchange Pricing (EP) is a multi-system functionality implementation. EP employs a dual pricing system for reparable NSN items based upon standard price (latest acquisition cost plus recovery rate), EP (latest repair cost plus cost recovery rate), and a "buy one – return one" relationship with the

customer. That is, a qualified exchange pricing customer buys at the EP and pays a penalty if a reparable is not turned-in within a specified period of time from the issue date. This process is applicable to Army customers and Army-managed materiel only; other Services will continue to pay Standard Price and receive 65% credit exchange upon receipt of carcass by the Army PICA.

C4.8.2. Once an item of supply is identified for a national repair program and the NIIN has an established Exchange Price, all requisitions for the items will be priced at the Exchange Price if the customer is an authorized EP customer.

C4.8.3. When a requisition submitted to the Supply Support Activity (SSA) is processed by the Standard Army Retail Supply System (SARSS), SARSS will determine if both the customer DoDAAC is an EP customer, and the NIIN has an established EP indicator. As this transaction is processed through the Army supply system, middleware, Funds Control Module (including EP Tracking), DAAS, Commodity Control Supply System (CCSS), and Army Logistics Modernization Program (LMP), the EP indicator will be used to identify the transaction as EP related. All the legacy systems will continue processing the legacy 80 record position transactions; LMP will process DLMS transactions that are converted by Transaction Services.

C4.8.4. All related supply transactions prepared by Army will carry and perpetuate the EP Indicator. As a result of the EP implementation the following transactions are impacted: Requisition; Requisition Modifier; Requisition Follow-up; MRO; and Supply Status. The returns process will also process EP related transactions. The Materiel Receipt Transaction will be generated by SARSS for all returns of EP NIINs, and will include an EP Type of Credit indicator for unserviceable credit when applicable, as well as an EP conversion indicator to identify the need to provide credit according to the pre-EP credit policy, that lasts for 60 calendar days following the implementation of EP.

C4.8.5. If the return is in an un-repairable condition code or the item is not returned within the established timeframe (Delta Delay Days), the National Level systems (LMP, CCSS) will create an obligation adjustment based on the receipt from Middleware Funds Control Module of a Materiel Returns Supply Status (Delta Bill Trigger) Transaction. As a result of processing the delta bill trigger the national systems will create the logistics/interfund bill transaction with an EP Indicator and type bill code to identify the specific type of EP bill to the Army financial system.

C4.9. <u>NAVY EXCHANGE REPARABLE PRICING PROCESS</u>

C4.9.1. Navy uses a two-tier pricing system for selling Depot Level Reparable materiel to Navy customers. The Navy sells DLRs to other Services at full (standard) price and then provides carcass value credit when the carcass is returned. This is the same method the Air Force and Army use when selling reparable items to the Navy. The Standard Price is the price representing the full value of the DLR item, and is the price charged when a Not Ready for Issue (NRFI) unit (also referred to as a 'Carcass') is not turned in. The Net Price (also referred to as Exchange Price) is the price that represents the cost of repairing a DLR item, and is the price charged to customers when

a NRFI unit has been or will be turned in. Navy customers indicate on their requisitions whether or not a NRFI unit is available for turn-in via the Advice Code, and they are then charged Net or Standard Price accordingly.

C4.9.2. Requisitions received indicating that a carcass will be returned are tracked in the Navy's Carcass Tracking System. This system monitors these requisitions and matches them with carcass returns as they occur. This system also generates follow-ups to customers who have not returned their carcasses as promised. Ultimately, the system triggers an additional charge to the customer, if the carcass is not returned. Navy uses the term Carcass Charge for this additional billing; it represents the difference between Standard Price and Net (Exchange) Price. This additional billing is also referred to as a Delta Bill. If the customer returns the carcass after receiving the Carcass (Delta) Bill, then the additional billing is reversed, resulting in a Carcass Charge Reversal (Credit Delta Bill). Navy customers may also return excess DLRs for credit. The credit can be Standard, Net, or Carcass value.

C4.9.3. Under MILSBILLS legacy 80 record position billing, the Navy ICPs use the Sales Price Condition Code to indicate to customers that a particular bill is either Net (Exchange) Price or Carcass (Delta) Price. Once operational, Navy's Enterprise Resource Planning will replace the Navy ICP's legacy MILSBILLS billing system with a DLMS based system. Since DLMS does not utilize a Sales Price Condition Code, Navy will use a combination of Stock Exchange Code and Type of Bill Code to indicate on the bill that the price charged is Standard, Net, or Carcass price. The DAAS will convert Navy DLMS bills back to MILSBILLS legacy 80 record position format for any Navy customers unable to accept DLMS formats.

C4.10. <u>DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS</u>

C4.10.1. DAAS will edit all incoming requisitions and other DLMS transactions for data errors and validity under procedures in DLM 4000.25-4, "Defense Automatic Addressing System."

C4.10.2. As a result of these edits, DAAS will correct data entries or reject transactions. In case of source of supply errors, the correct source of supply will be entered and the transaction rerouted, as appropriate.

C4.10.3. DAAS will reject all requisitions/ FedMall orders containing GY/GZ series AACs. DAAS will send DLMS 870S transactions with Status Code CX to advise all concerned of rejection of the requisition.

C4.10.4. DAAS will recognize the enhanced DLMS capability to discretely identify different DoDAACs as the requisitioner, ship-to, and bill-to activities as a DLMS enhancement.[23]

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[23] Refer to ADC 1009A.

C4.10.4.1. DAAS will perform validation to ensure that only FedMall generated requisitions contain the FedMall DoDAAC SC4210 as the bill-to DoDAAC. When shipment to an activity other than the requisitioner is required, the FedMall DoDAAC will be included as the bill-to activity in the DLMS transaction in association with Fund Code XP and Signal Code L. This construct is used to identify purchase/credit card as the method of payment. Requisitions using this construct outside FedMall will be rejected. DAAS will send a DLMS 870S transaction with Status Code CX to advise all concerned of the rejection.

C4.10.4.2. While maintaining a mixed DLMS/MILSTRIP Legacy environment, DAAS will perform validation to ensure DLMS requisitions discretely identifying the bill-to DoDAAC in conjunction with Signal Code C or L do not conflict with the bill-to activity identified in the Fund Code to Billed DoDAAC Conversion Table (refer to DLM 4000.25, Volume 4, Appendix 1.2). Inconsistent requisition content will be rejected. DAAS will send a DLMS 870S transaction with Status Code CX to advise all concerned of the rejection.

C4.10.5. DAAS will pass DLMS 511R part-numbered (DIC A02 and A0B) requisitions to the RIC present in the incoming transaction.

C4.10.6. DAAS will validate requisitions for invalid/expired OSD/JCS Category D project codes. DAAS will blank out the inappropriate project code and send DLMS 870S with Status Code BK to the customer.

C4.10.7. DAAS will validate F/AD I usage through the requisitioning process. Requisitions with an unauthorized priority designator will be downgraded. DAAS will send DLMS 870S with Status Code BK to the customer.

C4.10.8. DAAS will perform validation of requisitions (DLMS 511R, DLMS 511M, 517M, and DLMS 869F) for accuracy and reasonableness of the entry in the RDD field and its compatibility with the PD. DAAS will send a DLMS 870S with Status Code BK to advise the requisitioner of the resulting modification. For SA requisitions forwarded to the applicable ILCO, DAAS will not blank out customer input. DAAS will perform PD and RDD edits according to Table C4. T1.

C4.10.**9**. DAAS will perform validation of requisitions for authorized ordering or billing DoDAACs. Reject requisitions when the requisitioning DoDAAC is not authorized to order. DAAS will send a DLMS 870S transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C4.10.**10**. Requisition Date Edit. DAAS will edit requisitions to reject any requisitions that are greater than one calendar year old, or are more than one day in the future.[24] For all requisitions (DIC A01, A0B, A02, A0E, A05, A07, A04, A0D), where the requisition is not applicable to FMS/Grant Aid or Navy initial outfitting (document

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[24] Refer to ADC 427A.

number Service Code N, R, or V, and Fund Codes equals: VO (Victor Oscar), V7 (Victor Seven), or LQ (Lima Quebec), QU (Quebec Uniform) or QZ (Quebec Zulu)), then:

C4.10.**10**.1. Reject requisitions that are more than one day in the future. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is greater than the current date plus 1 (CCYYDDD + 1), reject with Supply Status CD, and if less than or equal to the current date plus 1, allow to process.

C4.10.**10**.2. Reject requisitions that are greater than one-year-old. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is equal to or less than the current date minus 1 year (CCYYDDD - l000), reject with Supply Status CD, and if greater than the current date minus 1 year (CCYYDDD - 1000), allow to process.

C4.10.**11**. DAAS and the source of supply will perform validation of requisitions, modifiers, and follow-ups that can be treated as requisitions for authorized ordering, bill-to, or ship-to DoDAACs according to the DoDAAC Authority Codes below (Table C4. T3.), and will reject requisitions that do not meet the DoDAAC authority code edits. DAAS or the source of supply will furnish Status Code CX to advise all concerned of the rejection of the requisition. If the transaction failing the edit is a modifier, then DAAS or the source of supply will reject with Status Code D7 (see Table C4.T5.).

C4.T3. DoDAAC Authority Codes

Code	Description	Definition/Segment/Code
00	Requisition	Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to
	Required: TAC 1, TAC 2, TAC 3	
	Restriction: None	
	Business Rules: Can be used for any business process.	
	DAAS DoDAAC authority code edit: no additional edit	
01	Ship-To Only	Can only be used as a ship-to address with no other implicit authority
	Required: TAC 1, TAC 2	
	Restriction: Not authorized for requisition or bill-to	
	Business Rules: Used as a ship-to designation.	
	DAAS DoDAAC authority code edit: DoDAAC may not be used in N101 with codes OB, BT, and BS, and may not be used in N901 with code TN	
02	Finance (Bill-To Only)	DoDAAC can only be used as a bill-to
	Required: TAC 1, TAC 3. Note TAC 2 is not allowed.	
	Restriction: Cannot requisition or be used as a ship-to designation	
	Business Rules: Used as a bill-to designation.	
	DAAS DoDAAC authority code edit: DoDAAC may not be used in N101 with codes OB, ST, Z7 and BS, and may not be used in N901 with code TN	

C4.T3. <u>DoDAAC Authority Codes</u>

Code	Description	Definition/Segment/Code
03	Do Not Ship-To	Cannot be used as a ship-to destination
	Required: TAC 1, TAC 3	
	Restriction: Cannot be used as a ship-to designation	
	DAAS DoDAAC authority code edit: DoDAAC may not be used in N101 with codes ST, Z7 or BS	
04	DLA Disposition Services Only	DLA Disposition Services Only (e.g., State agencies surplus). Used to identify activities that have no requisition authority other than for DLA Disposition Services Only materiel
	Required: TAC 1, TAC 2, TAC 3	
	Restriction: Cannot requisition new materiel. Only authorized to obtain materials from DLA Disposition Services (DOD excess only).	
	Business Rules: Although the material is normally provided as a free issue; in some instances, a cost may be required. Consequently, TACs 1 through 3 are required to cover every possibility.	
	DAAS DoDAAC authority code edit: DoDAAC may only be used with DLA Disposition Services RIC (S9D) in RIC To	
05	Non-Requisition	Cannot initiate a purchase or request for goods and services
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase any good/services	
	Business Rules: Used as a ship-to designation.	
	DAAS DoDAAC authority code edit: DoDAAC cannot be used as N101 code OB or N901 code TN	

C4.T3. <u>DoDAAC Authority Codes</u>

Code	Description	Definition/Segment/Code
06	Free Issue	No cost option. This activity is restricted to items that are available without cost (e.g., DLA Disposition Services, NGA Maps)
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase any good/services	
	Business Rules: Similar to DLA Disposition Services, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA)). Can be used as a ship-to designation.	
	DAAS DoDAAC authority code edit: DoDAAC may only be used with P0105 code NC	
07	Administrative	Administrative only. This code is used for information/identification purposes only (e.g., USTRANSCOM Defense Courier Division (DCD), or contingency/emergency use.)
	Required: TAC 1	
	Restriction: Cannot requisition, be used as a ship-to designation, or be used as a billing designation (TAC 2 and TAC 3 are not allowed).	
	Business Rules: Information/identification use only.	
	DAAS DoDAAC authority code edit: Cannot be used with N101 codes OB, BT, BS, ST, or Z7 or in N901 code TN	

Table C4.T4. <u>Requisition Processing and Related Actions</u>

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Routing Identifier Code	Determine correct source and continue processing
Media and Status	Process as zero (0)

Stock Number or Appropriate Item Identification	1. If blank, reject.
	
	2. If incorrect, research to determine[25] if the stock number has changed (for example, FSC changed to match the NIIN). As a result of the review, take action as follows:
	
	   a. If the stock number cannot be identified, reject with appropriate supply status.
	
	   b. If the FSC is incompatible with the NIIN, check the FSC to determine if it matches a previously assigned FSC. If it matched, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If it does not match, reject with appropriate supply status.
	
	   c. If the stock number has changed (for example, FSC change), change the number to the new stock number and continue supply action. If the changed NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status.
	
	3. If manufacturer's part number, compare to FLIS to determine if a stock number is assigned. If assigned, change the manufacturer's part number to the stock number and continue supply action. If the NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status.

Unit of Issue	Enter correct unit of issue or reject. If rejected, enter correct unit of issue in supply status transaction.[26]
Quantity	Reject.
Requisitioner	Discard if entry is blank or incorrect. If the DoDAAC fails the Authority Code edits in C4.10.11, then the transaction will be rejected with CX or D7 status as appropriate.
Date	Reject. Sources of supply may reject if other than FMS/Grant Aid or Navy initial outfitting, and the requisition date exceeds one calendar year from the transaction processing date (current date) or is more than one day in the future. [27]
Serial	Reject.

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[25] This edit does not apply to USN supply sources.
[26] Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by USN and DLA (Subsistence). Refer to AMCL 162.
[27] Refer to ADC 427A. Edit is mandatory during DAAS processing and optional for DoD sources of supply.

Table C4.T4. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Demand	Process as recurring.
Supplementary Address[28]	Reject if blank or invalid and the signal code is B, J, K, L or M. If the DoDAAC fails the Authority Code edits in C410.11, reject the transaction with CX or D7 status as appropriate.
Signal	Reject.
Fund	1. Where signal code is A, B, C, J, K, or L, reject (CF status) if blank or if invalid on the SFIS Fund Code to Fund Account Conversion Table. 2. Reject (CX status) if signal code is C or L and fund code does not identify a valid bill-to activity on the Fund Code to Billed DoDAAC Table. 3. Requisitions prepared outside the originator's supply system must be edited by the ordering application prior to acceptance of the order for further processing. 4. Image and post-post transactions will not be rejected.
Distribution	Process as blank.
Project	1. Process as blank. 2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD.[29]
Priority Designator[30]	1. If Expedited Handling Signal 999 is present in the Special Requirements Code field, requisition is for U.S. Forces and the PD is not 01-03, enter PD 03 and furnish BK supply status. 2. If an OSD/JCS project code is present and the PD entry is not an existing PD code (not 01-15), enter PD 03 and furnish BK supply status. 3. If NMCS/ANMCS indicator (N/E) is present in the Special Requirements Code field and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status. 4. If special mass cancellation coding 555 is present and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status. 5. If Expedited Transportation Signal 777 is present and PD 01-15 is present, process. If Expedited Transportation Signal 777 is present and PD 01-15 is blank, enter PD 08

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[28] This data element is referred to as Supplemental Data under the DLMS.

[29] Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USAF, USMC, and DLA (Subsistence). Refer to AMCL 9.

[30] Edit is mandatory during DAAS processing and optional for DoD sources of supply.

Table C4.T4. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
	and furnish BK supply status.
	6. If required availability date (A in first position of Special Requirements Code field) is present and the PD entry is not an existing PD code (not 01-15), enter PD 15.
	7. If extended RDD (S or X) is present and PD is other than 09-15, enter PD 15, furnish BK supply status, and process.
	8. If work stoppage indicator (F or R) is present and PD is not 01-08, enter PD 8, furnish BK supply status, and process.
	9. For all other conditions, if PD is not 01-15, enter PD 15.

Table C4.T4. <u>Requisition Processing and Related Actions</u>

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Required Delivery Date[31,32]	1. If NMCS/ANMCS indicator (N/E) is present and PD is 01-08, process. If indicator N or E is present, but PD 09-15 is present, blank the RDD, furnish BK supply status, and process using the priority. If there is an N or E, blank any remaining characters in the RDD and furnish BK supply status. <u>Exception</u>: For Air Force requisitions, blank only numeric characters (01-99); do not blank special coding to fulfill an Air Force internal requirement for NMCS/MICAP justification. (Note: This eliminates short RDDs associated with NMCS/ANMCS and expressed as number of days from requisition date.)
	2. If Expedited handling Signal 999 is present and requisition is not intended for U.S. Forces, blank the expedited handling signal, furnish BK supply status, and process using the priority. If requisition is intended for U.S. Forces, process.
	3. If special mass cancellation coding 555 is present indicating continued processing during mass cancellation, process.
	4. If Expedited Transportation Signal 777 is present and PD 01-08 is present, process. If the PD is 09-15, blank the expedited transportation signal, furnish BK supply status, and process using the priority.
	5. If Co-Located Customer Handling Service Indicator 444 is present, process.
	6. If RAD or extended RDD is A, S, or X, and remainder are not equal to 01-99, blank the total entry, furnish BK supply status, and process.
	7. If work stoppage indicator (F or R) is present and remainder is not blank, blank the remainder, furnish BK supply status, and process. (Note: This eliminates short RDDs associated with work stoppage and expressed as number of days from requisition date.)

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[31] Deferred implementation of PD/RDD compatibility edits and furnishing BK supply status under Approved DLMS Change 57 are authorized pending supply source system modernization. BK status resulting from ADC 57 not transmitted to US Army customers.

[32] Non-date entries in the RDD field; such as, Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirements Codes under the DLMS.

Table C4.T4. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT

Required Delivery Date (cont.)	8. For subsistence, except for conditions above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.[33]
	
	9. For all other conditions, blank RDD field if entry does not indicate a calendar date that falls no more than 100 days subsequent to the requisition date[34], furnish BK supply status, and process. By authorized exception[35], the 100-day edit is not applicable to:
	
	    (1) ammunition and ammunition-related requisitions identified by any of the following: Navy Cognizance Symbol 0T, 2D, 2E, 2T, 4T, 6T, 8E, 8T, or 8U; Federal Supply Group (FSG) 13; or Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140;
	
	    (2) requisition alert processing under Navy/DLA industrial activity support agreement.

Required Delivery Period (Conventional Ammunition Only)[36]	If B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and 01-99 is present, process.
Advice	Process as blank.

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[33] Use of the RDD to fill subsistence items last reported as not implemented by DLA (Subsistence). Refer to AMCL 7.

[34] Not applicable for intra-USAF requisitions

[35] Refer to ADC 1065.

[36] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

C5. CHAPTER 5

STATUS REPORTING

C5.1. SUPPLY AND SHIPMENT STATUS - GENERAL

C5.1.1. <u>Status Data</u>. Status data is either supply status or shipment status. Sources of supply to include inventory control point (ICP)/integrated materiel manager (IMM) and shipping activities prepare status transactions using the applicable transaction described under paragraphs C5.1.2. and C5.1.4. Status documents from sources of supply will be forwarded to the Defense Automatic Addressing System (DAAS) for transmission to status recipients. Status data may be informational or require additional action by organizations based on the assigned status code. Status recipients include, but are not limited to, requisitioners, storage activities, control offices, and/or monitoring activities.

C5.1.1.1. <u>Supply Status</u>. Supply status informs organizations of action taken or being taken on materiel requisitioned but not shipped, shipment consignment instructions, or disposition instructions for materiel offered under the materiel returns program (MRP).

C5.1.1.2. <u>Shipment Status</u>. Shipment status informs organizations of the actual shipping dates (such as the date released to the carrier), the release criteria for shipments, or shipment delay notifications. It also provides for an interface with transportation and for shipment tracing by organizations under DTR 4500.9-R.

C5.1.1.3. <u>Item Unique Identification</u>.

5.1.1.3.1. Shipment Status for NSNs containing an IUID Indicator Yes (Y), indicating that DoD Item Unique Identification (IUID) Supply Policy is required, must contain the Unique Item Identifier (UII) and/or serial number for each item when available. See Section C5.1.4.5 for specific shipment status requirements for IUID.

C5.1.1.3.2. Capital Equipment. In support of Financial Improvement and Audit Readiness (FIAR)**,** accountability and management of capital equipment ***assigned under an established unique Item tracking (UIT) program*** require**s** serialization data visibility. Submitters must prepare materiel release confirmation citing the applicable serial number(s) and include the UII when available.[1]

C5.1.1.4. There are additional processing procedures over and above those contained in this chapter that must be applied for serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.

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[1] Refer to ADC 1198

C5.1.2. Transactions. This chapter address procedures applicable to supply and shipment status. The DEDSO Website provides DLMS electronic data interchange (EDI) transaction formats on the DLMS Implementation Convention (IC) page. The IC page also includes the corresponding MILSTRIP transaction formats by document identifier code (DIC). The corresponding MILSTRIP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C5.1.2.1. Supply Status. Use the DLMS 870S Supply Status transaction to provide supply status.[2]

C5.1.2.1.1. Response to Requisition Transaction is DLMS 870S with Status Report Code 4 – Response to Requisition. This transaction provides the functionality of MILSTRIP legacy DICs AE1, AE2, AE3, AE8, and AE9.

C5.1.2.1.2. Direct Vendor Delivery Supply Status Transaction is DLMS 870S with Status Report Code 5 – Notice of Response to Direct Vendor Delivery. Used when direct vendor delivery notification is provided as a separate transaction. This transaction provides the functionality of MILSTRIP legacy DICs AB1, AB2, AB3, and AB8.

C5.1.2.1.3. Response to a Supply Assistance Inquiry is DLMS 870S with Status Report Code 6 – Notice of Response to Supply Assistance.

C5.1.2.2. Shipment Status Transaction is the DLMS 856S Shipment Status with Transaction Type Code AS – Shipment Advice.[3] This transaction provides the functionality of MILSTRIP legacy DICs AS1, AS2, AS3, AS8, and AU1, AU2, AU3, and AU8 for shipment status provided in response to cancellation requests.

C5.1.2.3. Requisition Inquiry/Supply Assistance Request. Use a DLMS 869A Requisition Inquiry/Supply Assistance Request transaction to send a requisition follow-up or supply assistance request for an open requisition or cancellation request.

C5.1.2.3.1. Shipment Tracing Request Transaction is DLMS 869A with Transaction Type Code 71 – Filing and Search Requests. This transaction provides the functionality of MILSTRIP legacy DIC AFT.

C5.1.2.3.2. Requisition Inquiry Transaction on previously submitted requisitions is DLMS 869A with Transaction Type Code AF – Requisition Follow-Up. This transaction provides the functionality of MILSTRIP legacy DICs AF1 - AF5.

C5.1.2.3.3. Requisition Follow-Up for Improved Estimated Shipping Date Transaction is DLMS 869A with Transaction Type Code AF – Requisition Follow-

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[2] Organizations furnishing Materiel Returns Program (MRP) supply status will use the DLMS 870M transaction. DLMS Volume 2, Chapter 11 addresses MRP procedures.
[3] Organizations furnishing Materiel Returns Program (MRP) shipment status transactions will use the DLMS 856R transaction. DLMS Volume 2, Chapter 11 addresses MRP procedures.

Up and Product/Item Description (PID) 05, Code 2 to identify requisition follow-up requests for an improved estimated shipping date. This transaction provides the functionality of MILSTRIP legacy DIC AFC.

C5.1.2.3.4. Requisition Follow-Up for Initial Shipping Activity transaction is DLMS 869A with Transaction Type Code AF – Requisition Follow-Up and PID05, Code 1 to identify requisition follow-up requests for the DoDAAC of the initial transportation shipping activity.[4] This transaction provides the functionality of MILSTRIP legacy DIC AFY.

C5.1.2.3.5. Request for Supply Assistance Transaction is DLMS 869A with Transaction Type Code AR – Supply Assistance. There is no equivalent legacy MILSTRIP transaction.

C5.1.2.4. Requisition and Cancellation Follow-Up when the source of supply has no record.

C5.1.2.4.1. Requisition Follow-Up (No Record). Use a DLMS 869F Requisition Follow-Up transaction with Transaction Type Code IN – Inquiry to send a requisition follow-up when the source of supply provides Status Code BF in response to a DLMS 869A. Status Code BF indicates that the source of supply has no record of the requisition. This transaction provides the functionality of MILSTRIP legacy DICs AT1, AT2, and AT3.

C5.1.2.4.2. Requisition Cancellation Follow-Up (No Record). Use a DLMS 869C Requisition Cancellation transaction with Transaction Type Code AC – Requisition Cancellation to send a requisition cancellation request follow-up when the source of supply provides Status Code BF in response to a DLMS 869C Cancellation Request. Status Code BF indicates that the source of supply has no record of the cancellation request. This transaction provides the functionality of MILSTRIP legacy DICs AK1, AK2, and AK3.

C5.1.3. <u>Types of Supply Status</u>

C5.1.3.1. <u>Supply Status</u>. Use a DLMS 870S transaction, Supply Status.

C5.1.3.1.1. <u>Response to Requisition</u>

C5.1.3.1.1.1. Sources of supply (or management control activities (MCA)), processing GFM transactions, use the DLMS 870S with appropriate status codes to convey advice to organizations. It is used to convey notice of action taken or being taken on requisitions and requisition-related transactions; such as, retransmitted requisitions, cancellations, modifications, and requisition inquiries (follow-ups and/or

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[4] The Request for DoDAAC of Initial Transportation Shipping Activity transaction is applicable in a mixed DLMS/MILS environment where a separate transaction is needed to provide the requested information. Under DLMS, the distribution depot identifies the shipping activity in the shipment status transaction, eliminating the need for a follow-up. Refer to ADC 223.

requests for supply assistance). Organizations will identify additional status addressees in the original requisition and/or requisition-related transactions, as applicable. DAAS generates supply status in selected situations resulting from item identification edits but will indicate their RIC as the MESSAGE FROM address in the supply status.

C5.1.3.1.1.2. <u>Reporting Status Decisions</u>. Sources of supply or MCAs will respond to requisition(s) to advise activities of action taken (as indicated), alone or in combination, to any of the requests listed below. This includes status upon processing a requisition inquiry (follow-up and request for supply assistance) or a cancellation request, and rejection status when rejecting transactions.

C5.1.3.1.1.2.1. Backorder.

C5.1.3.1.1.2.2. Partial issue or partial other action.

C5.1.3.1.1.2.3. Materiel substitution.

C5.1.3.1.1.2.4   Unit of issue changes.

C5.1.3.1.1.2.5. Retransmitted (rerouted) requisitions.

C5.1.3.1.1.2.6. Cancellation, modification, or inquiry.

C5.1.3.1.1.2.7. Any circumstance that predicts that issue may not be made within the timeframes established for the assigned priority designator (PD).

C5.1.3.1.2. <u>Response to Direct Vendor Delivery (DVD)</u>. Sources of supply will use the notice of response to DVD to advise organizations materiel is being supplied by DVD from procurement. The supply (procurement) source generates this notice for each requisition that is procured for DVD to a consignee. The DVD, DLMS 870S notice provides a cross-reference between the requisition document number and the contract information. Organizations may also use information in this notice to report nonreceipt of materiel using the appropriate discrepancy reporting process.

C5.1.3.1.3. <u>Response to Supply Assistance</u>. Sources of supply will use the notice of response to supply assistance to advise organizations of action taken to expedite the shipment of the requested materiel.

C5.1.3.1.4. <u>Material Processing Center (MPC) Supply Status</u>

C5.1.3.1.4.1. The MPC will provide Status Code NL to notify the Navy ship/customer that materiel has arrived at the MPC for sortation and temporary storage pending delivery to the customer.

C5.1.3.1.4.2. The MPC will provide Status Code NW to provide systematic notification materiel has been delivered from the MPC to the Navy ship/customer.

C5.1.3.1.5. <u>Air Force Integrated Logistics Solution-Supply (ILS-S) (Retail Supply).</u> Supply Status DLMS 870S will be used on an intra-Air Force basis to provide the latest status to the intended receiving activity. Additionally, supply status will be used to support the unique item tracking (UIT) program for positive inventory control (PIC) nuclear weapons related materiel (NWRM) by providing UII and/or serial numbers. For legacy items where the unique item identifiers (UIIs) have not been marked in accordance with item unique identification (IUID) policy, the serial number alone will be passed.

C5.1.3.1.5.1. DAAS will enable transmission of information copies of the ILS-S Supply Status to the NWRM PIC Fusion Module UIT Registry to ensure the PIC NWRM program has near real time access to UIIs and the associated serial numbers of NWRM item movements.

C5.1.3.1.5.2. DAAS will block transmission of ILS-S Supply Status to non-Air Force recipients where feasible.

C5.1.3.1.4.3. The receiving MPC will provide Status Code NY to provide systematic notification materiel has been transshipped from the receiving MPC to another destination MPC.

C5.1.3.2. <u>Materiel Returns Supply Status</u>. Organizations and sources of supply will use the DLMS 870M, Materiel Return Supply Status to convey advice to one another as notice of action taken or being taken on Offer of Materiel Reports (OMRs) and OMR-related transactions. Use the DLMS 870M to send status to the ICPs/IMMs. The ICPs/IMMs will use the DLMS 870M to provide status or disposition instructions for materiel to organizations, including disposition instructions related to discrepant materiel reported under Chapter 17. Follow Chapter 11 to determine the processing procedures for and the prescribed usage of this status.

C5.1.3.2.1. <u>Unsolicited Report</u>. Customer organizations will use the unsolicited report to provide status to the source of supply on open OMRs for unshipped materiel.

C5.1.3.2.2. <u>Response to Materiel Returns</u>. Sources of supply will use the DLMS 870M to provide informational status or disposition instructions to organizations for materiel reported under the MRP.

C5.1.4. <u>Types of Shipment Status</u>

C5.1.4.1. <u>Preparation of Shipment Status</u>. Shipment status will be provided by the shipping activity or the source of supply for direct vendor delivery (contractor direct) or in response to a requisition follow-up. The consolidation and containerization point (CCP) and other locations performing consolidation subsequent to issuance of shipment status may also provide shipment status for the purpose of identifying passive RFID.[5] Under DLMS, the shipment status will include enhanced data content and

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[5] Refer to ADC 257, DLMS Shipment Status Generated by Consolidation and Containerization Point

support item unique identification (IUID) and intransit visibility requirements as directed under DoD policy/procedures (DoDM 4140.01), when available and pending full DLMS implementation/modernization. In support of FIAR*,* accountability and management of capital equipment *assigned under an established UIT program* require*s* serialization data visibility.[6] Submitters must prepare shipment status citing the applicable serial number(s) and include the UII when available.[7] Shipment status will be provided by the DoD shipping activity, the CCP, or by the source of supply[8] using the DLMS 856S. Maintenance activities (organic and commercial) will provide shipment notification to the receiving activity and other interested parties when materiel is shipped to the distribution depot, DLA Disposition Services Field Office, or other designated receiving activity per source of supply/inventory control point guidance. This may be accomplished using either the DLMS 856S Shipment Status, or the DLMS 856 Advance Shipment Notice (ASN), provided via Wide Area Work Flow (WAWF).[9] The DLMS Shipment Status will include asset visibility content, such as IUID, and intransit visibility requirements, such as passive RFID and the TCN as directed under DoD policy/procedures (DoDM 4140.01). DLMS enhancements include, but are not limited to the following:

C5.1.4.1.1. Passive RFID for the shipment unit/case/pallet associated at the requisition document number level. The shipment status transaction may identify a hierarchy to clarify the relationship of passive tags within different shipment levels.

C5.1.4.1.2. For UIT purposes, the UII (when available) and serial number will be added to the shipment status transaction. Serial number without the applicable UII may only be used during MILSTRIP/DLMS transition and pending implementation of IUID capability. Refer to Chapter *30* for UIT guidance.

C5.1.4.1.3. Under the DoD IUID Supply Policy, the UII and/or serial number (when available) must be added to the shipment status transaction. Serial number without the applicable UII may be used only during MILSTRIP/DLMS transition and pending implementation of IUID capability. Paragraph C5.1.4.5 contains specific procedures to identify the UII in shipment status transactions when the NSN(s) contains the IUID Indicator Y denoting that serialized item management is required. Capital equipment *assigned under an established UIT program* require*s* serialization data visibility and therefore must cite the serial number and include the UII when available.

C5.1.4.1.4. Both the TCN and a secondary transportation number, such as the small package carrier number, when this is applicable.[10]

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[6] Refer to ADC 1198B
[7] Refer to ADC 1198
[8] Direct vendor delivery shipment status using the 856S includes shipment status prepared by the DLA-sponsored Defense Planning and Management System (DPMS) application.
[9] Business rules for use of the 856 for GFM or Property Transfer, including internal DoD transfers, are evolving. Refer to the Defense *Pricing and Contracting* policy for UID. Specific applicability and interoperability issues to be resolved by the UID Program Office and *ODASD(Logistics).*
[10] Refer to ADC 223, DLMS Shipment Status Enhancements: Secondary Transportation Number, Initial Shipping Activity, Carrier Identification, and POE, approved for phased and staggered implementation.

C5.1.4.1.5. Identification of the carrier when other than United States Postal Service (USPS) by name and Standard Carrier Alpha Code (SCAC).[11]

C5.1.4.1.6. Identification of the initial DoD shipping activity (origin) by DoDAAC.[12]

C5.1.4.1.7. For OCONUS shipments made via the Defense Transportation System (DTS), GBL/CBL, parcel post, and small package carrier shipments, specific identification of the POE or CCP. The shipment status will specify air terminal, water terminal, or CCP by applicable qualifier code in the transaction. (During MILSTRIP/DLMS transition, DAAS may substitute a generic terminal qualifier for shipment status transactions converted from legacy 80 record position transactions where the type of facility is unknown.)[13]

C5.1.4.1.8. Under DLMS, the shipment status will perpetuate data content as applicable: project code, the special requirements code (legacy MILSTRIP required delivery date (RDD) coded entries, e.g. 999), and priority designator.[14] Shipment status applicable to shipment of GFP, including requisitioned GFM and shipment of reparables to/from commercial maintenance, will perpetuate contract data from the MRO, to include the contract number authorizing GFP, and the call/order and CLIN when provided.

C5.1.4.1.9. The transportation priority will be included in all shipment status transactions as derived under DoDM 4140.01 guidance or other pertinent criteria.[15]

C5.1.4.1.10. The shipment status may include the unit price (required for Distribution Standard System (DSS)-generated shipment status; otherwise optional).[16]

C5.1.4.1.11. Product Quality Deficiency Report (PQDR) Exhibit Tracking

C5.1.4.1.11.1. When shipment status is prepared for shipment of a PQDR exhibit, the shipping activity will perpetuate the PQDR Report Control Number (RCN) from the MRO to the shipment status and designate a copy of the receipt transaction for distribution to the Product Data Reporting and Evaluation Program-Automated Information System (PDREP-AIS).

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[11] Ibid.
[12] Ibid.
[13] Ibid.
[14] Refer to ADC 242, Shipment Status DS 856S: Priority Designator (PD), Transportation Priority, Project Code, Special Requirements Code, approved for phased and staggered implementation.
[15] Ibid
[16] Refer to ADC 242A, Inclusion of Unit Price on DLMS Shipment Status (DS 856S).

C5.1.4.1.11.2. DAAS will recognize the inclusion of the PDREP-AIS DoDAAC in the shipment status and forward a copy of the shipment status for use in exhibit tracking.

C5.1.4.2. <u>Shipment Status from the CCP or Other Locations Performing Consolidation</u>. Shipment status will be provided by the CCP or other locations performing consolidation subsequent to the original issuance of shipment status, for the primary purpose of providing updated RFID information. This in turn supports intransit asset visibility and receipt processing. Other locations include distribution depots performing consolidation of local deliveries resulting in passive RFID updates.

C5.1.4.2.1. <u>Preparation of the CCP/Consolidation Shipment Status</u>

C5.1.4.2.1.1. The CCP/consolidation shipment status will be identified by a unique code in the transaction and will include the information as describe below.

C5.1.4.2.1.1.1. <u>Ship-To-Activity</u>. This activity will be explicitly identified.

C5.1.4.2.1.1.2. <u>Lead TCN</u>. This TCN may differ from that on the original shipment status.

C5.1.4.2.1.1.3. <u>RFID Tag Value</u>. When applicable, the transaction will contain multiple passive RFID tag values using a hierarchical structure. The original passive RFID will be repeated when it is available. Any additional tag values available will also be provided.

C5.1.4.2.1.1.4. <u>Transaction Originator</u>, This will identify the routing identifier code (RIC) of the ICP perpetuated from the original shipment status.

C5.1.4.2.1.1.5. <u>Consolidation Activity</u>. This will identify the DoDAAC of the location where the consolidation occurred, e.g. CCP or depot performing local delivery manifesting.

C5.1.4.2.1.1.6. <u>Shipment Date</u>. This will be the CCP/consolidation point shipment date.

C5.1.4.2.1.1.7. <u>Mode of Shipment</u>. This will be the mode shipped by the CCP/consolidation point.

C5.1.4.2.1.1.8. <u>IUID Data</u>. UII and/or serial numbers (when available) must be included for NSNs with an IUID Indicator Y. Capital equipment ***assigned under an established UIT program*** require***s*** serialization data visibility and therefore must cite the serial number and include the UII when available. Requirements for including the UII in the CCP/Consolidation Shipment Status are provided in C5.1.4.5.

C5.1.4.2.1.2. Shipment status information content may be repeated from the original shipment status when this information is available, (e.g., when the original shipper was a co-located distribution depot). Where access to the original shipment status information is not available, the original data content will not be perpetuated and applicable data fields will not be populated.

C5.1.4.2.2. <u>DAAS Distribution of CCP/Consolidation Shipment Status</u>. DAAS will route the CCP/consolidation shipment status to the ship-to activity. Standard DAAS business rules for distribution of the shipment status to status recipients do not apply. In addition, DAAS will not distribute the CCP shipment status to Distribution Depot ship-to locations or Material Processing Center (MPC) locations supported by DSS.

C5.1.4.2.3. <u>Use of the CCP/Consolidation Shipment Status by the Receiving Activity</u>. The value of this transaction to the receiving activity is to support passive RFID-enabled receipt processing. DLMS applications not supporting passive RFID may disregard this status or choose to append the mode of shipment and the shipment date. New content on the CCP/consolidation shipment status should not be viewed as replacement values for a previously received shipment status matching on document number/suffix. Since there may not be a match on the previously identified TCN, the CCP/consolidation shipment status information will be handled in a way that does not impact quantity due or visibility of partial shipments that may not have been consolidated within the reconfigured shipment.

C5.1.4.3. <u>Shipment Status for Local Delivery Manifested, Outbound MILSTRIP Shipments on Behalf of On-Base Customers, Re-warehousing actions/transshipments between Distribution Depots in support of 'Home' Industrial Activity and 'Forward Support' Industrial Activity site materiel requirements, and non-MILSTRIP Shipments (e.g., DD Form 1149) to Off-Base Customers, with Passive RFID</u>. For shipments prepared by the transportation office that are local delivery manifested, material processing center (MPC) deliveries, outbound MILSTRIP shipments on behalf of on-base customers, re-warehousing actions between distribution depots, and outbound non-MILSTRIP shipments (e.g., DD Form 1149) to off-base customers, the shipment status will be prepared in accordance with paragraph C5.1.4.1 using a DLMS 856S, Shipment Status, to include identifying the passive RFID information and associating the tag data to the document number of the item(s) to be transshipped or cross-docked.

C5.1.4.3.1. For local delivery manifested shipments, MPC deliveries, and outbound MILSTRIP shipments for On-Base Customers, the DLMS 856S will contain the transaction status reason code (BSN07 = 091 Transship/Cross-dock Shipment Status (non-CCP)) to denote that the shipment status is being provided by a location performing transshipping/cross-docking subsequent to the original shipment. The RIC From will be the RIC of the activity executing the local delivery manifest. The remaining data elements for a shipment status transaction will be ascertained from the pack list/shipping documentation accompanying the shipment. If the shipment already has a pRFID tag on it, no additional DLMS 856S is required; the existing pRFID tag will

just need to be read and an XML Visibility transaction sent to DAAS recording the tag read event. If there is no document number either on the inbound data or on the pack list/shipping documentation, then do not generate the DLMS 856S for conveying the pRFID tag. This is to preclude a mismatch of data with the original DLMS 856S transmitted by the ICP, that will have a document number.

C5.1.4.3.2. For re-warehousing actions/transshipments between distribution depots in support of 'Home' Industrial Activity site and 'Forward Support' Industrial Activity site materiel requirements, a normal DLMS 856S will be generated and transmitted to DAAS. This transaction will carry the normal shipment status message data, along with the pRFID tag identification numbers and any extended transportation data (e.g., bill of lading number, commercial carrier tracking numbers). Since there will never be a materiel receipt acknowledgement (MRA) for these re-warehousing actions/transshipments between the Home and Forward Industrial Activities, a status reason code (BSN07=048 Industrial Activity Re-Warehousing/Transship Shipment Status) will be included so that DAAS can flag these DLMS 856S instances and prevent them from triggering the MRA Report.

C5.1.4.3.3. For outbound non-MILSTRIP shipments documented on a DD Form 1149, a DLMS 856S will be created. Table C5.T1 lists the minimum data elements that must be included in the shipment status message; sources of the data are the DD Form 1149 and pRFID tag information. Shipment status applicable to shipment of GFP will perpetuate all GFP contract data from the shipping documentation, to include the contract number authorizing GFP, and the call/order and CLIN when provided. For NSNs containing the IUID Indicator Y, include the UIIs and/or serial number(s) for each item when available. Capital equipment *assigned under an established UIT program* require*s* serialization data visibility and therefore must cite the serial number and include the UII when available.

Table C5.T1. <u>Non-MILSTRIP Shipment Status Message</u>

ITEM #	DATA ELEMENT	X12 REFERENCE	VALUE
1.	Transaction Set Purpose Code	BSN01	00
2.	Shipment Identification	BSN02	ZZ
3.	Transaction Date	BSN03	[YYYYMMDD]
4.	Transaction Time	BSN04	[HHMM]
5.	Transaction Type Code	BSN06	AS
6.	Status Reason Code	BSN07	014
7.	Hierarchical Level (Transaction Originator)	HL01	1
		HL03	V

Table C5.T1. Non-MILSTRIP Shipment Status Message

ITEM #	DATA ELEMENT	X12 REFERENCE	VALUE
8.	Routing Identifier Code (From)	N101	CS
		N103	M4
		N104	[RIC of Activity Generating Status]
		N106	FR
9.	Hierarchical Level (Shipment Status Information)	HL01	2
		HL03	W
10.	Materiel Identification	LIN02	FS (for single line item NSN)
			MG (for single line item part number)
			ZZ (for multi-line items)
		LIN03	[NSN] (if LIN02 = FS)
			[Part Number] (if LIN02 = MG)
			MIXED (if LIN02 = ZZ)
11.	Unit of Issue	SN103	[Unit of Issue] (for single line items)
			MX (for multi-line items)
12.	Quantity	SN102	[Quantity] (for single line items)
			1 (for multi-line items)
13.	Document Number	REF01	TN
		REF02	[Document Number from DD Form 1149]
14.	Consignor	N101	CN
		N103	10
		N104	[DoDAAC]
15.	Ship To	N101	ST
		N103	10
		N104	[DoDAAC]
		N106	TO
16.	Release Date	DTM01	011

Table C5.T1. Non-MILSTRIP Shipment Status Message

ITEM #	DATA ELEMENT	X12 REFERENCE	VALUE
		DTM02	[CCYYMMDD]
17.	Transportation Control Number	REF01	TG
		REF02	[TCN]
18.	Mode of Shipment	TD504	[X12 Code from DLMS Conversion Guide]
19.	Hierarchical Level (Passive RFID Information)	HL01	3
		HL02	[Parent Loop Number] (if multiple levels of pRFID used between interior and exterior packaging)
		HL03	P
20.	pRFID Tag Number	REF01	JH
		REF02	[Tag Number]
21.	Unique Item Identifier	REF01	U3
		REF02	[UII]
22.	Serial Number	REF01	SE
		REF02	[Serial Number]
		REF02	[UII]

C5.1.4.3.4. DAAS Distribution of Shipment Status for Local Delivery Manifested, Deliveries to MPC, Outbound MILSTRIP Shipments on Behalf of On-Base Customers, and non-MILSTRIP Shipments (e.g., DD Form 1149) to Off-Base Customers. DAAS will route the shipment status to the ship-to activity. Standard DAAS business rules for distribution of the shipment status to status recipients do not apply.

C5.1.4.3.5. DAAS Distribution of Shipment Status for Re-warehousing actions/transshipments between Distribution Depots in support of 'Home' Industrial Activity and 'Forward Support' Industrial Activity site materiel requirements. DAAS will route the shipment status according to standard DAAS business rules for distribution of the shipment status to status recipients.

C5.1.4.3.6. Receiving Activity Use of Shipment Status for Local Delivery Manifested, Deliveries to MPC, Outbound MILSTRIP Shipments on Behalf of On-Base Customers, Re-warehousing actions/transshipments between Distribution Depots in support of 'Home' Industrial Activity and 'Forward Support' Industrial Activity site

materiel requirements, and non-MILSTRIP Shipments (e.g., DD Form 1149) to Off-Base Customers. The value of this transaction to the receiving activity is to support passive RFID-enabled receipt processing. DLMS applications not supporting passive RFID may disregard this status or choose to append the mode of shipment and the shipment date. New content on the shipment status should not be viewed as replacement values for a previously received shipment status matching on document number/suffix.

C5.1.4.4. Shipment Status Materiel Returns. The DLMS 856R, Shipment Status Materiel Returns, will be used to prepare a shipment status and be submitted promptly to the ICP/IMM after materiel directed for return is released to the carrier. Refer to Chapter 11 for materiel returns program procedures. Shipment status for materiel returns will include the TCN, shipment date, mode of shipment, and quantity shipped. It will perpetuate data content from the DLMS 180M automatic return notification or the ICP/IMM DLMS 870M reply to the customer's asset report and shipping information, as applicable, per guidance in the DLMS Supplements. The DLMS 856R shipment status will include asset visibility content and intransit visibility requirements as directed under DoD policy/procedures (DoD 5-11.1-R). DLMS enhancements include, but are not limited to, the following:

C5.1.4.4.1. Passive RFID for the shipment unit/case/pallet associated at the document number level. The shipment status transaction may identify a hierarchy to clarify the relationship of passive tags within different shipment levels.

C5.1.4.4.2. For UIT purposes, the IUID and/or serial number. Serial number without applicable IUID may be used during MILSTRIP/DLMS transition and pending implementation of IUID capability. Refer to Chapter 19 "Procedures For Serially Managed Materiel Requiring Owner Visibility", for UIT guidance.

C5.1.4.4.3. Both the TCN and a secondary transportation number, such as the small package carrier number, when this is applicable.

C5.1.4.4.4. Identification of the carrier, when other than USPS, by SCAC.

C5.1.4.4.5. Specific identification of all parties associated with the materiel return. This includes the party to receive credit when different from the document number DoDAAC (previously carried in the MILSTRIP supplementary address) and all parties to receive status. Transition to use of specifically identified parties facilitates full DLMS implementation, by enabling identification of multiple different activities (e.g. submitter, ship-from, credit-to, status-to). Prior coordination for this DLMS enhanced capability is required.

C5.1.4.5. Item Unique Identification Shipment Status

C5.1.4.5.1. UII and/or Serial Number on Shipment Transactions. For NSNs that contain the IUID Indicator Y, storage activities (or initial shipping activity) will provide the UII and/or serial number, on outbound shipment status using the DLMS 856S transaction. If the UII is not available provide the serial number if available. The

long-term end state goal is to rely on the UII only. Table C5.T2 shows the decision matrix that applies to scenarios where the UII and/or serial number may not be available when the item is being shipped. The overriding vision is that, pending full transition to DoD IUID Supply Policy using the UII, processing of outgoing shipments does not stop due to lack of a viable UII and/or serial number when the NSN contains an IUID Indicator Y. Capital equipment *assigned under an established UIT program* require*s* serialization data visibility and therefore must cite the serial number and include the UII when available**.**

Table C5.T2. Shipment Decision Matrix

UII	Serial Number	Approved UIT	Machine Readable Serial Number	Release Shipment?
Y	Y	N	Y	Y
Y	N	N	N	Y
N	Y	N	Y	Y
N	N	N	N	Y
Y	Y	Y	Y	Y
Y	N	Y	N	N
N	Y	Y	Y	Y
N	Y	Y	N	N
N	N	Y	N	N
Note: N (No) in the Release Shipment column indicates additional research is required by the shipping activity to identify a valid UII and/or serial number or to hand type the serial number data when required for UIT items.				

C5.1.4.5.2. Applicability. The requirement applies to shipments originated by the storage activity in receipt of any of the following directions to pick, pack, and ship: Materiel Release Orders (MRO), Lateral Redistribution Orders (LRO), or Redistribution Orders (RDO). The scope includes materiel shipped under MILSTRIP business rules, as well as non-MILSTRIP shipments documented on a DD 1149, Requisition and Invoice/Shipping Document, when DLMS Shipment Status is provided.

C5.1.4.5.3. Issue Release/Receipt Document. Shipping activities will prepare the Issue Release/Receipt Document (IRRD), when applicable, in accordance with DLM 4000.25, Volume 2, Appendix 6.35 and 6.36, providing the UII(s) and/or serial number(s) of the items shipped using automated information technology (AIT).

C5.1.4.5.4. Due In Record. Receiving activities will use the UIIs and/or serial numbers in the shipment status to create or update the due-in record. This

information will be used to verify the UIIs actually received. Receiving activities will follow the supply discrepancy reporting procedures to report mismatches as appropriate.

C5.1.4.5.5. Scenarios for Including the UII in the Shipment Status. Capital equipment *assigned under an established UIT program* require*s* serialization data visibility and therefore must cite the serial number and include the UII when available.

C5.1.4.5.5.1. Shipment Status Subsequent to a Materiel Release Order. Initial shipment status normally is prepared by the storage site on behalf of the materiel owner. When the material is shipped, the shipping activity will prepare and transmit a DLMS 856S with UII(s) and/or corresponding serial numbers, under DoD IUID Supply Policy requirements to DAAS. For this scenario and the others to follow, the Defense Automatic Addressing System (DAAS) will route the shipment status to the designated status recipients per standard MILSTRIP distribution rules and to any additional parties as identified in the transaction.

C5.1.4.5.5.2. Shipment Status Subsequent to a Redistribution Order. Initial shipment status is normally prepared by the storage site. When materiel is shipped, the shipping activity will prepare and transmit the 856S to the designated receiving activity including UII and/or corresponding serial numbers, under the requirements in DoD IUID Supply Policy.

C5.1.4.5.5.3. Shipment Status Subsequent to a Direct Vendor Delivery. The source of supply is responsible for providing shipment status for materiel shipped directly by the vendor to the customer. Under this scenario, the source of supply will NOT provide IUID content on the DLMS 856S. Instead, it is anticipated that the receiving activity will be fully DLMS compliant and will receive a copy of the Wide Area Workflow (WAWF) Advance Shipment Notice (856) containing the IUID data content. There is no requirement for redundant transmission of IUID data to the receiving activity.

C5.1.4.5.5.4. Shipment Status Subsequent to a Lateral Redistribution Order with Distribution Code 2 or 3. The LRO is a request by the manager to redistribute retail stock identified through retail level reporting or access to a retail asset visibility system.

C5.1.4.5.5.4.1. In response to the LRO, the shipping activity will prepare and transmit the 856S (DIC AS6) to the originator of the LRO. The shipping activity will include IUID content, Distribution Code 2 or 3, and identification of the ship-to activity.

C5.1.4.5.5.4.2. When the LRO shipment status (DLMS 856S (DIC AS6)) contains IUID content, DAAS mapping will be used to prepare a DLMS 856S

to perpetuate the IUID content to the ship-to activity. DAAS, at a minimum, will indicate the following:

- DIC AS1 if the ship-to activity is the requisitioner. If the ship-to activity is not the requisitioner, then indicate DIC AS2. The ship-to will be perpetuated from the DLMS 856S (DIC AS6).

- The RIC-To from the DLMS 856S (DIC AS6) becomes the RIC-From in the DLMS 856S (DIC AS1) (indicating that the shipment status is provided on behalf of the manager).

- Distribution Code 2 or 3

- UIIs and/or serial numbers

- Signal Code B used in the LRO will NOT be perpetuated.

- The Supplemental Data field will NOT be perpetuated.

C5.1.4.5.5.4.3. Upon receipt of the DLMS 856S (DIC AS6), the manager will then generate the shipment status 856S (DIC AS8), without UIIs and with the distribution code from the original requisition and send to DAAS, who will route it to status recipients under MILSTRIP distribution rules and to any additional parties as identified in the transaction.

C5.1.4.5.5.4.4. The customer supply system must ensure that the shipment status provided by the manager without UIIs does not overlay the LRO shipping activity's shipment status with UIIs. The Distribution Code 2 or 3 may be used to recognize the LRO shipping activity shipment status.

C5.1.4.5.5.5. <u>Shipment Status Subsequent to a Disposal Release Order (DRO).</u> In response to directed release of property to a DLA Disposition Services Field Office, the shipping activity will provide shipment status including UII and/or corresponding serial numbers, under the requirements in DoD IUID Supply Policy.

C5.1.4.5.5.6. <u>Shipment Status in Response to a Follow-Up.</u> The source of supply will follow current MILSTRIP procedures to prepare the shipment status transaction based on the Materiel Release Confirmation (DLMS 945A) under DoD IUID Supply Policy. Since the MRC does not contain IUID data, no UII/serial numbers will be in the source of supply shipment status transaction.

C5.1.4.5.5.7. <u>Shipment Status Prepared by Consolidation and Containerization Point (CCP) or Other Locations Performing Consolidation</u>. When the CCP or other location performing consolidation prepares the shipment status, it will include the UII and/or serial number based on DoD IUID Supply Policy. CCP eligibility will not be altered based on the requirement to include the IUID data.

C5.1.4.5.5.8. <u>Shipment Status on Multiple Freight Pieces</u>. For a shipment containing IUID content and shipped in multiple freight pieces, shippers are NOT authorized to execute the movement of the shipment using multiple freight piece procedures (e.g., citing the same TCN for all boxes). Those shipments must be "partialled" by using the 16th position of the TCN to uniquely identify each freight piece. A separate DLMS 856S Shipment Status will be transmitted for each document number – partial TCN pair, identifying the contents of each freight piece, to include pRFID tag(s) and UII(s) and/or serial numbers.

C5.1.4.5.5.9. <u>Non-MILSTRIP Shipments Documented on a DD 1149</u>. When the shipping activity is requested to ship material documented by a DD 1149, Requisition and Invoice/Shipping Document, see paragraph C5.1.4.3.3. for procedures associated with the construct of the DLMS 856S Shipment Status. To add the UII and/or serial number data, key aspects of the HL looping of the 856S are:

C5.1.4.5.9.1. The first HL loop is allocated to addressing and the second HL loop is allocated to the shipment. If there is pRFID at the carton level, it will be passed in the third HL loop, which will be a pack loop.

C5.1.4.5.9.2. To identify the UIIs and/or serial numbers, use separate HL item loops to identify the UII and/or serial number information. If there is pRFID at the item level, the pRFID tag information will be passed in a REF segment within the applicable item loop to which it applies. A separate HL item loop will be generated for each item. If there is a pack loop, then the item loop will identify the associated pack loop as its parent in the HL02; if there are no pack loops, then there will be no HL02.

C5.1.4.6. <u>Shipment Status Message Changes/Updates</u>. In the event a shipment does not get lifted as originally intended (e.g., shipment is left off the truck) and the shipment is re-booked, the activities (e.g., shippers, ICPs) that originate the DLMS 856S shipment status transaction will send an updated transaction with all of the changed transportation information. The shipment status update can also be used to convey updated passive RFID tagging information, if it changed from the original erroneous submission. Examples of changed transportation information includes transportation method code, SCAC, ship date, bill of lading information, and tracking information.

C5.1.4.6.1. <u>Preparation of the Shipment Status Change/Update</u>

C5.1.4.6.1.1. The shipment status change/update message will be identified by a unique code (BSN02 = RR) in the transaction to flag it as an updated shipment status message.

C5.1.4.6.1.2. It will convey a new Status Reason Code (BSN07 = A40) to advise the shipment status recipient that the updated shipment status transaction corrects erroneous content data (e.g., transportation data, pRFID data).

C5.1.4.6.1.3. It will repeat the shipment status information from the original shipment status message, in addition to any changes to the original information.

C5.1.4.6.1.4. It will convey updated passive RFID information if it has changed from the original erroneous submission. When applicable, the transaction will contain multiple passive RFID tag values using a hierarchical structure. The original passive RFID will be repeated when it is available. Any additional tag values available to the shipment status recipient will also be provided.

C5.1.4.6.1.5. It will convey changed transportation information (e.g., transportation method code, SCAC, ship date, bill of lading information, and tracking information).

C5.1.4.6.2. <u>DAAS Distribution of Shipment Status Change/Update</u>. DAAS will route the shipment status change/update to the shipment status recipient per standard business rules for distribution of the shipment status.

DAAS will not distribute the shipment status change/update to MILSTRIP legacy recipients.

C5.1.4.6.3. <u>Use of the Shipment Status Change/Update by the Receiving Activity</u>. The value of this transaction to the receiving activity is to provide corrected transportation data and to support passive RFID-enabled receipt processing. DLMS compliant systems' receiving applications should handle the updated transactions as the official shipment status, since they carry the corrected data.

C5.1.5. <u>Requesting Status</u>

C5.1.5.1. <u>Purpose</u>. Use the DLMS 869F Requisition Follow-Up to request status on a previously submitted requisition.

C5.1.5.2. <u>Organizations Receiving Status</u>. To ensure sources of supply automatically provide status data to all organizations required to receive supply and/or shipment status, identify all additional organizations to receive status in the initial requisition or in requisition related transactions. To obtain status on previously submitted requisitions or cancellation requests, activities may submit follow-ups.

C5.1.5.3. <u>Reports</u>. The DoD Components will submit reports when requisition status reporting is required to designate status of a project. Obtain special reports, when required, from an eligible recipient of status identified in requisitions. Special reports are not required from the inter-DoD Component sources of supply.

C5.1.5.4. <u>Status Code CA</u>. When Status Code CA is received in response to a follow-up request and no record of the previous Status Code CA and the reasons for rejection can be located, authorized status recipients may inquire off line, such as via mail, message, or telephone, to the source of supply to obtain reasons for rejection.

C5.1.6. <u>Status Recording</u>. Organizations will promptly record all status information received (automatically and/or in response to requisition inquiries) to applicable due-in records and/or requisition history (status) files, and, in the case of the DLA Disposition Services, the disposal suspense file. Status recipients will use supply status data to establish or update the due-in record to monitor for materiel receipts under Chapter 13. In addition, status recipients will:

C5.1.6.1. Give particular attention to the supply status transaction date to ensure that records/files are updated in the proper chronological order/date sequence.

C5.1.6.2. Review the DLMS 870S received for any additional action required by the status code if any.

C5.1.6.2.1. If supply status identifies a processing delay due to storage site denial to the source of supply's materiel release order (Status Code BD with Management Code R), the customer/customer's system will update/clear the local record for the suffix and quantity identified (so that later status on a next available suffix is not misinterpreted as duplicative/exceeding the quantity ordered, potentially triggering cancellation). Estimated shipping dates will not be provided with BD status when associated with storage activity denial as indicated by Management Code R. Further supply action to satisfy the denied quantity will be identified on later supply status transactions under the next available suffix code. Use of Status Code BD with Management Code R allows the customer's system to better track status and recognize the correct quantity in process.

C5.1.6.2.1.1. When the serial number requested in the 940R Materiel Release Order is not present at the storage site, the MRO will be denied using the Materiel Release Denial (945A with 2/W0611/0200 code NK/ MILSTRIP DIC A6_) response to the requestor referencing the serial number requested and use of Management Code "T", and not subject to inventory quantity adjustments at the storage site. The Materiel Release Order will be processed by UII and / or serial when there is a match with materiel available in storage business rules outlined in Chapter 16.

C5.1.6.2.2. If a requisition has been rejected with a rejection status code, and the materiel is still required, the requirement will be submitted as a new requisition with a new document number and a current transaction date.

C5.1.6.3. Treat shipment status received as notice shipment has been made and that additional follow up will only result in receipt of another shipment status document.

C5.1.6.4. Anticipate receipt of materiel within prescribed Uniform Materiel Movement and Issue Priority System (UMMIPS) timeframe for the assigned PD, or the RDD cited in the requisition, upon receipt of supply status without an estimated shipping date (ESD).

C5.1.6.5. Evaluate status already received prior to submitting requisition inquires to follow up for additional status.

C5.1.6.6. Ensure appropriate status is sent to other activities requiring status when the only status recipient is the activity identified by a distribution code.

C5.1.7. <u>Sending Status - General</u>

C5.1.7.1. <u>Requirements</u>. Sources of supply will automatically send a DLMS 870S when processing requisitions, redistribution orders (RDOs), cancellations, modifications, and requisition inquiries (follow-ups and requests for supply assistance). MCAs will send reject status for requisitions they process. Sources of supply will maintain and send current supply status as provided below. For these purposes, MCAs and sources of supply will maintain accessible requisition history records for a minimum of 6 months after completing a shipment of materiel or canceling a requisition, to provide for timely status responses. MCAs will maintain requisition history records until contract termination.

C5.1.7.2. <u>Associated Transaction Status</u>. Sources of supply initiated requisition status will include all status transactions (supply and shipment) generated during source of supply processing that are not produced in response to requisition inquiries or cancellation requests.

C5.1.7.3. <u>Normal Requisitioning Processing</u>. The sources of supply will provide supply status based on normal requisition processing, including additional supply status due to changes in requisition processing, such as, cancellation actions, modifications, item substitutions, DVD actions, changes in ESDs (when retransmitting requisitions to another source of supply), and requisition inquires (follow-ups and requests for supply assistance). In addition, supply sources will send:

C5.1.7.3.1. A DLMS 870S with Status Code BB (citing the scheduled ESD for release of materiel from stock to the customer) when backordering a requisition against a due-in to stock. The source of supply will always send additional Status Code BB to organizations with a revised ESD when adjusting shipping dates.

C5.1.7.3.2. A DLMS 870S with Status Code BZ with an ESD after deciding to process the requirement as a DVD shipment. Sources of supply will give Status Code BV after effecting contracts or procurement actions and establishing an agreed to contract shipping date. Status Code BV must contain contract shipping date and also the contract data that provides organizations with a cross-reference to the original requisition. At a minimum, contract data will include the contract number, call/order number, notification of destination/origin acceptance, allowable quantity variances, and identification of the contractor by CAGE. The contract required shipping date will be discretely identified and may be equal to the estimated shipment date. Additional contract data may be included as available.[17]

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[17] Refer to ADC 465, Contract Data for 870S_BV Status

C5.1.7.3.3. A DLMS 870S with additional Status Code BV with a revised ESD to organizations when adjusting contract shipping dates on items scheduled for DVD.

C5.1.7.4. Manual Requests. The source of supply may reject a requisition, or initiate a manual off-line request to obtain additional information, when the requisition contains insufficient information to continue processing. Use the STATUS TO organization identified in the requisition as the action addressee on all requests for additional information. Treat other organizations identified in the requisition, not designated as STATUS TO organizations, as information addressees on requests for additional information. When an inquiry for additional information is made, the source of supply will send a DLMS 870S with Status Code BD, to all designated STATUS TO organizations. Sources of supply will suspend further action on requisitions awaiting additional information until a response is received or until 30 calendar days from date of inquiry, whichever occurs first. Upon receipt of requested information, the source of supply will continue normal processing. If the organization does not provide needed information within 30 calendar days, the source of supply will reject the requisition using a DLMS 870S with Status Code D3.

C5.1.7.5. Status Frequency. For each reinstated requisition, retransmitted (rerouted) requisition, requisition modifier, and Materiel Release Order (MRO) processed, sources of supply will automatically send supply and/or shipment status, as appropriate.

C5.1.7.5.1. Shipment Status to DAAS. Sources of supply will transmit shipment status to DAAS for all source of supply requisitions to include a DLMS 856S for all DVDs, as required. Upon receipt of shipment status, DAAS will convert the shipment status to the appropriate type of status and make distribution. Except for cancellation and rejections, DAAS will send status to designated status recipients as identified by a significant media and status code (DoD or Component level), a significant distribution code and to any activity identified by RIC as a party to receive status. Sources of supply will give shipment status for exception ship-to addresses.[18] As of April 1, 2014, the inclusion of a country code not valid with the current Geopolitical Entities, Names, and Codes (GENC) Standard will result in the transaction being rejected by DAAS using the DLMS 824R Reject Advice citing Reject Advice Code AU.[19]

C5.1.7.5.1.1. Material Processing Center (MPC) Shipment Status. DAAS will also provide a copy of shipment status for materiel to be delivered to any customer supported by a MPC operated by DLA Distribution at the co-located DLA Distribution Center receiving site. In order to accomplish this, DAAS will maintain a table of DoDAACs associated with a particular copy of DSS as identified by DLA Distribution that the copy of DSS MPC supports. DLA Distribution, in coordination with the Service, will provide updates to DAAS as needed. When DAAS processes the DLMS 856S/AS8 and the ship-to DoDAAC begins with N, R, V, Z, M, or as otherwise

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[18] Refer to ADC 242B.
[19] Refer to ADC 1075.

identified, DAAS will match the ship-to DoDAAC to the MPC table. When an appropriate DSS DoDAAC for MPC support is identified, shipment status will be forwarded to the DSS for establishment of pre-positioned materiel receipt (due-in) record at the applicable MPC.

C5.1.7.5.1.2. MPCs receiving shipment status are located at the distribution center locations identified in Table C5.T3.

Table C5.T3. <u>DLA Distribution Center and Co-Located Material Processing Centers</u>

DISTRIBUTION CENTER WITH CO-LOCATED MPC	DISTRIBUTION CENTER DODAAC	MPC ROUTING IDENTIFIER CODE
Norfolk	SW3117	PSJ
Jacksonville	SW3122	PSU
San Diego	SW3218	PSK
Puget	SW3216	PSN
Yokosuka	SW3142	PSL
Sasebo	SW3143	PSM
Guam	SW3147	SCN
Pearl Harbor	SW3144	PSY
Sigonella	SW3170	SNH
Bahrain	SW3183	SNN
Everett, Washington State	SW3237	SNY
Little Creek, Norfolk, VA	SW3187	SEF
Groton, Ct	SW3188	SEX
Djibouti	SW331M	S5W
Rota, Spain	SW310J	SC1
Salalah, Oman	SW3156	S1C

C5.1.7.5.1.3. The MPC will use the ship-to DoDAAC, mark-for party project code, special requirements code, and transportation priority or priority designator from the due-in record or the shipment documentation to sort materiel for delivery per the Navy customer direction.

C5.1.7.5.2. <u>Status of Unconfirmed Materiel Release Orders</u>. Sources of supply will send DLMS 856S transactions to DAAS in accordance with C5.1.7.5.1. DAAS will send this status to the ship-to activity. If DAAS cannot determine the ship-to activity, DAAS will return the transaction to the ICP for handling. DAAS will route the

pseudo shipment status transaction for SA requisitions to the applicable DoD Component International Logistics Control Office (ILCO).

C5.1.7.6. Turn-In Document Status. For each shipment **to DLA Disposition Services using the disposal turn-in document number (DTID), the shipping activity/storage location will provide a DLMS 945A, Disposal Release Confirmation to the materiel owner/source of supply and provide the shipment status to DLA Disposition Services. For shipments to DLA Disposition Services, the supply condition, and other mandatory data elements for the shipment status are identified in Chapter 16**.

C5.1.7.7. Requisition/Reinstatement for Backorder. When a requisition or reinstatement of a requisition is to be backordered against due-in to stock, sources of supply will furnish exception supply status. Sources of supply will send Status Code BB and the ESD for release of materiel from stock to the customer. Sources of supply will send Status Code BB to the customer with the revised ESD when shipping dates are adjusted.

C5.1.7.8. Exception Status. Sources of supply will send a DLMS 870S Exception Supply Status when the intent to process for DVD is known. This exception status will contain Status Code BZ and the ESD. When contracts or procurement actions have been effected and an agreed to contract shipping date is established, sources of supply will send additional Status Code BV indicating the contract shipping date.

C5.1.7.9. Contract Shipping Date Adjustment. When contract shipping dates are adjusted on items scheduled for DVD, the source of supply will provide a DLMS 870S with Status Code BV to indicate the revised shipping date. Sources of supply use the DVD notice DLMS 870S to notify organizations of materiel being supplied by DVD. This notice provides a cross-reference between the document number and contract data. When delivery dates are established for DVD shipments, the source of supply will provide the DVD notice in addition to supply status.

C5.1.7.10. Indicating Processing Delay. Sources of supply will furnish supply status indicating a processing delay when an MRO is denied by the storage activity. Use Status Code BD and denial Management Code R citing the MRO denied quantity and suffix.[20] Further supply action to satisfy the denied quantity is anticipated to occur on a later suffix code.

C5.1.7.11. Mandatory Status Reporting. The use of supply and shipment status is mandatory for all source of supply initiated requisition statuses. Supply source initiated requisition status includes all statuses generated during source of supply processing not produced in response to follow-ups or cancellation requests. Use of supply and shipment status in response to cancellation requests is optional when supply status distribution rules require multiple recipients of status. Upon receipt of a DLMS

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[20] Authorized for use on an intra-Army basis (ADC 191) and later expanded to inter-Service/Agency use (ADC 312). Not implemented by DLA and other Components.

856S, DAAS will convert the request to the appropriate response transactions and make distribution to all eligible status recipients.

C5.1.7.12. Preparation of Status

C5.1.7.12.1. Late Delivery. All supply status transactions, indicating materiel will be released for shipment later than the standard delivery date (SDD) or RDD/required delivery period (RDP) must contain an ESD. Such supply status is applicable to materiel obligations including procurement for DVD. Conversely, the source of supply will reject requisitions that contain Advice Code 2C, 2J, 2T, or 2W with Status Code CB when items are not available for immediate release or cannot be supplied by the SDD/RDD/RDP, with a DLMS 870S.

C5.1.7.12.2. Estimated Shipment. ESDs are also mandatory entries for those transactions reporting adjusted ESDs and any circumstance that predicts that issue may not be made within the timeframes established for the PD. Storage facilities in receipt of requisition inquiries on requirements that are in the process of being filled will use supply status to provide ESDs to the requesting source of supply. Status transactions providing advice of such events as changes in stock numbers, unit of issue changes, rejections, and shipments will not contain an ESD.

C5.1.7.12.3. Rejecting Requisitions. Sources of supply will use a DLMS 870S with status codes in the C and D series when rejecting requisitions and RDOs.

C5.1.7.12.4. Processing Point Response. Processing points provide a DLMS 856S in response to receipt of a DLMS 869F, Requisition Follow-up, containing the DoDAAC of the initial (origin) transportation activity. If the processing point is unable to provide the DoDAAC information to the requesting activity, the follow-up transaction will be rejected with Status Code DY.

C5.1.7.12.5. Requisition Inquiry. Status furnished by a DLMS 870S in response to a DLMS 869A, Requisition Inquiry, will contain the most current information available regarding the status of the requisition. Supply status in response to a requisition inquiry will contain a changed/new ESD, when applicable, and a transaction date that corresponds to the date of the reply. A DLMS 856S in response to a requisition inquiry will contain the shipping data for the materiel shipped.

C5.1.7.12.6. Narrative Explanation. Status Code CA and TD are the only status conditions to which the source of supply will provide a narrative explanation (in a free-form format) identifying the reason for rejection.

C5.1.7.12.7. Abbreviated Messages. The DoD Components may opt to use abbreviated status to activities.

C5.1.7.12.8. Cancellation Request. A DLMS 870S with Status Code BF sent in response to cancellation requests, with a document number not matching source of supply records, prevents source of supply processing of later transactions for this same document number. When providing Status Code BF in response to a cancellation

request, also provide Status Code BF in response to all other transactions received containing the same transaction reference number. Sources of supply will retain accessible history records of Status Code BF generated from processing no-record cancellation requests following the generation of Status Code BF in accordance with DoD 5015.02, DoD Records Management Program.

C5.1.7.12.9. Materiel Returns Status. Use Chapter 11 procedures for providing materiel returns supply status transactions resulting from processing OMRs and OMR-related transactions.

C5.1.7.12.10. Free Issue. Requisitions that fail free issue validation will be rejected with Status Code CM; a new funded requisition may be submitted if the materiel is still required. Requisitions that fail free issue validation after materiel release (post-post requisitions/issue) may be handled as funded requirements. In this case, the source of supply will furnish Status Code DT alerting eligible status recipients that the post-post requirement is not authorized for free issue and to adjust fund obligation records as materiel will be billed to the requisitioner.

C5.1.7.12.10.1. Where a post-post requisition contains a free issue Signal Code D or M and free issue is not authorized, the signal code will be modified to the applicable billable signal code. Where the original requisition identified a valid fund code, it will be used for billing; otherwise, the fund code will be modified to indicate non-interfund billing (Fund Code XP):

C5.1.7.12.10.1.1. Signal Code D will be replaced with Signal Code A to show the correct shipping activity. (Both D and A ship-to the requisitioner as identified in the document number of original submission.)

C5.1.7.12.10.1.2. Signal Code M will be replaced with Signal Code J to show the correct shipping activity. (Both M and J ship-to the supplementary address identified in the original submission.)

C5.1.7.12.10.2. Since post-post orders are already shipped and cannot be split, if part of the quantity ordered is not eligible for free issue, the entire order will be denied free issue.

C5.1.7.12.11. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. When reshipment is required (e.g. due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency), the reshipment will be processed using the original document number and the next available suffix code. At a minimum, the SoS will provide supply status indicating the estimated shipment date for the reshipment.[21]

C5.1.7.13. Time Standards for Providing Status Transactions. When required, sources of supply will dispatch applicable status on requisitions, retransmitted

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[21] Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

requisitions, reinstated requisitions, and responses to requisition inquiries within the times prescribed below:

C5.1.7.13.1. Supply Status

C5.1.7.13.1.1. Two calendar days from receipt of PD 01-08 transactions.

C5.1.7.13.1.2. Five calendar days from receipt of PD 09-15 transactions.

C5.1.7.13.1.3. Twenty-four hours after release of MOV requests.

C5.1.7.13.2. Shipment Status

C5.1.7.13.2.1. Twenty-four hours after shipment (or release to carrier) for PD 01-03 transactions.

C5.1.7.13.2.2. Forty-eight hours after shipment for PD 04-08 transactions.

C5.1.7.13.2.3. Three working days after shipment for PD 09-15 transactions.

C5.1.7.13.2.4. Twenty-four hours from receipt of PD 01-03 requisition inquiries.

C5.1.7.13.2.5. Forty-eight hours from receipt of PD 04-08 requisition inquiries.

C5.1.7.13.2.6. Three working days from receipt of PD 09-15 requisition inquiries.

C5.1.8. Distribution of Status

C5.1.8.1. Requisition Cancellations. Sources of supply will automatically send supply and/or shipment status in response to requisition cancellations, including mass and universal cancellations. In addition to status sent to organizations, DAAS will send shipment status to storage/procurement activities and/or the source of supply (when DVD actions with Status Code BV are applicable) on all affected shipments entering the DTS during mass or universal cancellation situations. Sources of supply will send the status of cancellation actions within five calendar days of receipt of the requisition cancellations. Sources of supply will revise this status as further actions are taken on the cancellation request.

C5.1.8.2. Procedures. Sources of supply will address supply and shipment status sent in response to requisition cancellations as follows:

C5.1.8.2.1. When there is no record of the requisition cancellation, address the status transaction to the requisitioner.

C5.1.8.2.2. When there is a record of the requisition cancellation, address the status transaction to the organization(s) identified in the cancellation request, including any additional status organizations.

C6. CHAPTER 6

PHYSICAL INVENTORY CONTROL

C6.1. GENERAL

　　C6.1.1. Purpose.

　　　　C6.1.1.1. This chapter provides procedures, performance objectives, and reporting requirements for maintaining accurate records of the physical inventory, conducting physical inventory counts, and reconciling record variance for materiel within the supply system of the Department of Defense.

　　　　C6.1.1.2. There are additional processing procedures over and above those contained in this chapter that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.

　　C6.1.2. Transactions. This chapter addresses the procedures applicable to physical inventory control functions using the Defense Logistics Management Standards (DLMS) 846P, 846R, and 888I. The corresponding Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP) legacy transaction functionality is identified for information purposes in a mixed Defense Logistics Standard System (DLSS)/DLMS environment. Other formats such as Extensible Markup Language (XML) are also available. See the DEDSO Website DLMS IC page for available formats.

　　　　C6.1.2.1. DLMS 846P, Physical Inventory Request/Transaction History Request. Physical Inventory Request/Transaction History Request transaction functions of DLMS 846P is identified by the Accredited Standards Committee (ASC) X12 beginning segment (1/BIA/20) Report Type Code (BIA02).

　　　　　　C6.1.2.1.1. Physical Inventory Request Transaction is DLMS 846P identified by Report Type Code TC – Physical Inventory Request. The owner/manager uses this transaction to initiate, follow up on, or cancel a physical inventory. The storage activity uses it to initiate or cancel a physical inventory. This transaction provides MILSTRAP legacy DIC DJA functionality, except as noted below for Report Type Code DD.

　　　　　　C6.1.2.1.2. Response to Physical Inventory Request Transaction is DLMS 846P identified by Report Type Code DD – Distributor Inventory Report. This is used by the storage activity to respond to a Physical Inventory Request Transaction from the owner/manager when the response does not include asset balances. Use as a response relates to use with physical inventory transaction Management Code R, S, or Y. This transaction provides MILSTRAP legacy DIC DJA functionality when DJA is used as a response to indicate no record of stock number or no record of ownership;

physical inventory in workload bank or in process; or response to follow-up when inventory already complete (Management Codes R, S, and Y respectively).

C6.1.2.1.3. Transaction History Request Transaction is DLMS 846P identified by Report Type Code TF – Transaction History Request. Owner/Manager uses this to request transaction history from the storage activity. This transaction provides MILSTRAP legacy DIC DZJ functionality.

C6.1.2.1.4. Response to Transaction History Request Transaction (No History Available) is DLMS 846P identified by Report Type Code AD – Agent/Distributor Inventory Report. Storage activities use this to respond to Transaction History Request when no history is available. This transaction provides MILSTRAP legacy DIC DZK functionality when DZK record position 30-43 is 8-filled or 9-filled.)

C6.1.2.1.5. End of Day Transaction Count Transaction is DLMS 846P identified by Report Type Code B1 – Batch Report. This transaction is sent by the storage activity to the owner/manager to advise the owner/manager of the number of accountable (balance affecting) transactions that were forwarded during the daily course of business. This transaction provides MILSTRAP legacy DIC DZM functionality.

C6.1.2.2. DLMS 846R, Location Reconciliation. Location Reconciliation transaction functions of DLMS 846R is identified by the ASC X12 beginning segment (1/BIA/20) Report Type Code (BIA02).

C6.1.2.2.1. Location Reconciliation Request Transaction is DLMS 846R identified by Report Type Code LC –Location Inventory Report. The storage activity sends this to the owner/manager to reconcile storage activity and owner/ manager records. This transaction provides MILSTRAP legacy DIC DZH functionality.

C6.1.2.2.2. Location Reconciliation Notification Transaction is DLMS 846R identified by Report Type Code X4 – Summary Report. The storage activity sends this to the owner/manager to advise of the number of Location Reconciliation Request transactions being forwarded. This transaction provides MILSTRAP legacy DIC DZN functionality.

C6.1.2.2.3. Location Reconciliation History Notification Transaction is DLMS 846R identified by Report Type Code ZZ – Mutually Defined. [An ASC X12 data maintenance was approved in version 5030 for DLMS 846R Report Type Code LN-Location Reconciliation History Notification.] The storage activity sends this to the owner/manager to advise of the number of transaction history transactions are being forwarded. This transaction provides MILSTRAP legacy DIC DZP functionality.

C6.1.2.3. DLMS 888I Storage Item Correction Transaction. Storage Item Data Correction/Change transaction function of DLMS 888I is identified by the ASC X12 beginning segment (1/BGN/15) Transaction Type Code (BGN07) A1 – Storage Item Data Change. The owner/manager sends this transaction to a storage activity to

change elements of data pertaining to an item of supply. This transaction provides MILSTRAP legacy DIC DZB functionality.

C6.1.3. <u>Applicability</u>. Basic elements of the physical inventory program prescribed by this chapter apply to the DoD Components, and establish:

C6.1.3.1. Uniform procedures on existing DoD policy for maintaining accurate records, conducting physical inventories and location surveys/reconciliations, researching inventory discrepancies and causes for adjustments, performance assessments, and for quality control of work processes prescribed by the DoD Physical Inventory Control Program (PICP).

C6.1.3.2. Management control of all DoD wholesale supply system materiel to include:

C6.1.3.2.1. principal items,

C6.1.3.2.2. packaged petroleum, oil, and lubricants,

C6.1.3.2.3. secondary items regardless of whether assets are purchased with stock fund or procurement appropriations,

C6.1.3.2.4. ammunition,

C6.1.3.2.5. forms and publications, and

C6.1.3.2.6. subsistence.

C6.1.3.3. Management data and performance standards necessary to measure the effectiveness of physical inventory control in the DoD supply system.

C6.1.4. <u>Exclusions</u>

C6.1.4.1. These procedures are not applicable to bulk petroleum; complete ships, aircraft, ballistic missiles, nuclear weapons, and space vehicles; assets located at contractor-owned and/or contractor-operated facilities that are not maintained on the DoD wholesale property accountability records; Industrial Plant Equipment reportable to the Defense Industrial Plant Equipment Center; National Security Agency /Central Security Service assets; and National Defense Stock Pile assets. Loaned and in-transit materiel will be accounted for in accordance with Chapter 13 and the DoD Component procedures.

C6.1.4.2. Physical inventory control procedures for bulk petroleum are contained in DoD 4140.25-M, "DoD Management of Bulk Petroleum Products, Natural Gas, and Coal.".

C6.1.4.3. Nuclear weapons for which the Department of Defense has custodial responsibility.

C6.2. <u>POLICY</u>. DoD policy is contained in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures".

   C6.2.1. <u>Purpose</u>. The purpose of the DoD physical inventory control process is to:

      C6.2.1.1. Ensure materiel accountability is properly executed within the Department of Defense;

      C6.2.1.2. Ensure that accurate property accountability records for the physical inventory are maintained in support of customer requirements and readiness by performing physical inventories and location surveys/reconciliations;

      C6.2.1.3. Identify and help resolve problems in supply system work processes affecting property accountability records by performing quality control of the work processes; and

      C6.2.1.4. Identify repetitive processing errors and maintain accurate records for supply system transactions generated within the supply system by researching and reconciling property accountability record imbalances and potential discrepancies.

   C6.2.2. <u>Philosophy And Guiding Policy</u>

      C6.2.2.1. Inventory systems will support perpetual inventories where current item record balances are maintained by posting all balance affecting events such as the recording receipts, shipments, inventory adjustments and changes to condition, ownership, or location as they occur. If a system can't currently support perpetual balances, efforts will be made to bring the system into compliance.

      C6.2.2.2. The dynamic nature of the physical inventory control function and the cost of counting and reconciling records require that the approach be more selective than the "100 percent wall-to-wall total item count" concept. Available inventory resources will be directed toward potential and actual discrepancies, controlled inventory items, and weapon system critical items for which maximum returns are derived from applied resources.

      C6.2.2.3. A fundamental requirement of inventory integrity is to ensure that the inventory data on inventory control points (ICPs) and storage activities systems is the same, thus becoming, in effect, a single item inventory record.

      C6.2.2.4. Storage activities will make use of any one or a combination of the following three inventory counting approaches, as appropriate to the physical inventory item policy requirements, storage facility physical constraints, physical inventory support system capabilities, types of items, and inventory accuracy conditions.

         C6.2.2.4.1. Cycle counting, where a portion of the inventory is counted either daily, weekly, or monthly until the entire inventory has been counted within the time period specified. If a system can't support perpetual balances, the cycle counting approach will not be selected.

C6.2.2.4.2. Statistical sample counts that are statistically significant and representative of the total inventory item population are an efficient approach to quickly determine the accuracy of the inventory with minimal operational disruption. When statistical sample counts are allowed and the resultant count is within required tolerances, the inventory is considered complete. If the statistical count is outside the allowed accuracy tolerance, then the entire results of the statistical sampling must be voided. This requires scheduling another physical inventory via another sample count, cycle count, or wall-to-wall count as appropriate to the accuracy conditions determined by the first sample count. If another sample count is used, it will not be the same sample or a sub-set of the same sample selected earlier.

C6.2.2.4.3. Wall-to-wall inventories, where the entire count is made at a point in time and they are conducted only when:

C6.2.2.4.3.1. It is essential to strike a point in time balance for inventory;

C6.2.2.4.3.2. The storage and inventory density are small enough that there is no detrimental impact to supply support operations; or

C.6.2.2.4.3.3. When safety and security of assets and access to such assets (such as munitions and explosives) are generally more restrictive and controlled.

C6.2.2.5. All physical counts will be blind counts; that is, personnel conducting physical counts will have no prior knowledge or access to the on-hand quantity balance in the inventory records. In those rare instances where segregation of duty controls cannot guarantee blind counts, other local effective risk mitigation techniques will be applied such as increased supervision and two member count teams.

C.6.2.2.6. Personnel performing physical counts will be provided tools to perform the count including the part number, description, condition, location, number of requisite counts, etc., to ensure the correct item and location and count guidance is provided to inventory personnel conducting the inventories. The count the record will not be provided to the counters.

C.6.2.2.7. The implementing procedures for the DoD Components are to:

C.6.2.2.7.1. Provide management priority and resources for the execution of PICP functions. Managers will by direct or indirect supervision ensure that physical inventory teams are identified, properly staffed, trained, have the necessary instructions, tools, problem resolution assistance, and that duties are segregated to ensure accurate and timely physical counts, research, and records balance corrections.

C.6.2.2.7.2. Ensure that assets are protected against waste, loss, negligence, unauthorized use, misappropriation, and compromise in the case of controlled inventory item materiel.

C.6.2.2.7.3. Ensure that sufficient emphasis is placed on materiel accountability and inventory accuracy to promote improved performance of individuals directly responsible for the care, security, and management of DoD supply system materiel, as well as those responsible for making reports on the status of that inventory.

C.6.2.2.7.4. Ensure that duties such as receiving, posting transactions to records, and issuing are divided among the work force so that no single individual can adversely affect the accuracy and integrity of the inventory. Although multi-skilled personnel may conduct physical counts, the inventory organization must enter counts, apply in-float controls, and conduct pre-adjustment research. When adequate segregation of duties is not practical or cost-effective, other local risk mitigating controls will be put in place to the maximum extent possible, such as increased supervision and two man count teams.

C.6.2.2.7.5. Conduct functional reviews of the PICP to ensure compliance with DoD and Component policy and procedures and establish physical inventory control as a mandatory element to be addressed in the annual internal management control assessments required by DoD Instruction 5010.40, "Managers' Internal Control Program (MICP) Procedures".

C.6.2.2.7.6. Ensure that training is provided to supply system personnel who perform functions affecting physical inventory control and that training courses are updated to teach current DoD policies, procedures, and performance goals. Training will ensure familiarity of physical inventory staff with the items to facilitate item recognition and unit of measure peculiarities, the required count processes, research methods/tools available, and the count recording and records correction processes.

C.6.2.2.7.7. Separate dedicated physical count teams will be established providing a knowledgeable and well trained work force to conduct physical inventory counts. An increased level of supervision is required for the less experience count team members. The exception to the forgoing is those isolated cases where the size of the storage activity is such that separate count personnel would be inefficient.

C.6.2.2.7.8. Performance goals will be established within Government or Contractor personnel performance standards and evaluations for those individuals performing and managing physical inventory program functions on Department of Defense materiel. Feedback mechanisms for all personnel involved in the physical inventory function will be established to compare and report actual results against standards and corrective plans of action will be put in place when the performance does not meet the standard.

C6.2.3. <u>Security of Materiel</u>. Security is the first line of defense for physical inventory control; therefore, DoD Components will pay special attention to safeguarding of inventory items. This will include analysis of loss rates through inventories, financial liability investigation of property loss reports (DD Form 200,), and criminal incident reports, to establish whether repetitive losses indicate criminal or negligent activity.

Physical security procedures for supply system materiel are contained in
DoD 5200.08-R, "Physical Security Program."

C6.2.4. Asset Management. Inventory Control Points (ICPs) and storage activities will collaborate to ensure that inventory data in their respective systems is the same, thus becoming, in effect, a single item inventory record. At minimum, the total item property record will include materiel that is due-in, in transit, in organic maintenance facilities, in a contractor's custody, on loan, on-hand in distribution centers, reported on-hand at retail activities, and for reported assets in the custody of users. The record or record set will identify the quantity, condition, and value of the item assets for each organizational entity having physical custody of these assets.

C6.2.5. Maintaining Property Accountability/Responsibility. The property accountability responsibility for total item property record segments may be delegated to, but not shared by, one or more organizational entities. However, asset balance information for a particular segment (such as the storage activity balance for an item) will be shared; duplicative records will not be maintained.

C6.2.5.1. Storage Activity Responsibility. The storage activity maintains the property accountability record for all materiel in storage and is responsible, at minimum, for materiel custody, care, receipt, storage, and issue. Storage activities are also responsible for safeguarding and re-warehousing materiel; physical inventory and research; location survey/reconciliation; quality control checks; supply discrepancy report initiation, research and resolution. In the event of potential financial liability, the storage activity is responsible for investigating and assessing financial liability for loss, damage, and destruction of Government property; and appropriate actions necessary to ensure that the physical on-hand quantity and the total item property record quantity are in agreement. Storage activities will maintain the available-for-issue balance (also known as the Owner Balance). Available-for-issue balance refers to the materiel on-hand balance minus any materiel allocated to fulfill pending materiel release order(s).

C6.2.5.2. Owning Department of Defense Component. The owning DoD Component will either assume or assign the accountability for materiel not in the physical custody of a storage activity (e.g., materiel inducted for organic repair, test assembly/disassembly, conversion, modification, or reclamation; materiel in a contractor's hands (in accordance with provisions of the Federal Acquisition Regulation), in transit materiel, on-loan materiel).

C6.2.5.3. Integrated Materiel Manager Responsibility. The Integrated Materiel Manager is responsible for initiating and directing the conduct of physical inventories; providing discrepancy research and reports; resolving discrepancies, investigating, and assessing liability for loss, damage, and destruction of Government property; and taking appropriate actions necessary to ensure that the on-hand quantity and the total item property record quantity are in agreement for all DoD materiel that is not in the physical custody of DoD activities.

C6.2.5.4. <u>US Air Force (USAF) Contractor Inventory Control Point (CICP)</u>
<u>Responsibilities</u>

C6.2.5.4.1. The term USAF CICP represents a contractor assigned the primary responsibility of materiel management for a group of items either for a particular Military Service or for the Department of Defense as a whole. In addition to integrated materiel management /inventory control point (ICP) functions, a USAF CICP may perform other logistics functions to support a particular Military Service or for a particular end item (e.g., centralized computation of retail requirements levels and engineering tasks associated with weapon system components).

C6.2.5.4.2. For the purpose of DLMS logistics procedures, the term USAF CICP also identifies Contractor Operated and Maintained Base Supply (COMBS) contractors whose support includes supply of aircraft; engine and support equipment components, materiel, and consumables; as well as off-aircraft repair, overhaul, and replenishment. COMBS contractors are responsible for having inventory on hand to perform off-aircraft maintenance and the repair of turned-in parts. COMBS contractors perform both wholesale and retail functions.

C6.2.5.4.3. The USAF Government Furnished Property Accountability (GFP-A) program provides visibility and control of contractor-managed, Air Force-owned property through implementing and integrating Air Force logistics standards with private sector logistic processes to improve the accuracy and accountability of USAF financial statements. This program establishes and maintains accountable inventory records for USAF GFP-A that accurately reflect current quantity, status, location, condition and authorizing contracts. The USAF GFP-A program also establish an audit trail to update and track end-to-end logistics and financial transactions.

C6.2.5.4.4. USAF CICPs, will use inventory management systems to provide the transactions received from their trading partners, to the Air Force accountable property system of record (APSR) via Defense Automated Addressing System (DAAS). USAF CICP must report to the USAF GFP APSR in DLMS format. DPAS will be a mirror image of the USAF CICP inventory management systems.

C6.2.5.4.5. At the end of each day, all balance affecting transactions must undergo the EOD/reconciliation process. When reconciling with the USAF GFP-A APSR, follow the EOD/reconciliation process described in C6.2.6. The reconciliation must include the inventory balance in the warehouse, and the intransit balance. For DLMS transaction exchange purposes, the USAF CICP will follow the responsibilities/procedures of the storage activity in their communications with the USAF APSR. The term "Intransit Balance" represents the total quantity of confirmed shipments without a matching receipt acknowledgement excluding property issued for local disposal, internal USAF CICP deliveries, and customer pick-up. Confirmed shipment is based upon receipt/processing of the materiel/disposal release confirmation (MRC/DRC). The USAF GFP-A CICP excludes local disposal, internal CICP deliveries, and customer pick-up from the intransit-balance because the USAF APSR decrements the owner balance after issued. Using Mode of Shipment X (bearer walk-

through/customer pickup) in the MRC identifies the exclusions to the "Intransit Balance. The materiel receipt acknowledgement (MRA)/turn-in receipt acknowledge (TRA) received from the customer constitute the receipt acknowledgment. The intransit balance is a cumulative calculation and is not restricted to activity occurring during the day/month being reconciled.

    C6.2.6. <u>End of the Day Processing</u>. Use the following end of the day processing procedures as follows:

        C6.2.6.1. <u>Owner/Manager and Storage Activity Responsibilities</u>. Owners/managers and storage activities will ensure that the inventory data on owners/manager and storage activities systems is the same, thus becoming, in effect, a single item inventory record. Owner/managers and storage activities will achieve a single item inventory record by reconciling all balance affecting transactions to ensure a full match between the owner/manager and the storage activity.

        C6.2.6.2. <u>Storage Activity will</u>:

            C6.2.6.2.1. Transmit the End of Day Transaction Count to advise the owner/manager of the number of balance affecting transactions sent during the daily course of business.

            C6.2.6.2.2. Submit daily closing balance to each affected owner/manager using a Location Reconciliation Request Transaction for End of Day Processing (End of Day Processing is identified in DLMS 846R BIA06 Action Code Z; MILSTRAP legacy DIC DZH by Type of Location Reconciliation Request Code 1 in record position 7). The storage activity will transmit all EOD balances (including those transactions that result in a zero balance or no physical inventory adjustment required (e.g., DLMS 947I, Inventory Adjustment (Increase (Physical Inventory), with zero quantity, or Status Adjustment Reason Code AA (MILSTRAP legacy DIC D8A)).

            C6.2.6.2.3. Provide any historical records as requested by the Owner/Manager in an effort to resolve any potential inventory record mismatches between the storage activity and the owner. Include historical DLMS 940R with Reconcile Historical Records Indicator (1/W0507/0200=W1) and 945A with Reconcile Historical Records Indicator (1/W0612/0200=W1) transactions in response to the DLMS 846P Transaction History Request.

            C6.2.6.2.4. Storage activities will prepare a Location Reconciliation Request Transaction by line-item (stock number (NSN or Local stock number) + supply condition code (SCC)), and type of pack.

        C6.2.6.3. <u>U.S. Air Force GFP-A CICP will</u>:

            C6.2.6.3.1. Follow the responsibilities/procedures of the storage activity in accordance with section C6.2.6, for the purpose of DLMS transaction exchange with the APSR.

C6.2.6.3.2. Include the Materiel Release Advice Count to the EOD Transaction Count transaction (DLMS 846P with BIA02 B1) provided to the USAF GFP-A APSR for reconciliation with the USAF CICP inventory balance records. The Materiel Release Advice Count represents the number of MRC and DRC transactions (DLMS 945A) received by the USAF CICP during the day or month being reconciled. The USAF CICP will transmit the sum total of MRC and DRC transactions combined into a single value.

C6.2.6.3.3. Include the Receipt Acknowledgment Count to the EOD Transaction Count transaction (DLMS 846P with BIA02 B1) provided to the USAF GFP-A APSR for reconciliation with the USAF CICP records. The Receipt Acknowledgment Count represents the number of MRA and TRA (DLMS 527R) transactions received by the USAF CICP during the day or month being reconciled. The USAF CICP will transmit the sum total of MRA and TRA transactions combined into a single value.

C6.2.6.3.4. Transmit the USAF GFP Intransit Balance Location Reconciliation Request Transaction (DLMS 846R with BIA02 Code LC) provided to the USAF GFP-A APSR for reconciliation with the USAF CICP records. The term "Intransit Balance" represents the total quantity of confirmed shipments without a matching MRA or TRA excluding property issued for local disposal, internal USAF CICP deliveries, and customer pick-up. Confirmed shipment is based upon receipt/processing of the shipment confirmation (MRC/DRC). For property issued under these exclusions, the USAF GFP-A APSR will not retain an owner property record; therefore, tracking intransit is not required. The use of Mode of Shipment X in the MRC will identify the exclusions to the intransit balance. The MRA/TRA received from the customer or DLA Disposition Services Field Office constitutes the receipt acknowledgment. The intransit balance is a cumulative calculation and is not restricted to activity occurring during the day or month being reconciled.

C6.2.6.3.5. Reconcile Materiel Release Advice Counts (DLMS 945A MRC/DRC) and Receipt Acknowledgment Counts as part of the EOD processing.

C6.2.6.3.6. Conduct a full end of month reconciliation between the USAF GFP-A CICP and the USAF APSR. The monthly reconciliation will consist of a systematic reconciliation of all item record transactions and balances following the same procedural steps as the EOD/reconciliation process documented under C6.2.6. and may not require physical inventory. The reconciliation will include all item records with or without any transactional activity during the course of the month. The USAF CICP will still need to perform at least one annual reconciliation in accordance with DLM 4000.25, Volume 2, Chapter 6 Physical Inventory Controls.

C6.2.6.3.7. Request Air Force program office approval, if required by contract, prior to performing an inventory adjustment due to a mismatch between the USAF GFP-A APSR and the USAF CICP for unresolved mismatched quantities. The USAF CICP will send a DLMS 947I to USAF GFP-A APSR to adjust the balance in USAF GFP-A APSR, if required. The mismatched quantity (gains and losses) will be

adjusted with Inventory Adjustment Increase/Decrease (Accounting Error) (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B).

C6.2.6.4. Reconciliation of Serially-Managed Items

C6.2.6.4.1. In addition to the responsibilities described under paragraph C6.2.6, storage activities and owners/managers will include the UII/serial number when reconciling records to ensure proper accountability of serially-managed items. For mismatches between system records, the storage activity will collaborate with the owner/manager to ensure proper research and resolution.

C6.2.6.4.2. The combination of UII and serial number increases the accuracy of inventory records across the DOD. When a serially managed item lacks a UII, there is a potential for duplicate serial numbers. A duplicate serial number may surface as a result of the record reconciliation. For mismatches due to a duplicate serial number, the owner is responsible for taking the necessary steps to resolve the discrepancy.

C6.2.6.5. Owners/Managers will:

6.2.6.5.1. Compare records with the transactions received via the location reconciliation request to identify mismatches.

6.2.6.5.2. Perform a systemic research within seven working days from receipt of the initial Location Reconciliation Request transaction. The systematic research will include all imbalances to ensure consideration of in-float transactions, delayed/suspended transactions, and duplicate transactions.

6.2.6.5.3. Request from the storage activity all transaction history necessary to perform systematic research and resolve any mismatches. The owner will request historical information via a Transaction History Request.

6.2.6.5.4. Update the affected record on-hand balance with the storage activity's closing on-hand balance for unresolved mismatched quantities. The mismatched quantity (gains and losses) will be adjusted with Inventory Adjustment Increase/Decrease (Accounting Error) (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B). Owner/managers will refer to section C6.6 for guidance on research of potential or actual Inventory Adjustments.

6.2.6.5.5. Request assistance from the storage activity to isolate causes of record imbalances to maintain transaction level integrity. The storage activity assistance should focus on data transmission (e.g., lost transactions). Owners/managers will input Physical Inventory Transaction History Request to the storage activity for data transmission (e.g. lost transactions).

C6.2.6.6. Preparing End of Day Accountable Transaction Count. The storage activity will report a single End of Day Transaction Count to provide the end of day transaction counts for the following transaction types.

C6.2.6.6.1. Receipts (DLMS 527R with 1/BR02 Transaction Type Code D4; MILSTRAP legacy DIC D4_/D6_).

C6.2.6.6.2. Issues (DLMS 867I; MILSTRAP legacy DIC D7_).

C6.2.6.6.3. Inventory Adjustment-Increases (DLMS 947I with 2/W1916 Inventory Transaction Type Code AJ; MILSTRAP legacy DIC D8_).

C6.2.6.6.4. Inventory Adjustment-Decreases (DLMS 947I with 2/W1916 Inventory Transaction Type Code AD; MILSTRAP legacy DIC D9_).

C6.2.6.6.5. Inventory Adjustment-Dual (DLMS 947I with 2/W1916 Inventory Transaction Type Code DU; MILSTRAP legacy DIC DA_).

C6.2.6.6.6. For intra-Navy use only; Navy also provides an end of day transaction count for Asset Status Reports (DLMS 846I).

C6.2.6.6.7. For U.S. Air Force CICP only. Materiel Release Advice (DLMS 945A with 1/W0611 Transaction Type Code NJ and NM; MILSTRIP legacy DIC AR_). The Air Force CICP must combine the total sum of MRC and the total sum of DRC into a single value.

C6.2.6.6.8. For U.S. Air Force CICP only. Receipt Acknowledgement (DLMS 527R with BIA02 code of TH and CJ, respectively). The Air Force CICP must combine the total sum of MRA and the total sum of TRA into a single value.

C6.2.7. Reconciling Total Item Property Records with Financial Records. Owning DoD Components will reconcile total item property records and financial records as prescribed by DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMR)" to ensure compatibility of the total inventory value reflected by these records and associated reports.

C6.2.8. Item Management/Control. DoD materiel is managed and controlled by stock number, and SCC, and by type of pack; therefore, physical inventories will be conducted and the results reported to owners/managers by stock number and SCC, and by type of pack.

C6.2.9. Storage Activity Record Keeping. Storage activities will maintain quantitative balance records for all on-hand materiel regardless of ownership. Storage activities will maintain transaction histories to support the balance records. Maintenance of these records will provide the capability to detect theft or diversion of materiel and improve the ability to determine the cause of inventory variances for corrective action.

C6.2.10. <u>Inventory Prioritization</u>. DoD Components will select and prioritize items for inventory for which they are accountable as follows:

C6.2.10.1. <u>Inventory Sampling</u>

C6.2.10.1.1. Annual Record Accuracy Statistical Sample. A stratified, hierarchal inventory sample will be accomplished at least once annually for the purpose of validating the accuracy of the accountable records. The results of this sample report on the percent of records that match the physical count exactly or are within the allowed tolerance. The annual record accuracy statistical sample provides a barometer of performance and improvement opportunities for local storage activity managers. The results of the sample will be reported in accordance with the item categorizations stratification and tolerances cited in paragraph C6.2.12.5. When the physical count of an item is completed, the physical count and record quantity are compared; it the two are within the specified tolerance for Categories B and C the accuracy of that record is considered correct, if the tolerance is exceeded the record is counted as inaccurate. Items in Categories A and D have a zero tolerance; therefore, any difference between the physical count and the record quantity is counted as an inaccurate record.

C6.2.10.1.2. Annual Chief Financial Officer's (CFO) Statistical Sample Inventory. The Chief Financial Officer's Act (CFOA) of 1990 requires that the Department of Defense, the Military Services, and Defense Agencies submit financial statements to the Congress. One of the financial statement elements is the dollar value of on-hand supply inventory. The purpose of the Annual CFO Statistical Sample Inventory is enable the Components to estimate the dollar value of the non-fuel portion of the DoD on-hand inventory held in storage for annual financial statement reporting. The Components will conduct a stratified, hierarchal statistical sample inventory for the purpose of accurately estimating the true dollar value of their respective on-hand supply inventories. The initial implementation will be for materiel in Defense Logistics Agency (DLA) storage sites managed by the Distribution Standard System (DSS), regardless of the materiel's ownership. The requirement to conduct the CFO Annual Statistical Sample Physical Inventory may be expanded to include inventories beyond that maintained by DSS. The following are the guidelines to conduct and report the results of the annual CFO Inventory sample.

C6.2.10.1.2.1. Annual CFO Statistical Sample Inventory Schedule. The annual CFO statistical sample inventory will be scheduled as close to the end of the fiscal year as possible allowing sufficient lead time to conduct the sample inventory, perform analyses, and report results to support the end of fiscal year financial reports.

C6.2.10.1.2.2. DoD CFO Annual Statistical Sample Inventory Plan Guidelines.

C6.2.10.1.2.2.1. The items in storage will be stratified into dollar value categories to minimize the number of items requiring inventory while yielding results with the confidence level and precision required below. The dollar value

stratifications used for sample will be included in the CFO Inventory Value Sample Plan for that year.

C6.2.10.1.2.2.2. Every item stored, regardless of owner/manager, within the extended dollar value strata identified in the DoD CFO Annual Statistical Sample Inventory Plan for that year will have an equal probability of being selected in the sample and inventoried.

C6.2.10.1.2.2.3. The sample results will have a 95 percent confidence level and a level of precision within + (plus) or – (minus) 2.5 percent.

C6.2.10.1.2.2.4. DoD CFO Annual Statistical Sample Inventory Plan. DLA will distribute the results of the DoD CFO Annual Statistical Sample Inventory Plan to each applicable centralized Service point of contact.

C6.2.10.1.2.2.5. DoD CFO Statistical Sample Inventory Results. The Components will use the results of the CFO Inventory Sample to valuate materiel under their respective ownership and report those values to the DoD Chief Financial Officer for use in the preparation of their respective financial statement reporting. Note that the results of the CFO Inventory Sample will include all adjustments and documentation that supports the physical completion of the inventory process.

C6.2.10.1.3. Annual complete (100 percent) physical inventories can be performed as an alternative to statistical sampling.

C6.2.10.2. <u>Items Designated for Complete Inventories</u>. Complete inventories will be performed as follows:

C6.2.10.2.1. <u>Controlled Inventory Items</u>. The following controlled inventory items (identified in DoD 4100.39-M, "Federal Logistics Information System (FLIS) Procedures Manual") require complete physical inventory and do not qualify for use of a random statistical sampling approach:

C6.2.10.2.1.1. Top secret.

C6.2.10.2.1.2. Narcotics, drug abuse items, and alcohol.

C6.2.10.2.1.3. Category I non-nuclear missiles and rockets (semiannually in accordance with DoDM 5100.76, "Physical Security of Sensitive Conventional Arms, Ammunition and Explosives").

C6.2.10.2.1.4. Precious metals.

C6.2.10.2.1.5. Small arms.

C6.2.10.2.1.6. Radioactive items.

C6.2.10.2.1.7. Inert nuclear ordnance materiel.

C6.2.10.2.1.8. Other items that may be designated by the Office of the Secretary of Defense (OSD) or the DoD Component.

C6.2.10.2.2. <u>Ammunition or Subsistence</u>. If ammunition or subsistence is subjected to complete inventory, physical inventory and location survey may be conducted concurrently.

C6.2.10.2.3. <u>Random Statistical Sampling for Controlled Inventory Items Not Subject to Annual Complete Physical Inventory</u>. Controlled inventory items not subject to annual complete physical inventory must be subjected to annual random statistical sampling. Acceptable statistical sampling techniques are widely prescribed and may be used so long as every item included in the population has an equal probability of being selected in the sample. At minimum, the statistical sampling technique must provide reasonable assurance that the property accountability records are accurate with a 95 percent level of confidence, accuracy level of 95 percent, and a maximum margin of error of two percent. If the sample inventory results do not satisfy the above criteria, complete physical inventory of the population from which the sample was selected will be performed.

C6.2.10.3. <u>Items Not Designated for Complete Inventories</u>. Inventories for items not designated for complete inventory under subparagraph C6.2.10.2. will be performed as a result of:

C6.2.10.3.1. Total or partial materiel release denials (spot inventory-- see subparagraph C6.3.4.1. and Type of Physical Inventory/Transaction History Code E);

C6.2.10.3.2. Location reconciliation variances;

C6.2.10.3.3. Location survey errors;

C6.2.10.3.4. Owner/manager request (special inventory)

C6.2.11. <u>Potential Discrepancies</u>. Potential discrepancies between the actual physical count of materiel and the property accountability record on hand balance will be researched and resolved in accordance with Table C6.T3. by:

C6.2.11.1. Correctly posting supply transactions (e.g., receipts, issues, adjustments) discovered during the research process that were previously incorrect or unposted resulting in the record imbalance; and/or

C6.2.11.2. Posting an inventory adjustment to correct the record imbalance.

C6.2.12. Accuracy and Performance Goals. The acceptable DoD accuracy and performance goals are as follows:

C6.2.12.1. Materiel Denial Goal: Not greater than one percent.

C6.2.12.2. Receipt Processing Performance Goal: 90 percent stored and posted within receipt time standards (see Chapter 13).

C6.2.12.3. Record Reconciliation Program Goal:

C6.2.12.3.1. Location Survey Accuracy:

C6.2.12.3.1.1. General Supplies: 97 percent.

C6.2.12.3.1.2. Ammunition: 98 percent.

C6.2.12.3.2. Location Reconciliation Accuracy:

C6.2.12.3.2.1. General Supplies: 97 percent.

C6.2.12.3.2.2. Ammunition: 98 percent.

C6.2.12.4. Ammunition Property Accountability Record Accuracy Goal: 95 percent.

C6.2.12.5. General Supplies Record Accuracy Goals. DoD Components must send record accuracy goal information to ODASD (SCI) within 30 calendar days after the end of each fiscal year. For the purposes of this report, Categories B and C in Table C6.T1. are optional. The collection of data may occur throughout the year. See Table C6.T1.

Table C6.T1. General Supplies Record Accuracy Goals Stratification Sub-Populations And Associated Goals And Tolerance Levels

CATEGORY	SUB-POPULATION	GOAL (PERCENT)	TOLERANCE (PERCENT)
A	UNIT PRICE > $1,000	99	0
B*	UNITS OF ISSUE THAT MAY BE NONDEFINITIVE OR DIFFICULT TO MEASURE[1] OR ON-HAND BAL > 50 AND EXTENDED VALUE < $50,000 OR NSN ACTIVITY (# transactions affecting balance in one year) > 50	95	10
C*	DATE OF LAST INVENTORY > 24 MONTHS AND ON-HAND BALANCE < 50	95	5
D	ALL OTHER MATERIEL NOT MEETING ABOVE CRITERIA	95	0
*Categories B and C are optional 95 percent Confidence Level +4 percent Bound applicable to each category			

C6.3. PHYSICAL INVENTORY PROCEDURES

C6.3.1. Inventory Program Accomplishment. Storage activities will monitor program accomplishment throughout the fiscal year to ensure that the requirements of paragraph C6.2.10. are met.

C6.3.2. Pre-Inventory Planning. The potential for count inaccuracies will be reduced by conducting pre-inventory planning to include:

C6.3.2.1. Actions to ensure location integrity by correcting such situations as unbinned/loose materiel; questionable identity of materiel in location; and single locations containing multiple SCCs or stock numbers, inadequately labeled shelf-life items (date of manufacture/assembly/inspection/test, as appropriate); and/or materiel lots stored in a single location.

C6.3.2.2. Document cleanup to ensure to the extent possible that receipts, adjustments, transaction reversals, and other transactions are posted to the property accountability record and that in-process receipts are stored in location prior to the established physical inventory cutoff date.

C6.3.3. Scheduled Inventories

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[1] Applicable Units of Issue: AT, AY, BF, BK, CD, CF, CZ, DZ, FY, FT, FV, GP, GR, HD, KT, LB, MR, OZ, OT, PG, PR, SE, SF, SO, SP, SY, TD, TE, TF, TN, TO, TS, MC, MX, YD

C6.3.3.1. Item Characteristics. Storage activities will initiate all scheduled inventories based on item characteristics, specifically the controlled inventory item code and any other category codes designated by the DoD Components that require physical inventory not less than once each fiscal year, with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code G.

C6.3.3.2. Selection and Prioritization Model. Storage activities will initiate all scheduled inventories based on selection and prioritization model criteria with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code I.

C6.3.3.3. Random Statistical Sample Inventories

C6.3.3.3.1. Storage activities will initiate the scheduled random statistical sample inventory to meet the Department's requirements to validate the accuracy of the supply records with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code N.

C6.3.3.3.2. Owners may initiate a scheduled random statistical sample inventory of line items owned to determine the overall accuracy of their records with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code L.

C6.3.3.3.3. Storage activities may also initiate a scheduled random statistical sample inventory of line items in storage to determine the overall accuracy of their records with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code P.

C6.3.3.3.4. Storage activities will initiate the scheduled annual stratified random statistical sample inventory to meet the Department's requirements to conduct the Annual CFO Statistical Sample Inventory identified in paragraph C6.2.10.1.2. with a Physical Inventory Request Transaction using Type Physical Inventory/Transaction History Code L.

C6.3.4. Unscheduled Inventories

C6.3.4.1. Special Inventory. Owners will initiate special inventories using a Physical Inventory Request Transaction. If an inventory has not been taken within the past 90 calendar days, cite Type of Physical Inventory/Transaction History Code D or J in the transaction. If an inventory has been taken within the past 90 calendar days, an effort will be made to construct a transaction history and from it determine what the item balance should be or what discrepancy may have caused an imbalance. Only when these efforts fail to produce satisfactory results will special inventories be performed. In this case, cite Type of Physical Inventory/Transaction History Code H in the Physical Inventory Request Transaction. The procedure for restricting special inventories may be waived when the Inventory Manager has recorded backorders for the item.

C6.3.4.2. Spot Inventory

C6.3.4.2.1. Storage activities will initiate spot inventories as a result of total or partial materiel denial on classified and sensitive items regardless of value, pilferable items when the value of the variance is greater than $100, and for noncontrolled items variances greater than $5,000. These requests will cite Type of Physical Inventory/Transaction History Code E.

C6.3.4.2.2. Storage activities will accommodate all requests for spot inventories.

C6.3.4.2.3. Storage activities systemically initiate special inventories for a specific SCC as a result of quantity mismatches between the quantity-by-location and owner balance records using Type Physical Inventory/Transaction History Code Z.[2]

C6.3.4.2.4. On-Hand Balance Mismatch Between Locator and Property Accountability Record. Storage activities may initiate unscheduled inventories as a result of on-hand balance mismatches between the locator and property accountability records with a Physical Inventory Request Transaction using Type of Physical Inventory/Transaction History Code M.

C6.3.4.2.5. Storage activities will initiate special Inventories (for all SCCs) in support of inventory accuracy improvement initiatives, using Type Physical Inventory/Transaction History C.[3]

C6.3.5. Canceling Inventories

C6.3.5.1. General. When conditions exist which preclude accurate completion of an inventory that has been established, the inventory will be canceled by the storage activity or the owner/manager. Conditions that may require cancellation include, but are not limited to, catalog changes, rewarehousing of materiel under inventory, insufficient resources, insufficient time to meet established inventory timeframes to notify other affected owners/managers, and acts of God.

C6.3.5.2. Owner/Manager Cancellation. When an owner/manager cancels an inventory, the owner/manager will notify all affected storage activities using a Physical Inventory Request citing Management Code N.

C6.3.5.3. Storage Activity Cancellation. When a storage activity cancels an inventory, or when an owner/manager requests cancellation of an inventory, the storage activity will notify the requesting owner/manager using a Physical Inventory Request Transaction citing Management Code N. When a canceled inventory is required to meet annual inventory schedule requirements, the storage activity must reschedule it within the current fiscal year. When a spot inventory (Type Physical

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[2] Refer to ADC 415 available at the DLMS ADC 400-499 page.
[3] Ibid

Inventory/Transaction History Code E) is canceled, it must be rescheduled within 15 calendar days.

    C6.3.6. <u>Conducting, Recording, and Reporting the Inventory</u>

        C6.3.6.1. <u>General</u>. Physical inventory procedures at storage activities will provide the required asset-to-record accuracy with positive control of materiel and documentation that are in-float (e.g. including materiel release orders, receipts, condition transfers, catalog, and other data changes).

        C6.3.6.2. To increase auditability of physical inventory requests, serially managed items will include a unique document number. The document number will help relate a physical inventory request with the appropriate response. The owner will provide a document number in the Physical Inventory Request. The storage activity will perform the necessary physical research as described in Chapter 6 Physical Inventory Control. The physical inventory response will carry the same document number provided by the owner. These procedures are required for UIT programs and recommended for all other commodities. For DLA internal controls only, the storage activity may include a second document number as necessary in the response to a physical inventory request.

        C6.3.6.3. <u>In-Float Document Control</u>. The storage activity may reduce the volume of in-float accountable documents during the period required for an item count by suspending the issue of low priority materiel release transactions from items undergoing inventory. However, materiel will be released for items undergoing inventory when such release is necessary to meet the order/ship timeframes prescribed by DoDM 4140.01, to include the recognition of the required delivery date. The storage activity may also reduce the volume of in-float accountable documents by deferring routine SCC changes, providing that it complies with Chapter 7 control requirements.

        C6.3.6.4. <u>Physical Inventory Timeframe</u>. Storage activities will complete physical inventories and transmit the appropriate Inventory Adjustment (Physical Inventory) Transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AA; MILSTRAP DIC D8A/D9A) to the owner/manager within 30 calendar days subsequent to the physical inventory cutoff date (PICD) for scheduled inventories and within 15 calendar days after the PICD for unscheduled inventories.

        C6.3.6.5. <u>Post Count Validation and Pre-adjustment Research</u>. The storage activity will compare the adjusted count with the balance kept by the storage activity to determine the potential variance and initiate post count validation and pre-adjustment research as required under section C6.4. Immediately upon completion of post count validation and pre-adjustment research, the storage activity will record the count and date of last inventory on the storage activity quantitative balance record.

        C6.3.6.6. <u>Zero Quantity Adjustments</u>. When no adjustment is required, the storage activity will update the storage activity record with the date of last inventory and send an Inventory Adjustment Increase (Physical Inventory) transaction (DLMS 947I

with Quantity or Status Adjustment Reason Code AA; MILSTRAP legacy DIC D8A) with zero quantity for each line item to the owner/manager to indicate completion of the inventory. The owner/manager will update the date of last inventory using the adjustment transaction date.

C6.3.6.7. <u>Prorating Adjustment for Commingled Assets</u>. When the storage activity record reflects more than one owner for commingled materiel, the storage activity will apply all gains and losses to the wholesale manager. The storage activity will prorate any losses that cannot be applied to the wholesale manager among all owners having balances. Storage activities will not consider foreign owner balances in the prorating process. Foreign owner and Special Defense Acquisition Fund balances will not be altered unless they are the only remaining balances for reporting a loss. Resolution of these losses will be in accordance with DoD Security Assistance Program policy.

C6.3.6.8. <u>Processing Physical Inventory Adjustments</u>. The storage activity will process Inventory Adjustment (Physical Inventory) transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AA; MILSTRAP legacy DIC D8A/D9A) by line-item and type of pack for subsistence, to update the storage activity quantitative balance record and each owner/manager record.

C6.3.7. <u>Reconciling Manual Records for Controlled Items</u>. When manual records are maintained for control of assets in secured storage, the storage activity, will at minimum reconcile these records at the time of inventory with the corresponding storage activity records and physical materiel counts.

C6.3.8. <u>Unscheduled Physical Inventory Follow-up</u>

C6.3.8.1. <u>Owner/manager Follow-up on Physical Inventory Request</u>. When the owner/manager has requested an unscheduled inventory and no adjustment or completion transaction has been received within 40 calendar days of the date of the request, the owner/manager will initiate a follow-up using a Physical Inventory Request Transaction, citing Management Code X and duplicate the remaining data from the Physical Inventory Request Transaction that established the inventory.

C6.3.8.2. <u>Storage Activity Response to Follow-Up on Physical Inventory Request</u>. The storage activity will respond to the owner/manager follow-up within five calendar days by providing the appropriate adjustment, completion, or cancellation transaction. If an adjustment or completion transaction was previously sent and a follow-up is received, the storage activity will reply by sending a Response to Physical Inventory Request Transaction with Management Code Y to the owner/manager. The storage activity will also send DLMS 947I showing the actual physical inventory adjustment, and identified as submission of historical information by 1/W1506/020, Code W1. (Storage activities operating under MILSTRAP send MILSTRAP legacy DIC DZK Transaction History Transmittal for the physical inventory adjustment.)

C6.3.8.3. No Record of Physical Inventory Request. If the storage activity does not have a record of the owner/manager original Physical Inventory Request Transaction, the storage activity will process the Physical Inventory Request Transaction with Management Code X as an original Physical Inventory Request Transaction.

C6.3.6.9. Reporting Adjustments by Location Count. DLA Distribution Center Storage Activities may report inventory adjustments as they are discovered via the DLMS 947I Inventory Adjustment transaction. Using this method allows a storage activity to report as warehouse locations are counted instead of waiting to count the entire population of a line-item.

C6.4. RESEARCH OF POTENTIAL OR ACTUAL INVENTORY ADJUSTMENTS (PHYSICAL INVENTORY) (DLMS 947I with Quantity or Status Adjustment Reason Code AA; – Document Identifier Code D8A/D9A)

C6.4.1. Policy. DoD Components will ensure that potential or actual Inventory Adjustments (Physical Inventory), (DLMS 947I with Quantity or Status Adjustment Reason Code AA; D8A/D9A), are researched in accordance with the value of the adjustment and type of item. The DoD criteria for this research are set forth in Table C6.T3, and will be used as the basis for selective research for supply system materiel. A reduction of the volume of erroneous adjustments can only be achieved by conducting specified degrees of research before posting the adjustment transaction. More stringent research requirements may be imposed by DoD Components based upon the limits of available resources and upon specific asset control problems. However, in no case will adjustments be processed against items without required pre-adjustment research having been performed (see Table C6.T3.).

C6.4.2. Objectives. Analysis of inventory adjustments is vital to:

C6.4.2.1. Identify failures in the control systems so improvements can be made.

C6.4.2.2. Reduce similar discrepancies in the future.

C6.4.2.3. Ensure that the proper adjustment was made.

C6.4.2.4. Evaluate indicators of trends or system problems for corrective action.

C6.4.2.5. Detect negligence, abuse, or theft of materiel. Known or suspected negligence, abuse, or theft will be researched in accordance with DoD 7000.14-R and Table C6.T3.

C6.4.3. Timeliness of Research. Timely completion of the research of potential or actual Inventory Adjustments (Accounting Error) is essential. Delay increases the complexities of adequate research and reduces the probability of conclusive findings.

C6.4.3.1. <u>Pre-adjustment Research</u>. Storage activity pre-adjustment research must be completed and the physical inventory adjustment/completion action posted to the owner/manager record within 30 calendar days from the PICD for scheduled inventories and 15 calendar days from the PICD for unscheduled inventories.

C6.4.3.2. <u>Mandatory Causative Research</u>. The storage activity must complete mandatory causative research within 45 calendar days from the date the adjustment transaction was posted. If sample causative research is used as allowed by Table C6.T3., Minimum Research Requirements, the sample causative research must be completed within 45 calendar days from the date the sample causative research listing is created.

C6.4.4. <u>Transaction History</u>. For intra-Component (or inter-Component, based on agreement of the involved DoD Components) reconciliation, the owner/manager may request transaction history for analyzing inventory discrepancies.

C6.4.4.1. <u>Transaction History Request</u>. The owner/manager will request the history using a Transaction History Request Transaction citing the appropriate Type Physical Inventory/Transaction History Code. Transaction history will consist of all transactions affecting the balance for the requested timeframe.

C6.4.4.2. <u>Transaction History Data</u>. The storage activity will send transaction history data by submitting the affected transactions identified as a historical submission with beginning segment Action Code W1. DLMS transactions subject to historical submission are: receipt, issue, materiel release order, materiel release advice, and inventory adjustment (DLMS 527R, DLMS 867I, DLMS 940R, DLMS 945A, and DLMS 947I, respectively). When no history is available for the selected timeframe, submit a Response to Transaction History Request (No History Available) Transaction with Type of Physical Inventory/Transaction History Code 8 or 9. (Storage activities still operating under MILSTRAP will send legacy DIC DZK Transaction History Transmittal for all transactions affecting the balance for the requested timeframe).

C6.4.5. <u>Error Classification Coding for Physical Inventory Adjustments</u>. Causes of potential/actual inventory adjustments are determined by research. Causes will be classified, analyzed, and evaluated so action may be taken to correct situations that are causing the errors. Inventory Adjustment (Physical Inventory) Error Classification Codes will be entered in Inventory Adjustment (Physical Inventory) Transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AA; MILSTRAP legacy DIC D8A/D9A)[4]. For analysis and evaluation, physical inventory adjustment error conditions will be associated with the operation in which they occurred (e.g., receiving, issues) and classified by type within each operation. For reporting purposes, each operation and each error type have been identified by an alphabetic or numeric code in the Error Classification Code. The error classification system is structured to provide the DoD Components the latitude to amplify the DoD defined error classifications; however, the

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[4] The owner/manager may use Error Classification Codes in Inventory Adjustment (Accounting Error) Transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B) pending establishment of single shared asset balances (see paragraphs C6.2.2. and C6.2.4.).

DoD Components will summarize internally defined error classifications to the appropriate DoD classification for all reports provided to higher authorities, auditors, etc.

C6.4.6. Error Classification Feedback and Correction

C6.4.6.1. Causative History Summary. Storage activities will send a quarterly summary of the causative research results for each individual national item identification number (NIIN) to the Inventory Owners (or the service International Logistics Control activity in the case of Foreign Military Sales (FMS)-owned materiel). The summary information will be provided for all adjustments of extended dollar value greater than $16K and any adjustment of an item with a Controlled Inventory Item Code (CIIC) that is Classified, Sensitive or Pilferable. At minimum, the provided summary will include, for each NIIN: SCC, Inventory Adjustment Transaction (DLMS 947I or MILSTRAP legacy DIC D8_/D9_), quantity adjusted, routing identifier code (RIC) of the storage activity making the adjustment, error classification code, controlled inventory item code, date created, date completed, and total adjusted dollar value.

C6.4.6.2. Error Correction

C6.4.6.2.1. Storage Activity Commanders. Commanders at the storage activities will use this information to identify and correct recurring errors in their operations (e.g., through established storage activity training programs, quality control checks, and other actions as required).

C6.4.6.2.2. Inventory Owners. Inventory owners will use this information as a means to gain insight into the adjustments and subsequent actions taken to resolve the error and to evaluate whether changes in procurement practices, cataloging data, or other actions may be taken to prevent potential distribution errors. A single point of contact will be designated at the owner level to request information from DLA.

C6.4.7. Controlled Inventory Item Accounting Adjustments. Unresolved physical inventory adjustments for all classified and sensitive items regardless of value, and for pilferable items when the adjustment is in excess of $2,500, as prescribed by DoD 7000.14-R, will be referred to security officials of the storage activity at which the adjustment occurred to determine whether there is culpability or when fraud, waste, or abuse is suspected (see Table C6.T3).

C6.4.8. Materiel Release Denials. Chapter 4 prescribes DoD standard document formats, data codes, and criteria for the preparation and processing of materiel release denial at storage activities and by owners/managers.

C6.4.8.1. Upon initiation of a materiel release denial citing Management Code 1, 2, 3 (applies to subsistence only), or 4 (applies to subsistence and ammunition only), storage activities will:

C6.4.8.1.1. Reverse the issue, adjust the storage activity record on-hand quantitative balance to zero, and send an inventory adjustment decrease

transaction (DLMS 947I with Quantity or Status Adjustment Reason Code AA; MILSTRAP legacy DIC D9A) for the adjusted quantity to the owner/manager attempting to issue the materiel, citing denial Management Code 1, 2, 3, or 4, and send an inventory adjustment decrease to any other owners affected by the denial loss, citing denial Management Code Q.

C6.4.8.1.2. Initiate a spot inventory as required under subparagraph C6.3.4.2.

C6.4.8.2. If an inventory can be accomplished without delaying the processing of the Materiel Release Order beyond the prescribed Uniform Materiel Movement and Issue Priority (UMMIPS) timeframes (see DoDM 4140.01), it may be conducted prior to processing a denial transaction.

C6.5. <u>REVERSAL OF INVENTORY ADJUSTMENTS (PHYSICAL INVENTORY)-DOCUMENT IDENTIFIER CODE D8A/D9A</u>. Storage activity reversal of Inventory Adjustment (Physical Inventory) Transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AA; MILSTRAP legacy DIC D8A/D9A) is a required capability, which must be implemented with proper controls and supported by proper documentation. At a minimum, procedures for reversing adjustments will contain the following control features:

C6.5.1. <u>Posted/Unposted Source Documents</u>. Regardless of age, reversals required to correct inventory records when posting previously unposted or incorrectly posted supply transactions (e.g., receipts, issues), are limited to those transactions that can be properly documented to reference the specific transaction document number(s) that will be processed to offset the reversal.

C6.5.2. <u>Inventory Adjustment Corrections</u>. Reversals required to correct physical inventory adjustments that were made based on incorrect/incomplete information are limited to two years from the date of the original adjustment unless the requirements of paragraph C6.5.1. are met. All reversals must be properly documented.

C6.5.3. <u>Limitations</u>. Reversals will not be processed solely on the basis of a previous offsetting physical inventory adjustment.

C6.5.4. <u>Performance Assessment</u>. Reversals after causative research allow for the proper posting of the correct supply transactions and audit trails. The number of inventory adjustments and related monetary values will be separated and identified as follows.[5]

C6.5.4.1. Absolute adjustment rates will include all gain and loss reversals from reporting and prior quarters' adjustment transactions.

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[5] Refer to ADC 415 available at the DLMS ADC 400-499 page.

C6.5.4.2. Initial adjustment rates will not include gain and loss reversals from reporting or prior quarters' adjustments:

C6.6. <u>RESEARCH OF POTENTIAL OR ACTUAL INVENTORY ADJUSTMENTS (ACCOUNTING ERRORS) – (DLMS 947I with Quantity or Status Adjustment Reason Code AB) - Document Identifier Code D8B/D9B[6])</u>

C6.6.1. <u>Policy</u>. DoD Components will ensure that potential or actual Inventory Adjustments (Accounting Errors), DLMS 947I with Quantity or Status Adjustment Reason Code AB; D8B/D9B, are researched in accordance with the value of the adjustment and type of item. The DoD criteria for this research are set forth in Table C6.T3. and will be used as the basis for selective research for supply system materiel. More stringent research requirements may be imposed by DoD Components based upon the limits of available resources and upon specific asset control problems. Though physical inventory adjustments are based on physical counts, accounting adjustments are based on the reconciliation of inventory records as part of End-of-Day or Location Reconciliation business processes. When differences exist between the 'systems', an accounting adjustment (gain/loss) (DLMS 947I with Quantity or Status Adjustment Reason Code AB; DIC D8B/D9B) will be created to adjust the owner/manager's total item property record inventory balance to agree with the storage activity's closing end of day balance. As such, the causes of accounting adjustments are driven by the handling of 'transaction data' versus the physical handling of materiel. Therefore, research requirements will focus on events/processes that cause the databases (between the storage activity and total item property record) to be out of sync. DoD Components will research transaction histories and violation files to locate 'missing' supply transactions, clear exceptions, process the appropriate 'supply' transaction, and reverse the accounting adjustment to resolve the original mismatch condition.

C6.6.1.1. When subsequent research finds that the accounting adjustment was caused by an unposted, duplicate, or otherwise improperly posted transaction, a reversal of the accounting adjustment and (as appropriate) the incorrectly posted 'supply' transaction is required. The owner/manager will ensure that proper audit trails are maintained to reflect the posting of the correct supply transaction.

C6.6.1.2. Owners/managers will request assistance from the storage activity to isolate supply transaction processing errors and focus on data transmission and validation of system logic to resolve causes of database mismatches.

C6.6.2. <u>Objectives</u>. Analysis of Inventory Adjustments (Accounting Errors) is vital to:

C6.6.2.1. Identify failures in the control systems so improvements can be made.

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[6] Refer to ADC 414 available at the DLMS ADC 400-499 page.

C6.6.2.2. Reduce similar discrepancies in the future.

C6.6.2.3. Ensure that the proper adjustment was made.

C6.6.2.4. Evaluate indicators of trends or system problems for corrective action.

C6.6.3. <u>Timeliness of Research</u>. Timely completion of the research of potential or actual Inventory Adjustments (Accounting Error) is essential. Delay increases the complexities of adequate research and reduces the probability of conclusive findings.

C6.6.3.1. <u>Mandatory Causative Research</u>. The owners/managers must complete mandatory causative research within 45 calendar days from the date the adjustment transaction was posted.

C6.6.3.2. <u>Sample Causative Research</u>. If sample causative research is used as allowed by Table C6.T3., Minimum Research Requirements, owners/managers must complete the sample causative research within 45 calendar days from the date the sample causative research listing is created.

C6.6.4. <u>Inventory Adjustment (Accounting Error) Error Classification Coding</u>. Causes of potential/actual Inventory Adjustments (Accounting Error) are determined by research. Causes will be classified, analyzed, and evaluated so action may be taken to correct situations that are causing the errors.[7] For analysis and evaluation, error conditions will be identified and classified by type. For reporting purposes, each error type is identified by an alphabetic or numeric code as shown in Volume 2, Appendix 2.16. The error classification system is structured to provide the DoD Components the latitude to amplify the DoD defined error classifications; however, DoD Components will summarize internally defined error classifications to the appropriate DoD classification for all reports provided to higher authorities, auditors, etc.

C6.6.5. <u>Error Classification Feedback and Correction</u>

C6.6.5.1. <u>Causative History Summary</u>. Owners/managers will prepare a quarterly summary of causative research results for Inventory Adjustments (Accounting Error) (DIC D8B/D9B) and provide feedback to the appropriate owners/managers officials.

C6.6.5.2. <u>Error Correction</u>. Inventory Owners will use this information as a means to gain insight into the inventory accounting adjustments and subsequent actions taken to resolve the error and to evaluate whether changes in supply transaction 'edits', cataloging data, or other actions may be taken to prevent potential inventory accounting

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[7] The owner/manager may use Error Classification Codes in Inventory Adjustment (Accounting Error) Transactions (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B) pending establishment of single shared asset balances (see paragraphs C6.2.2. and C6.2.4.).

errors. A single point of contact will be designated at the owner level to request information from DLA.

C6.6.6. <u>Controlled Inventory Item Accounting Adjustments</u>. Unresolved Inventory Adjustments (Accounting Error) for all classified and sensitive items regardless of value, and for pilferable items when the adjustment is in excess of $2,500 as prescribed by DoD 7000.14-R, will be referred to security officials of the storage activity at which the adjustment occurred to determine whether there is culpability or when fraud, waste, or abuse is suspected (see Table C6.T3.).

C6.7. <u>REVERSAL OF INVENTORY ADJUSTMENT (ACCOUNTING ERRORS) TRANSACTIONS</u>. Reversal of DLMS 947I with Quantity or Status Adjustment Reason Code AB; DIC D8B/D9B inventory accounting adjustments is a required capability that must be implemented with proper controls and supported by proper documentation. (From Volume 3, Appendix 3, Introduction, Paragraph AP3.3.2, "When reversal or cancellation of the original transaction is required, enter a reversal indicator in record position 25.") At minimum, procedures for reversing adjustments will contain the following control features:

C6.7.1. <u>Posted/Unposted Source Documents</u>. Regardless of age, reversals required to correct inventory accounting records when posting previously unposted or incorrectly posted supply transactions (e.g., receipts, issues), regardless of age, are limited to transactions that can be properly documented to reference the specific transaction document number(s) that will be processed to offset the reversal.

C6.7.2. <u>Inventory Accounting Adjustment Corrections</u>. Reversals required to correct inventory accounting adjustments that were made based on incorrect/incomplete information are limited to two years from the date of the original adjustment unless the requirements of paragraph C6.5.1. are met. All reversals must be properly documented.

C6.7.3. <u>Limitations</u>. Reversals will not be processed solely on the basis of a previous offsetting inventory accounting adjustment.

C6.7.4. <u>Performance Assessment</u>. Reversals against transactions processed within the adjustment period will be separated and identified as follows:

C6.7.4.1. Gross inventory accounting adjustment during the current period,

C6.7.4.2. Reversal of prior quarters' inventory accounting adjustment transactions,

C6.7.4.3. Reversal of current quarters' inventory accounting adjustment transactions, and

C6.7.4.4. Total value of net inventory accounting adjustments during the current period (i.e., value of net gains added to value of net losses).

C6.8. RECORD RECONCILIATION PROGRAM. Each DoD Component will implement a record reconciliation program that will consist of both a location survey and a location reconciliation.[8] The DoD acceptable accuracy goals are provided in subparagraph C6.2.12.3. The DoD Components may impose more stringent standards internally. The record reconciliation program is subject to the quality control checks delineated in section C6.10. Errors will be subject to validation and research before they are counted as errors. The DoD Components will collect and analyze all Type III errors (see subparagraphs C6.8.1.2.3. and C6.8.2.2.3.) by element.

C6.8.1. Location Survey

C6.8.1.1. Location survey requires a physical verification, other than actual count, between assets and recorded location data to ensure that all assets are properly recorded. When a discrepancy is identified during the location survey program (Type I or Type II error (see subparagraphs C6.8.1.9.1. and C6.8.1.9.2.)), the storage activity will conduct prompt research and assess the need for a special inventory Physical Inventory Request Transaction with Type of Physical Inventory/Transaction History Code K). In some instances, location survey and physical inventory will occur simultaneously for ammunition and subsistence.

C6.8.1.2. Timing. Location survey will be accomplished at each storage activity not less than once each fiscal year, by (1) performing complete location survey of all locations; (2) using a statistical sampling methodology that ensures all locations are included in the population and have a probability of selection; or (3) a combination of complete and statistical sampling.

C6.8.1.3. Storage locations that have undergone a qualifying physical inventory action within the previous 12 months may be considered to have satisfied the annual location survey requirements stated in paragraph C6.8.1.2. A qualifying inventory action is one where the storage activity performs a successful physical verification of the item(s) between the physical asset(s) and the recorded location data. The storage activity has the option to perform a second location survey as necessary but it is not required for the purpose of the annual location survey. These procedures do not overwrite current guidance and procedures for any discrepancies found at the location.

C6.8.1.3.1. Storage activities will perform complete location survey on all controlled items (classified, sensitive, pilferable, radioactive, etc.) and do not qualify for use of a random statistical sampling approach.

C6.8.1.3.2. Locations not surveyed as a result of a qualifying inventory activity or as described in C6.8.1.2 will be part of the population needed for statistical sampling in order to satisfy the annual location survey requirement defined in this chapter.

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[8] The location reconciliation process will not be required with the establishment of single shared-asset balances (see paragraphs C6.2.2. and C6.2.4.).

C6.8.1.4. <u>Rewarehousing</u>. A location survey will take place in both the gaining and losing storage areas following the completion of rewarehousing projects. A location survey conducted due to rewarehousing projects may be considered to have satisfied the annual survey requirement for the area surveyed.

C6.8.1.5. <u>Comparison of Storage Locations with Locator Records</u>. The proper sequence for operating a location survey requires comparing assets in storage locations with locator records. This sequence of operation is important to detect assets in unrecorded locations.

C6.8.1.6. <u>Lots/Segments</u>. An objective is to identify items to location survey lots or segments. Lots/segments will be of a manageable size (number of items) to permit location survey in minimum time, to ensure maximum uninterrupted service to customers, and to obtain the greatest degree of accuracy from the location survey.

C6.8.1.7. <u>Items within Lot/Segment</u>. Items within a lot/segment that have been subject to a complete item inventory will satisfy the annual survey requirement when the entire lot/segment is located in a clearly designated, conterminous warehouse space. These inventoried lots/segments may be excluded from the complete survey for the fiscal year in which they were counted. Sites that perform complete physical inventories including empty locations have satisfied the location survey requirement. These sites will not be required to collect location survey metrics.

C6.8.1.8. <u>Permanent Item Locations</u>. When permanent locations are reserved for items, unoccupied recorded locations will be identified and/or verified during the location survey.

C6.8.1.9. <u>Accuracy Measurement</u>. To measure the accuracy of the results of the location survey, discrepancies will be classified in one of the three categories listed below. Only one error per stock number per location is charged when locator delete, locator establish, or locator record correction is required for the same location. When the stock number and actual assets differ, the discrepancy will be classified as a locator establish action only.

C6.8.1.9.1. <u>Locator Record Deleted</u>. The removal or change of a locator record when there is a recorded location but there are no physical assets–unless the location is being held open for new receipts. (Type I location survey error.)

C6.8.1.9.2. <u>Locator Error Established</u>. The recording of locations when assets are physically found in storage and no locator records exist, or when the recorded stock number disagrees with the materiel in the location. (Type II location survey error.)

C6.8.1.9.3. <u>Locator Record Corrected</u>. Changes to the locator record when physical materiel characteristics differ from any of the following data elements (Type III location survey error):

C6.8.1.9.3.1. Unit of issue.

C6.8.1.9.3.2. SCC.

C6.8.1.9.3.3. Controlled inventory item code (see DoD 4100.39-M, Volume 10, Table 61). Verification of the code will consist of ensuring that assets are stored in areas providing the degree of security commensurate with the assigned code.

C6.8.1.9.3.4. Type of pack code (for subsistence only). (See Volume 2, Chapter 4.)

C6.8.1.9.3.5. Lot number, serial number, or unique item identifier (for ammunition only).

C6.8.1.9.3.6. Completeness and accuracy of magazine data card (for ammunition only).

C6.8.1.9.3.7. <u>Special Inventory</u>. To ensure accuracy of property accountability records, special inventories will be performed when assets are found in an erroneous or unrecorded location, or when there are mismatches in the unit of issue that may result in a quantity variance.

C6.8.2. <u>Location Reconciliation</u>.[9]

C6.8.2.1. <u>Requirements</u>. Location reconciliation requires a match between storage activity records and owner/manager records in order to identify and to correct situations when there is: (1) an owner/manager record with no corresponding storage activity record, (2) a storage activity record with no corresponding owner/manager record, (3) common elements of data that do not match, and/or (4) quantity discrepancies. Mismatches will be researched and special inventories conducted when required to effect corrective action.

C6.8.2.2. <u>Accuracy Measurement</u>. To measure the accuracy of the results of the location reconciliation program, discrepancies will be classified in one of the four categories listed below (report only one error per location reconciliation error).

C6.8.2.2.1. Owner/manager record shows balance for storage activity; no Location Reconciliation Request Transaction received. (Type I location reconciliation error.)

C6.8.2.2.2. Location Reconciliation Request Transaction received from storage activity; no corresponding owner/manager record (Type II location reconciliation error.)

C6.8.2.2.3. Mismatch of any of the following data elements (Type III location reconciliation error):

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[9] The location reconciliation process will not be required with the establishment of single shared-asset balances (see paragraphs C6.2.2 and C6.2.4).

C6.8.2.2.3.1. Unit of issue.

C6.8.2.2.3.2. Ownership/manager identifier.

C6.8.2.2.3.3. Controlled inventory item code (see <u>DoD 4100.39-M</u>, Volume 10, Table 61).

C6.8.2.2.3.4. Type of pack code (subsistence only).

C6.8.2.2.3.5. Shelf-life code.

C6.8.2.2.4. Quantity Discrepancy (Type IV Reconciliation Error).

C6.8.2.3. <u>Guidance</u>. The DoD Components will perform location reconciliation in accordance with the following guidance:

C6.8.2.3.1. <u>Annual Location Reconciliation</u>. Owners/managers and storage activities will:

C6.8.2.3.1.1. Reconcile all records at least once every year but prior to the Chief Financial Officer inventories in September.

C6.8.2.3.1.2. Perform annual reconciliations as required by subparagraph C6.8.2.3.3.

C6.8.2.3.2. <u>Location Reconciliation Request</u>. Storage activities will prepare Location Reconciliation Request Transactions by line-item and by type of pack, for each stock number regardless of the balance (including zero balances). For annual location reconciliation request, storage activities will cite DLMS 846R, Action Code 24 or, for MILSTRAP legacy DIC DZH, Type of Location Reconciliation Request Code 2. Storage activities will send the request to the owner/manager. Storage activities preparing MILSTRAP legacy DIC DZH requests will ensure that consecutive transaction numbers by RIC are assigned to the location reconciliation requests for control purposes.

C6.8.2.3.3. <u>Location Reconciliation Schedule</u>. All owner/manager and storage activity records (active and inactive records, including zero balances) will be reconciled not less than once each fiscal year. Storage activities and Components may negotiate agreements for conducting annual location reconciliation any time during the fiscal year. When no such agreement exists, location reconciliation requests will be prepared on the second Tuesday of the month indicated in the schedule in Table C6.T2.

Table C6.T2. <u>Location Reconciliation Preparation Schedule When No Other Schedule Agreement Exists</u>

Service or Agency	Preparations Date Second Tuesday in:
Army	January
Navy	March
Marine Corps	May
Air Force	July
Defense Logistics Agency	July

C6.8.2.3.4. <u>Control of Location Reconciliation</u>. Storage activities and owners/managers will establish the following provisions for controlling location reconciliation:

C6.8.2.3.4.1. <u>Location Reconciliation Notification</u>. Storage activities will advise intended recipients (owners/managers) of the number of transactions being forwarded, and cut-off date, using Location Reconciliation Notification Transaction.

C6.8.2.3.4.2. <u>Location Reconciliation Transaction History</u>

C6.8.2.3.4.2.1. <u>Location Reconciliation History Notification Transaction</u>. When transaction history is required with Location Reconciliation, the storage activity will advise intended recipients (owners/managers) of the number of historical transactions being sent, and the cutoff date, using Location Reconciliation History Notification Transactions.

C6.8.2.3.4.2.2. <u>Transaction History to Support Location Reconciliation</u>. For transaction history associated with annual reconciliation, the owner/manager may cite Type of Physical Inventory/Transaction History Code Y in the Transaction History Request Transaction. Transactions subject to transaction history submission are receipt (DLMS 527R with 1/BR02/20/Code D4; MILSTRAP legacy DIC D4_/D6), issue (DLMS 867I; DIC D7_), materiel release (DLMS 940R, MILSTRIP legacy DIC A5_), materiel release advice (DLMS 945A, MILSTRIP DIC AR_), and inventory adjustments (DLMS 947I; MILSTRAP legacy DIC D8_/D9_). The transaction history code may be included in the transaction history submission. DLA owner/managers will use code Y for automatic submission of history requests for the Annual (Total) Reconciliation, and code W for automatic submissions of transaction history requests for their weekly process. The storage activity perpetuates the type of physical inventory/transaction history code in the transaction history submissions.

C6.8.2.3.4.3. Owners/managers will use the Location Reconciliation Notification and Location Reconciliation History Notification Transactions to determine receipt of all Location Reconciliation and historical transactions. Where the number of transactions to be sent does not match what was actually received, the

owner/managers may reject the Location Reconciliation Notification and/or Location Reconciliation History Notification transactions using Reject Advice Transaction (DLMS 824R; MILSTRAP legacy DIC DZG), with Reject Advice Code AY.

C6.8.2.3.5. <u>Processing Location Reconciliation Request</u>. In processing Location Reconciliation Request Transactions, owners/managers will match the requests to the owner/manager records. When a mismatch is programmatically unresolved, Inventory Adjustment (Accounting Error) Transaction (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B) will be processed to adjust the owner/manager records. All Type I, II, III, and IV mismatches meeting the criteria for causative research (see Table C6.T3.) will be resolved as follows:

C6.8.2.3.5.1. Research of owner/manager active and historical records.

C6.8.2.3.5.2. Research of storage activity active/historical record using Transaction History Request Transaction with Type of Physical Inventory/Transaction History Code X.

C6.8.2.3.5.3. Request physical inventory using Physical Inventory Request Transaction with Type of Physical Inventory/Transaction History Code J.

C6.8.2.3.5.4. If the above actions fail to resolve the mismatch, the Inventory Adjustment (Accounting Error) Transaction (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B) will remain on the owner/manager records.

C6.8.2.3.6. <u>Exceptions</u>. A physical inventory is not required under the following conditions, except when the mismatch involves classified or sensitive items (regardless of dollar value), or pilferable items (when the extended dollar value of the variance is greater than $100).

C6.8.2.3.6.1. The owner/manager record may be adjusted without special inventory when the extended value of the variance is $5,000 or less and 10 percent or less of the beginning value of the variant owner/manager record for Type IV errors (see subparagraph C6.8.2.2.4.).

C6.8.2.3.6.2. The owner/manager record may be adjusted without special inventory when the extended value of the variance is $5,000 or less for Type I and Type II errors (see subparagraphs C6.8.2.2.1. and C6.8.2.2.2.).

C6.8.2.3.7. <u>Discrepancies</u>. When a discrepancy is identified during the location reconciliation, send the following transactions, as appropriate, to the submitting activity:

C6.8.2.3.7.1. DLMS 824R (MILSTRAP legacy DIC DZG) – Reject Advice Transaction, as prescribed in Volume 1, Chapter 6.

C6.8.2.3.7.2. DLMS 888I Storage Item Data Correction/Change Transaction as prescribed in this chapter. Storage activities will use the Storage Item Data Correction/Change Transaction to update stock records, item locator records, and bin tags.

C6.9. <u>RETENTION OF ACCOUNTABLE DOCUMENTATION</u>. DoD requires that all Components meet audit requirements following the processing of documents and data and completion of the research efforts. Owners and storage activities will maintain records and supporting documentation in accordance with DoDI 5015.02 and DoD 7000.14-R, Financial Management Regulation, Volume 1 Chapter 9. The following business rules apply to storage activities and owners when retaining records for audit purposes:

C6.9.1. <u>Source Documents</u>. Retain original source documents or facsimiles in a readily accessible format. Source documents include only accountability change documents such as receipts, issues, shipments, transfers, SCC changes, and inventory and financial adjustments. Keep source documents providing evidence of shipment to FMS recipients in accordance with DoDI 5015.02.

C6.9.2. <u>Transaction History</u>. Retain registers, records, files, tapes, and data in a format useful for audit trail purposes. Automated inventory control systems facilitate the output of transaction histories that indicate the date the last physical inventory was conducted for each item.

C6.9.3. <u>Adjustment Research</u>. Retain backup documentation that directly pertains to individual cases of physical inventory adjustment research efforts in a readily accessible format (to include physical inventory and accounting error adjustments).

C6.9.4. <u>Annual Statistical Inventory</u>. Retain annual statistical sample inventory line-item detail data in a readily accessible format.

C6.10. <u>QUALITY CONTROL</u>

C6.10.1. <u>Goals and Objectives</u>. DoD Components will establish a quality control program at each owner/manager and storage activity. Portions of the program can be accomplished during ongoing practices within inventory processes. Quality control results will assist management in identifying those human, procedural, or system errors that adversely affect record accuracy and in achieving better control over physical materiel and warehousing practices. Within the scope of this quality control program, work processes directly related to the control of physical materiel will be monitored for attained quality levels and performance evaluated on improvements, not numerical goals. Accordingly, all quality control programs will include reviews to assess the accuracy/quality of the following work processes:

C6.10.1.1. <u>Warehousing Practices</u>. This includes checks of storage practices, stock rotation, shelf-life management, identification of in-store materiel, mixed stock, location accuracy and rewarehousing projects.

C6.10.1.2. Receiving Practices. This includes checks of documentation, materiel identity, quantity, and SCC; checks for processing timeliness; and verification of daily input data to the location system.

C6.10.1.3. Issuing Practices. This includes checks of legibility of issue documents; accuracy of stock selection as to identity, quantity, unit of issue, shelf life, SCC, and type of pack (subsistence only); marking of outgoing shipments; and release to carriers.

C6.10.1.4. Validity of Automated Date. This includes checks of receipt, issue, and adjustment transaction data entries against input documentation.

C6.10.1.5. Inventory Practices. This includes checks of inventory counts, location surveys, location reconciliation corrective actions, causative research, and adjustments at both the owner/manager and storage activity.

C6.10.1.6. Catalog Practices. This includes checks of catalog change processing, accuracy, and timeliness, using the affected recorded locations as the universe.

C6.10.1.7. Locator File Updates. This includes checking the accuracy of changes to the locator file (e.g., all additions, deletions, and changes of unit of issue, SCC, shelf life).

C6.10.1.8. Supply Discrepancy Report Processing. This includes checks for processing timeliness and the accuracy of the SDR initiation, follow up and reply, investigation research including identification and correction of supply errors, adjustment of accountable and financial records, and preparation of Financial Liability Investigation of Property Loss Report (DD Form 200).

C6.10.1.9. Logistics Reassignment Processing. This includes checks to determine whether the logistic reassignment actions were completed (e.g., Losing Item Manager (LIM)/Gaining Item Manager (GIM) records were changed to reflect decapitalization/transfer, LIM directed the storage activity to change the decapitalized/transferred assets to GIM ownership, the storage activity effected and advised the LIM of the change, and the LIM initiated action to resolve any quantity variances.

C6.10.1.10. Suspended Asset Processing. This includes checks of the timeliness in reclassifying suspended (SCCs J, K, L, Q, R, and X) materiel.

C6.10.2. Assignment of Responsibility. Whenever possible, quality control checks of these work processes will include identification of the individual performing the tasks. This will facilitate the placement of responsibility for appraising and improving quality with each manager within the chain of command.

C6.10.3. Command Emphasis. Continued command management emphasis and performance review are essential for the success of the quality control program.

Command managers must ensure effective organizational interrelationships among the functional element concerned with the PICP such as: comptroller, data systems, transportation, warehousing, maintenance, quality control, and supply management. The quality control program will include provisions for initiation of corrective action when acceptable quality levels are not met.

C6.11. PHYSICAL INVENTORY CONTROL PROGRAM PERFORMANCE ASSESSMENT. Each DoD Component will collect and maintain performance standards and management data prescribed in paragraphs C6.11.1. and C6.11.2. for all materiel for which the Component maintains the property accountability record. This includes all DoD wholesale supply system assets of principal and secondary items, including package fuels, less all materiel exclusions listed in DoDM 4140.01. When required to report this information to higher authorities Report Control Symbol (RCS): DD-AT&L 935 applies. DD Form 2338-1 ("Inventory Control Effectiveness Report - Ammunition") and DD Form 2338-2 ("Inventory Control Effectiveness Report - General Supplies") are available for intra-Component use when required by the DoD Component.

C6.11.1. General Supplies Performance Standards and Data[10]

C6.11.1.1. General Supplies Inventory Adjustment Report Data -- Part I. Parentheses with each paragraph number refer to data shown on the Inventory Control Effectiveness (ICE) Report (RCS DD-AT&L 935).

C6.11.1.1.1. (Line 1.) Number of Physical Inventories and Variance Rate.[11]

C6.11.1.1.1.1. (Line 1.A.) Number of Inventories Completed. The total number of line items inventoried (scheduled and unscheduled). Each SCC for a stock number at each storage activity is a line item.

C6.11.1.1.1.2. (Line 1.B.) Number of Inventories with Adjustments. The total number of line items inventoried (scheduled and unscheduled) that had an inventory variance.

C6.11.1.1.1.3. (Line 1.C.) Inventory Variance Rate. Reflects the percentage of the line items inventoried that had an inventory variance. Compute this figure by dividing the lines with an Inventory Variance by the total line items inventoried and multiplying by 100. ((1B/1A) x 100).

C6.11.1.1.1.4. (Line 1.D.) Number of Inventory Adjustments Equal to or Greater Than (≥) Causative Research Criteria. The total number of line items inventoried (scheduled and unscheduled) that had an inventory variance (overage or shortage equal to or greater than Causative Research threshold) (dollar value of the

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[10] Refer to ADC 415 available at the DLMS ADC 400-499 page.
[11] Book-to-Book Adjustments are not included in section 1.

variance is ≥ $16,000 for uncontrolled item, $2500 for a pilferable item and all adjustments of sensitive/classified items).

C6.11.1.1.1.5. (Line 1.E.) <u>Causative Research Variance Rate</u>. The percentage of the total number of line items inventoried (scheduled and unscheduled) that had an inventory variance that met the Causative Research threshold. Compute this figure by dividing the lines that meet Causative Research Criteria by the total line items inventoried and multiplying by 100. ((1D/1A) x 100).

C6.11.1.1.2. (Line 2.) <u>Number of Adjustments</u>[12]

C6.11.1.1.2.1. (Line 2.A.) <u>Number of Adjustment Gains (D8A)</u>. The total number of inventory gain adjustments.

C6.11.1.1.2.2. (Line 2.B.) <u>Number of Adjustment Losses (D9A)</u>. The total number of inventory loss adjustments.

C6.11.1.1.2.3. (Line 2.C.) <u>Number of Gain Reversals (D8A Reversal)</u>. The total number of gain reversals of inventory adjustments (from reporting and prior quarters).

C6.11.1.1.2.4. (Line 2.D.) <u>Number of Loss Reversals (D9A Reversal)</u>. The total number of loss reversals of inventory adjustments (from reporting and prior quarters).

C6.11.1.1.2.5. (Line 2.E.) <u>Total Number of Inventory Adjustments</u>. The total number of inventory gain or loss adjustments including the number of gain and loss reversals (from reporting and prior quarters) processed during the report period. (2A + 2B + 2C + 2D).

C6.11.1.1.2.6. (Line 2.F.) <u>Number of Issues and Receipts (Transactions)</u>. The total number of Issues and Receipts posted during the report period.

C6.11.1.1.2.7. (Line 2.G.) <u>Number of Adjustments, Gains, and Losses including Book-to- Book Adjustments</u>. The total number of Adjustments, Gains, and Losses including Book-to- Book adjustments posted during the reported period.

C6.11.1.1.2.8. (Line 2.H.) <u>Transaction Adjustment Rate</u>. The total number of Adjustments, Gains, and Losses including Book-to- Book adjustments posted during the reported period, compared to the total number of Issues and Receipts posted during the report period. Compute this figure by dividing the total number of Adjustments, Gains, and Losses including Book-to- Book adjustments by the total number of Issues and Receipts. (2G/2F).

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[12] Book-to-Book Adjustments are included in section 2.

C6.11.1.1.3. (Line 3) <u>Monetary Value of Adjustments</u>[13]

C6.11.1.1.3.1. (Line 3.A.) <u>Value of Adjustment Gains (D8A)</u>. Monetary value of gain adjustments excluding the monetary value of gain reversals processed during the report period.

C6.11.1.1.3.2. (Line 3.B.) <u>Value of Adjustment Losses (D9A)</u>. Monetary value of loss adjustments excluding the monetary value of loss reversals processed during the report period.

C6.11.1.1.3.3. (Line 3.C.) <u>Value of Gain Reversals (D8A)</u>. The total monetary value of gain reversals processed during the reporting period.

C6.11.1.1.3.4. (Line 3.D.) <u>Value of Loss Reversals (D9A)</u>. The total monetary value of loss reversals processed during the reporting period.

C6.11.1.1.3.5. (Line 3.E.) <u>Total Value of Inventory Adjustments</u>. Monetary value of gains and losses resulting from inventory adjustments including the monetary value of gain and loss reversals (from reporting and prior quarters) processed during the report period (3A+3B+3C+3D).

C6.11.1.1.4. (Line 4) <u>Adjustment Rates</u>[14]

C6.11.1.1.4.1. (Line 4.A.) <u>Average Value of Materiel in Storage</u>. The average value of on-hand assets as reflected on the storage activity's owner/manager property accountability records for the 12 months prior to the report cutoff date (i.e., current quarter plus three quarters).

C6.11.1.1.4.2. (Line 4.B.) <u>Record Value of Items Inventoried</u>. The extended value prior to inventory adjustments being posted during the reporting period.

C6.11.1.1.4.3. (Line 4.C.) <u>Absolute Adjustment Rate for Materiel in Storage</u>. Divide the value of the total number of inventory adjustments (including reversals) by the average value of materiel in storage. ((3E/4A) x 100).

C6.11.1.1.4.4. (Line 4.D.) <u>Absolute Adjustment Rate for Items Inventoried</u>. Divide the value of the total number of inventory adjustments (including reversals) by the record value of items inventoried. ((3E/4B) x 100).

C6.11.1.1.4.5. (Line 4.E.) <u>Initial Adjustment Rate as Percentage of Inventory In Storage</u>. Divide the value of the total number of inventory adjustments (without reversals) by the average value of materiel in storage ((3A + 3B) / 4A x 100).

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[13] Book-to-Book Adjustments are included in section 3.
[14] Book-to-Book Adjustments are included in section 4.

C6.11.1.1.4.6. (Line 4.F) <u>Initial Adjustment Rate as Percentage of Items Inventoried</u>. Divide the value of the total number of inventory adjustments (without reversals) by the record value of items inventoried. ((3A + 3B) / 4B x 100).

C6.11.1.1.5. <u>Denial Rates</u>

C6.11.1.1.5.1. (Line 5.A.) <u>Lines Directed for Shipment</u>. The total number of line items directed for shipment (A5_ Materiel Release Order (MRO), A4_ referral order, and A2_ redistribution order).

C6.11.1.1.5.2. (Line 5.B.) <u>Total Materiel Release Order Denials</u>. The total materiel denials (sum of total and partial denials and warehouse refusals). Include denial transactions classified by denial Management Codes 1, 2, 3, (subsistence only) 4, and 5 (see Appendix AP2.6) in the total.

C6.11.1.1.5.3. (Line 5.C) <u>Materiel Denial Rate</u>. Compute this figure by dividing the total denials by the line items directed for shipment and multiplying by 100. ((5B /5A) x 100).

C6.11.1.2. <u>General Supplies - Accuracy and Performance Data -- Part II</u>. Each DoD Component will collect and maintain visibility of the following performance data for collective analysis of accuracy trends and corrective actions required.

C6.11.1.2.1. <u>Receipt Processing</u>. The accuracy rate is computed by dividing the total number of receipts (all types, e.g., new procurements, redistributions, returns from maintenance) posted and stored to the property accountability record on time by total number of receipts and multiplying by 100 during the reporting period. The Components may separately measure receipt processing timeframes by the type of receipt (e.g., D4_, D6A, D6Ks) based upon business processes and negotiated agreements.

C6.11.1.2.2. <u>Location Survey</u>. The accuracy rate is computed by dividing the locations with discrepancies (Types 1 and 2) by the total locations surveyed (during the reporting period), multiplying by 100, and subtracting the result from 100 percent.

C6.11.1.2.3. <u>Location Reconciliation</u>. This performance figure represents the total number of reconciled location records (i.e. sum of line items on the Inventory Manager's record and line items that were not on the Inventory Manager's record but were on the storage activities' records) during a specified reporting period. The accuracy rate is computed by dividing the number of discrepancies (as defined in paragraph C7.6.2.2.) by the number of reconciled records, multiplying by 100, and subtracting the result from 100 percent.

C6.11.1.2.4. <u>Record Accuracy</u>. This performance element represents the results of Type Physical Inventory/Transaction History Code N Sample Inventories. The sampling model incorporates a hierarchical approach where the total population of items is included and a single sample is randomly selected. Each selected line item

(NSN/SCC) is placed in only one of the four categories by determining whether it meets a category's criteria, in sequential order. Table C7.T1. provides General Supplies Record Accuracy categories, goals and tolerances.

C6.11.2. <u>Ammunition Performance Standards and Data</u>. (The information in this section corresponds to information shown on DD Form 2338-1.)

C6.11.2.1. <u>Performance - Part I</u>

C6.11.2.1.1. <u>Materiel Denials</u>. DoD Components will identify denials separately for low risk and high-risk items.

C6.11.2.1.1.1. (Line 1.A.) <u>Lines Directed for Shipment</u>. The total number of line items directed for shipment (MROs, referral orders, redistribution orders (DLMS 940R Material Release)).

C6.11.2.1.1.2. (Line 1.B.) <u>Total Materiel Denials</u>. The total materiel denials (sum of total and partial denials, and warehouse refusals DLMS 945A, Materiel Release Advice). Include denial transactions classified by denial Management Codes 1, 2, 5, 6, and 7 in the total.

C6.11.2.1.1.3. (Line 1.C.) <u>Material Denial Rate</u>. Compute this figure by dividing total denials by the line items directed for shipment and multiplying by 100. ((1B / 1A) x 100) The DoD performance goal for the materiel release denial rate is not greater than 1 percent.

C6.11.2.1.2. <u>Receipt Processing Performance</u>.

C6.11.2.1.2.1. (Line 2.A.) <u>Receipts Posted and Stored</u>. The total number of line item receipts posted and stored to the total item property record.

C6.11.2.1.2.2. (Line 2.B.) <u>Receipts Posted and Stored on Time</u>. The total number of line item receipts that were effectively posted and stored within the timeframes. Both storing and posting actions are considered complete when the item is in the storage location, or available for issue, and the quantity is posted to the total item property record.

C6.11.2.1.2.3. (Line 2.C.) <u>On Time Receipt Rate</u>. Compute this figure by dividing the total number of receipts posted and stored on time by the total number of receipts and multiplying by 100. ((2B / 2A) x 100) The DoD performance goal for posting and storing receipts on time is 90 percent.

C6.11.2.1.3. Record Reconciliation Program. Shows the results of the location survey (ratio of accurate storage activity locator records to storage activity locations surveyed) and the location reconciliation[15].

C6.11.2.1.3.1. (Line 3.A.) Locations Surveyed. The number of storage activity locations surveyed.

C6.11.2.1.3.2. (Line 3.B.) Survey Errors. The total number of location discrepancies as defined in subparagraph C6.8.1.8. Report only one error per stock number per location.

C6.11.2.1.3.3. (Line 3.C.) Survey Accuracy. Compute this figure by dividing the locations with discrepancies by the total locations surveyed multiplying by 100, and subtracting the result from 100 percent, (100 - ((3B / 3A) x 100)). The DoD goal for location survey accuracy is 98 percent.

C6.11.2.1.3.4. (Line 3.D.) Locations Reconciled.[16] The total number of location records reconciled (i.e., the sum of line items on the owner's/Inventory Manager's record and line items not on the Inventory Manager's record but were on the storage activities' records).

C6.11.2.1.3.5. (Line 3.E.) Reconciliation Errors. The total number of discrepant location records as defined in subparagraph C6.8.2.2. Count one error per location reconciliation request (line item) or unmatched Inventory Manager's record.

C6.11.2.1.3.6. (Line 3.F.) Reconciliation Accuracy. Compute this figure by dividing the number of discrepancies by the number of records reconciled, multiplying by 100, and subtracting the result from 100 percent, (100 - ((3E / 3D) x 100)). The DoD goal for location reconciliation is 98 percent.

C6.11.2.2. Physical Inventory Adjustments – Part II

C6.11.2.2.1. Physical Inventories

C6.11.2.2.1.1. (Line 1.A.) Number of Scheduled and Unscheduled Inventories Completed. The total number of line-items inventoried (scheduled and unscheduled). Each SCC for a stock number at each storage activity is a line item.

C6.11.2.2.1.2. (Line 1.B.) Number of Inventories with Variances. The total number of line items inventoried (scheduled and unscheduled) that had an inventory variance.

C6.11.2.2.1.3. (Line 1.C.) Inventory Record Accuracy. Reflects the percent of lines inventoried without an inventory variance. Compute this figure by

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[15] The location reconciliation process will not be required with the establishment of a single shared asset balances (see paragraphs C6.2.2. and C6.2.4.).
[16] Performance data maintained by owner/Inventory Manager regardless where material is stored.

dividing the lines with an inventory variance by the total lines inventoried and multiplying by 100, and subtracting the result from 100 percent, (100 - ((1B / 1A) x 100)). The DoD inventory record accuracy goal for ammunition is 95 percent.

C6.11.2.2.2. <u>Number of Inventory Adjustments from Other Than Physical Inventories.</u>[17]

C6.11.2.2.2.1. (Line 2.A.) <u>Number of Location Reconciliation Adjustments</u>. The number of location reconciliation adjustments (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B).

C6.11.2.2.2.2. (Line 2.B.) <u>Number of End of the Day Processing Adjustments</u>. The number of end of the day processing adjustments (DLMS 947I with Quantity or Status Adjustment Reason Code AB; MILSTRAP legacy DIC D8B/D9B).

C6.11.2.2.2.3. (Line 2.C.) <u>Total</u>. Absolute total of adjustments from other than physical inventories, (2A + 2B).

C6.11.2.2.3. (Line 3.) <u>Total Inventory Adjustments</u>. The sum of number of inventories with variances and the number of adjustments from other than physical inventories.

C6.11.2.2.4. <u>Number of Reversals of Inventory Adjustments</u>.

C6.11.2.2.4.1. (Line 4.A.) <u>Number of Gain Reversals</u>. The number of gain reversals of inventory adjustments.

C6.11.2.2.4.2. (Line 4.B.) <u>Number of Loss Reversals</u>. The number of loss reversals of inventory adjustments.

C6.11.2.2.4.3. (Line 4.C.) <u>Total</u>. Absolute total of inventory reversals (gains and losses).

C6.11.2.2.5. <u>Monetary Value</u>.

C6.11.2.2.5.1. (Line 5.A.) <u>Average Value of Inventory</u>. The average value of on-hand assets as reflected on financial records for the 12 months prior to the report cutoff date (i.e., current quarter plus last three quarters).

C6.11.2.2.5.2. (Line 5.B.) <u>Record Value of Items Inventoried</u>. The extended value prior to actual inventory of line-items inventoried (scheduled and unscheduled) during the reporting period.

C6.11.2.2.5.3. <u>Value of Inventory Adjustments</u>

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[17] The end of day process and location reconciliation process will not be required with the establishment of single shared asset balances (see paragraphs C6.2.2 and C6.2.4).

C6.11.2.2.5.3.1. Physical Inventory Adjustments:

C6.11.2.2.5.3.1.1. (Line 5.C.(1)(A)) Gains. Monetary value of gains resulting from inventory less the monetary value of gain reversals (from current and prior quarters) processed during the report period.

C6.11.2.2.5.3.1.2. (Line 5.C.(1)(B)) Losses. Monetary value of losses resulting from inventory less the monetary value of loss reversals (from current and prior quarters) processed during the report period.

C6.11.2.2.5.3.1.3. (Line 5.C.(1)(C)) Gross Adjustments. Computed as lines (5C(1)(A) + 5C(1)(B)).

C6.11.2.2.5.3.2. Reversals--Current Quarter

C6.11.2.2.5.3.2.1. (Line 5.C.(1)(A)) Gains. The total monetary value of decreases to the record balances as a result of reversing gain adjustments processed during the reporting period. Compute the Fiscal Year (FY) to Date value for reversal of current quarter gains by adding the quarter ending value for reversal of current quarter gains to the prior quarter FY to Date value of reversal of current quarter gains.

C6.11.2.2.5.3.2.2. (Line 5.C.(1)(B)) Losses. The total monetary value of increases to the record balances as a result of reversing loss adjustments processed during the reporting period. Compute the FY to Date value for reversal of current quarter losses by adding the quarter ending value for reversal of current quarter losses to the prior quarter FY to Date value for reversal of current quarter losses.

C6.11.2.2.5.3.2.3. (Line 5.C.(1)(C)) Total. Absolute total of reversals of current quarter gains and losses. Computed as lines (5C(2)(A) + 5C(2)(B)).

C6.11.2.2.5.3.3. Reversals--Prior Quarters

C6.11.2.2.5.3.3.1. (Line 5.C.(2)(A)) Gains. The total monetary value of decreases to record balances as a result of reversing gain adjustments reported in prior quarters. Compute the FY to Date value for reversal of prior quarters gains by adding the quarter ending value of reversal of current quarter gains to the prior quarter gains.

C6.11.2.2.5.3.3.2. (Line 5.C.(2)(B)) Losses. The total monetary value of increases to record balances as a result of reversing loss adjustments reported in prior quarters. Compute the FY to Date value for reversal of prior quarters' losses to the prior quarter FY to Date value for reversal of prior quarters' losses.

C6.11.2.2.5.3.3.3. (Line 5.C.(3)(C)) <u>Total</u>. Absolute total of reversals of prior quarter gains and losses. Computed as (5C(3)(A) + 5C(3)(B)).

C6.11.2.2.5.3.4. (Line 5.C.(4)) <u>Total Reversals</u>. The total of reversals of current quarter and prior quarter gains and losses. Computed as (5C(2)(C) + 5C(3)(C)).

C6.11.2.2.5.3.5. (Line 5.C.(5)) <u>Total Record Imbalances</u>. The total of gross adjustments and total reversals. Computed as (5C(1)(C) + 5C(4)).

C6.11.2.2.6. <u>Gross Adjustments As a Percent of</u>.

C6.11.2.2.6.1. (Line 6.A.) <u>Average Value of Inventory</u>. Divide the total value of gross adjustments by the average value of inventory and multiply by 100. ((5C)(1)(C) / 5A) x 100).

C6.11.2.2.6.2. (Line 6.B.) <u>Value of Items Inventoried</u>. Divide the total value of gross adjustments by the record value of items inventoried and multiply by 100. ((5C)(1)(C) / 5B) x 100).

C6.11.2.2.7. <u>Total Record Imbalances As a Percent of</u>:

C6.11.2.2.7.1. (Line 7.A.) <u>Average Value of Inventory</u>. Divide the value of the total record imbalances by the average value of inventory. ((5C)(5) / 5A) x 100).

C6.11.2.2.7.2. (Line 7.B.) <u>Value of Items Inventoried</u>. Divide the total value of gross adjustments by the record value of items inventoried and multiply by 100. ((5C)(5) / 5B) x 100).

C6.11.2.2.8. <u>Monetary Value of Location Reconciliation</u>.

C6.11.2.2.8.1. (Line 8.A.) <u>Value of Line Items Reconciled</u>. The extended value of line-items reconciled during the reporting period.

C6.11.2.2.8.2. (Line 8.B.) <u>Gains</u>. The monetary value of gains resulting from reconciliation during the period.

C6.11.2.2.8.3. (Line 8.C.) <u>Losses</u>. The monetary value of losses resulting from reconciliation during the period.

C6.11.2.2.8.4. (Line 8.D.) <u>Total</u>. Absolute total of location reconciliation gains and losses. (8B + 8C).

C6.11.2.2.9. <u>Monetary Value of End of the Day Processing</u>.

C6.11.2.2.9.1. (Line 9.A.) <u>Gains</u>. The value of gains resulting from end of the day processing.

C6.11.2.2.9.2. (Line 9.B.) <u>Losses</u>. The value of losses resulting from end of the day processing.

C6.11.2.2.9.3. (Line 9.C.) <u>Total</u>. Absolute total of end of the day processing gains and losses. (9A + 9B).

Table C6.T3. <u>Minimum Research Requirements for Potential or Actual Physical Inventory Adjustments</u>

	CONDITION OF DISCREPANCY	REQUIRED RESEARCH		
		Post Count Validation	Pre-adjustment Research	Causative Research
1.	≤ $1,000	NO	NO	NO
2.	> $1,000 but ≤ $5,000 and ≤ 10 percent unit variance	YES	NO	NO
3.	> $1,000 but ≤ $5,000 and > 10 percent unit variance	YES	YES	NO
4.	> $5,000 but ≤ $16,000 and ≤ 25 percent unit variance	YES	YES	SAMPLE
5.	> $5,000 but ≤ $16,000 and > 25 percent unit variance	YES	YES	YES
6.	> $16,000	YES	YES	YES
7.	Controlled Inventory Item	YES	YES	YES[18]
8.	Suspected Fraud, Waste, or Abuse	YES	YES	YES

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[18] Sample causative research in lieu of complete causative research for pilferable and CIIC 7 item discrepancies with a value from $.01 to $2,500 may be accomplished to serve as a deterrent to fraud, waste, or abuse and to identify systemic inventory and security problems. Causative research will be conducted on all adjustments (gains and losses) of classified and sensitive items regardless of dollar value of item or extended dollar value of adjustment. Causative research will be conducted on all adjustments (gains and losses) of pilferable items, and CIIC 7 items, with an extended value greater than $2,500, and all adjustments with an extended value of greater than $16,000 or greater than 25 percent unit variance and greater than $5,000.

C6.12. STORAGE ITEM DATA CORRECTION/CHANGE NOTIFICATION

C6.12.1. This section provides standard procedures required by ICPs to provide for the correction and/or updating of storage activity records when:

C6.12.1.1. Reported transactions indicate that the ICP and storage activity records are inconsistent.

C6.12.1.2. A catalog/stock list change is processed against an ICP record that affects stock control data maintained at the storage activities.

C6.12.2. Inventory Control Point Action. ICPs use the Storage Item Data Correction/Change Transaction to provide storage activities with data record changes on supply items. The ICP enters the "correction/change code for storage item records" in the transaction to provide information on the nature of the change, actions to be taken, and data affected by the change.

C6.12.3. Storage Activity Action. Storage activities will use the Storage Item Data Correction/Change Transaction to update stock records, item locator records, and bin tags.

C6.13. CAPITAL EQUIPMENT[19]

C6.13.1. General. This section addresses additional procedures applicable to capital equipment.

C6.13.1.1. Capital Equipment. Serial number tracking does not automatically apply to capital equipment. The materiel owner will evaluate capital equipment items and assign the appropriate UIT designator code only when the item requires serial number tracking at the DoD level. In support of Financial Improvement and Audit Readiness (FIAR), accountability and management of capital equipment assigned under an established UIT program requires management and visibility by both the owner and storage activity by serial number (and unique item identifier (UII) if available). Owners will, within their AISs, have constant knowledge of the physical location (DoDAAC/RIC level) of each instance of an item uniquely identified by its serial number (and UII if available). The owner of the item will maintain records of which storage activity has a particular instance of an item identified by its serial number (and UII if available). This requires record keeping by the owner and storage activity and the constant exchange of all balance affecting transactions between them to ensure that the records of both reflect the correct NSN, storage location, owner, supply condition code and serial number (and UII if available). Storage activities will maintain locator records by NSN, owner, supply condition code and serial number (and UII if available). Owners will maintain records on their Accountable Property System of Record (APSR) by NSN, storage activity (DoDAAC/RIC level), SCC, and serial number (and UII if available).

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[19] Refer to ADCs 1198, 1198A, and ASC 1198B.

C6.13.1.2. Capital equipment items are items must; (1) have a FLIS IUID Indicator (Y); (2) are within Classes of Supply II, VII, and VIII; and (3) have a current Unit Price recorded in the FLIS of at least $100,000. Not all capital equipment items will require serial number tracking. Materiel Owners will enable serial number tracking by assigning an active UIT designator code to each selected capital equipment NSN.

C6.13.1.3. <u>Serial Number Tracking for Capital Equipment</u>. Capital equipment items that meet the criteria in the previous paragraph and require serial number tracking throughout the product's life cycle, must have an active UIT program assigned. The materiel owner will evaluate the item and select the most appropriate UIT program code. When none of the other UIT programs applies, and the item still requires serial number tracking, the materiel owner will use UIT Designator Code AAK – Other Serially Managed Items. This will ensure the storage activity will recognize the NSN as capital equipment requiring serial number tracking.

C6.13.2. <u>Conduct of Physical Inventories</u>. The transaction history request, response to transaction history request when no history is available, physical inventory request, response to physical inventory request and end of day transaction count will not contain serial numbers or UIIs However, when the owner initiates a physical inventory request for a capital equipment item (assigned under an established UIT program) to assist in resolving discrepancies where the only difference between the owner records and the storage activity records is the serial number (or UII if available), the physical inventory request will contain Type of Physical Inventory Code B. Owners will initiate a physical inventory when a mismatched condition on serial number (and UII when available) is identified between its records and transactions received. The owner will first request a physical inventory of all owners be conducted by the storage activity that sent the transaction generating the mismatched condition. If the initial physical inventory is unable to resolve the mismatched condition the owner may need to coordinate requests for physical inventories with DLA Distribution to conduct inventories of all owners at all other storage activities storing that NSN.

C6.13.2.1. Owner/manager processing a materiel release confirmation from a storage activity where the owner does not have a matching record of the serial number (and UII if available) or the owner/manager records have that serial number (and UII if available) located at other than the storage activity reporting the release/issue of the item. Either of these conditions may necessitate a complete inventory be taken at all storage locations for all owners and supply condition codes.

C6.13.2.2. Owner/manager processing receipts, issues, or inventory adjustments from storage activities where there is a mismatch on serial number (and UII if available) between the owner records and storage activity transactions reporting which serial number (and UII if available) may at a minimum necessitate an inventory and research to resolve the discrepancy.

C6.13.2.3. Owner/managers processing location reconciliation history transactions resulting from End-of Day processing or an owner initiated location reconciliation request where there is a mismatch on serial number (and UII if available)

between the owner records and the storage activity transactions. The history transactions for capital equipment items assigned under an established UIT program will perpetuate the serial numbers (and UIIs if available) that were included on the original transactions.

C6.13.2.4. To increase auditability of physical inventory requests, serially managed items will include a unique document number. The document number will help relate a physical inventory request with the appropriate response. The owner will provide a document number in the Physical Inventory Request. The storage activity will perform the necessary physical research as described in Chapter 6 Physical Inventory Control. The physical inventory response will carry the same document number provided by the owner. These procedures are required for UIT programs and recommended for all other commodities.

C6.13.3. Location Survey

C6.13.3.1. Location survey requires a physical verification, other than actual count, between assets and recorded location data to ensure that all assets are properly recorded.

C6.13.3.2. Due to the nature of capital equipment items assigned under an established UIT program, these items are frequently in individual storage locations within the storage activity. The storage activity may, for items of this nature, include the serial number (and UII if available) verification as part of the location survey. When a discrepancy is identified during the location survey program (Type I or Type II error (see paragraphs C6.8.1.2.1. and C6.8.1.2.2.)), the storage activity will conduct prompt research and assess the need for a special inventory Physical Inventory Request Transaction with Type of Physical Inventory/Transaction History Code K).

C6.13.4. Reconciliation of Serially-Managed Items.

C6.13.4.1. Storage activities will prepare location reconciliation requests by line item. For capital equipment assigned under an established UIT program, the line item = NSN + SCC + serial number + UII (when available).

C6.13.4.2. In addition to the responsibilities described under paragraph C6.2.6, storage activities and owners/managers will include the UII/serial number when reconciling records to ensure proper accountability of serially-managed items. For mismatches between system records, the storage activity will collaborate with the owner/manager to ensure proper research and resolution.

C6.13.4.3. The combination of UII and serial number increases the accuracy of inventory records across the DOD. When a serially managed item lacks a UII, there is a potential for duplicate serial numbers. A duplicate serial number may surface as a result of the record reconciliation. For mismatches due to a duplicate serial number, the owner is responsible for taking the necessary steps to resolve the discrepancy.

C6.13.5. <u>Inventory Adjustments under Capital Equipment</u>. The inventory adjustment function encompasses increases, decreases, or dual adjustments. The C6.4 procedures for processing and reporting of Inventory Adjustments (Physical Inventory) are applicable with the following additions:

C6.13.5.1. Capital equipment items inventory adjustment (gain, loss, or dual) transactions will include the serial number/UII when adding, removing, or correcting a serial number/UII.

C6.13.5.2. Capital equipment items when a discrepancy exists solely on mismatched serial number and/or UII, the storage activity will transmit a DLMS 947I Inventory Adjustment, Inventory Transaction Type Code DU (Inventory Adjustment Dual), Quantity or Status Adjustment Reason Code AQ (Inventory Adjustment (UII and/or serial number mismatch)) to correct the serial number/UII in question. The storage activity will collaborate with the materiel owner(s) to research inventory adjustments due to serial number/UII discrepancies resulting in a mismatch (Quantity or Status Adjustment Reason Code AQ). Two inventory adjustment transactions are required to correct the mandatory serial number/UII and to update the SCC.

C6.13.5.2.1. The storage activity will prepare a separate dual inventory adjustment transaction for each item to identify the original "from" and corrected "to" IUID values. Only one item will be identified in each dual inventory adjustment.

C6.13.5.2.2. A dual inventory adjustment transaction will be required to cite the impacted serial number(s)/UII(s) to update the suspended item(s) from the suspended SCC to the appropriate SCC.

C6.13.5.3. Capital equipment items assigned under an established UIT program where a discrepancy exists solely on missing serial number/UII requires a dual inventory adjustment transaction. The storage activity will transmit a DLMS 947I Inventory Adjustment, Inventory Transaction Type Code DU (Inventory Adjustment Dual), Quantity or Status Adjustment Reason Code AM (Missing Unique Item Identifier (UII)/Serial Number) to add the serial number/UII in question to the existing records. The storage activity may add multiple missing serial number/UII for the same item using a single transaction. The storage activity response will contain all related serial numbers/UIIs. Two inventory adjustment transactions are required to identify the mandatory serial number and, when available, the associated UII, and to update the SCC.

C6.13.5.3.1. The storage activity will prepare a dual inventory adjustment transaction to identify missing IUID values for each applicable item. Multiple items may be identified in each dual inventory adjustment transaction.

C6.13.5.3.2. A dual inventory adjustment transaction will be required to cite the impacted serial number(s)/UII(s) to update the suspended item(s) from the suspended SCC to the appropriate SCC.

C6.13.5.4. In response to a Physical Inventory Request, the storage activity will transmit to the owner a DLMS 947I Inventory Adjustment with zero quantity, Quantity or Status Adjustment Reason Code AA (Physical Count) by line item indicating the completion of the inventory. Inventory adjustment transactions with Quantity or Status Adjustment Reason Code AA and zero quantity must include all serial number/UII(s) associated to the NSN, Condition Code, and Owner from the initial request. The storage activity will send all gain, loss, or dual adjustment transactions prior to sending the final inventory adjustment transaction (Reason Code AA, zero quantity) containing all serial numbers/UIIs. The owner will process all inventory adjustments prior to processing the final inventory adjustment.

C6.13.5.5. Owner/managers processing location reconciliation history transactions resulting from End-of Day processing or an owner initiated location reconciliation request where there is a mismatch on serial number/UII between the owner records and the transactions received from the storage activity. The history transactions will perpetuate the serial numbers/UIIs included in the original transactions.

C6.13.6. <u>Research of Potential or Actual Inventory Adjustments (UII and/or serial number mismatch) (DLMS 947I with Quantity or Status Adjustment Reason Code AQ)</u>.

C6.13.6.1. DoD Components will ensure that potential or actual inventory adjustments for capital equipment items assigned under an established UIT program that result in an inventory adjustment are reported with Quantity or Status Adjustment Reason Code AQ and are researched in accordance with the procedures paragraph C6.4.

C6.13.6.2. Due to the value of capital equipment items, discrepancies will always require the most demanding research requirements set forth in Table C6.T3.

C7. CHAPTER 7

INVENTORY ADJUSTMENTS

C7.1. GENERAL

   C7.1.1. Purpose

      C7.1.1.1. Adjustment/Change Procedures. This chapter provides procedures relating to the following types of adjustment and change actions:

         C7.1.1.1.1. Adjustments caused by catalog change actions.

         C7.1.1.1.2. Reidentification of improperly identified materiel.

         C7.1.1.1.3. Offsetting adjustments to purpose and condition codes.

         C7.1.1.1.4. Discrepancies disclosed by physical inventory.

         C7.1.1.1.5. Discrepancies disclosed by physical inventory due to unique item identifier (UII) and/or serial number mismatch.[1]

         C7.1.1.1.6. Ownership gains and losses applicable to the Single Manager for Conventional Ammunition (SMCA).

      C7.1.1.2. This chapter also provides procedures relating to the Asset Reclassification transaction

      C7.1.1.3. There are additional processing procedures over and above those contained in this chapter that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.

   C7.1.2. Transactions. This chapter addresses the procedures applicable to the inventory adjustment function using the DLMS 947I, and the asset reclassification function using the DLMS 846A. DLMS 947I has corresponding Military Standard Transaction and Accountability Procedures (MILSTRAP) legacy transactions. The DLMS 846A is a DLMS enhancement with no corresponding MILSTRAP transaction.

      C7.1.2.1. Inventory Adjustment. The inventory adjustment function is identified by the DLMS 947I, Accredited Standards Committee (ASC) X12 beginning segment (1/W1505/0200) Transaction Type Code NU – Inventory Adjustment. The Defense Logistics Standard System (DLSS) MILSTRAP legacy 80 record position transaction functionality identified by document identifier codes (DIC) is included for information purposes in a mixed DLMS/DLSS environment. Other formats, such as extensible

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[1] Refer to ADC 1198.

markup language (XML) are also available. See the Defense Enterprise Data Standards Office Website for available formats on the DLMS IC page.

C7.1.2.1.1. The inventory adjustment function encompasses increases, decreases, or dual adjustments. This relates to MILSTRAP legacy DICs D8_ (increase), D9_ (decrease), or DAC/DAD/DAS (dual adjustment), respectively.

C7.1.2.1.2. Inventory adjustments are further broken down by the DLMS 947I, ASC X12 warehouse adjustment item detail segment (2/W1901/0200) Quantity or Status Adjustment Reason Code. The quantity or status adjustment reason codes correlate to the 3rd position of MILSTRAP legacy DICs D8_/D9_ or DAC/DAC/DAS as identified in Table C7.T1:

Table C7.T1. <u>DLSS DIC/DLMS Quantity Or Status Adjustment Reason Code Correlation</u>

W1901 Quantity or Status Adjustment Reason Code	Explanation	Corresponding MILSTRAP legacy DIC
AA	Inventory Adjustment (Physical Inventory). Gain or loss disclosed as a result of physical count of stock, single adjustment.	D8A or D9A
AB	Inventory Adjustment (Accounting Error). Gain or loss resulting from clerical or automated information system errors which are not subject to correction by reversal of original transaction, single adjustment.	D8B or D9B
AC	Inventory Adjustment (Condition). Gain, loss or dual adjustment resulting from condition transfer.	D8C or D9C or DAC
AD	Inventory Adjustment (Purpose). Gain, loss or dual adjustment resulting from purpose transfer.	D8D or D9D or DAD
AK	Inventory Adjustment (Logistics Transfer). Gain or loss of item management responsibility as a result of logistics transfer.	D8E or D9E
AL	Inventory Adjustment (Capitalization). Gain to, or loss from, a stock fund or stock fund division at time of activation or subsequent extension/ expansion, as result of capitalization,	D8F or D9F
AJ	Inventory Adjustment Decrease (Survey Process). Loss from shrinkage, theft contamination, deterioration, and/or expired shelf life, single adjustment.	D9G only

Table C7.T1. DLSS DIC/DLMS Quantity Or Status Adjustment Reason Code Correlation

W1901 Quantity or Status Adjustment Reason Code	Explanation	Corresponding MILSTRAP legacy DIC
AI	Inventory Adjustment Decrease (Disaster). Loss from major disasters, fire loss, enemy action, act of God, etc., single adjustment.	D9H only
AE	Inventory Adjustment (Reidentification). Gain resulting from inspection of an item in stock which has been misidentified, single adjustment.	D8J or D9J
AF	Inventory Adjustment (Stock Number Changes). Gain or loss resulting from stock number change. Excludes change of unit price only.	D8K or D9K Inventory Adjustment (Catalog Changes). Gain or loss resulting from stock number and/or unit of issue changes, single adjustment. Excludes change of unit price only.
AN	Inventory Adjustment (Unit of Issue Changes). Gain or loss resulting from unit of issue changes. Excludes change of unit price only.	
AG	Inventory Adjustment (Ownership). Gain, loss, or dual adjustment resulting from ownership transfer by the single manager conventional ammunition (SMCA). Use is restricted to users of the conventional ammunition system.	D8S or D9S or DAS
AH	Inventory Adjustment (Other). Gain or loss for which a specific code is not otherwise provided. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)	D8Z or D9Z
AM	Inventory Adjustment (UII and/or serial number missing). Gain, loss or dual adjustment resulting solely from UII and/or serial number missing.[2]	Not applicable to legacy MILSTRAP

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[2] Refer to ADC 1198A.

Table C7.T1. DLSS DIC/DLMS Quantity Or Status Adjustment Reason Code Correlation

W1901 Quantity or Status Adjustment Reason Code	Explanation	Corresponding MILSTRAP legacy DIC
AQ	Inventory Adjustment (UII and/or serial number mismatch). Gain, loss, or dual adjustment resulting solely from UII and/or serial number mismatch.[3]	Not applicable to legacy MILSTRAP

C7.1.2.2. <u>Asset Reclassification</u>. The Asset Reclassification transaction is a DLMS enhancement and there is no corresponding MILSTRAP transaction or function. A DLMS 846A Asset Reclassification is used for the following transaction functions identified by DLMS 846A ASC X12 beginning segment (1/BIA02/020) Report Type Codes:

C7.1.2.2.1. <u>Asset Reclassification Request Transactions</u>. Asset reclassification transactions are identified by Report Type Code TE. Owners use this function for asset reclassification request transactions and asset reclassification follow-up transactions. The types of asset reclassification requests, as well as the asset reclassification request follow-up transaction, are further delineated by a variety of 1/BIA06/020 action codes.

C7.1.2.2.2. <u>Asset Reclassification Denial Transaction</u>. The Asset Reclassification Denial transaction is identified by Report Type Code TD. Storage activities generate this transaction. Asset reclassification request denial codes identify the reason a request was denied. Asset Reclassification Response Denial transactions (Action Code DE), must also cite the Asset Reclassification Denial Code at either 2/LQ01/260/ARD or 2/LQ01/376/ARD, as appropriate. (No reasons for denial have been identified for asset reclassification requests associated with SCC reclassification.)

C7.1.2.2.3. <u>Asset Reclassification Extension Request Transaction</u>. The asset reclassification extension request transaction is identified by Report Type Code AR. Storage activities generate this transaction.

C7.1.2.2.4. <u>Asset Reclassification Extension Response Transaction</u>. The asset reclassification extension response transaction is identified by Report Type Code AX. Owners generate this transaction.

C7.1.3. <u>Adjustment Actions</u>. DLMS provides two methods for effecting adjustments–single or dual actions.

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[3] Refer to ADC 1198.

C7.1.3.1. <u>Single Adjustment</u>. The single adjustment method accommodates processing techniques that use individual increase or decrease adjustment actions against the accountable and owner records.

C7.1.3.1.1. <u>Increase</u>. Identify single increase adjustments by using DLMS 947I ASC X12 warehouse adjustment item detail segment (2/W1916/0200) Inventory Transaction Type Code AJ – 'Inventory Adjustment' (legacy DIC D8_.)

C7.1.3.1.2. <u>Decrease</u>. Identify single decrease adjustments by using DLMS 947I ASC X12 warehouse adjustment item detail segment (2/W1916/0200) Inventory Transaction Type code AD – 'Inventory Adjustment – Decrease' (legacy DIC D9_.)

C7.1.3.2. <u>Dual Adjustment</u>. The dual adjustment method provides for offsetting adjustments to condition or purpose code in a single adjustment transaction. Identify dual inventory adjustments by using DLMS 947I ASX X12 warehouse adjustment item detail segment (2/W1916/0200) Inventory Transaction Type Code DU – 'Inventory Adjustment – Dual' (legacy DIC DAC, DAD, or DAS.)

C7.1.3.3. <u>Single Transaction Prescribed</u>. When the DoD Component practice prescribes the use of single adjustments internally for condition or purpose transfer, make provisions to accept and process dual adjustments from other DoD Components for condition or purpose transfer.

C7.1.4. <u>Ownership/Purpose Code Changes</u>. Changes between ownership codes, from purpose code to ownership code, or from ownership code to purpose code, will not be made by an adjustment action. Process appropriate issue and receipt transactions to make the necessary accounting actions. ***For the ship-in-place process, a pre-positioned materiel receipt (PMR) must be provided prior to submitting the materiel release order (MRO).*** An exception to this rule is the use of dual or single inventory adjustment transactions to accomplish ownership gain/loss under the SMCA concept ***identified in*** C7.3.

C7.1.5. <u>Project Code Changes</u>. Accomplish changes in project or distribution codes maintained on the owner record by using individual increase or decrease materiel adjustment transactions with the appropriate quantity or status adjustment reason code (other than Quantity or Status Adjustment Reason Code AA (Physical Inventory) (legacy DIC D8A/D9A)).

C7.1.6. <u>Clerical/Automated Accounting Errors</u>. Submit inventory adjustments resulting from clerical or automated information system errors that cannot be corrected by reversing the original transaction or from reconciliation between the storage activity and the owner using an Inventory Adjustment transaction with Quantity or Status Adjustment Reason Code AB (Accounting Error) (legacy DIC D8B/D9B).

C7.1.7. <u>Nonspecific Inventory Adjustments</u>. Use the Inventory Adjustment transaction with Quantity or Status Adjustment Reason Code AH (Other), to accomplish an adjustment increase or decrease when a quantity or status adjustment reason code is

not otherwise provided. (The DoD Components will maintain detailed backup information as to use and requirement for the transaction.)

C7.1.8. Specific Inventory Adjustments. The Inventory Adjustment transaction with Quantity or Status Adjustment Reason Code AJ (Survey) will be used to report inventory adjustments resulting from shrinkage, theft, contamination, deterioration, and expired shelf-life. Losses resulting from major disasters, fire, enemy action, acts of God, etc., will be identified by Quantity or Status Adjustment Report Code AI (Disaster).

C7.2. CHANGES IN SUPPLY CONDITION OF MATERIEL

C7.2.1. Supply Condition Reclassification of Assets in Storage

C7.2.1.1. Reporting Classification Variance to Owners. When inspection of stocks on hand reveals that a SCC reclassification is required, storage activities will report the variance to the owner within 3 calendar days using a dual Inventory Adjustment Transaction for SCC change (Inventory Adjustment with Quantity or Status Adjustment Reason Code AC (Condition Change) or legacy DIC DAC) for the affected condition codes.

C7.2.1.2. Changing Suspect Stock to SCC J. When immediate reclassification of suspect stocks is beyond current capabilities, transfer the materiel to SCC J using a dual inventory adjustment for SCC change (Inventory Adjustment with Quantity or Status Adjustment Reason Code AC (Condition Change) or legacy DIC DAC) for the affected condition codes.

C7.2.1.2.1. Reclassification Timeframe for SCC J. With the exception of explosive and inert ammunition, complete the materiel reclassification of materiel reported in SCC J within 80 calendar days after reporting the change to the owner. Owner/managers will provide timely disposition instructions for materiel in a suspended condition to promote rapid reclassification of materiel (with a maximum of 50 days for provision of owner/manager disposition instructions and 30 days for storage activity reclassification). Complete the reclassification of explosive and inert ammunition within 270 calendar days after reporting the change.

C7.2.1.2.2. Reporting Completion of Reclassification. When the reclassification is complete, report the change to the owner using dual Inventory Adjustment Transaction for SCC change (Quantity or Status Adjustment Reason Code AC (Condition Change) or legacy DIC DAC. Use the same document number used to report the materiel in SCC J.

C7.2.2. Reclassification of SCC Q (Suspended) Product Quality Deficiency Related Materiel

C7.2.2.1. Storage Activities will report discrepant receipts in SCC Q as prescribed by Chapter 13, receipt procedures. When directed by the owner, storage activities will also transfer stored, including suspended, materiel to SCC Q and report the action using a dual inventory adjustment transaction following C7.2.1.1.

C7.2.2.2. When inspection or technical/engineering analysis of materiel confirms a product quality deficiency, possibilities for other use of the materiel within the Department of Defense, as well as public health/safety and national security interests, must be considered. Owners will determine if further use of the item can be made within the Department of Defense.

C7.2.2.3. When inspection of technical/engineering analysis of materiel indicates that litigation action is required, the owner will direct transfer of the materiel to SCC L.

C7.2.2.4. If the deficiency does not prohibit further DoD use (i.e., the defect is minor or the item meets specifications for another national stock number (NSN)), owners will direct storage activities to re-identify and/or transfer the suspended SCC Q materiel to the appropriate condition. Storage activities will, within 3 calendar days from receipt of the ICP direction, reclassify the SCC Q materiel to the appropriate condition. Report completion of this action with an Inventory Adjustment transaction, using the same document number originally used to report the materiel in SCC Q (i.e., the document number of the original receipt or inventory adjustment transaction). For re-identifications, storage activities will follow the procedure in C7.7.

C7.2.2.5. If the deficiency prohibits further DoD use, the materiel will remain in SCC Q and owners will direct transfer of the materiel to the DLA Disposition Services Field Offices following Chapter 16 procedures. Improperly documented, unauthorized source, defective, non-repairable, and time-expired Aviation CSI/FSCAP materiel that is not mutilated by the holding activity will be directed to the DLA Disposition Services Field Office in SCC Q with Management Code S. All such materiel will be mutilated. When turning such Aviation CSI/FSCAP materiel in to a DLA Disposition Services Field Office, the turn-in document must clearly note that the part is defective, non-repairable, time-expired, or otherwise deficient and that mutilation is required.

C7.2.3. Reclassification of SCC L Receipts

C7.2.3.1. Storage Activity Reporting. Storage activities will report discrepant receipts from procurement and materiel held pending resolution of a transportation discrepancy in SCC L as prescribed by Chapter 13. When directed by the owner (C7.2.8.), storage activities will also transfer materiel to SCC L and report the action using a dual adjustment transaction following the procedures in C7.2.1.

C7.2.3.2. Materiel Owner Responsibilities. Owners are responsible for monitoring materiel suspended in SCC L and directing change of the materiel to its correct condition when litigation or other action to resolve the discrepancy is completed using an Asset Reclassification Request transaction in accordance with C7.2.6. If inspection or technical/engineering analysis confirms that a product quality deficiency prohibits further use of the materiel within the Department of Defense, the owner will direct transfer of the materiel to SCC Q.

C7.2.3.3. Reclassification Procedures. When directed by the owner, storage activities will, within 3 calendar days from receipt of an asset reclassification request, reclassify the suspended materiel to its correct SCC. Report completion of action with an Inventory Adjustment – Dual (SCC Change) using the same document number originally used to record the materiel in SCC L (i.e., the document number of the original receipt or inventory adjustment transaction). See C7.2.8. for storage activity asset reclassification denial procedures when requested reclassification action cannot be done.

C7.2.4. Reclassification of SCC K and SCC R Receipts

C7.2.4.1. Suspension of Materiel. Under Chapter 13, Materiel Receipt processing procedures, storage activities may suspend materiel in SCC K upon receipt for SCC determination. Storage activities may also receive materiel identified as SCC R (suspended) from reclamation activities that lack the capability to determine the materiel condition.

C7.2.4.2. Storage Activity Actions. Storage activities will reclassify these suspended receipts to their correct condition within the timeframes prescribed in the following paragraphs. When materiel has been reclassified to its correct condition, the storage activity will send an Inventory Adjustment Transaction – Dual for SCC change (Quantity or Status Adjustment Reason Code AC (Condition Change) (legacy DIC DAC)) to the owner using the same document number cited in the original receipt transaction.

C7.2.4.2.1. Reclassification Timeframe for SCC K Suspended (Returns). With the exception of ammunition, complete the reclassification of materiel reported in SCC K within 80 calendar days after reporting the discrepant receipt via SDR. Owner/managers will provide timely disposition instructions for materiel in a suspended condition to promote rapid reclassification of materiel (with a maximum of 50 days for provision of owner/manager disposition instructions and 30 days for storage activity reclassification). Reclassify explosive and inert ammunition within 45 calendar days after reporting the receipt.

C7.2.4.2.2. Reclassification Timeframe for SCC R Suspended (Reclaimed Items, Awaiting Condition Determination). When materiel identified as SCC R is received from reclamation activities, reclassify the materiel within 180 calendar days after reporting the receipt or prior to induction into maintenance facilities for repair/modification, whichever is sooner.

C7.2.4.2.2.1. No Asset Test Capability. When the capability to test/check SCC R assets for actual condition does not exist, the materiel may be forwarded to a maintenance facility for condition determination.

C7.2.4.2.2.2. Property Accountability Records. The actual condition of assets must be recorded on the owner record before the assets may be included in a scheduled maintenance program.

C7.2.5. <u>Reclassification of SCC X</u>[4]

C7.2.5.1. <u>Storage Activity Reporting</u>. Storage activities will report receipts in SCC X as prescribed by Chapter 13, Receipt Procedures. When directed by the owner, storage activities will reclassify stored, including suspended, materiel to SCC X and report the action using a dual inventory adjustment transaction following C7.2.1.1.

C7.2.5.2. <u>Owner Responsibility</u>

C7.2.5.2.1. Owners are responsible for reviewing materiel in SCC X on a semi-annual basis to ensure continued efforts on the development of a repair process by the technical/engineering/maintenance analysis team. The owner will direct reclassification to the appropriate condition upon a determination that repair will not be pursued.

C7.2.5.2.2. The owner must exercise caution in directing issue of materiel stored in SCC X to ensure materiel is issued in the appropriate condition when required.

C7.2.5.2.2.1. SCC X materiel will not be issued to the end user/customer.

C7.2.5.2.2.2. The owner must request reclassification to the appropriate condition prior to disposal action.

C7.2.5.2.2.3. Materiel may be issued to repair in SCC X only when the repair activity is operated by the same Service as the owner. Otherwise, materiel must be reclassified to the appropriate condition prior to issue.

C7.2.5.3. <u>Reclassification Procedures</u>

C7.2.5.3.1. SCC X materiel will not be reclassified by the storage activity except as directed by the owner. When directed by the owner, storage activities will, within 30 calendar days from receipt of an asset reclassification request, reclassify the suspended materiel to its correct SCC. The storage activity will report completion of reclassification action with an Inventory Adjustment – Dual (SCC Change).

C7.2.5.3.2. Pending implementation of the DLMS transaction enhancement (DLMS 846A Reclassification) to request supply condition code reclassification, the owner will request reclassification via email to provide an audit record. The storage activity will confirm receipt of the email, thus establishing a beginning date for the reclassification time standard.

C7.2.6. <u>Automatic Disposal of Reclassified Stock</u>. When materiel is reclassified to SCC H, storage activities may also, based on criteria promulgated by the DoD Components, automatically turn condemned and expired shelf-life materiel in to DLA Disposition Services or take other authorized automatic disposal action. Advise the

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[4] Refer to ADC 1159, New Supply condition Code X, Suspended (Repair Decision Delayed)

owner of such simultaneous reclassification and automatic disposal action by entering Management Code M (materiel condemned–excludes expired shelf-life materiel) or Management Code T (materiel condemned–expired shelf-life materiel) in the inventory adjustment transaction. Refer to C13.2.8.2.10.1. for exclusions from automatic disposal.

C7.2.7. Exceptions to Prescribed Timeframes for SCC Reclassification – Request for Reclassification Extension

C7.2.7.1. Requesting Extensions to a Suspense. When additional time is needed to reclassify materiel held in SCC J, K, or R, because of large quantities, lack of facilities, nonavailability of personnel and/or test equipment, or other circumstances considered justified by the storage activity commander, the storage activity will forward a DLMS 846A Asset Reclassification Extension Request to the owner.

C7.2.7.1.1. Approval of Extension Requests. When appropriate, the owner will use the Asset Reclassification Extension Response to approve the extension request, notify the storage activity, and establish a suspense to ensure that classification action is taken within the agreed upon timeframe.

C7.2.7.1.2. Disapproval of Extension Requests. If the owner does not approve the request for extension, they will send an Asset Reclassification Extension Response to the storage activity disapproving the request. The storage activity will make every effort to comply with the established timeframe.

C7.2.7.2. Reclassification. Owners may submit Asset Reclassification Request Transactions in accordance with C7.2.8. to request hastened reclassification of SCC J, K, and R assets whenever it is deemed necessary based on their stock position and overall management responsibility.

C7.2.8. Monitoring Assets Recorded in Suspended SCCs

C7.2.8.1. SCC J, K, and R. Owners will review records for all materiel suspended in SCC J, K, and R at least monthly and ensure that storage activities accomplish reclassification actions within prescribed timeframes.

C7.2.8.2. SCC L. Although there is no prescribed timeframe for transferring suspended materiel from SCC L, owners will review all records for materiel suspended in SCC L at least quarterly and will take necessary action to ensure expeditious litigation/negotiation with contractors or common carriers.

C7.2.8.3. SCC Q. Although there is no prescribed timeframe for transferring suspended materiel from SCC Q, supply sources will review all records for materiel suspended in SCC Q at least monthly. Supply sources will take necessary action to ensure expeditious inspection or technical/engineering analysis of suspect assets and prompt transfer of assets, under C7.2.2., based on the inspection results.

C7.2.8.4. <u>SCC X</u>. Although there is no prescribed timeframe for transferring suspended materiel from SCC X, owners will review all records for materiel suspended in SCC X at least semi-annually to ensure expeditious development of a repair process.

C7.2.9. <u>Asset Reclassification Request, Follow-up and Response Associated with Request for SCC Reclassification</u>

C7.2.9.1. <u>Asset Reclassification Request, Follow-up and Denial Transaction Procedures</u>. This section prescribes standard procedures for use of Asset Reclassification Request, Follow-up, and Denial transactions. Procedures for using Asset Reclassification Extension Request and Asset Reclassification Extension Response transactions are addressed in C7.2.6.

C7.2.9.2. <u>Owner Responsibilities</u>. As discussed in C7.2.7, owners are responsible for monitoring assets in suspended SCCs. Owners use the Asset Reclassification Transaction to request that the storage activity effects reclassification of assets in suspended SCCs. Reasons for sending an DLMS 846A, Asset Reclassification request to the storage activity for SCC reclassification are:

C7.2.9.2.1. <u>Expedite SCC Reclassification</u>. Owner/manager requirement for storage activity to expedite SCC reclassification action. Only the current SCC is identified in the transaction. (Identified by DLMS 846A, ASC X12 beginning segment (1/BIA06/20) Action Code 23.)

C7.2.9.2.2. <u>Resolution of SCC Suspension</u>. Owner/manager resolution of a suspension (e.g., completion of litigation or technical inspection). Both the 'from' and 'to' SCCs are identified in the transaction. (Identified by DLMS 846A, ASC X12 beginning segment (1/BIA06/20), Action Code 62.)

C7.2.9.2.3. <u>SCC Reclassification Timeframe Expired</u>. Owner/manager uses when the storage activity is responsible for the SCC reclassification action, the timeframe has expired, and the owner did not receive a corresponding adjustment, reclassification denial, or request for an extension transaction from the storage activity. Only the current SCC is identified in the transaction. (Identified by DLMS 846A, ASC X12 beginning segment (1/BIA06/20), Action Code 86.)

C7.2.9.3. <u>Storage Activity Actions</u>. In response to an Asset Reclassification Request Transaction, the storage activity will take action to reclassify the materiel in the timeframe specified and provide an Inventory Adjustment Transaction to the owner. If the storage activity is not able to effect the reclassification action, the storage activity will submit an Asset Reclassification Denial Transaction citing the appropriate Asset Reclassification Denial Code to explain the reason for the denial. If the reclassification action cannot be accomplished in the timeframe specified, the storage activity will submit an Asset Reclassification Extension Request in accordance with C7.2.6.

C7.2.9.4. <u>Owner Use of Asset Reclassification Follow-up</u>. Owners send the Asset Reclassification Follow-up Transaction to the storage activity to obtain status of a previously submitted asset reclassification request when the owner did not receive a

corresponding Inventory Adjustment or Asset Reclassification Denial Transaction. In response to a follow-up, when the corresponding inventory adjustment was previously provided, the storage activity will resubmit the inventory adjustment transaction with Advice Code 3P indicating it is a duplicate of a previously submitted transaction sent in response to the follow-up. Caution must be used by recipient to assure the transaction is not processed twice.

C7.3. OWNERSHIP GAINS AND LOSSES

C7.3.1. Change of Ownership. Based on unique requirements of the SMCA and the DoD Components authorized by DoD Directive 5160.65, "Single Manager for Conventional Ammunition", August 1, 2008, separate Inventory Adjustment (Ownership Transfer) transactions have been developed to permit:

C7.3.1.1. Keeping integrity of the document number from the requisitioner's original demand throughout total processing, when payback actions are necessary.

C7.3.1.2. Online recording and reconciliation of materiel debit and credit balances of the SMCA and affected DoD Components.

C7.3.1.3. The DoD Components to have an audit trail when their inventory/financial records are affected.

C7.3.2. Payback of SMCA Items- Dual Inventory Adjustment (Ownership Transfer). The Inventory Adjustment – Dual (Ownership Transfer) transaction (Quantity or Status Adjustment Reason Code AG; legacy DIC DAS) is designed for use as a dual adjustment limited to effecting paybacks of SMCA items from one owning Service to another Service, in accordance with DoD policy and inter-Service agreements. The SMCA will initiate an Inventory Adjustment – Dual (Ownership Transfer) for processing internal adjustments to custodial/accountable records and for notification of SMCA storage activities. Under legacy MILSTRAP, the use of the M modifier with ammunition, to express thousands when the quantity exceeds 99,999, is an optional feature that can be applied intra-Service and, by agreement, inter-Service.

C7.3.3. Payback of SMCA Items- Single Inventory Adjustment (Ownership Transfer). The Inventory Adjustment – single (Ownership Transfer) transactions (Quantity or Status Adjustment Reason Code AG; legacy DIC D8S and D9S) are designed for use as a single adjustment transaction limited to effecting paybacks of SMCAs for conventional ammunition items from one owning Service to another Service, in accordance with DoD policy and inter-Service agreements. The SMCA will initiate the transactions for updating internal custodial/accountable records and for notification to affected Military Services of actions to be accomplished. Under legacy MILSTRAP, the use of the M modifier with ammunition to express thousands when the quantity exceeds 99,999, is an optional feature that can be applied intra-Service and, by agreement, inter-Service.

C7.3.4. *Ownership Transfer via Ship-in-Place (Other than Ammunition/ Ammunition Related Materiel).*[5] *The term ship-in-place (also known as ship-to-self) is a procedure that causes a custodial activity of a given materiel to transfer the ownership without a physical shipment. These procedures do not apply to ammunition and ammunition related materiel. Storage activities can recognize an MRO for ship-in-place when the Ship-To DoDAAC matches the custodial activity performing the transfer. In addition, a PMR is mandatory for every release request to ensure the storage activity has the necessary information to perform the transfer. The MRO and the PMR will serve as evidential matter to justify the transfer.*

C7.3.4.1. *Owner Responsibilities. It is important the gaining and the losing inventory manager (LIM) collaborate and coordinate the document number prior to submitting the initial materiel release request. The PMR must precede the MRO and both transactions must include the same document number for a successful match. The lack of a matching PMR will result in an MRO denial.*

C7.3.4.1.1. *Gaining Inventory Manager (GIM). The GIM is responsible for transmitting a mandatory PMR to the custodial activity performing the transfer.*

C7.3.4.1.2. *Losing Inventory Manager (LIM). The LIM must submit an MRO with a Ship-To DoDAAC matching the custodial activity performing the transfer. The custodial activity must have an equal or greater on-hand balance for the transfer request to avoid a denial. If the on-hand balance is less than the MRO quantity, the custodial activity performing the transfer will deny the MRO for the full quantity using DLMS 945A Materiel Release Denial with Denial Management Code P. The custodial activity and the owner must reconcile inventory records by line item before submitting the ownership transfer request again.*

C7.3.4.2. *PMR Requirement. A matching PMR must be present for every ship-in-place materiel release request. When the PMR is not available, the custodial activity performing the transfer will reject the ship-in-place request via DLMS 945A Materiel Release Denial with Denial Management Code S.*

C7.3.4.3. *Ownership Change. The custodial activity performing the transfer will complete a re-warehousing action upon systemic validation of a matching PMR and quantity on-hand. The re-warehousing action may be for the full or partial quantity available (on-hand balance) depending on the MRO quantity and the condition of the item. Ship-in-place for serialized items requires a physical verification of serial numbers in storage prior to completing the re-warehousing action. The custodial activity performing the transfer will report any discrepancy found in location to the LIM. The custodial activity may deny the MRO if a discrepancy found in location prevents them from completing the transfer request.*

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[5] *Refer to ADC 1395.*

C7.3.4.4. <u>*Inventory Adjustments Due to Ship-in-Place*</u>. *Once the re-warehousing action is complete, the storage activity will notify both owners with the respective inventory adjustment as follow:*

C7.3.4.4.1. *The losing inventory manager (LIM) will receive a DLMS 945A Materiel Release Confirmation to report the loss.*

C7.3.4.4.2. *The gaining inventory manager (GIM) will receive a DLMS 527R Receipt to report the gain.*

C7.4. <u>PURPOSE TRANSFERS</u>. Based on authorized programs, materiel may be reserved for specific purposes and kept on inventory control records until requisitioned. To accomplish transfer of assets between purpose codes, the Inventory Adjustment transactions for purpose code (single or dual), will be processed against the property accountability records. The Inventory Adjustment transaction with Quantity or Status Adjustment Reason Code AD applies (legacy MILSTRAP D8D and D9D, or DAD).

C7.5. <u>PHYSICAL INVENTORY GAINS AND LOSSES</u>. Procedures concerned with inventory adjustments due to physical inventory losses or gains are contained in Chapter 6.

C7.6. <u>INVENTORY GAINS AND LOSSES DUE TO UNIQUE ITEM IDENTIFIER AND/OR SERIAL NUMBER MISMATCH</u>. Procedures concerned with inventory adjustments due to UII and/or serial number mismatch losses or gains are contained in Chapter 6.[6]

C7.7. <u>REIDENTIFICATION OF STOCK, STOCK NUMBER CHANGES, AND UNIT OF ISSUE CHANGES</u>

C7.7.1. <u>Reidentification of Stock</u>

C7.7.1.1. When inspection shows an item in stock has been misidentified, storage activities will send an inventory adjustment to the owner. The transaction will contain the misidentified stock number, the quantity misidentified (Quantity or Status Adjustment Reason Code AE (Reidentification)), and Suffix Code A.

C7.7.1.2. When one new stock number is picked up due to reidentification, the inventory adjustment will contain the same document number as the original transaction, identified stock number, quantity of the identified stock number using (Quantity or Status Adjustment Reason Code AE (Reidentification)), and Suffix Code B.

C7.7.1.3. When more than one new stock number is picked up due to reidentification, an additional inventory adjustment for each newly identified stock number will be prepared and sent. The additional inventory adjustment transaction(s) will be prepared in the same manner as the second transaction except that the suffix codes will progress to C, D, etc., as each transaction is prepared. The suffix codes in the second

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[6] Refer to ADC 1198

and ensuing transactions will serve to correlate the transactions to the misidentified stock number.

C7.7.1.4. The owner/manager and storage activity will process an inventory adjustment against their inventory control records to cause the decrease under the incorrectly identified stock number and increase(s) against the correct stock number(s).

C7.7.2. Stock Number and/or Unit of Issue Changes

C7.7.2.1. When only a stock number change occurs, the owner/IMM prepares and processes an inventory adjustment containing the old and new stock numbers (Quantity or Status Adjustment Reason Code AF (Stock Number Change)) and the associated inventory adjustment increase and decrease.

C7.7.2.2. When only a unit of issue change occurs, the owner/IMM prepares and processes an inventory adjustment containing the old and new units of issue (Quantity or Status Adjustment Reason Code AN (Unit of Issue Change)) and the associated inventory adjustment increase and decrease.

C7.7.2.3. When a simultaneous stock number and unit of issue change occurs, the owner/IMM prepares and processes an inventory adjustment containing the old and new stock numbers and units of issue (Quantity or Status Adjustment Reason Code AF and AN), and the associated inventory adjustment increase and decrease.

C7.7.2.4. In legacy systems, a dual adjustment requires two separate transactions (D9K and D8K) using the same document number. To perform the actions in C7.7.2., the owner/IMM prepares a D9K with Suffix A containing the old data elements, followed by a D8K with Suffix B containing the new data elements.

C7.8. CONDITION CHANGES FOR ITEMS BEING REPORTED/TURNED IN TO DLA DISPOSITION SERVICES

C7.8.1. When materiel is not identified by an NSN and is actually scrap, the DoD Components may prescribe that it be classified in SCC S for turn in to a DLA Disposition Services Field Office. Otherwise, only materiel recorded on property accountability records in SCC A through H and SCC Q will be reported or turned in to the DLA Disposition Services Field Office.

C7.8.2. When excess, serviceable or unserviceable materiel is classified in SCC J, K, L, M, N, P, R or X, the DoD Components must initiate action to reclassify the materiel to an acceptable SCC (A through H, Q, or S) before preparing the turn-in documentation. Section C7.2 contains the materiel reclassification procedures.

C7.8.3. Activities not reporting or turning in materiel to a DLA Disposition Services Field Office in an appropriate SCC will risk having the materiel rejected/returned by the DLA Disposition Services Field Office for proper classification.

C7.8.4. DLA Disposition Services Field Offices will use the **supply condition codes** to accurately describe the physical condition of the materiel based on its inspection at time of receipt. DLA Disposition Services Field Offices will record **the** supply **condition codes** as management data for DLA Disposition Services program screening and review. Within the DLA Disposition Services Field Office process**, Supply Condition Code** S is assigned for "property with no value except for its basic materiel content." Consequently, **Supply Condition Code** S may be assigned by DLA Disposition Services Field Offices to materiel with or without NSN identification.

C8. CHAPTER 8

MATERIEL OBLIGATION VALIDATION

C8.1. SUPPORT OF UNITED STATES FORCES

   C8.1.1. General

      C8.1.1.1. Purpose. This chapter prescribes policies and procedures for the validation by organizations of the continuing need for over age requisitioned requirements and for the reconciliation of source of supply materiel/obligation records with the due-in records of requisitioning activities. The materiel obligation validation (MOV) process is twofold: (1) validation of need; and (2) reconciliation of records.

      C8.1.1.2. Materiel Obligation Definition. A materiel obligation is that unfilled portion of a requisition (for a stocked or nonstocked item) that is not immediately available for issue but is recorded as a commitment for future issue, either by **direct vendor delivery (**DVD**)** or backordered from stock. This includes both NSN and non-NSN items. MOV pertains to those requisitioned items assigned Status Code BB, BC, BD, BP[1] BV, or BZ. DVD requisitions assigned Status Code BV or BZ are excluded from the automatic MOV cancellation process; however, organizations must submit requisition cancellations for materiel no longer required. See Chapter 4 for the requisition cancellation procedures.

      C8.1.1.3. ***Transactions. The Defense Enterprise Data Standards Office (DEDSO) Website contains DLMS electronic data interchange (EDI) transaction formats on the DLMS implementation Convention (IC) page. The IC page includes the corresponding MILSTRIP legacy 80 record position transaction formats, identified by document identifier code (DIC). The MILSTRAP legacy transaction functionality is identified for information purposes in a mixed Defense Logistics Standard Systems (DLSS)/DLMS environment.***

      C8.1.1.**4**. Use of the DLMS 517M. Sources of supply use the DLMS 517M, Materiel Obligation Validation, to generate MOV requests to organizations for a comparison and validation of the continued requirement of outstanding requisitions held as materiel obligations by the source of supply with those carried as due-in by the organization.

         C8.1.1.4.1. Materiel Obligation Validation Request is DLMS 517M with Transaction Type Code AN – Material Obligation Inquiry. The original request will not contain an action code. This transaction provides the functionality of MILSTRIP legacy DICs AN1, AN2, AN3, AN4, and AN5.

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[1] Status Code BP may be deferred for inclusion under logistics system modernization.

C8.1.1.4.2. Materiel Obligation Validation Request Control is DLMS 517M with Transaction Type Code AN – Material Obligation Inquiry with BR07=X7 – Batch Sequence Number (legacy batch control number), and BR10=XM – Issuer Number (number of individual detail transactions). This transaction provides the functionality of MILSTRIP legacy DIC AN9. Note: Modernized systems may not require exchange of batch control numbers.

C8.1.1.4.3. Materiel Obligation Validation Request Control Follow-Up is DLMS 517M with Transaction Type Code AN – Material Obligation Inquiry and Action Code T – Status Query. This transaction provides the functionality of MILSTRIP legacy DIC ANZ.

C8.1.1.4.4. Notification of Customer Non-Response to Materiel Obligation Validation (DVD) is DLMS 517M with Transaction Type Code AN – Material Obligation Inquiry and Action Code A3 – Not Certified. This transaction provides the functionality of MILSTRIP legacy DICs AV1, AV2, and AV3.

C8.1.1.5. <u>MOV Response</u>. Organizations use the DLMS 517M, to generate MOV responses to advise the source of supply: (1) to hold a materiel obligation until supplied, or (2) to cancel all or a portion of a materiel obligation.

C8.1.1.5.1. Materiel Obligation Validation Receipt Confirmation is DLMS 517M with Transaction Type Code AP – Material Obligation Advice and Action Code V – Respond. This transaction provides the functionality of MILSTRIP legacy DIC AP9.

C8.1.1.5.2. Notice of Nonreceipt of Total Batch of MOV Documents, MILSTRIP Legacy DIC APX does not have a DLMS equivalent.

C8.1.1.5.3. Materiel Obligation Validation Response is DLMS 517M with Transaction Type Code AP – Material Obligation Advice. This transaction provides the functionality of MILSTRIP legacy DICs AP1, AP2, AP3, AP4, AP5, and AP8

C8.1.1.5.5. Materiel Obligation Validation Reinstatement is DLMS 517M with Transaction Type Code AW – Material Obligation Reinstatement. This transaction provides the functionality of MILSTRIP DIC APR.

C8.1.1.***6***. <u>MOV Notification</u>.

C8.1.1.6.1. Sources of supply must provide an MOV notification of nonresponse to organizations for each nonresponse to an MOV cycle for requisitions assigned Status Code BZ. The organization must conduct an item-by-item review and respond with a requisition cancellation if the materiel is not required.

C8.1.1.6.2. Materiel Obligation Validation Notification of Nonresponse is DLMS 517M with Transaction Type Code AN – Material Obligation

Inquiry and Action Code RU – Return (backordered materiel in pre-award (BZ) status.

C8.1.1.***7***. <u>Source of Supply Definition</u>. A source of supply is defined as the DoD Component organization that maintains materiel obligation records, and includes, but is not limited to, those organizations commonly referred to as inventory control points (ICP), integrated materiel mangers (IMM), requisition processing points, stock control activities (SCA), and stock points.

C8.1.1.***8***. <u>Organization Definition</u>. An organization is defined as a requisitioner, control office, and/or monitoring activity having the responsibility to validate and/or reconcile materiel obligation records between the requisitioning activity and the source of supply requesting the validation.

C8.1.2. <u>Materiel Obligation Reinstatement Request</u>. This is a request by an organization to reinstate requisition(s) previously canceled due to that organization's nonresponse to an MOV request. Use the DLMS 517M, to reinstate previously canceled requisition(s). Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[2] The DLMS requisition reinstatement transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the requisitioner's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 870S Supply Status citing Status Code CF. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DLMS 870S/DIC AE9 Supply Status citing Status Code CF.[3]

C8.1.3. <u>Exclusions</u>

C8.1.3.1. FMS transactions are excluded from these procedures; however, the DoD Components should reconcile FMS materiel obligation records at the source of supply with those of the organizations required to maintain FMS case control. MOV procedures for Grant Aid (GA) transactions are in C8.2..

C8.1.3.2. Civilian Component activities are excluded unless covered by inter-Component agreements.

C8.1.4. <u>Materiel Obligation Age Criteria</u>

C8.1.4.1. <u>Timeframe</u>. Materiel obligations are over age and subject to these procedures when PD 01-08 requisitions have aged 30 calendar days past the

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[2] Refer to ADC 1043/ADC1043A.
[3] Refer to ADC 1043E.

requisition date or PD 09-I5 requisitions have aged 75 calendar days past the requisition date.

C8.1.4.2. Special Validations. Sources of supply may order special validations without regard to the age of the materiel obligations involved.

C8.1.4.3. Long Production Lead Time. These procedures also apply to long production lead time items since requirements for such items may also change as a result of unit/force movements, deactivation, and other population changes; however, only item managers may elect to establish longer intervals for the validation of long production lead time items.

C8.1.5. Schedule for Cyclic Validation of Materiel Obligations

C8.1.5.1. Annual Schedule. The annual schedule of cyclic validations in support of U.S. Forces and the prescribed MOV response times is shown in Table C8.T1.

Table C8.T1. Materiel Obligation Validation Cyclic Validations Schedule

CYCLE NUMBER	SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS	MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY
1	20 January	5 March
2	20 April	5 June
3	20 July	5 September
4	20 October	5 December

C8.1.5.2. Response Not Within Scheduled Timeframe. Deployed units, afloat units, and CONUS/OCONUS locations that are unable to acknowledge receipt, or respond by the prescribed date, may request DAAS to temporarily provide responses to MOV requests. Use a DLMS 517M, with Transaction Type Code AP and Action Code 9 to notify the DAAS of the organizations authorized for the MOV exemption. The theater/fleet commander or major command must approve the MOV exemption request by message to DAAS. The exemption request is only authorized for the current MOV cycle. DAAS will not generate MOV responses for any later MOV cycle unless a separate exemption request approval is received.

C8.1.5.3. Quarterly Reporting. Each DoD Component must provide a quarterly consolidated report to the Deputy Assistant Secretary of Defense for **Logistics** (DASD(**Logistics**)) using the Appendix 1 format. Submit this report within 30 calendar days after the close of each MOV cycle. This report is assigned Report Control Symbol (RCS) DD-A&S-1064. The source of supply will review the history file, prior to preparing the report, for those transactions in which the quantity response was different from the quantity requested. This review will determine if the quantity

difference resulted from a shipment, a cancellation, or if the requisitioner actually requested cancellation of the obligation. Only cancellations actually requested by the requisitioner using the MOV response are included in the MOV report. Do not report a difference in quantity resulting from any other cause and/or process.

C8.1.5.4. Special IMM Requests. The IMM may initiate a special validation request. For example, the IMM may need to validate requirements for high dollar value, critical items, or for those NSNs that have the largest number of materiel obligations on record or account for certain percentages of the total materiel obligations. These special validations should be selective in approach and may be made regardless of whether the materiel obligations were previously validated. The IMM may determine and define critical items as those essential items that are in short supply or expected to be in short supply for an extended period.

C8.1.5.5. Determination of Recipient of Validation Requests. MOV requests will be transmitted to the activities determined under the following rules:

C8.1.5.5.1. The activity designated by the Media and Status (M&S) unless covered by the exceptions listed below.

C8.1.5.5.2. When the M&S is 0, transmit to the activity designated by an alphabetic character or numeric 6, 7, or 8 in the distribution code.

C8.1.5.5.3. When distribution code contains a numeric other than 5, 6, 7, or 8, or is blank, and M&S is 0, transmit requests to the requisitioner.

C8.1.5.5.4. When Distribution Code 5 is identified, transmit requests to DLA (DoDAAC SL4701) regardless of M&S.[4]

C8.1.5.5.5. When the M&S is F, G, P, or Z, transmit requests to the requisitioner.

C8.1.6. Preparation of Special Validation Requests

C8.1.6.1. Purpose. Use the DLMS 517M, to request a special MOV at times other than the normal MOV cycles indicated in Table C8.T1. Organizations will validate the special MOV and use a DLMS 517M in response to the special MOV request.

C8.1.6.2. Document Number. The MOV request must identify the document number of the demand that is held as a materiel obligation, the unfilled quantity, and a response due date that is always 15 calendar days from the date of the MOV request.

C8.1.6.3. Urgent Requests. Due to the urgency of demands for critical items, IMMs may determine that supply of current demands should be accomplished from due-

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[4] Refer to ADC 369. Deferred implementation is authorized.

in stocks, against which there are materiel obligations of lesser or equal priorities. In these instances, the IMMs will initiate a special MOV request.

   C8.1.7. Performance of the Validation and Reconciliation

      C8.1.7.1. Mandatory Request. The recipient of validation requests (either scheduled or special) must conduct an item-by-item review with the user to determine the continued need for each item, the quantity involved, and the priority designator (PD) of the requirement. Routine responses that all materiel obligations are still required are to be avoided. Such cursory reviews do not improve supply support. Items that are identified in the requests, but are not contained on the records of the recipient of the request, will also be sent to the user for validation. Items that are contained on the records of recipients of the validation requests and meet the over age criteria, but are not covered by a request, will be validated with the user.

      C8.1.7.2. Recipient Response. The recipient of validation requests will match the items recorded as materiel obligations at the source of supply with the records of unfilled demands to determine and take action to bring the two records into agreement.

      C8.1.7.3. Status Request. Organizations may request status of any outstanding items, having met the age criteria, and not included with the scheduled validation requests. When such status is desired, the requisitioning activity will submit a DLMS 869A, Requisition Inquiry/Supply Assistance, or DLMS 869F, Requisition Follow-Up, to the source of supply. (See Chapter 4 for the requisition inquiry procedures.)

   C8.1.8. Responses to Materiel Obligation Requests

      C8.1.8.1. Purpose. Use a DLMS 517M, to respond to special MOV requests. MOV responses will contain the document number of the demand as contained in the MOV request, the quantity required for continuation as a materiel obligation, and the suffix, if applicable. The MOV responses will advise the source of supply whether materiel obligations should be canceled or the requirements still exist (and the item should be continued as a materiel obligation). Respond to the special MOV requests in time to meet the requested MOV response due date.

      C8.1.8.2. Response to Requests for MOV. Upon completing the validation /reconciliation process, organizations must send an MOV response for each MOV request to the source of supply that submitted the MOV request. Submit the MOV response by the MOV response due date cited in the MOV request. Use the MOV response to advise the source of supply of the quantity still required for supply action. If total cancellation is desired, do not include the quantity segment in the MOV response.

      C8.1.8.3. Revised Delivery Date. Whenever a requirement is to be retained as a materiel obligation and the PD/required delivery date (RDD)/required delivery period (RDP) changes due to reassessment of requirements, submit a DLMS 511M, Requisition Modification, to indicate the revised PD/RDD/RDP. (See Chapter 4 for the requisition modifier procedures.)

C8.1.8.4. <u>DAAS Initiated Responses</u>

C8.1.8.4.1. <u>Exempted Activities</u>. DAAS uses a DLMS 517M, to provide MOV responses for authorized activities exempted from participating in an MOV cycle.

C8.1.8.4.2. <u>DAAS Response</u>. DAAS provides appropriate MOV responses to the respective source of supply for each MOV exemption received. DAAS will send the MOV response no earlier than seven calendar days after receipt of the MOV exemption, but no later than the last day of the cycle.

C8.1.8.4.3. <u>MOV History File</u>. DAAS uses the MOV history file to generate appropriate MOV responses for the activity(ies) identified in the MOV exemption.

C8.1.8.5. <u>Receipt of Confirmed Cancellations</u>. Organizations in receipt of confirmed cancellations may request reinstatement of their canceled requisitions for a period not to exceed 60 calendar days after the BS cancellation transaction date. Use a DLMS 517M, to request the reinstatement of canceled requisitions and indicate the quantity required. The reinstated quantity may be equal to or less than, the canceled quantity canceled. The reinstated quantity will not exceed the canceled quantity. DAAS will revalidate fund codes for Signal Code A, B, C, J, K, or L, and provide rejections back to the sender with the DLMS 870S/DIC AE9 Supply Status citing Status Code CF.[5]

C8.1.9. <u>Source of Supply Cancellation of Materiel Obligations</u>

C8.1.9.1. <u>Procedures to Stop Cancellation Actions</u>. Sources of supply must use Chapter 4 procedures to stop storage and transportation actions when accomplishing cancellations resulting from the MOV program.

C8.1.9.2. <u>Cancellation Criteria</u>. Sources of supply will cancel materiel obligations when an organization has not responded to the scheduled MOV request by the MOV response due date, except for requisitions in Status Code BV or BZ. Requisitions being filled by DVD (Status Codes BV and BZ) are excluded from automatic cancellation of the MOV process. When a response to an MOV request has not been received by the response cutoff date for a requisition in BZ status, the source of supply will send a DLMS 517M, Transaction Type Code AP, and Action Code 9 to the validating organization. The organization must validate the requirement or respond with a requisition cancellation if the materiel is not required. See Chapter 4 for the requisition cancellation procedures.

C8.1.9.3. <u>Cancellation Upon Request</u>. Sources of supply will cancel materiel obligations upon receipt of requisition cancellation requests. When there is no record of the item as a materiel obligation, match the MOV response with the requisition history file (RHF) to determine the item's status. If the item is being processed, take action to stop the flow of the unneeded materiel. All sources of supply will try to meet the DoD objective of taking all possible action to prevent shipment from the storage activity, port

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[5] Refer to ADC 1043E

of embarkation, or vendor (in the instance of purchase actions). Based on action taken, sources of supply will provide requisitioning organizations with appropriate supply or shipment status.

C8.1.9.4. <u>Cancellation Status</u>. Sources of supply will send a DLMS 870S, Supply Status, with Status Code BR or BS to the organizations for which MOV requests were submitted for each item canceled as a result of the validation actions.

C8.1.9.5. <u>Verification from Requisitioner</u>. Sources of supply may contact requisitioning organizations to determine desired actions applicable to erroneous response transactions, if time permits. Should time not permit the source of supply to contact the requisitioning activities, the items concerned with the erroneous transactions, will be retained as a materiel obligation until clarification is obtained.

C8.1.9.6. <u>Response</u>. The DoD Component of the organization initiating a cancellation request, or failing to respond to MOV requests, will be charged with (1) transportation costs for returning the materiel to the storage activity, and (2) procurement and termination costs when it is determined that termination is in the best interest of the Government. Specific instructions concerning materiel transportation charges andcredit allowances are in DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," Volume 11B.

C8.1.10. <u>Source of Supply Materiel Obligation Reinstatement</u>

C8.1.10.1. <u>Timeframe</u>. Sources of supply will reinstate action on requisition(s) when organizations submit MOV reinstatement requests within 60 calendar days of requisition cancellation citing Status Code BS. Reinstate the requisition for the quantity equal to or less than the original canceled quantity. If the quantity is greater than the quantity canceled by the Status Code BS, only reinstate the quantity in the BS status. Reject the quantity exceeding the BS quantity. Use Status Code BS to prepare the MOV reinstatement request to ensure identification of the correct suffix.

C8.1.10.2. <u>Source of Supply Codes</u>. Sources of supply will use Status Code DK, DL, and DM to reject MOV reinstatement requests received over 60 calendar days after the BS status transaction date, or when there is no record of the BS status, or when the MOV reinstatement request is for a quantity greater than the canceled quantity.

C8.2. <u>GRANT AID</u>

C8.2.1. <u>General</u>. This section prescribes policies and procedures for the validation of ICP materiel obligation records with the records of the DoD Component ILCO maintaining Security Assistance Organization (SAO) program control and for the validation of the continuing need at the GA country level for over age demands. The purpose is twofold: (1) the reconciliation of records and (2) the validation of need.

C8.2.2. Annual Validation Schedule. The annual schedule of cyclic validation in support of GA materiel obligations is shown in Table C8.T2.

Table C8.T2. Cyclic Schedule for MOV in Support of Grant Aid

CYCLE NUMBER	SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS	MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY
1	31 January	31 May
2	31 July	30 November

C8.2.3. Aged Materiel Obligation Requests. Sources of supply will provide the ILCO with MOV requests applicable to aged materiel obligations for GA requirements. MOV requests will be sent to the ILCO by the sources of supply using schedules for validating aged GA materiel obligations established by the Assistant Secretary of Defense (Logistics & Materiel Readiness)(ASD(L&MR)].

C8.2.4. Materiel Obligation Definition. Materiel obligations are defined as that portion of the requisitioned quantity that is not immediately available for issue to the requisitioner and/or is recorded as a commitment for future issue of stocked items. This includes commitments for DVDs. The source of supply will produce MOV requests from their records of materiel obligations for which the requisition document number dates are aged to 180 calendar days or more at the time of the established validation cutoff. Materiel obligations selected for validation, meeting the 180-day age criterion, will be those assigned Status Code BB, BC, BD, or BV. The quantities identified in the MOV requests reflect the unfilled quantities only of items maintained as materiel obligations at the sources of supply. Use the DLMS 517M, to prepare MOV requests.

C8.2.5. Source of Supply Request Timeframe. Sources of supply will send scheduled MOV requests not later than 10 calendar days after the established cutoff date.

C8.2.6. Accomplishing MOV by the Army and Air Force ILCOs

C8.2.6.1. Item/Request Matching. The ILCO receiving MOV requests will match the items indicated as being on record at the source of supply with its records of unfilled demands and provide the MOV requests to SAOs that represent quantities/items as follows:

C8.2.6.1.1. In the MOV requests received from the source of supply, (the ILCO will not attempt to adjust quantity differences between the ILCO record and the source of supply record.)

C8.2.6.1.2. On the ILCO record, having reached the validation age criterion and not included with MOV requests furnished by the source of supply. The ILCO will adjust its records based upon the MOV responses received from SAOs.

C8.2.6.2. Program Originator Codes. The DoD Components may elect to have their ILCOs identify the program originator code in MOV requests transmitted to SAOs for validation. The identification of this code enables the SAO to determine the specific section to which to direct the MOV requests. In these instances, the codes shown in Table C8.T3 apply. (Do not include these codes in MOV responses that are sent to the source of supply.)

Table C8.T3. Program Originator Codes

CODE	PROGRAM ORIGINATOR
B	SAO (Army)
P	SAO (Navy)
D	SAO (Air Force
K	SAO (Marine Corps)

C8.2.6.3. Transmitting Requests. Transmit the MOV requests to the appropriate SAO not later than 45 calendar days after the scheduled cutoff date. The time between the cutoff date and the 45 calendar days for transmitting the MOV requests to SAOs allows:

C8.2.6.3.1. Transmission of the MOV requests from the source of supply to the ILCO.

C8.2.6.3.2. ILCO establishment of suspense records of the source of supply request quantities and preparation of MOV requests for transmission to the SAOs. SAOs will provide MOV response to the ILCO within 90 calendar days after the cutoff date for the validation cycle.

C8.2.7. Accomplishing MOV by the Navy ILCO

C8.2.7.1. Item/Record Matching. The Navy ILCO (NAVILCO) will match the items indicated as being on record at the source of supply with its records of unfilled demands and effect a file reconciliation. NAVILCO will send MOV responses for each MOV request received to the source of supply that submitted the validation request. The source of supply will use the MOV response to determine whether the items should be canceled or requirements still exist and the items should be continued as materiel obligations.

C8.2.7.2. Response Timeframe. Send MOV responses to validation requests to sources of supply by 15 March for the first cycle and 15 September for the second cycle. Indicate the quantity still required in the MOV response. If total cancellation is desired, do not include the quantity segment in the MOV response.

C8.2.7.3. Inquiries. Submit a requisition inquiry, DLMS 869A or DLMS 869F, as appropriate, for items outstanding on NAVILCO records for which no MOV

reconciliation request was received from the source of supply. See Chapter 4 for the requisition inquiry procedures.

C8.2.8. NAVILCO Initiation of Reconciliation and/or Validation with SAOs

C8.2.8.1. Annual Request Submission. Annually, on 16 September, the NAVILCO will prepare MOV reconciliation requests that represent unfilled requisitions with dates of 31 July or earlier.

C8.2.8.2. Program Identification. NAVILCO will identify the program originator code in the MOV reconciliation requests sent to SAOs for validation. SAO will use this code to determine the specific section to which to direct the requests. In these instances, the codes in Table C8.T3. apply.

C8.2.8.3. MOV Transmission. NAVICP will send the MOV reconciliation requests to the appropriate SAO not later than 26 September and indicate 31 October as the response due date.

C8.2.9. Validation of Requirements by the SA Organizations

C8.2.9.1. Verifying Existing Requirements. SAOs receiving MOV requests will determine whether requirements for the items and quantities still exist. SAOs will also determine whether requirements exist for items/quantities, having reached the age criteria and not included with the MOV requests. Once validation is completed, SAOs will adjust their records to show the country's needs for the items/quantities.

C8.2.9.2. Item Status Request. SAO will request status of any items that are outstanding, have met the age criteria, and are not included in the MOV requests. When such status is required, SAO will submit a requisition inquiry, DLMS 869A, to the appropriate ILCO. See Chapter 4 for the requisition inquiry procedures.

C8.2.9.3. Response for Each Reconciliation Request. SAO will provide an MOV response for each MOV reconciliation request, as appropriate, to indicate the remaining quantity of each item is still required. The SAO will send MOV responses to the appropriate ILCO. For the U.S. Army Security Assistance Command and the Air Force Security Assistance Center, send these responses to arrive no later than the date specified in the transmittal, which is 35 calendar days prior to the response due date contained in the requests. For NAVILCO, these responses must be received no later than 31 October.

C8.2.10. Response to MOV Requests by the Army and Air Force ILCOs

C8.2.10.1. Record Adjustment. Upon receipt of the responses from SAOs, the ILCO will adjust its records to agree with the country's requirements indicated by the MOV responses. The ILCO will then send MOV responses for each MOV request received from the source of supply that submitted the validation requests. The source of supply will use the MOV response to determine whether the items should be canceled or requirements still exist and the items should be continued as materiel

obligations. Provide MOV responses to the source of supply by the response due date indicated in the MOV requests. Response due date is established as the 125th calendar day following the cutoff date for validation. MOV requests must indicate the cutoff date.

C8.2.10.2. Quantity Remaining Required. ILCO will indicate the quantity still required in the MOV response. If total cancellation is desired, do not include the quantity segment in the MOV response.

C8.2.10.3. Outstanding Items. ILCO will submit a requisition inquiry, DLMS 869A or DLMS 869F, as appropriate, for items outstanding on the ILCO records, indicated as required by SAO, and for which no MOV request was received from the source of supply. See Chapter 4 for the requisition inquiry procedures.

C8.2.11. NAVILCO Action on SAO Responses

C8.2.11.1. Record Adjustment. Upon receipt of the responses from SAOs, the NAVILCO will adjust its records to agree with country requirements as indicated by the MOV responses. NAVILCO will send requisition cancellations to the source of supply on those unshipped lines for which the SAO indicated a reduced quantity requirement. NAVILCO will initiate action to resolve the unreconciled lines for which the SAO indicated a requirement. NAVILCO will send the appropriate supply and shipment status to SAOs.

C8.2.11.2. Requisition Cancellation. By 30 November, NAVILCO will prepare and send a requisition cancellation to the last known source processing the corresponding requisition. See Chapter 4 for the requisition cancellation procedures.

C8.2.11.3. Record of Confirmed Cancellations. NAVILCO will keep a record of confirmed cancellations received in response to requisition cancellations submitted as a result of reduced quantity requirements indicated by SAOs.

C8.2.11.4. Quantity Reduction Reconciliation. NAVILCO will prepare a report of the number of lines reconciled with the SAO, the number and value of SAO requested quantity reductions, and the number and value of confirmations received as of 31 December. NAVILCO will send two copies of this report to the appropriate Service headquarters for review and submission to Office of the Assistant Secretary of Defense.

C8.2.12. ILCO Cancellation of Materiel Obligations

C8.2.12.1. Source of Supply Action. The source of supply will cancel materiel obligation items upon receipt of requisition cancellations or the indication of need for lesser quantities from the ILCO. (When there is no record of the item at time of receipt of the MOV responses, the MOV response will be matched with the RHF to determine the latest status of the item or action taken to accomplish cancellation action. The source of supply will send the ILCO supply or shipment status as appropriate.) In the event procurement, rebuild, or other expense has been incurred and must be billed

to GA for an individual item being canceled, the supplying DoD Component will take action under DoD 5105.38-M, Part II, Chapter H.

C8.2.12.2. <u>Validation of Cancellations</u>. The source of supply will send the ILCO, for which validation requests were submitted, Status Code BR for each item and/or quantity canceled as a result of the validation actions. ILCO should not consider any quantity as canceled before receiving the confirming Status Code BR.

C8.2.12.3. <u>When no Response has been Received</u>. The source of supply will not automatically cancel items for which materiel obligations were established when no MOV response has been received relative to specific items submitted for validation.

C9. CHAPTER 9

LOGISTICS REASSIGNMENT

C9.1. GENERAL

C9.1.1. Purpose. This chapter provides procedures designed to ensure successful Logistics Reassignment (LR) of both consumable and nonconsumable items, provide adequate management control of items in a transitional situation, and ensure uninterrupted supply support of items during the transition period.

C9.1.2. Transactions. This chapter addresses the procedures to the following Accredited Standards Committee (ASC) X12 transaction functions identified by their beginning segment and report type code. Other DLMS formats, such as XML, are also available. See the Defense Logistics Management Standards Program Office Website for available formats on the DLMS IC page. The corresponding MILSTRAP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C9.1.2.1. LR Management Data Transaction is identified by the DLMS 536L ASC X12 beginning segment (1/BR02/020) Transaction Type Code LR – Logistics Reassignment. This transaction provides the functionality of MILSTRAP legacy document identifier codes (DIC) DLS, DLT, DLU, DLV, DLW, and DLX.

C9.1.2.2. LR Transfer/Decapitalization Transaction is identified by the DLMS 846D ASC X12 beginning segment (1/BIA/020) Report Type Code TL – Logistics Transfer Advice. This transaction provides MILSTRAP legacy DIC DEE/DEF functionality.

C9.1.2.3. LR Transfer/Decapitalization Inquiry Transaction identified by the DLMS 846D ASC X12 beginning segment (1/BIA/020) Report Type Code TK – Logistics Transfer Inquiry. This transaction provides MILSTRAP legacy DIC DLA functionality.

C9.1.2.4. LR Storage Information Order Transaction is identified by the DLMS 846S ASC X12 beginning segment (1/BIA/020) Report Type Code PK – Storage Information Inquiry. This transaction provides MILSTRAP legacy DIC DZC functionality.

C9.1.2.5. LR Storage Information Reply Transaction is identified by the DLMS 846S ASC X12 beginning segment (1/BIA/020) Report Type Code TQ – Storage Information Advice. This transaction provides MILSTRAP legacy 8 DIC DZD functionality.

C9.1.3. LR Process. To ease understanding of these procedures, the LR process has been divided into three periods of time based upon the effective transfer date (ETD). These periods are identified as pre-ETD, ETD, and post-ETD. The pre-ETD period commences on the date the GIM assignment/ETD is sent to the GIM/LIM and

terminates at ETD. ETD is the date of the LR. Although ETD is a specific point in time, for the purpose of these procedures, any actions involving data requirements that show conditions as of the ETD will be discussed as if such actions took place on the ETD, even though they may have been taken immediately before or after the actual ETD. The post-ETD period begins immediately following the ETD and includes all actions that do not specifically involve data requirements that show conditions as of the ETD. Specific events required to take place during the LR are set forth under the appropriate period.

C9.1.3.1. The LIM will use an LR Management Data Transaction to provide the GIM with general management information, backorder and demand data, on hand data, due-in data, contract history data, and product quality deficiency report (PQDR) history data for consumable assets being logistically reassigned.

C9.1.3.2. The LIM will use an LR Transfer/Decapitalization Transaction to notify the GIM of the transfer and decapitalization quantities for the item being logistically reassigned. The GIM will use an LR Transfer/Decapitalization Inquiry Transaction to inquire about LR transfer/decapitalization quantities when none was received.

C9.1.3.3. The LIM will send an LR Storage Information Order Transaction to the storage activity to notify them to transfer ownership of wholesale stocks to the GIM and of the quantity which the LIM is retaining. Storage activities will send an LR Storage Information Reply Transaction to the LIM to notify the LIM of the quantities the storage activity actually transferred to GIM ownership and those retained in LIM ownership.

C9.2. <u>POLICY</u>. DoD policy for LR of consumable items is contained in DoD 4140.26, *Volume 4* "Defense Integrated Materiel Management Manual for Consumable Items: *Logistics Reassignment (LR)*." DoD policy for LR of nonconsumable items is contained in AMC-R 700-99/NAVSUPINST 4790.7/AFLCR 400-21/MCO P4410.22, "Logistics Wholesale Inventory Management and Logistics Support of Multi-Service Used Nonconsumable Items".

C9.3. <u>REQUIREMENTS</u>

C9.3.1. <u>General</u>. The LIM, GIM, and storage activities will accomplish the actions required by this manual to reassign asset accountability to the GIM in a timely manner to ensure uninterrupted supply support. Resolution of problems affecting supply operation requires direct communication, coordination, and assistance.

C9.3.2. <u>GIM</u>. The GIM will accept, as of the ETD, those items and book balances submitted by the LIM. (The following policy covering transfer of assets for LR is implemented from DoD 4140.26 and AMC-R 700-99 et al., respectively.) The LIM will transfer all on-hand wholesale balances, in place, except:

C9.3.2.1. Assets committed to the support of special projects, programs, and/or plans including the International Logistics Program (ILP), *(*e.g., staged

shipments, packaged shipments*)*. On hand wholesale assets in support of the ILP will not be transferred to the GIM nor will any ongoing procurement action in support of the ILP be terminated.

C9.3.2.2. Consumable assets in SCCs F, H, J, K, L, M, P, Q, R, and S. (See DoD 4140.26 for complete criteria.

C9.3.2.3. Nonconsumable assets in SCCs G, H, J, K, L, M, P, Q and X. SCCs H, P and X materiel will never be decapitalized. (See AMC-R 700-99 et al., for complete criteria.)

C9.3.3. <u>LIM</u>. On an expedited basis the LIM will decapitalize to the GIM wholesale assets, other than the SCCs shown above, generated during the first year following ETD. The LIM will report assets generated after 1 year of ETD under Chapter 11, (Materiel Returns Program Procedures). Except for decapitalization of procurement receipts, the GIM will reject assets decapitalized more than 1 year after the ETD using Reject Advice Code AW.

C9.4. <u>PRE-EFFECTIVE TRANSFER DATE ACTIONS</u>

C9.4.1. <u>General</u>

C9.4.1.1. The LIM procurement office will provide the GIM with contractual status on contracts either retained by the LIM or assigned to the Defense Contract Management Agency (DCMA) for contract administration. Contract status includes, but is not limited to, delivery status, acceleration of delivery, follow-up status requests, contract warranty provisions, and executing appropriate modifications to basic contracts.

C9.4.1.2. For nonconsumable items, the LIM will give the GIM listings of all purchase requests (procurement actions that have not reached the award stage) throughout the pre-ETD period. The GIM will, within 15 calendar days following receipt of the purchase request listing from the LIM, annotate required changes, and return one copy to the LIM. For consumable items, the LIM will send listings of all purchase requests to the GIM 45 calendar days prior to the ETD in the format established by DoD 4140.26.

C9.4.1.3. The LIM will reclassify consumable assets, in SCCs Q and R, to the appropriate SCC before the LIM sends the GIM an updated LR Management Data Transaction.

C9.4.1.4. For assets in SCC H, the LIM will either forward the assets to DLA Disposition Services or reclassify the item to their true condition as authorized by Chapter 7.

C9.4.1.5. For assets in SCC X, the LIM will reclassify the assets as appropriate for LR or for transfer to DLA Disposition Services.

C9.4.2. One hundred and fifty calendar days prior to ETD, or upon notification if less than 150 calendar days, the LIM will take the following actions:

C9.4.2.1. Advise the GIM of assets being held for litigation.

C9.4.2.2. Perform physical inventories under Chapter 6 procedures, as stated in DoD 4140.26-M for consumable items, and AMC-R 700-99 et al., for nonconsumable items, as follows:

C9.4.2.2.1. For consumables, inventory stock on hand for wholesale assets designated as classified or sensitive.

C9.4.2.2.2. For nonconsumables, inventory on-hand wholesale assets.

C9.4.3. One hundred and twenty calendar days prior to ETD, or upon notification if less than 120 calendar days, for consumable items being transferred, the LIM will send the GIM an LR Management Data Transaction containing backorder and demand data, on-hand data, due-in data, and contract history data. Do not provide PQDR history data at this time.

C9.4.4. Sixty calendar days prior to ETD the LIM will process excess reports received for LR items for which disposition action is appropriate, in accordance with Chapter 11 procedures.

C9.4.5. <u>Forty-Five Calendar Days Prior to ETD</u>

C9.4.5.1. By mutual agreement between the GIM and the LIM, the LIM will initiate action to amend existing LR item contracts/purchase orders not reassigned to the GIM to provide for diversion of stock by quantities into storage activities of the GIM. The GIM will send addresses of the shipping destinations to the LIM, as appropriate. The LIM will retain the due-in.

C9.4.5.2. For consumable items, the LIM will send listings of all purchase requests in accordance with DoD 4140.26. The GIM will, within 15 calendar days following receipt of the purchase request listing from the LIM, annotate required changes and return one copy to the LIM.

C9.4.6. <u>Thirty Calendar Days Prior to ETD</u>. The LIM will take the following actions:

C9.4.6.1. Furnish the GIM a war materiel requirement (WMR) data listing sorted by NSN and the DoD Component (and routing identifier code (RIC)) within the DoD Component when the requirements have been allocated), major to minor, showing the current computed data.

C.9.4.6.1.1. Include the quantity and value of the forecasted reparable return data, if applicable; quantity and value of Balance War Reserves (Other War Materiel Requirement (OWMR); Other War Reserve Materiel Requirement (OWRMR);

OWRMR, Protectable (OWRMRP); Pre-Positioned War Reserve Materiel Requirement (PWRMR); PWRMR, Protectable (PWRMRP)); dollar value subtotals for FSC, RIC if allocated, and the DoD Component; and grand total dollar value.

C9.4.6.1.2. Additionally, send the DLMS 830W, War Materiel Requirements, to the GIM to show original input from which the WMR computed data was generated. The GIM will process the DLMS 830W to recompute the WMR data as described in Chapter 3.

C9.4.6.2. For consumable items, send the GIM an updated LR Management Data Transaction containing backorder and demand data, on-hand data, due-in data, and contract history data. Do not provide PQDR history data at this time. Send the GIM the latest status of assets being held for litigation action.

C9.5. <u>EFFECTIVE TRANSFER DATE PERIOD ACTIONS</u>. The LIM will do the following at ETD:

C9.5.1. Send an LR Storage Information Order Transaction to the storage activities as a notification that wholesale stocks stored are now under GIM ownership.

C9.5.2. Process inventory adjustments to decrease the inventory control record using DLMS 947I.

C9.5.3. Prepare and send to the GIM LR Transfer/Decapitalization Transaction by SCC and location. Telephone communication between the GIM and LIM is authorized to resolve transactions that reject from the validation process. To preclude inquiries when there are no on-hand assets available for transfer, the LIM will send a LR Transfer/Decapitalization Transaction to the GIM for a zero quantity as either a transfer or a decapitalization, based on the following:

C9.5.3.1. LR transfers are used for permanent transfers, without reimbursement of cost, of inventory within the same fund division (the LIM has a transfer-out and the GIM has a corresponding transfer-in).

C9.5.3.2. LR decapitalization transactions are used for permanent transfers, without reimbursement of cost, of inventory between different fund divisions, or chartered subdivisions within the fund (the LIM has a decapitalization and the GIM has a corresponding capitalization).

C9.5.4. Give memorandum due-in information to the GIM and ***pre-positioned materiel receipt (PMR)*** to the storage activity in accordance with Chapter 12. ***Quantities will show what is available for transfer***.

C9.5.5. Send the GIM storage activity a DLMS 527D ARI ***(PMR)*** for each due-in from procurement on which the destination has changed to the GIM. In addition, send the LIM storage activity a reversal DLMS 527D ARI ***(PMR)*** to delete the ***PMR***.

C9.5.6. Transfer funded backorders to the GIM in accordance with DoD 4140.26. Transfer the funded backorders using referral/passing orders in accordance with MILSTRIP *procedures*.

C9.5.7. For consumable items, send the LR Management Data Transaction containing PQDR history data. Send data for completed PQDRs only and include all PQDRs completed up to 3 years prior to the ETD. Do not provide backorder and demand data, on-hand data, due-in data, or contract history data at this time.

C9.5.8. For items with SPR, prepare and send a DLMS 870L, Order Status Report (SPR Status), to the forecasting activity as outlined in Chapter 2.

C9.5.9. Advise the GIM of the latest data available on assets being held for litigation action.

C9.6. <u>POST-EFFECTIVE TRANSFER DATE ACTIONS</u>

C9.6.1. <u>Storage Activity Action</u>. The storage activity will prepare an LR Storage Information Reply Transaction within 5 working days of receipt of an LR Storage Information Order Transaction advising the LIM of the quantity transferred to GIM ownership. If the storage activity does not receive an LR Storage Information Order Transaction, the storage activity will prepare and send the LIM an LR Storage Information Reply Transaction showing each balance by SCC.

C9.6.2. <u>GIM Actions</u>

C9.6.2.1. <u>Inventory Adjustment</u>. Convert valid LR Transfer/Decapitalization Transactions received from the LIM to inventory adjustments using DLMS 947I, to establish or increase inventory balances. (This action is not required upon receipt of an LR transfer/decapitalization with a zero quantity.) The GIM may automatically reject invalid LR transfer/decapitalization transactions. Telephone communication between the GIM and LIM is authorized to resolve LR transfer/decapitalization transactions that reject from the validation process.

C9.6.2.2. <u>Memorandum Due-In Transactions</u>. Process valid DLMS 527D memorandum due-in transactions, received from the LIM in accordance with Chapter 12.

C9.6.2.3. <u>Transaction Rejections</u>. If in receipt of an LR Transfer/ Decapitalization Transaction or DLMS 527D memorandum due-in for an item not involved in an LR, reject the incorrectly reported transactions back to the initiator using DLMS 824R, Reject Advice, citing Reject Advice Code AY.

C9.6.2.4. <u>Reconsignment Instructions</u>. When appropriate, give reconsignment instructions to the LIM for items due-in from undelivered contracts of the LIM. Report receipts from these contracts following the ETD in accordance with Chapter 13.

C9.6.2.5. <u>LR Transfer/Decapitalization Reversals</u>. Accept and process reversals of LR Transfer/Decapitalization Transactions, adjust their management and financial records, and discontinue processing any other transactions against the LR assets until the GIM processes new LR Transfer/Decapitalization Transactions from the LIM.

C9.6.3. <u>LIM Actions</u>

C9.6.3.1. <u>Updating Due-Ins</u>. The LIM will update the memorandum due-in and **PMR** in accordance with Chapter 13, as necessary, to include the following actions:

C9.6.3.1.1. Changing the destination of undelivered purchases upon request of the GIM.

C9.6.3.1.2. Awarding an unawarded purchase request.

C9.6.3.2. <u>Litigation Procedures</u>. The LIM will enter litigation proceedings on all items in SCC L which are either on hand at ETD or later received by either the GIM or LIM on LIM negotiated contracts. The LIM will notify the GIM of actions being taken to resolve the litigation actions.

C9.6.3.3. <u>Condition Change</u>. When an item previously transferred to the GIM is restored to an issuable condition, or when inspection of stock on hand reveals a change in condition of the materiel, the GIM will be notified of the condition transfer using a DLMS 947I.

C9.6.3.4. <u>Preparation of Storage Information</u>. The LIM's storage activity will send a LR Storage Information Reply Transaction within 5 working days of the ETD advising the LIM of the quantity transferred to GIM ownership. If the LIM's storage activity does not receive a LR Storage Information Order Transaction, the storage activity will send the LIM a LR Storage Information Reply Transaction showing each balance by SCC.

C9.6.3.5. <u>LIM Processing of a LR Storage Information Reply</u>. Upon receipt of the LR Storage Information Reply Transaction, the LIM will review the quantity. When the transfer quantity in the reply is greater than the transfer quantity shown in the order, the LIM will transfer/decapitalize the additional quantity to the GIM on a new LR Transfer/Decapitalization Transaction. When the transfer quantity in the reply is less than the transfer quantity in the order, the LIM will:

C9.6.3.5.1. Within 24 hours of receipt of the reply, initiate action to reverse the LR Transfer/Decapitalization Transaction, previously submitted for that location and SCC.

C9.6.3.5.2. Conduct research, and/or request a special inventory when deemed appropriate.

C9.6.3.5.3. Determine whether the quantity reported by the storage activity is correct (based on the best data available after research/inventory). If research shows the quantity reported was not correct the LIM will process a reversal, or LR Transfer/Decapitalization Transaction and a LR Storage Information Order Transaction containing new document numbers with the revised quantity.

C9.6.3.5.3.1. Complete these actions within 30 calendar days after the ETD to prevent a long time lag between the ETD and corrective action. If extenuating circumstances prevent a LIM from accomplishing this task within 30 calendar days, notify the GIM of the problem and expected date when the problem should be resolved (not to exceed 60 calendar days past the ETD).

C9.6.3.5.3.2. If a LR Storage Information Reply Transaction contains a transferable quantity on an item the LIM provided a LR Transfer/Decapitalization Transaction with a zero balance, the LIM will send a new LR Storage Information Order Transaction to the storage activity, and a new LR Transfer/Decapitalization Transaction to the GIM showing the appropriate quantity, SCC, and location; in this situation, the LIM will not prepare a LR Transfer/Decapitalization Transaction reversal.

C9.6.3.6. <u>Ninety Calendar Days after ETD</u>. For consumable items, the LIM will send the GIM an updated LR Management Data Transaction containing contract history and PQDR history data. Give data for PQDRs completed between the ETD and the ETD plus 90 calendar days only. Do not give backorder and demand, on hand, or due-in data at this time.

C9.6.3.7. <u>One Hundred and Eighty Calendar Days after ETD</u>. For consumable items, the LIM will send the GIM an updated LR Management Data Transaction with PQDR history data. Give data for PQDRs completed between the ETD plus 90 calendar days and the ETD plus 180 calendar days only. Do not give backorder and demand, on hand, due-in, or contract history data at this time.

C9.6.3.8. <u>Two-Hundred and Seventy Calendar Days after ETD</u>. For consumable items, the LIM will send the GIM an updated LR Management Data Transaction containing contract history and PQDR history data. Give data for PQDRs completed between the ETD plus180 calendar days and the ETD plus 270 calendar days only. Do not give backorder and demand, on-hand, or due-in data at this time.

C9.7. <u>RECEIPT PROCESSING AFTER EFFECTIVE TRANSFER DATE</u>. Storage activities will process receipts after the ETD in accordance with Chapter 13.

C9.7.1. <u>Receipts from Procurement</u>

C9.7.1.1. Upon receipt of assets from procurement by either the GIM or LIM storage activity, send a DLMS 527R Receipt Transaction to the LIM.

C9.7.1.2. Procurement receipts received after 1 year past the ETD will be processed by the LIM and GIM in the same manner that procurement receipts would be processed when received during the ETD to 1 year period.

C9.7.1.3. When the LIM receives a receipt transaction from the storage activity for an item that was logistically reassigned, the LIM will:

C9.7.1.3.1. Process the receipt to reduce the due-in record, record the assets on the LIM owner record.

C9.7.1.3.2. Decrease the LIM owner record using a DLMS 947I, Inventory Adjustment Transaction, in accordance with Chapter 7.

C9.7.1.3.3. Send a DLMS 527R, Memorandum Receipt Transaction, to the GIM.

C9.7.1.3.4. Send a LR Transfer/Decapitalization Transaction, in accordance with C9.5, and include transaction number or *procurement instrument identifier (PIID)* (and related data: Contract line item number (CLIN), exhibit line item number (ELIN), and *when procurement is authorized under a PIID call/order number (F in 9th position), provide the value in the PIID field*) from the associated receipt transaction to establish an audit trail between the receipt and its following transfer/decapitalization.

C9.7.1.3.5. Send a LR Storage Information Order Transaction to the storage activity in accordance with C9.5.

C9.7.1.3.6. Process receipts for which litigation is required in accordance with Chapter 13.

C9.7.1.4. If no DLMS 527D ARI (PMR) is recorded, the storage activity will report materiel received from procurement sources in accordance with Chapter 13.

C9.7.1.5. The GIM will:

C9.7.1.5.1. Use a LR Transfer/Decapitalization Transaction to record the assets on the GIM owner record and to reduce the memorandum due-in record in accordance with Chapter 13.

C9.7.1.5.2. If a LR Transfer/Decapitalization Transaction is received for an item not involved in an LR, the GIM will reject the transaction back to the initiator using DLMS 824R citing Reject Advice Code AY.

C9.7.1.5.3. If assets from procurement are received for which there are no PMRs at the receiving storage activity, the receiving activity will report the receipt to the cognizant IMM. If the GIM does not have a recorded due-in and the item was recently involved in an LR, the GIM should research/contact the LIM to determine proper reporting of the receipt to maintain accountability accuracy. If the procurement

receipt is incorrectly reported to the LIM (and the LIM did not initiate the procurement action), the LIM should reject the receipt back to the originator with a DLMS 824R citing Reject Advice Code AB.

C9.7.2. Receipts From Other Than Procurement

C9.7.2.1. The LIM's storage activity, upon receipt of assets from other than procurement, will send DLMS 527R receipt to the LIM.

C9.7.2.2. The LIM will:

C9.7.2.2.1. Process the storage activity initiated receipt to reduce the due-in record and record assets on the LIM inventory record for the quantity received.

C9.7.2.2.2. Decrease the inventory control record using DLMS 947I.

C9.7.2.2.3. Send DLMS 527R, Memorandum Receipt Transaction, to the GIM.

C9.7.2.2.4. Send a LR Transfer/Decapitalization Transaction to the GIM.

C9.7.2.3. The GIM will process the D527R, Memorandum Receipt Transaction, to reduce the memorandum due-in record and will use the LR Transfer/Decapitalization Transaction to record assets on their inventory record for the quantity received.

C9.7.2.4. If no **PMR** is recorded, the storage activity will report materiel received from nonprocurement sources following Chapter 13.

C9.8. INQUIRY FOR LOGISTICS REASSIGNMENT ASSET DATA AND RESPONSE

C9.8.1. LR Transfer/Decapitalization Inquiry. The GIM will send an inquiry to the LIM, using a LR Transfer/Decapitalization Inquiry Transaction, for all assets logistically reassigned for which they received no LR Transfer/Decapitalization Transaction.

C9.8.2. LIM Response. The LIM will send the necessary LR Transfer/ Decapitalization Transaction or a duplicate thereof.

C9.9. LOGISTICS REASSIGNMENT DUE-IN VALIDATION. See Chapter 12, Due-In Inquiry and **Due-In** Reconciliation procedures.

C10. CHAPTER 10

MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.1. UNDERLINE PURPOSE

C10.1.1. This chapter provides the procedures for a DoD automated, closed-loop system to provide accountability and monitor receipt of shipments of DoD and General Services Administration (GSA) wholesale stocks and DLA Disposition Services stocks issued from on-hand assets or procured for direct vendor delivery (DVD). These procedures interface with logistics response time (LRT) for measuring receipt take-up time by requisitioners and with Chapter 5, for providing 100 percent shipment status on stock issues, including DVDs.

C10.1.2. These procedures provide for the control of due-in records below the wholesale level and the interface among the transportation, quality, supply, and financial operations/systems below the wholesale level and between the supply and purchasing operations/systems at the wholesale level to provide proper control over in transit assets and document receipt in the payment files.

C10.1.3. MRA Business Rules. Appendix 12 identifies the detailed business rules for generating the MRA Report. Appendix 12 also includes an MRA Decision Tree diagram to provide graphic representation of the MRA business rules to capture shipments out of wholesale assets that qualify for MRA Reporting.

C10.1.4 Transactions. This chapter addresses the procedures applicable to the following transactions with their functions identified by their beginning segment transaction type code. The DLMS implementation conventions (IC) are available on the DLMS IC page of the Defense Enterprise Data Standards Office Website. The corresponding MILSTRAP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C10.1.4.1. Materiel Receipt Acknowledgement (MRA) Transaction is DLMS 527R with beginning segment (1BR02/020) Transaction Type Code TH – Receipt Acknowledgement Advice. This transaction provides MILSTRAP legacy DIC DRA functionality.

C10.1.4.2. MRA Response to Follow-up Transaction is DLMS 527R with Transaction Type Code TH–Receipt Acknowledgement Advice, used in conjunction with 1/BR06/20 Action Code V–Respond. This transaction provides MILSTRAP legacy DIC DRB functionality.

C10.1.4.3. Follow-up for Delinquent MRA Transaction is DLMS 527R with Transaction Type Code TG – Receipt Acknowledgement Inquiry. This transaction provides MILSTRAP legacy DIC DRF functionality.

C10.2. <u>APPLICABILITY</u>.

C10.2.1. These procedures apply to shipments of DoD wholesale stocks and DLA Disposition Services stocks and, in part, to shipments of GSA wholesale stocks-- whether pushed or pulled, delivered or picked up, issued from on hand assets or procured for DVD from commercial sources.

C10.2.2. These procedures therefore, apply to:

C10.2.2.1. All DoD wholesale inventory control points (ICP) and the DLA Disposition Services (for the purposes of MRA, DLA Disposition Services is the DoD ICP for shipments from Disposition Services).

C10.2.2.2. Recipients of DoD and GSA wholesale stocks and DLA Disposition Services stocks–including DoD intermediate/retail level and end-use activities; contractors which receive Government furnished material, and defined under DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014; DoD ICPs which requisition materiel from GSA, DLA Disposition Services, or other DoD ICPs; and DoD maintenance facilities which receive items for maintenance when the maintenance activity accountable officer assumes property accountability for the inducted items--hereafter called reporting activities.

C10.2.2.3. Implementation of the materiel receipt acknowledgment concept is optional for intra-Component shipments of retail stock. However, DoD Components which choose to implement the concept for such shipments will prescribe use of these procedures.

C10.3. <u>EXCLUSIONS</u>.[1] These procedures are not applicable to the following:

C10.3.1. Commodities excluded from requisitioning, except that receipt of requisitioned forms and publications will be acknowledged.

C10.3.2. Shipments to foreign military sales and grant aid customers except when the shipment concerns an unconfirmed materiel release order (MRO) as described in Chapter 4 (Processing Follow-Ups). FMS documents beginning with B, D, I, P, K and T .

C10.3.3. Inter-Component lateral redistributions of retail stock not directed by the wholesale ICP.[2]

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[1] Known MRA gaps include shipments associated with DLA Industrial Prime Vendor (IPV), and DLA Tailored Vendor Relationships (TVR) such as Medical Prime Vendor; Subsistence Prime Vendor; Maintenance Repair and Operations program; and Kentucky Logistics Operation Center (KyLOC). The MRA process requires a MILSTRIP Shipment Status transaction; there is no shipment status in these processes. These processes are not excluded from MRA (except Fresh fruits and vegetables (FF&V)), and are identified as known process gaps that DLA is working to close. Another possible MRA gap exists for immediate issue scenarios (e.g., bearer walk-through or "over the counter" issues) where shipment status/materiel release confirmation is provided and an MRA would typically be expected. DLA will submit a proposed DLMS change to document this as a valid MRA exclusion. (ADC 1088)

C10.3.4. Shipments to state, civil, or federal agency activities. Special Program DoDAACs are identified by numeric character in the first position followed by an alpha character in the second position. These identify entities that are neither DoD or other Federal entities and that are associated with a special program. Among other purposes, special programs include programs authorized by Congress for state and local entities to purchase materiel from Federal sources. The existing Defense Automatic Addressing System (DAAS) logic for extracting the LMARS database includes the exclusion of Special Program DoDAACs (ADC 1088).

C10.3.5. Receipts into DoD wholesale stock controlled under Chapter 13, including relocations/shipments to contractors, commercial or industrial activities which are receipt reported to the owning ICP, when the owing ICP also issued the materiel. However, when ICPs requisition materiel from another ICP or the DLA Disposition Services, and the receipt is reported under Chapter 13, the requisitioning ICP will acknowledge the receipt (ADC 1087).

C10.3.6. Shipment status (DLMS 870S/Legacy AS3) with Distribution Code 9 (DLA Distribution Services). Shipments to DLA Disposition Services that are covered under the procedures for in-transit control of shipments to DLA Disposition Services Field Offices.

C10.3.7. Shipments of fresh fruit and vegetables (FF&V). FF&V transactions are received by DAAS in a monthly data feed from DLA Troop Support and do not have shipment data.

C10.3.8. Shipments to Army/Air Force Exchange Service DoDAACs HX1_, HX2_, HX3_ , and HX4 _).

C10.3.9. DoDAAC indicating activity is GSA or FEDSTRIP.

C10.3.10. Exclude intra-Component shipments when the issuing wholesale ICP does not generate a Follow-up for Delinquent MRA transaction within the required delinquent MRA Follow-up time limit. The rationale is that if the issuing wholesale ICP business process requires that the intra-Component reporting activity provide a Receipt transaction back to the issuing wholesale ICP, then it falls under the MRA exclusions

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[2] This is not a true "exclusion" from MRA because the MRA is only required for release of wholesale assets. When DAAS gets the passing order that has a RIC-TO of a non-wholesale ICP, they will flag the document number as not eligible for LMARS/MRA, but still be available for WEBVLIPS as history. Any subsequent transactions that come in under that document number (regardless of data content and indication of a wholesale ICP) automatically gets that flag. This is similar to what DAAS does for the requisition alert process. The one underlying assumption to this solution is that the passing order (DIC A3_) will be present so that the flag can be set at the document number level. This is a safe assumption, since ADC 1062 states that GCSS-A will not release the requisition image until they receive the passing order routed by DAAS. Note the DAAS check on the shipment status is just the presence of a shipment status for the document number that clears the first part of the MRA decision Tree. DAAS feels this will eliminate a concern with LMARS picking up the transaction as a byproduct when the bill comes out of the wholesale ICP system (LMP) after the post-post issue is passed to that system (For Army GCSS-A to LMP). (ADC 1088)

and the issuing ICP would not generate a Follow-up for Delinquent MRA transaction. For the purpose of this exclusion logic, DAAS will use the MRA Follow-up timeframe plus one day. Under existing MRA Report logic, lookup will be done at the end of the month (ADC 1087).

C10.4. COMMUNICATIONS

C10.4.1. Reporting activities will direct MRAs to the managing ICP using guidance in C10.4.2. If operating under MILSTRAP legacy transactions, refer to the instructions in DLMS Volume 2, Appendix 3.29 for the legacy DRA/DRB transactions. DAAS will pass the MRA to the designated ICP and provide images to other designated activities based upon DoD Component rules.

C10.4.2 Reporting activities will direct the MRA to the managing ICP using one of the following (listed in order of preference):

C10.4.2.1. The organization that directed the materiel shipment as shown on DLMS 856S, Shipment Status.

C10.4.2.2. The last known source of supply that authorized follow-up action as shown on DLMS 870S, Supply Status.

C10.4.2.3. The source of supply to which the DLMS 511R, Requisition, was submitted.

C10.4.3. ICPs will send all MRA follow-ups to the DAAS for transmission. The DAAS will route MRA follow-ups for U.S. forces to the "ship-to" activity identified in the 856S Shipment Status. The DAAS will route MRA follow-ups for security assistance requisitions to the applicable Service International Logistics Control Office (ILCO) based upon the Service Code in the Document Number and distribution code

C10.5. RESPONSIBILITIES

C10.5.1. Reporting activities and ICPs will meet the time limits stated throughout this chapter and summarized in Table C10.T1, MRA Submission Timeframe, and Table C10.T2, MRA Follow-up Timeframe for ICPs and Disposition Services.

C10.5.2. Reporting activities excluding International Logistics Control Offices (ILCOs) will:

C10.5.2.1. Establish supply due-in records for all requisitions (pulled or pushed) being supplied from wholesale stock. It is not required to establish a due-in record when shipment status is received after the materiel has been received.

C10.5.2.2. Update (or establish, when no previous record of the due-in/materiel receipt exists) due-in records and estimated delivery dates, based on supply

and shipment status received. Establish due-in record estimated delivery dates which equal the MRA prescribed timeframes in Table C10.T1.

C10.5.2.3. Post receipts from wholesale stock to a stock record/property, or equivalent, account and acknowledge materiel receipt under these procedures.

C10.5.2.4. Whenever materiel is taken into U.S. Government custody at final destination, whether it has been accepted or not, ensure the receipt is posted to the stock record/property, or equivalent, account. Establish any needed interface among the transportation, quality, and supply operations/processes to meet this requirement.

C10.5.2.5. Monitor due-in records and report nonreceipt under these procedures when materiel is not received within the prescribed timeframes in Table C10.T1. DLMS requires that 100 percent shipment status be sent to all reporting activities so they can meet this requirement.

C10.5.2.6. Coordinate with the financial operation/function before clearing a due-in record by any action other than materiel receipt. Maintain an auditable record of all due-in records so cleared.

C10.5.2.7. Establish an interface with financial accounting operations/processes to maintain proper financial accounting control for in-transit assets, as prescribed by DoD 7000.14-R, "DoD Financial Management Regulations".

C10.5.3. ILCO reporting activities will screen history records for valid shipment status or coordinate with freight forwarders/customers to determine shipment status/receipt data, for unconfirmed MROs and send an MRA Advice Transaction within the prescribed timeframes in Table C10.T1.

C10.5.4. ICPs will:

C10.5.4.1. Have a closed-loop system to monitor materiel receipt on all shipments of wholesale stock to DoD activities.

C10.5.4.2. Control MRA data based on quantity within document number. When the MRA does not match a shipped record, use the data only for quality control/management evaluation purposes. Do not reject MRAs to the submitter.

C10.5.4.3. Keep an accessible record of requisitions, by document number and suffix code shipped, until materiel receipt is confirmed, nonreceipt is reported for the quantity shipped, or failure to acknowledge is included in management evaluation reports.

C10.5.4.4. Establish an interface between the supply and disbursing functions/operations to provide receipt acknowledgment data for all DVDs for documentation of payment files.

C10.5.4.5. Consider MRA data in the supply discrepancy report (SDR) validation process.

C10.5.5. <u>DoD Components</u>.

C10.5.5.1. Will establish the internal interface among the logistics, financial, and contracting operations/systems necessary to accomplish the requirements of this chapter. When operations are geographically removed from each other, DoD Components may prescribe use of intra-DoD Component transactions to accomplish the required interface.

C10.5.5.2. May, for intra-DoD Component shipments, elect to have their shipping activity or container consolidation point create an MRA and send it with the shipment for completion and submission by the reporting activity.

C10.5.5.3. May prescribe, where appropriate, that intermediate levels of supply (i.e., organizations that are not the ultimate materiel recipient but maintain due-in records for referred user requisitions) post receipts to their due-in records and acknowledge materiel receipt for the user.

C10.5.5. May record MRA data in requisition history and use to close unconfirmed MROs.

C10.5.6. GSA will not use the MRA to monitor materiel receipt but will use the data to interface with the discrepancy reporting process. Therefore, GSA will not follow-up to reporting activities to request an MRA.

C10.5.7. Components may prescribe additional internal follow-up requirements to those identified in this chapter.

C10.6. <u>PREPARING AND SENDING MATERIEL RECEIPT ACKNOWLEDGEMENT</u>

C10.6.1. Reporting activities will meet the time limits identified in this chapter. These requirements and timeframes are independent from prescribed shipment tracing and discrepancy reporting requirements and timeframes to which the receiving facility must also adhere. MRA reporting timeframes are summarized below:

Table C10.T1. Materiel Receipt Acknowledgement Submission Time Limits

ACTION	TIME LIMIT[3]
U.S. Forces send MRA	* 5 Business days from date materiel received and: ❑ 12 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (CONUS destination) for nonreceipt; ❑ 29 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (OCONUS destination) for nonreceipt for Transportation Category 1 and 2; or ❑ 76 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (OCONUS destination) for nonreceipt for Transportation Category 3.
ILCOs Send MRA	*120 calendar days from the DS 856S (Pseudo Shipment Status for Unconfirmed Materiel Release Orders) date shipped (date released to carrier) field entry for security assistance shipments.
Send MRA in Reply to Follow-up	*10 calendar days from transaction preparation date in the MRA Follow-up.
* Means take the action before the time limit is reached. ❑ Means take the action when the time limit is reached.	

C10.6.2. Reporting activities will submit an MRA when a materiel receipt is posted to the retail stock record, stock record account, property account, or equivalent record. Also, submit an MRA when due-in dates are reached and materiel has not been received. Send an MRA to the ICP:

C10.6.2.1. Within 5 business days of materiel receipt.

C10.6.2.2. For nonreceipt of materiel with a CONUS destination, within 12 calendar days from date shipped (date released to carrier) cited in DLMS 856S, Shipment Status.

C10.6.2.3. 29 calendar days from the date shipped (date released to carrier) when a Transportation Category 1 or 2 shipment to an OCONUS activity has not been received.

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[3] Refer to ADC 1114.

C10.6.2.4. For nonreceipt of materiel (Transportation Category 3) with an OCONUS destination, within 76 calendar days from the date shipped (date released to carrier) cited in DLMS 856S.

C10.6.3. ILCOs in receipt of DLMS 856S pseudo shipment status will screen history records for valid shipment status. If valid shipment status is not available, ILCOs may coordinate with freight forwarders/customers to determine shipment status/receipt data. Submit an MRA to reflect the shipment status, receipt data, or nonreceipt within 120 calendar days from the pseudo shipment status release date.

C10.6.4. <u>MRA For Materiel Provided to Contractors as Government Furnished Materiel and for MRA Associated with Contractor Furnished Materiel Obtained from Government Supply Sources</u>. This business process is applicable when contractors are authorized to receive specific items and quantities of GFM or contractor furnished materiel (CFM) (also known as contractor acquired property (CAP)) from Government sources of supply. Materiel may be issued to the contractor based upon a contract schedule/Bill of Material (BOM) or issued in response to a requisition made by the contractor or a responsible Government representative. Under DLMS, MRA of GFM/CFM requires identification of the DoD contract number and call/order number, when applicable, which authorized the provision of GFM/CFM to establish accountability to the authorizing DoD contract. This contract number is required in addition to the controlling document number for the MRA transaction.

C10.6.5. <u>MRA for Tailored Vendor Relationship</u>. DLA, in conjunction with the DoD Components and vendors, has implemented tailored vendor relationship (TVR). TVR is a business process where there is a direct relationship between the customer and the vendor. Under TVR, customers place orders directly with the Prime Vendor, outside the routine supply requisitioning process/systems, using various communication channels such as EDI, phone, fax, email, or via the prime vendor's ordering system. DLA EBS receives copies of transactions in order to maintain line item accountability. MRA of TVR shipments require use of the contract number, call, and line item numbers to uniquely identify lines. This data is necessary because TVR orders can have multiple lines for the same document number and suffix code. DLA receives MRAs for TVR from, Defense Medical Logistics Standard Support (DMLSS), Theater Enterprise-Wide Logistics System (TEWLS), EMALL, or customer systems.

C10.6.6. When a shipped line item (requisition document number and suffix code) is consigned as a split or partial shipment, send an MRA, for the shipment segments as they are received. The split or partial shipment codes are part of the transportation control number (TCN) structure in accordance with DTR 4500.9-R, DoD Transportation Regulation". Accordingly, reporting activities will include the TCN in the MRA transaction when it is available. If the total quantity for the shipped line item is not received by the due-in date, report the missing quantity, citing Discrepancy Indicator Code F, in accordance with the guidance in the MRA transaction.

C10.6.7. To acknowledge receipt of a discrepant/deficient shipment, submit an MRA, except as noted below, with the appropriate discrepancy indicator code. With the

exception of the receipt of multiple stock numbers, use a single MRA transaction to acknowledge the receipt showing both non-discrepant and discrepant quantities.[4] Note that MRA requirements and timeframes are independent from prescribed shipment tracing and discrepancy/deficiency reporting requirements and timeframes to which the receiving facility must also adhere.

C10.6.7.1. If the document number cannot be identified, post the receipt using a local document number. Do not submit an MRA.

C10.6.7.2. If stock number/part number cannot be identified, do not include the stock/part number in the MRA and enter Discrepancy Indicator Code A.

C10.6.7.3. For total or partial nonreceipt (Discrepancy Indicator Code F):

C10.6.7.3.1. Enter the quantity not received and Discrepancy Indicator Code F.

C10.6.7.3.2. If materiel is received subsequent to submitting an MRA Reply with Discrepancy Indicator Code F, submit a new MRA reflecting the new/additional quantity received following the MRA procedures in C10.6.8.1.[5]

C10.6.7.4. Except for shortage and partial or total nonreceipt, covered in C10.6.7.3, enter Discrepancy Indicator Code X in the MRA if the discrepancy does not meet discrepancy reporting criteria.

C10.6.7.5. When the discrepancy causes the receipt to be posted using more than one transaction (e.g., multiple supply condition codes or multiple stock numbers are received), send an MRA for each transaction posted. If needed, also send an MRA for any quantity not received.

C10.6.7.6. If materiel is received after submitting an MRA Reply with Discrepancy Indicator Code B (No Record of Requisition), submit an MRA following the MRA procedures in C10.6.1.

C10.6.7.7. The MRA report is created at the end of each month to reflect the MRA transactions as received/not received in the preceding month. Receipt of an MRA citing Discrepancy Code B or F updates the Logistics Metrics Analysis Reporting System (LMARS) reports to reflect the current status of MRA transactions received. The MRA Reports are created monthly and reflect the MRA data at the end of each month and will not be adjusted retroactively when an MRA is submitted following receipt of materiel after an MRA citing Discrepancy Indicator Code B or F is received.[6]

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[4] This this is an enhancement that the Components never implemented as part of the looping structure capability.
[5] Refer to ADC 1114.
[6] Ibid.

C10.**7**. FOLLOW-UPS FOR DELINQUENT MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.7.1. When materiel shipment is confirmed or when the requisition involves an unconfirmed MRO as described in Chapter 4, the ICP will monitor for receipt of MRA(s). For U.S. Forces' shipments to CONUS activities, ICPs must receive MRA for the total quantity shipped within 12 calendar days from the date released to carrier cited in the DLMS 945A, Materiel Release Advice, or DLMS 856S. For U.S. Forces shipments to OCONUS activities, ICPs must receive MRA within 29 calendar days from the date released to carrier for Transportation Category 1 and 2, 76 calendar days from the date released to carrier for Transportation Category 3, or within 135 calendar days from the DLMS 856S shipment status release date for security assistance requisitions. Otherwise, the ICP will send an MRA Follow-up Transaction for the delinquent MRA to (See Table C10.T2):

C10.7.1.1. The organization that the materiel was shipped to, for U.S. Forces.

C10.7.1.2. The applicable ILCO, for SA requisitions.

C10.7.1.3. The MRA Follow-up timeframes are based upon the Time Definite Delivery (TDD) Standards and take into account the wide variation in TDD timeframes based on the Combatant Commands/Regions and the allowed receipt take-up timeframe.[7]

C10.7.1.4. The follow-up time limits for a delinquent MRA are 17 calendar days from the date shipped (date released to carrier) field entry in the MRC or DLMS 856S Pseudo Shipment Status for CONUS, 34 calendar days for OCONUS destinations with Transportation Category 1 and 2, and 81 calendar days for OCONUS destinations with Transportation Category 3. (See Table C10.T2).

C10.7.1.5. Summary of MRA Follow-Up Time Limits. Reporting activities will meet the time limits identified in this chapter. These requirements and timeframes are independent from prescribed shipment tracing and discrepancy reporting requirements and timeframes to which the receiving facility must also adhere. MRA follow-up time limits are summarized in Table C10.T2.

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[7] With the knowledge that TDD Standards have changed since ADC 1114 (2015), an analysis was performed in 2019 to determine if MRA Timeframes needed to be adjusted. The analysis showed that TDD Standards have not changed sufficiently to merit adjustment of these timeframe standards. Future analyses may be performed to ensure this remains the case.

Table C10.T2. Materiel Receipt Acknowledgement Follow-Up Time Limits for ICPs and DLA Disposition Services

The Time Limits below for an MRA Follow-up reflect the TDD timeframes, which include the transaction processing time, and also allow time for processing a Non-Receipt Materiel Receipt Acknowledgement.	

ACTION	TIME LIMIT[8]
Follow-Up for Delinquent MRA	❏ 17 calendar days from the date shipped (date released to carrier) field entry in the Materiel Release Confirmation (MRC) or Pseudo Shipment Status (DLMS 856S/MILSTRIP legacy DIC ASH) for U.S. Forces shipments (CONUS destination).
	❏ 34 calendar days from the date shipped (date released to carrier) field entry in the MRC or DLMS 856S Pseudo Shipment Status for U.S. Forces shipments (OCONUS destination) for Transportation Category 1 and 2.
	❏ 81 calendar days from the date shipped (date released to carrier)field entry in the MRC or Pseudo Shipment Status (for U.S. Forces shipments (OCONUS destination) for Transportation Category 3.
	❏ 135 calendar days from the date shipped (date released to carrier) field entry in the Pseudo Shipment Status for security assistance shipments.
❏ Means take the action when the time limit is reached.	

C10.7.2. To answer the follow-up, the reporting activity will prepare a MRA following paragraph C10.6. Send the MRA to the ICP within 10 calendar days from the transaction preparation date cited in the follow-up.

C10.7.3. In the event that materiel has not been received because a Navy ship has not yet had the opportunity to physically pick it up (it is awaiting pick up at a Navy Local Logistics Support Center or the Material Processing Center), the Navy ship reporting activity will respond with a MRA Follow-up Transaction containing Discrepancy Indicator Code G. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another MRA Inquiry Transaction after another 45 calendar days have elapsed (which may be responded to with an additional MRA Response to Inquiry Transaction with Discrepancy Indicator Code G if the ship is unable to pick up their materiel from the Navy Local Logistics Support Center or the Material Processing Center). The Navy ship reporting activity may send up to six MRA transactions in response to follow-up, using MRA Response to Inquiry Transaction with Discrepancy Indicator Code G. The Navy ship reporting activity will send an MRA, using DLMS 527R MRA Response to Inquiry Transaction, without the Discrepancy Indicator Code G, once the materiel is received (e.g., picked-up or otherwise delivered directly to the ship), which may include the use of other discrepancy codes as appropriate. If a reply is not received within 45 calendar days from the sixth MRA

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[8] Refer to ADC 1114.

Response to Inquiry Transaction with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C10.10). Also, if the requisition involves an unconfirmed MRO (see Chapter 4, (Processing Follow-Ups)), then the ICP will resolve the record as described in Chapter 4 for Force Closed Materiel Release Confirmation).

C10.7.4. When Component research into a Follow-up For Delinquent MRA identifies that materiel is still in transit, the reporting activity will respond with a MRA Response to Inquiry transaction containing Discrepancy Indicator Code H in record position 63. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another Follow-up For Delinquent MRA transaction after another 45 calendar days have elapsed.[9] If a reply is not received within 45 calendar days from the sixth MRA Response to Inquiry transaction with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C6.10). Navy afloat units should use Discrepancy Indicator Code H if they determine the materiel is still in transit and not at an MPC.[10]

C10.7.5. Except as noted in C10.7.3., if a reply is not received within 30 calendar days from the MRA inquiry preparation date, the ICP will include the delinquency information in the MRA Management Information Report. Also, if the requisition involves an unconfirmed MRO, then the ICP will resolve the record as described in the procedures in Chapter 4 (Force-Closed Materiel Release Confirmations).

C10.7.6. Administrative Closeout of Open Orders[11]

C10.7.6.1. Administrative Closeout of open orders applies when the wholesale ICP (Source of Supply) receives no MRA. DoD Components may avoid these procedures by providing the MRA transaction at time of receipt or for non-receipt, when the timeframe for receipt has passed. This will ensure the ICP (source of supply) has proper evidence of receipt and subsequently avoids administrative closeout. Components may report any materiel discrepancies even after the submission of the MRA.

C10.7.6.2. When ICP data reveals an MRA was not received within the timeframes identified in Table C10.T2 plus the 10 day reply response timeframe (paragraph C10.7.2), the wholesale ICP (source of supply) may initiate action to close the record. The ICP will initiate internal system procedures and notify the ordering activity of the administrative closeout action using a Supply Status transaction (DLMS IC 870S or equivalent) with Requisition Transaction Status Code D9: Closed. Open order was administratively closed due to non-receipt of a materiel receipt acknowledgement (MRA). This transaction must also include one of two Management Codes: X for shipments from DoD Stock, or Y for shipments made via DVD.

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[9] Refer to ADC 1114.
[10] Ibid.
[11] Refer to ADC 1343.

C10.7.6.3. Controlled inventory items (CII) designated with a controlled inventory item code (CIIC) in the Federal Logistics Information System (FLIS) record for the national stock number (NSN) will be excluded from this process. Orders for NSNs coded as CII within FLIS must be systemically excluded from these procedures. In addition to CII, Component wholesale ICPs may develop local policy and thresholds to manage the inherent material and/or financial risk involved in assuming receipt and define their own additional criteria for issuing an MRA closeout Supply Status transaction based upon those risk thresholds.

C10.7.6.4. Ordering Components will develop policy and procedures to manage the inherent material and/or financial risk related to receiving Requisition Transaction Status Code D9, and define their own criteria for responding. Responses include the submission of an SDR with Discrepancy MRA, TDR, MRA, billing dispute, or other follow-up action to the ICP.

C10.8. CORRECTING OR CANCELING MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.8.1 MRA Errors

C10.8.1. Identification of Erroneous Information. Activities which acknowledge a materiel receipt in error will not correct the MRA. However, to ensure validation of any SDR for the shipment, the reporting activity must identify the erroneous MRA information in the SDR remarks (SF364, "Report of Discrepancy") or in the DLMS 842A/W, SDR Follow-up, Correction, Cancellation, & Reconsideration Request note/special instruction segment. MRAs with an invalid quantity field or blank unit of issue will be processed and corrected as addressed in C10.8.1.2.

C10.8.1.2. Syntax Errors in Mixed DLMS/DLSS Environment. MRAs submitted in legacy DIC DRA/DRB format, with an invalid quantity or blank unit of issue, cannot be processed by DLMS trading partners due to syntax errors. Accordingly, when DAAS must convert DIC DRA/DRB to a DLMS 527R MRA transaction for a DLMS trading partner, and the DRA/DRB contained an invalid quantity or blank unit of issue, DAAS will reject the transaction using narrative message rejects as follows:

C10.8.1.2.1. Invalid Quantity Syntax Error. (Quantity field is blank or contains alphas or special characters):

C10.8.1.2.1.1 DAAS will reject MRA transactions (DICs DRA/DRB) received with an invalid quantity field (record position 25-29) to the reporting activity with a narrative message reject stating: Correct and resubmit. The quantity in record position 25-29 is invalid.

C10.8.1.2.1.2. Reporting activities which acknowledged receipt using an invalid quantity are to correct and resubmit the MRA upon receipt of the narrative message reject.

C10.8.1.2.2. Blank Unit of Issue Syntax Error

C10.8.1.2.2.1. DAAS will reject legacy MRA transactions (DICs DRA/DRB) received with a blank unit of issue (record position 23-24) to the reporting activity with a narrative message reject stating: Unit of Issue contains blanks or special characters.

C10.8.1.2.2.2. Reporting activities which acknowledged receipt using a blank unit of issue are to correct and resubmit the MRA upon receipt of the narrative message reject.

C10.8.2. <u>Error Documentation</u>. When the ICP receives an MRA that does not match a shipment record, or contains errors, the ICP will document the error in the management evaluation report or quality control data, as applicable.

C10.9. <u>QUALITY CONTROL</u>

C10.9.1. To comply with the requirements of Chapter 6, ICPs and reporting activities will include the evaluation of internal MRA processing in their quality control programs. The following work processes will be included: accuracy of MRA initiation of follow-up, submission timeliness, and investigative research to determine and correct processing errors.

C10.9.2. Command managers will assign to specific organizations the responsibility for directing and monitoring corrective action. The purpose of the program is to assist management in identifying those human, procedural, or system errors adversely affecting the MRA process or indicating potential deficiencies in the control over in-transit assets.

C10.9.3. Command managers must ensure effective organizational interrelationships among the functional operations/processes concerned with MRA, such as: supply, procurement, financial, inventory management, transportation, quality assurance, and storage.

C10.10. <u>MANAGEMENT EVALUATION</u>

C10.10.1. The DoD Components will establish a management evaluation program which monitors and evaluates MRA submission to ensure compliance with MRA requirements. Execute timely processing and perform response rate analyses to identify non-responsive activities and initiate corrective actions.

C10.10.2. The program will provide for:

C10.10.2.1. Review of the MRA Management Information report (Report Control Symbol DD-AT&L(AR)1419 applies). DAAS will prepare the report and provide access by electronic means. The report content is determined by the Supply Process Review Committee. Each Supply Process Review Committee representative is responsible for analysis of the report to identify potential deficiencies in their Service or Agency MRA operations or procedures contributing to breakdowns in internal controls

for in-transit wholesale stock. Supply Process Review Committee representatives are responsible for initiating corrective action with delinquent and non-reporting activities.

C10.10.2.2. The MRA Management information report will include as a minimum:

C10.10.2.2.1. <u>General MRA Management Report Criteria</u>. Documentation of nonresponses for a reporting period to include: the number of qualifying shipments made to an activity (by "ship to" DoDAAC); the number of MRA responses received from that activity; the number of nonresponses. The following sections identify a common report description, how to do additional analysis of the data, and the types of breakdown to be available for MRA responses/non-responses for several different categories and whether detail by individual DoDAAC is available.

C10.10.2.2.2. <u>Capability for Additional MRA Report Analysis</u>.

C10.10.2.2.2.1. Most of the MRA reports contain a "Save" link above the report title. Clicking the "Save" link launches the applicable MRA report content in a spreadsheet format for additional analysis

C10.10.2.2.2.2. The MRA reports contain an option from the MRA Report Detail page (after selecting a DoDAAC) to download the entire list of document numbers with associated requisition/initial supply transaction data to an Excel file for additional research.[12]

C10.10.2.2.2.3. Three MRA Reports (MRA 02 Direct Vendor Delivery, MRA 36 Stock Shipment, and MRA 37 DVD and Stock Reports) contain an option to download the entire list of document numbers for the missing MRA data shown on the Detail Reports page. Clicking the "Save Component Missing MRA Data" link will generate a list of Component options to download file for the missing MRA data and will combine the data for CONUS and OCONUS.[13]

C10.10.2.2.2.4. The following data elements are included in the downloadable files:

- Header with Report Month or Date Run (depending on type of report)
  - Source of Supply RIC included on the header for MRA38 (Source of Supply MRA Stock Summary), MRA39 (Source of Supply MRA DVD Summary) and MRA40 (Source of Supply Stock and DVD Summary)
- CONUS / OCONUS Indicator (MRA02, MRA36 and MRA37)
- Shipment Date
- Document Number
- Suffix

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[12] ADC 1086.
[13] Refer to ADC 1330 Revise MRA Download Reports to Include a Component Summary Option.

- Supplementary Address[14]
- Ship-To DoDAAC
- Signal Code[15]
- Bill-To DoDAAC
- Priority
- NSN
- Shipped Quantity
- Unit of Issue
- Unit Price (U/P)
- Total Cost
- Initial Transaction DLMS/MILS, (e.g., requisition or initial supply transaction if no requisition is available per MRA Business Rules/Decision Tree)[16]
- Communication Routing Identifier (COMMRI) of the system from which the requisition or initial supply transaction originated
- COMMRI associated with the Document Number DoDAAC, (e.g., could be a requisitioner/requiring/other activity)
- COMMRI where the Follow-up for Delinquent MRA transaction was transmitted.

C10.10.2.2.2.5. MRA41 – Status Code D9: Closed. Open order was administratively closed due to non-receipt of a materiel receipt acknowledgement (MRA).[17]

C10.10.2.2.2.5.1. This provides a single report by Component to conduct analysis of the open orders administratively closed using Status Code D9. Clicking the desired "Save Component Data" link will generate a download file reflecting transaction with Status Code D9.

C10.10.2.2.2.5.2. The following data elements are included in the downloadable file:

- Header with the Date Run
- CONUS/OCONUS (Indicator "C" or "O")
- Management Code (Stock = X; DVD = Y)
- Source of Supply (Wholesale ICP providing D9 Closed Status)
- D9 Status Date

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[14] This enhancement perpetuates legacy "MILS" data requirements due to the DAAS Micro Automated Routing System (DMARS) which performs transaction level services, such as, validation, editing, routing, imaging, and exception processing, using the 80 record position legacy format.
[15] Ibid.
[16] This is the transaction that results in the inclusion in the MRA Report per the MRA Business Rules/Decision Tree (ADC 1088 , Reference 3.d.).
[17] Refer to ADC 1343.

- Shipment Date
- Document Number
- Suffix
- Supplementary Address
- Ship-To DoDAAC
- Signal Code
- Priority
- NSN
- Shipped Quantity
- Unit of Issue
- Unit Price

C10.10.2.2.3. <u>Common Text for Report Descriptions</u>. In general, for each report category, the count of qualified shipments requiring an MRA is matched against MRAs received/not received within the allotted timeframe and a percentage is computed. The reports shows results for Shipments Requiring MRA and MRA Not Received. Some of the reports include a column for MRA Received. Where the report is broken out by Service, click on the Service line hyper link to show the specific report category MRA Service/Agency Detail Report showing all DoDAACs making up the totals within each Service. The detail report shows results for shipments requiring an MRA and MRA received. Some of the detail reports include a column for MRA received. Selecting a DoDAAC from the detail report will show all document numbers associated with that DoDAAC total. Clicking on an individual document number will launch WEBVLIPS for further analysis of the selected document number. Differences from this standard report description are noted in the following descriptions of each specific MRA report type:

C10.10.2.2.3.1. <u>MRA Service/Agency Summary</u>. This summary shows shipments for DoD Components/Participating Agencies and all categories by area of the ship-to-DoDAAC and customer. Detail report is available. Summary and Detail Reports include an extra column for MRA received.

C10.10.2.2.3.2. <u>Direct Vendor Delivery (DVD) (Non Stock) MRA Summary</u>. This summary shows DVD (Non Stock) shipments for DoD Components/Participating Agencies and all categories by Area and Customer. Detail report is available.

C10.10.2.2.3.3. <u>Stock Shipment Summary, MRA Not Received</u>. This Summary shows Stock Shipments by area of the ship-to-DoDAAC and DoD Components/ Participating Agencies. Detail report is available.

C10.10.2.2.3.4. <u>Direct Vendor Delivery (DVD) and Stock Shipment Summary, MRA Not Received</u>. This summary shows DVD and Stock Shipments for all

DoD Components/Participating Agencies and all categories by Ship-to DoDAAC. Detail report is available.

C10.10.2.2.3.5. <u>MRA Report by Source of Supply (Wholesale ICP)</u>. This report shows MRAs from the perspective of the wholesale ICP to review how well the Services acknowledge receipt of the materiel the ICP shipped out of wholesale assets for a given Service/Agency. Detail report is available.

C10.10.2.2.4. <u>Specific Category Reports</u>. The MRA Management Information report provides the capability to access information by specific categories for ammunition, contractor, and Army Total Package Fielding. For these specific category reports, the detail report reflects the same layout as the summary report:

C10.10.2.2.4.1. <u>Ammunition Percent of Delinquents Summary</u>. This summary shows shipments for ammunition by area of the ship-to-DoDAAC and DoD Component/Agency. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.2. <u>C</u>ontractor Percent of Delinquents Summary</u>. This summary shows contractor shipments by area of the ship-to-DoDAAC and DoD Component/Agency. Detail report is available. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.3. <u>Army Total Package Fielding (TPF), Percent of Delinquents Summary</u>. This summary shows Army TPF shipments by area of the ship-to-DoDAAC. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.4. <u>Percent of Delinquents General Summary</u>. This summary shows general shipments by area of the ship-to-DoDAAC and DoD Component. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown. The report excludes the categories for Ammunition, Contractor, and Army Total Package Fielding.

C10.10.3. ICPs will keep accessible records of shipments and MRA transactions to support the reporting requirements.

C10.11. <u>Use of System Generated MRAs</u>. When appropriate, DoD Components may opt to use DAAS services to create and transmit a system generated MRA on their behalf. DoD policy requires DoD Components to implement the MRA

process in their respective AIS. The use of system generated MRAs is an alternative for Components unable to generate MRAs on their own systemically.

C10.11.1. The use of system generated MRAs allow prompt submission of the receipt acknowledgement when a system is otherwise unable to transmit an MRA as required by this chapter. The Component must transmit the image of receipt transaction in real time to ensure the system generated MRA complies with the MRA time standards. The use of a system generated MRA follows the current policies and procedures for MRAs and ensures prompt submission of a receipt acknowledgement to the appropriate organization.

C10.11.2. DAAS System Generated MRA Procedures

C10.11.2.1. To authorize DAAS to transmit a system generated MRA on behalf of a Component, the supply system must transmit the receipt or the receipt image to DAAS and identify the RIC ICP where the MRA should be directed.

C10.11.2.2. The transaction must include the DAAS Routing Identifier Code (RIC) SGA as party to receive copy and the organization to receive the MRA as party to receive report. When using the image of a receipt to request a system generated MRA, the originating system must use a second loop to indicate the RIC MRA destination.

C10.11.2.3. The combination of the party to receive copy and party to receive report will serve as the authorization for DAAS to create and transmit the MRA to the appropriate destination.

C10.11.2.4. DAAS will not transmit a system generated MRA unless authorized by the Component.

C11. CHAPTER 11

MATERIEL RETURNS, REDISTRIBUTION OF ASSETS, DIRECTED DISCREPANT/DEFICIENT MATERIEL RETURNS, AND RETROGRADE RETURNS

C11.1. GENERAL

C11.1.1. Purpose. This chapter provides procedures for the interchange of information between the owning organization and the integrated materiel manager (IMM) on the reporting and redistribution of assets, establishes the necessary controls to ensure timely processing of related transactions and provides for the automatic return of materiel under specified conditions. These procedures include the following:

C11.1.1.1. Inventory control point (ICP)/IMM directed lateral redistribution of retail assets identified by an inter- or intra-Component asset visibility system.

C11.1.1.2. Special procedures for returns to DLA from selected sites in support of base realignment and closure (BRAC) retail supply, storage and distribution (SS&D)/inventory management and stock positioning (IMSP) and national inventory management strategy (NIMS).

C11.1.1.3. Automatic return of materiel under specified conditions

C11.1.1.4. There are additional processing procedures over and above those contained in this chapter that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.

C11.1.2. TRANSACTIONS. The Defense Enterprise Data Standards Office (DEDSO) Website contains DLMS electronic data interchange (EDI) transaction formats on the DLMS implementation Convention (IC) page. The IC page also includes the corresponding MILSTRIP transaction formats, identified by document identifier code (DIC). The corresponding MILSTRIP/MILSTRAP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C11.1.2.1. Materiel Returns Program Reporting. Use the DLMS 180M transaction with Transaction Type Code FT. The DLMS 180M provides the functionality of several FT_ series legacy MILSTRIP transactions. The action code specifies the type of transaction

C11.1.2.1.1. Automatic Returns Notification to customer or maintenance activity is DLMS 180M with Action Code RF – Return to Shippers Facility. This transaction provides the functionality of MILSTRIP legacy DIC FTA.

C11.1.2.1.2. Cancellation of Customer Asset Report is DLMS 180M with Action Code C – Cancelled. This transaction provides the functionality of MILSTRIP legacy DIC FTC.

C11.1.2.1.3. The Customer Asset Report (available stock number assets) is DLMS 180M Transaction Type Code FT – Material Returns and baseline item data (2/BLI01/10 Code FS – NSN. This transaction provides the functionality of MILSTRIP legacy DIC FTE.

C11.1.2.1.4. The Customer Asset Report (available part-numbered Items) is DLMS 180M Transaction Type Code FT – Material Returns and baseline item data (2/BLI01/10 Code MG (Part Number) and 2/BLI08/10 Code ZB – Commercial and Government Entity (CAGE)). This transaction provides the functionality of MILSTRIP legacy DIC FTG.

C11.1.2.1.5. Customer Follow-Up for ICP/IMM Reply to Customer Asset Report is DLMS 180M with Action Code T – Status Query. This transaction provides the functionality of MILSTRIP DIC FTF.

C11.1.2.1.6. Customer Follow-Up for ICP/IMM Materiel Receipt Status is DLMS 180M with Action Code RS – Report Status. This transaction provides the functionality of MILSTRIP DIC FTT.

C11.1.2.2. <u>Shipment Status Materiel Returns</u>. Use a DLMS 856R with the applicable Transaction Type Code. The Action Code further specifies the type of materiel returns shipment status.

C11.1.2.2.1. Shipment Status is DLMS 856R with Transaction Type Code FT – Material Returns. This transaction provides the functionality of MILSTRIP legacy DIC FTM.

C11.1.2.2.2. Retrograde shipments for return or repair which fall outside the scope of the MILSTRIP Materiel Returns Program. Use DLMS 856R with Action Code RD. There is no MILSTRIP legacy DIC equivalent.

C11.1.2.3. <u>Materiel Returns Supply Status</u>. Use a DLMS 870M with the applicable Status Report Code to provide status on customer asset reports.

C11.1.2.3.1. Customer Status to ICP/IMM indicating estimated date of shipment is DLMS 870M with Status Report Code 3 – Unsolicited Report. This transaction provides the functionality of MILSTRIP legacy DIC FTL.

C11.1.2.3.2. ICP/IMM Follow-Up for materiel authorized to be returned is DLMS 870M with Status Report Code7 – Response to Material Returns and 2/LQ01/145 Code 0 citing FT6). This transaction provides the functionality of MILSTRIP legacy DIC FT6.

C11.1.2.3.3. ICP/IMM Delay in Disposition Instructions is DLMS 870M with Status Report Code 7 – Response to Materiel Returns and 2/ISR01/210 Code HQ to indicate the delayed date. This transaction provides the functionality of MILSTRIP legacy DIC FTD.

C11.1.2.3.4. The Customer Status to ICP/IMM with the estimated date of shipment is DLMS 870M with Status Report Code 3 and 2/ISR01/210 Code PS to provide the estimated shipping date. This transaction provides the functionality of MILSTRIP legacy DIC FTL.

C11.1.2.3.5. The DAAS Customer Asset Report Status is DLMS 870M with Status Report Code 7 – Response to Material Returns and 1/N101/50 Code GP). This transaction provides the functionality of MILSTRIP legacy DIC FTQ.

C11.1.2.3.6. The ICP/IMM Reply to Customer Asset Report is DLMS 870M Status Report Code 7 – Response to Material Returns and 2/LQ01/145 Code 0 citing FTR. This transaction provides the functionality of MILSTRIP legacy DIC FTR.

C11.1.2.3.7. The ICP/IMM Materiel Receipt Status is DLMS 870M with Status Report Code 7 Response to Material Returns and 2/LQ01/145 Code 0 citing FTZ. This transaction provides the functionality of MILSTRIP legacy DIC FTZ.

C11.1.2.4. <u>Materiel Returns Due-In and Credit and Asset Status Transactions</u>

C11.1.2.4.1. Due-In Other than Procurement Instrument Source (Returns from other DoD Activity) is DLMS 527D with Transaction Type Code DA – Due-In. This transaction provides the functionality of MILSTRAP legacy DIC DFB.

C11.1.2.4.2. Pre-Positioned Materiel Receipt Other than Procurement Instrument Source (Returns from other DoD Activity) is DLMS 527D with Transaction Type Code DE – Advance Receipt). This transaction provides the functionality of MILSTRAP legacy DIC DWB.

C11.1.2.4.3 Credit for Excess Materiel Return (Reversal) is DLMS 810L with Transaction Type Code PP – Prepaid Invoice (DoD interfund bill) and 2/LQ01/311 Code 0 citing FD1. This transaction provides the functionality of MILSBILLS legacy DIC FD1.

C11.1.2.4.4. Credit for Excess Materiel Return (No Charge) is identified by DLMS 810L with Transaction Type Code PP – Prepaid Invoice (DoD interfund bill) and 2/LQ01/310 Code 0 citing FD2. This transaction provides the functionality of MILSBILLS legacy DIC FD2.

C11.1.2.4.5. Accessorial and Other Miscellaneous Billings (Credit) is DLMS 810L with Transaction Type Code PP – Prepaid Invoice (DoD interfund bill) and 3/SAC02/040 Code F650. This transaction provides the functionality of MILSBILLS legacy DIC FN2.

C11.1.2.4.6. Billing for Transportation (Credit) is DLMS 810L with Transaction Type Code PP – Prepaid Invoice (DoD interfund bill) and 3/SAC02/040 Code I260. This transaction provides the functionality of MILSBILLS legacy DIC FQ2.

C11.1.2.4.7. Follow-up for Materiel Returns Program (MRP) Credit is DLMS 812R with Transaction Handling Code T – Adjustment Request, 1/BCD05/020 Code C – Credit, 1/BCD11/020 Code 45 – Follow-up), and 1/LQ01/156 Code 0 with FTP. This transaction provides the functionality of MILSBILLS legacy DIC FTP.

C11.1.2.4.8. Request for Adjustment of Non-Fuel Billing is DLMS 812R with Transaction Handling Code T – Adjustment Request, 1/BCD11/020 Code 00 - Original), and 1/LQ01/156 Code 0 with FAE. This transaction provides the functionality of MILSBILLS legacy DIC FAE.

C11.1.2.4.9. Reply to Follow-up for Materiel Returns Program Credit is DLMS 812L with Transaction Handling Code B – Debit/Credit Advice No Remittance Detail, 1/BCD05/020 Code C – Credit, and 1/BCD11/020 Code 45 – Follow-up). This transaction provides the functionality of MILSBILLS legacy DIC FTB.

C11.1.2.4.10. Asset Status Reporting Request (from ICP to Base, Post, Camp and Station) is DLMS 846I with Report Type Code TI – Asset Status Inquiry. This transaction provides the functionality of MILSTRAP legacy DIC DZE.

C11.1.2.4.11. Asset Status Reporting (Base, Post, Camp and Station Level Use) Transaction is DLMS 846I with by Report Type Code TJ – Asset Status Advice. This transaction provides the functionality of MILSTRAP legacy DIC DZF.

C11.1.2.4.12. Reject Advice Transaction is DLMS 824R Transaction Type Code ZT – Report of Rejection or Return of Work Candidate. There is no MILSTRIP legacy DIC equivalent transaction.

C11.1.2.5. Lateral Redistributions

C11.1.2.5.1. Supply Status is DLMS 870S with Status Report Code 4 – Response to Requisition. This transaction provides the functionality of MILSTRIP legacy DICs AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C11.1.2.5.2. Lateral Redistribution Order for Retail Assets is DLMS 940R with Transaction Type Code (1/W0506/0200) Code NI – Redistribution Order and Action Code (1/W0507/0200) Code RG – Refer). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A47, A4A, A4B, A4D, A4E.

C11.1.2.5.3. Follow-Up by ICP/IMM to Storage or Reporting Activity is DLMS 940R with Transaction Type Code NB – Materiel Release Inquiry). This transaction provides the functionality of MILSTRIP legacy DIC AF6.

C11.1.2.5.4. Supply Status to ICP/IMM from Storage or Reporting Activity is DLMS 945A with Transaction Type Code NL – Material Release Denial. This transaction provides the functionality of MILSTRIP legacy DIC AE6.

C11.1.2.5.5. LRO Shipment Status is DLMS 856S with Transaction Type Code AS – Shipment Advice and Status Reason Code IV2 – Material Shipped Between Intermediate Points. This transaction provides the functionality of MILSRIP legacy DIC AS6.

C11.1.2.6. <u>Inter-Service Lateral Redistribution of Retail Assets by Inter-Service Agreement</u>. Passing Order Transaction is DLMS 511R with Transaction Type Code BM – Requisition Passing Order. This transaction provides the functionality of MILSTRIP legacy DIC A3_.

C11.1.2.7. <u>Returns to DLA from Industrial Sites under Base Realignment and Closure, Supply, Storage and Distribution and National Inventory Management Strategy Site Customers</u>

C11.1.2.7.1. Pre-Positioned Materiel Receipt Other than Procurement Instrument Source (Returns from Other DoD Activity) is DLMS 527D with Transaction Type Code DE – Advance Receipt and 2/LIN01/010 Code J. This transaction provides the functionality of MILSTRAP legacy DIC DWB_.

C11.1.2.7.2. The Materiel Receipt – Other Than Procurement Instrument Source (Returns from Other DoD Activities) is DLMS 527R with Transaction Type Code D4 – Receipt and 2/LIN01/010 Code J). This transaction provides the functionality of MILSTRAP legacy DIC D6A and D6B.

C11.1.2.7.3. Billing for Issue from Stock (Credit) is DLMS 810L with Transaction Type Code PP – Prepaid Invoice and 2/LQ01/310 Code 0 – FA2. This transaction provides the functionality of MILSBILLS legacy DIC FA2.

C11.1.2.8. <u>Directed and Retrograde Returns</u>

C11.1.2.8.1. Pre-Positioned Materiel Receipt Other than Procurement Instrument Source (Directed and Retrograde Returns from other DoD Activity) is DLMS 527D with Transaction Type Code DE – Advance Receipt). This transaction provides the functionality of MILSTRAP legacy DIC DWB.

C11.1.2.8.2. Directed and Retrograde Returns are DLMS 856R with Action Code RD – Returns Detail. The Return Type Code is identified in 2/LQ01/3500 Code KYL. There is no MILSTRIP legacy DIC equivalent for this transaction due to serial number and unique identification identifier requirements.

C11.1.3. <u>Reporting Policy</u>. Policy regarding the reporting of assets, the transfer of assets, the lateral redistribution of assets, and the use of assets as an alternative to procurement (also known as the procurement offset portion of total asset visibility

(TAV)), is contained in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014.

C11.1.4. Use of Defense Automatic Addressing System. All transactions used to offer, return, or redistribute materiel and any follow-on transactions transmitted by electronic means must always be routed through the Defense Automatic Addressing System (DAAS).

C11.1.5. Financial Credit Policies and Procedures. Credit for materiel returns is granted on the basis of need, direction to return, and subsequent receipt and classification by the consignee. These credits may or may not include materiel credit; however, credit for all directed returns will include credit for packing, crating, handling, and transportation. Policy for granting credit is covered under DoDM 4140.01[1]. Procedures for the timeframes and transactions for providing credit for materiel returns, lateral redistributions, and materiel provided for the procurement offset portion of TAV are contained in the MILSBILLS procedures identified in DLM 4000.25, Volume 4, Finance. MILSBILLS also covers credit procedures for packing, crating, handling and transportation (PCH&T). In addition, MILSBILLS provides and transaction formats for DLMS 812R, Adjustment Request (Follow-Up for Materiel Returns Program Credit) (MILSBILLS legacy DIC FTP), and Reply to Follow-up for Materiel Returns Program credit (MILSBILLS legacy DIC FTB).

C11.1.6. Responsibility for Costs Incurred for Returned Materiel. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported using Supply Discrepancy Reporting (SDR) (Chapter 17) ***and Product Quality Deficiency Reporting (PQDR) (Chapter 24) procedures***. This includes returns made in violation of prescribed materiel returns procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity (e.g., ***return shipping costs,*** repackaging, marking, and disposal).

C11.2. APPLICABILITY AND SCOPE. The provisions of this chapter are applicable as follows:

C11.2.1. To all activities offering or returning materiel to the DoD Component ICP/ IMM.

C11.2.2. To activities receiving and processing lateral redistribution orders of retail assets.

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[1] DLA is required to request approval of new procedures supporting BRAC/NIMS allowing full materiel credit for returns regardless of asset position with no credit for packing, crating, handling and transportation (PCH&T).

C11.2.3. To the processing of Grant Aid. Policy regarding utilization and redistribution of Grant Aid materiel is contained in DSCA 5105.38-M, "Security Assistance Management Manual, (SAMM)" Chapter 11.

C11.2.4. To the processing of non-consumable items.

C11.2.5. To Base Realignment and Closure; Supply, Storage and Distribution; Inventory Management and Stock Positioning; and National Inventory Management Strategy

C11.2.5.1. Background. Under NIMS, DLA's consumable item supply chain management extends from the wholesale level to the point of consumption, replacing the Service-managed retail inventory level. Subsequent to the 2005 BRAC decision, retail SS&D functions and associated infrastructure supporting Military Service selected industrial sites transfers to DLA. As a result, selected industrial and NIMS sites can no longer maintain retail stock balances; once the customer has determined it has no use for the materiel, it is returned to DLA.

C11.2.5.2. A variation of the MRP is used for processing materiel returns to DLA from selected sites in support of the BRAC SS&D/IMSP and NIMS. Standard MRP transactions (e.g., DLMS 180M, Material Returns Reporting (MILSTRIP Customer Asset Reports (Document Identifier Code (DIC) FTE)), DLMS 870M, Material Returns Supply Status (MILSTRIP Reply to Customer Asset Report (DIC FTR) and ICP/IMM Materiel Receipt Status (DIC FTZ)), do not apply; only those logistics transactions specified in the detailed procedures under paragraph C11.18. are used. Under the NIMS/BRAC returns program, DLA accepts returned DLA-managed materiel back into DLA ownership regardless of the current stock asset position. Based upon specified business rules, DLA provides zero, partial, or full credit for the materiel to the customer. No credit for packaging, crating, handling, or transportation is provided.

C11.2.5.3. Unlike MRP, under the BRAC SS&D/NIMS return procedures it is the returning DoD Component's responsibility to provide a Prepositioned Materiel Receipt (PMR) transaction to the applicable storage activity if that activity is a collocated DLA storage activity using the Distribution Standard System (DSS). The only transaction exchange with DLA prior to financial processing is the DLMS receipt transaction (DLMS 527R, Receipt, Inquiry, Response and Materiel Receipt Acknowledgement (MILSTRIP Materiel Receipt – Other Than Procurement Instrument Source (DIC D6B)), which is reported by the storage activity to the DLA ICP.

C11.3. EXCLUSIONS. The following categories are excluded from these procedures:

C11.3.1. Customer asset reports identified by part numbers exceeding a field length of 15 in the stock or part number field are excluded from DAAS processing of DLMS 180M for customer asset report transactions. Other customer asset reports for items not identified by a national stock number (NSN) (e.g., locally assigned stock numbers) are excluded from these procedures on an inter-DoD Component basis.

C11.3.2. Perishable subsistence items, with the exception of perishable subsistence returns (other than fresh fruit and vegetables (FF&V)) from Navy mobile logistics support fleet ships in the Pacific area.

C11.3.3. Industrial plant equipment (IPE) identified only by a plant equipment code/manufacturer's part number. These items will be reported to DLA Aviation on DD Form 1342, "DoD Property Record."

C11.3.4. Class V (W) ground (surface) ammunition.

C11.3.5. Lumber products.

C11.3.6. Items under Defense Threat Reduction Agency (DTRA) management; such as Federal Supply Group 11 and all Department of Energy (DoE) special design and quality controlled items (identified by contractor and Government entity (CAGE) 87991 in the Federal Logistics Information System (FLIS) master item file) and all DoD items designed specifically for use on or with special weapons (identified by CAGE 57991, 67991, or 77991 in the FLIS master item file). (These items will be processed under DoE-DNA TP 100-1, et al.)

C11.3.7. Automatic data processing equipment under DoD 4160.21-M, "Defense Materiel Disposition Manual."

C11.3.8. Items under General Services Administration (GSA) management. These items will be redistributed internally per Service guidance; alternatively, the items will be disposed under normal excess/surplus/donation procedures.

C11.4. <u>REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS</u>

C11.4.1. <u>Determination of Reporting Requirements</u>. Reporting of assets will be determined by the existing retention and reporting policy under DoDM 4140.01. This includes the reporting policy for the procurement offset portion of TAV as described in DoDM 4140.01. In response to the Asset Status/Transaction Reporting Request (DLMS 846I, Asset Status Inquiry/Report), submit Customer Asset Reports (DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM)/Customer Asset Report)) using appropriate project codes identified in paragraph C11.5.4.

C11.4.2. <u>Reporting Activity Actions</u>. The reporting activity will forward customer asset reports to the ICP/IMM. Forward all part-numbered Customer Asset Reports (DLMS 180M) directly to DAAS for possible conversion to an NSN using information in the FLIS files. Customer Asset Reports (DLMS 180M) transmitted by electronic means must always be routed through DAAS.

C11.5. <u>PREPARATION OF CUSTOMER ASSET REPORTS</u>

C11.5.1. <u>Customer Asset Reports</u>. Use DLMS 180M to offer or report materiel that is no longer needed.

C11.5.2. <u>Reports of Serviceable Items</u>. Reports of serviceable non-consumable item materiel support code (NIMSC) 5 items from secondary inventory control activity (SICA) reporting activities to the appropriate DoD Component SICA will be submitted under the DoD Component implementing instructions. Quantities that are not required by the SICA will be forwarded to the primary inventory control activity (PICA) using DLMS 180M. If appropriate, the SICA will provide DS 870M, Materiel Returns Supply Status (ICP/IMM Status to Customer) delay status to the materiel holder for the quantity referred to the PICA under section C11.11.5. The expected reply date of the DLMS 870M, if used, will be 35 calendar days after the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA. The SICA, in turn, will provide disposition instructions to the reporting activity under the DoD Component implementing instructions.

C11.5.3. <u>NIMSC 5 Stocks Exceeding Retention Limit</u>. When the SICA has NIMSC 5 serviceable stocks that exceed the retention limit, the SICA will prepare DLMS 180M, Materiel Returns Reporting, to report available assets to ICP/IMM using the guidelines above, but with the SICA's own document number.

C11.5.4. <u>Use of Project Codes</u>. The DoD Components will use one of the following project codes for the procurement offset portion of TAV of their Customer Asset Report (DLMS 180M):

    C11.5.4.1. RBB for consumables,

    C11.5.4.2. 3AG for reparables, or

    C11.5.4.3. 3AU for DLA Dispositon Service Field Office assets.

C11.6. <u>CANCELLATION OF CUSTOMER ASSET REPORTS</u>

C11.6.1. <u>Use of DLMS 180M</u>. Use DLMS 180M to prepare cancellation of asset reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions:

    C11.6.1.1. When a determination is made that materiel is not available in the quantity reported on the asset report.

    C11.6.1.2. Upon determination that materiel directed for return will not be returned.

C11.6.2. <u>Timely and Accurate Cancellations</u>. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary follow-up actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

C11.7. <u>PROCESSING REPLIES TO CUSTOMER ASSET REPORTS</u>

C11.7.1. <u>Reporting Activity Processing</u>. DLMS 870M is used by the ICP/IMM to respond to all customer asset reports and can be used (intra-Army only) to notify customers of the amount of credit granted and/or reversed for materiel received. The reporting activity will process the DLMS 870M, reply using the appropriate status code and take the following actions:

C11.7.1.1. Use paragraph C11.6. to submit a cancellation, DLMS 180M, when it is determined that the materiel directed for return will not be returned.

C11.7.1.2. Reporting activities returning materiel under MRP will prepare and submit a DLMS 856R, Shipment Status Materiel Returns, with Unique Item Identifier (UII) and/or corresponding serial number(s) for NSNs containing an item unique identifier (IUID) Indicator Yes (Y), indicating that DoD IUID Supply Policy compliance is required, after materiel directed for return is released to the carrier. The exception to the forgoing in support of Financial Improvement and Audit Readiness (FIAR), accountability and management of capital equipment requires serialization data visibility. Serial number tracking does not automatically apply to capital equipment. The materiel owner will evaluate capital equipment items and assign the appropriate UIT designator code only when the item requires serial number tracking at the DoD level. Submitters must prepare shipment status materiel returns citing the applicable serial number(s) and include the UII when available. Prepare a separate DLMS 856R for each shipment. Exercise care to ensure that appropriate data content, including suffix of the individual DLMS 870M, Reply to Customer Asset Report (MILSTRIP Legacy DIC FTR), is perpetuated in the DLMS 856R. The DLMS 856R will be sent to the ICP/IMM and the designated return-to activity. The ICP/IMM is not required to store UIIs[2] except for capital equipment that require serialization data visibility when assigned under an established unique Item tracking (UIT) program.[3]

C11.7.2. <u>Response to Transaction Receipt</u>. When DLMS 870M is transmitted to the SICA, the SICA will forward disposition instructions to the materiel holder under the DoD Component implementing instructions. The materiel holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under the DoD Component implementing instructions, and the SICA will provide DLMS 856R, or DLMS 180M cancellation, to the PICA. If the SICA receives DLMS 870M ICP/IMM Follow-Up from the PICA and has no record of shipment, the SICA will follow up to the materiel holder and submit an interim DLMS 870M supply status to the PICA containing a future estimated shipping date (ESD) to preserve PICA's due-in record pending a firm reply to the DLMS 870M follow-up.

C11.7.3. <u>Replies to DLMS 180M Customer Asset Reports</u>. DLMS 870M replies to Customer Asset Reports (DLMS 180M) containing Project Code RBB, 3AG, or 3AU denoting the procurement offset portion of TAV and Status Code TC require

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[2] ADC 1071, Implementation of DoD Item Unique Identification (IUID) Supply Policy in Version 4030 DLMS 856R Shipment Status Materiel Returns
[3] Refer to ADC 1198 and ASC 1198B

reevaluation prior to disposal since these assets may not be above an activity's retention limit. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C11.8. FOLLOW-UPS ON REPORTED ASSETS

C11.8.1. Reporting Activity Follow-Ups. Reporting activity follow-ups consist of three types:

C11.8.1.1. Follow-Up for ICP/IMM Reply to Asset Report (DLMS 180M). This type of follow-up will be used to obtain intelligence regarding status of the original asset report (DLMS 180M (Report of Available Assets to ICP/IMM)). DLMS 180M follow-up to ICP/IMM will be submitted no earlier than 30 calendar days from date of submission of DLMS 180M (Report of Available Assets to ICP/IMM), and will contain the same data as shown in the DLMS 180M (Report of Available Assets to ICP/IMM). If DLMS 870M (Disposition Instructions Delay Status) has been received, DLMS 180M Follow-Up will be submitted at the expiration of the expected reply date and DLMS 870M (From ICP/IMM) has not been received.

C11.8.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DLMS 180M). This type follow-up will be used when materiel to be returned has been shipped as directed by a reply to asset report (From ICP/IMM)(DLMS 870M) but an ICP/IMM Materiel Receipt Status (DLMS 870M) has not been received. DLMS 180M, follow-up for ICP/IMM Materiel Receipt Status), will be submitted no earlier than 70 calendar days for continental U.S. (CONUS) or 130 calendar days for outside-the-continental U.S. (OCONUS) after shipment. The data for the DLMS 180M, follow-up will be the same as shown in the DLMS 856R, with the exception that no UIIs and/or serial numbers will be perpetuated.

C11.8.1.3. Follow-Up for Credit (DLMS 812R, Adjustment Request) Follow-Up for Materiel Returns Program Credit. This type of follow-up will be used when materiel to be returned has been shipped and credit allowance was indicated by ICP/IMM Materiel Receipt Status (DLMS 870M) but no credit billing has been received. This follow-up will be prepared in accordance with MILSBILLS procedures.

C11.8.2. Follow-Ups to ICP/IMM. Follow-ups will be submitted to the ICP/IMM to whom the original asset report (DLMS 180M) was submitted, except when information has been received in DLMS 870M (DAAS Customer Asset Report Information Status) status document that DAAS has rerouted the asset report to the correct ICP/IMM. In this case, the follow-up will be submitted to the activity identified in the DS 870M DAAS Customer Asset Report Information status document received from DAAS.

C11.8.3. ICP/IMM Follow-Ups on Directed Returns (DLMS 870M). Upon receipt of DLMS 870M, ICP/IMM Follow-Up, from the ICP/IMM, the reporting activity will review records to determine whether a DLMS 870M, Reply to Customer Excess Report, had been received. If there is no record of having received DLMS 870M reply to the

customer excess report, the 870M ICP/IMM Follow-Up transaction will be converted to DLMS 870M, Reply to Customer Excess Report, and processed. If shipment has not occurred, DLMS 870M, Materiel Returns Program Supply Status, citing the ESD will be submitted. If records indicate that shipment has occurred, the transportation activity will be queried to ensure that the materiel has been shipped. If the materiel has been shipped, a new DLMS 856R, will be prepared and submitted identifying the quantity shipped to include UIIs and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. The DLMS 856R will be sent to the ICP/IMM and the designated receiving activity. Capital equipment assigned under an established UIT program requires serialization data visibility and therefore must cite the serial number and include the UII when available. If materiel has not been shipped, determine when the shipment will be made and follow the above procedures. When less than the total quantity contained in the original DLMS 870M is to be shipped, the reporting activity will respond to the DLMS 870M, ICP/IMM Follow-Up, with DLMS 870M, Materiel Returns Supply Status, for the quantity to be shipped and DLMS 180M for the quantity that will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to DLMS 870M (ICP/IMM Follow-up), with DLMS 856R for the quantity that has been shipped, to include UIIs and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. The DLMS 856R indicating partial shipment will be sent to the ICP/IMM and the designated receiving activity. Capital equipment assigned under an established UIT program requires serialization data visibility and therefore must cite the serial number and include the UII when available. A DLMS 870M supply status and/or DLMS 180M cancellation will be sent to the ICP/IMM for the remaining portions of the originally reported quantity, as appropriate.

C11.9. <u>AUTOMATIC RETURNS</u>

C11.9.1. <u>Items Designated by a Supply Source for Automatic Return</u>. Reporting activities use DLMS 180M Automatic Return Notification (Action Code RF) is used for items designated by a source of supply for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. The returning activity will prepare and submit the DLMS 856R (MILSTRIP Legacy DIC FTM) with UII(s) and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. Capital equipment assigned under an established UIT program requires serialization data visibility and therefore must cite the serial number and include the UII when available. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[4] The DLMS Automatic Return Notification supports inclusion of SLOA required elements. Pending full implementation of SLOA, Defense Automatic Addressing System (DAAS) will facilitate interoperability by updating selected SLOA data fields based upon the returning activity's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data

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[4] Refer to ADC 1043/ ADC 1043A.

elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 870M Materiel Returns Supply Status citing Status Code CF. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DLMS 870M/DIC FTQ Materiel Returns Supply Status citing Status Code CF.[5]

    C11.9.2. <u>Nonconsumable Item Materiel Support Code (Items Designated for Automatic Return)</u>.

        C11.9.2.1. All NIMSC 5 unserviceable (SCC E or F) items are designated for automatic return on an inter-DoD Component basis.

        C11.9.2.2. PICAs will notify SICAs of the NSN and the storage organization to which such items are to be shipped. PICAs will also notify the receiving storage activity of the NSN of such items to be returned. The SICAs will perpetuate this information and the PICA RIC to the materiel holder/SICA activities using intra-DoD Component procedures. The materiel holder will prepare and submit the DLMS 856R with UII(s) and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. Capital equipment assigned under an established UIT program requires serialization data visibility and therefore must cite the serial number and include the UII when available. The materiel holder will send the DLMS 856R to the SICA and the designated return-to activity, with a copy to the PICA when directed by the SICA. The PICA will be identified as the Party to Receive Status in the DLMS 856R. The PICA and SICA are not required to store the UIIs and/or serial numbers.

        C11.9.2.3. If there is no DoD Component SICA for the items identified for automatic return by a PICA (e.g., Coast Guard), the PICA will provide the information to the appropriate DoD Component designated activity. The materiel holder will prepare and submit the DLMS 856R with UII(s) and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. Capital equipment assigned under an established UIT program requires serialization data visibility and therefore must cite the serial number and include the UII when available. The materiel holder will send the DLMS 856R to the PICA and the designated return-to activity.

        C11.9.2.4. For SICA-approved returns, the SICA will provide disposition instructions to the materiel holder under normal intra-Service implementing instructions. The materiel holder will prepare and submit the DLMS 856R with UII(s) and/or corresponding serial numbers for NSNs containing an IUID Indicator Y, indicating that DoD IUID Supply Policy compliance is required. The materiel holder will send the DLMS 856R to the SICA and the designated return-to activity. The SICA is not required

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[5] Refer to ADC 1043E.

to store the UIIs and/or serial numbers[6],with the exception of capital equipment assigned under an established UIT program requires serialization data visibility.[7]

C11.9.3. <u>Automatic Return of Unserviceable Items</u>. When an unserviceable NIMSC 5 item is automatically returned or a replacement item will be requisitioned, DLMS 180M and later documentation will include Project Code 3AL. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (e.g., the returned item exceeds the returning activity's authorization or requirement), DLMS 180M Automatic Return Notification and related documentation will not contain Project Code 3AL. The DLMS 180M to the PICA will contain the data elements specified for DLMS 180M Automatic Returns Notification Implementation Convention. After generation of the Automatic Return Notification, processing will occur as though there has been a DLMS 180M (Report of Available Assets to ICP/IMM) report and a DLMS 870M (From ICP/IMM), reply, along with other provisions of this chapter, excluding DLMS 180M (For Reply to Asset Report) and DLMS 870M (ICP/IMM Status to Customer).

C11.9.4. <u>Automatic Return of Unserviceable Items under Inter-Service Maintenance Agreement</u>. All unserviceable (SCC F) items requiring removal and return to the owner during maintenance performed under an inter-Service agreement, including DMISA, are designated for automatic return on an inter-Service basis. The owner/principal will designate the applicable storage activity for the return shipment. The maintenance activity/repair agent will notify the owner/principal of the return using the DLMS 180M Automatic Returns Notification (Action Code RF). Include Project Code 3HX in the return notification when requisitioning a replacement part and expecting credit for return of the unserviceable asset. The maintenance activity must provide the Automatic Return Notification prior to the physical return of the unserviceable materiel. Maintenance activities will submit the Automatic Return Notification two days prior to physical return whenever feasible; a minimum of twenty-four hours is required. This delay is necessary because the maintenance and storage activities are normally located in close proximity and it is vital that the owner/principal have sufficient time to furnish a Prepositioned Materiel Receipt (PMR) to the storage activity before the materiel arrives. Subsequent to generation of the Automatic Returns Notification, processing will occur as described for Project Code 3AL.[8]

C11.9.5. <u>Restrictions</u>. No other inter-DoD Component use of DLMS 180M Automatic Return Notification is currently authorized.

C11.9.6. <u>Internal DoD Component Use</u>. The DoD Components may use DLMS 180M Automatic Return Notification internally for intra-DoD Component programs that do not conflict with other provisions of this manual.

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[6] ADC 1071, Implementation of DoD Item Unique Identification (IUID) Supply Policy in Version 4030 DLMS 856R Shipment Status Materiel Returns.
[7] Refer to ADC 1198
[8] Refer to ADC 1256. Staggered implementation authorized by December 2019.

C11.9.7. <u>Source of Supply Processing of Automatic Return Notification</u>. Upon receipt of DLMS 180M Automatic Return Notification, the SICA will establish a due-in and generate a PMR transaction to the receiving activity for the quantity in the DLMS 180M Automatic Return Notification transaction. The SICA will prepare the due-in and the PMR transaction under Chapter 12 procedures. Note: For unserviceable NIMSC 5 items, the SICA will send a DLMS 180M Automatic Return Notification, with data elements specified in C11.9.3, to the PICA. The PICA will establish the due-in and send the PMR transaction to the receiving depot.

C.11.9.8. <u>OWNER/PRINCIPAL PROCESSING OF AUTOMATIC RETURN NOTIFICATION</u>. Immediately upon receipt of an Automatic Return Notification transaction from a maintenance activity/repair agent under an inter-Service agreement, including DMISA, the owner/principal will establish a due-in and generate a PMR transaction to the receiving activity for the quantity and SCC in the Automatic Return Notification transaction. The owner/principal will prepare the due-in and PMR transaction under MILSTRAP. Upon receipt of unserviceable returns for credit (Project Code 3HX), the owner/principal will provide credit under MILSBILLS procedures."

C11.10. <u>DEFENSE AUTOMATIC ADDRESSING SYSTEM</u>. DAAS will do the following:

C11.10.1. <u>Route Using the RIC To</u>. DLMS 870M, Materiel Returns Supply Status; DLMS 856R, Materiel Returns Shipment Status; DLMS 812R, Adjustment Request (Follow-Up for Materiel Returns Program Credit); DLMS 180M, (Follow-Up for ICP/IMM Materiel Receipt Status); and DLMS 180M, Automatic Return Notification, will be passed to the activity represented by the RIC To.

C11.10.2. <u>Route Using the M&S Code</u>. DLMS 812L, Reply to Follow-Up for Credit Status; DLMS 870M, ICP/IMM Status Advising of Delay; DLMS 870M DAAS Customer Asset Report Status; DLMS 870M ICP/IMM Reply to Customer Asset Report; DLMS 870M, ICP/IMM Advice of Receipt or Non-Receipt of Materiel; and DLMS 870M, ICP/IMM Follow-Up, will be passed using the M&S code.

C11.10.3. <u>Route Using the RIC To when M&S Code is 9</u>. DLMS 180M, Cancellation; DLMS 180M, Customer Asset Report; and DLMS 180M, Customer Follow-Up to ICP/IMM, will be passed to the RIC To if the M&S code is 9.

C11.10.4. <u>Perform NSN/NIIN Validation when M&S Code is not 9</u>. For DLMS 180M, Cancellation; DLMS 180M, Customer Asset Report; and DLMS 180M, Customer Follow-Up to ICP/IMM, DAAS will perform NSN/national item identification number (NIIN) validation and source of supply edit as follows:

C11.10.4.1. <u>Correct NSN and Managed by ICP/IMM</u>. If the NSN is correct and managed by the ICP/IMM identified by the RIC To, Advice Code 3T will be entered in the advice segment and the document will be transmitted to that ICP/IMM.

C11.10.4.2. <u>Correct NSN but Not Managed by ICP/IMM</u>. If the NSN is correct, but is not managed by the ICP/IMM identified in the RIC To, the correct ICP/IMM RIC will be entered, along with Advice Code 3T, and the transaction

transmitted to the correct ICP/IMM. DAAS will send the reporting activity a DLMS 870M, Materiel Returns Supply Status with Status Code TZ.

C11.10.4.3. <u>Incorrect Federal Supply Classification</u>. If the Federal supply classification (FSC)/NIIN/NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RIC of the ICP/IMM will be changed where applicable. Advice Code 3T will be entered and the transaction transmitted to the managing ICP/IMM. DAAS will send the reporting activity a DLMS 870M, Materiel Returns Supply Status, with Status Code TZ.

C11.10.4.4. <u>Routing Cannot be Accomplished</u>. If routing to an ICP/IMM cannot be done by DAAS, the document will be passed to the activity identified by the RIC To.

C11.10.5. <u>Validation by Signal Code</u>. DAAS will validate DLMS180M, Materiel Returns Reporting (Automatic Return Notification From Customer to Supply Source), (Customer Asset Report (Report of Available Assets to ICP/IMM)), and (Customer Follow-Up to ICP/IMM (For Reply to Asset Report)), transactions for valid ship-from and credit-to addresses as designated by the signal code. If DAAS cannot identify the ship-from or credit-to address, the transactions will be rejected to the originating activity using DLMS 870M, Materiel Return Supply Status, with Status Code SK.

C11.10.6. <u>Editing Part-Numbered Asset Reports</u>. DLA will not accept DLMS180M, Materiel Returns Reporting, part-numbered asset reports. DAAS will reject all such reports with Status Code T9. DAAS will pass all part-numbered asset reports to the RIC present in the incoming transaction. The DoD Components may reject (Status Code T9) part-numbered assets not acceptable or recognized under internal procedures. Non-mechanical part-numbered transactions will not be processed by DAAS, but will be rejected for processing under intra-DoD Component procedures.

C11.10.7. <u>Edit Rejects Containing Status Code SC</u>. DAAS will edit DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), rejects containing Status Code SC or SD for correct ICP/IMM and FSC as follows:

C11.10.7.1. <u>Correct NSN and ICP/IMM</u>. If the NSN is correct and belongs to the rejecting ICP/IMM, the DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), will be converted to DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), with Advice Code 3T and sent to the ICP/IMM.

C11.10.7.2. <u>Correct NSN But Wrong ICP/IMM</u>. If the NSN is correct but not managed by the ICP/IMM, the DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), will be converted to DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), with Advice Code 3T and sent to the correct ICP/IMM. DAAS will send the reporting activity a DLMS 870M, DAAS Customer Excess Report Information Status, with Status Code TZ.

C11.10.7.3. <u>Incorrect Federal Supply Classification</u>. If the FSC is incorrect, DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), will be converted to

DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), with the correct FSC, with Advice Code 3T, and the document returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM. DAAS will send the reporting activity a DLMS 870M, DAAS Customer Excess Report Information Status, with Status Code TZ.

C11.10.7.4. <u>Inactivated DLA/GSA/Navy Item in DAAS</u>. If a DLA/GSA/Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code to TC and forward the DLMS 870M, Materiel Returns Supply Status from ICP/IMM to the reporting activity.

C11.10.8. <u>Country Code Edit</u>. DAAS will validate the DLMS 856R to ensure the country code is a valid value of the Geopolitical Entities, Names, and Codes (GENC) Standard. If not valid, the transaction will be rejected by DAAS using the DLMS 824R Reject Advice citing Reject Advice Code AU.[9]

C11.11. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF CUSTOMER ASSET REPORTS</u>

C11.11.1. <u>Disposition Determination</u>. ICP/IMM will process asset reports to determine disposition. Asset reports containing project codes assigned for specific returns program purposes (such as rollbacks and automatic returns) will be processed under the assigned controls. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C11.11.1.1. <u>Response Timeframe</u>. DLMS 870M, Materiel Returns Supply Status (From ICP/IMM) will be prepared to respond to asset reports no later than 30 calendar days from date of receipt of the DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM) transaction.

C11.11.1.2. <u>Response After 30 Calendar Days</u>. If a DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), cannot be provided within 30 calendar days, send DLMS 870M, Delay Status, with Status Code TR and enter an expected reply date when final disposition instructions are expected to be provided.

C11.11.1.3. <u>Suffix Codes</u>. Suffixes will be used to identify partial actions.

C11.11.2. <u>Materiel Required</u>. If it is determined that the materiel is required, forward DLMS 870M, Materiel Returns Supply Status (From ICP/IMM) citing Status Code TA, TB, TH, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of materiel to be returned and generate DLMS 527D, PMR, transaction to the receiving depot.

C11.11.2.1. <u>Shipment Time Allowed</u>. Time allowed for shipment and return of materiel is 120 (CONUS) and 180 (OCONUS) days, and the counting starts with the day of posting of DLMS 856R, or the estimated shipping date cited in DLMS 870M. The

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[9] Refer to ADC 1075.

due-in estimated delivery date (EDD) will be updated upon receipt of a DLMS 856R or DLMS 870M Status to equal the time allowed for shipment and return of materiel.

C11.11.2.2. Materiel Not Received Within 120 or 180 Calendar Days. If the materiel is not received by the due-in EDD, or 30 days have elapsed since the transmission of DLMS 870M, ICP/IMM Follow-Up, without receiving a response, the ICP/IMM will take action to cancel the due-in and delete DLMS 527D transaction. DLMS 527D will also be canceled when DLMS 180M, Materiel Returns Reporting, is received from the customer activity. The EDD required for the due-in will be 120 calendar days (CONUS) and 180 calendar days (OCONUS) from the processing date of DLMS 870M Materiel Returns Supply Status (From ICP/IMM). The due-in estimated delivery date will be updated upon receipt of DLMS 870M, Materiel Returns Supply Status, or DLMS 856R, Shipment Status Materiel Returns (Customer Status to ICP/IMM).

C11.11.2.3. Cancellation of Due-In Not Precluding Other Requirements. Action taken to cancel the due-in and delete DLMS 527D, Due-in Advance Receipt, transaction does not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports such as a Transportation Discrepancy Report (TDR) or Supply Discrepancy Report (SDR) on shipments not received, but for which shipment status has been received.

C11.11.3. Entering Priority Designators in DLMS. Enter priority designators (PD) in DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), documents as follows:

C11.11.3.1. PD 03. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local stocks).

C11.11.3.2. PD 06. PD 06 will be used in the return of materiel identified by the materiel manager as qualified for automatic return to the DoD distribution system.

C11.11.3.3. PD 13. PD 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local stocks to sources of supply.

C11.11.4. Non-processable Customer Asset Reports. DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), received by the ICP/IMM that cannot be processed will be rejected to the reporting activity using DLMS 870M, Materiel Return Supply Status (From ICP/IMM), status with the appropriate S_ series reject status code.

C11.11.5. Customer Asset Reports for Items Requiring Screening/Review. DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), received for items requiring extended screening/review will be suspended. The reporting activity will be sent a DLMS 870M, Materiel Returns Supply Status (ICP/IMM Status to Customer), with Status Code TR containing an estimated date of reply in the ESD field.

C11.11.6. <u>FSC Change Required</u>. If the determination has been made that an FSC change is required on a customer asset report (DLMS 180M, Materiel Returns Reporting), the correct FSC will be entered, the RIC To of the ICP/IMM will be changed, where applicable, and the DLMS 180M, Customer Asset Report, will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be sent a DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), containing Status Code T7. The RIC of the forwarding ICP/IMM will be entered in the RIC field of the ICP/IMM representing the last known holder and will be entered as the RIC of the activity preparing the document.

C11.12. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS</u>

C11.12.1. <u>Notification of Receipt/Nonreceipt</u>. The ICP/IMM will prepare DLMS 870M, Materiel Returns Supply Status, to provide reporting activities with notification of materiel receipt or non-receipt on returns. DLMS 870M Materiel Returns Supply Status will be provided upon processing of the receipt for other than suspended condition materiel, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 calendar days after DLMS 870M, Materiel Returns Supply Status (ICP/IMM Follow-Up), when no receipt or DLMS 856R, Shipment Status Materiel Returns, has been processed. Multiple DLMS 870M, Materiel Returns Supply Status, documents will be provided when a single shipment is received in more than one materiel condition. Use status codes in the DLMS 870M as follows:

C11.12.1.1. <u>Status Code TN</u>. Enter Status Code TN when credit is granted for the condition and quantity of materiel received.

C11.12.1.2. <u>Status Code TM</u>. Enter Status Code TM when reduced or no credit is allowed because the condition of materiel received is less than that authorized for return.

C11.12.1.3. <u>Status Code TL</u>. Enter Status Code TL when the materiel received is other than authorized for return and no credit is allowed.

C11.12.1.4. <u>Status Code TP</u>. Enter Status Code TP when the materiel is not received within prescribed timeframes, follow-up action has been unsuccessful, and the credit authorization is canceled.

C11.12.1.5. <u>Status Code TQ</u>. Enter Status Code TQ when the materiel has been received for an authorized non-creditable return.

C11.12.2. <u>Multiple DLMS 870Ms Required</u>. DLMS 870M, Materiel Returns Supply Status, will always show the document number, including suffix code, contained in the DLMS 180M, Materiel Returns Reporting, or DLMS 870M, Materiel Returns Supply Status (From ICP/IMM). When multiple DLMS 870M, Materiel Returns Supply Status, transactions are required for materiel received in different conditions, each DLMS 870M

produced will retain the document number and suffix of the DLMS 180M, Materiel Returns Reporting/DLMS 870M, Materiel Returns Supply Status (From ICP/IMM).

C11.13. <u>PREPARATION AND PROCESSING OF SHIPMENT STATUS</u>

C11.13.1. <u>Preparation of Shipment Status</u>. Shipment status provides information and normally requires no subsequent documentation. For NSNs containing an IUID Indicator Y, UII(s) and/or corresponding serial numbers must be included in the DLMS 856R, indicating that DoD IUID Supply Policy compliance is required. The exception to the forgoing in support of FIAR, accountability and management of capital equipment, assigned under an established UIT program requires serialization data visibility. Submitters must prepare shipment status materiel return citing the applicable serial number(s) and include the UII when available. The DLMS 856R will be provided by the materiel holder and sent to both the ICP/IMM and the return-to activity.

C11.13.1.1. If the controlling document number for the return is the same as the customer's original requisition for the item, a unique transportation control number (TCN), not derived from the original document number, must be created.

C11.13.1.2. Shipments containing IUID data content (e.g., UIIs and/or serial numbers) and requiring more than one freight piece to execute the movement must have a unique TCN assigned to each freight piece by using a partial indicator in the 16th position of the TCN. Multiple freight piece shipments using the same TCN for all related freight pieces are not authorized when IUID content is required[10] or when capital equipment that requires serialization data visibility where the serial number is mandatory and UII is provided when available.[11]

C11.13.2. ICPs/IMMs will receive shipment status transactions and update appropriate ICP/IMM records. Shipment status with UII(s) and/or corresponding serial numbers under DoD IUID Supply Policy requirements, will be received by ICP/IMM, but they are not expected to store and track by UII, except for management of capital equipment that requires serialization data visibility. The shipment date indicated in DLMS 856R, Shipment Status Materiel Returns, is available to ICPs/IMMs to verify in-transit status and provide information on expected receipts. DLMS 856R received for items not under control of the ICP/IMM will be rejected to the reporting activity using DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), with reject Status Code SC. DLMS 856Rs that do not pass data field validity checks will be rejected to the reporting activity using DLMS 870M, with the appropriated S_ series status code.

C11.13.3. <u>Shipment Advice</u>. In the event that the ICP/IMM requires an advice of shipment to support related supply decisions and a DLMS 856R, Shipment Status Materiel Returns, has not been received, an ICP/IMM follow-up (DLMS 870M, Materiel Returns Supply Status) will be prepared and forwarded to the reporting activity. DLMS 870M will not be generated until at least five calendar days have elapsed from the

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[10] ADC 1071, Implementation of DoD Item Unique Identification (IUID) Supply Policy in Version 4030 DLMS 856R Shipment Status Materiel Returns.
[11] Refer to ADC 1198

transmission of DLMS 870M (from ICP/IMM) for PD 03 or 50 calendar days for PD 13 and no DLMS 856R, Shipment Status Materiel Returns, or receipt has been posted. DLMS 870M with Status Code T3 may be generated upon expiration of the due-in timeframe when DLMS 856R has been received, but receipt has not been posted. The ICP/IMM is authorized to follow up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements.

C11.14. PROCESSING FOLLOW-UPS FROM REPORTING ACTIVITIES

C11.14.1. Types. Follow-ups submitted by reporting activities consist of three types:

C11.14.1.1. Follow-up for ICP/IMM Reply to Customer Asset Report (DLMS 180M, Materiel Returns Reporting (For Reply to Asset Report)).

C11.14.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DLMS 180M, Materiel Returns Reporting (Follow-Up for ICP/IMM Materiel Receipt Status)).

C11.14.1.3. Follow-up for credit (DLMS 812R, Adjustment Request (Follow-Up for Materiel Returns Program Credit)).

C11.14.2. Determining Whether Original DLMS 180M was Received. On receipt of DLMS 180M, Materiel Returns Reporting (For Reply to Asset Report), the ICP/IMM will determine whether there is a record indicating that the original DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), was received.

C11.14.2.1. Record Established. If a record is established and DLMS 870M, Materiel Returns Supply Status (ICP/IMM Status to Customer), indicating delayed response was sent to the customer, a duplicate DLMS 870M will be provided. If a record is established and a DLMS 870M was not provided, one of the following actions will be initiated:

C11.14.2.1.1. In Process. If DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), transaction is in process, DLMS 870M, Materiel Returns Supply Status (ICP/IMM's Status to Customer), will be sent to the customer with Status Code TR indicating the DLMS 180M is in process and DLMS 870M will be provided at a later date.

C11.14.2.1.2. Rejection. If DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), was rejected by the ICP/IMM as invalid, DLMS 180M will produce DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), to the reporting activity with the same status code used in the original DLMS 870M.

C11.14.2.2. No Record of Receipt. If no record of receipt exists for DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), the ICP will process the DLMS 180M as a new DLMS 180M and provide DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), as appropriate, to the reporting activity.

C11.14.3. Receipt of DS 180M, Follow-Up for ICP/IMM Materiel Receipt Status. On receipt of a DLMS 180M, Materiel Returns Reporting, ICP/IMM will review records and take action as follows:

C11.14.3.1. Received Materiel. If the records indicate that the materiel has been received and classified, transmit a DLMS 870M, Materiel Returns Supply Status, to the customer.

C11.14.3.2. Received Materiel Not Classified. If records indicate that the materiel has been received but not classified, the ICP/IMM will provide DLMS 870M, Materiel Returns Supply Status (From ICP/IMM) with Status Code TT to the customer.

C11.14.3.3. Materiel Not Located. If records indicate that the materiel has not been received, and if the materiel is not located after investigation, the reporting activity will be sent DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), with Status Code TU.

C11.14.4. Receipt of DLMS 812R. On receipt of DLMS 812R, Adjustment Request (Follow-Up for Materiel Returns Program Credit), ICP/IMM will take action under MILSBILLS procedures.

C11.14.5. Items Not Under Cognizance of the ICP/IMM. DLMS 180M, Materiel Returns Reporting (For Reply to Asset Report), received for items not under awareness of the ICP/IMM will be rejected to the reporting activity using DLMS 870M, Materiel Returns Supply Status (From ICP/IMM), with Status Code SC. DLMS 180M, Follow-up for ICP/IMM Reply to Customer Asset Report, that does not pass data field validity edits will be rejected to the reporting activity using DLMS 870M Status with the appropriate reject status code.

C11.15. CANCELLATION OF CUSTOMER ASSET REPORTS

C11.15.1. Reducing Quantity in All Applicable Cancellation Requests. Upon receipt of a customer cancellation (DLMS 180M, Materiel Returns Reporting), ICP/IMM will cancel or reduce the quantity in all applicable documents affected by DLMS 180M, including the decision to return, due-in record, PMR, and credit suspense, if applicable.

C11.15.2. Materiel Not Received by Due-In Estimate. The ICP/IMM will initiate cancellation (DLMS 870M, Materiel Returns Supply Status) action when materiel is not received by the due-in EDD or when materiel is not received and no response has been received within 30 calendar days after its DLMS 870M, ICP/IMM Follow-Up. ICP/IMM will also initiate cancellation when DLMS 856R, Shipment Status Materiel Returns, is not received within 120 calendar days (CONUS) or 180 calendar days (OCONUS) after receipt of DLMS 870M, Materiel Returns Supply Status.

C11.15.3. Cancellations Initiated by ICP/IMM. Cancellations started by the ICP/IMM or in response to DLMS 180M, Materiel Returns Reporting, will be done as follows:

C11.15.3.1. <u>Creditable Returns</u>. For creditable returns, notification of cancellation to the reporting activity will be made using DLMS 870M, Materiel Returns Supply Status, with Status Code TP.

C11.15.3.2. <u>Non-creditable Returns</u>. For non-creditable returns, notification of cancellation to the reporting activity will be made using DLMS 870M, Materiel Returns Supply Status, with Status Code TV.

C11.15.4. <u>Receipt of Shipment Status</u>. When DLMS 856R has been received, but material has not been received within the timeframe allotted under C11.11.2.1., action to cancel the due-in and PMR will be accomplished under Chapter 12 procedures.

C11.16. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF DLMS 180M CUSTOMER ASSET REPORTS, CANCELLATIONS, AND FOLLOW-UPS WHEN THE SUPPLY SOURCE HAS CHANGED</u>

C11.16.1. <u>Advice Code 3T</u>. Upon receipt of DLMS 180M, Materiel Returns Reporting, Cancellation of Customer Asset Report, or Customer Follow-Up to ICP/IMM (For Reply to Asset Report), transaction from DAAS with Advice Code 3T when the SOS has been changed, the losing ICP/IMM will arrange to change the FLIS and DAAS SOS files.

C11.16.2. <u>Losing Supply Source</u>. The losing ICP/IMM will prepare and transmit through DAAS DLMS 180M, Materiel Returns Reporting (Report of Available Assets to ICP/IMM), Cancellation of Customer Asset Report, and/or Customer Follow-Up to ICP/IMM (For Reply to Asset Report)), transactions containing Advice Code 3U to the gaining SOS.

C11.16.3. <u>DAAS Action</u>. DAAS will pass DLMS 180M transactions, above, to the gaining SOS.

C11.17. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER LATERAL REDISTRIBUTION OF RETAIL ASSETS</u>

C11.17.1. <u>Purpose</u>. This paragraph outlines procedures for filling back orders by generating lateral redistribution orders for retail materiel that has been identified through an inter- or intra-DoD Component retail asset visibility system. Additionally, ICPs/IMMs may use these procedures to direct lateral redistribution when the total cost of such action is lower or when the wholesale level does not have stock available to meet a requisition's required response time.

C11.17.2. <u>Backorder Supplied by Lateral Redistribution</u>. If a backorder is to be supplied by lateral redistribution of materiel identified by an inter- or intra-DoD Component retail asset visibility system, the lateral redistribution order (LRO) will contain appropriate data from the requisition, DLMS 940R, (Referral Order (For Domestic Shipment/With NSN/North Atlantic Treaty Organization (NATO) Stock Number)) in the document identifier, the RIC of the reporting activity, Distribution Code 2 for consumable materiel or Distribution Code 3 for reparable materiel, the billed

ICP/IMM DoDAAC and fund code, materiel average acquisition cost, and the RIC of the receiving ICP/IMM. Conformance with SLOA/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements. The DLMS shipment status for ICP/IMM directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the reporting activity's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU. The LRO will be forwarded through DAAS to the reporting activity. DLMS 945A, Materiel Release Advice (to ICP/IMM From Storage Activity) with Status Code BA will be provided to eligible status recipients.

   C11.17.3. <u>Reporting Activity Actions</u>. The reporting activity will:

      C11.17.3.1. <u>Process the Lateral Redistribution Order on a Fill/Kill basis</u>. Provide Status Code BA using DLMS 945A, Materiel Release Advice (to ICP From Storage Activity), for the quantity being filled and/or Status Code CB status for the quantity not being filled (killed) to the receiving activity, and include Distribution Code 2 or 3.

      C11.17.3.2. <u>Supply Substitutions</u>. Substitutions are allowed if the requiring activity/requisitioning activity and the supplying/holding activity are the same DoD Component. Do not substitute if the requiring/requisitioning activity and the supplying/holding activity are different DoD Components.

      C11.17.3.3. <u>Ensure Shipment</u>. Ensure materiel is shipped, using DD Form 1348-1A, to the activity identified in the LRO as the "ship-to" addressee. When the materiel is shipped, send DLMS 856S, Shipment Status (To ICP/IMM From Reporting Activities for LRO Shipments of Retail Assets), to the activity identified as the receiving activity in the LRO. The DLMS 856S must include the Distribution Code 2 or 3. Retail activities will use Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards for processing LROs directed by the ICP/IMM.

      C11.17.3.4. <u>Generate Billing</u>. Generate billing to the ICP/IMM for the materiel sent to the original requisitioner. The bill amount is calculated based on multiplying the quantity shipped by the average acquisition cost provided by the ICP/IMM, along with allowed PCH&T costs.

   C11.17.4. <u>Inventory Manager Actions</u>. ICP/IMM will:

      C11.17.4.1. <u>Record Obligation</u>. Upon receiving DLMS 945A response from Reporting Activity, record an obligation for any quantity being filled by the Reporting Activity based on the average acquisition cost.

C11.17.4.2. <u>Update Estimated Ship Dates</u>. Use DLMS 945A, Materiel Release Advice (To ICP From Storage Activity), with Status Code BA and Distribution Code 2 or 3 to update ESDs.

C11.17.4.3. <u>Generate Follow-Ups</u>. Generate DLMS 940R, Materiel Release (From ICP/IMM to Reporting Activity or Storage Activity), follow-ups with Distribution Code 2 or 3 to the reporting activity as follows:

C11.17.4.3.1. When the initial Status Code BA or CB is not received on LROs within 10 calendar days.

C11.17.4.3.2. Upon receipt of Supply Status Code BA without an ESD and 10 calendar days have elapsed since the transaction date of the DLMS 945A, Materiel Release Advice (To ICP From Storage Activity), Supply Status Code BA.

C11.17.4.3.3. Upon Receipt of Supply Status Code BA with an ESD and the ESD has expired.

C11.17.4.3.4. When no response is received to the previous follow-up and 10 calendar days have elapsed. Continue to follow up until status is received, backorder is re-established, or final disposition.

C11.17.4.4. <u>Provide Reinstatement and Status Notification</u>. Reinstate the requisition and send appropriate status to eligible status recipients upon receipt of DLMS 945A, Materiel Release Advice (To ICP From Storage Activity)/Status Code CB with Distribution Code 2 or 3.

C11.17.4.5. <u>Create Customer Supply/Status Transactions</u>. When creating customer supply and status transactions as a result of processing DLMS 945A, Materiel Release Advice or DLMS 856S, Shipment Status Materiel Returns, transactions with Distribution Code 2 or 3, always use the distribution code that was in the original requisition.

C11.18. <u>INTER-SERVICE LATERAL REDISTRIBUTION OF RETAIL ASSETS BY INTER-SERVICE AGREEMENT</u>[12]

C11.18.1. Inter-Service redistribution will not occur before wholesale-level requisitioning, except within theater at Combatant Commander direction or as authorized by inter-Service agreement for lateral support of high priority mission readiness requirements where stock is available within the area of responsibility.

C11.18.2. Prior to initiating MILSTRIP procedures for non-ICP/IMM-directed inter-Service lateral redistribution, the requiring Service must establish a support agreement with the retail/tactical level supply source and employ agreed upon asset visibility tools to ensure that materiel is available. High priority mission readiness requirements (PD

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[12] Refer to ADC 1062. Initial implementation applicable to Global Combat Supply System-Army (GCSS-Army) and authorized trading partners. Phased implementation for shipment status is authorized.

01-03 and Special Requirements Code N) may be submitted using a passing order requisition (DLMS 511R/DIC A3_ with Transaction Type code BM) identifying the retail source supply as the RIC-To. These transactions will bypass DAAS routing logic to the wholesale SoS. By alternative, the requiring Service may choose to skip the initiating requisition passing order transaction and request materiel in person as bearer walk-thru.

C11.18.3. Services supporting inter-Service lateral redistribution will ensure that only high priority mission readiness requisitions originated by pre-approved trading partners within the area of responsibility are honored. All such requisition passing orders will be processed on a fill or kill basis (Advice Code 2C or 2J). These requisitions are not subject to modification or follow-up; standard cancellation procedures apply. Transactional supply status will be provided regardless of initiating method (transaction or walk-thru). Upon receipt of BA status, the materiel will be available for pick-up by the requiring customer. Standard shipment status will be provided.

C11.18.4 The Service supply source has responsibility for preparation of Interfund billing and any required internal transactions associated with this method of lateral supply support.

C11.19. <u>RETURNS TO DLA FROM INDUSTRIAL SITES UNDER BASE REALIGNMENT AND CLOSURE SUPPLY, STORAGE AND DISTRIBUTION AND NATIONAL INVENTORY MANAGEMENT STRATEGY SITE CUSTOMERS</u>

C11.19.1. <u>Industrial Sites Procedures</u>

C11.19.1.1. The return of DLA-managed material will be accomplished without processing the standard MRP program transactions. The individual maintenance customer will determine when it has no immediate requirement for the materiel and will initiate the return process. The materiel will be physically returned to the DLA storage activity with the applicable documentation. The returning activity will provide a DLMS 527D, Due-In/Advance Receipt/Due Verification (MILSTRAP PMR (DIC DW_)), transaction to the storage activity identifying the DoD Component activity to which the receipt will be reported. Upon notification of receipt by the storage activity by a DLMS 527R (MILSTRAP Materiel Receipt - Other Than Procurement Instrument Source (DIC D6A)), the Military Service activity will determine whether there is a need for the materiel by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, a materiel release order (MRO) will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be accomplished with a DLMS 527R Receipt (MILSTRAP DIC D6B).

C11.19.1.2. Upon notification of receipt, the DLA ICP will determine whether a corresponding sale to Service maintenance (identified by DoDAAC series/internal customer group) has occurred for the same materiel and condition code within a 60 day time frame. If there is a matching sale, the customer will receive credit equal to the

original sale. The Service's financial system will be notified of a credit via a DLMS 810L, Logistics Bill (MILSBILLS Billing for Issue from Stock (Credit) (DIC FA2)).

C11.19.1.3. If no sale has occurred or the condition code differs from that on the original sale, DLA will provide credit based upon stock position. If the return quantity exceeds that of previous sales, credit will be provided equal to the original sale quantity and credit on the remaining quantity will be based upon stock position. DLA ICP business rules for determining whether to provide credit/credit amount are equivalent to the MRP program and policy contained in DoDM 4140.01. The Service's financial system will be notified of a credit via a DLMS 810L (MILSBILLS DIC FA2).

C11.19.2. <u>National Inventory Management Strategy Procedures</u>. Materiel returns from a NIMS site customer will be processed as per C11.19.1.1. through C11.19.1.3. including use of the PMR, receipt to the Military Service, followed by the MRO directing shipment-in-place triggering receipt to the DLA ICP. The DLA ICP will process the receipt and determine whether a sale has occurred for the same materiel, condition code, and customer within a 60 day time frame reflecting the exact same document number as the receipt (return) document. If there is an exact matching sale, the customer will receive credit equal to the original sale. Credit for any quantity returned over the original amount, in a different condition code from the original sale, or unmatched is subject to DLA ICP business rules equivalent to the MRP for determining whether to provide credit/credit amount.

C11.20. <u>DIRECTED DISCREPANT/DEFICIENT MATERIEL RETURNS AND RETROGRADE RETURNS</u>

C11.20.1. <u>General Requirements</u>. The DoD supply chain may require the return of supply items for a variety of reasons beyond the usual excesses turned in for credit under the materiel returns program (MRP) described earlier in this chapter. These can include the exchange of depot level repairable (DLR) Class IX repair parts as required by Military Services' Exchange Pricing programs, the retrograde of forward-positioned retail stock back to a home location, and discrepant/deficient materiel returns directed by SDRs, Product Quality Deficiency Reports (PQDRs), or TDRs. In some cases, logistics business rules require that the return use the same document number as the related order/sale. While this reuse may be appropriate for some materiel held at the customer's location, it is not feasible for all situations. When the materiel is already located in a DLA Distribution Center and no physical shipment is required to return the materiel to the original owner/manager, the current owner must not reuse (or suffix) the original document number for the Prepositioned Materiel Receipt (PMR) and Materiel Release Order (MRO) directing the return. The responsible action activity must assign an alternative document number when materiel is located in a DLA Distribution Center and the current owner must use a ship-in-place MRO to direct the return or when the submitters system prohibits reuse of document numbers. Returning activities may ask for an alternative document number if the action activity does not provide one. When using a new document number for the directed return of discrepant/deficient materiel, the responsible activity and the returning activity must retain an audit trail linking the old and new document number/suffix. The PMR, Materiel Returns Shipment Status, and

Receipt provide transactional visibility of the original and new document numbers. The directed return must identify the return-to location by DoDAAC or CAGE (used for contractors when no DoDAAC is assigned). Clear text addresses may be included in addition to the DoDAAC and must be included for returns directed to a contractor identified by a CAGE only. The use of a combination of enhanced return transactions and the addition of specific indicators to other transactions allows for the specific reporting of the transactions without confusion about the nature of the return and enable enhanced in-transit visibility (ITV) of these returns. The procedures also support recent process improvement initiatives related to requirements for directed returns.

C11.20.2. <u>Associated Transactions</u>. There are three DLMS transactions that contain specific content that support the procedures for retrograde and directed discrepant/deficient returns. They are the DLMS 527D, Pre-Positioned Materiel Receipt, DLMS 856R, Materiel Returns Shipment Status, and DLMS 842A/R Standard Supply Discrepancy Report Reply. A fourth transaction, the DLMS 842P, Product Quality Deficiency Report (PQDR), is pending implementation.[13]

C11.20.2.1. A Pre-Positioned Materiel Receipt, DLMS 527D/MILSTRAP DW_, is required for all returns to a DLA Distribution Center/Storage Activity. This requirement is applicable to DLMS-capable applications and MILSTRAP legacy applications. Detailed procedures associated with the PMR are listed in paragraph C11.20.3.

C11.20.2.2. A Materiel Returns Shipment Status, DLMS 856R with enhanced data content, is required from DLMS-capable customers to report directed returns to both the storage activity and the ICP/Integrated Materiel Manager (IMM) (or other Component designated activity). Detailed procedures associated with the materiel returns shipment status are listed in paragraph of C11.20.3.

C11.20.2.3. The materiel returns shipment status will include passive radio frequency identification (pRFID) when applicable. Under DoD IUID Supply Policy, the DLMS materiel returns shipment status identifying capital equipment or NSNs containing an IUID Indicator Y in FLIS, must include serial numbers and the corresponding UIIs (when UII is available).

C11.20.2.4. <u>Capital Equipment</u>. In support of FIAR, accountability and management of capital equipment, assigned under an established UIT program requires serialization data visibility. Submitters must process directed returns for SDR, PQDR TDR and retrograde returns citing the applicable serial number(s) and include the UII when available.[14]

C11.20.3. <u>Detailed Procedures</u>. The following paragraphs contain detailed procedures for return of supply items related to discrepant/deficient materiel as directed

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[13] Refer to ADC 1007 series.
[14] Refer to ADC 1198.

by an SDR, PQDR, or TDR response. This section also addresses retrograde of forward-positioned retail stock back to a home location.

C11.20.3.1. <u>Supply Discrepancy Report</u>

C11.20.3.1.1. When directing return of discrepant materiel, the SDR reply will include the suspense date by which the customer will return the materiel to the designated location. Expedited time standards under DoD or DoD Component policy will be applied to wrong item/misdirected/misidentified classified/sensitive item returns. ICP/IMs may also apply expedited time standards to overage returns for backordered materiel not available within another customer's required delivery date. The activity directing the return will identify the return-to/ship-to location by DoDAAC or CAGE as described in paragraph C11.20.1.

C11.20.3.1.2. The organization responsible for the SDR reply will take action to establish a due-in and generate a PMR transaction to the receiving activity. The PMR will include the return quantity and the appropriate supply condition code. Action to establish the due-in and create the PMR transaction will be accomplished under MILSTRAP/DLMS. The PMR will perpetuate the document number associated with the SDR, normally the document number of the original shipment, or the alternative document number assigned by the activity directing the return as described in paragraph C11.20.1. The DLMS PMR will include a Return Type Code indicating the reason for return for which the PMR is established and will perpetuate the DoD WebSDR control number associated with the SDR.

C11.20.3.1.3. The PMR Due-in EDD indicating the time allowed for shipment and return of discrepant materiel will be based upon the date of the SDR reply directing the return. The EDD will be calculated based upon the date of the initial SDR reply directing return. (This may be a reply from the storage activity when action activity responsibility has been delegated by the ICP/IM.) The EDD is a "not to exceed" time standard established for system processing and does not necessarily equal the number of days identified in the SDR reply. The return-by date may be dictated by policy or by need. PMR time standards are shown in Table C11.T1., PMR Due-In Estimated Delivery Date for SDRs.

Table C11.T1. Pre-Positioned Materiel Receipt Due-In Estimated Delivery Date for Supply Discrepancy Reports

EDD	USAGE
30 calendar days	Wrong item/misdirected/misidentified classified/sensitive items (U.S.)
45 calendar days	Returns within Combatant Command/geographic area Wrong item/misdirected/misidentified classified/sensitive items (SA)
90 calendar days	Returns between Combatant Commands/geographic areas (e.g., between CONUS and OCONUS locations (U.S.))
195 calendar days	Returns for other than classified/sensitive (SA)

C11.20.3.1.4. The returning activity will prepare the DLMS 856R, materiel returns shipment status citing the Return Type Code, identifying the reason for return for which the materiel returns shipment status is provided. If the controlling document number for the directed return is the same as the customer's requisition, a unique transportation control number (TCN) (not derived from the original document number) will be identified. The shipment status will perpetuate the DoD WebSDR control number (required where electronic interface is available to facilitate inclusion of this data content). The materiel returns shipment status will include pRFID, and for NSNs containing an IUID Indicator Y, UII(s) and/or corresponding serial numbers must be included in the DLMS 856R, indicating that DoD IUID Supply Policy compliance is required. Shipment returns containing IUID data content (e.g., UIIs and/or serial numbers or for capital equipment (assigned under an established UIT program) serial number and UII if available) and requiring more than one freight piece to execute the movement must have a unique TCN assigned to each freight piece by using a partial indicator in the 16th position of the TCN. Multiple freight piece shipments using the same TCN for all related freight pieces are not authorized when IUID content is required. The shipment status will be directed to the ICP/IMM (or other organization that directed the return). With the exception of capital equipment that require serialization data visibility, the ICP/IMM (or other organization directing the return) is not required to store the UIIs and/or serial numbers. The shipment status will also be directed to the return-to activity when identified by DoDAAC. DAAS will transmit to DLMS capable activities as identified.

C11.20.3.1.5. Upon receipt of materiel returns shipment status, the ICP/IMM will recalculate the EDD to equal the original time allowed for shipment and return of materiel (i.e., reset the EDD using the date of the shipment status as the starting date, comparable to MILSTRIP MRP EDD procedures) and provide a replacement PMR to the receiving location. This action will ensure that both records have the same EDD date. ***Materiel owners may pre-position release orders ahead of an inbound shipment into a DoD Storage Activity. See Chapter 12 for a complete description of the process.***

C11.20.3.1.6. The ICP/IMM and the International Logistics Control Office (ILCO) will monitor for directed returns. Follow-up action is required where classified/sensitive materiel has not been returned by the EDD. The ICP/IMM will use automated research tools to determine status where applicable: query for materiel returns shipment status in WEB Visual Logistics Information Processing System (WEBVLIPS), transportation shipment status in Integrated Data Environment (IDE)-Global Transportation Network (GTN) Convergence (IGC), and Report of Shipment (REPSHIP) in Intelligent Road/Rail Information Server (IRRIS). Offline communication with the shipper may be necessary to determine the status of the materiel. The ICP will verify that proper discrepancy procedures are followed for materiel reported as in-transit and not received. If shipment was delayed an updated EDD will be identified and disseminated.

C11.20.3.1.7. For nonclassified/sensitive returns, in the event that the ICP/IMM requires advice of shipment to support related supply decisions and neither the materiel nor shipment status has been received, the ICP/IMM may follow-up with the customer. Follow-up for nonclassified/sensitive returns is optional except when return shipment status was provided and materiel was not received. If the nonclassified/sensitive returns are not received by the EDD and no transportation shipment status in IGC exists and no materiel returns shipment status was provided or the customer is non-responsive to ICP/IMM follow-up, the ICP/IMM will initiate cancellation of the due-in/PMR and take appropriate financial action (e.g., reversal of credit previously provided or billing for materiel not returned). If the EDD was reset based upon shipment status and the materiel is not received by the new EDD, the ICP/IMM will follow-up with the shipper to determine the status of the return. The ICP will initiate cancellation of the PMR and establishment of a new PMR if the originally planned receiving location is changed. Offline communication with the shipper may be necessary to determine the status of the materiel. The ICP will verify that proper discrepancy procedures are followed for materiel reported as in-transit and not received.

C11.20.3.2. <u>Product Quality Deficiency Report</u>

C11.20.3.2.1. When directing return of deficient materiel/exhibits to storage activities, the PQDR reply will include the date by which the customer will return the materiel to the designated location. The responsible activity may apply an expedited time standard to Type I PQDRs or as appropriate. The ICP/IMM will identify the return-to location by DoDAAC or CAGE/clear text as described in paragraph C11.20.1.

C11.20.3.2.2. When directing return of deficient materiel/PQDR exhibit, the ICP/IMM will establish a due-in and generate a PMR transaction to the receiving activity for the materiel return/exhibit quantity using SCC Q. Action to establish the due-in and create the PMR transaction will be accomplished under MILSTRAP/DLMS by the activity directing the return. The PMR will perpetuate the document number associated with the PQDR, normally the document number of the original shipment or the alternative document number assigned by the activity directing the return as described in paragraph C11.20.1. If the submitter does not have the original shipment document

number available, a constructed document number will be employed for the PMR, and the return shipment. The DLMS PMR will include the Return Type Code indicating the reason for the PMR as return of quality deficient materiel and will perpetuate the PQDR report control number (RCN).

C11.20.3.2.3. The PMR due-in EDD indicating the time allowed for shipment and return of deficient materiel will be based upon the date of the PQDR reply directing the return. The EDD is a "not to exceed" time standard established for system processing and does not necessarily correlate to the PQDR reply return-by date which may be dictated by other criteria. See Table C11.T2., PMR Estimated Delivery Date Days for Product Quality Deficiency Reports, to establish the EDD.

Table C11.T2. Pre-Positioned Materiel Receipt Estimated Delivery Date Days for Product Quality Deficiency Reports

EDD	USAGE
45 calendar days	Returns within Combatant Command/geographic area
90 calendar days	Returns between Combatant Commands/geographic areas (e.g., between CONUS and OCONUS locations)
195 calendar days	Security Assistance returns

C11.20.3.2.4. The returning activity will prepare DLMS 856R, materiel returns shipment status citing the Return Type Code indicating the reason for the shipment status as deficient materiel returns. If the controlling document number for the directed return is the same as the customer's requisition, a unique TCN (not derived from the original document number) will be identified. The materiel returns shipment status will perpetuate the PQDR RCN. The materiel returns shipment status will include pRFID, and for NSNs containing an IUID Indicator Y, UII(s) and/or corresponding serial numbers must be included in the DLMS 856R, indicating that DoD IUID Supply Policy compliance is required. Shipment returns containing IUID data content (e.g., UIIs and/or serial numbers or for capital equipment requiring serial numbers and UIIs if available) and requiring more than one freight piece to execute the movement must have a unique TCN assigned to each freight piece by using a partial indicator in the 16th position of the TCN. Multiple freight piece shipments using the same TCN for all related freight pieces are not authorized when IUID content is required. The shipment status will be directed to the ICP/IMM (or other organization that directed the return). With the exception of capital equipment assigned under an established UIT program and requires serialization data visibility, the ICP/IMM (or other organization directing the return) is not required to store the UIIs and/or serial numbers. The shipment status will also be directed to the return-to activity when identified by DoDAAC. DAAS will transmit to DLMS capable activities as identified.

C11.20.3.2.5. Upon receipt of materiel returns shipment status, the ICP/IMM will recalculate the EDD to equal the original time allowed for shipment and return of materiel (i.e., reset the EDD using the date of the shipment status as the starting date, comparable to MILSTRIP MRP EDD procedures) and provide a replacement PMR to the receiving location. This action ensures that both records have the same EDD.

C11.20.3.2.6. The ICP/IMM and the ILCO will monitor for directed returns. Follow-up with customers is required where materiel/PQDR exhibit has not been returned by the EDD. The ICP/IMM will use automated research tools to determine status where applicable: query for materiel returns shipment status in WEBVLIPS, transportation shipment status in IGC, and REPSHIP in IRRIS. The ICP will verify that proper discrepancy procedures are followed for materiel reported as in-transit and not received. The originator of the PMR will cancel the PMR if circumstances have changed and materiel will not be returned as directed. The PMR will be cancelled and a new PMR established if the originally planned receiving location is changed.

C11.20.3.3. <u>Transportation Discrepancy Report</u>

C11.20.3.3.1. When directing return of materiel associated with a TDR, the TDR reply will include the date by which the reporting activity will return the materiel to the designated location. The responsible activity may apply an expedited time standard as appropriate. The activity directing the return will identify return-to location identified by DoDAAC or CAGE/clear text as described in paragraph C11.20.1.

C11.20.3.3.2. When directing return of discrepant materiel, the ICP/IMM responsible for the TDR reply will take action to establish a due-in and generate a PMR transaction to the receiving activity for the quantity in the TDR reply. Action to establish the due-in and create the PMR transaction will be accomplished under MILSTRAP/DLMS. The PMR will perpetuate the return document number associated with the document number of the original shipment or as assigned by the ICP/IMM as described in paragraph C11.20.1. The DLMS PMR will include a Return Type Code indicating the reason for the PMR as return of transportation-related discrepant materiel and will perpetuate the control number associated with the TDR.

C11.20.3.3.3. The PMR due-in EDD indicating the time allowed for shipment and return of deficient materiel will be based upon the date of the TDR response directing the return. The EDD is a "not to exceed" time standard established for system processing and does not necessarily correlate to the TDR reply return-by date, which may be dictated by other criteria. See Table C11.T3., Due-In Estimated Delivery Date for Transportation Discrepancy Report, to establish the EDD.

Table C11.T3. Due-In Estimated Delivery Date for Transportation Discrepancy Report

EDD	USAGE
45 calendar days	Returns within Combatant Command/geographic area
90 calendar days	Returns between Combatant Commands/geographic areas (e.g., between CONUS and OCONUS locations)
195 calendar days	Security Assistance returns

C11.20.3.3.4. The returning activity will prepare DLMS 856R materiel returns shipment status citing a Return Type Code indicating the reason for the shipment status is applicable to a TDR directed return. If the controlling document number for the directed return is the same as the original shipment, a unique TCN (not derived from the original document number) will be identified. The materiel returns shipment status will perpetuate the TDR control number. The materiel returns shipment status will include pRFID, and for NSNs containing an IUID Indicator Y, UII(s) and/or corresponding serial numbers must be included in the DLMS 856R, indicating that DoD IUID Supply Policy compliance is required. Shipment returns containing IUID data content (e.g., UIIs and/or serial numbers or capital equipment requiring serial numbers and UIIs if available) and requiring more than one freight piece to execute the movement must have a unique TCN assigned to each freight piece by using a partial indicator in the 16th position of the TCN. Multiple freight piece shipments using the same TCN for all related freight pieces are not authorized when IUID content is required. The shipment status will be directed to the ICP/IMM (or other organization that directed the return). With the exception of capital equipment assigned under an established UIT program and requires serialization data visibility, the ICP/IMM (or other organization directing the return) is not required to store the UIIs and/or serial numbers. The shipment status will also be directed to the return-to activity. DAAS will transmit to DLMS capable activities as identified.

C11.20.3.3.5. Upon receipt of materiel returns shipment status, the ICP/IMM will recalculate the EDD to equal the original time allowed for shipment and return of materiel (i.e., reset the EDD using the date of the shipment status as the starting date, comparable to MILSTRIP MRP EDD procedures) and provide a replacement PMR to the receiving location. This action will ensure that both records have the same EDD date.

C11.20.3.3.6. The ICP/IMM and ILCO will monitor for receipt. Follow-up with customers is required where materiel has not been returned by the EDD. The ICP/IMM will use automated research tools to determine status where applicable: query for materiel returns shipment status in WEBVLIPS, transportation shipment status in IGC, and REPSHIP in IRRIS. The ICP will verify that proper discrepancy procedures are followed for materiel reported as in-transit and not received. The originator of the PMR will cancel the PMR if circumstances have changed and materiel will not be

returned as directed. The PMR will be cancelled and a new PMR established if the originally planned receiving location is changed.

C11.20.3.4. <u>Retrograde Returns</u>. These procedures apply to returns for which materiel returns shipment status (DLMS 856R/DIC FTM) is not provided under the above MILSTRIP Materiel Returns Program.

C11.20.3.4.1. When directing return of materiel (for return, replacement, or other reason), the ICP/IMM will include the date by which the reporting activity will return the materiel to the designated location and the applicable PD. The return-to location will be identified by DoDAAC or CAGE. Clear text addresses may be included to facilitate the return since not all customers have ready access to an authoritative source for address information. Retrograde returns that are not subject to ICP/IMM direction will be returned in accordance with DoD Component procedures.

C11.20.3.4.2. When directing return of materiel the ICP/IMM will establish a due-in and generate a PMR transaction to the receiving activity for the applicable quantity. Action to establish the due-in and create the PMR transaction will be accomplished under MILSTRAP/DLMS. Where the returning activity self-initiates the return, the returning activity will be responsible for preparation of the PMR. The PMR will perpetuate the return document number. The DLMS PMR will include a Return Type Code indicating the reason for the PMR as return of materiel for repair (including exchange price returns)/retrograde movement.

C11.20.3.4.3. The PMR EDD indicating the time allowed for shipment and return of deficient materiel will be based upon the date of the directed return or generation of PMR where the return is initiated by the returning activity. The EDD is a "not to exceed" time standard established for system processing and does not necessarily correlate to the reply return-by date when applicable since that date may be dictated by other criteria. See Table C11.T4., PMR EDD Time Standard for Retrograde Returns, to establish the EDD.

Table C11.T4. <u>Pre-Positioned Materiel Receipt Estimated Delivery Date Time Standard for Retrograde Returns</u>

EDD	USAGE
45 calendar days	Returns within Combatant Command/geographic area
90 calendar days	Returns between Combatant Commands/geographic areas (e.g., between CONUS and OCONUS locations)
195 calendar days	Security Assistance returns

C11.20.3.4.4. The returning activity will prepare DLMS 856R materiel returns shipment status citing a Return Type Code indicating the reason for the shipment status is applicable to return/retrograde movement. The materiel returns shipment status will perpetuate the associated document number. A unique TCN (not derived from the original document number) will be identified. A customer reference

number may be included when applicable to identify the original requisition document number. The materiel returns shipment status will include pRFID, and for NSNs containing an IUID Indicator Y, UII(s) and/or corresponding serial numbers must be included in the DLMS 856R, indicating that DoD IUID Supply Policy compliance is required. Shipment returns containing IUID data content (e.g., UIIs and/or serial numbers or capital equipment requiring serial numbers and UIIs if available) and requiring more than one freight piece to execute the movement must have a unique TCN assigned to each freight piece by using a partial indicator in the 16th position of the TCN. Multiple freight piece shipments using the same TCN for all related freight pieces are not authorized when IUID content is required. The shipment status will be directed to the ICP/IMM (or other organization that directed the return). With the exception of capital equipment assigned under an established UIT program and requires serialization data visibility, the ICP/IMM (or other organization directing the return) is not required to store the UIIs and/or serial numbers. The shipment status will also be directed to the return-to activity when identified by DoDAAC. DAAS will transmit to DLMS capable activities as identified.

C11.20.3.4.5. Upon receipt of materiel returns shipment status, the ICP/IMM will recalculate the EDD to equal the original time allowed for shipment and return of materiel (i.e., reset the EDD using the date of the shipment status as the starting date, comparable to MILSTRIP MRP EDD procedures) and provide a replacement PMR to the receiving location. This action ensures that both records have the same EDD date.

C11.20.3.4.6. The ICP/IMM will monitor for receipt. Follow-up with the returning activity is required where materiel has not been returned by the EDD. The ICP/IMM will use automated research tools to determine status where applicable: query for materiel returns shipment status in WEBVLIPS, transportation shipment status in IGC, and REPSHIP in IRRIS. The ICP will verify that proper discrepancy procedures are followed for materiel reported as in-transit and not received. The originator of the PMR will cancel the PMR if circumstances have changed and materiel will not be returned as directed. The PMR will be cancelled and a new PMR established if the originally planned receiving location is changed.

C12. CHAPTER 12

DUE-IN AND PRE-POSITIONED MATERIEL RECEIPT

C12.1. GENERAL

C12.1.1. Standard Procedures. This chapter prescribes standard procedures for sending information about incoming materiel between wholesale managers and storage activities and between owner/managers and maintenance activities, and between losing inventory manages (LIM) and gaining inventory managers (GIM). The procedures require timely establishment of due-in information for all anticipated receipts of materiel, and requires that managers provide receiving storage activities with information for anticipated receipts.

C12.1.2. Control of Due-In Records for Materiel Receipt Acknowledgement. The control of due-in records below the wholesale level to accommodate the DoD closed-loop materiel receipt acknowledgment (MRA) process is addressed in Chapter 10.

C12.1.3. Consignment of Materiel to Storage Activities. Documentation covering consignment of materiel to storage activities is prescribed in the DoD Component publications. These documents are used, together with information developed by inspection and classification procedures, as source data for documenting transactions in terms of this manual. The distribution of disbursement, procurement, and transportation documentation by storage activities is also governed by existing publications and is, therefore, not a consideration here.

C12.1.4. Transactions. This chapter addresses the procedures applicable to the following Accredited Standards Committee (ASC) X12 transaction functions identified by their beginning segment and transaction type code. Other DLMS formats, such as extensible markup language (XML), are also available. See the Defense Enterprise Data Standards Office (DEDSO) Website for available formats on the DLMS IC page. The corresponding MILSTRAP legacy 80 record position functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C12.1.4.1. Due-in Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code DA – Due-in. This transaction provides MILSTRAP legacy DIC DD_/DF_ functionality.

C12.1.4.2. Advance Receipt Information Transaction identified by the DLMS 527D ASC X12 beginning segment (1/BRO2/020) Transaction Type Code DE – Advance Receipt. This transaction provides MILSTRAP legacy DIC DU_/DW_ functionality.

C12.1.4.3. Delinquent Due-in Inquiry Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code TJ –

Delinquent Due-in Inquiry. This transaction provides MILSTRAP legacy DIC DLC functionality.

C12.1.4.4. Delinquent Due-in Advice Transaction is identified by the DLMS 527D ASC X12 beginning segment 91/BR02/020) Transaction Type Code TI – Delinquent Due-in Advice. This transaction provides MILSTRAP legacy DIC DLD functionality.

C12.1.4.5. Due-in Reconciliation Inquiry Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code LC – Due-in Reconciliation Inquiry. This transaction provides MILSTRAP legacy DIC DLE functionality.

C12.1.4.6. Due-in Reconciliation Advice Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code TK – Due-in Reconciliation Advice. This transaction provides MILSTRAP legacy DIC DLF functionality.

C12.1.5. Use of DLMS 527D. Use the DLMS 527D functionality as follows:

C12.1.5.1. Owners/integrated material managers (IMM) use to establish pre-positioned materiel receipt (PMR) at the storage activity. Prepositioned materiel receipt (PMR) was previously known as advanced receipt information (ARI).

C12.1.5.2. GIMs use for due-in reconciliation and to inquire about delinquent due-in transactions

C12.1.5.3. LIMs use to provide the GIM with memorandum due-in information, to respond to GIM due-in reconciliations and inquiries, and to provide the GIM revised due-in estimated delivery dates (EDD) as changes occur.

C12.2. CONTROL OF MATERIEL DUE-IN

C12.2.1. Establishing Due-In Records. IMMs will establish due-in records for all anticipated receipts of materiel to maintain property accountability or visibility of materiel due-in to inventory, as required under Chapter 6.

C12.2.2. Keep Current Status. IMMs shall keep due-in records in a current status. Use revised delivery schedules, notification of shipment or delayed shipment, repair schedules and repair schedule changes, contracts and contract changes, customer and manager cancellations, materiel receipts, and completion of shipment tracer/discrepancy reporting actions to establish, revise, and delete due-in records and maintain appropriate delivery dates. Refer to Chapter 11, C11.20. for specific content and estimated delivery date requirements for PMR associated with directed discrepant/deficient materiel returns and retrograde returns.

C12.2.3. Audit Trail. IMMs will establish an audit trail when deleting or reversing due-in quantities. All due-in deletions and reversals will interface with the financial

system. Due-in deletions and reversals are prohibited without advance coordination between the supply and financial functions, and with the procurement function for dues-in from procurement instrument sources, unless the supply, financial, and procurement systems are fully integrated. When deleting or reversing due-in quantities, managers will initiate action to correct the receiving storage activity's PMR file under C12.3.3.

 C12.2.4. <u>Supply and Financial Interface</u>. The DoD Components will establish the necessary interface between supply and financial operations/functions to account for materiel in-transit as required under DoD 7000.14-R, "Department of Defense Financial Management Regulation".

 C12.2.5. <u>In-Transit Due-In Procedures</u>. IMMs will monitor due-in records and inquire to storage activities for information on in-transit dues-in under the procedures in Chapter 13.

 C12.2.6. <u>Product Quality Deficiency Materiel</u>. When IMMs direct materiel for return based on a reported product quality deficiency, they will prescribe use of Supply Condition Code (SCC) Q in the disposition instructions to the returning activity. IMMs will establish and monitor due-ins for all returns of potential/confirmed product quality deficiency related materiel, citing the document number included in the report. Provide PMRs for the returns to receiving storage activities, under C12.3, citing the due-in document number and SCC.

 C12.2.7. <u>Product Quality Deficiency Report (PQDR) Exhibit Tracking</u>. When establishing a PMR for a PQDR exhibit, the activity directing the return must include the PQDR Report Control Number (RCN) to facilitate exhibit tracking. When the receipt is processed, the receiving activity will perpetuate the PQDR RCN from the PMR to the receipt transaction.

C12.3. <u>PROVIDING THE STORAGE ACTIVITY WITH PRE-POSITIONED MATERIEL RECEIPT</u>

 C12.3.1. <u>Due-In Information Requirements</u>. Owners/managers will provide maintenance and storage activities with due-in information for scheduled materiel receipts by providing them with PMR transactions. For due-ins from procurement instrument sources, IMMs will include applicable contract information and packaging data, to facilitate the receiving process and reduce the need for hard copy contracts at the receiving activity. As part of the contract information, the IMM will include indicators identifying whether the contract required unique identification (UID) or passive Radio Frequency Identification (pRFID). ***If the owner/manager fails to generate a 527D PMR, an informational Supply Discrepancy Report (if this is the only discrepancy) will be submitted to the owner in addition to a DLMS 527R Receipt transaction with a receipt acknowledgment discrepancy code alerting the owner/manager of the posting without PMR (with or without documentation). When these procedures are used to assign ownership, Components will monitor informational SDRs and receipt postings and validate ownership was accurately assigned for those transactions.***

C12.3.1.1. The following business rules apply to post a DLMS 527R Receipt lacking a DLMS 527D PMR:

- *Procurement (D4_) - If no PMR is present, and paperwork contains a document number or delivery order number in addition to the contract number, receive materiel using the following table and the document number. If only a contract number is known, post to PICA using contract number (D4_). If no paperwork is available, receipt to the PICA in FLIS using a local constructed document number (D6_).*

- *Non-Procurement (D6_) - If no PMR is present, based on the first position of the document number, post as shown on the following table. If no documentation exists, post to the PICA listed in FLIS using a local constructed document number.*

Position 1 of Document (Sequence) Number	Position 2 of Document (Sequence) Number	PICA	Post to
B, C, W		**Army**	**Army PICA**
W		**Non-Army**	**NAMI-AJ2**
B		**Non-Army**	**AG0**
C	**B**	**Non-Army**	**A12**
C	**D**	**Non-Army**	**B14**
C	**G**	**Non-Army**	**B16**
C	**H**	**Non-Army**	**B17**
C	**K**	**Non-Army**	**AKZ**
C	**L**	**Non-Army**	**B64**
C	**M**	**Non-Army**	**B14**
N, R, V, Q, P		**Navy**	**NRP**
		Non-Navy	**NRP**
F, E, D		**USAF**	**USAF PICA**
		Non-USAF	**FHZ**
M, L		**USMC**	**MPB**
		NonUSMC	**MPB**
S		**DLA**	**SMS**
		Non-DLA	**SMS**

Note - For USAF ALC receipts without PMR		Tinker = FHB Robins = FLB Hill = FGB

C12.3.1.2. For receipts without PMR use a receipt acknowledgment discrepancy code as follows:

C12.3.1.2.1 Receipt Acknowledgment Discrepancy Code (Y) - No PMR. Receipt processed with documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C12.3.1.2.2. Receipt Acknowledgment Discrepancy Code (Z) - No PMR. Receipt processed without documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C12.3.2. <u>Storage Activity Requirements</u>. Storage activities receiving DLMS 527D will keep them in an PMR file pending receipt of the materiel or the receipt of updates to the PMR from the IMM. Storage activities may use the PMR contract information and packaging data to facilitate the receiving process.

C12.3.2.1. <u>Passive RFID</u>. PMR notice that a shipment contractually requires passive RFID will allow preplanning so that the incoming shipment may be directed for offloading at the RFID reader location and provides a basis for submission of a Supply Discrepancy Report (SDR) in accordance with SDR procedures should the vendor fail to employ the required RFID.

C12.3.2.1.1. Upon request of the IMM, Defense Automatic Addressing System (DAAS) is authorized to support DLMS implementation of this process by inserting the pRFID indicator in the PMR as the transaction processes through the DAAS. IMMs will provide specific criteria for use by the DAAS to prevent improper assignment of the indicator. This DAAS procedure is an interim "work-around" pending IMM implementation of integrated logistics and contract administration processes so that the contractual requirement for pRFID can be programmatically identified and positioned in the PMR transaction.[1]

C12.3.2.1.2. DAAS will maintain a table containing criteria to be used in determination of applicable PMRs. Criteria may specify excluded contract numbers, excluded commodities (by FSG or FSC), Service/Agency originating the PMR, specific

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[1] Refer to ADC 297, DAAS Passive Radio Frequency Identification (pRIFD)-Required Exclusion Table for DLMS 527D PMR/Prepositioned Materiel Receipt (PMR). At the time of implementation, DLA is the only participating Component.

characters within the contract number, and location of the storage activity (e.g. CONUS).

C12.3.2.2. <u>Item Unique Identification</u>. PMR notice that a shipment contractually requires item unique identification (IUID) provides a basis for submission of supply discrepancy reports (SDR) in accordance with SDR procedures, should the vendor fail to employ the required IUID.

C12.3.3. <u>PMR</u>. IMMs will send PMR transactions and PMR transaction reversals as due-in records are revised so that receiving storage activities can maintain the records to show status equivalent to IMM due-in records. IMMs will send PMR reversals to the storage activities when deleting due-in records. IMMs will also send PMR reversals when revising due-in records (e.g., dates, quantities, destinations) and simultaneously send replacement PMR transactions showing revised due-in record data.

C12.3.4. <u>Optional National Inventory Management Strategy (NIMS) Advanced Receipt Notification</u>. Under the NIMS concept of operation, the IMM may own materiel for managed NSNs down to the retail level. Such arrangements will be based on agreements between participating DoD Components. Replenishment of IMM owned retail will be accomplished under a push scenario. When assets are available to push, PMR will be sent to the NIMS site using standard PMR procedures. Optionally, the DoD Component agreements may authorize the use of PMR for the IMM to notify the NIMS site that materiel to support their replenishment requirement is delayed. In this instance, PMR will contain the quantity not available for push replenishment, the Delay Notification Code BD and an estimated shipping date. If at the time push replenishment is required, only a partial quantity is available, then two PMR transactions will be generated; one for the quantity pushed and one for quantity delayed. These transactions will have different document numbers and the delayed one will have the BD Delay Notification Code. Later, if only a partial amount of the quantity previously delayed becomes available to push, two PMR transactions will be generated. The one for the quantity pushed will maintain the document number of the original delayed notification with the "BD" indicator eliminated. The PMR for the quantity still delayed must be assigned a new document number and a BD Delay Notification Code. If the total quantity is initially delayed and later the total quantity is shipped, PMR must have the same document number throughout the process. The IMM will update/replace the PMR delayed notification anytime either the replenishment quantity or the estimated shipping date changes. New delayed notification must maintain the same document number unless a partial push occurs. Replacement delayed notification under the same or new document number will not require the reversal of the previous PMR transaction. Reversal logic for PMR transactions indicating that a push shipment has been initiated will follow the requirement in C12.3.3.

C12.3.5. <u>PMR for Materiel Returns under NIMS and Base Realignment and Closure (BRAC) Retail Supply, Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP)</u>. The PMR is used in a variation of the materiel returns program for processing DLA-managed materiel returns to DLA from selected sites in

support of the BRAC SS&D/IMSP and NIMS. The returning activity will be responsible for submission of an PMR to the storage site identifying the Military Service activity to which the receipt will be reported for these returns of DLA-managed items. Because the Military Service sites will no longer retain retail stock balances under these programs, DLA will assume ownership of all materials regardless of asset position. Upon notification of receipt of returned materiel by the storage activity via a Receipt Transaction (DLMS 527R Receipt with 2/LIN01/10 Code I; MILSTRAP DIC D6A), the Military Service activity will determine if there is a need for the material by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, a materiel release order will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be accomplished with a receipt (DLMS 527R Receipt with 2/LIN01/10 Code J; MILSTRAP DIC D6B).

C12.3.6. <u>PMR Requirements for Ship-in-Place Materiel Relese Order (MRO) (Other than Ammunition/ Ammunition Related Materiel)</u>.[2] Materiel release/issue and receipt for the purpose of ship-in-place requires a mandatory PMR. The custodial activity performing the transfer uses the PMR to identify the future owner. In addition, the MRO and the PMR will serve as evidential matter to justify the transfer.

C12.3.6.1. The gaining inventory manager is responsible for transmitting a mandatory PMR to the custodial activity performing the transfer. The PMR must precedes the MRO and both transactions must have the same document number for a successful match. The lack of a matching PMR will result in an MRO denial.

C12.3.6.2. A matching PMR must be present for every ship-in-place materiel release request. When the PMR is not available, the custodial activity performing the transfer will reject the Ship-in-place request via DLMS 945A Materiel Release Denial with Denial Management Code S.

C12.3.6.3. Materiel returns scenarios, including Materiel Returns Program and the directed return of discrepant/deficient materiel such as reported by SDR, PQDR, or Storage Quality Control Report require the GIM to submit the PMR.

C12.3.7. ***PRE-POSITION OF RELEASE ORDERS THROUGH THE PMR PROCESS***

C12.3.7.1. Materiel owners may pre-position release orders ahead of an inbound shipment into a DoD Storage Activity. To invoke this process, the materiel owner must:

- ***Schedule pre-release in the DLMS 527D PMR (1/BR06/20 = SL)***

- ***Postpone or Postpone Release pre-release of due-in via the DLMS 940R Materiel Release transaction, qualifier 1/W0508/0200= RA - Release***

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[2] Refer to ASC 1395.

Against Assortment (pre-position) or CR - Change to Release (release and pre-position). To request the storage activity to pre-position the release order, use code RA. To request the storage activity to attempt to fulfill the order but if the materiel is not available, pre-position the release order instead of processing a denial.

C12.3.7.2. After transmitting the PMR with the appropriate qualifier for pre-release, the materiel owner needs to transmit a pre-positioned release orderper line item to ensure materiel is released as soon as its receipted. The prepositioned release order and the PMR must use the appropriate qualifier to invoke the process. When the appropriate qualifier is not present in the PMR, the storage activity will not attempt to fulfill any pre-positioned release order during the receipt process. Without the appropriate qualifiers in the release order, the release order will be fulfilled as a regular request, and it may result in a denial if the materiel is not available.

C12.3.7.3. Before the receipt takes place, the materiel owner may update or cancel any pre-positioned release order as many times as necessary, based on service specific mission requirements and/or priorities.

C12.3.7.3.1. To update a pre-positioned release order, the materiel owner must use 1/W0507/0200 = 2 Update, to indicate the transaction is an update.

C12.3.7.3.2. To cancel a pre-positioned release order, the materiel owner must use 1/W0506/0200 = ND Materiel Release Cancellation.

C12.3.7.4. When the pre-positioned release order process is invoked during the receipt process, the storage activity will visually inspect the item and report any discrepancies through the supply discrepancy reporting process.

C12.3.7.4.1. If the materiel is discrepant, no pre-prepositioned release orders will be fulfilled.

C12.3.7.4.2. If the materiel is not discrepant, the storage activity will attempt to fulfill as many pre-positioned release orders as possible depending on the quantity to be receipted.

C12.3.7.5. The materiel to be receipted must match with any prepositioned release order by owner, NSN, and supply condition code.

C12.3.7.5.1. If the release order quantity is equal to the quantity to be receipted, all materiel will be issued from receipt upon completion of the receipt process. At this time, the storage activity will report the receipt to the materiel owner and will process the MRO accordingly. The materiel will not be stowed.

C12.3.7.5.2. If the release order quantity is less than the quantity to be receipted, the materiel will be issued accordingly. Any remainder quantity will be stowed under the materiel owner reported via the PMR.

C12.3.7.5.3. If the release order quantity is greater than the quantity to be receipted, the storage activity will look at the advice code in the transaction. Unless otherwise stated in the release order using an advice code, the storage activity will issue the available quantity and deny the difference. Depending onthe advice code, the release order may or may not be able to be fulfilled unless it is for the full quantity.

C12.3.7.5.4. When one or more pre-positioned release orders matched with the materiel to be receipted, the storage activity will look at priority designator code followed by required delivery date, Advice code, and date/time transaction was received.

C12.3.7.5.5. The storage activity will then create a receipt and report to the materiel owner. In addition, the storage activity will transmit any additional transactions that pertain to the order fulfilment process (DLMS 867I Issue transaction, DLMS 945A Materiel Release Confirmation, and DLMS 856S Shipment Status) as applicable to the materiel owner.

C12.3.7.6. The materiel owner will then recognize any balance affecting transactions and ensure inventory records are accurate.

C12.3.7.7. Criteria for pre-positioned release orders. In combination with the qualifiers cited under C12.3.7.1, storage activities implementing this new process will need to develop the necessary capabilities to recognize a prepositioned release order and add the order to a pending queue internally until such time one of these conditions are met:

- *The materiel to be receipted matches the owner, NSN, and condition code requested in one to many of the pre-positioned release orders. At this time, the release order can be processed and fulfilled either partially or in full quantity.*

- *Materiel owner sends a cancellation request via the DLMS 940R Materiel Release transaction.*

- *Materiel owner sends a materiel release update. At this time, the original request will be replaced/overlayed with the most current update.*

- *Release order has been waiting for materiel for over 45 days. At this time, the storage activity will attempt to issue the materiel. If no materiel is available, the storage activity will deny the order via the DLMS 945A Materiel Release Confirmation transaction. The materiel owner may transmit a new release order after the 45 days if materiel is*

still needed. For the new order, you may use the same document number with a suffix or a different one.

C12.3.8. Segregating Materiel using the PMR. To segregate by a stock allocation reference, the materiel owner must transmit a pre-positioned materiel release transaction to the storage activity prior to the receipt process. The PMR must cite the materiel owner RIC, and the stock allocation reference to force the materiel receipted to be segregated in a separate location. To release the materiel segregated, the materiel owner must transmit an MRO citing the stock allocation reference. See chapter 4, Requisitions for additional details.

C12.4. LOAN MATERIEL

C12.4.1. Use appropriate adjustment and/or receipt/due-in transactions to show the on-hand/due-in and later receipts. Show materiel on loan on owner records in the appropriate purpose code (as prescribed by the DoD Component procedures) or as a nonprocurement source due-in citing Reason for Materiel Receipt/Return Code H depending on the method/system applied.

C12.4.2. Owners/IMMs may use PMR transactions to provide advance notification to activities scheduled to receive returned loaned materiel. See DLMS Volume 2, Chapter 13 paragraph C13.2.10. Loaned Materiel for additional details.

C12.5. LOGISTICS REASSIGNMENT MEMORANDUM DUE-IN AND PRE-POSITIONED MATERIEL RECEIPT

C12.5.1. Memorandum Due-In. The LIM will send a memorandum due-in information transactions as of the effective transfer date (ETD) to the GIM, for both awarded contracts and unawarded purchase requests. Quantities will show only what is available for transfer. The GIM will process valid memorandum due-in transactions to establish memorandum due-in records. If the GIM receives a memorandum due-in transaction for an item not involved in a logistics reassignment, the GIM will reject the transaction back to the initiator using DLMS 824R, Reject Advice, citing Reject Advice Code AY.

C12.5.2. Destination Change. Under DoD 4140.26, "Defense Integrated Materiel Management for Consumable Items", Volume 4, "Logistics Reassignment" Change 1, December 14, 2017, the LIM will take action to change the destination of undelivered purchases upon request of the GIM. Upon changing the quantity due-in/destination, the LIM will prepare and send a memorandum due-in reversal and a new memorandum due-in to the GIM. Additionally, when an award is made for an unawarded purchase request, the LIM will prepare and send a memorandum due-in reversal and a new memorandum due-in transaction to the GIM and a PMR transaction to the applicable storage activity.

C12.6. LOGISTICS REASSIGNMENT DUE-IN VALIDATION

C12.6.1. Due-In Inquiry

C12. 6.1.1. <u>Inquiry for Due-In with Expired EDD</u>. The GIM will initiate a DLMS 527D due-in inquiry when the EDD for delivery of materiel is delinquent by more than 30 calendar days. Compute the delinquent date from the memorandum due-in that the LIM provided on the ETD. The GIM will also initiate DLMS 527D when a revised due-in date later becomes delinquent by 30 calendar days.

C12.6.1.2. <u>Inquiry for Due-In with Invalid EDD</u>. The GIM will initiate DLMS 527D due-in inquiry 30 calendar days after the ETD when the memorandum due-in, the LIM provided on the ETD, contains an invalid EDD (e.g., for materiel pending procurement/contract action by the LIM). The GIM will initiate a second inquiry 60 calendar days after the ETD for all dues-in with invalid EDDs. If the LIM does not reply to the second inquiry, the GIM must intervene off-line. The GIM will include all due-ins with invalid EDDs 90 calendar days after the ETD in the reconciliation. Based on the response, the GIM will determine if additional inquiry/reconciliation action is required.

C12.6.2. <u>Delinquent Due-In Advice</u>

C12.6.2.1. The LIM will provide the GIM with due-in information in response to an inquiry using a delinquent due-in advice transaction citing the appropriate asset transfer status code.

C12.6.2.2. <u>Revision of Estimates</u>. To preclude the need for due-in inquiry transactions by the GIM, the LIM will provide revised EDDs as changes occur using a delinquent due-in transaction with Asset Transfer Status Code AF.

C12.6.3. <u>Due-In Reconciliation</u>

C12.6.3.1. <u>Due-In Verification</u>. The DoD Components will use the due-in reconciliation process to verify that the GIM is in receipt of all procurement/contract award data for assets due-in and the most current EDDs available. This process will also ensure that all items still pending procurement/contract award on the ETD are still valid.

C12.6.3.2. <u>Due-In Reconciliation</u>. The GIM will initiate a due-in reconciliation inquiry for reconciliation of dues-in for logistically reassigned materiel 90 calendar days after the ETD and semiannually thereafter for all materiel that has not been received. The GIM will include all items with materiel still due in to the LIM, regardless of the presence of a current EDD, in the reconciliation request.

C12.6.3.3. <u>Due-In Reconciliation Response</u>. The LIM will respond to due-in reconciliation requests using a due-in reconciliation advice containing the appropriate asset transfer status code. The LIM will ensure that due-in information for all items still pending procurement/contract action, pending delivery, or in litigation is readily available to respond to the reconciliation request.

C13. CHAPTER 13

MATERIEL RECEIPT

C13.1. GENERAL

C13.1.1. Purpose.

C13.1.1.1. Wholesale Level Receipt Processing. This chapter prescribes standard procedures for processing wholesale materiel receipt information between inventory control points (ICP) and storage activities and between losing inventory managers (LIM) and gaining inventory managers (GIM). The procedures require expeditious showing of assets in the property accountability records and related financial accounts. Documentation covering consignment of materiel to storage activities is prescribed in other DoD and DoD Component regulations. These documents are used, together with information developed by inspection and classification procedures, as source data for documenting transactions in terms of this manual. The distribution of disbursement, procurement, and transportation documentation by storage activities is also governed by existing regulations and is, therefore, not a consideration here.

C13.1.1.2. Image of Receipt Transactions for Wholesale Assets. As required by DoDM 4140.01, Volume 5, Delivery of Materiel, DoD Component must transmit the image of receipt for materiel received from wholesale where the Component does not need to report the receipt of assets to an external automated information system (AIS) via DAAS. This requirement applies to lateral redistribution and depot level reparable orders directed by the ICP or integrated materiel manager as well as organic or commercial items shipped directly from maintenance.

C13.1.2. There are additional processing procedures over and above those contained in this chapter that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. The identity of the materiel and the additive procedures are in Chapter 30.

C13.1.3. Transactions. This chapter addresses the procedures applicable to the following Accredited Standards Committee (ASC) X12 transaction functions identified by their beginning segment transaction type code. Other DLMS formats, such as XML, are also available. See the Defense Enterprise Data Standards Office (DEDSO) Website for available formats on the DLMS IC page. The corresponding MILSTRAP legacy 80 record position transaction is identified for information purposes in a mixed DLSS/DLMS environment.

C13.1.3.1. Receipt Transaction is identified by the DLMS 527R ASC X12 beginning segment (1/BR02/020) Transaction Type Code D4 – Receipt. This transaction provides MILSTRAP legacy DIC D4_ (Procurement Instrument Source)/D6_ (Other Than Procurement Instrument Source) functionality.

C13.1.3.2. Receipt Inquiry Transaction is identified by the DLMS 527R ASC X12 beginning segment (1/BR02/020) Transaction Type Code IN – Inquiry. This transaction provides MILSTRAP legacy DIC DXA/DXB functionality.

C13.1.3.3. Response to Inquiry Transaction is identified by the DLMS 527R ASC X12 beginning segment (1/BR02/020) Transaction Type Code DG – Response. This transaction provides MILSTRAP legacy DIC DXC/DXD functionality.

C13.1.4. <u>Materiel Receipt/Return Code Definitions</u>. For materiel receipt/return code definitions, see DLMS 527R, Receipt, Inquiry, and Response, or the Defense Enterprise Data Standards Office Website.

C13.1.5. <u>Use of DLMS 527R for Receipt</u>. DLMS 527R will be used by receiving activities to report both receipts and historical receipt information to owners and other management control activities.

C13.1.6. <u>Capital Equipment Candidate Receipts.</u> In support of Financial Improvement and Audit Readiness (FIAR) compliance for accountability and management of capital equipment, capital equipment candidates require serialization data visibility. Submitters must prepare receipts for capital equipment candidate items to include the serial numbers (and UIIs if available). The DSS storage activity will send the receipt transaction to the owner and include the serialized data for the owner records. The owner will update the IUID registry using existing IUID registry procedures.

C13.1.7 Acquisition and Valuation History transaction is identified by the DLMS 536R ASC X12, beginning segment (1/BR02/0200) Transaction Type Code TS – Transfer Statement, J-Record. There is no legacy equivalent transaction. A materiel owner may use this functionality when there is a need to report any acquisition and valuation data upon shipment or in response to a request/inquiry.

C13.1.8 Acquisition and Valuation transaction is identified by the DLMS 536R ASC X12, beginning segment (1/BR02/0200) Transaction Type Code TS – Transfer Statement, CO-Correction. There is no legacy equivalent transaction. A materiel owner may use this functionality when there is a need to make a correction to previously submitted data.

C13.1.9 Acquisition and Valuation transaction is identified by the DLMS 536R ASC X12, beginning segment (1/BR02/0200) Transaction Type Code TS – Transfer Statement, 7-Request. There is no legacy equivalent transaction. A materiel owner may use this functionality to request acquisition and valuation information from the last organization who own the materiel.

C13.2. <u>MATERIEL RECEIPT PROCESSING</u>

C13.2.1. <u>Receiving Activity Actions</u>. Receiving activities will report receipts of materiel using a Materiel Receipt transaction and:

C13.2.1.1. Post receipts to the total item property record by changing or adding to data in the pre-positioned materiel receipt (PMR) file established under Chapter 12, Due-In And Pre-Positioned Materiel Receipt procedures, or by extracting data from the consignment documentation. For capital equipment candidates, receiving activities will maintain the serial numbers (and UIIs if available) on their records.

C13.2.1.2. For discrepant shipments, follow the guidelines provided in C13.2.8.

C13.2.1.3. When the pre-positioned release order process is invoked during the receipt process, the storage activity will issue the materiel in accordance with any pending release order. See Chapter 12 for a complete description of the process.

C13.2.2. <u>Reversal of Incorrect Receipt Transactions</u>. Receiving activities may use the Receipt Transaction to reverse incorrect Receipt Transactions. Include the reason for reversal code as applicable. Refer to Chapter 17 Supply Discrepancy Reporting (SDR) procedures for use of the SDR reply to request receipt reversal by the receiving activity when the wrong owner does not have systemic support to reject a receipt reported to the wrong owner. [1]

C13.2.3. <u>Rejection of Receipt Reported to Wrong Owner</u>. If a receipt is erroneously reported to the wrong owner (e.g., due to missing or unmatched PMR), the recipient of the receipt transaction should reject the receipt back to the initiator using DLMS 824R Reject Advice with Reject Advice Code AB (Rejected. Submitted to incorrect manager). If known, include the correct manager to facilitate reprocessing of the receipt. Do not reject receipts reported to the owner designated by PMR or to the pre-designated Service owner for unauthorized return of consumable items.[2]

C13.2.4. <u>Central Procurement Receipts</u>. Receipts from procurement can originate from central procurement or local procurement actions. Authorized procurement delivery documents should accompany each shipment as prescribed in the Federal Acquisition Regulation (FAR).

C13.2.5. <u>Materiel Receipt Inspection Procedures</u>. When shipments of materiel received from procurement instrument sources require inspection and/or acceptance at destination, receiving storage activities must do the inspection and/or acceptance and the in check operations as concurrent actions. Receiving activities will:

C13.2.5.1. Inspect shelf-life materiel for appropriate condition and type of shelf-life code in accordance with applicable DoD Component procedures based on DoDM 4140.27, "DoD Shelf-Life Management Program", July 6, 2016.

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[1] Refer to ADC 1273.
[2] Ibid.

C13.2.5.1.1. Mark materiel, as appropriate, for shelf-life code and supply condition code (SCC) upon receipt.

C13.2.5.1.2. Package markings must be in accordance with MIL-STD-129.

C13.2.5.2. Based on inspection, prepare a Materiel Receipt Transaction indicating the date inspected and the actual condition(s), by quantity, of the materiel received. Wholesale owners will make this date available to the office responsible for contractor payment for use in determining if an interest penalty applies.

C13.2.5.3. Shelf-life items in the category, Type I Non-Extendible items.

C13.2.5.3.1. Expired materiel identified as Type I, or whose expiration cannot be identified at time of receipt will result in automatic disposal, regardless of ownership, condition code, or unit price. The automatic disposal process only applies to Demilitarization (DEMIL) Code A materiel. The term automatic disposal refers to actions taken by the storage activity to identify and initiate disposal of qualifying materiel. Once the materiel is re-classified to Supply Condition Code H, existing procedures for the handling and the disposal of controlled items will take place.

C13.2.5.3.2. Exceptions to the Automatic Disposal Process:

C13.2.5.3.1.1. Other than DEMIL Code A materiel.

C13.2.5.3.1.2. New procurement materiel.

C13.2.5.3.1.3. Federal Supply Class 6505 – Medical Pharmaceuticals, is covered by the DoD Food and Drug Administration Shelf-Life Extension Program. This is the only FSC where the shelf life can be extended. Upon expiration of the materiel, manually execute a dual inventory adjustment from the existing supply condition code to Condition Code J and submit a storage quality control report (SQCR) to the materiel owner.

C13.2.5.3.1.4. Materiel identified as product quality deficiency report (PQDR) exhibits. This is materiel that has been receipted into Q Condition and identified with a PQDR Report Control Number (RCN).

C13.2.6. <u>Army Medical Materiel Agreement Receipts</u>. DLA, in coordination with Defense Medical Logistics Standard Support (DMLSS) and Theater Enterprise-Wide Logistics System (TEWLS), has implemented the Army Medical Materiel Agreement (AMMA). Under the AMMA program, DLA funds are used by the Army to purchase via DMLSS/TEWLS. The DLA Enterprise Business System (EBS) receives a Receipt Transaction from DMLSS/TEWLS to receipt purchased items into stock for inventory accountability. DLA owns the materiel until items are issued at the retail level and inventory is decremented in DLA's EBS.

C13.2.6.1. Purchase card receipts from AMMA sites must contain a purchase card account number and purchase card call number in order to uniquely identify transactions. A vendor reference number should also be included which is the Customer Automation and Reporting Environment invoice number. This value will help with issue resolution and reconciliation.

C13.2.7. <u>Time Standards for Processing Receipts</u>

C13.2.7.1. <u>Purpose</u>. The Department of Defense measures wholesale receipt processing performance in terms of the goal to process receipts and show them with minimal delay on both the accountable and owner records. Wholesale receipt processing performance is measured in two overlapping segments:

C13.2.7.1.1. The first segment is the time period between the date materiel is turned over by the carrier to the designated receiving activity and the date of posting the receipt to the total item property records (both accountable and owner records).

C13.2.7.1.2. The second segment is the time period between the date materiel is turned over by the carrier to the designated receiving activity and the date stored. Materiel is considered to be stored when it reaches the first location (either temporary or permanent) where actual storage control exists through locator data and the materiel can be issued without delay in response to materiel release documentation.

C13.2.7.2. <u>Processing Standards</u>. Performance standards for processing receipts through these time segments are as follows:

C13.2.7.2.1. <u>Segment One</u>. Materiel receipt must be posted to the accountable and the owner record no later than 5 business days from date materiel is received.

C13.2.7.2.2. <u>Segment Two</u>:

C13.2.7.2.2.1. Receipt from new procurement will be receipted and stored within 7 calendar days from the date materiel is turned over by the carrier.

C13.2.7.2.2.2 All other receipts, to include receipts from redistribution, will be receipted and stored within 10 calendar days from the date materiel is turned over by the carrier.

C13.2.7.3. Making asset records visible from the point of inspection and acceptance must be accomplished within 24 hours of recording receipts (holidays and weekends excepted). (This applies to receipts from a procurement source when required inspection and acceptance are not performed at origin.) The accounting and finance office will be notified of the item receipt within the 24-hour period.

C13.2.7.4. <u>Wholesale Receipt Effectiveness</u>. Report wholesale receipt processing effectiveness as prescribed by Chapter 6, C6.11.1.2.1. The acceptable DoD

performance goals for receipt processing are: 90 percent posted within the time standard, 90 percent stored within the time standard. When computing the overall performance against the time standard, include Receipt Transactions frustrated for a long period of time prior to posting, storing, or reporting

C13.2.8. Control of Receipt Requirements. Receiving storage activities will comply with the following requirements:

C13.2.8.1. Establish Procedures. Establish receipt control procedures for posting information relating to the status of materiel in the storing cycle. The cycle begins when the carrier offers materiel to the receiving activity for custody and control. Receiving activities will record the carrier's date offered when different than the date the carrier released the materiel. The DoD Components should use the carrier's date offered to measure carrier performance.

C13.2.8.2. Actions after Materiel Receipt. Do the following actions after the materiel has been physically received but prior to or concurrent with movement to storage:

C13.2.8.2.1. Establish a transaction suspense record to record the materiel as an in-process receipt.

C13.2.8.2.2. Prepare and send a Receipt Transaction to the owner within 24-hours (holidays and weekends excepted) from the point of inspection and/or acceptance.

C13.2.8.3. Using In-Process Receipts to Satisfy Requirement. When the on-hand balance of the stock record (physically stored) is not enough to fill materiel release orders, use in-process receipts to fully or partially satisfy the requirement. When in-process receipts are recorded, fill priority 01-08 requirements from these receipts. Defer filling of priority 09-15 requirements from in-process receipts until proof of storage is recorded.

C13.2.8.4. Expediting Materiel Storage. Periodically refer to the in-process receipt suspense file to hasten storage of materiel delayed beyond authorized receipt processing timeframes and to hasten storing of materiel for issues deferred pending storage.

C13.2.8.5. Clearing Suspense Record. After receiving proof of storage, clear the suspense record, update the storage locator record, and release any deferred issues.

C13.2.8.6 Updating Storage Activity Record. As an additional aid in control of receipts, ensure that appropriate storage activity records (e.g., stock locator) show the date of the last receipt of an item and the storage information (i.e., date of storage or some other code indicating that storage has been reported).

C13.2.9. Discrepant/Deficient Receipts

C13.2.9.1. Discrepant/Deficient Reports. In addition to processing and reporting materiel receipts, receiving storage activities will submit reports for all discrepant/deficient receipts in accordance with the procedures and forms prescribed by the following:

C13.2.9.1.1. Chapter 17 of this manual, Supply Discrepancy Reporting procedures.

C13.2.9.1.2. DTR 4500.9-R, "Defense Transportation Regulation," Part II, Cargo Movement.

C13.2.9.1.3. Joint Regulation DLAR 4155.24/AR 702-7/SECNAVINST 4855.5/AFR 74-6, "Reporting of Product Quality Deficiencies Report Program."

C13.2.9.1.4. Joint Regulation DLAR 4155.3/AR 30-12/NAVSUPINST 4355.2/AFR 74-5/MCO 10110.21, "Inspection of Subsistence Supplies and Services."

C13.2.9.1.5. Other DoD and joint or intra-DoD Component regulations governing discrepancies/deficiencies not covered by the above.

C13.2.9.2. Exceptions. Neither the dollar value nor the timeframes for submitting discrepancy/deficiency reports apply for reporting the materiel receipt to the owner. The receipt reporting timeframes are prescribed by C13.2.7.The procedures for reporting receipt of discrepant/deficient shipments to the owner are prescribed by C13.2.9.3.

C13.2.9.3. Processing Discrepant/Deficient Receipts

C13.2.9.3.1. Discrepancy Determination. Upon receipt of all incoming materiel shipments, from procurement instrument and non-procurement instrument sources, receiving activities will research all available documentation and item markings (i.e., transaction or contract number, national stock number (NSN), or other, item identification number, PMR file, quantity, condition, inspection/acceptance requirements, etc.) to determine the receipt data. Using this data, receiving activities will determine if a discrepancy/deficiency (hereafter referred to as discrepancy or discrepant) exists and will identify its nature. For capital equipment candidate items, missing serial number(s) and mismatches on serial number (and UII) will be considered discrepancies.[3] DLA Distribution will perform a kind, count, and condition (KCC) inspection during receipt to determine materiel condition and completeness and identify any discrepancies that may exist. KCC inspection is applicable to materiel received for storage at the DLA Distribution Center. "Kind" includes an inspection of the bare item verifying the part number against the assigned NSN, or a verification that the

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[3] Refer to ADC 1198 and ADC 1198A.

documentation corresponds with the identification label in accordance with MIL-STD-129 marking requirements.[4]

C13.2.9.3.1.1. DLA Distribution Centers do not perform bare item part number verification for new procurement except when the materiel is identified as nuclear weapons related materiel (NWRM) or controlled (classified, sensitive, pilferable, and radioactive) or if directed by a systemic alert notification to verify a bare item part number.

C13.2.9.3.1.2. For all other receipts, DLA Distribution Centers will perform bare item part number verification unless specified under MIL STD 130 that no bare item marking exists.

C13.2.9.3.2. <u>Unusual Circumstances</u>. If unusual circumstances prevent normal receipt reporting of discrepant shipments, the receiving activity will communicate with the manager or Contract Administration Office (CAO)/Purchasing Office (PO) to determine how to submit the discrepancy report and report the receipt. When the owner delays receipt reporting, the receiving activity must control the receipt by physically segregating and monitoring the status of the materiel until they report the receipt, or the owner directs other disposition (e.g., reshipment, return to shipper, etc.). This paragraph applies only when circumstances exist that prevents normal receipt reporting. For non-procurement receipts with no PMR, see C13.2.8.2.10.11.

C13.2.9.3.3. <u>Discrepancy Report Determination</u>. Not all discrepant receipts require submission of discrepancy reports. Receiving activities will follow the procedures in C13.2.8.1. to determine whether a discrepancy report must be submitted. Use Receipt Transactions Management Codes R, S, and U to identify discrepant receipts that require submission of a discrepancy report. The purpose of the discrepant receipt management codes is to notify the owner in advance that a receipt was discrepant and that a discrepancy report is being submitted to give additional information relating to the reported item. Never process Receipt Transactions with Management Codes R, S, or U for a discrepant quantity when submission of a discrepancy report is not required. Use Management Codes S and U only for procurement instrument source receipts to identify vendor caused misdirected shipments and contract over shipments. Separate codes apply to these discrepancies, which occur more frequently and are more easily resolved than others, so owners can initiate immediate corrective action before the formal report of discrepancy is received.

C13.2.9.3.4. <u>Receipts Lacking Documentation</u>. When materiel arrives without accompanying documentation, or with inadequate documentation to process the receipt, receiving activities will use one of the following data sources to develop materiel Receipt Transactions:

C13.2.9.3.4.1. PMR files

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[4] Refer to ADC 1269.

C13.2.9.3.4.2. Authorized procurement delivery documents and vendor packing lists.

C13.2.9.3.4.3. Advance copies of DD Forms 1348-1A or 1348-2, or DD Form 1149," Requisition and Invoice/Shipping Document."

C13.2.9.3.4.4. Transportation and fiscal records.

C13.2.9.3.4.5. Container markings.

C13.2.9.3.4.6. Contract information available via the Electronic Document Access (EDA) Website reference archive.

C13.2.9.3.4.7. Federal Logistics Information System (FLIS) or WebFLIS data.

C13.2.9.3.4.8. The IUID Registry for serially managed assets.

C13.2.9.3.4.9. Advice provided by the owner, the shipper, or the U.S. Customs Inspector's Office upon request of the receiving activity if receipt documentation cannot otherwise be developed.

C13.2.9.3.5. <u>Discrepant Receipt Posting</u>. Normally when receiving activities keep a discrepant receipt in U.S. Government custody, whether or not it is U.S. Government-owned, they will post the receipt to the total item property record, store the materiel, and update the locator record, and hold the materiel pending receipt of disposition from the owner.

C13.2.9.3.6. <u>Receipts from Outside the Normal Distribution System</u>. When storage activities report receipts outside the normal distribution system for the NSN, the owner will record the receipt so assets are issued from that site first. Owners will make disposition of such materiel as quickly as possible. If the materiel is not issuable, the owner will direct repair induction, reclassification, relocation, or disposal using the appropriate DLMS transaction.

C13.2.9.3.7. <u>Discrepant Receipt - Procurement Instrument Source - General</u>

C13.2.9.3.7.1. <u>Protective Measures</u>. Procurement discrepancies imposing a health/safety hazard, classified risk, etc., may require separate and/or secure storage. When these situations exist, receiving activities will take protective measures in accordance with established DoD or DoD Component procedures.

C13.2.9.3.7.2. <u>Receiving Activity Inspection</u>. When acceptance is accomplished at a point other than destination, receiving activities may not re-inspect supplies at destination for acceptance purposes. However, receiving activities will examine such supplies at destination for identity, damage in transit, quantity, condition (including proper packing/packaging and labeling) and, for subsistence materiel, date

packed and expiration date. The U.S. Government's right to litigate a discrepant receipt is not affected by the point of acceptance. Consequently, receiving activities will report discrepancies detected during the destination examination in accordance with the regulations cited in C13.2.9.1.

C13.2.9.3.7.3. Shipping Procurement Instrument Source Receipts to DLA Disposition Services. Shipment of procurement instrument source receipts directly to DLA Disposition Services is not authorized unless unusual circumstances (e.g., health or safety hazard, etc.) exist and separate/secure storage facilities are not available. When unusual circumstances require the receiving activity to ship materiel directly to the DLA Disposition Services activity (or take other disposal actions as prescribed by the DoD Components), the receiving activity will first report the receipt using a Receipt Transaction citing SCC L and Management Code R. (Navigate to LOGDRMS and enter "management code").
The disposal action will then be reported using a dual Inventory Adjustment Transaction, DLMS 947I citing SCC H and Management Code M or T.

C13.2.9.3.8. Reporting Discrepant Receipts from Procurement Instrument Source. Receiving activities will follow these procedures to report receipt of discrepant shipments from procurement instrument sources. Unless otherwise allowed by these procedures, report discrepant shipments from a procurement instrument source to the owner with a Receipt Transaction, citing SCC L for the discrepant quantity. With the exception of the receipt of incorrect items, use a single transaction to report the receipt showing both non-discrepant and discrepant quantities exclusive; multiple discrepancy conditions may exist for a single Receipt Transaction:

C13.2.9.3.8.1. Condition of Materiel. Report the actual discrepant quantity in SCC L.

C13.2.9.3.8.2. Documentation. Absence of the shipping documentation should not prevent receipt processing and reporting. ***New procurement materiel received without documentation, will be receipted using a local constructed document number to the PICA.*** The discrepancy reporting requirements in C13.2.8.1 still apply.

C13.2.9.3.8.3. Misdirected Shipments (improperly addressed by the procurement instrument source). Contact the owner to ensure compliance with the procurement requirements (i.e., inspection, acceptance, etc.). Report the total quantity in the actual condition received (normally SCC A) with a Receipt Transaction citing Management Code S. Upon receipt of the Receipt Transaction, and prior to posting the receipt as available for issue, owners will initiate immediate action to resolve the discrepancy. If the owner or CAO/PO directs reshipment/return of a reported receipt without issuing materiel release documentation, the receiving activity will submit a reversal of the previously submitted Materiel Receipt Transaction.

C13.2.9.3.8.4. Overage/Duplicate Shipment. Research the PMR file, receipt, and contract documentation to determine the discrepant quantity. Report

confirmed duplicate shipments as discrepant with a Receipt Transaction citing SCC L. When overages are valued above the contract variance clause, or above the excess delivery clause (after considering any allowable variance), report the overage above the allowable variance as discrepant with a Receipt Transaction citing SCC L and Management Code U. Owners will initiate immediate action to resolve the discrepancy upon receipt of the Receipt Transaction. Overages within the allowable variance or within the excess delivery clause (after considering any allowable variance) are not discrepant. Report the total quantity in the applicable condition, and do not cite a management code for that quantity.

C13.2.9.3.8.5. Packaging Discrepancy. Report the total discrepant quantity as a SCC L receipt. The owner and/or the CAO/PO will determine whether litigation is required. If litigation is not required the owner will initiate a DLMS 846A, Asset Reclassification Transaction, to request the transfer of the suspended assets to the appropriate condition.

C13.2.9.3.8.6. Shortages/Nonreceipt of Materiel. Research the PMR file, receipt, and contract documentation to determine the discrepant quantity. For shortages, report the total quantity in the condition received. Except for shortages attributed to transportation discrepancies, the receipt is discrepant only if the shortage exceeds the allowable contract variance. When the receipt is discrepant, cite the management code in the Receipt Transaction. Non-receipts are addressed under C13.3.

C13.2.9.3.8.7. Item Technical Data Marking (includes nameplates, logbooks, operating handbooks, special instructions, etc.). Report the discrepant quantity citing SCC L, and identify and describe the specific technical data discrepancy in the SDR or DLMS 842A/W, Standard SDR, Follow-up, Correction, Cancellation, & Reconsideration Request. If the owner determines the assets can be issued, the owner will initiate a DLMS 846A to transfer the suspended assets to the appropriate condition.

C13.2.9.3.8.8. Wrong Item. Report any assets in the shipment that are the correct item in the applicable condition and do not cite the discrepant receipt management code for that quantity. Report the total quantity of the incorrect item received in the Receipt Transaction citing SCC L using a separate Receipt Transaction. If the majority of the assets are the incorrect item, the receiving activity may report the total quantity in SCC L based on internal DoD Component procedure.

C13.2.9.3.8.9. Product Quality Deficiency. It is normally preferable to keep custody of the materiel, whether or not it has been accepted. Report the deficient quantity citing SCC Q in the Receipt Transaction. The owner or CAO/PO will determine if litigation or informal action with the procurement instrument source should be initiated. The owner will take action to transfer the assets.

C13.2.9.3.8.10. Transportation Discrepancy. When materiel is accepted by the Transportation Officer, process and report the Receipt Transaction in

accordance with procedures cited above for the type of discrepancy that exists (e.g., condition of materiel for damage, etc.).

C13.2.9.3.8.11. <u>Receipts Not Due-In (no PMR file exists)</u>. When a PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available. DLA Distribution Centers will prepare an SDR to report the lack of a PMR to the manager (as the only discrepancy or in combination with other identified discrepancies). The distribution center will identify the SDR as informational or otherwise indicate requested action.

C13.2.9.3.8.11.1. <u>Receipt Processing</u>. Except for receipt of logistically reassigned items, see guidance in this section for processing receipts of misdirected shipments and overages/duplicate shipments, for which a PMR file is not normally available.

C13.2.9.3.8.11.2. <u>Logistically Reassigned Items</u>. For logistically reassigned items, research all available documentation and item markings to determine proper routing of the receipt. If unable to determine the correct routing, contact the integrated materiel manager (IMM) who will direct the appropriate routing of the receipt. If the IMM (e.g., the GIM) does not have a recorded due-in, did not initiate the procurement action and/or has a record of a memorandum due-in, and the item was involved in an LR, the GIM should instruct the storage activity to report the receipt to the LIM.

C13.2.9.3.8.12. <u>Discrepancies in IUID Data</u>. Report discrepancies involving IUID under DoD IUID supply policy, including but not limited to DoD Unique Item Tracking (UIT) programs, or as contractually required. IUID discrepancies may be related to the packaging label, including automated information technology (AIT) readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. Discrepancies identified during receipt of new procurement materiel must be reported prior to acceptance (if not accepted at origin). Discrepant materiel may be placed in a suspended condition pending resolution. Discrepancies that resulted in incorrect information within the IUID registry must be reported and corrective action taken.

C13.2.9.2.8.13. Capital Equipment Candidate Item Serial Number (and UII if available). Report discrepancies on serial number (and UII if available) using the procedures contained in Chapter 17.

C13.2.9.3.8.14. <u>Other Discrepancies</u>. Receipt reporting will depend upon the type of discrepancy involved. When unusual circumstances exist, the receiving activity may need to get guidance from the appropriate authority before reporting the receipt or submitting the discrepancy report. See C13.2.8.2. for storage and accountability requirements.

C13.2.9.3.9. Discrepant Receipt – Other than Procurement Instrument Source – General

C13.2.9.3.9.1. Identifying the NSN. When a receipt cannot be identified to an NSN, the receiving activity will attempt to identify the NSN or usage by following the procedures in C13.2.8.2.1., and report the receipt to the owner.

C13.2.9.3.9.1.1. Value Under $100. If the NSN cannot be identified and the estimated value of the item is under $100, receiving activities will not report the receipt to an owner. Ship the materiel directly to DLA Disposition Services using a local document number. Keep an accessible record of the transaction document and its backup in accordance with DoDI 5015.02, DoD Records Management Program.

C13.2.9.3.9.1.2. Value Over $100. If the NSN cannot be identified and the estimated value of the item is $100 or more, the receiving activity will contact the manager of like-items to determine disposition. If GSA is the manager of like items, process in accordance with the procedures for receipts not due-in. If the manager of like-items can identify the NSN, the manager will direct the receiving activity to submit the receipt and SDR to the owner. If the IMM of like-items cannot identify the NSN, the IMM will give disposition instructions to the reporting activity. These instructions will include an item identification number (part number, etc.) for reporting the receipt and submitting the SDR. If the owner directs shipment to DLA Disposition Services, the owner will keep an accessible record of the transaction and its backup in accordance with DoDI 5015.02, DoD Records Management Program.

C13.2.9.3.9.2. Discrepancy Reporting. Unless otherwise allowed by these procedures, receiving activities will report receipts of discrepant shipments from a non-procurement instrument source to the owner. For discrepant quantities, cite the SCC that most accurately describes the condition of the materiel in the Receipt Transaction. Classify and report the materiel using SCC K when the actual condition cannot be determined. Include Management Code R when a discrepancy report is required unless prescribed otherwise in this chapter.

C13.2.9.3.10. Reporting Discrepant Receipts - Other than Procurement Instrument Source. Receiving activities will follow these procedures to report receipt of discrepant shipments from non-procurement instrument source. With the exception of the receipt of wrong items, use a single Receipt Transaction to report the receipt showing both non-discrepant and discrepant quantities in their appropriate SCC. The following discrepancy categories are not mutually exclusive; multiple discrepancy conditions may exist for a single receipt:

C13.2.9.3.10.1. Condition of Materiel

C13.2.9.3.10.1.1. No PMR File Exists. When the PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available and ***the distribution center will follow the***

procedures below and submit an informational Supply Discrepancy Report (if this is the only discrepancy) to the owner in addition to a DLMS 527R Receipt transaction with a receipt acknowledgment discrepancy code alerting the owner/manager of the posting without PMR (with or without documentation). When these procedures are used to assign ownership, Components will monitor informational SDRs and receipt postings and validate ownership was accurately assigned for those transactions. The distribution center will identify the SDR as informational or otherwise indicate requested action. This includes expired shelf-life materiel identified as Type I, or whose expiration cannot be identified at time of receipt regardless of ownership, supply condition code, or dollar value, except as listed in C13.2.5.3.2. When taking automatic disposal action, cite SCC H and Management Code M or T in the Receipt Transaction, in addition to the discrepant receipt management code, for the discrepant quantity. To establish an audit trail when materiel is condemned upon receipt and shipped directly to DLA Disposition Services, cite the disposal turn-in document number in the Receipt Transaction in addition to the original document number.

C13.2.9.3.10.1.1.*1*. Materiel identified to an obsolete DLA manager (RIC S9C, S9E, S9G, S9I or S9T) in FLIS is subject to automatic disposal at DLA Distribution Centers. Disposal of materiel will be subject to the existing exemption criteria stated in C13.2.9.2.10.1.1.3. When automatic disposal action applies, the receipt will cite SCC H and Management Code M (excludes shelf-life materiel) or Management Code T (expired shelf-life materiel). DLA Distribution will suppress transmission of outbound transactions associated with receipt and disposal action with the exception of Shipment Status and SDR transactions. The SDR will be prepared in accordance with SDR procedures for unscheduled receipts (no PMR) in Chapter 17.

C13.2.9.3.10.1.1.2. The following business rules apply to post a DLMS 527R Receipt lacking a DLMS 527D PMR:

C13.2.9.3.10.1.1.2.1. Procurement (D4_) - If no PMR is present, and paperwork contains a document number or delivery order number in addition to the contract number, receive materiel using the following table and the document number. If only a contract number is known, post to PICA using contract number (D4_). If no paperwork is available, receipt to the PICA in FLIS using a local constructed document number (D6_).

C13.2.9.3.10.1.1.2.2. Non-Procurement (D6_) - If no PMR is present, based on the first position of the document number, post as shown on the following table, if no documentation exists, post to the PICA listed in FLIS using a local constructed document number.

Position 1 of Document (Sequence) Number	Position 2 of Document (Sequence) Number	PICA	Post to

B, C, W		*Army*	*Army PICA*
W		*Non-Army*	*NAMI-AJ2*
B		*Non-Army*	*AG0*
C	*B*	*Non-Army*	*A12*
C	*D*	*Non-Army*	*B14*
C	*G*	*Non-Army*	*B16*
C	*H*	*Non-Army*	*B17*
C	*K*	*Non-Army*	*AKZ*
C	*L*	*Non-Army*	*B64*
C	*M*	*Non-Army*	*B14*
N, R, V, Q, P		*Navy*	*NRP*
		Non-Navy	*NRP*
F, E, D		*USAF*	*USAF PICA*
		Non-USAF	*FHZ*
M, L		*USMC*	*MPB*
		Non-USMC	*MPB*
S		*DLA*	*SMS*
		Non-DLA	*SMS*
Note - For USAF ALC receipts without PMR		*Tinker = FHB* *Robins = FLB* *Hill = FGB*	

C13.2.9.3.10.1.1.2.3. For receipts without PMR use a receipt acknowledgment discrepancy code as follows:

C13.2.9.3.10.1.1.2.3.1. Receipt Acknowledgment Discrepancy Code (Y) - No PMR. Receipt processed with documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C13.2.9.3.10.1.1.2.3.2 Receipt Acknowledgment Discrepancy Code (2) - No PMR. Receipt processed without documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C13.2.9.3.10.1.1.3. Automatic disposal does not apply to the following:

C13.2.9.3.10.1.1.3.1. Materiel that is identified as requiring DEMIL or containing radioactive, classified, or NWRM properties will not be subject to automatic disposal. This includes:

- DEMIL Codes: B, C, D, E, F, G, or P

- CIIC: A-H, K, L, O, Q, R, S, T, 5, 6, 8, 9

- Radioactive Water Type Cargo Codes: A and 4

C13.2.9.3.10.1.1.3.2. Materiel owned by U.S. Army Aviation and Missile Command (AMCOM) (RIC B17), will not be subject to automatic disposal.

C13.2.9.3.10.1.1.3.3. Unidentified materiel will not be subject to automatic disposal. Follow procedures in paragraph *C13.2.9.3.10.1*.

C13.2.9.3.10.1.1.3.4. FMS materiel will not be subject to automatic disposal. Follow procedures in paragraph *C13.2.9.3.10.1*.

C13.2.9.3.10.1.1.3.5. Materiel owned by USAF will not be subject to automatic disposal except for non-AF managed material located at a DLA Distribution Center not co-located with a USAF depot maintenance site.

C13.2.9.3.10.1.1.4. Upon receipt, or subsequent storage activity determination, that materiel is in SCC H, where the above criteria prohibit automatic disposal, an SDR is prepared clarifying why automatic disposal is not possible and requesting specific disposition instructions. Where applicable the SDR remarks will inform the action activity that the materiel cannot be shipped to the local DLA Disposition Services Field Office and must be sent to an approved DEMIL/destruction center via MILSTRIP DIC A5J generated by the owner/manager.

C13.2.9.3.10.1.2. <u>Discrepancy Reporting</u>. Report discrepant quantities other than those mentioned above citing the applicable SCC in the receipt, or SCC K when the condition cannot be determined.

C13.2.9.3.10.2. <u>Documentation</u>. Absence of the shipping documentation should not preclude receipt processing. ***If materiel arrives without documentation but a TCN (Transportation Control Number) for the shipment is available, use the TCN to receive the materiel based on the table in section C13.2.9.3.10.1.1.2. of this document. If there is no TCN, and the materiel can be matched to a stock number, the materiel will be receipted to the PICA.*** Discrepancy reporting requirements still apply.

C13.2.9.3.10.3. Misdirected Shipments (improperly addressed by the supply activity). Report misdirected shipments as receipts to the cognizant IMM. The IMM will make disposition using DLMS 940R, Materiel Release.

C13.2.9.3.10.4. Overage. Report the total quantity received in the applicable condition.

C13.2.9.3.10.5. Packaging Discrepancy. Report the total quantity received in the applicable condition and schedule the discrepant quantity for preservation/packaging/marking/labeling in accordance with the DoD Component criteria.

C13.2.9.3.10.6. Shortages/Nonreceipt of Materiel. For shortages, report the total quantity received in the applicable condition. The owner will initiate any necessary financial adjustment action. Non-receipts are addressed under C13.3.

C13.2.9.3.10.7. Item Technical Data Marking (includes nameplates, logbooks, operating handbooks, special instructions, etc.). Report the discrepant quantity using a receipt citing SCC D. Identify and describe the specific technical data discrepancy in the SDR for owner evaluation. If the owner determines the asset can be issued, the owner will initiate action to transfer the asset to the appropriate condition using DLMS 846A.

C13.2.9.3.10.8. Wrong Item. Report receipt of the total quantity of the incorrect item in the applicable condition citing the NSN of the incorrect item received and the discrepant receipt management code for the quantity. If both correct and incorrect items are received in the same shipment, submit a separate Receipt Transaction for the correct item.

C13.2.9.3.10.9. Product Quality Deficiency. An SCC Q entered in a PMR file shows that the receipt is related to a reported product quality deficiency. Report receipt of this materiel in SCC Q and do not cite a management code. Based on the results of the inspection or technical/engineering analysis, owners will direct the appropriate materiel disposition.

C13.2.9.3.10.9.1. When DLA directs the return of DLA-managed Product Quality Deficiency Report (PQDR) exhibits to a DLA distribution center, the exhibits are receipted into DLA ownership using information included on the exterior of the package that includes a DLA document number, the PQDR report control number, the NSN, and a barcode.

C13.2.9.3.10.9.2. Additionally, when the receipt is applicable to a PQDR exhibit, include the PQDR Report Control Number (RCN) and designate a copy of the receipt transaction for distribution to the Product Data Reporting and Evaluation Program-Automated Information System (PDREP-AIS). SCC Q is applicable to exhibits returned for evaluation and returned subsequent to testing.

C13.2.9.3.10.9.3. DAAS will recognize the inclusion of the PDREP-AIS DoDAAC in the receipt transaction and forward a copy of the transaction for use in exhibit tracking.

C13.2.9.3.10.10. <u>Transportation Discrepancy</u>. When the Transportation Officer turns the materiel over, report the receipt in accordance with the procedures cited above for the type of discrepancy which exists (e.g., condition of materiel for damage etc.).

C13.2.9.3.10.11. <u>Receipts Not Due-In (no PMR file</u>**). If the owner/manager fails to generate a PMR, an informational Supply Discrepancy Report (if this is the only discrepancy) will be submitted to the owner in addition to a DLMS 527R Receipt transaction with a receipt acknowledgment discrepancy code (Y or Z) alerting the owner/manager of the posting without PMR (with or without documentation). Follow the procedures found in C13.2.9.3.10.1.1.2.**

C13.2.9.3.10.12. <u>Discrepancies in IUID Data</u>. Report discrepancies involving IUID under DoD IUID supply policy, including but not limited to DoD UIT programs, or as contractually required. IUID discrepancies may be related to the packaging label, including AIT readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. Discrepancies identified during receipt of new procurement materiel must be reported prior to acceptance (if not accepted at origin). Discrepant materiel may be placed in a suspended condition pending resolution. Discrepancies that resulted in incorrect information within the IUID registry must be reported and corrective action taken.

C13.2.9.3.10.13. <u>Other Discrepancies</u>. Receipt reporting will depend upon the type of discrepancy involved. When unusual circumstances exist, the receiving activity may need to get guidance from the owner before reporting the receipt or submitting the discrepancy report.

C13.2.9.4. <u>Resolution of Reported Receipt Discrepancies.</u>

C13.2.9.4.1. <u>Owner Accountability Records</u>. Owners will maintain accurate materiel accountability records and audit trails for reported receipts with evidence of a supply discrepancy. Resolution of these discrepancies requires the establishment of interfaces among the materiel accountability, procurement, financial accounting, and discrepancy reporting systems.

C13.2.9.4.2. <u>Owner Processing Discrepant Transactions</u>. When discrepant receipts are reported, owners will process the transactions and complete the research required to resolve the discrepancy. When materiel received from a procurement instrument source will be kept in the wholesale inventory, coordinate with the CAO/PO for a contract modification that will recoup any administrative costs and any additional second destination transportation costs or onward shipment (redistribution) costs incurred by the U.S. Government as a result of the discrepancy.

For all receipt discrepancies, ensure that procurement/supply due-in records and related financial accounts (including in-transit) are corrected to show any new receipt status and transmit updates to PMR to the storage activities involved, as required. Care must be taken to suppress PMR transaction output if the corresponding receipt has already been reported (e.g., for overages or misdirected shipments being kept where delivered).

C13.2.9.4.3. <u>Owner Evaluation Data</u>. Owners will develop management evaluation data for contract shortages/overages, wrong item, IUID mismatches, vendor caused misdirected shipments, and other discrepancies impacting cost or customer satisfaction, for use in identifying trends or indications of system problems and in initiating corrective action. When the same discrepancy is repeatedly reported on shipments from a given procurement instrument source, the owner, through the CAO/PO, will advise the source of the error and request action be taken to correct its repeated occurrence. When a procurement instrument source continues to commit the same error, initiate action to consider inclusion on the Awards Review List or other disciplinary action.

C13.2.10. <u>Maintaining Accountability During Maintenance Actions</u>

C13.2.10.1. <u>Applicability</u>.

C13.2.10.2 These procedures apply for returns to inventory including unused materiel, relocations of materiel for maintenance, and receipts from assembly, disassembly, reclamation, conversion, modification, repair and destructive or nondestructive test/evaluation consigned by the Department of Defense, other U.S. Government (non-DoD) agency, or commercial activities.

C13.2.10.3 These procedures exclude repair and return materiel owned below the wholesale distribution system; however, DoDM 4140.01 policy and, for commercial maintenance, the provisions of the FAR, apply.

C13.2.10.4. Accountability

C13.2.10.4.1. For organic maintenance, responsibility for maintaining the asset balance portion of the property accountability record for DoD-owned property being repaired resides with the activity having physical custody. Organic maintenance facilities will assume accountability of materiel upon receipt at the maintenance facility and while in its custody during maintenance actions.

C13.2.10.4.2. For Contractor maintenance, the owning DoD Component will maintain accountability for materiel in a contractor's possession for repair. The contractor will have stewardship of the materiel in accordance with the requirements in Part 52.245-1 of the Federal Acquisition Regulation and associated clauses, terms, and conditions. The stewardship includes all government furnished property, including items furnished for repair, and remains until the repaired assets are returned to and received by the DoD Component.

C13.2.10.4.3. For both organic and contractor maintenance, the activity having physical custody will provide visibility and report changes to the on-hand balance to the materiel owner (the Principal for maintenance by DMISA).

C13.2.10.5. Requirements

C13.2.10.5.1. Dues-In and PMR. **The DLMS 527D Due-in is a mandatory transaction for** owners (principals for maintenance by DMISA) **to** establish a due-in when materiel is being returned from field activities to wholesale storage activities or to commercial activities for maintenance. Also, send a DLMS 527D (PMR) to receiving Government storage activities. These actions will be done upon receipt of MRP transactions, or equivalent intra-service documents, reporting return of materiel. The DoD Components may delegate the PMR requirement to intermediate level or transshipment activities.

C13.2.10.5.2. Materiel Relocation. When owners direct relocation of materiel from a remote storage activity to the storage activity collocated with the maintenance activity, **owners must** establish a DLMS 527D (Due-In) for the in transit materiel and **will** send a DLMS 527D (PMR) to the receiving storage **activity prior to physical shipment to allow for the transaction to be present at the receiving facility** following Chapter 12 **business rules**.

C13.2.10.5.2.1. Receiving Storage Activity Reporting. Receiving storage activities will report receipt of reparable materiel based on the information contained in the PMR file.

C13.2.10.5.2.2. Inter-DoD Component Agreements. When materiel is scheduled for organic maintenance by DMISA or other inter-DoD Component agreement, the agreement will specify that the storage activity will report returns from maintenance to the owner (Principal) as receipts under this chapter.

C13.2.10.6. DoD Component Actions. Each DoD Component will ensure that:

C13.2.10.6.1. Owned Inventory Accounting. Owned inventory in the hands of the Department of Defense, other Government (non-DoD), and commercial activities, is properly accounted for under the provisions of Chapters 6, 7, 13, and 14 of this volume and, for commercial maintenance, the provisions of the Federal Acquisition Regulation. This includes returns from field activities for repair and reissue as wholesale inventory. The DoD Components will prescribe use of any required internal codes to meet this requirement (Responsibility of the owner (Principal for maintenance by DMISA)).

C13.2.10.6.2. Property Accountability Records. Total item property records for materiel in the hands of maintenance activities are maintained and adjusted based on the quantity of materiel actually returned and will support the DoD 7000.14-R, "Department of Defense Financial Management Regulation", accounting and

reconciliation requirements (Responsibility of the owner (Principal for maintenance by DMISA)).

C13.2.10.6.3. <u>Commercial Maintenance Contracts</u>. Contracts for commercial maintenance require the commercial activity to report or acknowledge receipt and report shipment or condemnation of materiel to the contracting officer (Responsibility of the agent for maintenance by DMISA).

C13.2.10.6.4. <u>Procurement/Supply Interface</u>. Any needed interface between the procurement and supply operations/functions exists to ensure that changes in the inventory segment data (stock number, quantity, supply condition code) are sent to the owner (Responsibility of the agent for maintenance by DMISA). Arrangements may be made for commercial activities to report directly to the contracting officer and/or the owner using DLMS transactions. Reported data affecting inventory balances is recorded in the total item property record (Responsibility of the owner (Principal for maintenance by DMISA)).

C13.2.10.7. <u>Item Owner Actions</u>. Owners will establish due-in records for expected returns from commercial and Government maintenance activities and provide PMR to the storage activities to receive the materiel under Chapter 12. Storage activities will report receipts under this section.

C13.2.10.8. <u>Issue from Commercial Activity</u>. When materiel is issued to a customer directly from a DoD or commercial maintenance activity, ensure that appropriate supply transactions are processed to establish the property accountability and financial accounting audit trails, as well as visibility within the supply system used by the materiel owner.

C13.2.10.9. <u>Condemned Materiel</u>. When materiel is condemned by maintenance activities, ensure the condemnation action is recorded (issue to disposal) to adjust the DoD inventory and financial accounts. This includes automatic disposals (Management Code M).

C13.2.10.10. Reclaimed Items

C13.2.10.10.1. <u>Identification of Serviceability</u>. When reclamation activities do not have adequate facilities to test and classify the serviceability condition of reclaimed assets, activities will identify such assets as SCC R (Suspended Reclaimed Items Awaiting Condition Determination). When receiving storage activities determine that immediate classification of such SCC R assets is not possible, they will ensure assets are checked/tested and classified to actual condition within established parameters.

C13.2.10.10.2. <u>Assigning Condition Code</u>. When reclamation activities cite an actual SCC (i.e., other than R) for returned materiel, storage activities will cite that condition code when recording and reporting the receipt. However, if inspection upon receipt reveals that the condition assigned by the reclamation activity is incorrect, the storage activity will record and report the receipt citing the actual condition to which

the item is classified or SCC K if the actual condition cannot be determined. Classify materiel reported in SCC K to the actual condition within established parameters.

C13.2.11. <u>Loaned Materiel</u>

C13.2.11.1. <u>Materiel Inspection</u>. Receiving activities will inspect loaned materiel upon receipt. Submit a Receipt Transaction in accordance with C13.2., citing Reason for Materiel Receipt/Return Code H, to provide information about the condition and quantity of the returned loaned materiel.

C13.2.11.2. <u>Resolution of Loaned Materiel</u>. The owner is responsible for final determination and resolution of returned U.S. Government property from loan. Establish controls to ensure the materiel is returned in an appropriate condition, i.e., as good as or better than the condition of the original loan issue. Take appropriate action to resolve any discrepancies and ensure reimbursement to the loaning activity.

C13.2.12. <u>Logistics Reassignment Receipt Processing after Effective Transfer Date</u>

C13.2.12.1. <u>Procurement Instrument Processing</u>. The storage activity will process procurement instrument source receipts for LR materiel received after 1 year past the effective transfer date (ETD), in the same manner that they process procurement instrument source receipts received during the ETD to 1-year period.

C13.2.12.2. <u>Storage Activity Actions</u>. For receipt of materiel that has been logistically reassigned, after the ETD, the receiving storage activity will perform the following:

C13.2.12.2.1. <u>Report Receipts</u>. Report receipts of items having PMR files, in accordance with C13.2.

C13.2.12.2.2. <u>Report Procurement Instrument Source Receipt</u>. Report procurement instrument source receipts for which there is no PMR file in accordance with the guidance in C13.2.9.3.4. for processing receipts not-due-in.

C13.2.12.2.3. <u>Report Non-procurement Instrument Receipt</u>. Report non-procurement instrument receipts for which there is no PMR file in accordance with the guidance in C13.2.9.3.4.for processing receipts not-due-in.

C13.2.12.3. <u>LIM Actions</u>. The LIM will do the following actions:

C13.2.12.3.1. <u>Process Storage Activity</u>. Process the storage activity initiated Receipt Transactions to reduce the due-in record and record assets on the LIM record for the quantity received.

C13.2.12.3.2. <u>Process Logistics Transfer Transaction</u>. Process the associated logistics transfer/decapitalization transaction, adjustment transaction, and LR storage ownership transfer transaction in accordance with Chapter 9.

C13.2.12.3.3. <u>Record Litigation Assets</u>. For materiel received for which litigation is required, record assets on the LIM owner record in SCC L and reduce the due-in record.

C13.2.12.3.3.1. At this time, no action will be taken by the LIM to remove or change the GIM's memorandum due-in.

C13.2.12.3.3.2. When litigation is completed and the materiel is reclassified to an issue condition, process the associated adjustment transaction and LR transfer/decapitalization transactions in accordance with Chapter 9.

C13.2.12.3.3.3. If materiel is returned to the contractor due to litigation proceedings notify the GIM in accordance with Chapter 9.

C13.2.12.3.3.4. The LIM must take appropriate action to reestablish a due-in, in accordance with Chapter 12 if the materiel being returned to the contractor for deficiency correction will eventually be returned to the LIM.

C13.2.12.4. <u>Reject Receipt as Appropriate</u>. If a procurement instrument source receipt for an LR item is incorrectly reported to the LIM or the GIM, and the LIM or GIM does not have a recorded due-in, did not initiate the procurement action, and/or has a record of a due-in or memorandum due-in and is able to determine the appropriate reporting for the receipt, the LIM or GIM should reject the receipt back to the initiator using DLMS 824R, Reject Advice, and citing Reject Advice Code AB (Navigate to LOGDRMS and enter advice code AB in the "Enter a Specific Data Code to Search for" text box, click "Search").

C13.3. <u>INQUIRY ON IN-TRANSIT DUE-INS</u>

C13.3.1. <u>Submission Timeframe</u>. When a maximum of 45 calendar days has elapsed since the shipping date shown in shipment notification, and receipt of the total quantity has not been reported, the owner will submit a Receipt Inquiry Transaction for information on the in-transit quantities to the storage activities designated to receive the materiel. (Extension of the 45 calendar day timeframe is authorized when long in-transit times are involved.)

C13.3.2. <u>Tracer Action</u>. When the storage activity response shows that the materiel has not been received, initiate any shipment tracer and/or discrepancy reports required under the procedures cited in C13.2.9. Coordinate with the CAO/PO for in-transit contract receipts. Storage activities will submit shipment tracers and discrepancy reports for materiel not received as shown in the DoD Component implementing procedures or when directed to do so by the owner.

C13.4. <u>STORAGE ACTIVITY RESPONSE TO INQUIRY ON MATERIEL RECEIPT</u>[5]

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[5] Refer to ADC 313. DoD components must provide Defense Enterprise Data Standards Office with their Component implementation date for ADC 313.

C13.4.1. <u>Materiel Receipt Previously Processed</u>. When materiel has been received, and a receipt was previously submitted, storage activities will submit a duplicate Receipt Transaction citing Advice Code 3P.

C13.4.2. <u>Receipt in Process</u>. When the storage activity has the receipt in process, storage activities will reply using the Response to Inquiry Transaction citing Advice Code 3K

C13.4.3. <u>No Receipt but Record of Due-In</u>. When the storage activity has no receipt in process but there is a PMR file, the storage activity will reply using the Response to Inquiry Transaction citing Advice Code 3M.

C13.4.4. <u>No Receipt and No Record of Due-in</u>. When the storage activity has no receipt in process and no record of a PMR file, the storage activity will reply using the Response to Inquiry Transaction citing Advice Code 3N.

C13.5. <u>ARMY EXCHANGE PRICING PROCESS</u>

C13.5.1. The Army approach to the Exchange Pricing (EP) interim approach is a multi-system functionality implementation. EP employs a dual pricing system for repairable NSN items based upon Standard Price (latest acquisition cost plus cost recovery rate) and Exchange Price (latest repair cost plus cost recovery rate) and a "buy one – return one" relationship with the customer. That is, a qualified exchange pricing customer buys at the Exchange Price and pays a penalty if a reparable is not turned-in within a specified period of time from the issue date. This process is applicable to the Army customers and Army-managed materiel only; other Services will continue to pay Standard Price and receive 65 percent credit exchange upon receipt of carcass by the Army primary inventory control activity (PICA).

C13.5.2. Once an item of supply is identified for a national repair program and the national item identification number (NIIN) has an established Exchange Price, all requisitions for the item will be priced at the Exchange Price if the customer is an authorized EP customer.

C13.5.3. When a requisition submitted to the Supply Support Activity (SSA) is processed by the Standard Army Retail Supply System (SARSS), SARSS will determine if both the customer DOD activity address code (DoDAAC) is an EP customer, and the NIIN has an established Exchange Price. If the customer is an EP customer the requisition will be updated to include the EP Indicator. As this transaction is processed through the Army supply system, middleware, Funds Control Module (including EP Tracking) DAAS, Commodity Control Supply System (CCSS), and Army Logistics Modernization Program (LMP), the EP Indicator will be used to identify the transaction as EP related. All the legacy systems will continue processing the MILS transactions, LMP will process DLMS transactions that are converted by the Defense Automatic Addressing System (DAAS).

C.13.5.4. All related supply transactions prepared by the Army will carry and perpetuate the EP Indicator. As a result of the EP implementation the following

transactions will be impacted, Requisition, Requisition Modifier, Requisition Follow-Up, Materiel Release Order and Supply Status. The returns process will also process EP related transactions. The Materiel Receipt transaction will be generated by SARSS for all returns of EP NIINs, and will include an EP Type of Credit indicator for Unserviceable credit when applicable, as well as an EP Conversion Indicator to identify the need to provide credit according the pre-EP credit policy, which will last for 60 calendar days following the implementation of Exchange Pricing.

C.13.5.5. If the return is in an un-repairable condition code or the item is not returned within the established timeframe (Delta Delay Days), the national level systems (LMP, CCSS) will create an obligation adjustment based on the receipt from Middleware Funds Control Module of a materiel returns supply status (Delta Bill Trigger) transaction. As a result of processing the delta bill trigger the national systems will create the logistics/interfund bill transaction with an EP Indicator and Type Bill code to identify the specific type of Exchange Pricing bill to the Army financial systems.

C13.6. <u>OPTIONAL INTRA-SERVICE USE OF RECEIPT FOR MATERIEL PROVIDED TO CONTRACTORS AS GOVERNMENT FURNISHED MATERIEL</u>. Under the Government Furnished Materiel (GFM) business process contractors are authorized to receive specific items and quantities of GFM from Government supply sources. Materiel may be issued to the contractor based upon a contract schedule/bill of material (BOM) or issued in response to a requisition made by the contractor or a responsible Government representative. It is normally required that the contractor (or authorized Government representative) submit a materiel receipt acknowledgment (MRA) Transaction to the ICP under MRA procedures (refer to Chapter 10, C10.2.5.6). However, on an intra-Service basis, if the Service requires the contractor to send a Receipt Transaction to their issuing ICP rather than an MRA, the contractor must cite the DoD contract number which authorized the provision of GFM. This establishes GFM accountability to the contract. The GFM contract number, and call/order number, when applicable, is required in addition to the controlling document number for the Receipt Transaction. Under the MRA exclusions, MRA is not required for shipments to contractors, commercial, or industrial activities which are receipt reported to the owning ICP.

C13.7. <u>ACCOUNTABLE PROPERTY SYSTEM OF RECORD TRANSFERS.</u> Upon ownership transfer of materiel, the sending and receiving activities may use the Acquisition and Valuation transaction to facilitate exchange of acquisition and valuation data between APSRs. The losing activity may transmit the appropriate information upon shipment, or the gaining activity may request the data to the losing activity. The losing activity may also send a correction to the gaining activity when there is a need to modify any information previously transmitted.

C14. CHAPTER 14

ISSUE, LOAN, DEMAND, AND SINGLE MANAGER FOR CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTION

C14.1. GENERAL

C14.1.1. This chapter provides a standard procedure for processing Issue, Demand, and Single Manager for Conventional Ammunition (SMCA) Freeze/ Unfreeze Action. This chapter also addresses the materiel loan process.

C14.1.2. Transactions. This chapter addresses the procedures applicable to the following Defense Logistics Management Standards (DLMS) transactions, identified by their Accredited Standards Committee (ASC) X12 beginning segment report type code. Other DLMS formats, such as extensible markup language (XML), are also available. See the Defense Enterprise Data Standards Office Website for available formats on the DLMS IC page. The corresponding Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) legacy 80 record position transaction functionality is identified for information purposes in a mixed Defense Logistics Standard System (DLSS)/DLMS environment.

C14.1.2.1. Issue Transaction. Issue Transaction is DLMS 867I Issue, identified by ASC X12 beginning segment (1/BPT04/20) Report Type Code 01 – Product Transfer. This transaction provides MILSTRAP legacy Document Identifier Code (DIC) D7_ functionality. The Issue Transaction function is further broken down by the 2/PTD01/10 Product Transfer Type Code which provides the functionality of the third position or the MILSTRAP legacy DIC. Table C14.T1 shows the specific product transfer type code corresponding to the MILSTRAP legacy DICs.

Table C14.T1. Product Transfer Type Codes

MILSTRAP Legacy DIC	MILSTRAP Title	DLMS 867I PTD01 PRODUCT TRANSFER TYPE CODE
D7A	Issue (Own Service/Agency)	SS
D7B	Issue (DoD Activities)	BD
D7C	Issue (Non-DoD Activities)	BC
D7D	Issue (Grant Aid)	BE
D7E	Issue (Foreign Military Sales)	BF
D7G	Issue (Destructive Test/Evaluation)	BG

MILSTRAP Legacy DIC	MILSTRAP Title	DLMS 867I PTD01 PRODUCT TRANSFER TYPE CODE
D7H	Issue (Furnished Materiel for Consumption)	BH
D7J	Issue (Reutilization and Marketing)	BI
D7K	Issue (Relocation)	BJ
D7L	Issue (Assembly/Disassembly/ Reclamation/Conversion/Modification)	BK
D7M	Issue (Repair or Nondestructive Test/Evaluation)	BL
D7N	Issue (Loan)	BM
D7P	Issue (Returned Purchases)	BN
D7P	Issue (Designated Items)	BO
D7R	Issue (Exchange Items)	BR
D7Z	Issue (Other)	BQ

C14.1.2.2. Demand Transaction. Demand Transaction is DLMS 867D Demand Reporting identified by beginning segment (1/BPT04/20) Report Type Code TO – Demand Report. This transaction provides MILSTRAP legacy DIC DHA functionality.

C14.1.2.3. Single Manager for Conventional Ammunition Freeze/Unfreeze Action Transaction. SMCA Freeze/Unfreeze Action Transaction is DLMS 846F SMCA Freeze/Unfreeze Action, identified by beginning segment (1/BIA02/20) Report Type Code ZB – Conventional Ammunition Suspension Report. This transaction provides MILSTRAP legacy DIC DA1/DA2 functionality.

C14.2. ISSUE

C14.2.1. General

C14.2.1.1. This section provides a standard procedure for processing Issue information to owner/inventory control point (ICP) for the purpose of:

C14.2.1.1.1. Updating the owner/ICP record.

C14.2.1.1.2. Recording the appropriate financial transaction. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial

information system (SFIS) elements.[1] The DLMS issue transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the initiating activity's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU.

C14.2.1.1.3. Providing a basis for billing the customer.

C14.2.1.2. Processing points receiving requisitions, passing actions, follow-ups and cancellations, irrespective of format or method of transmission, will process such transactions in accordance with their respective internal procedures.

C14.2.1.3. Internal processing methods may vary due to automated capability and related procedures; however, the formats for output from processing point to requisitioner and between processing points will use the formats prescribed in this manual.

C14.2.1.4. Issue transactions are used to convey issue data to the ICP. Issue Transactions resulting from a backorder release are identified by Issue Transaction related Management Code M.

C14.2.1.5. Materiel from an Army Medical Materiel Agreement (AMMA) site may be issued using local catalog identification numbers.

C14.2.2. <u>Maintaining Accountability During Maintenance Actions</u>

C14.2.2.1. <u>Applicability</u>

C14.2.2.1.1 These procedures apply to issues from inventory for assembly, disassembly, reclamation, conversion, modification, repair, and destructive or nondestructive test/evaluation consigned by the Department of Defense, other Government (non-DoD) Agencies, and commercial activities.

C14.2.2.1.2. These procedures exclude repair and return of materiel owned below the wholesale distribution system. However, DoDM 4140.01 policy and, for commercial maintenance, the provisions of the FAR, apply.

C14.2.2.2. <u>Accountability</u>

C14.2.2.2.1. For organic maintenance, responsibility for maintaining the asset balance portion of the property accountability record for DoD-owned property being repaired resides with the activity having physical custody. Organic maintenance

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[1] Refer to ADC 1043/ADC 1043A

facilities will assume accountability of materiel upon receipt at the maintenance facility and while in its custody during maintenance actions.

C14.2.2.2.2. For Contractor maintenance, the owning DoD Component will maintain accountability for materiel in a contractor's possession for repair. The contractor will have stewardship of the materiel in accordance with the requirements in Part 52.245-1 of the Federal Acquisition Regulation and associated clauses, terms, and conditions. The stewardship includes all government furnished property, including items furnished for repair, and remains until the repaired assets are returned to and received by the DoD Component.

C14.2.2.2.3. For both organic and contractor maintenance, the activity having physical custody will provide visibility and report changes to the on-hand balance to the materiel owner (the Principal for maintenance by DMISA).

C14.2.2.3. Requirements

C14.2.2.3.1. Collocated Storage Activity. When the maintenance activity is collocated with a DoD storage activity, owners will direct materiel into maintenance only from the collocated storage activity. When necessary, owners will relocate materiel from remote storage activities to the storage activity collocated with the maintenance activity using DLMS 940R, Materiel Release. The action will be posted to the property accountability record using either the Issue Transaction (Issue Relocation) or DLMS 945A, Materiel Release Advice.

C14.2.2.3.2. Organic Maintenance. The owner (Principal) will direct the issue of materiel to the maintenance activity from the co-located storage activity. Based on the repair schedule, the maintenance activity (Agent for maintenance by DMISA) may initiate induction to maintenance by requisitioning the unserviceable asset from the owner (Principal for maintenance by DMISA) under the provisions of ***DLM 4000.25, Volume 2, Chapter 4, paragraph C4.2.20***.

C14.2.2.3.3. DoD Component Actions. Each DoD Component will ensure that:

C14.2.2.3.3.1. Owned inventory in the hands of the Department of Defense, other Government (non-DoD), and commercial activities is properly accounted for under the provisions of Volume 2, Chapter 6, Chapter 7, Chapter 12 and Chapter 13 of the DLMS Manual and, for commercial maintenance, the provisions of the Federal Acquisition Regulation. This includes returns from field activities for repair and reissue as wholesale inventory. The DoD Components will prescribe use of any required internal codes to meet this requirement. (Responsibility of the owner (Principal for maintenance by DMISA).)

C14.2.2.3.3.2. Total item property records for materiel in the hands of maintenance activities are maintained and adjusted based on the quantity of returned materiel and will support the DoD 7000.14-R "Department of Defense Financial

Management Regulation" accounting and reconciliation requirements. (Responsibility of the owner (Principal for maintenance by DMISA).)

C14.2.2.3.3.3. Contracts for commercial maintenance require the commercial activity to report or acknowledge receipt and report shipment or condemnation of materiel to the contracting officer. (Responsibility of the agent for maintenance by DMISA.)

C14.2.2.3.3.4. Any needed interface between the procurement and supply operations/functions exists to ensure that changes in inventory segment data (stock number, quantity, supply condition code) are sent to the owner. (Responsibility of the agent for maintenance by DMISA.) Arrangements may be made for commercial activities to report directly to the contracting officer and/or the owner using DLMS transactions.

C14.2.2.3.3.5. Reported data affecting inventory balances is recorded in the total item property record. (Responsibility of the owner (Principal for maintenance by DMISA).)

C14.2.2.3.4. Owners (Principals for maintenance by DMISA) will release materiel from storage for maintenance action using the process in subparagraph C14.2.2.1. Issues should be posted to the property accountability record using either the Issue Transaction, or a DLMS 945A. Include any internal coding needed for proper financial accounting in the transaction.

C14.2.3. <u>Issue Supply Condition Code **(SCC)** Q Materiel to DLA Disposition Services Field Office</u>. When an inspection or technical/engineering analysis reveals a product quality deficiency that prohibits further DoD use of the materiel, the ICP will direct the transfer of the materiel to the DLA Disposition Services Field Office in SCC Q. Disposal release orders and related issue transactions for this materiel must cite either Management Code O (alpha) to identify deficient materiel that does not require mutilation or Management Code S to identify deficient materiel that requires mutilation. DLA Disposition Services will perform mutilation in accordance with existing guidance for the national stock number (NSN)/type of materiel. The ICP should identify to DLA Disposition Services any unique instructions for disposal requiring specific methods or information regarding hazardous contents contained in the item.

C14.2.4. <u>Issue Reversal</u>

C14.2.4.1. Issue reversals are used to correct owner and storage activity inventory records due to erroneous input by the storage activity.

C14.2.4.2. By Component agreement, issue reversals are authorized as a method to adjust inventory balances as the result of a validated supply discrepancy report (SDR). The issue reversal transaction will serve as an auditable record of this action within storage activity and owner systems. When used for this purpose the storage activity must include the reason for reversal code in the issue reversal transaction to indicate a correlation with a supporting discrepancy report. Issue

reversals used to adjust inventory records will systemically trigger a financial adjustment by the owner system, when applicable, for discrepant shipments including, but not limited to, shortage, wrong item, or incorrect condition. The issue for wrong item shipments will not be reversed until after the incorrect materiel has been returned to the storage activity (with exception by direction of the ICP to correct records where a wrong item received is not returned).[2]

C14.2.4.3. Navy use only. Storage activities will cite Reason for Reversal Code S in the issue reversal transaction when a cancellation request is issued for a materiel/disposal release order (MRO/DRO) and the item was not shipped. The reversal requirement stems from a timing issue. The MRO/DRO is in process, the storage activity property accountability record was decremented and the issue transaction was sent to the ICP to decrement to the owner balance. Subsequent to this action, but prior to the materiel being physically shipped and a materiel release confirmation being generated, the MRO/DRO issue action is cancelled and the materiel is returned to stock, if necessary. An issue reversal transaction is then required to increment the storage activity's property accountability record and the ICP's record to the original quantity.

C14.3. <u>BACKORDER TRANSACTIONS</u>. Backorder transactions are not considered essential to supply operations under DLMS (consensus reached by the DLMS Supply Process Review Committee (PRC)). Accordingly, there is no DLMS backorder transaction. Under legacy MILSTRAP, Backorder transactions may be used to report establishment or cancellation of a backorder to ICPs[3]. MILSTRAP legacy Backorder transactions are identified by the DIC DG series transactions.

C14.4. <u>DEMAND TRANSACTIONS</u>. The Demand Transaction may be used between supported activities and ICPs to report the establishment or cancellation of supply system demands, or may be used by ICPs as a technique for recording and accumulating demands for NSN items resulting from processing DLMS requisitions, passing orders, or other forms of supply system demands.

C14.5. <u>LOAN TRANSACTIONS</u>

C14.5.1. When authority is given to loan Government-owned materiel, supporting documentation pertaining to the terms and conditions of the loan will be maintained in a manual jacket file. As a minimum, the file should contain appropriate records to provide information on the purpose of the loan/authorization; location(s) of the materiel; condition of materiel at time of loan; loan duration; quantity; and value of loaned materiel.

C14.5.2. If accountability is dropped, the Issue Transaction (Loan) will be used to loan materiel from depot inventory to authorized recipients. Some centralized systems

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[2] Refer to ADC 1160. Implementation delayed.
[3] Backorder transactions were eliminated from DLMS by intent after coordination with the DoD Supply Process Review Committee (SPRC).

do not use Issue Transactions for ***the issue of loan materiel***; however, the applied method should show the issue for audit and accountability purposes. For a decentralized system, the Issue Transaction, if created by other than the ICP, may be used.

C14.6. <u>SINGLE MANAGER FOR CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTIONS</u>

 C14.6.1. Processing of transactions*,* such as mismatched record reconciliation requests ***(DLMS 846R, Location Reconciliation Request)*** or materiel release denials (DLMS 945A, Materiel Release Advice)*,* may require the SMCA to freeze and, when resolved, to unfreeze wholesale assets at a specific storage activity for a given stock or part number, ownership/purpose code, and SCC.

 C14.6.2. When freeze or unfreeze actions are taken based on C14.6.1, the SMCA will provide the SMCA Freeze/Unfreeze Action Transaction to the owning DoD Component ICP for update of the ICP wholesale financial accountable records.

C15. CHAPTER 15

INSTALLATION CLOSURE PROCEDURES

C15.1. GENERAL

C15.1.1. Purpose. This chapter provides procedures and specifies timeframes for installation closures. They are intended to systematically curtail supply support, transfer mission-essential materiel, transfer materiel **that is no longer required**, and redirect mission-essential requisitions for or from activities affected by installation closures. Included are procedures for reporting all installation-owned property not to be transferred with the mission to new location(s).

C15.1.2. Transactions. This chapter addresses the procedures and applicable transactions relevant to installation closures. See the Defense Enterprise Data Standards Office Website for available formats on the DLMS IC page. The corresponding MILSTRIP legacy 80 record position transaction functionality is also provided for ease of interpretation by DLMS users and to support those working in a legacy environment. In addition to the listed MILSTRIP legacy transactions, the DLMS formats may incorporate functionality to support Component-unique transactions as noted in the implementation convention.

C15.1.2.1. The Requisition Cancellation Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/020 Code AC). This transaction provides the functionality of MILSTRIP legacy DIC AC1, AC2, AC3, AC4, AC5.

C15.1.2.2. The Request for Mass Cancellation of Requisitions Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/020 Code AC and 1/BSI09/020 Code AW).[1] This transaction provides the functionality of the MILSTRIP Mass Cancellation Message (See Appendix 6.23). There is no MILSTRIP legacy DIC equivalent.

C15.1.2.3. The Request for Universal Cancellation of Requisitions Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/020 Code AC and 1/BSI09/020 Code C).[2] This transaction provides the functionality of the MILSTRIP Universal Cancellation Message (See Appendix 6.23). There is no MILSTRIP legacy DIC equivalent.

C15.1.2.4. The Customer Asset Report (Stock Numbered Items) Transaction is identified by the DLMS 180M by beginning segment (1/BGN07/20

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[1] Mass cancellation and follow-on transactions are DLMS enhancements. Refer to ADC 1132. Delayed implementation authorized.
[2] Universal cancellation and follow-on transactions are DLMS enhancements. Refer to ADC 1132. Delayed implementation authorized.

Code FT) and baseline item data (1/BLI01/10 Code FS). This transaction provides the functionality of MILSTRIP legacy DIC FTE.

　　　C15.1.2.5. The Reply to Customer Asset Report Transaction is identified by the DLMS 870M by beginning segment (1/BSR01/20 Code 7) and industry code (2/LQ01/145 Code 0 citing FTR). This transaction provides the functionality of MILSTRIP legacy DIC FTR.

　　　C15.1.2.6. The Disposal Release Order (DRO) Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code NE). This transaction provides the functionality of MILSTRIP legacy DIC A5J.

C15.2. <u>APPLICABILITY AND SCOPE</u>. These procedures and timeframes apply to all DoD installations, both **Continental U.S. (**CONUS**)** and **Outside the Continental U.S. (**OCONUS**)**; DoD tenant and satellite activities; DoD inventory control points (ICP); **and** DoD integrated materiel managers (IMM) processing reports for materiel no longer required as a result of an installation closure.

C15.3. <u>EXCLUSIONS</u>. In addition to **the** exclusions cited in Chapter 11, the procedures in this chapter do not apply to the following:

C15.3.1. **bulk petroleum;**

C15.3.2. inter-departmental and intra-departmental purchasing operations;

C15.3.**3**. forms and publications;

C15.3.**4**. communications security (COMSEC) equipment, COMSEC aids (keying materiel), and all items including classified components, individual elements, and repair parts that are classified and designated "crypto", or that are normally handled through crypto channels;

C15.3.5. coal and coke;

C15.3.**6**. related personal property reportable to GSA as a part of a real estate package. Related personal property is classified as any property that is:

　　　C15.3.**6**.1. an integral part of real property or is related to, designed for, or specially adapted to **the** functional or productive capacity of **the** real property and removal of this personal property would significantly diminish the economic value of **the** real property. Normally, common use items, including, but not limited to, general purpose furniture, utensils, office machines, office supplies, or general purpose vehicles are not considered **to be** related personal property;

　　　C15.3.**6**.2. determined by GSA to be related to **the** real property;

C15.3.**7**. installed property (Class II Plant Property);

C15.3.*8*. real property.

C15.4. INSTALLATION CLOSING PROCEDURES

C15.4.1. Stratification of Inventory

C15.4.1.1. Installation Procedures. Do an inventory of all installation-owned property upon receipt of a confirmed closure date. The inventory *will* include, but not be limited to, nonconsumable items (recoverable/capitalized assets and assets on table of allowances) and consumable items (assets on working capital fund records). Each designated account *must* maintain its identity. Stratify *the* inventory applicable to each designated account into three classes of property:

C15.4.1.1.1. Mission-essential *and is* to be transferred to a new location with the mission.

C15.4.1.1.2. Not mission-essential *but is* required for local operations during the period prior to closure.

C15.4.1.1.3. *Materiel that is no longer required for* operational needs.

C15.4.1.2. Tenant and Satellite Activities. Each tenant and/or satellite activity having custody of installation-owned property *must* return that property to the installation. Accountable records *must reflect* the returns. Use procedures in subparagraph C15.4.1.1 to inventory and stratify tenant-owned and satellite-owned property.

C15.4.1.3. Working Capital Fund. Relocate the DoD Component managed working capital fund items with the mission, if mission-essential, or redistribute within the DoD Component working capital funds. Relocate IMM items with the mission, if mission-essential, or report to the IMM for disposition instructions.

C15.4.2. In-Process Requisitions

C15.4.2.1. *Initial* Requisition Review. Simultaneously with doing the inventory, do a review of the installation requisitions. Identify requisitions that *will* be:

C15.4.2.1.1. continued for shipment to the unit's relocation site.

C15.4.2.1.2. continued for operational requirements until closure.

C15.4.2.1.3. canceled *if materiel is no longer required for* operational needs. Cancellation*s will be performed* by single-line cancellation if time permits. See Chapter 4 for requisition cancellation procedures.

C15.4.2.2. Sixty-Day Review. Sixty calendar days prior to closure date, review all requisitions again for need. If required, identify requisitions for shipment to the relocation site. Use single-line requisition cancellation procedures to cancel

requisitions not required. When time is insufficient to effect single-line cancellations, use the mass or universal cancellation procedures under Chapter **27. *Universal cancellation procedures do not provide for continuation of requisitions for shipment to a new location site.***

   C15.4.3. <u>Disposition of Inventory</u>

      C15.4.3.1. <u>Time-Phased Closing Schedule</u>. The activity being closed ***will*** develop a time-phased schedule to transfer mission-essential property to the new mission location(s). The schedule ***will*** plan ***the*** movement of property at the earliest date without ***impairing*** mission ***capability*** prior to ***the*** transfer. Transfer mission-essential property to ***the*** new location(s) after transfer of the mission only in those circumstances where mission-essential items are required, up to and including the last day prior to mission transfer.

      C15.4.3.2. <u>Review of Non-Mission-Essential Items</u>. In actions involving an installation closure, review and process all ***non-***mission-essential ***items*** under ***the*** provisions of ***DoD Directive 5410.12,*** Economic Adjustment Assistance to Defense-Impacted Communities***, July 5, 2006***. Begin initial review of installation-owned items ***under the provision of DoD Directive 5410.12*** immediately upon completion of the inventory, including items identified as ***no longer required*** and items identified as being necessary for operation of the installation prior to closure. Using these item lists as the basis, make preliminary identification of related personal property as defined by the DoD ***Directive*** 5410.12.

      C15.4.3.3. <u>Review of Host Country Agreements</u>. In actions involving ***the*** closure of OCONUS installations, review and process all items that are not mission-essential and/or items that will not be transferred with the activity under agreements between the United States and ***the*** host country. Begin the review immediately upon completion of the inventory, including those items identified as necessary for ***installation*** operations prior to closure.

      C15.4.3.4. <u>Reporting Excess Materiel</u>. Immediately upon completion of the inventory and, if time permits, not less than six months prior to the announced date of closure, report ***to the appropriate ICP/IMM under Chapter 11 Materiel Returns Program procedures*** all property identified as ***no longer needed by*** the installation and not included in the preliminary list of related personal property. ***Do not report excess property to GSA under Chapter 11 procedures; GSA managed materiel should be redistributed per Service guidance, or alternatively, revert to normal reutilization/transfer/ donation processes.***

      C15.4.3.5. <u>Stratification ***of Property*** for Installation Operations</u>. Stratify all property that is not mission-essential, but is required to operate the installation for all or a portion of the time remaining until closure and is not included in the preliminary list of related personal property. Stratify items in date order ***when*** they will become excess to operational needs. Sixty calendar days prior to the date that each item become***s*** excess, report the item***s*** to the ICP/IMM under ***Chapter 11*** procedures.

C15.4.3.6. <u>Reporting Personal Property Items</u>. Report items identified as related personal property (*S*ee C15.3.*6*.) to the ICP/IMM using the *Customer Asset Report (*DLMS 180M*)* and *cite* Project Code 3QQ. Project Code 3QQ informs the ICP/IMM that the item has been placed on the preliminary inventory of related personal property designated to be transferred to the local community at the time of installation closure. If there is a DoD requirement, delete the item(s) from the inventory of related personal property. Do not report related personal property to GSA under *materiel returns program (MRP)* procedures.

C15.4.3.7. <u>Processing Excess Materiel</u>. When items *that* have been reported to ICPs/IMMs as *no longer needed* under the above guidance and *Chapter 11* procedures and *for which* the ICPs/IMMs have indicated a requirement, *process* those items using ICP/IMM materiel returns instructions.

C15.4.3.8. <u>Excess Item Disposal</u>. *A*ll items reported to the ICPs/IMMs as *no longer needed*, and *for which the* ICPs/IMMs provided *a Reply to Customer Asset Report (*DLMS 870M*) citing Supply Status Code* TC, plus items *that are* not reportable to ICPs/IMMs (e.g., locally purchased non-*national stock number (*NSN*)* items) *will be disposed* under DoD Component procedures. All items identified as related personal property (*S*ee C15.3.*6*.) and for which there is no DoD requirement, *will* remain with the installation.

C15.4.3.9. <u>Inactive NSNs</u>. Distribution centers having obsolete or inactive coded NSNs on record *(items* without an *active* item manager *in FLIS) will* locally prepare a DRO *(*DLMS 940R*)* citing U*tilization Code* M.

C15.5. <u>PROCEDURES FOR THE INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER</u> C15.5.1. ICPs/IMMs *will* process customer asset report*s (DLMS 180M)* for property *received* resulting from installation closure using Chapter 11 procedures. ICPs/IMMs *will* not direct the return of related personal property identified by Project Code 3QQ unless the item is required to meet an approved force acquisition objective and/or approved pre-positioned war reserve requirement. C15.5.2. When appropriate, ICPs/IMMs *will* direct disposal of materiel resulting from base realignment and closure (BRAC) under Chapter *16* procedures for directing materiel to DLA Disposition Services. The resulting DRO *(*DLMS 940R*) will cite Utilization Code* M.

C16. CHAPTER 16

DISPOSITION SERVICES

C16.1. General

C16.1.1 Purpose. This chapter prescribes policies, procedures, and transactions relevant to DLA Disposition Services. These procedures establish guidelines for movement of materiel to DLA Disposition Services, handling and accounting for this materiel, and requisitioning DoD excess personal property from DLA Disposition Services. Basic procedures such as requisitioning, status, receipt and discrepancy reporting are documented in DLM 4000.25, Volume 2. This chapter augments those procedures with specific procedures related to DLA Disposition Services and managing DoD excess personal property.

C16.1.2. Transactions. This chapter includes the procedures applicable to the following DLMS transaction functions, which are not addressed in any other chapter. These transaction functions are DLMS enhancements with no corresponding legacy 80 record position transactions. The transaction functions are identified by their beginning segment transaction type code or report type code. See the Defense Enterprise Data Standards Office (DEDSO) Website for available formats on the DLMS IC page.

C16.1.2.1. Disposition Services Turn-In Receipt Acknowledgement (TRA) Transaction is DLMS 527R with beginning segment Transaction Type Code CJ – Confirmation (2/BR02/020 Code CJ).

C16.1.2.2. Disposition Category Update Transaction is DLMS 846C with beginning segment Report Type Code PC – Process Change Notice (1/BIA02/0200 Code PC)

C16.1.2.3. Disposition Category Update Response Transaction is DLMS 846C with beginning segment Report Type Code 09 – Progress Report (1/BIA02/0200 Code 09). Disposition Category Update Responses Transactions are further broken down by beginning segment Action Codes (1/BIA06/0200).

C16.1.2.3.1. Action Code 2 – Change (Update). DLA Disposition Services Field Office uses to notify the DLA Disposition Services ICP that the proposed Disposition Category Code DS – Disposal will be overturned with a Disposition Category Code S – Sales.

C16.1.2.3.2. Action Code CF – Confirm. DLA Disposition Services Field Office uses to confirm the Disposition Category Code DS – Disposal assigned to the DTID by the DLA Disposition Services ICP.

C16.1.2.3.3. Action Code DE – Deny. DLA Disposition Services Field Office uses to deny the Disposition Category Code DS – Disposal assigned to the DTID by the DLA Disposition Services ICP.

C16.1.2.4. Accumulation Number Update Transaction is DLMS 846C with beginning segment Report Type Code RA – Revision Announcement (1/BIA02/0200 Code RA). DLA Disposition Services ICP sends this transaction to the DLA Disposition Services Field Office to advise of a change in the disposition services accumulation number.

C16.2. REQUISITIONING DOD EXCESS PERSONAL PROPERTY FROM THE DISPOSITION SERVICES

C16.2.1. General

C16.2.1.1. Excess Property Requisition. DoD activities and, under certain circumstances, authorized Federal civil agencies, requisition excess personal property through the DLA Disposition Services or directly from a DLA Disposition Services Field Office. Activities will request, through an accountable supply officer, only that property authorized by parent headquarters or command and will not request quantities of property that exceed authorized retention quantities. The DoD Component will give DLA Disposition Services the supply condition codes that are acceptable in relation to the materiel being requisitioned. DLA Disposition Services maintains a standardized and centralized control and accounting system for all excess and surplus personal property located in DLA Disposition Services Field Offices, and provides visibility of such property through a variety of utilization screening procedures. (see DoDM 4160.21, "Defense Materiel Disposition Reutilization, Transfer, and Sale of Property.)

C16.2.1.2. Use of Defense Logistics Management Standards 511R. DoD activities will send requisitions using the Defense Logistics Management Standards (DLMS) 511R Requisition, for excess personal property to DLA Disposition Services. The requisition may be hand carried to DLA Disposition Services Field Offices for property previously selected, scheduled for pickup, or required as a result of screening at DLA Disposition Services Field Offices. Always cite the DoD activity address code (DoDAAC) of the DLA Disposition Services Field Office in requisitions hand carried to a DLA Disposition Services Field Office. Activities or units unable to send requisitions electronically may forward them directly to DLA Disposition Services by mail or by narrative message, but will consider this a nonstandard procedure and discontinue its use as soon as the ability to use an electronic method is realized.

C16.2.2. Submission of Requisitions to DLA Disposition Services

C16.2.2.1. General. When DLA Disposition Services is notified of a turn-in to a DLA Disposition Services Field Office, via a DLMS 527R Receipt transaction containing Disposition Category Code RU Reutilization (see C16.2.2.1.2) the disposal turn-in document (DTID) and/or property is considered eligible for requisitioning and placed in a reutilization cycle that determines eligibility to requisition the item. There are

four different continental United States (CONUS) screening periods within the reutilization/transfer/donation (RTD) formal screening cycle: DoD Formal and Special Programs (Screening Cycle Code = DOD), General Services Administration (Screening Cycle Code = GSA), Donation (Screening Cycle Code = DON), and a second RTD screening cycle for items eligible to RTD customers (Screening Cycle Code = RTD2). Outside continental United States (OCONUS) Screening Cycle Codes are FEPP (for Department of Defense, DoD Special Programs and federal Civil Agencies); FEPD (for Donation); and RTD2 for all others. DoD customers can requisition an item at any time during the cycle; however, non DoD agencies and groups only have access to the item once it reaches a certain day within that cycle.

        C16.2.2.1.1. <u>Reutilization/Transfer/Donation Property</u>. All customers will have a valid DoDAAC in order to requisition DLA Disposition Services' RTD property. Requisitions may be generated for DLA Disposition Services' property via the DLA Disposition Services RTD Web, GSA Web, or from Service/Agency supply systems. However, RTD Web will be the single interface by which DLA Disposition Services receives requisitions. GSA Web and Service supply system orders will be routed by Transactions Services to RTD Web prior to DLA Disposition Services. Once processed by RTD Web, any additional information/data elements that are maintained within RTD to facilitate processing will be added to the requisition documents and transmitted to DLA Disposition Services.

        C16.2.2.1.2. <u>FMS Requisitions of Reutilization Property</u>. All requisitions sent to DLA Disposition Services for property assigned Disposition Category Code RU are considered free-issue, except requisitions from foreign military sales (FMS) customers. DLA Disposition Services supports two types of FMS Customers, identified as FMS Sales Case Customers and FMS Grant Case Customers. Both customers generate packing, crating, and handling (PC&H) costs; however, FMS Sales Case Customers are charged additional costs determined from the acquisition value of the NSN and factoring in the depreciation value based on the condition code, multiplied by the quantity on the Materiel Release. The FMS charges are calculated in EBS, then transferred to DSS via DLMS 940R with the Present Market Value. Once DSS performs the good pick for the FMS requisition, DSS will send a DLMS 945A to EBS in addition to printing these charges on the bottom portion of the DD 1348-1A. The Present Market Value will identify FMS Costs and allow systems to convey this calculated value across multiple platforms for auditability. For FMS Sales Customers, this is the PC&H charges in addition to calculated sales charges. For FMS Grant Customers, the FMS Costs will identify only FMS PC&H charges. Passing this information will allow for proper financial accountability. Additionally, when the DD 1348-1A prints, the continuation sheet will include Foreign Military Sales Cost Information, printed as "FMS Costs". The funds appropriation/funds cite will be perpetuated to the field office on the DLMS 940R Materiel Release Order (MRO) at the time the item is issued. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information

system (SFIS) elements.[1] The DLMS MRO transaction supports inclusion of SLOA required elements.

C16.2.2.1.3. <u>DTID Number and Suffix Code on Requisitions</u>. Service system generated requisitions for DLA Disposition Services' owned property are routed by DAAS to RTD Web and are not required to cite a DTID number, or DTID number and suffix, unless a specific property turn-in is being requested to fill the order. All customer requisitions originating via the RTD Web and GSA requisitions submitted to RTD Web are required to site a specific DTID number, or DTID number and suffix, as applicable. All requisitions forwarded from RTD Web to DLA Disposition Services for fulfillment, including Service system requisitions initially submitted without a DTID number, will cite a DTID number, or DTID number and suffix, as applicable.

C16.2.2.1.4. <u>Want Lists</u>. RTD Web customers are able to set up customized want lists within RTD Web. Want lists enable an automatic search of inventory and provide e-mail notification if the specific property becomes available. Customers will log in to RTD Web to initiate the requisition request, or generate a requisition from the Service supply system.

C16.2.2.2. <u>Submission of Service System Generated Requisitions</u>. RTD Web will provide a daily asset inventory file to DAAS to enable the Services to generate DLMS or legacy 80-record position format requisitions originating from their own supply systems based on the asset inventory file. DAAS has a documented agreement with each customer to provide the asset inventory file under the Integrated Data Environment (IDE) initiative. Military Service/Agency supply systems, external to the DLA Disposition Services RTD Web, may direct requisitions to DLA Disposition Services Routing Identifier Code (RIC) S9D without regard to specific DTID numbers contained within DLA Disposition Services' inventory. These requisitions will be forwarded by DAAS to the RTD Web for processing.

C16.2.2.3. <u>RTD Web Generated Requisitions</u>. Items that are within the reutilization cycles are reported daily by DLA Disposition Services via a property characteristic flat file to RTD Web when the Screening Cycle Code is either DOD or RTD2. This daily file to the RTD Web notifies the Web application of the available items. RTD Web maintains rules that determine eligibility to requisition specific items. For all requisitions prepared/generated within RTD Web, the document numbers will be constructed using the customer's DoDAAC, the current ordinal date, and a serial number. The serial number may begin with a specific letter value based upon the applicable business process as directed below.

C16.2.2.3.1. <u>Submission of Requisitions for Items Identified to a Container</u>. To facilitate RTD, DLA Disposition Services employs a containerization process whereby the DTID number or DTID number and suffix, of similar turned-in items is associated to a container and made visible to customers. Using this visibility, customers have the option of requisitioning either the whole container (through RTD

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[1] Refer to ADC 1043.

Web only) or specific items from within the container. A separate requisition identifying the disposition services container identification (ID) is sent for each item ordered by the customer. If the customer selects the entire container, a separate requisition is still generated for each item within the container. Where multiple document numbers are needed to support customers ordering containerized property, the RTD Web-generated document number will assign serial numbers beginning with utilization code R. The generation of a distinct document number for each item ordered allows the customer to have visibility and status relative to the processing of each requisition, maintains container synchronization, and facilitates inventory control. In addition to the disposition services container ID mentioned above, when the customer selects the entire container, each individual DLMS 511R Requisition (Transaction Type Code A0) will include an indicator (i.e., Container Issued in Full) to communicate that the whole container is being requisitioned and total of the DTID numbers within the container.

        C16.2.2.3.2. <u>Local Stock Number Requisitioning</u>. Local stock number (LSN) requisitioning will be available only via RTD Web. All property marketed via RTD Web will be by DLA Disposition Services' LSN or NSN. In cases where an item is available for requisitioning in less than the standard unit of issue, the resulting requisition transaction sent to DLA Disposition Services will include the 'unit of use' indicator to define the quantity and unit of measure as applicable to unit of use. The LSN will be identified as the primary identification and the NSN will be provided for cross reference.

        C16.2.2.4. <u>General Services Administration (GSA) Web Requisitioning</u>. Items that are within the reutilization cycles are reported daily by DLA Disposition Services via a property characteristic flat file to the GSA Web when the Screening Cycle Code is GSA or DON for CONUS, and FEPP or FEPD for OCONUS. This daily file to GSA notifies the GSA Web of the available items. GSA Web maintains rules that determine who is eligible to requisition specific items. GSA customers are then able to requisition these items by generating a requisition. A daily batch file will be sent to DAAS. Legacy 80-record position requisitions will be converted by DAAS into DLMS 511R Requisition transactions and sent to RTD Web for processing. GSA will use the DTID number as the item control number which, along with a document number for each requisition, will be sent to RTD Web.

        C16.2.2.5. <u>Special Programs for Non-DoD/Non-Federal Agency Requisitioners</u>. DLA Disposition Services provides support to federally authorized Special Programs, including organizations that are neither a Federal agency nor a DoD entity. Under policies set forth within the Department of Defense, these organizations are authorized to requisition materiel from DLA Disposition Services. Non-DoD and non-Federal programs requiring DoDAACs are controlled under unique series DoDAACs beginning with a numeric followed by alpha characters in the first two positions. See DLMS Volume 6, (C2.1.2.1.). Policy changes in the DoDM 4160.21 identify that DoD Customers must have priority during the reutilization cycle over Special Programs Customers, and requisitions will no longer be obligated to Special Programs (to include FMS) during the DoD Customer Cycle. This results in DoD Special Program Customers having their requisitions held in EBS until day 14.

However, there are situations in support of customers or disaster relief efforts when Disposition Services will require immediate support for special programs; one example is customer support for FEMA. In order to support the Special Programs customers, the DLMS 511R Requisition will provide a Special Programs Hold Override Indicator, allowing these customers the ability to bypass the required hold period for these special circumstances.

> C16.2.2.5.1. <u>DLA Disposition Services 2Y Series DoDAACs</u>. DLA Disposition Services' Special Program DoDAACs will be reserved under the 2Y series. See DLMS Volume 2, Appendix 7, Service and Agency Codes). The 2Y Series DoDAACs will be populated with DoDAAC Authority Code 04, Authorized to Requisition DLA Disposition Services' Materiel Only (see DLMS Volume 2, (C4.10.12, Table C4.T3) and the DoDAAC authority codes link in Volume 6 (C2.4.4.2, Table C2.T2). DLA Disposition Services will submit a letter to the DoD activity address directory (DoDAAD) Administrator (via the DLA DoDAAC central service points) designating the DLA DoDAAC monitor(s) responsible for establishing and maintaining the 2Y series DoDAACs.

> C16.2.2.5.2. <u>DoDAAC Assignments</u>. DLA Disposition Services will ensure DoDAACs are only issued to authorized entities for authorized materiels for each special program. Initial DoDAAC assignments are as follows:

> C16.2.2.5.2.1. <u>DoD Computers for Learning Program - 2YC</u>. Allows for the transfer of excess DoD computer hardware/information technology (IT equipment) to eligible elementary and secondary schools within the United States.

> C16.2.2.5.2.2. <u>Veterans Industries - 2YD</u>. This vocational rehabilitation program, which provides temporary and permanent staffing for manufacturing, warehouse construction and office support, as well as outsourced support in assembly, packaging, sorting, grading, reclaiming, and recycling, is authorized to requisition excess property from DLA Disposition Services.

> C16.2.2.5.2.3. <u>DoD Firefighter Program - 2YF</u>. Allows the transfer of excess property to firefighting agencies for use in fire protection and emergency service activities.

> C16.2.2.5.2.4. <u>Law Enforcement Support - 2YT</u>. Allows the transfer of excess DoD property to Federal and State law enforcement agencies.

> C16.2.2.5.2.5. <u>Civil Air Patrol - 2YX</u>. Allows the Civil Air Patrol (CAP), as the official auxiliary of the United States Air Force, to receive excess and Federal excess personal property (FEPP) without reimbursement.

C16.2.3. <u>Receipt of Requisitions by DLA Disposition Services</u>. Upon receipt of the requisition, DLA Disposition Services will select the requested item for issue or provide appropriate supply status if not available. If requested materiel is not available, DLA Disposition Services will keep the requisition on file for 60 calendar days and send a DLMS 870S Supply Status with Status Code B1 to the requisitioner. If all of the

requested materiel does not become available during the 60 calendar day period, DLA Disposition Services will cancel the remaining unfilled quantity and send a DLMS 870S with Status Code D1 to the requisitioner.

    C16.2.4. Processing Requisitions by DLA Disposition Services and the RTD Website

        C16.2.4.1. Materiel Release. The MRO (Transaction Type Code NA) will be used to direct the release of property from a DLA Disposition Services Field Office. The MRO will be sent from DLA Disposition Services to the field office when materiel is being issued as a result of sales, reutilization, transfer, or donation. The materiel release process will be accomplished at the DTID number or DTID number and suffix, level of detail. The rules in DLMS Volume 2, Chapter 4 apply to the MRO process; however, the transaction may contain the following additional data to support disposal processing as described below: DTID number, or DTID number and suffix, disposition services container ID, container issued in full indicator, minimum/maximum ship quantity, sales order reference number, complete container count, transportation method, cancellation mandatory/optional flag, customer type, DEMIL code, DEMIL integrity code, and/or funds appropriation number. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Office will send the DLMS 856S Shipment Status (Type Transaction Code AS_) transaction to the customer. The transaction will contain the DTID number or DTID number and suffix of the original document number, and associated disposition services container ID.

        C16.2.4.1.1. Disposal Turn in Document Number. The DTID number or DTID number and suffix will be passed to DLA Disposition Services Field Offices on every MRO sent to DLA Disposition Services Field Offices for a usable property. This will allow materiel to be released at a more detailed level of inventory.

        C16.2.4.1.2. Customer Pick Up. Information contained in the MRO will indicate whether the materiel will be picked up by the customer or shipped. DoD Transportation Method Code X will be used to indicate customer pick up; otherwise, the data element will be left blank.

        C16.2.4.1.3. Minimum/Maximum Ship Quantity. These quantities will identify allowable over and under release quantities.

        C16.2.4.1.4. Disposition Services Customer Type. This data element is used by the DLA Disposition Services Field Office to prioritize the workload of MROs. The codes used are: R (Reutilization) – DoD agencies and programs that are provided for by regulation; T (Transfer) - Customers that are Federal agencies that may receive property from other Federal agencies; D (Donation) - Customers that are non-profit organizations that work with the State Agencies for Surplus Property (SASPs) to withdraw DoD property; and S (Sales).

        C16.2.4.1.5. Processing Requisitions Identified to a Container. When DLA Disposition Services receives a requisition with the container issued in full

indicator, the information will be used to insure all requisitions for that container are received and processed appropriately. MROs generated by DLA Disposition Services for requisitioned items associated with a container will identify the disposition services container ID. In addition to the disposition services container ID, MRO transactions generated based on the customer ordering the entire container will contain a container issued in full indicator and the count of total of DTID numbers or DTID numbers and suffix within the container. This allows DLA Disposition Services Field Offices to insure that an MRO for each item/DTID number or DTID number and suffix associated with a container is received and processed. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Offices will send the DLMS 856S Shipment Status (Type Transaction Code AS) transaction to the customer, containing the DTID number or DTID number and suffix, the customer's original requisition number, and the associated disposition services container ID.

C16.2.4.1.6. Demilitarization Code and Demilitarization Integrity Code. DLA Disposition Services passes these data elements to the DLA Disposition Services Field Offices in order to validate that property is still eligible for requisition by a particular customer prior to the physical release of property. Based upon frequency and timing of updates, the DEMIL and DEMIL integrity codes resident in DLA Disposition Services Field Office records may be more current than the data passed in the MRO by DLA Disposition Services. Therefore, if the DEMIL code sent on the MRO does not match the DLA Disposition Services field office record, the field office will hold the property for a period of time to allow DLA Disposition Services records to be updated, and send an MRO cancellation if necessary. Additionally, if the DEMIL Code is Q, the field office will also validate the DEMIL integrity codes prior to release. If, at the end of an established waiting period, DLA Disposition Services has not sent the MRO cancellation, the field office will resume processing.

C16.2.4.1.7. Local Stock Number/Unit of Use. The MRO will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9. for assignment and use of LSNs, including unit of use LSNs.

C16.2.4.1.8. Funds Appropriation Number. This number will be used on the MRO to calculate transportation costs that may be associated with certain orders that are shipped to RTD customers. For FMS orders, it is required by the Traffic Management Office (TMO) in order to correctly charge shipping costs.

C16.2.4.1.9. Materiel Release Orders in Support of Public Sales. In support of public sales, the DLMS 940R, MRO sent to DLA Disposition Services Field Offices to direct release of a sales order line item will contain an original document number (ODN), constructed using a valid DLA Disposition Services DoDAAC as the primary document number in the transaction. The DTID number or DTID number and suffix identifying the property will be carried as a secondary reference number. The sales order reference number will be passed in each transaction as secondary to the DTID number, except when the line item relates to a CV term sale, then the delivery order term sales contract number will be passed in addition to the DTID number. This

will enable the field office to identify all associated MROs into a single pick order. The supplementary address will contain the valid DLA Disposition Services public sales DoDAAC, along with Signal Code K indicating ship to and bill to supplementary address. Public sales MROs will contain a DoD Transportation Method Code of X to indicate customer pick up. Additionally, these MROs will contain the public customer's first and last name as exception data, which will be used by field office personnel responsible for supervising customer removals to verify the correct customer is removing the property. Once property is removed, the field office will send a DLMS 945A Materiel Release Confirmation transaction, containing the associated ODN and DTID number or DTID number and suffix, to DLA Disposition Services.

C16.2.4.2. <u>Materiel Release Order Denial</u>. The DLA Disposition Services Field Office will send DLA Disposition Services the DLMS 945A, Materiel Release Order Denial (Transaction Type Code NK), with the appropriate management code, to communicate a denial for materiel when materiel no longer exists or when materiel has been damaged prior to customer pickup. This will include the use of denial Management Code Q for instances where there is enough on-hand materiel to fill the order, but not enough materiel on the DTID number or DTID number and suffix specified on the MRO.

C16.2.4.3. <u>Materiel Release Confirmation</u>. When confirming MROs, the DLA Disposition Services Field Office will provide the DLMS 945A, Materiel Release Confirmation (Transaction Type Code NJ) to the DLA Disposition Services following the prescribed rules in DLMS Volume 2, Chapter 4. However, in addition, this transaction will always contain the DTID number or DTID number and suffix or a unique control number (UCN) assigned by DLA Disposition Services during receipt and carried as a DTID number allowing release at a more detailed level of inventory.

C16.2.4.4. <u>Follow-up for Materiel Release Order Status</u>. The DLMS 940R, MRO Follow-Up (Transaction Type Code NB) will be used to communicate the follow-up request for status on open MROs. The DLA Disposition Services Field Office will provide MRO status using the DLMS 945A, Materiel Release Order Status (Transaction Type Code NL), as prescribed in DLMS Volume 2, Chapter 4.

C16.2.4.5. <u>Requisition and Materiel Release Cancellation</u>

C16.2.4.5.1. <u>Customer Requisition Cancellations</u>

C16.2.4.5.1.1. <u>Customer Requisition Cancellations Based on RTD Preparation of the DLMS 869C (DIC AC_), Customer Cancellation Request</u>. Service system customers and RTD Web customers have the option to cancel a submitted requisition prior to receiving the inventory from DLA Disposition Services.

C16.2.4.5.1.2. <u>RTD and GSA Web Customer Cancellations</u>. RTD and GSA Web customers may access the RTD or GSA Web application to view existing requisitions and choose to cancel. As a result, a separate DLMS 869C, Customer Cancellation Request, will be sent to DLA Disposition Services along with the DTID

number or DTID number and suffix for the item that is being cancelled. When the cancellation involves a unit of use LSN, the DLMS 869C will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9 for assignment and use of LSNs, including unit of use LSNs. DLA Disposition Services will use the DTID number or DTID number and suffix as well as the requisition document number and suffix when applicable, to identify and attempt to cancel the order. If no MRO has been generated, the DLA Disposition Services can cancel immediately and adjust available inventory accordingly. If an MRO has been generated to the DLA Disposition Services Field Office and is open, then DLA Disposition Services will attempt to cancel the MRO.

C16.2.4.5.1.3. <u>Customer Submission of DLMS 869C Cancellations Subsequent to Transmission of DLMS Supply Status</u>. In certain instances, the RTD Web will be required to generate document number suffix codes as needed to fill the requisitioned quantity using property associated with multiple DTID number or DTID number and suffixes (see C16.2.4.5.1.2.). Supply status will be provided under the requisitioned document number/suffix code combination citing the DTID number or DTID number and suffix value associated with each suffix. Therefore, customer cancellations submitted via the DLMS 869C from Service/Agency supply systems may be prepared using the document number and applicable suffix code from the supply status when applicable. Component supply systems may also cancel requisitions by document number and quantity alone, requiring the RTD Web to determine the appropriate suffix/DTID number or DTID number and suffix combinations to cancel. The RTD Web would then construct the individual DLMS 869C transactions and forward to DLA Disposition Services.

C16.2.4.5.2. <u>MRO Cancellations Requiring an MRO Cancellation Request Transaction</u>. The DLMS 940R, MRO Cancellation Request (Transaction Type Code ND) will be used to request cancellation of an MRO, and to follow-up on cancellation requests for which there has been no response. The MRO cancellation request can be triggered either by the customer's submission of a DLMS 869C, Cancellation (Transaction Type Code AC) as described above, or systemically by DLA Disposition Services if required payment is not received or when an item property characteristics change affects the customer's eligibility to receive the property, (e.g., DEMIL code change). The MRO cancellation request will contain the DTID number or DTID number and suffix of the materiel to be cancelled and may contain a Disposition Services Indicator for Cancellation Action Mandatory. Normally systemic cancellations requested by DLA Disposition Services will carry the mandatory cancellation indicator. The field office will reply to the MRO Cancellation Request with a DLMS 945A, Materiel Release Cancellation Advice (Transaction Type Code NR) or Materiel Release Status (Transaction Type Code NL). Upon receipt of the DLMS 945A, the DLA Disposition Services will adjust inventory as appropriate. For unit of use LSNs, the DLMS 945A will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9 for assignment and use of LSNs, including unit of use LSNs.

C16.2.4.5.3. <u>Customer Requisition Cancellation without Submission of a DLMS 869C, Customer Cancellation Request (Transaction Type Code AC) or the Subsequent DLMS 940R, Materiel Release Order Cancellation Request (Transaction Type Code ND)</u>. DLA Disposition Services allows cancellation of submitted requisitions based upon the customer declining the ordered materiel available for pick up at the DLA Disposition Services Field Office. In these instances, the DLA Disposition Services Field Office will notify DLA Disposition Services of the cancellation by providing the DLMS 945A, Materiel Release Order Cancellation Confirmation (Transaction Type Code NR), that will contain DLMS Cancellation Reason Code YD (DLA Disposition Services Customer No-Show), YE (DLA Disposition Services Sales Customer Refused – Penalty May Apply), YF (DLA Disposition Services Sales Customer Refused – No Penalty), YG (DLA Disposition Services Sales Reutilization/Transfer/Donation (RTD) Customer Declined with Prior Notice), YH (DLA Disposition Services RTD Customer Refused Without Prior Notice), or YI (DLA Disposition Services Commercial Venture (CV) Rejected by CV Customer), as appropriate. Subsequently, DLA Disposition Services will communicate requisition status to their RTD Web in order to make the cancellation visible to the customer.

C16.2.4.5.4. <u>Mass Cancellation Request</u>. DLA Disposition Services will not process mass cancellation requests.

C16.2.4.6. <u>Generation of Issue Release/Receipt Document (IRRD) (DD Form 1348-1A/1348-2 for Issues of DLA Disposition Services Owned Property by the DLA Disposition Services Field Office Subsequent to Receipt of the DLMS 940R, Materiel Release Order (Transaction Type Code NA)</u>. Shipments of DLA Disposition Services owned property will follow all instructions regarding the data requirement(s) contained in Chapter 29, Release and Receipt of Materiel, relative to the DD Form 1348-1A/1348-2 (and the continuation sheet, if required) including those instructions relative to items requiring serial number tracking and/or tracking under DoD Item Unique Identification (IUID) business rules (inclusive of barcodes). By exception, when materiel is sold to a CV contractor, the storage site has the option to suppress printing of the DD Form 1348-1A. When no IRRD is prepared, DLA Disposition Services will utilize the Workload Location List in lieu of the IRRD as the document transferring ownership from the Government to the CV contractor. The Workload Location List will identify all document numbers associated with the CV delivery order, materiel identification by NIIN, and applicable quantities. A copy of the Workload Location List will be retained by the field office. The CV contractor is responsible for picking up the property at the storage site.

C16.2.4.6.1 <u>Issue Process</u>. The DLA Disposition Services issue process will also include the use of printed data in Block 27 of the DD Form 1348-1A or 1348-2 (and the continuation sheet, if needed) to support issues of DLA Disposition Services owned property. The printed data will support the issue process by providing additional warehouse/shipping instructions and property information such as:

C16.2.4.6.1.1 Exception Shipping Addresses

C16.2.4.6.1.2 Special Shipping Instructions

C16.2.4.6.1.3 Fund Citations

C16.2.4.6.1.4 Foreign Military Sales Proceeds Information

C16.2.4.6.1.5 Type of Property Being Shipped

C16.2.4.6.2. Printed Data. The printed data will also provide information/instructions to the requisitioning customer regarding the property, such as instructions for return of unneeded property requiring demilitarization and/or reimbursement indicator instructions.

C16.2.4.6.3 Additional Printed Data. Additional data to be printed in Block 27, is not communicated to the DLA Disposition Services Field Office(s) via the DLMS 940R MRO, rather the field office system will have resident logic and data that allows this data to be derived based upon current information provided in the release transaction. Business rules and criteria for entering the instructions identified will be determined by DLA Disposition Services and loaded/maintained in tables within the field office's distribution system.

C16.2.4.7. Military Service/Agency Supply System Generated Requisitions. Once the RTD Web receives Military Service/Agency supply system generated requisitions, if a DTID number or DTID number and suffix is not identified, the DLA Disposition Services' inventory will be searched regardless of property location.

C16.2.4.7.1. Absence of a Cited DTID Number or DTID Number and Suffix. When a DTID number or DTID number and suffix is not cited on a requisition transaction, the RTD Web will determine the applicable DTID numbers or DTID number and suffixes necessary to fill the requisition, since DLA Disposition Services' property is managed by LSN/NSN and DTID number or DTID number and suffix. Each LSN/NSN and DTID number combination will be associated with a separate transaction. Therefore, in instances where property is physically located in multiple locations, or multiple DTID numbers or DTID number and suffixes are required to satisfy the requisition quantity, the RTD Web will be required to generate separate requisitions to DLA Disposition Services including the customer-assigned document number and sequentially assigned suffixes as needed to fill the requested quantity.

C16.2.4.7.2. Identification of Partial Fill Action. When the above occurs, the first partial fill action will be identified by the original document number submitted by the customer and will cite Suffix Code A. For the open quantity remaining on the requisition, RTD Web will select the next available DTID number or DTID number and suffix and generate additional document number suffix codes as needed.

C16.2.4.7.3. <u>Processing Status</u>. RTD Web will provide processing status via the DLMS 870S Supply Status transactions for the original customer document number including any suffix codes assigned by RTD Web.

C16.2.4.8. <u>RTD Web Requisitioning</u>

C16.2.4.8.1. <u>Prioritization Logic in RTD Web</u>. When RTD Web receives the property characteristics file from DLA Disposition Services for items applicable to Screening Cycle Codes DOD or RTD2, these items will be visible on the web to all eligible customers. RTD Web uses prioritization logic to assign precedence to requisitions based on the type of customer requisitioning the item. The prioritization logic will be applied in a 24-hour cycle. As requisitions are generated in RTD Web, they are sent to DLA Disposition Services via DAAS. At the end of the 24-hour cycle, depending upon the timing of the request and the highest priority for the requisitioned item, RTD Web will determine which requisition(s) to fill. All other requisitions for the property/DTID number will be cancelled via notification from DLA Disposition Services to RTD Web. If the requisition originated from the RTD Web, RTD Web will cancel the requisition. When the user logs on, the cancellation(s) will be visible in their account. If the requisition originated from a Service/Agency supply system, RTD web will generate the DLMS 870S Supply Status with Status Code BQ to the Service's supply system indicating cancellation.

C16.2.4.8.2. <u>Prioritization</u>. Prioritization will be applied to customers based on the following criteria:

- U.S. DoD Military Customers, Priority Designator (PD) 1-15 (based upon Force/Activity Designator (F/AD) and Urgency of Need Designator (UND)).

- Law Enforcement Support Office (LESO), PD 15

- Senior Reserve Officers Training Corps (SROTC), PD 12-15

- National Guard Units, PD 12-15

- Deploying National Guard Units, PD varies based upon DoDAAC and/or F/AD assignment.

- All Special Programs and walk-ins, PD 15

- Humanitarian Assistance Program (HAP), PD 15

- DoD or Service Museums, PD 15

- Computers for Learning (CFL), PD 15

- Morale, Welfare, Recreation Activities (MWRA), PD 15

- Military Affiliated Radio System (MARS), PD 15

- Civil Air Patrol (CAP), PD 15

- DoD Contractors, PD 15

- Foreign Military Sales (FMS), PD 15

C16.2.4.8.3. <u>Exceptions to 24-Hour Processing Cycle</u>. The two exceptions that can alter the 24-hour processing cycle are customer walk-in requisitions and FMS requisitions.

C16.2.4.8.3.1. <u>Customer Walk-ins</u>. Customers who walk-in to a DLA Disposition Services Field Office and wish to requisition property will do so via RTD Web. These requisitions will be identified on the DLMS 511R Requisition transaction sent to DLA Disposition Services by the entry of disposition services indicator and unique document number with serial number beginning with L. These walk-in requisitions will be processed immediately. DLA Disposition Services will verify any pending requisitions for this item by DTID number or DTID number and suffix and fill all, part, or none of the walk-in requisition quantity, based upon the presence or absence of higher priority orders.

C16.2.4.8.3.2. <u>Foreign Military Sales Customers</u>.
DLA Disposition Services supports FMS customers by passing the FMS Case Number. The FMS Case Number for Disposition Services is the concatenation of three separate and discrete data elements comprising the Security Cooperation (SC) Customer Code, the SC Implementing Agency Code, and the SC Case Designator. DEDSO has designed the DLMS transactions for consistent use of these three data elements across multiple domains. FMS customers with access to RTD Web have the option of freezing property by FMS Case number. The capability to freeze items is provided to facilitate the State Department approval process for FMS customer eligibility. During the approval process, the items are flagged as frozen both in DLA Disposition Services and at the field office, and are not advertised on the RTD Web to other customers. Using RTD Web, DLA Disposition Services Battle Creek HQ FMS Office will create reports of all items that are currently frozen and field offices will have the ability to print out a placard to place on the frozen items to insure walk-in customers know the item is not available. If an FMS freeze is in place, the property will not be available for screening for any other customer.

C16.2.4.8.3.2.1. During the FMS approval process performed by DLA Dispositon Services Battle Creek HQ FMS Office, FMS Customers will require freezing inventory until the final approval of the FMS Case. This will be accomplished by RTD Web sending EBS the DLMS 511R requisition with the freeze code populated. Upon retrieval of the 511R from RTD Web to EBS, EBS will send DSS a DLMS 940S Materiel Staging Request to initiate freezing of the assets (Service Performed Code F with Event Identification F). The DLMS 940S must include the Security Cooperation (SC) Customer Code, SC Implementing Agency Code, and SC Case Designator. These three pieces of information will be concatenated to construct the FMS Case Number (formatted as XX-X-XXX). The field office will also provide the specific warehouse location for this materiel. Once DSS receives the DLMS 940S directing the freeze action, DSS will relocate the asset to a FMS freeze area. When this action is finalized, DSS will provide a DLMS 943A Warehouse Service Advice with confirmation and print a re-warehouse label that will include the FMS Case Number and FMS asset identification, and affix this to the property.

C16.2.4.8.3.2.2. It may be necessary to relocate frozen materiel from one field office to another. When this occurs, DLA Disposition Services will provide a DLMS 527D PMR to the new location including the freeze indicator and the FMS Case Number data elements. These will be perpetuated to the DLMS 527R Receipt.

C16.2.4.8.3.2.3. Once the FMS customer receives approval to acquire the item, RTD Web will send EBS a notification to release the freeze for requisition ("unfreeze for requisition" action) for the FMS assets (via direct feed from RTD to EBS). Concurrently, RTD Web sends a requisition for that property to EBS. EBS will source the property to the FMS customer sending DSS the DLMS 940R to release the particular asset including a freeze indicator so that the property for this case is allocated from the FMS frozen warehouse location in DSS.

C16.2.4.9. Providing Status to Customers

C16.2.4.9.1. Processing Status for Service/Agency and GSA Web Requisitions. For Service/Agency supply system generated requisitions and GSA Web submitted requisitions, RTD Web will provide processing status via the DLMS 870S Supply Status transaction, citing the applicable status code found in Appendix 7.16 on the DEDSO Website. As supply status on these requisitions is updated, RTD Web will provide supply status updates to ensure customers have the most current information available on their requisitions.

C16.2.4.9.2. Requisition Visibility in RTD Web. For requisitions originated within RTD Web, customers will have the ability to view current status of all their submitted requisitions on their account at the RTD Web Website. No DLMS 870S Supply Status transaction will be generated for these requisitions.

C16.2.4.9.3. Shipment Status to Customer. Regardless of method of submission, when shipment occurs against a requisition, the DLA Disposition Services Field Office will generate a DLMS 856S Shipment Status to the customer.

C16.2.4.10. Post-Issue Tracking. DLA Disposition Services will use disposition services indicator(s) to identify post-issue tracking requirements on the DLMS 511R requisition provided by RTD Web to DLA Disposition Services. Rules regarding requirements for post-issue tracking will be maintained in RTD Web, which will send the appropriate post-issue tracking indicator to DLA Disposition Services to indicate which particular transaction requires post-issue tracking. If post-issue tracking is required, DLA Disposition Services will compile and store the requirement to facilitate future tracking. Record of the post-issue tracking requirement is maintained for the entire life of the item while being used by that particular customer. Post-issue tracking requirements are essential at time of disposal to ensure appropriate procedures have been followed, (e.g., DEMIL Certificate turned in with the item). Post-issue tracking categories are described below.

C16.2.4.10.1. Materiel Receipt Acknowledgement Required. This indicator will be applied to requisitions for DLA Disposition Services' property falling outside standard MRA requirements under MILSTRAP/DLMS. DoD activities requisitioning from DLA Disposition Services are required to provide the DLMS 527R MRA (MILSTRAP legacy DRA functionality) under current procedures.[2]

C16.2.4.10.2. Demilitarization Certification Required. Providing DEMIL documentation confirms when demilitarization was performed on property. Before this item can be turned in or disposed of by the customer, proof will be provided to DLA Disposition Services.

C16.2.4.10.3. Mutilation Certification Required. Providing mutilation certification when the item is no longer needed prevents reuse or reconstruction if the item. Documentation must be received by DLA Disposition Services to verify that mutilation was completed.

C16.2.4.10.4. Certificate of Recycling. The customer will provide proof via documentation that the item was recycled when no longer needed.

C16.2.5. Processing Requisitions Identified to a Container. When DLA Disposition Services receives a requisition with the container issued in full indicator, the information will be used to insure all requisitions for that container are received and processed appropriately. MROs generated by the DLA Disposition Services for requisitioned items associated with a container will have the disposition services container ID identified on the DLMS 940R Materiel Release. In addition to the disposition services container ID, DLMS 940R Materiel Release transactions generated based on the customer ordering the entire container will contain a container issued in full indicator and the count of total DTID numbers within the container. This will allow DLA Disposition Services Field Offices to insure that an MRO for each item/DTID number or DTID number and suffix associated with a container is received and processed. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Offices will send the DLMS 856S Shipment Status transaction to the customer, containing DTID number or DTID number and suffix, original requisition number, and associated disposition services container ID.

C16.2.6. Defense Automatic Addressing System Editing. Defense Automatic Addressing System (DAAS) will edit requisitions to determine if the requisition is for excess personal property as follows:

C16.2.6.1. Utilization Code and SCC. If the requisition contains Utilization Code K, L, R, S or T and a (SCC), DAAS will route the requisition to DLA Disposition Services. If the requisition does not contain a SCC, but does contain a DTID number or DTID number and suffix, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.2. No SCC or Disposal Turn In Document. If the requisition does not contain an SCC and does not contain a DTID number or DTID number and suffix, but is

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[2] DLA Disposition Services must define the expanded requirements for materiel receipt acknowledgment by DLA Disposition Services' non-DoD customers, via a future DLMS Change Proposal.

directed to the DLA Disposition Services, DAAS will reject the requisition back to the message originator with a clear-text message stating, INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION.

C16.2.6.3. Exceptions. If conditions in the previous two sections are false, DAAS will continue the requisition processing.

C16.2.6.4. Requisitions Directed to DLA Disposition Services. If the requisition is directed to DLA Disposition Services and there is an SCC that does not contain Utilization Code K, L, R, S, or T, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.5. No SCC or Utilization Code. If the requisition does not contain an SCC or Utilization Code K, L, R, S, or T, but has a DTID number or DTID number and suffix, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.6. No SCC, Utilization Code, or DTID. If the requisition does not contain an SCC, Utilization Code K, L, R, S, or T nor a DTID number, but does contain DLA Disposition Services DoDAAC SC4400, DAAS will reject the requisition back to the message originator with a clear-text message stating, INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION.

C16.2.6.7. Requisition Status. DAAS will provide a DLMS 870S, Supply Status, with Status Code BM to the requisitioner for validated excess personal property requisitions. DAAS will also process DLA Disposition Services requisitions with part numbers to obtain an NSN. DAAS will change a part number to an NSN, as appropriate, pass the requisition to DLA Disposition Services, and provide a DLMS 870S, with Status Code BG to the requisitioner. If an NSN is not found, DAAS will reject the requisition with a DLMS 870S.

C16.3. REQUISITIONING AND OTHER MATERIEL MOVEMENT OF CONVENTIONAL SMALL ARMS/LIGHT WEAPONS FROM DISPOSITION SERVICES

C16.3.1 Applicability. Refer to this manual's Definitions and Terms for the definition of applicable small arms/light weapons (SA/LW).

C16.3.2. Small Arms/Light Weapons Requisitioning. Customer generated DLMS 511R Requisitions for SA/LW will be by NSN and quantity, and may specify a DTID number. Neither the customer requisition to DLA Disposition Services nor the resulting DLMS 940R MRO to the DLA Disposition Services Field Office will specify a serial number. Upon shipment, DLA Disposition Services will communicate to the receiving activity any serialization data via DLMS 856S Shipment Status transaction in accordance with the DLMS 4000.25, Chapter 30.

C16.3.3. Redistribution or Disposal. When the DLA Disposition Services takes redistribution or disposal action, the resulting DLMS 940R redistribution order or disposal release order will pass serialization data to the DLA Disposition Services Field Office directing specific weapons for release. The DLMS 945A Redistribution Order

(RDO)/Disposal Release Order (DRO) Confirmation will include the serialization data in the response from DLA Disposition Services Field Offices back to DLA Disposition Services for verification that the correct weapon was issued.

C16.4. <u>SOURCE OF SUPPLY AND STORAGE ACTIVITY INTERFACE FOR DISPOSAL RELEASE ORDERS</u>

C16.4.1. <u>General</u>. Sources of supply use the DLMS 940R Disposal Release Order (DRO) to direct and control issue of supply system stocks on their records to disposal. Sources of supply will send DROs to the storage site having custody of the stock and result in the preparation of DD Form 1348-1A (or DD Form 1348-2). If the item is classified in SCC Q and is being sent to a DLA Disposition Services Field Offices, the DRO will contain Management Code O (alpha) or S, as appropriate, to indicate if materiel is hazardous to public health and/or safety and whether mutilation[3] is required. The retention quantity in the DRO will determine the quantity of materiel to be turned in to disposal by the storage site. The retention quantity cited in the DRO will be kept and all remaining stocks transferred to disposal, or, if the quantity on hand is less than the quantity indicated, the storage site will answer with DLMS 945A Disposal Release Denial with Status Code BY.

C16.4.1.1. DLMS 940R DROs directing the disposal of Supply Discrepancy Report (SDR) or Product Quality Deficiency Report (PQDR) exhibits may include the SDR distribution center number (DCN) or PQDR report control number (RCN), if available.[4] If the SDR is associated with a PQDR exhibit, the 940R DRO must contain both the DCN and RCN.

C16.4.1.2. RESERVED

C16.4.2. <u>Release Confirmation</u>. A DLMS 945A Disposal Release Confirmation (DRC) gives advice from the storage activity to the activity that initiated the DRO of supply action taken, referred to as the source of supply or materiel owner. The storage activity will send the DRC when quantity shipped is the same quantity, when quantity shipped is greater than requested, or when quantity shipped is less than the quantity requested in the DRO. The materiel owner will use the DRC to adjust inventory records. A DRC will be prepared when materiel is picked up by the carrier for shipment to DLA Disposition Services Field Offices. The DRC will, if appropriate, contain an Intransit Control Indicator (Code 2I in the N9 segment) if the shipped materiel line item value is $800 or more or the item is recorded as pilferable/sensitive.[5] The DLMS 856S

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[3] Material requiring mutilation may not be consigned to DLA Disposition Services Field Offices unless the DoD Component of the activity directing the shipment has made prior official arrangements with the DLA Disposition Services. If mutilation is required, provide specific instructions to the DLA Disposition Services Field Offices by separate correspondence, citing the DTID number.

[4] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits

[5] DLMS enhancement for future implementation.

Shipment Status provided by the storage activity to the DLA Disposition Services Field Office will perpetuate the Intransit Control Indicator.

C16.4.3. <u>Release Follow-Up</u>. The source of supply will use a DLMS 940R Disposal Release Inquiry to follow-up on storage facilities for unconfirmed DROs 10 calendar days after the date the DRO was created. If the DRO has been complied with, the storage facility will respond with a DRC (see C16.4.2). If the DRO has not been complied with and shipment is anticipated, the storage facility will send supply status, a DLMS 945A, with an estimated shipping date. If there is no record of the DRO, the storage facility will send a status message DLMS 945A with Status Code BF. If the DRO has been denied, the storage activity will send a DLMS 945A Disposal Release Denial with Status Code BY.

C16.4.4. <u>Release Denial.</u>

C16.4.4.1. The storage site will send a DLMS 945A Disposal Release Denial to the source of supply that prepared the DRO as a notification of no action taken. Sources of supply will use the DLMS 945A to adjust inventory records.

C16.4.4.2. Disposal Release Denials for Supply Discrepancy Report (SDR) and - <u>Product Quality Deficiency Reports (PQDR) Exhibits.</u>[6]

C16.4.4.2.1. Storage activities will prepare the DLMS 945A Materiel Release Denial and send it to the source of supply for SDR and PQDR exhibits when the DRO containing the SDR DCN or PQDR RCN does NOT match any of the DCNs or RCNs on the storage activity accountable record at DRO allocation.

C16.4.4.2.2. When the DLMS 940R DRO contains the SDR DCN or PQDR RCN and the SDR DCN or RCN DOES match an RCN on the storage activity accountable record, but the DCN or RCN in the bin location is not the expected DCN or RCN for the DRO, the storage activity will prepare a DLMS 945A Disposal Release Denial.

C16.4.5. <u>Release Cancellation</u>. Disposal release cancellations, a DLMS 940R, are prepared by sources of supply having initiated DROs and sent to storage sites when determined disposal actions should be stopped. Source of supply cancellation requests will be sent only when DROs are unconfirmed. Storage activities will respond to the cancellation request using a DLMS 945A Disposal Release Cancellation Advice with appropriate transaction type code, and RIC of the source of supply to which the transaction will be sent and the activity preparing the transaction.

C16.4.6. <u>Release Cancellation Follow-Up</u>. A DLMS 940R Disposal Release Cancellation Follow-up, may be sent by the source of supply to get latest status of a disposal release cancellation. The disposal release cancellation follow-up transaction will be in the same format as the original disposal release cancellation and will be

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[6] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits

processed by the storage site as a cancellation request if the original request was not received. If the original request was received and all required actions have been completed, the storage site will respond to the disposal release cancellation follow-up by duplicating previously submitted documentation, a DLMS 945A.

C16.4.7. Reporting Excess Quantity. The source of supply will send replies to excess reports, a DLMS 870M, to notify the reporting activity that the quantity reported is in excess to source of supply requirements and further action is authorized under appropriate DoD Component procedures. Refer to Chapter 11 Materiel Returns.

C16.4.8. Defense Automatic Addressing System Processing of Release Confirmations. DAAS will use data in a DLMS 945A, with Transaction Type Code NM in the WO6 segment, to create shipment status using a DLMS 856S. Upon completion of this process, DAAS will send the DRC to the appropriate organization(s) as indicated in the N1 segment and a DLMS 856S to DLA Disposition Services.

C16.5. DOCUMENTATION REQUIRED FOR SHIPMENTS TO DLA DISPOSITION SERVICES

C16.5.1. General Requirement

C16.5.1.1. Disposal Turn-in Document or Disposal Turn In Document and Suffix. Activities will direct/process all accountable materiel to disposal using a DTID. Some categories of non-accountable property may be transferred to a DLA Disposition Services Field Office without documentation. Guidance will be provided by the servicing DLA Disposition Services Field Office. Sources of supply will send a DTID (DD Form 1348-1A or DD Form 1348-2), (see Appendix 8.49 for data requirements) and documentation for in-transit control of property identified by an NSN or local stock number (excluding scrap [SCC S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped or transferred to a DLA Disposition Services Field Office. Shipment/transfer of materiel to a DLA Disposition Services Field Office via DTID number requires authority for disposal, which will be indicated in the DTID by appropriate disposal authority code, along with the reason for disposal code. Ensure property is reported to the integrated material manager (IMM) prior to preparing the DTID, as required, per DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014. DTID and documentation will control the shipment from the time of release by a shipping activity until receipt of the property by DLA Disposition Services Field Office.

C16.5.1.2. Shipment Status. For shipments/transfers to DLA Disposition Services Field Offices, shipping activities will send a DLMS 856S, Shipment Status (Transaction Type Code AS), for each DTID number or DTID number and suffix regardless of dollar value. The DLMS 856S will contain Distribution Code 9 identifying DLA Disposition Services, the SCC, and all mandatory data elements. The shipment status data is used to establish a due-in that will assist during the receipt process. When the SCC is missing, DLA Disposition Services will notify the turn-in activity via the DLMS 824R, Reject Advice Transaction with the appropriate reject advice code,

identified in Appendix 2.8 Reject Advice Codes. Missing the SCC alone should not result in non-receipt of the materiel but could contribute to increase in-transit tracking time due to research required by DLA Disposition Services.

C16.5.1.2.1. <u>Shipment Status Visibility/Transactions with Distribution Code 9</u>. DAAS will route shipment status transactions with Distribution Code 9 to the DLA Disposition Services Field Office global record, making the shipment status information visible and available to all DLA Disposition Services Field Offices, as required. DAAS will edit the DLMS 856S Shipment Status for the following criteria before routing the transaction to the DLA Disposition Services Field Office global record:

C16.5.1.2.1.1. <u>Invalid DoDAAC, Federal supply classification, or Quantity</u>. Reject, to the generating activity, for invalid DoDAACs, FSC (FSC does not exist), and quantity of zero or blank. The rejected transaction will be returned to the generating activity with a narrative explanation of the reason for return and instructions not to resubmit.

C16.5.1.2.1.2. <u>Edit Unit Price</u>. If the transaction contains an LSN with a blank or zero-unit price, reject; if the transaction contains an NSN and blank or zero unit price, insert the Federal Logistics Information System (FLIS) price.

C16.5.1.2.2. <u>Information Capture and Validation</u>. The DLA Disposition Services Field Offices use the shipment status to electronically capture and validate information about incoming property from an activity that is shipping property to a DLA Disposition Services Field Office prior to physical receipt. Additionally, a subset of shipment transactions meeting the Intransit Control System (ICS) criteria is used to initiate the DLA Disposition Services ICS tracking process.

C16.5.1.3. <u>Fund Citation for Scrap Proceeds Reimbursement</u>. For shipments involving the turn-in of scrap materiel to DLA Disposition Services Field Offices, the turn-in shipping activity will add the data element, 'Scrap Reimbursement', to the instructions in Block 27 (and its continuation page or in available white space on the paper that the form is printed, if needed) of the DD Form 1348-1A or DD 1348-2. The value in this field will be the fund citation for reimbursement of scrap proceeds minus disposition processing costs. For receipt of property, DLA Disposition Services will sign the DD Form 1348-1A, DD 1348-2 and provide a signed digital image of the turn-in document via eDOCS at https://www.public.dacs.dla.mil/dacsrm/edocs to confirm receipt in the in-transit system.

C16.5.1.4. <u>Receipt in Place Documentation Processing at the DLA Disposition Services Field Office</u>. For receipt in place excess property where the DoD generator has provided a DLMS 856S Shipment Status (and DLMS 841W for Hazardous Waste), the Distribution Standard System (DSS) due-in report is authorized to be used by DLA Disposition Services without a hard copy DD Form 1348-1A or DD

Form 1348-2 for receipt, so long as all required information for turn-in is included in the automated file.

C16.5.2. Requirements for Shipments of Hazardous Material and Hazardous Waste. The following guidance outlines basic documentation requirements for turn-in of Hazardous Material (HM), Hazardous Waste (HW), and other types of wastes (e.g., Polychlorinated Biphenyl (PCBs), Friable Asbestos, etc.). The turn-in activity will enter the bill-to fund code and bill-to DoDAAC (when other than the turn-in activity) for reimbursable actions associated with the disposal, (e.g., HW contractor costs), in the DD Form 1348-1A or DD Form 1348-2), in order to provide reimbursement to DLA Disposition Services. To ensure compliance with federal, state, DoD and host nation regulations, turn-in activities will obtain and become familiar with applicable Code of Federal Regulations (CFR), state regulations, DoD regulations, and Overseas Environmental Baseline Guidance Documents (OEBGD), or the Final Governing Standards (FGS) for the host nation. When initiated electronically the HM/HW turn-in will be directed using the DLMS 940R, Disposal Release Order (DRO). Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[7] The DLMS DRO transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the initiator's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU.[8]

C16.5.2.1. Shipment Status. The DLA Disposition Services Field Offices will use the DLMS 856S to electronically capture and validate information about inbound HM/HW property from a customer that is shipping property to a DLA Disposition Services field office prior to physical receipt. The information contained within the transaction is used by DLA Disposition Services Field Offices to schedule inbound shipments and to match the inbound shipment to a Hazardous Waste Profile Sheet (HWPS). In addition to data requirements for shipment status of non-hazardous materials, shipment status for HW/HM will add the following: DTID number or DTID number and suffix number, HWPS number, disposal authority code, disposition services indicator code, item nomenclature, SCC, special materiel identification code, materiel management aggregation code, and DEMIL code. This additional information will assist the DLA Disposition Services Field Offices with the receipt, inspection, and materiel identification of the HM/HW turn-ins.

C16.5.2.1.1. HM/HW DTID Validation. DSS will validate the DTID content contained in the DLMS 856S to check for missing or invalid data elements. If

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[7] Refer to ADC 1043/ADC 1043A.
[8] Refer to ADC 1043E.

the DTID contains one or more erroneous data elements, DSS will transmit a DLMS 824R containing the rejected DTID number and reject advice code to the generating activity. Generating activities will resubmit corrected DTID content in a new DLMS 856S citing the original DTID number. Reject Advice Codes are located in the DLM 4000.25, Volume 2, Appendix 2.8.

C16.5.2.2. Hazardous Waste Profile Sheet (DLMS 841W Hazardous Material/Hazardous Waste Profile). The HWPS provides detailed information/analysis relative to the waste stream being turned in to the DLA Disposition Field Office. This information will be provided prior to receipt to allow for compatible storage arrangements and will facilitate DLA Disposition Services' ability to plan, manage, schedule, and report on inbound shipments to maximize the efficiency of the receiving process.

C16.5.2.2.1. Required Documents for Hazardous Waste/Hazardous Material Turn-ins. Turn-in activities are required to provide an HWPS, DLA Disposition Services Form 1930, or backup documents indicating lab or manufacturer's chemical analysis with the turn-in of each initial waste stream, and once a year thereafter. An HWPS is required with turn-ins of HW and used and/or opened HM that meets the definition of HW when discarded via disposal service contract. Used and/or opened HM is considered contaminated and may not be the same property described on a Safety Data Sheet (SDS). See DoD 4160.21-M, Chapter 10, Paragraph D. Generators will complete the HWPS by providing information based upon user's knowledge or laboratory analysis of the waste. Supporting documentation, consisting of lab or manufacturer's chemical analysis, description of waste production processes including raw materials, end products, and other sources documenting how the waste was generated, may be required if user's knowledge does not identify or characterize the waste sufficiently or correctly. All supporting documentation should accompany the physical shipment. A DLMS 841W transaction can be used in lieu of a hard copy Form 1930 for HW received in place, however, hard copy Form 1930s will be required if HW is physically received at the Disposition Services Field Office or if a hard copy HWPS is required by Federal, State, or Local regulation.

C16.5.2.2.2. Initial Hazardous Waste Profile Sheet and Follow-on Turn-in Documents. After the initial turn-in of the waste, turn-ins of identical waste will not require a HWPS for one year; instead, generators will enter a DLA Disposition Services-assigned HWPS reference number in Block 27 (Clear Text Statement) of the DD Form 1348-1A, DTID. The turn-in activity will certify each HWPS annually by providing to DLA Disposition Services Field Office one of the following: a new, signed, and dated HWPS, an electronically transmitted HWPS for each waste turn-in that will be generated during the following year, or a letter listing the HWPS reference number(s) and the name of the corresponding waste stream for each profile which the generator wishes to remain active for another year. If the turn-in activity chooses to provide a letter, that letter will be signed and dated and include the following statement: "The undersigned certifies that the hazardous waste profiles listed in this letter have been carefully reviewed. Any changes to the processes generating these wastes have been considered. New regulations affecting hazardous waste identification and disposal have been applied.

Neither the waste streams nor the identification of the waste streams has changed in a manner that would warrant a change in the data previously provided on these waste profiles.

C16.5.2.2.3. Overseas Hazardous Waste/Hazardous Material Shipment Requirements. For overseas shipments of HM/HW, the turn-in activity will include the host nation and International Maritime Dangerous Goods (IMDG) shipping description. The IMDG shipping description includes both the United Nations, and United States Department of Transportation (DOT) requirements and is virtually the same. Any place that a Proper Shipping Name (PSN), container information, state waste code, etc., are required, the respective country codes, container information, etc., will be filled in.

C16.5.2.2.4. Exemption of Hazardous Waste Profile Sheet Requirements. Laboratory chemicals are exempt from HWPS requirements, but will be processed according to DoD 4160.21-M, Chapter 10.

C16.5.2.2.5. Conversion of Department of Transportation Units of Issue to Standard X12 Units of Measure. The Department of Transportation (DoT) has its own unit of issue designations for HM/HW. In some cases, the level of granularity in X12 is not sufficient to uniquely identify the DoT Unit of Issue; in those cases, a composite set of measures from the X12 Data Elements MEA04 and MEA09 will be used to make the identification unique. See Table C16.T*1*. for the DoT-to-X12 Unit of Issue Conversion used in the DLMS 841W.

C16.T*1*. DoT-to-X12 Unit of Issue Conversion for the DLMS 841W

Unit of Issue Name Description	DoT UoI	X12 UoM (MEA04)	X12 UoM (MEA09)
Fiber or Plastic Box, Carton, Case	CF	BX	SD
Metal Box, Carton, Case	CM	BX	SE
Wood Box, Carton, Case	CW	BX	SF
Fiberboard or Plastic Drum, Barrel, Keg	DF	BR	SD
Metal Drum, Barrel, Keg	DM	BR	SE
Wooden Drum, Barrel, Keg	DW	BR	SF
Car	HG	NC	---
Tank Car	TC	1P	---
Cylinder	CY	CL	---
Tank	TP	TK	---
Tank Truck	TT	19	---

C16.5.2.3. Safety Data Sheet Requirement

C16.5.2.3.1. <u>Safety Data Sheet Hard Copy Requirement</u>. Turn-in activities will provide a hard copy SDS for hazardous material in the absence of a Hazardous Material Information Repository System (HMIRS) Number. If there is a valid SDS in HMIRS, then indicate the SDS five-digit alpha code from the HMIRS on the DTID (DD Form 1348-1A). This requirement applies to turn-ins of both used and unused HM, as well as opened or unopened HM. The SDS requirement does not apply to exclusions listed in 29 CFR 1910.1200(b)(6).

C16.5.2.3.2. <u>Hazardous Material Information/Documentation Requirements</u>. The SDS will match the specific manufacturer of the hazardous material and should include the manufacturer's name or contractor and Government entity (CAGE) code. In addition to an SDS, used and/or opened HM requires that the chemical name of any hazardous contaminants and the noun name of any non-hazardous contaminants will be identified on the DTID. This is required because used and/or opened HM may have become contaminated with constituents not reflected on the SDS. A HWPS may also be required for used/opened HM going directly to waste disposal contract.

C16.5.2.3.3. <u>Electronic Turn-In Document</u>. Use of ETID for automated turn-in of documentation to the DLA Disposition Services Field Office allows those military generators lacking an automated system to login to ETID via the web and manually generate their DTID and HWPS documentation. ETID will have a direct interface with the DLA Disposition Services Field Office system, which will receive the information for processing of the HM/HW turn-in.

C16.5.3. <u>Receipt of Hazardous Material/Hazardous Waste and Processing Related Hazardous Waste Profile Sheet</u>. Upon receipt by a DLA Disposition Services Field Office of the DLMS 841W HM/HW Profile Sheet from DAAS, the supporting system will parse the information into its database and store the individual HWPS records by HWPS reference number and DTID number. The DLA Disposition Services Field Office will validate HWPS records to check for missing or invalid data elements, and the warehousing system will subsequently transmit a DLMS 824R to the generating activity to acknowledge acceptance or rejection of the HM/HW profile sheets. The DLMS 824R will contain a list of HWPS numbers processed successfully and HWPS numbers rejected. If one or more HM/HW profile sheets are rejected, the DLMS 824R will contain the rejected HWPS number and reject advice code. Generating activities will review the HWPS and correct the error(s), and then resubmit the corrected HM/HW profile sheet in a new DLMS 841W citing the original HWPS number. The DLA Disposition Services Field Office will maintain a history of changes for the HWPS utilizing the warehousing system. Upon successful receipt by a DLA Disposition Services Field Office of the DLMS 856S DTID data from DAAS, the supporting system will parse the information into its database and store the DTID information by its DTID number. Disposition Services warehousing system will validate sent DLMS 856S to check for missing or invalid data elements to either accept by sending a DLMS 527R (TRA only) to Generating activity or reject utilizing the 824R with applicable rejection codes to Generating activity. 824R shall list DTID numbers with applicable rejection codes and Generating activity will review and correct error(s) to then resubmit. Once

856S is successfully received by DLA Disposition Services warehousing system, the system will use the DTID number or DTID number and suffix, and the HWPS reference number from the 856S to pull the matching HWPS for the shipment to be receipted. If no electronic records are on file for the DTID number or DTID number with suffix, and/or the HWPS, the DLA Disposition Services Field Office personnel will be manually prompted to enter the information into their warehousing system based on the hard copy documentation accompanying the shipment turn-in. Reject Advice Codes can be located in the DLM 4000.25, Volume 2, Appendix 2.8.

C16.5.4. <u>DAAS Processing of the DLMS 824R Reject Advice Transaction</u>. If the turn-in activity is not fully DLMS-compatible and cannot process the DLMS 824R, DAAS will transmit a DLMS 824R with Reject Advice Code DZ for 824R DTID rejection and HZ for 824R HWPS rejection to the DLA Disposition Services Field Office. In response to Reject Advice Codes DZ or HZ, the DLA Disposition Services Field Office will use alternative methods of communicating with the turn-in activity.[9]

C16.6. <u>INTRANSIT CONTROL SYSTEMS PROCESSING OF SHIPMENTS TO DLA DISPOSITION SERVICES</u>

C16.6.1. <u>General</u>

C16.6.1.1. ICS is an automated DoD process that provides a central capability to monitor and/or investigate discrepancies in shipments of materiel to DLA Disposition Services field offices that meet ICS rules. Property qualifying for ICS processing have a line item value over $800 or a pilferable/sensitive controlled inventory item code (CIIC) regardless of dollar value, and the property is being turned in to the field office. Pilferable CIICs are equal to: J, I, M, N, P, V, W, X, Y and Z. Sensitive CIICs are equal to: 1, 2, 3, 4, 5, 6, 8, Q, R, $.

C16.6.1.2. <u>Electronic Turn-In Document Process</u>. Use of ETID for automated turn-ins to the DLA Disposition Services Field Office allows those military generators lacking an automated system to log in to ETID via the web and manually generate their DTID number or DTID number and suffix. To ensure required data elements are provided to DLA Disposition Services from the generator of the materiel, and to support standardization of data for automated systems, ETID will be required to include the mandatory data elements identified in the DLMS 856S Shipment Status as part of the ETID edits. ETID will have a direct interface into the ICS global record and will enter property qualified for Intransit tracking into the ICS on the generators behalf. For identification purposes, ETID will construct the DTID number or DTID number and suffix, document number citing Utilization Code T in the first position of the serial number. This will facilitate routing of follow-ups through DAAS to the supply system of the DoDAAC of the generator and provide the capability to monitor shipments/transfers to DLA Distribution Services Field Offices. When follow-up notifications on in-transit property are required, in addition to the systemic follow-up generated by the field office,

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[9] Refer to ADC 1214

the ETID application will provide notification to the generating activity responsible for the property via email.

 C16.6.2. <u>Intransit Control System Suspense File</u>. The ETID interface described above, shipment status transactions, or any receipts processed prior to shipment status meeting ICS criteria (see C16.6.1.1.), will initiate the ICS suspense file maintained as part of the DLA Disposition Services Field Office global record. This global record will be visible and available to all DLA Disposition Services Field Offices as required. At a minimum, the suspense file will contain the following data shown in Table C16.T**2**:

Table C16.T**2**. <u>Turn-In Processing Data Requirements</u>

DATA ELEMENT	SOURCE[10]
Original DTID Number	ETID/Shipment Status/Receipt
UCN	Receipt
NSN/FSC/FSG (if available)	ETID/Shipment Status/Receipt
Unit of Issue	ETID/Shipment Status/Receipt
Extended $ Value of Shipment (if available)	Calculated from FLIS unit price
Controlled Inventory Item Code	FLIS
Quantity Shipped	ETID/Shipment Status
Date of Shipment	ETID/Shipment Status
Quantity Received	Receipt
Date of Receipt	Receipt
Transmission Date of Disposition Services Turn-in Receipt Acknowledgement (TRA)	TRA
TRA Recipient DoDAAC	TRA
Extended Dollar Value of Receipt	Receipt
$ Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

 C16.6.3. <u>Intransit to DLA Disposition Services Field Office Report</u>. ICS provides a capability for DLA Disposition Services to furnish management information to Service/Agency headquarters concerning the transfer of property to DLA Disposition Services Field Offices. DLA Disposition Services will provide a quarterly Intransit to DLA Disposition Services Field Office Report upon request. DLA Disposition Services will provide tailored special extract reports as requested (Appendix 6.33).

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[10] References to shipment status in this table include both DLMS 856S/MILSTRIP Legacy AS3 and DLMS 856W. Refer to ADC 1131.

C16.6.4. Intransit Control System Tracking and Associated Actions

C16.6.4.1. DLA Disposition Services Field Office Processing against the Global Intransit Control System Suspense File

C16.6.4.1.1. Suspense File Comparison. When a receipt is processed at any of the DLA Disposition Services Field Offices, it will be compared with the suspense file. The receipt will open the ICS transaction suspense file if no previous shipment status created a suspense record and the receipt value is $800 or more, or the item is recorded as pilferable or sensitive. The suspense file will remain open for a period of one year from the date it is initiated, unless closed by one of the actions below.

C16.6.4.1.2. Intransit Control System Follow-up Transactions. All follow-up transactions generated as a result of ICS processing will be sent through DAAS. The field office will prepare the DLMS 940R, Transaction Type Code NH (MILSTRIP DIC AFX/AFZ functionality) Disposal Shipment Confirmation Follow-up identifying the originating activity as DLA Disposition Services (RIC S9D). The follow-up will be directed to the RIC of the shipping activity. If the shipping activity RIC is not known, the DoDAAC identified in the document number may be used for transaction routing. The DoDAAC in the document number may be the shipping activity itself or the activity directing the disposal action; (e.g., inventory control point (ICP)/IMM). ICPs/IMMs receiving the follow-up will enter the shipping activity RIC as the intended recipient and resend the follow-up through DAAS, to the shipping activity to answer directly and to perform research in order to provide either the ICP/IMM or storage activity response.

C16.6.4.1.3. Research Guidance (Critical Flag). When the field office prepares the DLMS 940R follow-up, the transaction will include research guidance (critical flag) to aid the DoD Components to prioritize research and resolution of problems. The critical flag will identify turn-ins of sensitive items (1, 2, 3, 4, 5, 6, 7, 8, Q, R, or $), demilitarization required items (C, D, E, or F), and items identified to critical classes of supply (DoD 4160.21-M). The DLMS 940R follow-up will also include the DoDAAC of the field office that has received or is intended to receive the turn-in.

C16.6.4.1.4. Closure of Suspense Files. The suspense file will be closed if the receipt matches a shipment status transaction previously recorded in the suspense file. A match is based on DTID number and FSC.

C16.6.4.1.5. Internal Receipt Refusal. If the field office is unable to receive the property and must reject the property back to the generator, an internal Receipt Refusal transaction will be processed and matched to the record in ICS. If the internal transaction matches a shipment transaction previously recorded in the suspense file, the suspense file record will be closed.

C16.6.4.1.5.1. DLMS 940R Disposal Shipment Confirmation Follow-Up with Advice Code 36. If after 90 calendar days from the date of posting the

receipt to the ICS there is no matching shipment status transaction and the extended value is $800 or more, or the item is recorded as pilferable or sensitive, the field office will forward the 940R Disposal Shipment Confirmation Follow-up transaction with Advice Code 36 (MILSTRIP DIC AFX functionality. No response is required and this notification closes the ICS suspense.

C16.6.4.1.5.2. DLMS <u>940R Disposal Shipment Confirmation Follow-up with Advice Code 37</u>. If after 90 calendar days from the date of posting shipment status to the ICS there is no matching receipt transaction, the extended value is $800 or more, or the item is recorded as pilferable or sensitive, the field office will forward the 940R Disposal Shipment Confirmation Follow-up transaction with Advice Code 37 (MILSTRIP DIC AFX functionality). The ICS remains open awaiting response.

C16.6.4.1.6. <u>Second Follow-up</u>. If the DLMS 870S Supply Status or the DLMS 945A (Type Transaction Code AZ) Disposal Shipment Confirmation transaction is not received within 30 calendar days of sending the DLMS 940R Disposal Shipment Confirmation Follow-up with Advice Code 37, the field office will send a second follow-up (MILSTRIP DIC AFZ functionality). The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the 940R. When moved from the active suspense file, records will be placed on an accessible history file for an additional two years.

C16.6.4.1.7. <u>Terminating In-Transit Control System Processing</u>. Receipt of 870S Supply Status will direct further ICS processing as follows:

C16.6.4.1.7.1. <u>DLMS 870S Supply Status with Status Code DE</u>. Receipt of 870S Supply Status with Status Code DE will terminate ICS processing for the document number in question. Status Code DE indicates no shipment was made.

C16.6.4.1.7.2. <u>DLMS 870S Supply Status with Status Code DF</u>. Receipt of a DLMS 870S Supply Status with Status Code DF will terminate ICS processing and indicates property was removed from the storage area and cannot be located. Further research is being conducted within Service/Agency channels. The record will be removed from the active suspense file and placed in an accessible history file for two years.

C16.6.4.1.7.3. <u>DLMS 870S Supply Status with Status Code DG</u>. Receipt of a DLMS 870S Supply Status with Status Code DG indicates shipment is confirmed and a signed copy of the DTID number or DTID number and suffix, or a digitally signed email from ETID confirming disposition services receipt acknowledgement, is on file for the quantity shipped. This closes the record in ICS for the document number in question. DLA Disposition Services will use its own procedures to determine why notification of receipt of materiel was not sent by the field office. DLA Disposition Services will keep an accessible history file record for two years. Additionally, the DLA Disposition Services Field Office will provide a TRA transaction to the DoDAAC identified by the DTID (inclusive of ETID) when the field office reports the receipt to DLA Disposition Services.

C16.6.4.1.7.4. <u>DLMS 870S Supply Status with Status Code DH</u>. Receipt of a DLMS 870S Supply Status with Status Code DH indicates shipment is confirmed and a signed copy of the DTID or a digitally signed email from ETID confirming disposition services receipt acknowledgement is on file, however the quantity on the DTID is different than the quantity on the shipment status. Further research on the quantity discrepancy is being conducted within Service/Agency channels. This will close the record in ICS for the document number in question. DLA Disposition Services will keep an accessible history file record for two years. Additionally, the DLA Disposition Services Field Office will provide a TRA transaction to the DoDAAC identified by the DTID (inclusive of ETID) when the field office reports the receipt to DLA Disposition Services.

C16.6.4.1.7.5. <u>DLMS 870S Supply Status with Status Code BF</u>. Receipt of a DLMS 870S Supply Status with Status Code BF indicates that the shipping activity has no record of the document number in question. This will close the record in ICS and removes the record from the active suspense file. DLA Disposition Services will place the record in an accessible history file for two years.

C16.6.4.1.8. <u>Receipt of a DLMS 945A, Disposal Shipment Confirmation, Type Transaction Code AZ</u>. When the DLMS 945A (Type Transaction Code AZ) Disposal Shipment Confirmation transaction is received, ICS processing for the document number in question is considered complete. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DLA Disposition Services Field Offices.

C16.6.4.1.9. <u>Shipping Activity Actions</u>

C16.6.4.1.9.1. <u>Documentation Review</u>. Supply organizations in receipt of the DLMS 940R Disposal Shipment Confirmation Follow-up will ensure that applicable shipping activities review either the signed documentation (DTID) or the TRA confirming disposition services receipt acknowledgement, investigate discrepancies, and provide timely responses within 30 working days of receipt of the inquiry. Disposal Shipment Confirmation Follow-ups with Advice Code 36 do not require a response.

C16.6.4.1.9.2. <u>Reserved</u>.

C16.6.4.1.9.3. <u>Quantity Received Verification</u>. Upon receipt of a disposal shipment confirmation follow-up, the shipping activity will verify the actual quantity shipped, and will respond with supply or shipment status as follows:

C16.6.4.1.9.4. <u>No Shipment Record/Status</u>. If there is no record of the shipment, nor of generating the shipment status, and no record of either a signed copy of the DTID, or the TRA, the DLMS 870S Supply Status with Status Code BF will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.5. <u>Shipment Status Sent But No Record</u>. If it is determined that although shipment status had been sent, no shipment had been made or no record of shipment, other than the shipment status transaction can be located, the

DLMS 870S Supply Status with Status Code DE will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.6. TRA/Signed DTID Receipt Not Available. If either a TRA, a signed copy of the DTID number or DTID number and suffix receipt, is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will do additional research as determined by the DoD Component procedures, including, if necessary, referral to the appropriate criminal investigative activity. The DLMS 870S Supply Status with Status Code DF will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.7. No Shipping Activity Record. If the shipping activity has no record of generating a shipment status transaction, but has received either a TRA, or a signed copy of the DTID, a DLMS 945A Disposal Shipment Confirmation (Transaction Type Code AZ) (MILSTRIP DIC ASZ functionality) showing the quantity receipted for the DTID number or DTID number and suffix will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.8. Use of Distribution Code 9. The DLMS 870S Supply Status and the DLMS 945A Disposal Shipment Confirmation transactions generated by the shipping activity in response to the DLMS 940R Disposal Shipment Confirmation Follow-up will contain Distribution Code 9 to enable DAAS to route copies of these transactions to the ICS Global Record.

C16.6.4.1.9.9. Extended Value Determination. The extended value of the shipment will be determined by document number, quality, and unit price.

C16.6.4.1.9.10. Shipment/Transfer Monitoring. ICS provides a means to monitor shipments/transfers to DLA Disposition Services Field Offices. This system also provides a capability for DLA Disposition Services to give information to the DoD Component concerning the shipment/transfer of property to DLA Disposition Services Field Offices.

C16.7. PROCESSING MATERIEL AND MAINTAINING ACCOUNTABILITY BY THE DLA DISPOSITION SERVICES AND THE DISPOSITION SERVICES FIELD OFFICES

C16.7.1 Materiel Acceptability. These procedures do not negate the authority of DLA Disposition Services Field Offices to refuse acceptance of accountability and physical receipt of certain types and classes of materiel as prescribed by DoD 4160.21-M. If materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, DLA Disposition Services Field Office will provide notice of rejection to DLA Disposition Services under existing procedures, thus purging the ICS file. Guidance on shipment notices and ICS processing is applicable only to useable items being shipped/transferred to DLA Disposition Services Field Office.

C16.7.1.1 Disposition Services Turn-in Receipt Acknowledgement. The DLA Disposition Services Field Office will send a TRA transaction to the DoDAAC in the original DTID number; do not send the TRA transaction to the DoDAAC of the UCN. If

the turn-in was initiated via ETID, then send the TRA transaction to ETID, which in turn will generate a digitally signed email to the customer notifying them of the disposition services receipt acknowledgement in addition to the TRA transaction sent to the document number DoDAAC. This action provides confirmation to the generator that DLA Disposition Services processed a Receipt transaction to record DLA Disposition Services materiel accountability and ownership for the materiel turned in, and provides a linkage to audit trails retained by the field office. If the DTID (<u>DD Form 1348-1A</u> or <u>DD Form 1348-2</u>), did not reflect a valid NSN or LSN (excluding scrap [SCC S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property), the TRA transaction materiel identification (NSN/LSN/MCN) data field will contain the invalid materiel identification provided on the DTID as the primary materiel identification (LIN02), and will include the materiel identification (valid NSN or Disposition Services LSN) that the field office assigned at receipt, as a secondary reference (LIN16) for an audit trail. The TRA will also include the original DTID number and suffix, date and time of the receipt, quantity received by the field office, and the DoDAAC and RIC of the from and to activity. The quantity received may be converted to unit of use when less than the full quantity associated with the DoD unit of issue.

C16.7.1.2. <u>Document Retention</u>. Audit capability is required for a period of time following the transmission of the TRA transaction or comparable digitally-signed email. The DLA Disposition Services Field Office and the DoDAAC receiving the TRA transaction must retain an electronic image of the complete TRA or comparable email, including the date and time, as part of the transaction/receiving/shipping history in accordance with DoDI 5015.02, DoD Records Management Program. The activity receiving the TRA or email may need to communicate the acknowledgement of receipt to the turn-in activity if different. Also, consistent with Chapter 6, paragraph 6.9 (Retention of Accountable Documentation) the DLA Disposition Services Field Office will still maintain scanned images of the DTID receipt documentation (DD-1348-1As) in EDOCS in accordance with DoDI 5015.02, and the DoD Components will have access to EDOCS, as needed.

C16.7.1.3 <u>Notify Shipping Activity of Quantity Error</u>. If an error exists because the quantity received is less than or greater than quantity entered on the DTID number or DTID number and suffix, DLA Disposition Services Field Offices will notify the shipping activity and submit a supply discrepancy report. See DoD 4160.21-M, Chapter 3; and Chapter 17.

C16.7.2. <u>Maintaining Property Accountability</u>. The accountable property record for inventory owned by the DLA Disposition Services will be maintained by the DLA Disposition Services Field Office system. DLA Disposition Services system will maintain the owner's total item property record and financial accounting for DLA Disposition Services Owned property. End of day processing and an annual reconciliation will occur to ensure that the two inventory records are kept in sync at the DTID number or DTID number and suffix level.

C16.7.2.1. <u>Maintaining Owner Compliance Table.</u> The field office system will maintain an owner compliance table to ensure daily (end of day) and annual (total

reconciliation) requirements are executed based on pre-established business rules in compliance with DLM 4000.25, DLMS Manual, Chapter 6. (Physical Inventory Control)

C16.7.2.2. Daily System Reconciliation. The DLA Disposition Services (owner) system and the DLA Disposition Field Office (storage activity) system will match all active records daily (i.e. DTID numbers or DTID number and suffixes that had any transaction affecting record balances) on-hand balances.

C16.7.2.2.1. DLMS 846R Transaction for End-of-Day Processing. The field office system (storage activity) will send the daily closing balance for each affected DTID number or DTID number and suffix using the DLMS 846R, Location Reconciliation Request transaction, Report Type Code LC and the type of reconciliation code for end of day processing. The DLMS 846R will contain the demilitarization code (DEMIL code) that corresponds to the stock number for that DTID number or DTID number and suffix. The DEMIL code will be included in the match of item data characteristics (unit of issue, condition code, CIIC, and DEMIL code) to ensure compatibility between storage activity and owner systems.

C16.7.2.2.2. Additional Use of DLMS 846R. The field office system (storage activity) will also send a DLMS 846R, Location Reconciliation Notification, Report Type Code X4, to advise DLA Disposition Services of the total number of daily DTID number or DTID number and suffix closing balance transactions (number of DLMS 846R, Report Type Code LC transactions) being forwarded and the associated cut-off date. Imbalances will be programmatically researched to assure consideration of in-float documents, delayed transactions, and duplicate transactions.

C16.7.2.3. Annual Record Total Reconciliation. All DLA Disposition Services owner and field office storage activity records (active and inactive, including zero balances) will be reconciled at least once each fiscal year (total reconciliation).

C16.7.2.3.1. DLMS 846R Location Reconciliation by DTID or DTID and Suffix. The field office will prepare location reconciliation requests by line item (DTID number or DTID number and suffix) for each DTID regardless of the balance (including zero balances), using the DLMS 846R, Location Reconciliation Request transaction, Report Type Code LC and the type of reconciliation code for annual location reconciliation. The location reconciliation request will contain the DEMIL code that corresponds to the stock number for that DTID. The DEMIL code will be included in the match of item data characteristics (unit of issue, condition code, CIIC, and DEMIL code) to ensure compatibility between storage activity and owner systems.

C16.7.2.3.2. DTID or DTID and Suffix Closing Balance Transactions. The field office (storage activity) system will also send a DLMS 846R, Location Reconciliation Notification, Report Type Code X4, to advise DLA Disposition Services of the number of annual DTID number or DTID number and suffix closing balance transactions (DLMS 846R Type Code LC transactions) being forwarded and the associated cut-off date. Imbalances will be programmatically researched to assure consideration of in-float documents, delayed transactions, and duplicate transactions.

C16.7.2.4 Mismatches. For any mismatches found, the DLA Disposition Services personnel will ensure that potential or actual inventory accounting adjustments are researched and corrected in accordance with the value of the adjustment and type of item involved. Emails will be sent to the appropriate Disposition Services Field Office personnel requesting assistance to isolate errors in data transmission.

C16.7.3. Disposition Services Containerization Processing

C16.7.3.1. Identifying Items. To enhance potential marketing, the DLA Disposition Services Field Office has the discretion to "containerize" items turned in by DTID number or DTID number and suffixes that can be reutilized/sold together. Rules regarding items that can be grouped in containers are governed by the DLA Disposition Services. For instance, items that share the same or similar item characteristics such as demilitarization (DEMIL) code or CIIC can be placed in the same container.

C16.7.3.1.1 Use of DLA Disposition Services Container Identification Number. When the decision is made to market items via containerization processing, the DLA Disposition Services Field Office will generate a disposition services container Identification (ID) number for the items identified by DTID number or DTID number and suffixes placed in the container. For each DTID number or DTID number and suffix coded receipt, the disposition services container ID number will also be identified in the DLMS 527R Receipt transaction (Transaction Type Code D4) generated by the field office to DLA Disposition Service, along with the disposition services complete container count and disposition services current container count.

C16.7.3.1.2 Container Tracking. DLA Disposition Services will track each DTID number or DTID number and suffix in the container. The disposition services container ID number and the DTID number will be sent to the RTD Web so the items can be marketed as part of the disposition services container.

C16.7.3.2. Container Transfer. In cases where items are eliminated or moved from one container to another based upon DEMIL code challenges, downgrade to scrap or re-marketing decisions, the DLA Disposition Services Field Office will generate the DLMS 846A, Asset Reclassification Response (Type Transaction Code TD) to DLA Disposition Services to maintain container synchronization and inventory accuracy. This container identification change process applies to NSNs, LSNs, and unit of use LSNs. When unit of use LSNs are involved, the DLMS 846A will also contain the cross reference NSN. The DLMS 846A will identify the controlling document number generated by the DLA Disposition Field Office, the DTID number or DTID number and suffix as a primary reference, the existing disposition services container ID number (FROM Container ID), as well as the new disposition services container ID number (TO Container ID). In the case of an item being removed from a container and not being placed in a new container, the TO disposition services container ID will not be cited in the transaction. Disposition services container ID changes always originate from the Field Office to the DLA Disposition Services. Accordingly, there is no corresponding asset reclassification request transaction for container ID changes.

C16.7.4 Reclassification of Scrap

C16.7.4.1. Downgrade to Scrap. The downgrade to scrap process is used by the DLA Disposition Services and its field offices when an item is no longer needed and the property has no commercial value other than for basic materiel content. Policy and authority for downgrading materiel to scrap can be found in DoD 4160.21-M, "Defense Materiel Disposition Manual".

C16.7.4.1.1. Downgrade Items Upon Receipt (at Time of Turn-in). During the receiving process, if the DLA Disposition Services Field Office determines the item has only scrap value, the item may be downgraded to scrap upon receipt. The field office will assign a Disposition Services Scrap LSN to replace the existing NSN or LSN found on the original DTID number or DTID number and suffix generated by the customer. Simultaneous with sending the DLMS 527R Receipt (Transaction Type Code D4) to DLA Disposition Services, the field office receipt process will trigger a TRA to the DoDAAC in the DTID number reflecting the LSN actually received into DLA Disposition Services inventory as a secondary reference (LIN16), and the materiel identification from the DTID at LIN02. The TRA transaction provides confirmation that materiel was received and provides linkage to audit trails maintained by the field office.

C16.7.4.1.1.1. Assignment of 'Disposition Category' for Items Downgraded Upon Receipt. During the pre-receipt process, the field office will request a 'Disposition Category' from DLA Disposition Services (C16.7.8 - DLA Disposition Category Assignment and Associated Actions). Once the Disposition Category assignment response is provided, the field office will submit the receipt for scrap to the DLA Disposition Services, using the DLMS 527R Receipt (Transaction Type Code D4) using a Scrap LSN. The DLMS 527R Receipt for material downgraded to scrap at time of receipt will reflect the source of the materiel received/returned code, (e.g., J = Return to inventory from other DoD activity users), (see the reason for materiel receipt/return (MRR) code list in LOGDRMS).

C16.7.4.1.1.2. Downgrade (Upon Receipt) of Entire Quantity on Disposal Turn In Document or Disposal Turn In Document and Suffix. If the entire quantity on the DTID number or DTID number and suffix is being downgraded to scrap, the original DTID number or DTID number and suffix number will remain and the original NSN/LSN will be referenced in the Receipt for audit purposes, to link to the newly assigned Scrap LSN. If the DTID number or DTID number and suffix is a duplicate number, then a UCN will be generated for the downgrade to scrap.

C16.7.4.1.1.3. Downgrade (Upon Receipt) of Partial Quantity on Disposal Turn In Document or Disposal Turn In Document and Suffix. If only part of the DTID is being downgraded to scrap, then a UCN will be generated and the Receipt will contain the original DTID number or DTID number and suffix as a secondary reference number.

C16.7.4.1.2. Downgrade Items After Turn-in (After Receipt). Any time after receipt, DLA Disposition Services may notify the Disposition Services Field Office

via a DLMS 846C, Disposition Status Update (Report Type Code PC), to change the disposition status of the DTID number or DTID number and suffix to DS (Disposal). When the field office receives a disposal recommendation, the disposition of the property at the field office is determined by pre-defined ultimate disposal process business rules.

C16.7.4.1.2.1. Downgrade Items to Scrap (After Receipt). If the business rule decision is to downgrade to scrap, the field office will send a DLMS 947I, Inventory Adjustment (Type Transaction Code NU) with Quantity or Status Adjustment Reason Code BS – Downgrade (Loss), and associated with the original DTID number or DTID number and suffix.

C16.7.4.1.2.2. Creation of New Receipt for Items Downgraded to Scrap Subsequent to Initial Turn-in. A new receipt is created for the scrap using the DLMS 527R Receipt with the source of Materiel Received/Returned Code W - Receipt as a result of DLA Disposition Services process to downgrade to scrap, subsequent to the initial receipt of materiel. A DLA Disposition Services scrap LSN will be assigned in compliance with the scrap classification listing for use in the new Receipt. A UCN will be assigned and associated with the original DTID number or DTID number and suffix to avoid duplication in DLA Disposition Services. This UCN will become the controlling document number in the DLMS 527R. The new receipt will contain the original DTID number or DTID number and suffix as a secondary reference number, and will reference the original materiel identification (NSN or LSN).

C16.7.4.1.2.3. Materiel Downgraded to Scrap When Materiel Is Part of a Container. If the materiel/DTID number or DTID number and suffix downgraded to scrap is part of a container, the field office will generate a DLMS 846A, Asset Reclassification Response (Report Type Code TD), to delete the DTID number or DTID number and suffix/container ID association in order to maintain container synchronization and inventory accuracy (see C16.7.3.2., Container Transfer).

C16.7.4.2. Upgrade from Scrap. The upgrade from scrap process is used by the DLA Disposition Services and its field offices when a business need exists to re-classify materiel previously receipted as scrap or downgraded to scrap after receipt to a useable NSN or useable LSN item. An upgrade from scrap can occur at any time subsequent to the initial receipt of scrap or downgraded materiel. Policy and authority for upgrading materiel from scrap can be found in DoD 4160.21-M.

C16.7.4.2.1. Assignment of a UCN for Materiel Upgraded from Scrap. Upgrading an item from scrap begins with the assignment of a UCN on the DLMS 527R Receipt transaction, where the eleventh character is assigned a value of 'C' to indicate it is related to an upgrade from scrap. The DLA Disposition Services Field Office will enter the scrap LSN that is being upgraded, as well as the warehouse location of the scrap pile for the specific LSN. Both the warehouse location (scrap pile) and LSN are necessary to identify the removal of scrap from the proper warehouse location to maintain inventory integrity of the remaining scrap pile. The field office will also identify the weight to be removed from the warehouse location (scrap pile), as well as the

internal type turn-in for the item to be upgraded to in the DLA Disposition Services Field Office system (US – Useable, HM – Hazardous Material, or HW – Hazardous Waste).

C16.7.4.2.2. <u>Inventory Adjustment (Decrease) for Scrap LSN</u>. The field office will generate a DLMS 947I, Inventory Adjustment (Type Transaction Code NU) loss transaction with Quantity or Status Adjustment Reason Code BR to decrement the relevant scrap pile for the designated weight of the scrap LSN to be upgraded. The DLMS 947I Quantity or Status Adjustment Reason Code BR will indicate an Inventory Adjustment Decrease (Upgrade from Scrap), Loss resulting from the upgrade from scrap subsequent to the initial receipt of materiel.

C16.7.4.2.3. <u>Creation of New Receipt for Items Upgraded from Scrap</u>. The field office will identify the useable NSN or useable LSN, to which the scrap is being upgraded, in addition to quantity and other data required for a regular non-scrap receipt. The upgrade from scrap process will not reference a specific scrap DTID or DTID and suffix, only the scrap LSN and the warehouse location of the scrap pile. Therefore, the DLMS 527R Receipt, with the source of Materiel Received/Returned Code V, will pass the new useable NSN or useable LSN, and will include the original scrap LSN as a secondary reference (LIN08-SW), for auditability purposes. The new receipt is created for the upgraded NSN or LSN, as a result of the DLA Disposition Services process authorized by DoD 4160.21-M, to upgrade materiel from scrap subsequent to the initial receipt of materiel.

C16.7.4.2.4. Adjustment <u>Reason Codes and DLMS 947I Inventory Adjustment use for DLA Disposition Services</u>. Inventory adjustments take place via DLMS 947I transaction which encompasses increases, decreases, or dual adjustments. This relates to MILSTRAP legacy DICs D8_ (increase), D9_ (decrease), or dual adjustment represented as DAC/DAD/DAS respectively. Inventory adjustments are further broken down by the DLMS 947I detail segment (2/W1901/0200) Quantity or Status Adjustment Reason Code. The quantity or status adjustment reason codes correlate to the 3rd position of the MILSTRAP legacy DICs D8_/D9_ or DAC/DAS as identified in Table C7.T1 in DLM 4000.25, Volume 2, Chapter 7. DLA Disposition Services will follow the Status Adjustment Reason codes and explanation identified under C7.T1, which have corresponding Legacy DICs associated for clarity until sunset of the legacy accountable property system of record.

C16.7.5. <u>Relocation Between DLA Disposition Services Field Offices</u>

C16.7.5.1. <u>Use of DLMS 940R, DLMS 856S and DLMS 945A When Relocating Materiel Between Field Offices</u>. In all instances when relocation of materiel between DLA Disposition Services Field Offices is necessary, the DLA Disposition Services will direct this action by using the DLMS 940R, Redistribution Order (RDO) (Transaction Type Code NI), and sending it to the shipping field office, except when the Disposal Category Code for the DTID number or DTID number and suffix is DS Disposal. In addition, an RDO may be created by the DLA Disposition Services Field Office for materiel meeting specific conditions with the intent of transferring the Disposal Turn-In Document (DTID) from the current Field Office where it was receipted to

another Field Office (e.g., a Certified DEMIL Center (CDC) for demilitarization. The RDO transaction prepared by the Field Office is provided to DLA Disposition Services. The Field Office processing the RDO will always provide a DLMS 856S, Shipment Status (Transaction Type Code AS) and the DLMS 945A, Redistribution Order Shipment Confirmation (Transaction Type Code NJ) to DLA Disposition Services upon shipment.

C16.7.5.1.1. <u>RDO Denial</u>. If the shipping Field Office is unable to fully process the DLA Disposition Services RDO and determines that they need to continue processing the DTID in accordance with established business rules at the current site, then a DLMS 945A Materiel Release Denial (Transaction Type Code NK) citing Management Code N will be created and sent to EBS for processing against the original RDO.[11]

C16.7.5.1.2 <u>RDO Cancellation</u>. For cancellation of a self-initiated RDO previously transmitted by the Field Office to DLA Disposition Services, the Field Office will generate a DLMS 945A, Materiel Release Order Cancellation Confirmation (Transaction Type Code NR) containing the DLMS Cancellation Reason Code YJ (DLA Disposition Services Field Office cancellation of Redistribution Order due to change in disposition instructions).

C16.7.5.2. <u>Prepositioned Materiel Receipt and Receipt for Relocations Between Field Offices</u>.

C16.7.5.2.1. <u>Prepositioned Materiel Receipt</u>. For all relocation actions between Field Offices, DLA Disposition Services will generate a DLMS 527D, PMR (Transaction Type Code DE), to the field office designated to receive the relocated materiel. The PMR will contain 2/LIN01/10 Code N (return to inventory of materiel relocated between storage activities without change in ownership (MILSTRAP DIC DWK functionality)). DLA Disposition Services will include the DTID number or DTID number and suffix in the PMR in order for DTID number or DTID number and suffix accountability to be maintained across multiple locations. The DTID number or DTID number and suffix value may be the original turn-in document number or may be a UCN assigned by the field office during receipt processing when the original DTID number or DTID number and suffix is not adequate to uniquely identify the property. Additionally, when an entire container is identified for transfer between field offices, the PMR will contain the disposition services container ID. Along with the Disposition Services Container ID, DLA Disposition Services will pass a Disposition Services Complete Container Count to indicate how many different DTID number, or DTID numbers and suffixes are within the container; this is how many different receipts are expected for a particular container.

C16.7.5.2.2. <u>Receipt</u>. Upon receipt of materiel relocated between field offices, the receiving field office will provide the DTID number or DTID number and

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[11] Deferred implementation authorized. Pending implementation, field offices may use RDO cancellation procedures per paragraph C16.6.5.1.2. in place of an RDO denial. Refer to ADC 1034B.

suffix or UCN and, when applicable, the disposition services container ID provided in the PMR to DLA Disposition Services using a DLMS 527R, Receipt, (Transaction Type Code D4) identified by 2/LIN01/10 Code N, and sequentially assign the Disposition Services Current Container Count number for each DTID number or DTID number and Suffix that is in the container. DLA Disposition Services Field Offices must comply with the Chapter 13 time standards for processing receipts.

C16.7.5.3. Relocation of Disposal Category Code DS (Disposal) Items Between DLA Disposition Services Field Offices

C16.7.5.3.1. Field Office Responsibility for DS Category Code on Turn-in Materiel. Turn-in materiel to a DLA Disposition Services Field Office under a DTID number or DTID number and suffix may be assigned Disposal Category Code of DS (Disposal) (see C16.7.8.). DLA Disposition Services Field Offices are responsible to manage the issue of property assigned Disposition Category Code DS and to update DLA Disposition Services' owner record for all property managed by DLA Disposition Services Field Offices, to include disposal category property.

C16.7.5.3.2. Tracking Materiel Issues for Materiel Required to be Relocated Between Field Offices. The DLMS 945A, Materiel Release Confirmation, transaction citing Shipment Hold Code X will be used to track materiel issues between DLA Disposition Services Field Offices for disposal items required to be relocated to another DLA Disposition Services Field Office; (e.g., DEMIL Field Office). In these cases, the DLA Disposition Services Field Office shipping the materiel will send DLA Disposition Services the DLMS 945A Materiel Release Confirmation transaction citing Shipment Hold Code X for each DTID number or DTID number and suffix or Scrap (UCN) LSN quantity being relocated. DLA Disposition Services uses the Materiel Release Confirmation transaction to update the owner record and hold the quantity pending shipment.

C16.7.5.3.2.1. Additional Field Office Responsibilities for Relocation of DS Coded Materiel Requiring Redistribution. For these redistribution orders, the field office will create an internal DLMS 940R Redistribution Order (RDO) using a UCN constructed using the field office DoDAAC and current ordinal date, followed by a unique 4-digit serial number, (e.g., SY205411390001, SY205411390002, etc.). The field office will then decrement the owner balance, create and exit the DLMS 867I Issue, position the Redistribution Order for release, and once released, generate the DLMS 945A Materiel Release Confirmation to the owner and the DLMS 856S Shipment Status to the receiving field office using DAAS. The internal RDO will be used to allocate the DTID and quantity within DSS to support the site-to-site transfer. DSS will simultaneously send an outbound DLMS 945A Materiel Release Confirmation to EBS citing new Shipment Hold Code X. The shipment hold will ensure the inventory is not allocated to another process, or ordered while waiting to be shipped. Upon receipt of the materiel release confirmation citing Shipment Hold Code X, EBS will create an internal order and restrict the DTID quantity, making it unavailable to other orders/processes. The field office will perform the pick when it is ready to ship the materiel. DSS will trigger the transmission of the DLMS 945A without a shipment hold

code to EBS upon actual shipment of the redistributed materiel, in addition to sending a DLMS 856S to the receiving office via DAAS. EBS will update the order status and DTID quantity to reflect the materiel as shipped, and update the inventory records as indicated by the DLMS 945A.

C16.7.5.3.2.2. <u>Citing Document Identifier Codes on Redistribution Orders</u>. The MILSTRIP DIC cited in the internal DLMS 940R will be A2_, Redistribution Release Order since the materiel is being shipped to another field office.

C16.7.5.3.2.3. <u>Requirement for Posting to the Defense Automatic Addressing System</u>. Since these transactions are internal to the field office, a copy will be passed to DAAS to be posted in the DAAS so that the complete issue, confirmation, and status history are maintained.

C16.7.5.3.3. RESERVED.

C16.7.5.3.4. <u>Documenting the On-hand Balance Record for Redistributions</u>. Upon receipt of the DLMS 945A Materiel Release Confirmation transaction citing Shipment Hold Code X, DLA Disposition Services will hold the on-hand balance record for the quantity submitted by the DLA Disposition Services Field Office and generate an internal RDO. For these redistributions no RDO (DLMS 940R, Type Transaction Code NI) will exit the DLA Disposition Services system.

C16.7.5.3.5. <u>Confirmation of Actual Shipment</u>. When the DLA Disposition Services Field Office actually ships the materiel held for redistribution, the field office will release another DLMS 945A Materiel Release Confirmation, citing all applicable carrier information, but with no shipment hold code.

C16.7.5.3.6. <u>Redistribution Orders Quantity</u>. The quantity on the DLMS 945A Materiel Release Confirmation transaction will be used by DLA Disposition Services to populate the RDO quantity field and will be reflected as in-transit until the DLMS 527R Receipt transaction is processed from the receiving DLA Disposition Services Field Office or the RDO is cancelled.

C16.7.5.3.7. <u>Partial Shipments, First Shipment Requirements</u>. If property that requires DEMIL needs to go to a different field office (DEMIL facility) and the size and/or weight limits the use of one conveyance, partial shipments may occur. The first partial shipment will include two document numbers - the RDO document number (i.e., the controlling document number) and the original DTID number or DTID number and suffix from the issuing/losing field office as a secondary reference number. This document number will be reported by the DLA Disposition Services Field Office on the DLMS 527R Receipt transaction submitted to DLA Disposition Services.

C16.7.5.3.8. <u>Partial Shipments, Second Shipment Requirements</u>. When the second partial shipment arrives at the DEMIL facility, the RDO document number cannot identify the receipt by itself due to the disposition services duplicate DTID number or DTID number and suffix business rule. Therefore, a UCN will be created by field office personnel to receipt the remainder of the property, causing three document

numbers to be associated with the shipment/receipt transaction: (1) the original RDO document number serving as the primary document number for the new receipt, (2) the original DTID number or DTID number and suffix from the issuing/losing field office (secondary reference number), which is perpetuated from the RDO, and (3) the UCN generated to prevent DTID number or DTID number and suffix re-use. These document numbers are all linked and all three will be reported on the DLMS 527R Receipt transaction submitted to DLA Disposition Services.

C16.7.6 <u>DLA Disposition Services Public Sales</u>

C16.7.6.1. <u>Public Sales Contracts</u>. Contracts for public sales are maintained at DLA Disposition Services. The DLMS 832N, Catalog Data Support transaction (Catalog Purpose Code SC) will be used to communicate sales contract catalog data to the field offices. This pre-positioned information will be used by the field office to facilitate the receipt process for turned-in property/DTIDs or DTIDs and suffixes initially assigned Disposition Category Code SL–Sales. A separate transaction will be used for each field office, since specific site data and materiel contract information is maintained at the line item level. A detail line is required for each combination of property, sales contract, and sales contract line item. Each transaction may contain one or more detail lines. The following detail level data is included, but not limited to: sales contract number, sales contract line item number, generic name/description, DLA Disposition Services Field Office, unit of measure, and the catalog transaction purpose code used to indicate whether the line item record will be added, changed, or deleted.

C16.7.6.2. <u>Sales Category (SL) Sub-Category Scrap and Salvage Recycling (SR)</u>. DLA Disposition Services has partnerships with scrap sales contractors to manage the receipt, marketing, and sale of surplus scrap material generated by DoD installations. The scrap material is stored at DLA Disposition Services Field Offices by Scrap Classification (SCL) code. DLA Disposition Services will send a DLMS 832N to the DLA Disposition Services Field Offices when a new Scrap and Salvage Recycling contract is established. The DLMS 832N will convey contract and catalog information for Scrap and Salvage Recycling contracts, which the DLA Disposition Services Field Offices will use to generate an internal DLMS 940R Materiel Release Order to issue scrap material to the contractor. The DLA Disposition Services Field Office will subsequently send a "post-post" DLMS 511R (DLA Directed MRO) to DLA Disposition Services containing the applicable sales contract number and weight after the contractor has picked up the scrap material.

C16.7.6.3. <u>Comparison of Customer Turn-in Property to Prepositioned Sales Contract Data</u>. The DLA Disposition Services Field Office will match the property received from customer turn-in to the pre-positioned sales contract data. When a match is found, the sales contract number and associated sales contract line item number will be provided on the receipt transaction provided to DLA Disposition Services. See C16.7.8.3. - Disposition Category Code SL–Sales.

C16.7.6.4. <u>WEB Auction for Public Sale of Excess Property</u>. Subsequent to receipt, excess property eligible for public sale will be published to DLA Disposition

Services web auctions, which are required to be accessible to the general public without any form of user registration. While published web auctions will be viewable by the general public, users will be restricted from submitting bids until a self-registration process is completed. The completion of the self-registration process will result in the creation of a DLA Disposition Services business partner record, enabling the registered user to submit bids against published web auctions.

C16.7.6.4.1. <u>End Use Certificate</u>. Upon determination of an auction winner, the customer will be required to submit an end use certificate (EUC). The information on the EUC will be used to authenticate the customer's self-registration credentials and verify eligibility to receive the auction property. Upon completion of the eligibility process, DLA Disposition Services will create a supporting internal sales order document.

C16.7.6.4.2. <u>Materiel Release Order for Public Sale Property</u>. Once the Defense Finance Accounting Service (DFAS) posts customer payment against the sales order, then DLMS 940R Materiel Release Orders will be generated by DLA Disposition Services to the DLA Disposition Services Field Office authorizing release of the materiel. The MRO transaction will serve as the indicator to DLA Disposition Services Field Office personnel responsible for managing property removals, that customer payment was received and removal is permitted. See C16.2.4.1.9. - Materiel Release Orders in Support of Public Sales.

C16.7.7. <u>Receipts of Turn-ins to DLA Disposition Services Field Offices</u>. For receipt of items that have been turned in, the field office will provide DLA Disposition Services a DLMS 527R Receipt (Transaction Type Code D4) with 2/LIN01/10 code I (MILSTRAP D6A functionality) or J (D6B functionality), as appropriate. The DTID number or DTID number and suffix, which represent specific property in the same condition turned in to a specific DLA Disposition Services Field Office, will be passed on all field office generated receipt transactions and provides the level of traceability DLA Disposition Services requires. Because property is often turned in used, simply representing property by materiel number (e.g., NSN or LSN) is insufficient and the DTID number or DTID number and suffix provides the capability to identify and track property at a more granular level of detail. For receipt of property, the field offices will sign the DD Form 1348-1A/1348-2 and provide a signed digital image of the turn-in document via eDOCs, to confirm receipt in ICS. Disposition Services Field Offices must comply with the Chapter 13 time standards for processing receipts. Simultaneous with the creation of the DLMS 527R Receipt to DLA Disposition Services, the field office will trigger a TRA to the DoDAAC in the DTID number. This action provides near time confirmation that DLA Disposition Services picked up materiel accountability and ownership for the materiel and provides a linkage to audit trails retained by the field office. If the DTID DoDAAC is the activity directing the disposal action (not the shipping activity), it is incumbent on that activity to coordinate as necessary with the shipping activity to acknowledge receipt of the TRA. The TRA will include both the DTID number and the UCN when applicable.

C16.7.7.1. <u>Assignment of Disposition Category Code</u>. When property identified to a DTID number or DTID number and suffix is turned in, it is assigned an initial disposition category at pre-receipt (i.e., physical examination of property), which is provided in the DLMS 527R Receipt to DLA Disposition Services (see C16.7.9.). This disposition category is used to determine how the property is to be processed subsequent to receipt; (e.g. reutilization, disposal, etc). When the receipt transaction is received, DLA Disposition Services will confirm that the correct disposition category has been assigned using property characteristics provided in the DLMS 527R; (e.g. DEMIL Code, HM/HW indicator, etc.).

C16.7.7.2. <u>DLMS 527R Required Data Elements</u>. The DLMS 527R Receipt transaction includes the following data elements as applicable to support the disposition category code assignment process and to subsequently track other disposal processes: Bill to DoDAAC, DEMIL code, demilitarization integrity code, demilitarization performed code, disposition services accumulation number, disposition category code, disposition services container ID, disposition services complete container count, disposition services current container count, disposition services term sales code, disposition services indicator (e.g., Abandoned Property (AP) Indicator, Certificate Availability (CA) Indicator, Controlled Property Branch Verified as Not controlled (CPBV), DEMIL Instructions (DI) Indicator, HM Indicator, HW Indicator, or HWPS Indicator, Receipt-In-Place (RIP) Indicator, SA/LW Indicator, Wash Post (WP) Indicator), disposition services reimbursement code, disposition services UCN, DTID number or DTID number and suffix, DTID materiel description, hazardous material indicator code, Industrial Plant Equipment (IPE) report number, SDS Number, model number (used only in conjunction with IPE Report Number), Sales Contract Number, Sales Contract Line Item Number, Service LSN, year of manufacturer (used only in conjunction with IPE Report Number).

C16.7.7.3. <u>Disposition Category Code SL–Sales</u>. The DLA Disposition Services Office will return a Disposition Category Code SL to notify the field office that the item will be held for sale. When pre-existing sales contract data is available, DLA Disposition Services will pre-position contract data using the DLMS 832N transaction (see C16.7.6.) to facilitate receipt processing. At time of receipt, the field office receiver will match the property received from customer turn-in to the pre-positioned sales contract data. When a match is found, the sales contract number and associated sales contract line item number will be provided on the DLMS 527R Receipt transaction sent to DLA Disposition Services.

C16.7.7.4 <u>Reversal of Incorrect Receipt Transactions for DLA Disposition Services</u>. Receiving activities may use the DLMS 527R Receipt transaction (Legacy DIC D4_/D6_) to reverse incorrect receipt transactions. The Receipt reversal transaction will use reason for reversal codes identified in DLM 4000.25 Volume 2, Appendix 7.32, Reason for Reversal Code. For receipt reversals using Reason for Reversal Code D to identify SDR After Receipt, DLA Disposition Services Field Sites will first trigger the SDR using SDR Action Code 3C, followed by e SDR with Action Code of 3B. This will allow the discrepant materiel to remain in location and on record at the Disposition Services Field Office until the discrepant materiel has been picked up

by the originating generating customer. .The receipt reversal transaction will be the last step to the process. See C16.8.1 and C16.8.1.2 for additional information.

C16.7.7.5. <u>Turn-in of Small Arms/Light Weapons</u>. Upon arrival of every SA/LW shipment, DLA Disposition Services DEMIL Center, Anniston, Alabama will identify each SA/LW by a valid NSN or previously assigned management control number (MCN), in addition to a separate serial number for each individual weapon. The shipper must provide proper materiel identification and serialization data for every turn-in shipment.

C16.7.7.5.1. <u>Verification and Passing of SA/LW Serial Numbers</u>. During the pre-receipt process, the field office will sight verify each weapon received by serial number(s) with the associated shipping documents. Upon sight verification, the field office will receipt the SA/LW and record serialization data. In addition, the field office will transmit a TRA to the shipping activity to acknowledge the receipt. The TRA transaction will include the serialization data to allow the shipping activity to close any pending in-transit balance. There is a "many-to-one" relationship between a SA/LW serial number and DTID number or DTID number and suffix; therefore, the Receipt transaction contains a loop to include multiple serial numbers when necessary.

C16.7.7.5.2. <u>Materiel Identification on Disposition Services Turn-In Receipt Acknowledgement (TRA)</u>. The field office will not accept any SA/LW identified by a Service LSN or invalid materiel identification DoD Components will ensure all shipments to DLA Disposition Services Field Offices carry a valid NSN, or MCN assigned by the Army. DLA Disposition Services Anniston, Alabama will hold the discrepant materiel and follow the SDR process as stated in Chapter 17. The turn-in activity is responsible for providing prompt resolution to the SDR. The lack of a positive resolution in a timely matter will cause the return of the shipment to the turn-in activity.. If the turn-in activity cannot identify a valid NSN for the weapon, the DoD Component will contact the the Army and obtain an MCN prior to shipment. The receipt process will trigger a TRA transaction to the shipping activity indicating a successful receipt of the weapon(s). The TRA transaction will include the SA/LW serialization data reported in the corresponding Receipt transaction.

C16.7.7.5.3. <u>Partial Weapon Turn-in</u>[12]

C16.7.7.5.3.1. Turn-in activities must include a list of missing parts on the DTID (or an attached continuation page) or a signed statement certifying that the weapons have missing parts when transferring partial/incomplete weapons to DLA Disposition Services Small Arms Anniston, Alabama, under the whole weapon NSN. If using a missing parts list and the shipment includes multiple weapons, associate each list of missing parts with the serial number of the whole weapon. Shipments of a partial weapon identified under the whole weapon NSN but lacking the required list of missing

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[12] Refer to ADC 1175.

parts or equivalent certification are discrepant. DLA Disposition Services will generate an SDR in accordance with Chapter 17 SDR guidance.

C16.7.7.5.3.2. DLA Disposition Services Small Arms Anniston, Alabama, will NOT accept a turned in weapon subcomponent, such as the upper receiver, butt stock assembly, or barrel assembly, without its matching serialized receiver under its end item NSN. When identifying the serialized receiver on a weapon, the term "serialized receiver" refers to the receiver that displays or holds the serial number of a particular weapon. DLA Disposition Services Small Arms Anniston, Alabama, will receipt the subcomponent under the applicable materiel identification for the subcomponent(s) and submit an informational SDR to the generator. DLA Disposition Services will send a Disposition Services Turn-In Receipt Acknowledgement transaction citing the turn-in materiel identification (for reconciliation by the turn-in activity) and the actual materiel identification used for the DLA Disposition Services receipt. DLA Disposition Services Small Arms Anniston, Alabama, will mutilate and/or destroy non-serialized weapon parts consistent with the demilitarization code requirements, local policies, laws, and regulations.

C16.7.7.6. Turn-in of Industrial Plant Equipment. During the pre-receipt process, the field office will verify the serial number received and include that serial number in the DLMS 527R Receipt transaction sent to DLA Disposition Services (one-to-one relationship between DTID number or DTID number and suffix and serial number for IPE).

C16.7.7.7. Disposition Services Indicator. The field office will assign a disposition services indicator in the DLMS 527R Receipt transaction to communicate unique property and/or materiel location information as follows:

C16.7.7.7.1. AP – Abandoned Property

C16.7.7.7.2. CA – Certificate Available to Document Property Condition

C16.7.7.7.3. CPBV – Controlled Property Branch Verified as Not Controlled

C16.7.7.7.4. DI – DEMIL Instructions Available at Time of Receipt

C16.7.7.7.5. HM – Hazardous Material

C16.7.7.7.6. HW – Hazardous Waste

C16.7.7.7.7. HWPS – Hazardous Waste Profile Sheet Available at Time of Turn-in

C16.7.7.7.8. RIP – Receipt-In-Place. Property not physically located at the field office. The generator retains custody and accountability (ownership) until property is ready for sale, reutilization, transfer and/or donation.

C16.7.7.7.9. <u>SA/LW – Small Arms and Light Weapons</u>

C16.7.7.7.10. <u>WP – Wash Post</u>. Property may have previously processed as RIP pending sale, reutilization, transfer, or donation. Once the customer is available to remove the property from generator's location, the field office will send a DLMS 527R Receipt, with Disposition Services Indicator WP, and the appropriate Disposition Category Code of SL or RU. The receipt quantity will be added to the field office and DLA Disposition Services' inventory records, then immediately dropped. The field office will use the WP indicator to generate an internal DLMS 940R MRO to drop the DTID number or DTID number and suffix (requisitioned quantity) from its inventory balance. Simultaneous with the creation of the DLMS 527R Receipt (Transaction Type Code D4), with Disposition Services Indicator WP to DLA Disposition Services, the field office will trigger a TRA transaction to the DoDAAC in the DTID number to provide notification that materiel has been receipted and DLA Disposition Services processed a Receipt transaction to pick up materiel accountability and ownership for the materiel. The TRA will be provided to the DoDAAC in the DTID.

C16.7.7.8. <u>Delivery Order Term Sales</u>. The field office will identify property designated for resale under CV delivery order term sales contracts by including the disposition services term sales code in the receipt transaction. The disposition services term sales code is based on specific item characteristics. An example is rolling stock (wheeled items). The delivery order term sales code is a code set maintained by DLA Disposition Services. An internal DLA Disposition Services table is used to associate the delivery order term sales code with the applicable CV contract for sourcing materiel for release to the purchaser.

C16.7.7.9. Disposition Services Accumulation Number. The Disposition Services Accumulation Number is a unique number for the weekly time period assigned to all property entering the disposal system during that week. The number controls the multitude of disposal cycles Disposition Services uses to manage the ultimate disposition of property and ensures items receive full screening on the RTD web allowing all customers to have an appropriate time frame to view and requisition property. The original accumulation number is assigned automatically by the DLA Disposition Services Field Office and sent to DLA Disposition Services ICP via the DLMS 527R Receipt transaction.

C16.7.7.9.1. When the accumulation number becomes out of sync, DLA Disposition Services ICP (approved headquarters personnel only) will manually change the DTID's accumulation number in DLA's EBS. EBS automatically sends this change to the DLA Disposition Services Field Office using the DLMS 846C Accumulation Number Update transaction.

C16.7.7.9.2. The Accumulation Number Update transaction provides the field office with the new accumulation data. The updated fields include: date of accumulation number change, old accumulation number, and new accumulation number. The disposition category code is also passed. For Accumulation Number Update transactions, the disposition category value will always be RU as only items in

RU Reutilization status need to be tracked by an accumulation number. The field office will use the RU value to trigger the correct processing of the transaction.

C16.7.8. <u>Disposition Category Code Assignment and Associated Action</u>. When generators turn-in materiel under a DTID number or DTID number and suffix to a DLA Disposition Services Field Office, the field office will send DLA Disposition Services a non-DLMS synchronous real-time transaction to request disposition category assignment. Depending upon the characteristics of the DTID number or DTID number and suffix property, DLA Disposition Services' response will assign one of the following five Disposition Category Codes: Reject (RJ), Research (RS), Reutilization (RU), Sales (SL), or Disposal (DS). After the DLA Disposition Services Field Office receiver verifies the receipt disposition category assignment from DLA Disposition Services, the field office will send a DLMS 527R Receipt transaction with the appropriate disposition category code (see C16.7.8.1. and C16.7.8.2.). Simultaneous with the generation of the DLMS 527R Receipt transaction (Transaction Type Code D4) to DLA Disposition Services, the field office will trigger a TRA transaction to the DoDAAC in the DTID number. This action provides near time confirmation to the generator that DLA Disposition Services processed a Receipt transaction to pick up materiel accountability and ownership for the materiel and provides a linkage to audit trails retained by the field office.

C16.7.8.1. <u>Assignment of Disposition Category Code</u>. The Disposition Category Code assigned to a DTID number or DTID number and suffix determines how the property is processed subsequent to receipt; (e.g. reutilization, disposal, etc). In addition, the category will determine the field office stow process, and which activity will be responsible for the issue of DTID number or DTID number and suffix property. The DLA Disposition Services will be responsible for issuing DTID number or DTID number and suffix records with Disposition Category Codes of RU or SL, except when the SL Disposition Category Sub-Category Code is CV (Commercial Venture), or SR (Scrap and Salvage Recycling). The Disposition Services Field Office will be responsible for issuing DTID number or DTID number and suffix records with a disposition category of Disposal (DS), or Sales (SL) with a Disposition Category Sub-Category Code CV or SR.

C16.7.8.1.1. <u>Warehouse Storage Location Update</u>. The DLA Disposition Services Field Office will send the DLMS 943A Warehouse Storage Location Update transaction to DLA Disposition Services to provide visibility of the warehouse storage location for DTID number and suffix records with a Disposition Category Code RU or SL. The Warehouse Storage Location Update transaction will be submitted subsequent to the reported 527R Receipt when materiel receipt is stowed in a warehouse storage location or RIP site and at the completion of re-warehousing actions for Disposition Category Code RU and SL items.   For RIP, the transaction identifies the alternate property location data. This is structured as "APLD" plus the location DoDAAC (when available), and up to six characters after the DoDAAC further identifying the physical location of the item. In addition to the warehouse location, the Warehouse Storage Location Update will contain the property area code assigned based on the type of property stored in the warehouse location (e.g., DEMIL required, general property, controlled item, etc.) The property area code is internal to, and

maintained by, DLA Disposition Services. There will not be a property area code assigned for RIP property. DLA Disposition Services will update the RTD Web with the warehouse storage location data to facilitate the screening process when the RTD specialist or customers request visual inspection (prior to requisitioning).

C16.7.8.1.2. <u>Incorrect RTD Web Warehouse Location</u>. Due to the timing between the RTD Web print out and the customer's visit to the DLA Disposition Services Field Office, if materiel is not found in the warehouse location shown on the RTD Web print out, field office personnel will query DSS to obtain the current warehouse location for DTID items to be examined.

C16.7.8.2. <u>DTID, or DTID and Suffix Property Issued by DLA Disposition Services Field Offices</u>. The DLA Disposition Services Field Office will issue DTID number or DTID number and suffix property based on the Disposition Category Code and additional data reflected in the DLMS 846C. For these issues, the field office will create an internal DLMS 940R (either Redistribution Order or Materiel Release Order, as appropriate). For materiel release to customers of Disposition Category Code DS materiel, or Disposition Category Code SL materiel with subcategory CV or SR, see C16.7.8.5. For relocation/redistribution of Disposition Category Code DS materiel to another DLA Disposition Services Field Office, (see C16.7.5).

C16.7.8.3. <u>Validation/Change of Initial Disposition Category Code</u>. There are multiple situations when DLA Disposition Services and the DLA Disposition Services Field Office validate or change the disposition category code assigned to a DTID number or DTID number and suffix in the initial DLMS 527R Receipt transaction. The DLMS 846C Disposition Category Update transaction (Report Type Code PC–Update), will be used by DLA Disposition Services for these communications. For instances where a response is warranted, the DLMS 846C, Disposition Category Update Response transaction (Report Type Code 09–Response), will be used by DLA Disposition Services Field Offices. A summary of when the DLMS 846C is used to validate/change initially assigned disposition category codes is as follows:

C16.7.8.3.1. <u>Using 846C Disposition Category Update Transaction</u>. Upon receiving the Receipt transaction from the field office, DLA Disposition Services will validate the disposition category code of the receipted DTID number or DTID number and suffix. If Disposition Category Code DS is assigned, and DLA Disposition Services agrees, a DLMS 846C Disposition Category Update transaction will be generated to the field office citing Disposition Category Code DS. This transaction will notify the field office that the item will be sent to ultimate disposal and will contain data required by the DLA Disposition Field Office to construct internal MROs or RDOs as required to issue the property. Upon receipt of the DLMS 846C Disposition Category Update transaction indicating ultimate disposal, the field office will generate a DLMS 846C Disposition Category Update Response to DLA Disposition Services confirming, changing, or denying the assigned DS Category Code. If confirmed, the field office will subsequently generate the DLMS 867I Issue transaction to DLA Disposition Services if the property is issued to another DLA Disposition Services Field Office (DEMIL or

Controlled Property Center) (see C16.7.5.3.2.) or the DLMS 511R (post-post Directed MRO (DIC C0_)) if the property is issued to a disposal customer (see C16.7.8.5.).

C16.7.8.3.2. <u>Update/Changes to a Controlled Property Rule</u>. If DLA Disposition Services updates/changes a controlled property rule, the Disposition Category Code of the DTID numbers, or DTID numbers and suffixes affected by this change may be updated. This can occur prior to or during the RTD screening cycle. DLA disposition category codes can be changed among DS (Disposal), RU (Reutilization) or SL (Sales). If the property goes through the complete RTD cycle and is not requisitioned, it will be assigned Disposal Category Code DS or Disposition Category Code SL-Sales via generation of the DLMS 846C update transaction by DLA Disposition Services. This transaction will contain data required by the DLA Disposition Field Office to construct internal MROs. Items assigned a disposal category are processed as described above. Some DTID number or DTID number and suffix property assigned Disposition Category Code SL–Sales are further identified by a disposition sub-category code in the DLMS 846C as being eligible for CV contracts and are processed as described below.

C16.7.8.3.2.1. <u>Sales Category Sub-Category Commercial Venture</u>. DLA Disposition Services has a partnership with a commercial venture firm to sell DoD surplus property following the RTD screening cycle. DLA Disposition Services will identify property categorized for CV and send the DLMS 846C Disposition Category Update transaction to the field office to initiate processing. Upon receipt of the DLMS 846C indicating CV, the field office will generate the DLMS 846C Disposition Category Update Response transaction to DLA Disposition Services confirming or changing the assigned disposition category codes.

C16.7.8.3.2.1.1. <u>Change of CV Code Due to Ineligibility</u>. When the Controlled Property Verification Officer at the field office determines materiel is not CV eligible, the Disposition Category Update Response transaction will contain disposition category code DS instead of SL, as well as a disposition category change reject reason code, as published in DLA Disposition Services -I 4160.14, reflecting the data characteristic or reason the item will not be released to the CV contract. DLA Disposition Services will in turn send the update DLMS 846C to the field office. The reject reason code will cause the field office to remove the property from the CV holding area at the warehouse and allow the item to be processed through ultimate disposal.

C16.7.8.3.2.1.2. <u>Use of DLMS 511R for Eligible CV Materiel</u>. When the field office determines the materiel is CV eligible, the field office will send the DLMS 511R (post-post directed MRO) transaction to DLA Disposition Services for inventory issued to the CV customer (see C16.7.8.5.).

C16.7.8.3.2.1.3. <u>Use of DLMS 945A Materiel Release Denial for Unauthorized CV Materiel</u>. In limited situations, where a CV delivery order is released to the DLA Disposition Services Field Office listing DTIDs to issue/ship to a CV firm, and a subsequent mission essential RTD order is received for DTID(s) on that delivery order prior to shipment to the CV firm, a DLMS 945A Materiel Release Denial

(MILSTRIP legacy DIC A6A/A6B/A61/A62) citing Denial Management Code W needs to be sent to DLA Disposition Services to remove the item from the delivery order and generate a systemic credit for that delivery order. Sales personnel at the DLA Disposition Services Field Offices will then have the ability to properly close-out a pick requirement for property that appears on the CV delivery order that does not qualify for issuing to CV and expedite the denial with a systematic credit to the CV firm.

C16.7.8.3.2.1.3.1. When the serial number (SN) requested in the 940R Materiel Release Order is not present at the storage site, the MRO will be denied using the Materiel Release Denial (DLMS 945A with 2/W0611/0200 code NK / MILSTRIP DIC A6_) response to the requestor referencing the SN requested and use of Management Code T, and not subject to inventory quantity adjustments at the storage site. The Materiel Release Order will be processed by UII and /or serial when there is a match with materiel available in storage Business rules are as follow:

Table   C16. T3 Storage Business Rules

UII	SN	Available in Storage	Action
Yes	Yes	Yes (UII and SN match)	Process
No	Yes	Yes (SN match only)	Process
Yes	No	Yes (Only UII)	Denial
No	No	Yes (no SN/UII)	Process

C16.7.8.3.2.1.3.2. The MRO will be processed by UII and /or serial when there is a match with materiel available in storage.

(a) When both UII and the SN are present and both values match with materiel in storage, the MRO will be fulfilled as requested.

(b) When only the SN is present and there is a match with materiel available in storage, the MRO will be fulfilled as requested.

(c) When only the UII is present and not the SN, the MRO would be denied.

(d) When no serialization data is provided, the MRO will be processed as requested.

(e) When there is no match with Serialization data provided, the MRO will be denied.

(f) When the SN, NIIN, SCC do not match, the MRO will be denied.

C16.7.8.3.2.2. RESERVED

C16.7.8.4. <u>Directed Release of Disposal and Sales DTID Number, or DTID Number and suffix, Property (Post-Post Action)</u>. DLA Disposition Services Field Offices will send the DLMS 511R, DLA-Directed MRO (DIC C0_) Type Transaction Code A0/Action Code J, to DLA Disposition Services after property has been issued. Upon receipt, DLA Disposition Services will drop its inventory balance. In this instance, no MRO is sent to the field office, as this 511R is for inventory reduction vice shipping (the materiel has already been delivered or picked up).

C16.7.8.4.1. <u>Use of Internal DLMS 940R MRO</u>. For these issues, the field office will create an internal DLMS 940R MRO using a unique document number constructed by using the field office DoDAAC and current ordinal date, followed by a unique 4-digit serial number, (e.g., SY205411390001, SY205411390002, etc). The field office will then decrement the owner balance, create and exit the DLMS 511R directed MRO, position the MRO for release, and once released, generate the DLMS 945A materiel release confirmation to the owner and DLMS 856S Shipment Status to the customer. Materiel release confirmations for both scrap and commercial venture property will use the transportation method code for "Bearer, Walk-Thru (Customer Pickup of Materiel)" to indicate no physical shipment is involved.

C16.7.8.4.2. <u>DIC for Internal MRO</u>. The DIC cited in the internal DLMS 940R will be A5_, MRO since the property is being shipped or picked up by a customer.

C16.7.8.4.3. <u>Updating DAAS on Internal MROs</u>. Since these transactions are internal to the field office, a copy will be passed to DAAS to be posted in the DAAS so that the complete issue, confirmation, and status history are maintained.

C16.7.8.5. <u>Post-post Requisitions</u>. Post-post requisitions from the DLA Disposition Services Field Office will be identified by disposition category code and disposition sub-category code. A Disposition Category Code DS indicates the materiel has already been issued. As discussed above, Disposition Category Code SL (Sales) with the Disposition Sub-Category Code CV (Commercial Venture) indicates the property was issued to the commercial venture customer. Use of Disposition Category Code SL with Disposition Sub-Category Code SR indicates the property was issued to a scrap sales customer.

C16.7.8.6. <u>Disposition Category Code DS/Disposition Sub-Category Code</u>. Upon receipt of these types of DLMS 511R transactions, DLA Disposition Services will determine the type of post-post order that should be generated based upon the disposition category code/disposition sub-category code. Disposition Category Code DS will indicate a DLA Disposition Services post-post disposal order.

C16.7.8.7. <u>DLA Disposition Services Post-Post Scrap Sales Orders</u>. The DLA Disposition Services Field Office will send DLMS 511R DLA Directed MRO (post-

post requisitions) using Disposition Sub-Category Code SR to DLA Disposition Services each time scrap sales contractors remove property for a scrap UCN, DTID number or DTID number and suffix from a DLA Disposition Services Field Office. The DLMS 511R DLA Directed MRO will include the sales contract number and the quantity (by weight) of the scrap material removed. The addition of the sales contract number and weight allows DLA Disposition Services to identify the contract associated with the sale and support back-end billing. DLA Disposition Services will create a post-post sales order for each DLMS 511R DLA-Directed MRO transaction received from the Field Office. DLA Disposition Services will assign DTID number or DTID number and suffix, associated with the materiel on the post-post order based on First In-First Out (FIFO) order, limiting selection to DTID numbers with an available quantity on the DTID Table. DLA Disposition Services will first add a new record to the Sales Order DTID Table and include: DTID number or DTID number and suffix, post-post order number, quantity, date, and order type; and then update the inventory record by decreasing the available quantity for the DTID.

> C16.7.8.8. <u>DLA Disposition Services Post-Post CV Orders</u>. The DLA Disposition Services Field Office will send DLMS 511R post-post requisitions using Disposition Sub-Category Code CV to DLA Disposition Services each time CV customers remove property for a commercial venture DTID number or DTID number and suffix, from a DLA Disposition Services Field Office. DLA Disposition Services will create a post-post order for each 511R DLA-Directed MRO transaction received from the field office and add a record to the Sales Order DTID Table to include: DTID number or DTID number and suffix, post-post order number, quantity, date, and order type; and then update the inventory record by decreasing the available quantity for the DTID.

> C16.7.8.9. <u>Billing for Materiel</u>. The DLMS 511R transactions for scrap sales and commercial venture will indicate non-Interfund billing to the contractor (Fund Code XP) and the customer will be billed prior to removal of the materiel. The DoDAAC of the commercial or scrap venture firm will be identified as both the ordered-by and ship-to activity. For DLMS 511R transactions, the Signal Code M indicates there will be no billing. In addition, the DoDAAC of the disposal customer will be identified as both the ordered-by and ship-to activity. When a unit of use LSN is being issued, the DLMS 511R will carry both the unit of use LSN and the cross-reference NSN. The unit of use Indicator defines the quantity and unit of measure applicable to the Unit of Use.

> C16.7.8.10. <u>Disposal of SA/LW</u>. For DLMS 511R directed MROs with Disposition Category Code DS involving the disposal of SA/LW, the serial number/unique item identifier (UII) will not be populated on the transaction. The serial number/UII will only be present on the 945A confirmation.

C16.7.9. <u>Local Stock Numbers (LSN) and Unit of Use</u>.

> C16.7.9.1. <u>Local Stock Numbers (LSN) and Unit of Use</u>. There are several instances that an LSN will be used by the DLA Disposition Services Field Office and supported activities:

C16.7.9.1.1. <u>Useable Local Stock Numbers (LSN)</u>. When materiel is turned in to the Disposition Services Field Office identified by an LSN assigned by the generator, and it cannot be further identified to an NSN, and is determined to be useable, a Disposition Services LSN will be assigned (if one does not already exist) and will be used as identification of the property throughout the disposition services process. Useable LSNs will be identified by valid FSC as part of the numbering convention, (e.g., 1035-DS-GUN-GT3M). The original LSN used by a generator to turn in materiel, will be included as a reference on the receipt and will serve as reference information for the item when it is marketed on the RTD website.

C16.7.9.1.2. <u>Scrap LSN</u>. Materiel downgraded to scrap during or subsequent to receipt will be assigned a Scrap LSN. Scrap LSNs will be identified by using a materiel group of SCRP. All scrap LSNs will use this materiel group identification as well as containing a Scrap Classification Code (SCL). The SCL is a three-character DLA Disposition Services code to identify different types of scrap and appears in positions 11-13 of the Scrap LSN, (e.g., SCRP-DS-000-A01A).

C16.7.9.1.3. <u>Unit of Use</u>. When the materiel turned in to the Disposition Services Field Office can be identified to a NSN but the quantity is less than the FLIS unit of use, the DLA Disposition Services Field Office will create a new LSN by replacing the first character of the NIIN, (e.g., 5965-R1-123-4567, with an "R"). DLA Disposition Services and field offices use of DLMS transactions, including the DLMS 945A Release Confirmation, will carry the unit of use LSN, the cross-reference NSN, and the unit of use indicator. When the unit of use Indicator is present in the transaction, the quantity and unit of measure values associated with this transaction are applicable to the unit of use. However, the property will be identified to its NSN for RTD. This form of LSN for unit of use will not be visible to the customer as its use will only be between DLA Disposition Services and their field offices.

C16.7.9.2. <u>Catalog Data Support Transaction (DLMS 832N)</u>. DLA Disposition Services will be the source for all Disposition Services LSNs (useable and scrap LSNs) and will notify DLA Disposition Services Field Offices via a DLMS 832N, Catalog Data Support transaction when it creates, changes or deletes an LSN. The DLA Disposition Services will use the DLMS 832N to create or update their LSN records.

C16.7.9.3. <u>Creation/Update of Unit of Use LSNs</u>. The DLMS 832N will not be used between DLA Disposition Services and their field offices for creation or update of unit of use LSNs, rather both will maintain tables which contain agreed upon conversion factors for what will be the lowest possible assigned unit of measure for each valid Federal Logistics Information System (FLIS) unit of use. When receipts for Unit of Use LSN materiel are processed by DLA Disposition Services, internal logic will link the materiel back to the NSN.

C16.8. <u>SUPPLY DISCREPANCY REPORTING</u>. Supply discrepancy reports (SDRs) and associated responses will be reported via the Disposition Services Field Office system or DoD WebSDR, using the DLMS 842A/W, Standard Supply Discrepancy

Report (SDR), Follow-up, Correction, Cancellation, & Reconsideration Request, for the initial SDR and the 842A/R, Standard Supply Discrepancy Report (SDR) Reply, for the reply. Discrepancies may be identified in shipments between the DLA Distribution Center and the DLA Disposition Services field office, between two DLA Disposition Services Field Offices, and between the field office and the generating customer. The SDR may be reported by the receiving field office or by the receiving customer.

C16.8.1. <u>Outgoing SDR</u>. During the receiving process, if the DLA Disposition Services Field Office identifies a supply discrepancy, an SDR will be generated via the field office system using using DLMS 842A/W transaction to the generating customer using Discrepancy Report Document Type Code D in conjunction with the appropriate SDR Disposition Services sub type code to distinguish the source of discrepant shipment (generating activity turn-In = T, DLA Distribution Center = B, and Redistribution between field offices = E, SDR Requested Action Type 3C.). Once the originating generator picks the non-accepted property, DLA Disposition Services will update the original SDR (Disposition Services SDR Sub Type Code T) with SDR Requested Action Code 3B. DLA Disposition Services Field Site will also annotate in the remarks section of the SDR the date the materiel was picked up by the generator. Using the SDR Requested Action Code 3B will close out the original SDR created with SDR Requested Action Code 3C. Failure of DLA Disposition Services to send the SDR Action Codes in this order will result in SDRs that remain open, adversely impacting metrics and possibly resulting in an audit.

C16.8.1.1. <u>Discrepancy Codes</u>. The Disposition Services Field Office will describe the type of discrepant condition, in most instances using unique discrepancy codes within their internal system. For external DoD processing, these unique codes trigger specific remarks for the outgoing SDR, but the code itself will not be perpetuated. Instead, the associated standard DoD discrepancy code value will be used for distribution of the SDR thus allowing the internal codes to remain available in the field office system for metrics and managements reports. Unique DLA Disposition Services discrepant conditions-, such as the turn-in of unauthorized property-or lack of specific documentation for hazardous material/hazardous waste may be identified by the applicable shipping, packaging, and storage discrepancy code.

C16.8.1.2. <u>Action Codes</u>. The DLA Disposition Services Field Office will indicate the applicable action taken or requested on the SDR. When an activity turns in property that cannot be accepted by the field office, the field office will prepare an SDR using SDR Requested Action Code 3C, indicating receiving activity not authorized to accept property (pick-up by original owner required) (Disposition Services use only). Once the originator picks the non-accepted property, DLA Disposition Services will update the original SDR with SDR Requested Action Code 3B (Discrepancy reported for corrective action and trend analysis. No reply required). DLA Disposition Services Field Office will also annotate in the remarks section of the SDR the date the materiel was picked up by the originator. Using the SDR Requested Action Code of 3B will close out the original SDR created with Action Code 3C.

C16.8.1.3. <u>Primary/Secondary Document Numbers</u>. The outgoing SDR may require communication of two document numbers. The following rules apply:

C16.8.1.3.1. <u>Property Turned in by Generating Activity</u>. The value used for the DTID/Suffix by the customer will be the primary document number identified in the SDR. If a UCN was established by the field office upon receipt, it will not be perpetuated on the SDR.

C16.8.1.3.2. <u>Property Shipped by the DLA Distribution Center to the DLA Disposition Services Field Office</u>. The document number used to ship the property will be the primary document number identified in the SDR. No secondary document number is applicable.

C16.8.1.3.3. <u>Redistribution of Property Between Disposition Services Field Offices</u>. The redistribution document number will be the primary document number identified in the SDR. The DTID used by DLA Disposition Services to track materiel will be perpetuated in the SDR and will be available to the receiving field office in both the DLMS 856S, Shipment Status and the DLMS 527D, PMR.

C16.8.2. <u>SDRs Prepared via DoD Web SDR</u>. DLA Disposition Services personnel will receive and process discrepancies for property shipped by the DLA Distribution Centers to various customers. DLA Disposition Services personnel will log in to WebSDR to create and submit SDRs on behalf of the customer using Document Type Code 7 and the related DLA Disposition Services SDR type code to distinguish customer type, as follows:

C16.8.2.1. <u>D = DLA Disposition Services Donated Materiel</u>. D Identifies discrepant property staged at the depot and released to a state agency customer.

C16.8.2.2. <u>F = DLA Disposition Services Transferred Materiel</u>. F Identifies discrepant property shipped to a non-DoD federal agency customer by a distribution center.

C16.8.2.3. <u>O = Other DLA Disposition Services Shipment</u>. O Identifies any other discrepant DLA Disposition Services Field Office property shipment not applicable for identification by any other designated Disposition Services Type Code.

C16.8.2.4. <u>R = DLA Disposition Services Reutilization</u>. R Identifies discrepant property shipped to a DoD customer by a distribution center.

C16.8.2.5. <u>S = DLA Disposition Services Sale</u>. S Identifies discrepant property sold to a DLA Disposition Services sales contractor and shipped by a distribution center.

C16.8.3. <u>Incoming Customer SDRs</u>. SDRs addressed to DLA Disposition Services (RIC S9D) will be supported by conversion to email via DoD WebSDR. SDRs will be processed in accordance with paragraph C16.8.2. The generic email address for S9D will be associated with all the DLA Disposition Services Field Offices for Document

Type 7 SDR only, allowing customer generated SDRs to be forwarded to DLA Disposition Services. Replies will be created in DoD WebSDR. Incoming Customer SDRs will not be sent to the DLA Disposition Services ICP system.

C16.8.4. Distribution of Document Type Code D SDRs Generated During the Receiving Process at the DLA Disposition Services Field Office.

C16.8.4.1. Discrepant Turn-ins. SDRs resulting from discrepant turn-ins will be directed to the shipping activity DoDAAC (also known as the generator) identified on the turn-in document (DD 1348-1A, Block 2).

C16.8.4.2. SDRs with Type Code T. SDRs citing DLA Disposition Services SDR Type Code T will be sent directly to the activity responsible for the turn-in of property whenever possible. In order to ensure electronic notification to the generating activity, DLA Disposition Services will provide the generator's email address to DoD WebSDR. This email address will be used by WebSDR for dissemination of the SDR.

C16.8.4.2.1. Generator Email Address. The Disposition Services Field Office system will establish a global table to store generator email addresses. The generator's email address will be captured from automated turn-in web-based tools maintained by DLA Disposition Services. The field office system will map the generator email address as indicated by the DLMS 842A/W. DoD WebSDR will use this email address for distribution to the identified address in addition to any other applicable distribution business rules.

C16.8.4.2.2. DoD Component Distribution. The SDR will automatically be sent to SDR applications based upon the existing DoD WebSDR or the Military Service of the customer either by transaction or via the email address associated with the DoDAAC in WebSDR. DLA Disposition Services will monitor for SDRs that never reached the intended recipient when so notified by rejected SDR or failed SDR transmission and pursue manual off-line follow-up if needed.

C16.8.4.3. SDRs Citing the DLA Disposition Services SDR Type Code B or E. SDRs with Type Code = B or E will be directed to the shipping activity and no information copies required.

C16.8.5. Property Requiring Customer Pick-Up. When unauthorized or unacceptable property is turned in to the field office, property will be placed in a frustrated property research area and an SDR prepared with the Discrepancy Code Z7 and Action Code 3C to notify the generator to pick-up the property. If the field office received property where the owner is not known or if the generator fails to respond to the SDR within 55 days or fails to pick up the property, the property may be mutilated and/or destroyed, consistent with Demilitarization Code requirements, local policies, laws, and regulations. As appropriate based upon the security and classification requirements of specific property, DLA Disposition Services may contact the generator in advance of the 55 day SDR time standard (which is consistent with all host nation, Federal, State, and local laws and regulations including DoD disposal policies).

C16.8.6. <u>Pre-position of Release Orders Through the PMR Process</u>. **The preposition of a disposal release order will make sure inbound materiel is sent to disposal upon receipt and prevents unserviceable materiel to be stored waiting for disposal instructions. Upon completion of the receipt, the disposal release order will be process accordingly. The materiel then will be staged expecting transportation to a DLA Disposition Services. See Chapter 12 for a complete description of the process. Although the description under chapter 12 is for serviceable materiel, the process remains the same for any order fulfillment release order.**

C17. CHAPTER 17

SUPPLY DISCREPANCY REPORTING[1]

C17.1 GENERAL

    C17.1.1. Purpose.

        C17.1.1.1. This chapter establishes information requirements for reporting and processing of discrepancy reports under the supply discrepancy reporting (SDR) Program. The SDR is a tool used to report shipping or packaging discrepancies attributable to the responsibility of the shipper, (including U.S. Government sources and contractors/manufacturers/vendors) and to provide appropriate responses and resolution, including financial action when appropriate. The purpose of the SDR exchange is to determine the cause of such discrepancies, effect corrective action, and prevent recurrence.

        C17.1.1.2. There are additional processing procedures that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. Refer to Chapter 30 for overview. See paragraph C17.3.8. for detailed SDR procedures.

    C17.1.2. Component SDR Systems. The intent of the SDR program is to support reporting of discrepancies identified during receipt processing without requiring separate action by receiving or support personnel to manually re-enter receipt information for the creation of the SDR in a separate, stand-alone SDR system. To facilitate the preparation of complete and accurate SDRs, Components must design supply systems to report supply discrepancies as an integral and seamless part of the receiving process.

    C17.1.3. Standard SDR Transactions. Under DLMS, the SDR will be considered a common logistics information exchange to be integrated with transaction processing through DAAS. The DoD approved standard for electronic transmission of SDR transactions is prescribed by the DLMS Implementation Convention (IC) using an ASC X12-compliant variable-length transaction format. Multiple DLMS ICs are provided to support different SDR related functions. The DLMS 842A/W, Standard SDR, will be employed for transactional exchange of initial reports and associated follow-on actions. The DLMS 842A/R, DoD SDR Reply, will be employed for transactional exchange of the SDR reply by the action point. The DLMS ICs for SDRs are available via the Implementation Convention/DLMS IC page of the Defense Enterprise Data Standards Office (DEDSO) Management Standards Website.

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[1] Chapter 17 supersedes and replaces Joint Publication DLAI 4140.55/AR 735-11-2/SECNAVINST 4355.18A/AFJMAN 23-215, Reporting of Supply Discrepancies, August 6, 2001.

C17.1.4. <u>DoD WebSDR.</u> The DoD WebSDR supports DLMS implementation via a DAAS-maintained application, that enables SDR transaction exchange; provides a web-based entry method to assist users who are not supported by a Component DLMS-compliant SDR application; and provides visibility of SDRs for research and trend analysis via management report/query capability. The term "DoD WebSDR" (or "WebSDR") refers to both the overall business process and supporting automation, including both direct web input and transaction exchange.

        C17.1.4.1. The DoD WebSDR application automates the Standard Form (SF) 364 SDR paper form facilitating the DoD standard transactional exchange described above. It brings the SDR into an integrated transactional environment, supporting both direct input (under Component business rules) and transaction exchange originating within Component applications. The WebSDR system facilitates communication and interoperability between U.S. Military and Federal Agencies and the International Logistics Control Office (ILCO) on behalf of the Security Assistance customer. It controls routing of web submissions and logistics transactions according to business rules. It supports information exchange between the customer, the Inventory Control Point (ICP)/Integrated Material Manager (IMM), the shipper, and other interested parties. It encompasses new report submission, correction/modification, cancellation, follow-up, requests for reconsideration, and SDR replies (including interim responses, additional information requests, and resolution responses), in addition to the capture of report and response management statistics.

        C17.1.4.2. DoD WebSDR will provide an automated process for tracking SDR response information. Data collected will enable the Department of Defense to identify trends, establish volume and dollar values of SDRs, bring management attention to problems with shipping activities as necessary, and improve the requisitioning and distribution process within logistics operations. This provides an effective means to report, resolve, and measure discrepancies related to pipeline performance. Ultimately, the goal is to incorporate SDR metrics into other logistics response measurements in support of perfect order fulfillment.

        C17.1.4.3. The DoD WebSDR process reduces manual SDR form creation and eliminates dual entry where multiple Component systems are used. The DoD requirement is that paper submission of SDRs and non-DLMS compliant SDR applications will be phased out with migration to DLMS. By exception, until electronic reporting under DLMS is universally available, SDRs and associated responses may be reported via hard-copy SF 364, e-mail, through customer service help lines (e.g. the DLA Customer Interaction Center, <u>dlacontactcenter@dla.mil</u>) 1-877-352-2255 (1- 877- DLA-CALL)), or any other manner acceptable to the submitter and recipient. All manner of reporting must meet the criteria described in this publication.

        C17.1.4.4. Access for DoD WebSDR input and management reports requires submission of a System Access Request (SAR) available from the DAAS home page. <u>DoD WebSDR training</u> is available on the Defense Enterprise Data Standards Office Website.

C17.1.4.5. DoD Components with an established interface with DoD WebSDR will designate primary and alternate representatives for the Component SDR application to DAAS. These representatives will be notified via e-mail when transactions fail during WebSDR processing due to failure to meet minimum format/content requirements for processing. Components will provide name, telephone, and e-mail address to the DoD SDR System Administrator and DAAS WebSDR Program Manager.

C17.1.5. <u>DLMS Process Review Committee (PRC)</u>. The DoD Component members of the SDR PRC (U.S. and Security Assistance) are identified on the SDR PRC webpage of the DEDSO Website. The SDR PRC is responsible for the development, expansion, improvement, maintenance, and administration of supply discrepancy related procedures and SDR transaction processing under the DLMS.

C17.1.6. <u>Applicability</u>. These SDR procedures are applicable to the DoD Components, participating Federal Agencies, and other external organization elements as defined in Volume 1, Chapter 1. This includes shipments made from working capital funds (WCF) and non-WCF funded activities, Security Assistance shipments made under the International Logistics Program, and shipments received from commercial sources. By agreement, contractors receiving U.S. Government furnished property (GFP) under MILSTRIP procedures will comply with U.S. Government SDR procedures provided herein. Discrepancies related to GFP that do not meet minimum dollar value criteria in paragraph C17.3.2., may be reported for information only, as a means of notifying the shipper or ICP/IMM of the discrepant condition.

C17.1.7. <u>Exclusions</u>. The following types of discrepancies are excluded from the provisions of this publication:

C17.1.7.1. Discrepancies found while materiel is in storage. Two exceptions to this exclusion are: 1) short shipment and wrong item discrepancies discovered upon opening a sealed vendor pack may be reported by U.S. Government customers only, and 2) materiel in storage in a sealed vendor's pack that is later discovered to have been shipped with discrepancies relating to item unique identification (IUID) (serial number or unique item identification (UII)). These may be reported as SDRs and are not subject to submission time standards specified in this chapter. Refer to IUID discrepancies below.

C17.1.7.2. Discrepancies involving local deliveries to, or returns from, internal or satellite activities. This exclusion is not applicable to on-site DLA Distribution Center shipments.

C17.1.7.3. Discrepancies involving shipments of privately-owned vehicles.

C17.1.7.4. Transportation discrepancies covered by DTR 4500.9-R, Defense Transportation Regulation, Part II, Cargo Movement, Chapter 210, Transportation Discrepancy Report (TDR), except as specifically permitted under Security Assistance procedures in this chapter.

C17.1.7.5. Product quality deficiencies to the extent covered by Joint DLAR 4155.24 /AR 702-7/SECNAVINST 4855.5B/ AFR 74-6l, except as specifically permitted under Security Assistance procedures in this chapter.

C17.1.7.6. Discrepancies involving personal property shipments.

C17.1.7.7. Billing discrepancies, except as specifically permitted under Security Assistance procedures in this chapter. Price verifications and/or challenges are not reportable on an SDR.

C17.1.8. <u>Types of Discrepancies</u>

C17.1.8.1. <u>Supply Discrepancy</u>. Supply discrepancy is a general term used to describe any variation in goods received from data shown on any authorized shipping document that is not the result of a transportation discrepancy or product quality deficiency. Supply discrepancies include both shipping and packaging discrepancies.

C17.1.8.1.1. <u>Shipping (Item) Discrepancy</u>. A shipping discrepancy is any variation in quantity or condition of goods received from what is shown on the authorized shipping documents, to include incorrect or misdirected materiel, receipts of cancelled requirements, and/or improper or inadequate technical or supply/shipping documentation, that is not the result of a transportation error or product quality deficiency. Discrepancies involving IUID are reportable under shipping discrepancy criteria.

C17.1.8.1.2. <u>Packaging Discrepancy</u>. A packaging discrepancy is any unsatisfactory condition due to improper or inadequate packaging (including preservation, packing, marking, or utilization) that causes the item, shipment, or package to become vulnerable to loss, delay, damage, or unnecessary expense to the U. S. Government, such as excessive packing. Discrepancies involving passive radio frequency identification (pRFID) are reportable under packaging discrepancy criteria. If packaging discrepancies are applicable to hazardous materiel, a hazardous materiel discrepancy code must be used; this code may be used in conjunction with other packaging discrepancy codes to better identify the nature of the discrepancy.

C17.1.8.2. <u>Transportation Discrepancy</u>. A transportation discrepancy is any variation in quantity or condition of materiel received from that shown in the piece count by type of pack on the bill of lading or governing transportation document and other deficiencies in transportation when discrepant materiel is not involved. These discrepancies involve motor, air, water, rail, and small package commercial carriers (excludes USPS shipments that are lost or damaged). Follow TDR policy found in the Defense Transportation Regulation, Part II, Cargo Movement (DTR 4500.9-R). TDRs are entered and distributed under the Electronic Transportation Acquisition (ETA) system at https://eta.sddc.army.mil/.

C17.1.8.3. <u>Product Quality Deficiency</u>. A product quality deficiency is a defective or non-conforming condition that limits or prohibits the item from fulfilling its intended purpose. These include deficiencies in design, specification, materiel,

manufacturing, and workmanship. These are reportable on an SDR only by a Security Assistance customer. All others follow PQDR policy found in DLAR 4155.24/AR 702-7/SECNAVINST 4855.5B, AFR 74-6 Product Quality Deficiency Report Program. Quality deficiencies reported via SDR will be investigated within the ICP/IMM under procedures associated with Product Quality Deficiency Reports. PQDR resolution provided via SDR reply to the submitting ILCO will identify the associated PQDR record control number (RCN) as a cross-reference to the PQDR identification used by the ICP/IMM.

C17.1.8.4. <u>Billing Discrepancy</u>. Billing discrepancies are those discrepancies related to duplicate or multiple billing per individual shipment, or a single billing with no ship line, which are reportable to the ILCO on an SDR by Security Assistance customers only. Within U.S. Government channels, the billing discrepancy will be processed in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance, Chapter 4. This means the ILCO will convert the discrepancy to the appropriate DLMS 812R, Request for Adjustment of Non-Fuel Billing, MILSBILLS DIC FAE with appropriate Billing Advice Code, accessible from the DEDSO Website.

C17.1.8.5. <u>Financial Discrepancies.</u> Financial discrepancies are those discrepancies related to administrative and accessorial charges. The ILCO, ICP/IMM, or GSA will forward to Defense Finance & Accounting Service Indianapolis (DFAS-IN), Security Assistance Accounting Customer Accounting Branch for processing all financial discrepancies received directly from a Security Assistance purchaser. Responses to these will be returned to the ILCO. Only financial discrepancies related to Security Assistance purchases are reportable on an SDR.

C17.1.8.6. <u>Military Personal Property Shipments</u>. This category includes both shipping and packaging discrepancies associated with the movement/storage of household goods under the DoD Personal Property Shipment and Storage Program. Any discrepancies related to personal property shipment will be referred to Military Surface Deployment and Distribution Command (SDDC) Personal Property at: USARMY.Scott.SDDC.mbx.omb-for-pp-ops@mail.mil or USARMY.Scott.SDDC.mbx-omb-for-pp-quality@mail.mil.

C17.2. <u>POLICY</u>

C17.2.1. <u>Use of SDR</u>. The DoD Components will use the SDR to report shipping or packaging discrepancies attributable to the responsibility of the shipper (including contractors/manufacturers or vendors) and to provide appropriate responses. The purposes of this exchange are to determine the cause of such discrepancies, effect corrective action, and prevent recurrence.

C17.2.2. <u>Operations Security (OPSEC) Applicability</u>. Due to an identified OPSEC requirement, SDRs have been designated as controlled unclassified information (CUI) by the DLA Headquarters, and must be identified as "For Official Use Only (FOUO)." Handling and electronic transmission of SDRs must comply with DoD rules for this level of sensitive unclassified information, to include proper labeling and protection. DLA has

further directed encryption of all SDR e-mail transmissions. This requirement has been levied on the DoD WebSDR and impacts all participating DoD Components.

C17.2.2.1. In order to receive encrypted e-mail, individual and group e-mail accounts must have their associated e-mail certificate registered at DAAS. SDRs directed to e-mail accounts that do not have a registered certificate will be significantly abridged to display minimal information, thereby allowing the SDR to be transmitted in an unprotected environment.

C17.2.2.2. All action activities using e-mail SDRs must register their certificate, so that all information is available for SDR resolution. For low volume customers relying on e-mail SDRs, especially those supported by third party direct WebSDR input, registration is encouraged, but not required. These users will receive an abridged SDR reply that will provide disposition instructions and financial action, without the accompanying shipment detail.

C17.2.2.3. Unencrypted e-mails with minimal shipment information will include instructions for certificate registration and access to DoD WebSDR. Full WebSDR data content will be available to authorized users of DoD WebSDR. Refer to DAAS SDR processing for further details in the abridged SDR procedures and content.

C17.2.2.4. SDR management reports will be distributed only via e-mail if the corresponding certificate has been signed.

C17.2.3. <u>Documentation Maintenance</u>. The SF364 (or the electronic version DLMS 842A/W) and the action activity's response (or electronic DLMS 842A/R) will be used to support adjustments to inventory and financial accounting records and will be maintained as required.

C17.2.4. Receivers of discrepant materiel will use the SDR to:

C17.2.4.1. Report shipping discrepancies, packaging discrepancies, and discrepancies or non-receipt of United States Postal Service (USPS) shipments.

C17.2.4.2. Modify, cancel, or follow-up on a previously submitted report.

C17.2.4.3. Request reconsideration of a response.

C17.2.4.4. Security Assistance submitters may use SDRs to contest the decision stated in a reconsideration response.

C17.2.4.5. Provide information copies of the report to interested parties.

C17.2.5. Responsible action activities as identified in this chapter will use SDRs to:

C17.2.5.1. Notify the report initiator of interim status or resolution of the SDR.

C17.2.5.2. Request additional information on incomplete submissions.

C17.2.5.3. Reroute/forward the SDR to the appropriate party.

C17.2.5.4. Forward recommendations to the source of supply or other designated activity for determination of financial resolution or materiel disposition.

C17.2.5.5. Provide information copies of the response to interested parties.

C17.2.6. <u>Non-Receipt of Shipments</u>. Non-receipts, shipped by traceable means such as Government or Commercial Bill of Lading, will not be reported using the SDR, unless the non-receipt is for other than a transportation discrepancy, or for damaged items shipped via modes other than USPS. SDRs will not be submitted for non-receipt of shipments made by traceable USPS registered, insured, or certified mail until appropriate tracer action has been completed. If tracer action results confirm non-receipt, then submit an SDR and include results of the tracer action. Customers without automated access to in transit visibility information should contact the ICP/storage activity to determine which shipments are traceable. (Not applicable to Security Assistance customers.)

C17.2.7. <u>Interface with Other Materiel Management Functions</u>. Under DLMS, discrepancy processing may be used to trigger other standard materiel management functions.

C17.2.7.1. IMMs will use the SDR response to establish a due-in record for return of discrepant materiel under Chapter 12 of this volume. ICPs/IMMs will use the prepositioned materiel receipt (PMR) to advise storage activities to which a return is directed using MILSTRAP procedures for the DLMS 527D, Due-In/Advance Receipt/Due Verification. Refer to paragraph C11.19. of this volume, for additional guidance.

C17.2.7.2. DLMS capable activities returning discrepant materiel will prepare shipment status for materiel returns using the DLMS 856R, Shipment Status Materiel Returns, under paragraph C11.19.

C17.2.8. <u>Discrepancy Reports Relating to Interchangeability/Substitutability (I&S) or Quantity Unit Pack (QUP) Issues</u>. Incorrect item SDRs will not be submitted for authorized substitution. The DoD Components and participating Agencies (e.g., GSA), will follow the policy of automatic shipment of an item, unless the requisition contains an appropriate requisition advice code in accordance with Chapter 4, limiting the request to a specific item. Therefore, incorrect item SDRs will not be submitted for authorized substitutions. Similarly, quantities may be adjusted to the quantity unit pack, unless

restricted by the appropriate advice code in the customer requisition. Such adjustments resulting in quantity variance are not reportable as discrepant.

C17.2.9. <u>Responsibility for Costs Incurred Due to Discrepancies in Returned Materiel</u>. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported and validated in accordance with this publication. This includes returns made in violation of prescribed procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity such as repackaging, marking, and disposal.

C17.2.10. <u>Multiple Requisitions</u>. Multiple requisitions received under a consolidated shipment cannot be combined for discrepancy reporting purposes. Individual SDRs must be submitted for each discrepant requisition received in the shipment. An exception to this is authorized for consolidation and containerization points (CCP)/transshippers. Refer to guidance for CCP/transshipper-originated SDRs below. When both item discrepancies and packaging discrepancies are noted on the same shipment, both types of discrepancy will be included on the same report.

C17.3. <u>PROCEDURES</u>

C17.3.1. <u>Original Submission of SDR</u>

C17.3.1.1. <u>Discrepancy Identification</u>. The receiving activity, or transshipment activity noting packaging or documentation deficiencies on shipments in transit, will prepare an SDR when one or more of the conditions described under reporting criteria exist.

C17.3.1.1.1. Pending improved processing techniques, it is required that DLMS SDRs identify the type of SDR using the Discrepancy Report Document Type Code (Appendix 7.28). Within the context of SDR processing, this data element is known as the SDR Document Type Code. This is a one position code used to describe the type of discrepant report and the type of shipment involved, (e.g., depot shipment to the customer = Type 7; direct vendor shipment to the customer = Type 6).

C17.3.1.1.2. Identify the discrepancy using the Shipping, Packaging, and Storage Discrepancy Code (Appendix 7.28). Within the context of SDRs this data element is known as the SDR Discrepancy Code. Use up to three different codes to describe the discrepancy on SDRs. (Distribution Center-originated SDRs and their equivalents prepared via WebSDR may only use two discrepancy codes). Packaging discrepancies must be identified by four-character packaging discrepancy codes and applicable remarks.[2] If no code exists to adequately describe a shipping/item discrepancy, select Code Z1 and use a clear-text description. The goal of the initial SDR submission is to provide as much relevant information as possible to the action

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[2] Applicable for new submissions after September 1, 2013. Refer to ADC 1059.

activity, including mandatory clarifying remarks to supplement discrepancy codes, so that they can take timely action to correct the problem and provide a timely response and disposition to the customer.

C17.3.1.1.3. New original (Transaction Set Purpose Code 00) SDR must have narrative remarks (excluding new original SDRs with Action Codes 1H or 3B) citing the description of the deficiency. If narrative remarks are blank, WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "New SDR submissions require narrative comments describing a description of the discrepancy. Please submit a new SDR with narrative comments."

C17.3.1.2. <u>Shipment Information</u>. SDRs must contain a document number. Identify the original requisition document number when known; otherwise a constructed document number is required. DoD requisitioners reporting discrepant shipments may only use a constructed document number for selected discrepancies as discussed below. A constructed document number identifying the receiving distribution center is required for depot receipts reported electronically, including new procurement receipts. A constructed document number may also be prepared by a transshipper based upon the CCP or port DoDAAC. Additional information, such as transportation numbers (TCN, bill of lading number, etc.) may be provided in accordance with the DLMS IC. Procurement information must be provided for wholesale level procurement source receipt discrepancies (SDR Document Type 9 or P). Procurement information will include the procurement instrument identifier (PIID) (this term is inclusive of the PIID call/order), contract line item number (CLIN), and vendor shipment number.[3] When a PIID call/order number (F or M in 9th position) is used, provide the value in the PIID field. When reporting new procurement receipts, the distribution center will cite a "pseudo shipment number," equivalent to that cited on the receipt, when the actual vendor shipment number is not available from shipping documentation. The pseudo shipment number will be constructed to identify the receiving depot and a constant 01 (that is, the serial number will not be incremented; therefore, the pseudo shipment number will not be unique). In order to systematically identify pseudo shipment numbers the third position must be numeric (vendor assigned shipments use a three digit alpha prefix to identify the vendor). For example, pseudo shipment numbers prepared by Distribution Center San Joaquin, California (DDJC), will be reported as DD1JC01. Action activities must have the capability to update procurement information via the SDR reply when not populated by the submitter or EDA input on procurement source receipt discrepancies involving direct vendor/contractor delivery to the customer (SDR Document Type 6).

C17.3.1.3. <u>Requested Action</u>

C17.3.1.3.1. The SDR originator must indicate what action has been taken concerning the discrepant materiel and/or the desired response from the responsible action activity. Identify the action code using the SDR Requested Action

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[3] Use the legacy PIIN pending transition to the PIID. When using the PIIN, include the four-position call/order number. Refer to ADC 1161A.

Code (Appendix 7.28). Within the context of SDR processing, this data element is known as the Action Code. If no code exists to adequately describe the action taken or requested disposition, select Code 1Z and use a clear-text description.

C17.3.1.3.2. When an SDR is submitted using Action Code 1H, "No Action Required, Information Only," the SDR must be processed to verify the discrepancy does not require further action. SDRs with Action Code 3B, "Discrepancy Reported for Corrective Action and Trend Analysis. No Reply Required." must be reviewed to determine the appropriate corrective action to prevent recurrence. A reply transaction from the action activity is not required, for Action Codes 1H or 3B, but when provided, it will be accepted by the customer application. Systematically, this may be interpreted to mean that customer applications may auto-close these SDRs, but must allow them to re-open automatically to process a reply transaction if one is provided. A non-significant reply (e.g. indicating acknowledgement of the SDR), may be dropped or posted, but will not require further attention.

C17.3.1.4. Shipping Documentation. Retain shipping and associated documentation in a readily accessible format to provide a copy if requested. Do not mail hard-copy documentation if data is otherwise accessible to the responsible action activity. Where relevant to the discrepancy, shipping documentation may be provided electronically as an SDR attachment. Shipping activities should retain documents and transaction history records in accordance with DoDI 5015.02, DoD Records Management Program.

C17.3.2. Reporting Criteria

C17.3.2.1. U.S. Forces and participating non-Security Assistance fall under the reporting criteria based upon dollar value and/or condition as follows:

C17.3.2.1.1. GSA and DLA Directed Shipments Dollar Value Criteria. Optionally, recipients of DLA and GSA directed shipments may submit an SDR for all types of shipments regardless of dollar value. Otherwise, report discrepant shipments when they meet the conditions and value criteria cited in the paragraphs below.

C17.3.2.1.2. Contractor/Manufacturer or Vendor Shipments. Report discrepant shipments from contractors/manufactures or vendors that meet conditions cited under reporting criteria regardless of dollar value. DLA Distribution Centers will perform kind, count, and condition (KCC) inspection during receipt to determine if any discrepancies exist in accordance with MILSTRAP (refer to C13.2.8.3. Processing Discrepant/Deficient Receipts).

C17.3.2.2. DoD action activities will recognize the ILCO's determination whether SDRs fall within submission time standards and dollar limitation contained in the United States of America Department of State Letter of Offer and Acceptance controlling the case, or any other sales agreement with a Security Assistance purchaser. Once accepted by the ILCO and forwarded to the responsible action activity, further evaluation for time standard and dollar criteria is not appropriate.

C17.3.2.3. <u>Condition of Materiel</u>

C17.3.2.3.1. <u>Condition Misrepresented</u>. Report when the condition of an item valued in excess of $100 per line-item is found to be other than shown on the shipping document, or, in the case of subsistence, on supporting inspection/test certificates or records. Use the hazardous materiel discrepancy code when applicable.

C17.3.2.3.1.1. For serially managed items to include capital equipment and UIT programs, SDRs indicating a receipt in other than the original condition shipped will include UII and serial number (when available) for the discrepant quantity received. When all items are discrepant, no UII and/or serial number is required for IUID materiel as this information is already known to the relevant parties.[4]

C17.3.2.3.1.2. <u>Capital Equipment</u>. Serial number tracking does not automatically apply to capital equipment. The materiel owner will evaluate capital equipment items and assign the appropriate UIT designator code only when the item requires serial number tracking at the DoD level. For the remainder of this chapter, the term UIT program is inclusive of any capital equipment items assigned a valid UIT designator code.

C17.3.2.3.2. <u>Hazardous Materiel</u>. Report discrepant receipt of hazardous materiel under the appropriate H-series discrepancy code. Use in place of the C-series codes for condition/shelf-life discrepancies when a hazardous item is received in a condition other than shown on the supply document or on the supporting inspection/test certificate. Report receipt of hazardous item requiring repair and lack of a safety data sheet (SDS) in Hazardous Material Information Resource System (HMIRS). Also use to report receipt of a non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous.

C17.3.2.3.3. <u>Missing Part</u>. Report materiel received for repair that has been cannibalized of nonexpendable parts or components (including cannibalization of nonexpendable basic issue item (BII) or nonexpendable supply system responsibility item (SSRI) without the authorization of the inventory manager when the total value of the missing item(s) is in excess of $100). Expendable BII and SSRI are not subject to these procedures.

C17.3.2.3.4. <u>Expired Shelf Life</u>. Report receipt of materiel for which the shelf life either has expired (Type I non-extendible item) or the inspect/test date has lapsed (Type II extendible item), regardless of dollar value. Use the hazardous materiel discrepancy code when applicable.

C17.3.2.3.4.1. For Type I DoD and GSA managed items: Materiel classified as a Type I Shelf-Life non-extendible item that has expired, or whose expiration cannot be identified upon return to storage activities from DoD customers, will be receipted and sent directly to DLA Disposition Services. The automatic disposal

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[4] Refer to ADC 1198.

process only applies to demilitarization (DEMIL) Code A materiel. The storage activity will generate an information only SDR (Action Code 3B) to the owner.

C17.3.2.3.4.2. Exceptions which require an actionable SDR/SQCR

C17.3.2.3.4.2.1. Other than DEMIL Code A materiel

C17.3.2.3.4.2.2. New procurement materiel

C17.3.2.3.4.2.3. Federal Supply Class 6505 – Medical Pharmaceuticals, is covered by the DoD Food and Drug Administration Shelf-Life Extension Program. This is the only FSC where the shelf life can be extended. Upon expiration of the materiel, manually execute a dual inventory adjustment from the existing supply condition code to Condition Code J and submit a storage quality control report (SQCR) to the materiel owner.

C17.3.2.3.4.2.4. Materiel identified as product quality deficiency report (PQDR) exhibits. This is materiel that has been receipted into Q Condition and identified with a PQDR Report Control Number (RCN).

C17.3.2.3.4.3. For Type II DoD-managed items: prior to submitting an SDR, access the DoD Shelf-Life Extension System (SLES) through the DoD Shelf-Life Program Website or through the shelf life program secure site if you have a .mil address.

C17.3.2.3.4.3.1. Type II items requiring laboratory test: query the DoD Quality Status Listing (QSL) to determine if the specified Type II item is listed as having passed the required laboratory testing and has been extended. Items that are listed on the QSL as passed may be extended and remarked accordingly if the item has been stored in accordance with its storage standard. For items not on the QSL, prior to submitting an SDR, contact the DLA call center at 1-877-DLA-CALL if the shipment originated from a DLA storage activity.

C17.3.2.3.4.3.2. Type II items requiring visual inspection: query the Materiel Quality Control Storage Standards for the specified Type II item, perform visual inspection in accordance with the items storage standard, and extend and remark if the item has been stored in accordance with its storage standard. If the item fails the visual inspection, dispose of as required by local procedures.

C17.3.2.3.4.4. For Type II GSA-managed shelf-life-items: prior to submitting an SDR, contact the GSA Shelf-Life Hotline at 1-209-547-8634 to determine if the inspect/test date has been extended.

C17.3.2.4. Canceled Requisitions. An SDR is required when materiel received is valued in excess of $100 per line-item for canceled requisitions. Confirmation of the cancellation must be on file. The submitter should request disposition instructions for unwanted materiel. Exception: an SDR must be submitted

when controlled inventory items are received on previously canceled requisitions regardless of dollar value.

C17.3.2.5. <u>Documentation</u>. Report when documentation is missing, incomplete, or improperly prepared regardless of dollar value.

C17.3.2.5.1. Receiving activities must report documentation discrepancies that impact timely receipt processing. Typically, this includes missing, incomplete, or improperly prepared supply documents such as the Issue Release/Receipt Document (DD Form 1348-1A). For shipments from a procurement source, documentation discrepancies apply to the Receiving Report/Material Inspection and Receiving Report (MIRR) (DD 250 or equivalent). Shipments to DLA Disposition Services will be reported for a missing, incomplete, or improperly prepared Hazardous Waste Profile Sheet or Hazardous Waste Manifest. Transhippers will report other types of missing or improper shipment documentation to include Special Handling Data/Certification (DD Form 1387-2), Transportation Control and Movement Document (TCMD) (DD Form 1384), and the Shipper's Declaration for Dangerous Goods.

C17.3.2.5.2. Sources of supply will prioritize resolution of SDRs submitted by DLA Distribution Centers citing Discrepancy Code D4. The objective is to preclude delays in reclassifying materiel suspended due to lack of a Quality Assurance Representative (QAR) signature in Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT). When no other discrepancies have been identified, the source of supply will direct the distribution center to prepare an inventory adjustment to bring the materiel into fully serviceable condition upon posting of the QAR signature.[5] Note that QAR signature is not required for receipt processing when Certificate of Conformance (CoC) or Alternate Release Procedures (ARP) are authorized. Use system edits to block inappropriate suspension of materiel and submission of SDRs when these procedures are applicable.[6]

C17.3.2.6. <u>Overage/Shortage, Nonreceipt, or Duplicate Discrepancies</u>

C17.3.2.6.1. <u>Overage/Shortage</u>. An item overage or shortage discrepancy occurs when the quantity received is greater or less than that shown on the shipping document. This type of variance is not evident on delivery but is discovered when the article of freight, as described on the transportation document, is opened and the contents are checked. Report DoD shipper overages or shortages valued in excess of $100 per line item, except for controlled inventory items, that are reported regardless of dollar value. Customers may use a clear text description to indicate that erroneous or conflicting Materiel Receipt Acknowledgement information was previously submitted.

C17.3.2.6.2. <u>Concealed Overage/Shortage</u>. U.S. Government customers must report overages or shortages discovered while opening a sealed vendor pack regardless of dollar value or shipper. These reports must contain, if available, the PIID from the packaging, the lot number, and original document number.

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[5] Refer to ADC 1066.
[6] Refer to ADC 1202.

A constructed document number must be provided when the original number is not known. Use the reporting activity's DoDAAC as the basis for constructing the document number, citing Code U in the first position of the constructed document number serial number (DLMS Utilization Code U).

C17.3.2.6.3. <u>Quantity Variances</u>. Quantity variances on receipts from procurement authorized by the terms of the contract are not reportable as discrepant.

C17.3.2.6.4. <u>Quantity Unit Pack (QUP) Variances.</u> Report quantity variance due to incompatibility of unit of issue (U/I) between documentation and materiel received. Automatic adjustment for unit pack is allowable by policy, unless the requisition contains an appropriate advice code, in accordance with Chapter 4, restricting the quantity.

C17.3.2.6.5. <u>Exceptions to Reporting Overage/Shortage</u>. For U.S. Government customers, this does not include transportation discrepancies as follows:

C17.3.2.6.5.1. Overages or shortages of boxes, packages, or loose articles of freight in a commercial/Government-owned/leased shipping container (commonly called SEAVAN), Military SEAVAN (MILVAN), a Military Sealift Command SEAVAN (MSCVAN or MILVAN), roll-on/roll-off (RORO) trailer, or CONEX.

C17.3.2.6.5.2. Overages or shortages of freight (packaged or loose), upon delivery by a carrier, found to be in excess of the quantity of articles recorded on the bill of lading or transportation document covering the shipment.

C17.3.2.6.5.3. Average Net Weight Lotting System. DLA's subsistence commodity will use the average net weight lotting system when shipping perishable specification freeze and chill items. Actual weight received may differ from actual weight requisitioned or shown on the supply documentation. Do not submit a discrepancy report if the number of cases/containers received agrees with the number shown on supply documentation, and actual weight received is within weight range variation.

C17.3.2.6.6. <u>Total Nonreceipts</u>

C17.3.2.6.6.1. Report non-receipt of items shipped via traceable means, (e.g., GBL or CBL, registered, insured, certified USPS, or small package carrier shipments), regardless of dollar value only when it has been determined that non-receipt is not the result of a transportation discrepancy. In all cases, U.S. Government customers must have received supply/shipment status and employed materiel follow-up procedures. It is strongly recommended that the customer check for requisition status on Web Visual Logistics Information Processing system (WebVLIPS), for proof of shipment data on DLA Distribution Standard System (DSS) Materiel Release Order (MRO) Tracker or on the Integrated Data Environment/Global Transportation Network (IGC/IDE), or use the DoD WebSDR hyperlink to WebVLIPS to check requisition status before creating an SDR for total non-receipt. This may preclude the need for an SDR or may enable the action activity to resolve the problem more quickly.

C17.3.2.6.6.2. Security Assistance customers reporting non-receipt are required to provide documentation from the freight forwarder indicating that no materiel has been received on the requisition and transportation control numbers that apply. The ILCO will deny and return as incomplete any SDRs that do not have the documentation attached.

C17.3.2.6.6.3. An SDR is required when items valued in excess of $100 dollars per line-item, reported shipped by non-traceable USPS (i.e., not shipped registered, insured, certified mail) are not received or are received in a damaged condition.

C17.3.2.6.7. Duplicate Shipments. Report duplicate shipments regardless of dollar value.

C17.3.2.6.8. SDRs for Air Force Maintenance Denials Under BRAC Supply, Storage and Distribution (SS&D) Agreement. SDRs resulting from distribution center denial of an Air Force-directed release order for inventory previously requisitioned from DLA and receipted into Air Force ownership as the result of a "wash" (issue/receipt in-place), will be reported to the depot for initial action. This is an automatic SDR generation triggered by a warehouse refusal citing Denial Management Code 1 (stock exhausted) or 2 (materiel not available in condition requested). The SDR will identify the original requisition document number (under which the materiel was purchased from DLA) and the maintenance denial document number (identified by the Air Force maintenance site M-series identifier in the first six characters of the document number). The maintenance denial document number will be carried as the customer-assigned SDR number to facilitate depot research. The discrepancy may be reported as total non-receipt (total denial) or as a shortage (partial denial). DLA will issue credit based upon the depot recommendation and confirmation of prior billing. If materiel is still required, a new requisition will be generated perpetuating the applicable denial management code. The replacement requisition will also cite the prior (original) document number for cross-reference.

C17.3.2.7. Misdirected Materiel. Report when materiel, regardless of dollar value, is improperly addressed and shipped to the wrong activity. The document number assigned to the SDR will be the document number from the shipping documentation of the misdirected shipment received. (If the customer requisitioned materiel that was not received, it must be reported on a separate SDR for total non-receipt using the document number for the requisitioned materiel.) Misdirected shipments received by Security Assistance customers identify the location of the discrepant materiel and the country reporting the receipt (which may differ from the intended customer). All customers (U.S. and Security Assistance) are required to report misdirected controlled inventory, arms, arms parts, and explosives within 24 hours of discovery. (Properly addressed materiel incorrectly shipped to the wrong activity while under U.S. Government-controlled transportation is reportable as a transportation discrepancy.)

C17.3.2.8. Packaging Discrepancies

C17.3.2.8.1. Improper Packaging. Report any unsatisfactory condition resulting from improper packaging that causes the item, shipment, or package to be vulnerable to any loss, delay, or damage according to the specific conditions cited. Unless otherwise indicated, the minimum dollar value reporting criteria is when the estimated/actual cost of correction exceeds $100; or the value of the item, shipment, or package is $2500 or over, regardless of the estimated or actual cost to correct the packaging discrepancy. This may include loss or damage to the item, shipment, or package except when a report is otherwise required by DTR 4500.9-R, Defense Transportation Regulation, Part II, Cargo Movement. Where encoded information on the SDR is not sufficient, the submitter is strongly encouraged to provide photographs and detailed descriptions of how the materiel was packaged, as well as the actual damages incurred to the materiel (when applicable). When requesting disposition instructions, the submitter should also include the estimated or actual cost of correction of packaging on the initial SDR. Repackaging costs may include total costs to complete packing, packaging, preservation, palletization and/or marking (materiel and labor) as appropriate for the situation. The submitter must include the actual cost of corrective action when using the SDR to document repackaging cost on an SDR provided for reimbursement after corrective action has occurred. Repackaging prior to receipt of disposition instructions from the action activity is only authorized by exception. DLA Distribution Centers are pre-authorized to correct packaging discrepancies by the owning Component based upon a coordinated stock readiness agreement specifying the applicable dollar threshold. Customer receiving activities may need to take immediate corrective action when operationally necessary (clarify reason in SDR remarks and provide supporting documentation). If the estimate provided on the initial SDR submission differs from the actual cost, the submitter should provide a correction to their SDR submission to alert the item manager for a corrected reimbursement amount. If there is a substantial difference between the estimated and actual repackaging cost, the item manager will review documentation to ensure the claim is valid and may request clarification for the difference. The source of supply will provide credit to customers in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.3.2.8.2. Packaging Discrepancies Noted at DLA Distribution Centers. To ensure proper visibility and traceability of preservation, packaging, packing and marking (PPP&M) costs, DLA Distribution Centers must include estimated costs for repackaging, including the discrete cost for labor and repackaging materiel.

C17.3.2.8.2.1. For DLA-owned materiel only, if the materiel received by the DLA Distribution Center, and the cost to correct the discrepant packaging is less than $1000, the DLA Distribution Center may perform the corrective action without authorization from the owner. The SDR will be provided to the owner for information only using Action Code 1H or 3B.

C17.3.2.8.2.2. For all other Components, if the materiel has a packaging discrepancy, no item discrepancies are noted, is a secondary item, and the

cost to correct the discrepant packaging is less than $300, the DLA Distribution Center may perform the corrective action without authorization based upon prior agreement regardless of whether a PMR was provided. The SDR will be provided to the owner for information only.

C17.3.2.8.3. Mission or Life Endangering. Report packaging discrepancies, regardless of dollar value, resulting in damaged materiel that may endanger life, impair combat or deployment operations, or affect other materiel. Report immediately to the shipping activity, contracting office, or control point by the quickest communication medium to enable the shipper to take immediate corrective action. Submit an SDR within 24 hours of the initial report.

C17.3.2.8.4. Hazardous Materiel (Includes Ammunition and Explosives). Report any packaging discrepancy, regardless of dollar value, if a potentially hazardous condition could result or if damage or an unsatisfactory condition has occurred involving any hazardous materiel. This includes improper identification markings of items and packaging and/or unitized loads. Use hazardous materiel discrepancy codes when applicable.

C17.3.2.8.5. Excessive Packaging. Report excessive packaging by contractors that result in additional costs to the U.S. Government, regardless of dollar value.

C17.3.2.8.6. Improper Packing. Report any type of inadequate or improper packing to include incorrect blocking or bracing, oversized or incorrect container, and inadequate closure, resulting in an unsatisfactory condition or damage. Report when materiel is not packed in required reusable container regardless of dollar value.

C17.3.2.8.7. Delay or Additional Costs. Report packaging discrepancies resulting in delay or additional packaging costs at aerial or water terminals or at consolidation and containerization points. The activity responsible for operating the terminal or port of embarkation/debarkation will be responsible for the preparation and submission of an SDR on discrepancies noted on shipments moving through the activity. These SDRs will be prepared using Discrepancy Document Type Code W.

C17.3.2.8.8. Improper Packaging of Customer Returned Materiel. Distribution Centers will send an SDR to the materiel owner for packaging discrepancies related to customer returned materiel or inter-depot transferred materiel. The materiel owner is responsible for funding packaging costs associated with preparing materiel for storage and reissue. Packaging discrepancies occurring in materiel returns are subject to recoupment action at the discretion of the materiel owner. If the packaging is so bad that the item must be disposed, the shipper may be required to reimburse the receiver for any packing required to effect the shipment and the cost of turn in to DLA Disposition Services. The distribution center will always include the estimate of the costs of

repackaging or disposal on the initial SDR submission, in the remarks section and complete the appropriate data element entries for electronic submission.

C17.3.2.8.9. Wood Packaging Materiel (WPM). Report WPM that is not consistent with the international standards for the regulation of WPM transiting international borders and Department of Agriculture regulation governing importation of regulated WPM. Compliant WPM must display certification marking as prescribed in reference. Use discrepancy code P215 and provide remarks as applicable. Also see guidance for CCP-originated SDRs below.

C17.3.2.8.10. Repetitive Packaging Discrepancies. Include Discrepancy Code Z2, Repetitive Discrepancy, with the other specific packaging discrepancy code(s) to report repetitive packaging discrepancies that impose a significant burden on receiving or transshipment activities. Total costs to correct packaging will be included in the SDR. For FMS SDRs reporting repetitive packaging discrepancies, each individual SDR must comply with the Security Assistance dollar thresholds for SDR submission. The SDR submission cannot be based upon the dollar value of the accumulated discrepancies.

C17.3.2.8.11. Improper Preservation. Report any type of inadequate or improper preservation or physical protection resulting in an unsatisfactory condition or damage. Report improper preservation of any materiel identified as being electrostatic/electromagnetic (ES/EM) sensitive, regardless of the dollar value.

C17.3.2.8.12. Improper Marking. Prepare an SDR to report any omitted, incomplete, illegible, or misplaced markings. Report improper identification of containers, or items that require opening the container, or result in improper storage of the materiel, regardless of cost. Improper marking includes discrepancies related to passive radio frequency identification (pRFID) tags as follows:

C17.3.2.8.12.1. Report all missing, damaged, or unreadable pRFID tags when such tags are required by contract provisions, DoD policy, or specified by prior shipment notice/status reflecting pRFID content. Report duplication of tag identification associated with a previously processed receipt.

C17.3.2.8.12.2. SDRs may be used to report a tag read formatted for DoD use, but which does relate to an advance shipment notification containing pRFID content when such advance shipment notification is required by contract provisions or DoD policy.

C17.3.2.8.13. Improper Unitization. Report improper unitization that includes inadequate wrapping/strapping or lack of unitization, where appropriate, resulting in an unsatisfactory condition or damage. Report multiple consignees in a single consignee consolidation container as improper unitization.

C17.3.2.8.14. Latent Packaging Discrepancies. Prepare a late SDR for materiel found in storage with latent preservation and packaging discrepancies. Confine these reports to stocks that constitute a problem resulting from a particular

specification, preservation, or packaging method. Reports relative to packaging discrepancies found in storage will be annotated "not incident to shipment."

C17.3.2.9. Receipt Notification SDRs for Quality-Related Issues Identified During Distribution Center Receipt. Three-position Q-series discrepancy codes have been developed to accommodate materiel owners/managers with special programs requiring immediate visibility and notification of quality deficient (or potentially deficient) materiel received at the distribution center. These codes are applicable for reporting to ICP/IMMs via the SDR process, based upon special inspection requests by the materiel manager. These reports are contingent upon pre-existing receipt restriction requirements that identify the national stock number (NSN) and/or other screening criteria and specific actions the materiel managers expects the distribution center to perform. Some of the specific programs that require reporting of quality-related concerns for receipts, including new procurement and customer returns, are: items identified as customer return improvement initiative (CRII) items, critical safety items (CSI), items that failed under use, and items requiring First Article Testing. Additionally, receipt of PQDR exhibits will be reported to the owner or manager using the applicable three-position Q-series discrepancy code. For PQDR exhibits, report the receipt and SDR to the same organization (based upon the PMR, when available). Report suspended materiel in the appropriate supply condition code (SCC) under DLMS/MILSTRAP procedures, to include PQDR exhibit receipts in SCC Q and CSI in SCC L for procurement source receipts or SCC K for non-procurement source receipts. For other than PQDR exhibits or first article testing, provide the SDR to the manager with a distribution copy to the owner, if different. Disposition instructions for these SDRs will be provided by the manager

C17.3.2.10. Technical Data. Report item technical information, (e.g., name plate, operating handbook, logbook, precautionary markings, warranty data, engineering drawings and associated lists, specifications, standards process sheets, manuals, technical reports, catalog item identifications, and related information) that are missing, illegible, incomplete and/or incorrect regardless of dollar value. When reparables are returned and the appropriate historical information/documentation, operator/maintenance logbooks, engine oil analysis, etc., as required by Government regulations, and/or technical manuals are not included, the receiving activity will submit an SDR regardless of dollar value. Any additional costs incurred by the repairing depot/arsenal because of the missing data will be charged to the originating activity. The submitter will ensure that the specific description of what documentation is missing is included in the remarks section.

C17.3.2.11. Incorrect Item

C17.3.2.11.1. Report incorrect or misidentified materiel or unacceptable substitutes regardless of dollar value. However, unless the requisition contains an appropriate advice code in accordance with Chapter 4, limiting the request to a specific item, automatic shipment of an interchangeable or substitute item is allowed by policy. See Interchangeability & Substitutability (I&S) guidance. Report wrong item receipts of controlled inventory, arms, arms parts, and explosives within 24 hours.

C17.3.2.11.2. Incorrect item discrepancies discovered while opening a sealed vendor pack will be reported regardless of dollar value or shipper. These reports must contain the PIID from the packaging and, if available, the lot number and the original document number. A constructed document number will be provided when the original number is not known. Use the reporting activity's DoDAAC as the basis for constructing the document number, citing Code U in the first position of the constructed document number serial number (DLMS Utilization Code U). Include identity of the incorrect item received in the discrepancy report.

C17.3.2.11.3. Where two separately managed items are involved in a wrong item SDR, (e.g., a DLA-managed item was ordered and a Military Service-managed item was received due to shipper error), the SDR initiator will forward the report to the shipping depot or manager of the item ordered, in accordance with Component rules. It is the responsibility of the SDR action activity (receiver of the SDR) to ensure full and appropriate resolution by coordinating with the other involved ICP/IMM or transferring the SDR (manually), so that the initiator receives all applicable and appropriate response information from the responsible party. This may be interpreted to mean two separate SDR replies, or a single coordinated response identifying financial resolution from the Component that sourced the order, and materiel disposition instructions provided by the owner of the materiel shipped.

C17.3.2.11.4. Report part number discrepancies when the part number marking appears to be inconsistent with the specified NSN. This includes when the part number received is not associated with the applicable NSN or when the part number cannot be matched to Federal Logistics Information System (FLIS) catalog data/FEDLOG. The SDR must include the part number and manufacturer's Commercial and Government Entity (CAGE) Code for the item received. Part discrepancies will be submitted directly to the item manager.

C17.3.2.11.5. DoD WebSDR requires identification of the incorrect item received using discrete data elements (refer to the DLMS IC 842A/W). If multiple incorrect items are received under the same document number, use the appropriate discrepancy code for mixed stock and identify the first (highest quantity or controlled item) and use the remarks text to explain the mixed content shipment.

C17.3.2.12. <u>Repetitive or Other Discrepancies</u>. U.S. receiving activities will report repetitive discrepancies, regardless of dollar value. For FMS SDRs reporting repetitive discrepancies, each individual SDR must comply with the Security Assistance dollar thresholds for SDR submission. The SDR submission cannot be based upon the dollar value of the accumulated discrepancies. Additionally, receiving activities may report any other discrepant condition of an item not specifically identified in this chapter at the time of receipt, unless listed specifically under exclusions.

C17.3.3. SDRs Resulting from Redistribution Orders (RDOs). The following procedures are applicable to DLA Distribution Centers. DLA Distribution Centers will submit a type R SDR for discrepant materiel when they receive an RDO from a DLA Distribution Center shipment. Other RDOs with discrepancies not shipped from a DLA

Distribution Center will be submitted as type 8 SDRs. Only the current action activity can update the owner, manager, or source of supply field. Submitters must cancel and resubmit their SDR if they need to update this field. When a storage activity receives a shipment based upon a redistribution order and the materiel is short, over, wrong, quality deficient, or otherwise discrepant the receiving activity will:

C17.3.3.1. RDO Shortage/Overage/Wrong Item. Prepare the SDR to report shortage/overage/wrong item and use Action Code 3B. The shipping activity will receive the action copy for research and possible inventory adjustment. The shipping activity receiving the SDR will treat it as a priority and conduct inventories as appropriate. If the inventory/research confirms a shortage/overage/wrong item, the shipping activity will respond with Reply Code 144 annotating inventories were conducted and confirm shipment error; accountable record corrected; no materiel will be shipped. If the inventory/research does not confirm a shortage/overage/wrong item, the shipping activity will respond with A Reply Code 701 (SDR Rejected) citing inventory conducted and no shortage/overage/wrong item was discovered; no materiel will be shipped. Report wrong item receipts of controlled inventory, arms, arms parts, and explosives within 24 hours.

C17.3.3.2. Packaging, Prepare the SDR to report the discrepancy using Action Code 3B. Packaging and marking discrepancies for RDOs will be corrected by the receiving activity upon receipt of materiel at no cost to the materiel owner regardless of cost to remediate. Discrepancies should have been remediated at previous storage activity. The storage activity receiving the materiel must submit a SDR to the shipping activity, utilizing the proper packaging discrepancy code(s).

C17.3.3.2.1. Missing Technical Data. Prepare the SDR to report the discrepancy using Action Code 3B. The shipping activity will receive a copy for research; the SoS will receive an information copy. The shipping activity receiving the SDR will treat it as a priority. If technical data is available, the shipping activity will respond with Reply Code 135 (Technical data is being forwarded), if technical data is not available respond with Reply Code 144.

C.17.3.3.2.2. Misdirected RDO to the shipping activity. RDO SDRs addressed to the wrong shipping activity will be forwarded to the correct shipping activity for resolution via the forwarding Reply Code 504. The newly identified shipping activity in receipt of the RDO SDR will be responsible to respond to the SDR as appropriate.

C17.3.4. Materiel Returns

C17.3.4.1. Discrepancy Greater Than $100. Continental United States (CONUS) and Outside Continental United States (OCONUS) activities receiving materiel returns (excess or redistributed materiel, or reparable materiel, including returns from FMS customers) will submit an SDR for discrepancies specified above regardless of condition when the dollar value is equal to or greater than $100 per line-

item. Discrepancies pertaining to controlled inventory items will be reported by SDR regardless of dollar value or condition.

C17.3.4.2. Unauthorized Returns (no PMR/incomplete or missing documentation/no identified owner).[7] Refer to paragraph C17.3.6. Distribution Center Receipt with no Due In/Prepositioned Materiel Receipt. Discrepancy reports for distribution center receipts of unauthorized materiel returns with insufficient information to determine the appropriate owner will be routed under MILSTRAP for receipt reporting:

C17.3.4.2.1. Depot Level Reparable Items. Report discrepant receipt SDR to the owner. Commercial maintenance activities will return reparables on a controlling contract number and may include a significant secondary document number. Storage activities will report discrepant receipts on Document Type 9 or P, as applicable, and identify the Return (Repaired/Overhauled/Other Commercial Return) Code R to distinguish commercial returns from repair, non-destructive test/evaluation, assembly, disassembly, reclamation, and conversion/modification from new procurement receipts. For commercial returns, the SDR must include contract information comparable to new procurement: PIID (or PIID call/order) with contract line/subline item number and contractor-assigned shipment number when available. DoD WebSDR will populate the shipper's CAGE and the Contract Administration Office (CAO) DoDAAC when available from EDA. [8]

C17.3.4.2.2. Consumable Items. Report discrepant receipt SDR to the applicable item manager except:

C17.3.4.2.2.1. Navy-returned consumable items must be reported to the Navy using RIC NRP regardless of the item manager. An SDR will be provided to the Navy owner for information only.

C17.3.4.2.2.2. Marine Corps-returned consumable items must be reported to RIC MPB regardless of the item manager. An SDR will be provided to the Marine Corps owner for information only.

C17.3.4.2.2.3. Air Force-returned consumable items must be reported to RIC FHZ regardless of the item manager. An SDR will be provided to the Air Force owner for information only.

C17.3.4.3. Exception for Returns Between U.S. Activities. When the materiel return shipments are classified as unserviceable and uneconomically reparable upon receipt, the receiving activity will report to the shipping activity. The report will include materiel return document number, quantity, and an explanation of condition classification.

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[7] Refer to ADC 110/1102A.
[8] Refer to ADC 1268.

C17.3.4.4. Reimbursable Costs for Discrepant/Unauthorized Returns. Under MILSBILLS and MILSTRIP procedures DoD activities returning materiel in violation of prescribed procedures may be held accountable for recoupment of all reimbursable costs including disposal. Recoupment action may be initiated by the DLA Distribution or, upon subsequent identification of the applicable manager, by the manager.

C17.3.4.5. Supplemental Information for Suspended Returns. SDRs applicable to returned materiel in a suspended condition will include supplemental information as follows: contract reference (required entry; indicate "NONE" if no contract reference is available), and original packaging indicator (required yes/no entry).

C17.3.4.6. Requests to Returning Materiel Upon Completion of Investigations. The Originating Activity must inform the Action Activity at the time of submission whether they want the materiel returned at the completion of the investigation when submitting a SDR using a constructed requisition number. In situations where credit or replacement of materiel is not authorized due to the inability to locate the original requisition document, the Originating Activity will be liable for the return transportation costs.

C17.3.5. Discrepancies Resulting from Lateral Redistribution Orders (LROs) on Total Asset Visibility (TAV) Shipments. Coordination with the Military Service shipping activity is recommended prior to ICP resolution of the SDR.

C17.3.5.1. All SDRs submitted for DLA directed LROs where the item is managed by DLA, owned by Army's Non-Army Managed Items (NAMI) Group, Supply Directorate (Routing Identifier Code (RIC) AJ2), and shipped from an Army CONUS site, must be sent to NAMI for investigation, with an information copy to DLA (RIC SMS). This is normally accomplished via exception routing rules within DoD WebSDR. SDRs meeting these criteria will be assigned Document Type V. Any SDRs received directly by DLA will be forwarded to NAMI (RIC AJ2) via SDR forwarding reply citing Reply Code 504. NAMI will research the discrepancy and forward recommended disposition to DLA for final action. The NAMI action activity will provide recommended disposition to DLA within 25 calendar days using an SDR forwarding reply citing Reply Code 307. After 25 calendar days have elapsed and NAMI recommended resolution has not been received, DLA will follow-up for recommended disposition.

C17.3.5.2. Upon receipt of recommended disposition, DLA will review and provide final decision to the customer, along with an information copy to NAMI. DLA will be responsible for seeking a bill adjustment from the TAV shipping activity, returning payment to the requisitioner, and deleting activities from the TAV process due to poor performance, in coordination with NAMI.

C17.3.5.3. If Army shipped the wrong item or an overage, NAMI will be responsible to provide the customer with disposition instructions and/or directions for returning the item back to Army. If the item is to be retained by the customer, NAMI will be responsible for financial actions as appropriate. DLA will not reimburse the shipper for wrong item or over shipments of Army issues relative to TAV.

C17.3.6. <u>Distribution Center Receipt with no Due In/Prepositioned Materiel Receipt (PMR)</u>. DLA Distribution Centers will report receipt of unscheduled materiel from new procurement and non-procurement sources to the owner regardless of condition of materiel, as a discrepancy. When a PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available. DLA Distribution Centers will prepare an SDR to report the missing/unmatched of a PMR to the owner as the only discrepancy or in combination with other identified discrepancies. The distribution center will identify the SDR as informational or otherwise indicate requested action. If the distribution center erroneously reported the receipt to the wrong owner due to missing/unmatched PMR, the wrong owner will use the SDR reply process to reject the SDR (using Reply Codes 901). If the wrong owner is unable to reject the receipt transaction systemically, the wrong owner will also request that the distribution center reverse the receipt (using Reply Codes 612). If known, the wrong owner should identify the correct owner in the receipt rejection or SDR reply to facilitate reprocessing of the receipt. These procedures do not authorize rejection/reversal of receipts reported to the owner designated by PMR or the pre-designated Service owner for unauthorized return of consumable items.[9]

C17.3.6.1. New procurement materiel with other applicable discrepancies, (e.g., missing receiving report/DD Form 250, improper packaging), will be placed in Supply Condition Code (SCC) L pending resolution.

C17.3.6.2. If other than new procurement, the SDR should show receipt in SCC K when the actual condition cannot be determined. Materiel returned with other identified discrepancies, (e.g., without associated technical data), will also be reported as indicated under the appropriate discrepancy category. Returns of excess materiel that are not ICP/IMM directed are subject to recoupment of costs associated with disposal or repackaging costs incurred by the distribution Center. If the receiving activity identifies no other discrepancies requiring disposition instructions and is able to process the receipt to the owner the SDR will cite Action Code 3B for corrective action and trend analysis. The distribution center will direct the action copy of the SDR to the owner or manager and a distribution copy to the returning activity (based on the DoDAAC in the document number or shipping documentation.)

C17.3.6.3. Unscheduled receipts of materiel subject to MILSTRAP automatic disposal is reported via SDR for trend analysis and corrective action (Action Code 3B) with a distribution copy to the returning activity. SDRs associated with DLA obsolete materiel (materiel managed under obsolete RICs beginning with S9) must cite Discrepancy Code Z1 (see remarks), Z3 (no PMR), and any other relevant discrepancy code. SDR remarks will state, "Unauthorized return; materiel processed under DLA automatic disposal procedures for obsolete materiel. No further action required."

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[9] Refer to ADC 1273.

C17.3.7. <u>DLA Disposition Services Discrepancies</u>

C17.3.7.1. <u>Dollar Value Greater Than $100</u>. Receiving activities will submit an SDR for discrepancies specified above in shipments to and from DLA Disposition Services Field Offices when the dollar value is greater than $100 per line item.

C17.3.7.2. <u>Exception</u>. Activities will submit a discrepancy for overages and shortages in shipments of controlled inventory items regardless of dollar value.

C17.3.7.3. <u>DLA Disposition Services and DLA Disposition Field Office SDR Procedures</u>. During the receiving process, if the DLA Disposition Services Field Office identifies a supply discrepancy, an outgoing SDR will be generated consistent with Chapter 16.

C17.3.8. <u>Discrepancies in Item Unique Identification (IUID) Data</u>.[10]

C17.3.8.1. Serial numbers are mandatory for all serially managed items to include capital equipment and UIT Programs. Report supply-related discrepancies involving IUID under DoD IUID Supply policy. Pending full transition to DoD IUID Supply policy using the UII, SDRs identifying discrepancies in unique identification will be prepared citing both UII and/or corresponding serial number, when both are available. Until UII is implemented as the primary identifier under full IUID implementation across the Department of Defense, the human readable serial number is mandatory in the SDR for discrepancy scenarios identified in this chapter, as is the UII when available. The intent is to capture both serial number and UII, however not all items are marked and the UII cannot be considered a mandatory element at this time. That is the context in which the term "serial number/UII" is used in this chapter.[11] Applicability under DoD IUID Supply Policy is identified by NSNs with IUID Indicator Yes (Y). For missing or mismatched unique item identification of items that are DoD serially-managed/tracked, use the applicable U-series discrepancy code (see Table C17.T1.). Report missing or mismatched materiel identification unrelated to IUID (e.g. missing or mismatched part number or NSN) using the applicable packaging (labeling/marking), documentation, technical data, or wrong item discrepancy code(s). Report quality-related deficiencies involving IUID, (e.g., improperly constructed unique item identifier within the 2D data matrix), using Product Quality Deficiency Report (PQDR) procedures under DLA Regulation 4155.24, et al.

C17.3.8.2. In order to facilitate reporting of discrepancies, particularly those involving discrepancies where inclusion of the serial number/UII is required/desirable, the SDR submission process should be integrated with the receiving process, allowing receipt data to be captured once and reused. IUID discrepancies may be related to the packaging label, including automated information technology (AIT) readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. When reporting an IUID missing or mismatch (including shortage, overage, and incorrect item) the serial number/UII may

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[10] Refer to ADC 1030.
[11] Refer to ADC 1244.

be specifically identified as applicable to items received or not received using the IUID Received/Not Received Indicator. If the SDR does not include the indicator, the UII and/or serial number will be interpreted as applicable to the materiel received. Pending integrated capability to support IUID reporting in SDRs, attachment files may be uploaded/transmitted to DoD WebSDR to identify UIIs and/or serial numbers UIIs.[12]

C17.3.8.3. Discrepancies involving missing or mismatched unique identification identified during receipt of new procurement materiel (including direct vendor delivery (DVD)) must be reported prior to acceptance. Receipt new procurement materiel requiring IUID or serial number tracking in a suspended condition pending resolution.

C17.3.8.4. Report missing serial number/UII in DLMS shipment status transactions (Discrepancy Code U04) for shipments of serially managed items under an established UIT program.

C17.3.8.5. The materiel owner is responsible for IUID Registry updates associated with discrepancies for mismatched IUID information.

C17.3.8.6. To comply with Financial Improvement and Audit Readiness (FIAR) requirements regarding accountability and management of materiel, serially managed items under an active UIT Program requires serialization data and owner visibility. Thus, serially managed items under an active UIT program received without a serial number will not only require an SDR but will stop the equipment in the supply chain until a serial number is identified and the materiel is marked. If the storage activity cannot determine the serial number using the associated shipment notice and marks/labels on the item or packaging, the storage activity will report the receipt in a suspended condition) and submit the SDR to the owner citing the Discrepancy Code U13 and other applicable discrepancy code(s) with clarifying remarks. The materiel owner is responsible for determining the appropriate serial number(s), ensuring no duplicates and provide disposition for marking the item. Chapter 30 provides instructions on how to identify and resolve serial number duplication scenarios. If DLA Distribution Center finds duplicates or other discrepancies with the serial numbers provided by the Owner, the DLA Distribution Center will return the SDR response for reconsideration and resolution.

C17.3.8.6.1. For inter Component shipments and returns to a storage activity, the shipping documentation may be available for validating serialization data; however, it does not substitute or supersede the requirement for the shipping activity to provide the shipment status transaction in advance. A UIT serially managed item received without a corresponding shipment status will result in the generation of an SDR with Discrepancy Code U15 and the materiel will be suspended. Compliance with this requirement will ensure the receiving activity can establish a due-in in advance and confirm the serialization data at time of receipt.

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[12] Discrete data entries (rather than attachment files) for serial number/UII identification are required under ADC 1244 beginning December 2018.

C17.3.8.6.2. The receiving activity will prepare a due-in using the information available from the shipment status and/or the PMR transactions. The document number is the data element that connects the Shipment Status transaction and the incoming shipment. When the serialization data does not match or is missing, a systemic trigger is necessary to alert the user performing the receipt that a SDR is required. The receiving activity will then follow the SDR process and suspend the materiel using Discrepancy Code U15. When the discrepancy is solely due to missing a shipment status/materiel returns, the shipping activity will respond with SDR Disposition Reply Code 105 or 130 as appropriate.

C17.3.8.7. Discrepancies involving missing/illegible serial number markings must be reported at time of receipt via SDR. A data plate is required for all serially managed items destined to remain in the supply chain. Temporary tags are authorized for items intended for disposal or maintenance. The materiel owner is responsible for permanently embedding data plates when required due to the type of item (e.g., small arms/light weapons).

C17.3.8.7.1. When a UIT program item is received at a DLA Distribution Center and does not have serial number marking, the following process applies. The DLA Distribution Center receiver will submit an actionable SDR to the owning activity, citing Discrepancy Code U13 and other applicable discrepancy code(s) with clarifying remarks.

C17.3.8.7.1.1. The owning activity (action activity who received the SDR) will respond to the SDR with the appropriate serial number(s)/UII using one of the two following SDR reply codes:

C17.3.8.7.1.2. SDR Reply Code 611 (Reidentify unique identification (UII/serial number) and return to stock). This option is available for items that do not require a permanent marking embedded into the item or will be subsequently sent to maintenance. If going into maintenance, DLA Distribution will need to temporarily tag the items. If the material owner (action activity) determines they need to send someone to a DLA storage activity to physically mark the material; the material owner (action activity) will need to coordinate with the appropriate DLA Distribution Head Quarter (HQ) point of contact (POC) to facilitate the site visit.

C17.3.8.7.1.3. DLA Distribution will keep the SDR in an open status, until the items are physically marked. The material owner (action activity) will NOT respond to the SDR using Reply Code 611 until after they have conducted the site visit and physically marked the material.

C17.3.8.7.1.4. Once the items have been physically marked by the material owner (action activity) and the owner (action activity) replies with Reply Code 611, DLA Distribution would follow normal procedures to close the SDR and generate the completion notification.

C17.3.8.7.1.5. SDR Reply Code 602 (Item(s) unsuitable; destroy.) This option will require DLA Distribution to temporarily tag the items prior to shipping to DLA Disposition Services. Upon receipt of the SDR response, the DLA Distribution Center stock readiness team will process the response by assigning the serial numbers using temporary tags (serial number only).

C17.3.8.7.1.6. If the DLA Distribution Center stock readiness team finds discrepancies with the serial numbers provided by the material owner such as duplicates, the DLA Distribution Center will return the SDR response to the materiel owner for reconsideration and resolution.

C17.3.8.7.1.6.1. Reserved

C17.3.8.7.1.6.2. Reserved

C17.3.8.8. SDRs prepared for a mismatch with no discrepancy in quantity or stock number received will include the serial number/UII identifying the mismatch. That is, identify the serial number/UII for item(s) received that do not correspond to the shipment status, as well as the serial number/UII for the expected item(s) NOT received. Cite the IUID discrepancy code.

C17.3.8.9. SDRs prepared for a shortage of items identified by IUID Indicator Y will include the serial number/UII for the item(s) NOT received based upon comparison with the shipment status (when available) or shipping documentation. Cite the applicable discrepancy code for the shortage and the IUID discrepancy code.

C17.3.8.**10**. SDRs prepared for an overage of items identified by IUID Indicator Y will include the serial number/UII for the extra item(s) received based upon comparison with the shipment status (when available) or shipping documentation. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the applicable discrepancy code for the overage and the IUID discrepancy code.

C17.3.8.11. SDRs prepared for receipt of an incorrect item where the item received is identified by an NSN with a IUID Indicator Y will include the serial number/UII for the wrong item. Cite the applicable discrepancy code for the incorrect item receipt and the IUID discrepancy code

C17.3.8.12. SDRs prepared for receipt of a condition discrepancy (i.e., the materiel condition is misrepresented or otherwise deviates from the original condition on the shipping document or the prepositioned materiel receipt) where the item received is a serially managed item will include the serial number/UII for the discrepant item. Cite the applicable discrepancy code for the condition discrepancy and the IUID discrepancy code.

C17.3.8.13. SDRs reporting non-compliant serial number will be reported using Discrepancy Code U14 (Serial number convention invalid). This code is distinguished from other similar U-series discrepancy codes in that this code specifically informs the owner that a serially managed item was received with an invalid serial

number convention – the serial number maximum field length may not exceed 30 characters and may only include alpha numeric (A-Z, 0-9), dashes and forward slashes. Spaces are not allowed. The receiving activity must annotate the non-compliant serial number in the SDR comments field since the DLMS 842A/W SDR transaction will not allow for an invalid serial number convention to be transmitted in the transaction.

C17.3.8.14. Table C17.T1 provides a decision matrix for the principal scenarios when an SDR is required based on missing or mismatched IUID data during receipt processing.

Table C17.T1. SDR Decision Matrix: Discrepant IUID Data

(For SDRs, serially managed capital equipment and UIT items follow the same guidance)

Procurement Source (IUID contractually required)	Approved UIT	Wrong Item Received w/IUID Indicator Y	Missing IUID (item or packaging)	Mismatch IUID with shortage/ overage	Mismatch IUID no shortage/ overage	Create SDR	SDR Action Code[13]
Y	Y/N	N	N	Y	N	Y	1A or 2A
Y	Y/N	N	N	N	Y	Y	1A
Y	Y/N	N	Y	N	N	Y	1A
Y	Y/N	N	N	N	Y	Y	1A
Y	Y/N	N	Y	N	N	Y	1A
Y/N	Y/N	Y	Y/N	Y/N	Y/N	Y	1A or 2A
N	N	N	N	N	Y	Y	3B
N	N	N	N	Y	N	Y	1A or 2A
N	N	N	Y	N	N	N	No SDR
N	Y	N	N	N	Y	Y	1A
N	Y	N	N	Y	N	Y	1A or 2A
N	Y	N	Y	N	N	Y	1A
N	N	N	N	N	Y	Y	1A
N	N	N	N	Y	N	Y	1A
N	N	N	Y	N	N	Y	1A

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[13] SDR Action Codes are selected by the submitter based upon the desired response to the SDR. Codes identified in Table C17.T1 are:
  1A Disposition instructions for discrepant materiel requested; financial action not applicable.
  2A Disposition of materiel and financial adjustment (credit) requested.
  3B Discrepancy reported for corrective action and trend analysis; no reply required.

C17.3.8.15. Table C17.T2 identifies selected discrepancy scenarios for UIT program items that DoD WebSDR will edit for missing serial number on the SDR submission. Rejection criteria is for specific discrepancy codes as shown and is applicable regardless of originator or action activity. This does not preclude the inclusion of serial numbers for other discrepancies involving UIT program items.[14]

Table C17.T2. UIT Program <u>Mandatory Serial Number by Discrepancy Code</u>

	Discrepant Condition
C1	Quantity received less than quantity indicated on supply documentation
C2	Expired shelf life item
C3	Damaged U.S. Postal Service shipment
C4	Materiel received stripped of parts or components (cannibalized) (applicable to materiel returns or repairs only)
C5	Incomplete item received. Do not use for incomplete sets/kits/outfits
H1	Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
H5	Expired hazardous shelf life item
	Shortage
S1	Quantity received less than quantity indicated on supply documentation
S2	Quantity received is less than quantity requested minus variance (other than unit of issue or unit of pack)
S8	Concealed shortage discovered upon opening a sealed vendor's pack
	Overage
O1	Quantity received is more than quantity shown on the supply document
O2	Quantity received is more than quantity requested plus variance, if applicable (other than unit of issue or unit of pack)
O5	Concealed overage discovered in a sealed shipping container
	IUID Mismatch
U07	Mismatch between unique identification (UII/serial number) on item and label
U08	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated shipping documentation
U09	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated due-in/shipping notice

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[14] Refer to ADC 1244

C17.3.9. <u>Transshipper Prepared SDRs</u>. CCPs will prepare an SDR to report packaging discrepancies as described below.

C17.3.9.1. <u>Supply Discrepancies Requiring Transshipper Reporting</u>. SDRs will be prepared for supply discrepancies related to hazardous shipments and non-compliant wood packaging material (WPM). Refer to the D5-series[15] for common transportation documentation discrepancies. Refer to P2-series and P3-series for packaging (including WPM) and labeling (including Military Shipping Label (MSL)) discrepancies. Select the most specific discrepancy code available and use SDR remarks to further clarify the nature of the problem.

C17.3.9.2. <u>CCP SDRs for Non-Compliant WPM</u>. CCPs will notify ICPs that their OCONUS WPM shipment is not in compliance with DoD 4140.65-M, "Compliance For Defense Packaging: Phytosanitary Requirements for Wood Packaging Material (WPM)," and ISPM 15 requirements. The expiration of the DoD Pest Free mark and the requirement to use the International Plant Protection Convention (IPPC) stamp to indicate WPM compliance brings the requirement to remediate all noncompliant WPM destined for OCONUS. WPM shipments can be remediated by repackaging or by use of a heat chamber. SDRs will be prepared for noncompliant shipments received by the CCPs. Noncompliant shipments will not be held for disposition. Shipments on noncompliant pallets will immediately be re-palletized onto compliant wood pallets. Boxes, crates, etc. will be sent to a remediation area through use of DSS packing, packaging, preservation & marking (PPP&M) process, and placed in a Hold Status W until remediation is completed. SDRs will be generated for both pallet replacements and box/crate rebuilds. The SDR will normally cite SDR Action Code 3B, Discrepancy Reported for Corrective Action and Trend Analysis. No reply is required. This type of SDR does not require a response from the source of supply or other designated activity; but is provided so that the source of supply may take appropriate action with the Component shipper or vendor and track trends and associated repackaging costs. The SDR will be auto-closed in the DSS, based on the P215 discrepancy code (indicating noncompliant WPM), and will not be reopened. The point of contact (POC) may be contacted if SDR was sent to the wrong supply source. Labor and material to remediate will be charged to a CCP Cost Code. If a frustrated shipment requires an expedited SDR reply to the CCP, use of Action Code 3A, Transshipper (Aerial/Water port or CCP) Requests Expedited Response; Shipment Frustrated, is authorized.

C17.3.9.3. <u>Aerial or Water Port Prepared SDRs</u>. The port (identified by DoDAAC) will prepare an SDR to report packaging or documentation discrepancies as described above. If the corrective action can be taken immediately, (e.g., as a result of off-line communication with the shipping activity,) and the port is not awaiting the action activity response, the SDR will cite Action Code 3B, Discrepancy Reported for Corrective Action and Trend Analysis. No reply is required. If the shipment is frustrated awaiting action activity response, the SDR will cite Action Code 3A, Transshipper (Aerial/Water port or CCP) Requests Expedited Response; Shipment Frustrated. The

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[15] Refer to ADC 317A. Note: Discrepancy Code H6, Shipper's Declaration for Dangerous Goods is re-assigned to the D series code list in DLMS Volume 2, Appendix 7.28.

submitter will use the remarks block to clarify desired actions and shipment information where specific data fields in the SDR are not sufficient.

C17.3.9.4. <u>Expected Data Content for Transshipper SDRs</u>. These SDRs will be identified by Discrepancy Document Type Code W and will include the number and type of discrepant pieces. The transportation control number (TCN) will be the primary reference number for operational processes. If the shipment is received at the CCP without a TCN, one will be assigned in accordance with the DTR. SDRs prepared at the shipment level may include multiple items, or there may not be due-in or documentation available. Because a document number is mandatory within DoD WebSDR, the CCP or other transshipment activity may need to generate a document number based upon the submitter's DoDAAC if multiple documents are included or the original document number is unavailable. Action activities will not reject Transshipper SDRs for unmatched document numbers without researching by TCN and other identifying shipment information. Multiple document numbers, when available, will be recorded in the SDR remarks. Materiel identification may be identified as "UNKNOWN" or "MIXED" (multi-pack or other consolidation of different items). When this occurs, quantity and U/I will be left blank. Identification of hazardous materiel shipments is mandatory using the hazardous materiel indictor (Yes/No). When possible, the shipper will be perpetuated from the due-in notification (e.g. DLMS (US TRANSCOM-maintained) 856A) or shipping documentation. The owner/manager (source of supply) will be identified as the ICP/IMM that directed the shipment when applicable.

C17.3.10. <u>SDR Distribution</u>. This section addresses those organizations that must be identified on the SDR as initial action recipient or as receiver of information copies. Such determination is based upon the type or origin of the shipment involved, the DoD Component that directed shipment, and the type of discrepancy. Applicable action activities include ICP, ILCOs, DLA CCPs, and DLA Distribution Centers. For items requiring special handling and/or reporting, such as controlled inventory items, the responsible action activity must ensure additional distribution of the report as required. The submitter will provide a copy of the Serious Incident Report, or other Component-required report, regarding controlled inventory items believed to be stolen, lost, or unaccounted for. Do not mail hard copy documents when access to an electronic SDR application and associated supply information is available. Where electronic attachment capability is not available, users should supplement their original SDR submission via WebSDR correction process attachment functionality to upload information not readily available to the action activity and photographic/pictorial evidence of the discrepancy.

C17.3.10.1. <u>Security Assistance Shipments</u>. All Security Assistance SDRs will be sent directly to the applicable ILCO for initial screening and processing. SDRs may be submitted to the ILCO via SF 364, Report of Discrepancy, or authorized electronic/automated formats. The ILCO will forward the SDR electronically to the appropriate action activity. Security Assistance SDRs bypassing the ILCO will not be accepted by DoD and participating Agency action activities.

C17.3.10.2. SDR Distribution for Shipment (Item) Discrepancies

C17.3.10.2.1. DoD Originated Shipments. Customers will normally direct SDRs to the DoD shipping activity with exceptions and specific business rules as follows.

C17.3.10.2.1.1. Army Directed Shipments

C17.3.10.2.1.1.1. Army Managed Items (AMI) and Non-Army Managed Items (NAMI) Shipments. Direct initial action to the source of supply. The only valid Army action activity/source of supply RICs are AKZ, A12, A35, AJ2, AP5, B14, B16, B17, B46, B64, and B69. Additionally, SDRs may be addressed to the Army Program Managers for total package fielding (TPF) using RICs AER, AEL, AFK, AEV, AF8, AEU, AEW, AFL, AF9, AFC, and BAM. WebSDR will pass SDRs addressed to these activities transactionally to the Army's Logistics Modernization Program (LMP). WebSDR will provide an information copy to DLA Distribution Centers when the shipping activity is identified.[16] These information copies will be used for metrics and correction of inventory records where applicable; DLA Distribution Centers are not authorized to respond to the submitter via SDR reply. Army users are advised not to submit SDRs to single stock fund (SSF) site RICs or to Army shipping depot RICs via DoD WebSDR. There are currently no WebSDR interfaces to support SSF sites or Army shipping depots. The Army action activity can be determined from the shipping documentation (e.g., the RIC in record position 67-69 of the DD 1348-1A), or as part of a NIIN/NSN or Part Number search in WebFLIS. Note that the FLIS source of supply will not apply if the requisition was filled by AJ2, Non-Army Manager Item (NAMI) source of supply. Services ammunition users may send SDRs to B14 for ammunition commodity discrepancies or directly to those Army ammunition storage depots listed below.

C17.3.10.2.1.1.2. Army Ammunition Storage Activity Shipments. WebSDR will pass SDRs addressed to the following Army ammunition storage activities transactionally to Army LMP: Anniston Munitions Center (BAD), Pine Bluff Arsenal (BA9), Hawthorne Army Depot (BD2), Letterkenny Munitions Center (BKD), Crane Army Depot (BB2), McAlester Army Depot (BC2), Tooele Army Depot (BTD), and Blue Grass Army Depot (B47). The Army will ensure visibility of these SDRs to Army ammunition storage depots that manage Army, Service common, and Service unique ammunition stock.

C17.3.10.2.1.1.3. Global Combat Supply System-Army (GCSS-Army) Inter-Service Lateral Redistribution of Retail Assets By Inter-Service Agreement. The Army requires that these SDRs be processed by the AMI or NAMI ICP regardless of the FLIS-designated manager or the Army Supply Support Activity (SSA) providing lateral support. Any SDRs directed to the SSA will be transmitted to the default Army e-mail account pending a system interface with DoD WebSDR or alternative guidance. The Army will ensure that these SDRs will be forwarded to the

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[16] Refer to ADC 1102, implementation delayed.

appropriate Army action activity and coordinated with the LMP for financial resolution when applicable.

C17.3.10.2.1.2. Total nonreceipt SDRs

C17.3.10.2.1.2.1. Total Nonreceipt of Security Assistance Shipments from DLA Distribution Centers. ILCOs will forward SDRs directly to the DoD shipping depot regardless of implementing Component. Where the shipping depot is unknown, forward to the ICP/IMM.

C17.3.10.2.1.2.2. Total Nonreceipt of Materiel Shipped via DLA CCP.[17]

C17.3.10.2.1.2.2.1. Customers should direct SDRs to the CCP for research. Include proof of delivery (POD) to the CCP when available. If the SDR bypasses the CCP, the source of supply will forward the SDR to the CCP for research using Reply Code 504 including POD if not provided on the initial submission.

C17.3.10.2.1.2.2.2. The CCP will reply to the customer with status of the shipment if no further action is needed. WebSDR will provide a copy of the SDR to the source of supply. If the CCP cannot provide status or if POD is not available, the CCP will annotate the SDR reply to the submitter with this information and forward to the source of supply for further research using the appropriate 300-series forwarding reply code.

C17.3.10.2.1.2.2.3. After CCP response, the source of supply will review CCP findings and conduct additional research as needed (e.g. using Integrated Development Environment/Global Transportation Network Convergence (IGC) or contacting the vendor, if necessary). As a result, the source of supply may return the SDR to the CCP for further research including the POD (if not previously attached). Alternatively, the source of supply may provide credit based upon customer-reported nonreceipt and other findings. By exception to standard procedures, GSA policy does not authorize credit when proof of delivery to the CCP is available.

C17.3.10.2.1.3. Defense Logistics Agency (DLA) Directed Shipments. Initial action to the DoD shipping activity. When the customer creates a Document Type 7 and incorrectly sends it to the ICP, it requires the ICP to respond using forwarding Reply Code 504, redirecting the SDR to the shipping distribution center. When the shipment originated from a DLA Distribution Center and the customer incorrectly creates a Document Type 6 SDR, and directs the SDR to the ICP for action, the ICP will reject SDR using Reply Code 939. WebSDR will provide an information copy to the ICP when identified on the SDR and when the SDR response is provided by the shipping activity. The ICP will provide additional response to the submitter with final resolution and providing financial action when applicable. For contact information for DLA action activities refer to the DLA Customer Handbook. For assistance contact the Customer Support - Virtual Contact Center at 1-877-352-2255 (1-877-DLA-CALL) or

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[17] Refer to ADC 1241.

DSN 661-7766 or e-mail: dlacontactcenter@dla.mil; or the DLA Distribution Customer Support Team at DDC.ISDR@dla.mil.

C17.3.10.2.1.4. <u>GSA Directed Shipments</u>

C17.3.10.2.1.4.1. GSA shipped from a GSA Supply Distribution Facility. Initial action to GSA (GSA National Customer Service Center).

C17.3.10.2.1.4.2. GSA shipped from a DLA Distribution Center. Initial action to the shipping activity. DoD WebSDR will provide a copy to GSA.

C17.3.10.2.1.4.3. Purchases made by DoD Activities from Federal Supply Schedules or GSA Open-End Contracts. The customer may coordinate off-line with the supplier for resolution. Identify GSA to receive the SDR under the following conditions:

- repetitive discrepancies,
- cases of dispute that cannot be resolved between the ordering office and the supplier, or
- product quality deficient materiel in Security Assistance shipments where GSA has provided inspection at source.

C17.3.10.2.1.5. All Other DoD Component or Participating Agency Directed Shipments. Initial action to the DoD shipping activity. Where the shipping activity is not known, forward to the ICP/IMM. WebSDR will provide an information copy to the ICP, when identified, and/or the SDR response is provided by the shipping activity.

C17.3.10.2.2. <u>DoD Central Procurement and Direct Vendor Delivery</u>. For materiel procured centrally by a DoD Component ICP, distribution will be as follows irrespective of the point of inspection and acceptance.

C17.3.10.2.2.1. Initial action to the procuring ICP for internal distribution to the contracting officer or designated personnel.

C17.3.10.2.2.2. Copy to office administering the contract/purchase order, if different from the purchasing office, except as otherwise prescribed for purchases made from federal supply schedules or GSA open-end contracts below. If not identified on the SDR, the initial action activity may forward as appropriate. When the Defense Contract Management Agency (DCMA) is identified as the Contract Administration Office (CAO), DoD WebSDR will provide an information copy of the initial submission and subsequent SDR transactions to DCMA.[18]

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[18] Refer to ADC 1052.

C17.3.10.3. <u>Materiel Returns</u>

C17.3.10.3.1. Use PMR or shipping documentation to identify the owner, otherwise, initial action to manager's ICP.

C17.3.10.3.2. Copy to shipping activity.

C17.3.10.4. <u>Shipments to DLA Disposition Services</u>

C17.3.10.4.1. Initial action to the turn-in activity, as identified on the defense turn-in document (DTID) (DD 1348-1A, Block 2). The SDR will be sent directly to the generator's e-mail address when available as the result of an electronic turn-in (DLA Disposition Services ETID). If ETID e-mail address is not available, WebSDR distribution will be to the turn-in activity SDR monitor or Component-sponsored SDR application.

C17.3.10.4.2. If distribution via ETID e-mail address, a WebSDR generated copy will also be provided to the turn-in activity SDR monitor or Component-sponsored SDR application.

C17.3.10.4.3. Partial Weapon Turn-in.[19] When SA/LW materiel is received, DLA Disposition Services DEMIL Center, Anniston, Alabama must identify the SA/LW by a valid NSN or DoD SA/LW Registry assigned management control number (MCN), in addition to a separate serial number for each individual weapon.

C17.3.10.4.3.1. Shipments of a partial weapon identified under the whole weapon NSN but lacking the required list of missing parts or a signed statement certifying that the weapons have missing parts are discrepant using Discrepancy Code D301. DLA Disposition Services will send an SDR to the turn-in activity and attempt to contact the turn-in activity off-line. DLA Disposition Services will hold rejected serialized weapons/weapon parts in a segregated location pending resolution of the SDR. If the DLA Disposition Services does not receive a reply to the SDR with the updated documentation or is otherwise unable to resolve the discrepancy within 25 days, DLA Disposition Services will return the partial weapons to the turn-in activity. If DLA Disposition Services cannot locate the turn-in activity, DLA Disposition Services will contact DoD Registry for resolution/disposition instructions or referral to the owning Service.

C17.3.10.4.3.2. If the SDR is resolved via off-line communication, the DLA Disposition Services will update the SDR via the correction process to change the action code to indicate an informational SDR (Action Code 3B), and document the resolution in the SDR remarks. This will allow all parties involved to recognize that no further action is needed on the SDR. The SDR will close automatically within the Distribution Standard System after these updates are processed.

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[19] Refer to ADC 1175.

C17.3.10.4.3.3. A turned in weapon subcomponent, such as the upper receiver, butt stock assembly, barrel assembly, etc., without its matching serialized receiver will NOT be accepted under its end item NSN under any circumstances. When identifying the serialized receiver on a weapon, the term "serialized receiver" refers to the receiver that displays or holds the serial number of a particular weapon. DLA Disposition Services will receipt the subcomponent under the applicable materiel identification for the subcomponent(s) and submit an SDR to the turn-in activity for corrective action (Action Code 3B) indicating both an item identification error and an IUID mismatch. The SDR will alert the turn-in activity to correct serialized item tracking registries as needed. It is the responsibility of the turn-in activity to correct the SA/LW Registry and IUID Registry as applicable. DLA Disposition Services will mutilate and/or destroy non-serialized weapon parts consistent with the demilitarization code requirements, local policies, laws, and regulations. The SDR will close automatically within the Distribution Standard System with no further action.

C17.3.10.5. <u>Shipments from DLA Disposition Services</u>. Initial action to the Disposition Services Field Office. If not known, SDRs may be directed to DLA Disposition Services (RIC S9D). SDR users will no longer submit DLA Disposition Services Recycling Control Point SDRs (RIC S9W).

C17.3.10.6. <u>Local Purchase</u>. Follow DoD Component guidance. A copy will be furnished the Government inspector when inspection is at origin. DoD WebSDR does not support SDRs applicable to local purchase discrepancies.

C17.3.10.7. <u>Industrial Plant Equipment Shipments</u>. DLA, will review all SDRs from the initiator, make further distribution as necessary, request appropriate action from the consignor, and provide the initiator with replies from the consignor and other closeout action.

C17.3.10.8. <u>SDR Distribution for Packaging Discrepancies</u>

C17.3.10.8.1. Contractor/Vendor Shipments

C17.3.10.8.1.1. Initial action to the ICP.

C17.3.10.8.1.2. Copy to Contract Administration Office (CAO). For direct vendor delivery discrepancies, the ICP must ensure the contract information is included in the SDR reply if not provided by the submitter. Based upon entry of the PIID or PIID call/order for procurement source shipments, DoD WebSDR will retrieve the CAO DoDAAC from the EDA System contract files and update the SDR accordingly.[20] When the contract is administered by the Service or Agency issuing the contract, the ICP is responsible for insuring the CAO has access to the SDR information. When DCMA is identified as the CAO, DoD WebSDR will provide an information copy of the initial submission and subsequent SDR transactions to DCMA. [21]

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[20] Refer to ADC 1268.
[21] Refer to ADC 1052.

C17.3.10.8.1.3. Copy to Administrative Contracting Office (ACO). The initial action activity will furnish a copy of the SDR to the ACO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.4. Copy to Procuring Contracting Office (PCO). The initial action activity will furnish a copy of the SDR to the PCO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.5. Copy to Component Packaging Monitor. SDRs for Air Force ICP-directed shipments will be provided to the designated Air Force ICP packaging monitor by DoD WebSDR under Component-unique routing rules.

C17.3.10.8.2. DoD Originated Shipments

C17.3.10.8.2.1. Initial action as indicated above for DoD originated shipments.

C17.3.10.8.2.2. Information copy to be provided systemically by DoD WebSDR per Component guidance. SDRs for Air Force ICP directed shipments will be provided to the designated Air Force ICP packaging monitor.

C17.3.10.10.   The Exchange (formerly Army and Air Force Exchange Service (AAFES)). SDRs may be routed to the Exchange via DoD WebSDR to the source of supply RIC.

C17.3.11. <u>Follow-Up on Original SDR</u>

C17.3.11.1. Table C17.T3 identifies the SDR Follow-up Time Standards. The time standards are displayed in calendar days unless specified.

Table C17.T3 SDR Follow-up Time Standards

Document Type Code of SDR	Day when initial follow-up allowed to be submitted	Number of Days to respond to follow-up or provide interim response.	Interval when subsequent follow-up generated	Maximum Number of follow-ups
6, 8, 9, R, A, N, P, V	56	30	31	3
7	31	30	31	3
Turn-in activities (Disposition Services partial weapons SDRs)	Exception, none generated	N/A	N/A	N/A

Table C17.T3 SDR Follow-up Time Standards

W (Action Code 3A)	No timeframe for follow up due to urgency of request.	N/A	N/A	unlimited
Counterfeit Material Unauthorized Product Substitution Material	56	30	365 after Interim Response Code 520 is received	unlimited
Suspected PQDR Material	120 days after Interim Response code 521 is received	30	60	3

C17.3.11.2. Submitter Responsibility (including Security Assistance customers). When the action activity does not respond to an SDR within the prescribed time standards specified in this chapter, the submitting activity must provide an SDR follow-up. Follow-ups must be directed to the last identified action activity when the original SDR was forwarded by the original recipient. Cite the SDR report number of the original report. For transactional exchange, include the WebSDR-assigned control number when known. Follow-up transactions should include all data that was in the previous SDR submission. POC information for the follow-up and the follow-up date are required. A narrative entry is required to provide clarification for the follow-up. The submitter or DoD WebSDR must forward the follow-up to the current action activity when SDR history indicates a or updated action activity has been identified (such as based upon prior Reply Code 504 or a 300-series reply code).

C17.3.11.2.1. SDR submitters may follow-up on Document Type Code 7 SDRs sent to storage activities after 31 days from the submission date have elapsed from the time of the submission date regardless of any interim responses provided by the storage activity. This will not ensure full resolution of the SDR, but will help identify a communication problem before the entire SDR response period has elapsed (i.e. depot and source of supply processing time).

C17.3.11.2.2. SDR submitters may follow-up on all other Document Type Code SDRs (Except Type W, Action Code 3A, and Disposition Service SDRs) on day 56 from the original submission date when no response has been provided.

C17.3.11.2.3. If the action activity provides an interim response, the submitter can still generate the initial follow up on day 56 and a maximum of two additional follow-ups every 31 days thereafter.

C17.3.11.2.4. After three follow-ups, DoD WebSDR will block transmission of a fourth follow-up and request that the submitter contact the action activity directly.

C17.3.11.2.5. In response to interim Reply Code 520 indicating suspected Counterfeit Materiel/Unauthorized Product Substitution (CM/UPS) materiel may be suspended for an extended period, the storage activity will limit systemic follow-up requests to once every 12 months. There will be no limit on the follow-ups allowed.

C17.3.11.2.6. In response to interim Reply Code 521 indicating suspected product quality deficient materiel may be suspended for an extended period of time, the storage activity will not follow-up for response until 120 days have elapsed, and then subsequent follow-ups should be sent every 60 days. No more than three response/follow-up transactions per SDR will be allowed.

C17.3.11.2.7. By exception, DLA Disposition Services will not generate SDR follow-ups for turn-in of partial weapons lacking the required list of missing parts or a signed statement certifying that the weapons have missing parts. Turn-in activities are required to respond to the SDR within 25 days. After the 25 days, DLA Disposition Services will attempt to contact the turn-in activity off-line to achieve resolution. The lack of a positive resolution in a timely matter will cause the return of the shipment to the turn-in activity. DLA Disposition Services will contact the Army Logistics Data Analysis Center (LDAC) for resolution/disposition instructions or referral to the owning Service as necessary in order to identify the turn-in activity or alternate recipient. Subsequently, LDAC may contact others to include item managers as deemed necessary to provide resolution. Upon resolution of the SDR or when the SDR resulted in the return of the shipment, DLA Disposition Services will update the Action Code from 3C, to 3B and update the remarks appropriately to ensure the SDR is closed out.

C17.3.11.3. <u>Action Activity Procedures</u>.[22] Action activities must respond to submitter follow-ups in a timely manner as shown in Table C17.T3. Action activities are encouraged to be responsive to submitter follow-ups in a positive way whenever possible. Rejection should be reserved for unduly late follow-ups where the elapsed time impedes proper research. Follow-ups on open SDRs submitted prior to completion of the authorized response time or after a significant delay may be rejected using the assigned reject reply code. The preferable response to follow-ups submitted after the SDR has been closed is retransmission of the original response.

C17.3.11.3.1. Upon receipt of the follow-up, the action activity will ensure that a response with disposition or interim status is provided within 30 calendar days.

C17.3.11.3.2. Action activities may reject premature follow-ups using SDR Reply Code 933.

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[22] Refer to ADC 1066.

C17.3.11.3.3. The applicable ILCO is responsible for rejecting FMS SDR follow-ups considered outside acceptable time standards.

C17.3.12. <u>Responsible Action Activity Response to an SDR</u>

C17.3.12.1. <u>Procedures</u>

C17.3.12.1.1. <u>Processing</u>. Responsible action activities will process all discrepancy reports under the policies and procedures set forth in this publication and the DoD Component implementing regulations. Responsible action activities include all activities required to take action on a reported discrepancy. Action activities will consider the associated MRA during validation of SDRs. Conflicting information will be investigated as appropriate.

C17.3.12.1.2. <u>Replies</u>. Action activities will reply to SDRs/SQCRs by submission of a DLMS 842A/R to WebSDR or via direct WebSDR input. SDR replies will indicate the appropriate disposition, (e.g., acknowledgement of the report, disposition of the materiel, validation of the report with authorization of financial adjustment, and/or instructions for repackaging, repair or other types of corrective action). SDR replies made by the action activity may require multiple dispositions under certain circumstances

C17.3.12.1.2.1. Action activities may provide multiple dispositions when appropriate and provide disposition instructions for each reply code in the remarks field citing the reply code with the associated disposition. The responder will have to reference the reply code and specify the quantity to the corresponding disposition instructions in the remarks field in long text.

C17.3.12.1.2.2. In cases where the assets have Serial Numbers (S/N) or Unique Item Identification (UII) requirements, and the action activity wants to disposition by S/N or UII, they will provide in the long text the exact disposition instructions to the corresponding S/N or UII they desire in addition to the systemic disposition.

C17.3.12.1.2.3. When the disposition instructions exceed the capacity of the remarks field (800-character limit in WebSDR and 700 in Distribution Standard System (DSS)), the action activity will annotate in the remarks field that an email was submitted to <u>ddcbsmqn@dla.mil</u> with additional information, due to character limits. This action allows for systemic disposition and provides evidential matter for an audit trail for the disposition that was sent offline. This email only applies to DLA Distribution Created SDR/SQCRs type 5, 8, 9, and R.

C17.3.12.1.2.4. When the SDR or SQCR disposition instructions require that the discrepant item(s) be shipped, the action activity must transmit the Material Release Order/Disposal Release Order (MRO/DRO) requesting movement or shipment of materiel.

C17.3.12.1.2.5. SDR replies must contain the appropriate discrepancy code consistent with all information provided by the customer. The action activity may need to update the discrepancy codes used by the customer to assign the appropriate discrepancy code for the scenario described in the SDR remarks. The action activity will identify the disposition/status using the appropriate Reply Code (Appendix 7.28) with detailed instructions in the remarks field. Action activities may include the applicable Cause Code (CN/CP/CS) in the SDR to provide better visibility of the underlying reason for the SDR; cause codes are required for SDR (Document Type Code 6/9/P/W) associated with contractor/vendor noncompliance. Upon subsequent determination that contractor/vendor noncompliance is not applicable, (e.g., in response to a contractor challenge), the item manager must provide a new SDR reply containing Reply Code 151 (prior response is superseded) and no cause code (or a replacement cause code not associated with the contractor noncompliance).[23] Action activities will ensure that inappropriate reply codes are blocked from use when responding to transshipper SDRs (Document Type Code W).[24]

C17.3.12.1.2.6. <u>New Procurement SDRs</u>. The action activity must complete shipment information applicable to DVD, new procurement, etc., where incomplete or inaccurate on the original report. This includes identification of the vendor (by CAGE), PIID, and identifying shipment numbers. When procurement information is populated by EDA interface, it will not be overridden by subsequent entries. The submitting activity must ensure that DVD shipments are identified by Document Type Code 6. When the customer incorrectly routes a Document Type 6 (DVD) SDR to a DLA Distribution Center, they will reject it using Reply Code 901 Transaction rejected: Discrepancy report submitted to wrong activity. Resubmit to the correct action activity (identified in remarks when known).

C17.3.12.1.2.7. <u>Interim Replies</u>. Interim replies may be used to inform the submitter that an SDR has been forwarded to another organization for investigation or resolution. Interim replies may also be used to request additional information required to determine final disposition. Responsible activities must provide an interim reply where a final reply cannot be provided within the established time standards as specified in this chapter. Failure to meet the established time standards must be caused by reasons outside the control of the ICP/IMM. Such interim replies will identify any other action activities involved and, when feasible, indicate when additional status will be provided. Identify the interim disposition/status using the appropriate reply code. Interim reply codes in the 300 or 500 series are typically used to designate an interim reply involving forwarding to another organization (Appendix 7.28). The storage activity will provide an interim reply when recommending credit be provided by the source of supply based upon a validated discrepancy. For this purpose, the storage activity will cite Reply Code 525 and forward the SDR using the applicable 300-series applicable to the source of supply for processing. When the storage activity forwards an SDR to the source of supply for action using a 300-series interim reply code, the SDR transaction must be formatted to identify the source of supply RIC as the action activity.

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[23] Refer to ADC 1181A.
[24] Refer to Approved DLMS Change 317B, Action Activity Replies to Transshipper-Prepared SDRs

WebSDR will provide notification of forwarding action to the SDR initiator. This "forwarding" process and associated format will allow the reply transaction, including the initial responder's reply remarks, to be transmitted to the new action activity. WebSDR will recognize the new action activity for reports and Web responder role access. If no coding exists to specifically identify the reasons for the delay, select Reply Code 137 and provide a clear-text explanation.

C17.3.12.1.2.7.1. Storage Activity/Initial Action Activity Forwarding to the Owner/Manager. When the SDR is directed to the shipping activity (e.g., DLA Distribution Center) or other authorized initial action activity (e.g., the NAMI program office for SDRs subsequent to inter-Component lateral redistribution) for initial investigation, the specific discrepancy or Component-directed procedures may require that the SDR be forwarded to the owner/manager for final resolution. These SDRs are forwarded using the applicable 300-series forwarding reply code.

C17.3.12.1.2.7.1.1. The SDR reply transmitted by the initial action activity using a 300-series reply code is interpreted as an interim reply and may include the results of investigation and the recommended financial resolution and disposition. It is responsibility of the owner/manager to which the SDR was forwarded to provide the final response. The final response may differ from that provided on the interim response.

C17.3.12.1.2.7.1.2. A unique formatting rule is required for 300-series forwarding replies requiring the owner/manager to which the SDR is being forwarded to be identified as the RIC-To (rather than the DoDAAC of the SDR submitter normally used as the "transaction-to" activity in the SDR reply). The RIC-To must match the owner/manager data field unless a specific exception to this rule is authorized. WebSDR will forward the SDR to the designated owner/manager for action and a copy will be provided to the SDR submitter. WebSDR will populate the owner/manager RIC as the Transfer-To RIC in the copy of the SDR reply sent to the submitter to specifically identify the activity to which action has been transferred. When used by a storage activity, the submitter's SDR application must be updated to reflect the new action activity while retaining the SDR in an open status.

C17.3.12.1.2.7.2. For suspected CM/UPS, the ICP/IMM may use interim Reply Code 520 (SDR materiel undergoing test/evaluation) to indicate that materiel may be suspended for an extended period of time. Upon receiving the Reply Code 520, the storage activity will limit systemic follow-up requests to once every 12 months. There will be no limit on the follow-ups allowed. Once the investigation is complete, final disposition will be provided by the ICP/IMM to the storage activity.

C17.3.12.1.2.7.3. DLA Distribution will interpret Reply Codes 107/108 as final disposition when received on an SDR response. All other activities will interpret Reply Codes 107/108 as interim response.

C17.3.12.1.2.7.4. For suspended materiel resulting in processing of a PQDR, the ICP may use interim Reply Code 521 (SDR resolution

pending PQDR review) to indicate that materiel may be suspended for an extended period of time. Upon receiving the Reply Code 521, the storage activity will not follow-up for response until 120 days have elapsed, and then subsequent follow-ups should be sent every 60 days. No more than three response/follow-up transactions per SDR will be allowed. A fourth transmission of Reply Code 521 or associated follow-up will result in systemic rejection and will require manual attention.

C17.3.12.1.2.8. <u>Status Updates</u>.[25] Status updates (Transaction Set Purpose Set Code SU) are a unique form of reply prepared by the activity that submitted the SDR in response to the action activity. This type of transaction goes directly to the identified recipient without being copied to other parties, except to specifically identified copy recipients identified in the transaction. It is used by the storage activity to provide a status update to the ICP/IMM, often in response to an interim reply requesting clarification of the discrepancy. Using the status update format the SDR may engage in a two-way communication with the action activity. The status update may not be used to modify originally reported SDR data elements. The status update may also be used to send research findings/ recommendations to the ICP/IMM (Army directed shipments only).

C17.3.12.1.2.8.1. For interim replies requesting additional clarification (Reply Code 104), the submitting activity is encouraged to respond immediately, but no later than 31 day from issuance of the request. In a transactional response to the request for additional information, the submitting activity must provide a status update (Transaction Set Purpose Set Code SU) using Reply Code 321 to notify the action activity that the requested information is being provided or the submitter may provide clarification via off-line communication. No more than three request/response transactions per SDR will be allowed. A fourth transmission of Reply Code 104 or 321 will result in systemic rejection and will require manual attention.

C17.3.12.1.2.8.2. When the ICP/IMM has directed reclassification of materiel by Reply Code 608 the storage activity will perform the requested action and provide status update with Reply Code 320 (Reclassification of materiel complete). Reply Code 608 may not be used in conjunction with other reply codes. When using Reply Code 608, the action activity must provide final disposition separately by a subsequent SDR reply after the reclassification action is reported as complete. No more than three request/response per SDR will be allowed. A fourth transmission of Reply Code 608 or 320 will result in systemic rejection and will require manual attention. (Note that action activities may use Reply Code 609 to request reclassification of materiel in combination with other disposition instructions identified via additional reply code(s) and remarks.)

C17.3.12.1.2.9. <u>Replacement or corrected replies</u>.[26] The action activity may identify a replacement or corrected reply using Disposition Status Code 151

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[25] Refer to ADC 1044A Clarification of Business Rules associated with SDR Replies for Status Update and Completion Notification.
[26] Refer to ADC 222.

to indicate that the previous reply is superseded. This code may be used when a closed or completed SDR (meaning a response was already provided by the action activity) is reopened or reconsidered as a result of a formal submitter request for reconsideration; as a result of new findings during action activity review/investigation; or as a result of a mistake requiring a corrected reply.

C17.3.12.1.2.10. Denials. SDRs not meeting the reporting criteria or time standards specified in this chapter or not including sufficient justification, may be considered for information only, or denied, as appropriate. DoD ICP/IMM action activities are encouraged to accept late submissions lacking justification for trend analysis/corrective action; with associated financial credit provided at the discretion of the action activity. The responsible activity will use the SDR response and cite the appropriate disposition/status (reply) code.

C17.3.12.1.2.11. Completion Notification.[27] The submitting system will use a completion notification, identified by Transaction Set Purpose Code CN or Completion Notification in the SDR reply, will be used by the submitter to communicate with the action activity that final action has been taken on an SDR requiring a materiel disposition action. The SDR system receiving the Completion Notification may close the SDR as well or keep it open for additional actions. Submission of a Completion Notification is required for all SDRs prepared by the submitter, with the exception of those clearly identified as being provided for information only and requiring no action activity reply (SDR Action Codes 1H or 3B only). Action Code 1H or 3B SDRs will automatically be placed into a closed status in WebSDR metrics. The **C**ompletion **Notification** may not be used to modify originally reported SDR data elements. The following sub-paragraphs provide more detailed information regarding Completion Notification processing.

C17.3.12.1.2.11.1. When a Completion Notification processes against an SDR, the SDR cannot be reopened. The Completion Notification puts the SDR into a closed status, and signifies the submitter has taken disposition action provided by the action activity. For SDR Document Type Code 6/9/P/W, WebSDR will process a Reply (Transaction Set Purpose Code 11) only when the action activity determines the cause code needs to be updated after the vendor challenge process has been completed. WebSDR will also allow a reply to process for all SDRs with Action Code 1H or 3B regardless of reply code. This will allow a Cause Code, acknowledgment (103) or any other reply indicating pertinent information to process on the SDR. All SDRs with the Completion Notification or Action Code 1H or 3B will remain in a closed status regardless of if a reply processes. However, if the submitter generates a cancellation, the cancellation will process and place the SDR into a cancelled status.

C17.3.12.1.2.11.2. Completion Notifications can only be generated by the submitting system. WebSDR will reject with Reply Code 950 any

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[27] Refer to ADC 1044A Clarification of Business Rules associated with SDR Replies for Status Update and Completion Notification.

attempt to generate a Completion Notification for an SDR that did not originate in the submitting system.

C17.3.12.1.2.11.3. The submitter will use a Completion Notification to inform the action activity that all action is complete using Reply Code 410.

C17.3.12.1.2.11.4. Under selected scenarios, the submitter will provide a *C*ompletion *Notification* without a response from the owner/manager when the SDR is automatically closed immediately after transmission. SDR Action Codes 1B (Materiel being retained) and 1G (Reshipment not required; item to be re-requisitioned) apply. A *C*ompletion *Notification* will be provided using Reply Code 410.

C17.3.12.1.2.11.5. The submitting system will prepare a completion notification using Reply Code 411 to notify the action activity that the SDR has been closed due to zero balance on record. This will not result in an investigation as it is generally the result of processing a release order during the interim period after the SDR was prepared and prior to execution of the disposition instructions. The action activity may close the SDR due to the materiel no longer being available. If SDR is a Document Type 9, then the action activity must take further action to locate new procurement materiel.

C17.3.12.1.2.11.6. The storage activity will use a completion notification to inform the action activity that materiel disposition could not be completed due to zero balance at storage location using Reply Code 412 and clarifying remarks. The ICP may close the SDR due to the materiel no longer being available. If the SDR is a Document Type 9, the ICP must take further action to locate the new procurement materiel.

C17.3.12.1.2.12. Exceptions to the Completion Notification (CN) Requirement. SDRs with Action Codes 1H and 3B do not require the Completion Notification and will be placed in a closed status. When a reply is submitted, it will be posted to the record, but remain in the closed status without being systemically rejected by WebSDR.

C17.3.12.1.3. DoD ICP/IMM, Shipping Depot, or GSA Actions. The ICP/IMM or shipping depot will:

C17.3.12.1.3.1. Review all SDRs received for processing and determine proper course of action based on available supply records and the results of investigation. This includes SDRs which the customer has reported as requiring no action (Action Code 1H or 3B).

C17.3.12.1.3.2. Provide the SDR response to include disposition instructions as needed to the customer or the ILCO for Security Assistance SDRs. The responsible activity will provide point of contact information for each SDR response.

C17.3.12.1.3.3. Based upon validated SDRs, the storage activity may reverse the original issue or adjust inventory balances, as applicable. Prior

coordination with the ICP/IMM is required for use of issue reversals as a means of correcting records and providing credit to the billed party. The ICP/IMM is responsible for providing a PMR to the distribution center when the SDR reply (prepared by the source of supply or distribution center) directs return of discrepant materiel. Based upon validated SDRs, the ICP/IMM may request that DFAS or integrated financial process authorize adjustment/credit in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Military Standard Billing System – Finance. Failure to comply with instructions to return discrepant materiel will result in billing for materiel received.

C17.3.12.1.3.3.1. The storage activity may recommend credit, debit for materiel retained, forwarding of materiel received, or materiel be retained at no charge via a reply forwarded to the source of supply (must include applicable 300-series reply code). The storage activity response will be based upon research to include review of inventory records and physical inventory, as appropriate. WebSDR will provide an information copy of the storage activity reply to the SDR submitter.

C17.3.12.1.3.3.2. Upon receipt of a storage activity recommendation, the source of supply will conduct further research (supply and financial records) and provide a final reply to the SDR submitter indicating credit/debit is authorized or denied, as appropriate.

C17.3.12.1.3.4. Fulfill customer requests for expedited or replacement shipment (e.g., due to shortage, non-receipt, wrong item, or comparable discrepancy) when feasible and assets are available.[28]

C17.3.12.1.3.4.1. Source of supply procedures must ensure replacement shipments do not incur double billing. Therefore, credit will be provided for the original shipment when applicable. Security Assistance customers will not be explicitly excluded from receiving a replacement shipment. The source of supply will reprocess the customers' requirements using the original document number suffixed to ensure separate billing and unique TCN assignment. Source of supply processing must trigger relevant supply and shipment status. Expedited Transportation Handling Signal 777 in response to a non-Security Assistance customer request for expedited shipment may be assigned when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, or 777) or the RDD from the original requisition is less than 8 days from the current date. Inclusion of the Expedited Transportation Signal 777 will normally cause the shipment to move by premium (air) transportation. Shipments identifying Expedited Transportation Signal 777 are subject to air clearance processing whereby the air clearance authority may consult with the requisitioner to determine if the additional expense associated with air transportation is justified and potentially direct shipment movement by a surface mode.

C17.3.12.1.3.4.2. If reshipment cannot be accomplished, respond with Reply Code 126 (Stock not available or will not be reshipped in response

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[28] Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

to SDR) and up to two additional reply codes, as applicable. Customers will be required to re-requisition materiel that is still required.

C17.3.12.1.3.5. Provide signed evidence of shipment to the ILCO for Security Assistance SDR for non-receipt of materiel. If this documentation cannot be provided, appropriate credit is required.

C17.3.12.1.3.6. Provide documentation to the ILCO that is matched to the quantity shipped for Security Assistance SDRs for concealed shortages. Examples of such documentation are those containing size, total weight, and cube accepted by the carrier. Credit is denied if the documentation, in conjunction with the unit weight, supports shipment of the total quantity billed. Otherwise, appropriate credit for the differences is required.

C17.3.12.1.4. <u>Disposition of Materiel</u>. Use the SDR response as an action reply for those discrepant conditions requiring disposition instructions to the reporting activity, (e.g., overages, damages (USPS), deficient materiel (Security Assistance), or erroneous or misdirected materiel).

C17.3.12.1.4.1. <u>Customer Returns</u>. In many cases, logistics business rules require that the return shipment use the same document number as the related order/sale. While this reuse may be appropriate for some materiel held at the customer's location, it is not feasible for all situations. When the materiel is already located in a DLA Distribution Center and no physical shipment is required to return the materiel to the original owner/manager, the current owner must not reuse (or suffix) the original document number for the Prepositioned Materiel Receipt (PMR) and Materiel Release Order (MRO) directing the return. The responsible action activity must assign an alternative document number when materiel is located in a DLA Distribution Center and the current owner must use a ship-in-place materiel release order to direct the return. Additionally, submitters must use the reconsideration request to ask for an alternative document number due to system constraints prohibiting reuse of the original shipment document number. When using a new document number for the directed return of discrepant/deficient materiel, the owner/manager and the returning activity must retain an audit trail linking the old and new document number/suffix (both document numbers will be included in the PMR, Materiel Returns Shipment Status, and Receipt transactions). The SDR reply will include the date by which the customer is requested to return the materiel to the designated location. The ICP will require expedited return where appropriate, such as FMS classified/sensitive item returns, and overage returns for back-ordered materiel not available within another customer's required delivery date. Identify the return-to location by DoDAAC or CAGE (use for contractors when no DoDAAC is assigned). Clear text addresses may be included in addition to the DoDAAC and must be included in the SDR Reply remarks text for returns directed to the contractor identified by a CAGE only.[29]   The source of supply will

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[29] Include return-to location, suspense date, return document number/suffix, and (when applicable) carrier tracking number in the SDR Reply remarks text pending full implementation of discrete transaction data fields. Refer to ADC 1249.

provide reimbursement for packing, crating, handling, and transportation for directed returns under MILSBILLS procedures in DLM 4000.25, Volume 4, Finance, procedures. Use of the Defense Transportation System (DTS) for the return movement is encouraged except where use of a designated commercial carrier is more cost effective/efficient or transportation cost will be borne by another party (e.g., a vendor for return of nonconforming materiel). As an alternative to providing transportation reimbursement, the responsible action activity may provide the transportation account code (TAC) chargeable for the transportation services or direct use of a commercial carrier by providing the paying activity's carriers account number or a pre-paid return shipping label. In those cases where an exhibit of the discrepant materiel is directed for return, the activity requesting this action will pay for exhibit shipment costs. Action activities will either furnish DD Form 1348-1A for materiel to be returned or provide comparable information to accomplish the return. A copy of the SDR and the shipment document will be included with returned materiel and annotated as an "SDR RETURN." When discrepant materiel is directed for return to a contractor, a hard-copy SDR including disposition instructions will be included with the shipment. No statement adversely affecting the Government's claim will be shown on any documentation returned to the contractor. For non-Security Assistance customers, materiel not returned as directed within 90 calendar days (if CONUS) or 120 days (if OCONUS) of the SDR reply will be billed.

C17.3.12.1.4.2. <u>DLA Distribution Center Returns and Transfers to DLA Disposition Services</u>. SDR disposition instructions to DLA disposition centers may direct disposal or shipment of discrepant/deficient materiel to another location (e.g., return to a vendor) using the appropriate SDR reply code. This type of SDR disposition must be provided concurrent to transmission of the DLMS 940R Materiel Release Order, which includes the option to add the corresponding distribution center number (DCN), in accordance with MILSTRIP procedures in DLM 4000.25 Volume 2 for clear audit history for inventory reporting. The DLMS MRO supports discrete identification of the carrier and the carrier account number to allow systemic recognition of this information and ensure the appropriate party is charged for the transportation of the nonconforming materiel.[30]

C17.3.12.1.4.3. <u>Corrective Action for Packaging Discrepancies</u>. Responsible activities will immediately investigate reported discrepancies and take action to prevent their recurrence. An indication of what corrective action will normally be included in the SDR reply. An information copy will be sent to the appropriate Component packaging monitor. For shipments of ammunition, explosives, or other hazardous materiel, the DoD or GSA responsible activities must provide reports of corrective action in all cases. Wherever possible, use the reply code and SDR remarks to show the corrective action. A corrective action statement may be recorded on a separate document if additional space is required. Statements of corrective action will also be sent when requested by the SDR initiator or upon special request of the Component packaging monitor. For contractor originated shipments, investigating activities will send an information copy of the results of their investigation to the

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[30] Refer to ADC 1164

responsible procurement activity or commodity command. Reports of corrective action must not be delayed pending final determination of the contracting officer when reimbursement is warranted. Report final actions when completed. When a Contract Administration Office (CAO) investigating activity finds corrective or preventive action is outside the scope of contract administration and requires action by the procuring activity, the SDR and investigation report will be forwarded to the procuring activity for action, with information copies to the appropriate Component packaging monitor and the initiator.

C17.3.12.1.4.4. Packaging Discrepancies Noted at a Distribution Center. The ICP will annotate the SDR to indicate that distribution center repackaging is approved or not approved. If the ICP authorizes corrective action, the SDR will also show the appropriate funding/ authorization document, (e.g., job order number, Military Interdepartmental Purchase Request (MIPR) number, or SF 1080), to which the distribution center may charge the corrective action costs. After completing corrective action, the distribution center will annotate the actual cost of the work performed, note the date completed, and forward a copy to the ICP for close-out.

C17.3.12.1.4.5. Corrective Action for Non-Compliant WPM. Action activities in receipt of SDRs reporting WPM non-compliance under generic packaging discrepancy codes must reassign the discrepancy code to P215 on their responses. This supports mandatory tracking and trend analysis using automated SDR applications. In the event the shipment becomes frustrated, the action activity will provide instructions for corrective action in order to bring the shipment into conformance or otherwise direct remedial action. Corrective actions and options will be based upon the circumstances of the quarantined/frustrated shipment, value and priority of the shipment, access to the shipment by DoD personnel, and location of the consignee. Alternatives include:

C17.3.12.1.4.5.1. Inspection, certification, and marking of compliant WPM,

C17.3.12.1.4.5.2. Replacement of the WPM,

C17.3.12.1.4.5.3. Consignee pick-up of the materiel only, or

C17.3.12.1.4.5.4. Return to origin or designated location.

C17.3.12.1.4.5.5. Repacking and disposal costs associated with non-compliant WPM receipts that will be the responsibility of the owner of the stock directing shipment (i.e., last identified shipper or item manager). Photographic evidence may be requested to substantiate a claim for the recoupment of funds expended in bringing the shipment into compliance. Where applicable, the reporting activity may submit an SF 1080, "Voucher for Transfers between Appropriations and/or Funds."

C17.3.13. Time Standards

C17.3.13.1. <u>Submitting SDRs and SDR Responses</u>. This section provides time standards for submission of SDRs and SDR responses.   When referring to number of days in this chapter, days are expressed in calendar days, not business days.

C17.3.13.1.1. <u>Time Standards for SDR Submission by Non-Security Assistance Customers</u>. An SDR will be submitted by receiving activities and/or transshipment activities as soon as possible, but not later than the time standards listed below. SDRs not meeting the reporting criteria or timeframes specified in this chapter that do not present sufficient justification will be processed for information only. Routine time standards, special rules, and exceptions are:

C17.3.13.1.1.1. <u>CONUS Destinations</u>: 60 calendar days from date of shipment.

C17.3.13.1.1.2. <u>Overseas Destinations</u>: 120 calendar days from the date of shipment

C17.3.13.1.1.3. <u>Discrepant Controlled Inventory Items, Arms, Arms Parts, Ammunition, and Explosives</u>. Report discrepancies within 24 hours of discovery for shortage, overage, wrong item, misdirected shipments. This includes stock number materiel with a catalogued controlled inventory item code (CIIC) indicating the item is identified as classified or sensitive. In addition, pilferable codes associated with arms and ammunition are also included (codes N and P) in this category.

C17.3.13.1.1.4. <u>Exceptions:</u>

C17.3.13.1.1.4.1. Time limits do not apply to short shipment and wrong item discrepancies discovered upon opening a sealed vendor pack.

C17.3.13.1.1.4.2. Time limits do not apply to those IUID discrepancies that must be reported to ensure the IUID registry and/or owner records are properly maintained.

C17.3.13.1.1.4.3. Time limits for reporting discrepancies relating to contractor warranties are prescribed in individual warranty clauses and/or contracts. Those time limits override other time limits specified in this chapter.

C17.3.13.1.1.5. <u>Late Submission</u>. When circumstances prevent compliance with the above time standards, (e.g., response to a tracer action reveals a supposed transportation discrepancy to be a shipping/packaging discrepancy), the reasons for delay will be provided in a brief clear-text explanation. If appropriate, the responsible activities will honor the discrepancy report. Reporting activities are required to send SDRs to report a shipping or packaging discrepancy even after the above submission time standard has elapsed. If lacking justification, action activities will process for use in reporting metrics and corrective action, if appropriate. The source of supply will not be responsible for financial resolution on late submission SDRs unless shipment history is available and the circumstances warrant such action

C17.3.13.2. <u>Time Standards for SDR Response</u>. Responsible action activities will reply to all SDRs received within the following time standards. Interim responses will be provided when extenuating circumstances necessitate additional processing time as authorized in this chapter. Refer to Table C17.T3. When referring to number of days in this chapter, days are expressed in calendar days, not business days.

Table C17.T4. <u>SDR Response Time Standards</u>.[31]

Type of Time Standard	Number of Days
Standard Response: (Includes DLA Disposition Services)	50 Days
Exceptions to Standard Response Times	
Document Type Code W Transshipper SDR with Action Code 3A (frustrated shipment SDRs)	5 Days
Document Type Code 7 Customer SDRs, Shipping Depot Response	25 Days When forwarded to ICP for additional response add 25 days for a total of 50 days)
All UIT Program Items Items Classified SECRET or above, Nuclear Weapon Related Materiel (NWRM) Communications Systems * In addition to UIT program codes, CIIC Codes included in this category are: $, 1, 5, 9, E, F, G, H, K, L, P, S, T, W	24 hours, initial interim response, or acknowledgement.* 25 Days, final*
Note 1: SDR Response Time Standards are based upon the original submission date. Note 2: Misrouting of SDRs may extend total processing time beyond the authorized response time standard. Note 3: Army total processing time for Document Type 7 SDRs is 50 days	

C17.3.13.2.1. <u>All UIT Program items, or items classified SECRET or above, nuclear weapon related materiel (NWRM) and communication systems</u>. The action activity must provide an interim response or acknowledgment within 24 hours indicating that the SDR is being giving appropriate attention and will be followed by a comprehensive response within 25 calendar days (inclusive of sequential processing by multiple action activities when necessary).

C17.3.13.2.2. Discrepant controlled inventory items other than those classified SECRET, or above or NWRM, arms, arms parts, and explosive and inert ammunition (shortage/overage/wrong item/mismatched IUID/misdirected): Total

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[31] Refer to ADC 1359.

response time, to include sequential processing by multiple action activities when necessary, will not exceed 25 calendar days.

C17.3.13.2.3. Wrong item receipts identified as controlled/sensitive or above and NWRM and unidentified items will be returned to the designated location within 30 calendar days of the SDR reply. Sources of supply will monitor for the return and follow-up with the SDR submitter if materiel is not returned.

C17.3.13.2.4. Expedited processing is required for transshipper prepared SDRs requiring positive action from the action activity (e.g., preparation of SDS or verification of label/marking information. Where forward movement of the shipment is delayed pending a response as indicated by Action Code 3A, the response time will not exceed 5 calendar days.

C17.3.13.2.5. Action activities receiving SDRs inappropriately will make every effort to forward to the correct action activity within 5 calendar days.

C17.3.13.3. Transfers of IMM Responsibilities

C17.3.13.3.1. Logistics Reassignment

C17.3.13.3.1.1. Under the logistics reassignment procedures, IMM responsibility for an item may have been transferred to another DoD Component after the date of shipment. In these instances, a single discrepancy reported on a requisition line-item may require action and/or reply from two different DoD Components (e.g., shipper's ICP/IMM and gaining item manager (GIM)). For example, on receipt of an incorrect item, one DoD Component could be responsible for the investigation (shipping activity) and the initiation of a billing adjustment (shipper's ICP/IMM) for the item billed (but not received), and the GIM would be responsible for providing disposition instructions for the erroneous materiel.

C17.3.13.3.1.2. SDRs applicable to storage activity procurement source receipts after logistics reassignment where the LIM issued the contract will be reported to the LIM based upon the PMR. The LIM is responsible for negotiation with the contractor for resolution of the discrepancy. If no PMR was provided, the SDR may be reported to the item manager (the GIM). If the GIM had no due-in for this materiel, the SDR will be rejected with Reply Code 901 (submitted to wrong source of supply) and remarks text directing resubmission to the LIM, or forwarded (via Reply Code 504) to the LIM for action.

C17.3.13.3.2. Response Coordination. It is not the responsibility of the SDR initiator to forward copies of the SDR to all parties involved. Instead, it is the responsibility of the LIM to coordinate with the GIM for an appropriate response/disposition to the submitter.

C17.3.14. Reconsiderations (Transaction Set Purpose Code 15 for Non-Security Assistance Related Discrepancies. When the SDR originator does not concur with a reply/disposition received in response to an SDR, they will forward the SDR indicating a

Reconsiderations (Transaction Set Purpose Code 15) decision. Requests for reconsideration pertaining to storage activity shipments will be forwarded to the shipping depot (exception is the Army, see C17.3.10.2.1.1); all others will be forwarded to the source of supply. Requests for reconsideration must be submitted within 45 calendar days from date of action activity response. Cite the SDR report number of the original report. For transactional exchange, SDR applications will include the WebSDR-assigned control number when known. Requests for reconsideration transactions require all data that was in the previous SDR submission.

C17.3.14.1. In addition, a narrative entry is required to provide justification for reconsideration. POC information for the new submission and submission date is required. An SDR must be in a closed status before a request for reconsideration can be submitted (this means the action activity reply to the SDR must be recorded within the applicable Component application).

C17.3.14.2. The action activity has 45 calendar days to respond to the request for reconsideration. The designated recipient of the request for reconsideration will review all data relating to the problem and provide a response to the reporting activity with information to all concerned parties within 45 calendar days. When the shipping depot is unable to respond to the reconsidered SDR, the depot will forward the SDR to the source of supply for resolution. The resulting decision will be final.

C17.3.15. Correction and Modification/Update of Original Report

C17.3.15.1. Corrections to an original SDR are limited to the narrative comments, to include the ILCO comments section, repackaging corrective action cost updates, discrepant quantity, attachment uploaded as evidential matter, and action code for Disposition Service Type D with any subcategory. A brief narrative of the correction must be included in the remarks field. Reject unauthorized changes using Reply Code 951. All other significant data fields will be corrected by submitting a new SDR with the correct information and cancelling the original SDR.

C17.3.15.2. A Correction (CO) must be generated by the distribution center upon receiving Reply Code 608 to reclassify materiel. The correction may be sent before or after the distribution center transmits a Status Update (SU) with Reply Code 320 (Reclassification of materiel complete (Use only with Status Update.)) to reflect the updated supply condition code of the materiel on the SDR.

C17.3.16. Cancellation of an Original Report. When an SDR originator discovers a previously reported SDR is not valid or appropriate for any reason and should be withdrawn, a new SDR cancellation must be prepared to cancel the original. Forward to all parties that received the original submission. Cite the original report number. SDR applications will include the WebSDR-assigned control number when known. Point of Contact (POC) information applicable to the cancelled SDR is required. A brief narrative description of the reason for cancellation must be included. WebSDR programming will automatically reject any subsequent transactions submitted when an SDR record is in a cancelled status using Reply Code 907. The only exception to this

rule is when an SDR reply citing Reply Code 101, 118, or 143, is processed after the cancellation to debit or credit the customer or to indicate that a record has been previously cancelled.

C17.3.17. <u>Follow-up on Credit Adjustments on SDRs</u>. When an action activity has indicated that a credit adjustment has been authorized, reimbursement is normally provided to the fund code/line of accounting and bill-to address cited on the original requisition. When concerned about an apparent non-receipt of credit and 60 calendar days has elapsed, the SDR submitter should consult the bill-to finance office for verification. When non-receipt of credit is confirmed, the financial office will submit a request for billing adjustment as prescribed by MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.3.18. <u>Defense Automatic Addressing System (DAAS) SDR Processing</u>

C17.3.18.1. Under DLMS, SDRs are integrated with standard logistics transaction processing through DAAS. DLMS transaction formats are available in ASC X12 EDI or EDI-based XML. Guidance for transaction content is provided in DLMS ICs available on the DLMS IC page. DoD WebSDR will perform the following actions:

C17.3.18.1.1. Pass/route SDR transactions. The following special rules apply:

C17.3.18.1.1.1. Generate and route an SDR reply citing Reply Code 103, Discrepancy Report Receipt Acknowledgement each new SDR submission to the submitting system based upon agreement with the submitting Service/Agency. The timing of the acknowledgement reply is dependent upon the original SDR and any associated attachments posting to the WebSDR database. When the transaction identifies that attachments are being provided and the attachments are not received/accepted, the record will post in WebSDR without the attachments in approximately 16 hours (64 processing cycles) after receipt and the acknowledgement will be transmitted. When this happens, the submitting system point of contact will also receive an error message e-mail from WebSDR that attachments never linked up. A correction may be used to attempt posting of the corrections. The WebSDR transaction receipt acknowledgement will be used by the submitting system to append the WebSDR-assigned control number to the internal system record for the specified SDR so that subsequent updates transmitted to WebSDR will be linked to the correct original SDR. The submitting system must recognize the limited purpose of these SDR replies provided by WebSDR to prevent inadvertent update of the SDR action activity to RIC SGA (DAAS).[32]

C17.3.18.1.1.2. Generate and route an information copy of each SDR reporting packaging discrepancies associated with Air Force-directed shipments to the Air Force packaging monitoring office.

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[32] Refer to ADC 1026.

C17.3.18.1.1.3. Route the action copy of SDRs reporting distribution center receipt of PQDR exhibits (Discrepancy Code Q11) to the materiel owner by agreement with DLA. For Air Force owners, this process will use an electronic (e-mail-based) interface with the Air Force processing system for product quality deficiencies.

C17.3.18.1.1.4. Provide special e-mail routing of the action or distribution copy of transshipper prepared SDRs upon Component request.

C17.3.18.1.1.5. Return unroutable transshipper prepared SDRs to the submitter for continued processing off-line.[33]

C17.3.18.1.1.6. DoD WebSDR will route submitter transactions for follow-up to the current action activity when SDR history indicates a new or updated action activity has been identified (such as based upon prior Reply Code 504, or a 300-series reply code). WebSDR will disseminate other transaction types based upon the identified action activity (current action activity after Reply Code 504 forwarding) and SDR distribution rules.

C17.3.18.1.2. Edit SDR transactions in accordance with business rules specified below. Additionally, DoD WebSDR will edit SDRs to improve data consistency and the appropriateness of data content as follows:

C17.3.18.1.2.1. The owner/manager may not be identified by a routing identifier associated with a Distribution Center or a CCP.

C17.3.18.1.2.2. The shipping activity may not be identified by the RIC associated with an inventory control point or item manager. Additionally, WebSDR users may not identify RIC SD9 (DLA Vendor Shipment Module) as the shipper.

C17.3.18.1.2.3. Inappropriate entries will be overlaid with the correct value, if available, from DAAS history.[34]

C17.3.18.1.2.4. SDRs directed to obsolete DLA supply center RICs will be redirected to DLA Enterprise Business System.

C17.3.18.1.2.5. SDRs that contain a PIID will be edited to ensure that the shipper is populated correctly. DoD WebSDR will match the PIID against the Electronic Document Access (EDA) System contract files to identify the vendor/contractor CAGE code and the applicable CAO DoDAAC. If a match is found, these values from the EDA contract information will update in the SDR record. If the submitting system for the original 00 SDR populates any data in the Cage/CAO or PIID or Call Order number, WebSDR will not overwrite these values when different from the

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[33] Refer to ADC 317, Revised Business Rules for Transshipper-Prepared Supply Discrepancy Reports. Implementation delayed.
[34] Refer to ADC 425, Revised SDR Codes and Procedures, including Incorrect Part Number Discrepancy Codes and DoD WebSDR Data Edits and Forwarding Enhancement.

original submitting entry. WebSDR will retrieve the base contract number from an EDA response to a PIID call/order number search. WebSDR will retain the base contract number for use in management reports and user queries[35]

C17.3.18.1.2.6. If discrete values for the SLOA data elements in the transaction (new SDRs, correction, follow-up, and request for reconsideration) do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 842A/R SDR Reply citing Reply Code 943.

C17.3.18.1.2.7. If the SDRs contain a constructed document number, check if fund code is invalid/missing. If fund code is invalid/missing, reject with the DLMS 842A/R SDR Reply citing Reply Code 943.[36]

C17.3.18.1.2.8. Edit new submission SDRs (transactions and direct input) to ensure the requirement for mandatory inclusion of serial number for UIT program items is met. Reject SDRs identifying a discrepant condition, shortage, overage, or IUID data mismatch with no identified serial number using Reply Code 946. Refer to Table C17.T2 for applicable discrepancy codes.

C17.3.18.1.2.9. Edit new submission SDRs (transactions and direct input) to enforce the serial number convention that the serial number maximum field length may not exceed 30 characters and may only include alpha numeric (A-Z, 0-9), dashes and forward slashes. Spaces are not allowed. Reject SDRs with serial numbers not meeting this convention using new Reply Code 947 (Transaction Rejected. Invalid serial number length or convention.

C17.3.18.1.2.10. WebSDR will reject with Reply Code 952 any subsequent transaction submitted after a Completion Notification has been processed except when the action activity must update the vendor non-compliance cause code once the DOD vendor challenge process is completed for SDR Document Type Codes 6/9/P/W SDRs.

C17.3.18.1.2.11. WebSDR will reject with Reply Code 950 any attempt to generate a Completion Notification for an SDR that did not originate in the submitting system.

C17.3.18.1.2.12. WebSDR will reject with Reply Code 951 any transaction attempting to change the Action Code on an SDR. The only exception to this is DLA Disposition Services Document Type Code D SDRs using a correction to change the action code to process the closure of the SDR.

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[35] Refer to ADC 1168.
[36] Refer to ADC 1043E.

C17.3.18.1.2.13. WebSDR *will reject with Reply Code 927 any transaction code other than a CN utilizing Reply Codes 410-412.*[37]

C17.3.18.1.2.14. WebSDR will place SDRs with Action Codes 1H or 3B into a closed status. The ICP may respond with any reply code (for example, a 103, 144 or any other reply) and WebSDR will process any replies without rejecting them and the record will remain in the closed status.

C17.3.18.1.2.15. WebSDR will reject incorrectly addressed (RIC TO) or formatted SDRs with Reply Code 944 (Transaction rejected. Forwarding transaction not properly formatted) with remarks/narrative comments stating: The 300 series reply code used does not match with the correct corresponding RIC TO. Please resubmit your reply (11) with the correct values.

C17.3.18.1.2.16. WebSDR will reject SDRs using 300-Series Reply Codes in conjunction with Reply Code 504 with Reply Code 944. WebSDR will insert remarks/narrative comments stating: A 300-Series Reply Code and 504 Reply Code cannot be used in conjunction, please resubmit your reply (11) properly formatted.

C17.3.18.1.2.17. WebSDR will suppress informational copies of Completion Notices (CN) to the activity identified in the Owner/Manager/Source of Supply (OMS) field on the original (00) SDR for all SDR Document Type Codes.

C17.3.18.1.2.18. WebSDR will reject with Reply Code 928 any transaction with invalid or missing SCC on an SDR. SDR must be populated with values equal to: A, B, C, D, E, F, G, H, J, K, L, M, N, P, Q, R, S, T, U, V, W, or X. WebSDR will insert remarks/narrative comments stating the following: "Original SDR doesn't contain a valid Supply Condition Code, resubmit your SDR, do not submit a cancellation of this SDR as it will be rejected as well."

C17.3.18.1.2.19. WebSDR will reject with Reply Code 910 any transaction attempting to change the original document number on a SDR after the original submission. WebSDR will insert remarks/narrative comments stating the following: "Your Transaction has a different Document Number than the one provided on the original 00 SDR submission. Document numbers must match. Please resubmit your transaction with the correct document number."

C17.3.18.1.3. Convert SDRs for e-mail distribution where SDR transactions are not feasible due to lack of an established SDR application interface.

C17.3.18.1.3.1. Upon determination that an e-mail (vice transaction) is to be prepared for a specific SDR communication, DAAS will check to determine if the appropriate e-mail certificate has been registered. If registered, the SDR e-mail transmission will be encrypted as FOUO. The e-mail SDR will contain all associated SDR content as well as clear text addresses and code explanations to facilitate interpretation. If not registered, an abridged content SDR report, confirmation,

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[37] Refer to ADC 1347D

distribution copy, or reply, as appropriate, will be prepared. The e-mail sent to the user will also provide information on how to access WebSDR and instructions on registering the e-mail certificate.

C17.3.18.1.3.1.1. <u>Abridged SDR</u>. The abridged unencrypted version of the SDR e-mail will include the following data content. Coded information will not include the corresponding clear-text explanation. The submitter and action activities will not be identified by clear-text addresses.

- DoD Web SDR Report Control Number
- Additional System SDR Control Number
- Customer-Assigned Control Number
- Document Number/Suffix
- PIID
- Transportation Control Number
- Date of Preparation
- Document Type Code
- DLA Disposition Services SDR Type Code
- Discrepancy Code(s)
- Action Code
- Submitter (Activity From)
- SDR Point of Contact
  - Name
  - Commercial Phone or DSN
  - E-mail
- Attachment/Off-line Flag

C17.3.18.1.3.1.2. <u>Abridged SDR Reply</u>. The abridged unencrypted version of the SDR Reply e-mail will include the following data content. Coded information will not include the corresponding clear-text explanation with the exception of the Reply Disposition Code which must include text for understanding. The submitter and action activities will not be identified by clear-text addresses.

- DoD WebSDR Report Control Number
- Additional System SDR Control Number(s)
- Original Reference Number
- Document Number/Suffix
- PIID
- Transportation Control Number
- Reply Date
- Document Type Code

- DLA Disposition Services SDR Type Code
- Reply Code(s)
- Action Activity (Activity From)Submitter (Activity To)
- Comments/Remarks
- Reply POC
  - Name
  - Commercial Phone or DSN
  - E-Mail
- Attachment/Off-line Flag

C17.3.18.1.3.1.3. Organizations that are not supported by an SDR application for transactional reference will provide to DAAS an e-mail address to be linked with their DoDAAC/RIC for e-mail distribution.

C17.3.18.1.3.1.4. Each DoD Component will designate to the DoD SDR System Administrator a specific e-mail account or point of contact to receive unroutable SDRs for manual attention. This is required to ensure operational support where no SDR application or e-mail address has been identified for an SDR recipient, or an attempted e-mail distribution has failed due to an invalid address.

C17.3.18.1.3.2. Army RICs which start with C and currently do not have an e-mail on file will be addressed to the Army SDR Process Review Committee members for action. Per agreement with DLA Disposition Services, all SDRs which originate from a Disposition Services Field Office and the document number starts with: C, H, I, J, K, O, V, X, Y will be routed via e-mail to this group inbox: dladshqbcsdr@dla.mil.

C17.3.18.1.4. Maintain historical records of SDRs and associated transactions.

C17.3.18.1.5. Provide access to SDR information via Web Visual Logistics Information Processing System (WEBVLIPS).

C17.3.18.1.6. Provide ad-hoc queries and management reports.

C17.3.18.1.6.1. WebSDR provides visibility of all transactions associated with the WebSDR-assigned control number via query by producing a composite view of the SDR. The composite view provides a "snapshot" of the SDR history by displaying header information followed by an abbreviated view of each individual associated transaction in date sequence (with most recent at the top). The composite view includes both valid and rejected transactions. Users are able to drill down to a detail view of any of the individual transaction records by selecting the applicable link.

C17.3.18.1.6.2. Management reports are restricted by SAR roles and responsibilities. After initial approval, users must contact the DAAS WebSDR help desk for assistance to obtain the appropriate settings for required visibility.

C17.3.18.1.6.3. Authorized users have the ability to tailor management reports to meet desired criteria by using the WebSDR management report selection screen. This functionally supports hundreds of variations in selection criteria, but employs a standard display format for all search results. The initial summary view provides a breakdown display by discrepancy code count and dollar value arrayed by action activity, submitter, or owner/manager as selected by the user. Users are able to drill down to a listing of SDRs applicable to any of the highlighted totals contained within the summary report. By selecting the grand total in the lower right corner of the report, the management report will be converted to a listing of all the relevant SDRs displaying most of the content data. The WebSDR control number is hyperlinked to the composite view described in the above paragraph.

C17.3.18.1.6.4. Management reports may be viewed on-line or WebSDR will provide an encrypted e-mail to the user's SAR e-mail address containing the requested report in EXCEL format. Note that the on-line display may not include all the selected SDRs due to size restrictions for display; however, the EXCEL report provided via e-mail will contain all applicable records.

C17.3.18.1.7. Maintain the DoD WebSDR as a value-added service to support submission, reply, and other functions related to SDR processing.

C17.3.18.1.8. Convert CCP-generated SDRs for e-mail distribution pending owner/manager ability to process electronically.

C17.3.18.2. WebSDR will edit SDR transactions prior to passing/routing to ensure minimal standards of acceptability.[38] Reject to the generating activity SDR and follow-on transactions that do not meet the following conditions:

C17.3.18.2.1. WebSDR (DAAS) will edit SDR transactions for core data elements required for the SDR transaction to be processed. If the core data elements are missing or contain invalid entries, WebSDR will perform a DAAS Reject for the SDR transaction and send an e-mail to the component SDR primary/alternate, and system POCs for the scenarios identified below.

C17.3.18.2.2. DAAS will reject SDRs when document number/suffix document number length is not equal to 14 and alphanumeric (no special characters) only. WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "The length of the document number you provided is not equal to 14 characters, or contains a non-alphanumeric character. Please submit a new SDR with a valid document number meeting the correct criteria."

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[38] Refer to ADC 452, Implementation of DOD WebSDR Automated SDR Rejection Capability.

C17.3.18.2.3. DAAS will reject SDRs when document suffix length is not equal to 0 or 1, alphanumeric only (no special characters). The following characters are not allowed: I, N, O, P, R, S, Z, 1, and 0. WebSDR will generate an e-mail to the Component SDR primary/alternate, and system POCs stating, "The document number suffix code you provided has a length not equal to 0 or 1, contains a non-alphanumeric or one of the following disallowed characters: I, N, O, P, R, S, Z, 1 or 0. Please submit a new SDR with a valid document number suffix."

C17.3.18.2.4. DAAS will reject SDRs, when document type code is not valid in the set specified for use within WebSDR – 6, 7, 8, 9, A, D, N, P, R, V, and W. WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "The document type code you provided is not equal to 6, 7, 8, 9, A, D, N, P, R, V, and W. Please submit a new SDR with a valid document type code."

C17.3.18.2.5. WebSDR will reject new original SDRs (00) addressed with action to RIC which starts with: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, H, I, J, K, O, X, Y. Exceptions are maintained by DAAS WebSDR.

C17.3.18.2.6. DAAS WebSDR will reject newly submitted SDRs when there is no e-mail address associated with the intended recipient/SDR action activity routing information. Additionally, DAAS WebSDR will reject new SDR submissions when the only e-mail address is the DoD SDR Administrator e-mail address for systemic routing. WebSDR will reject both of the specified scenarios with Reply Code 941.

C17.3.18.2.7. DAAS will reject SDRs, when WebSDR control number contains non-numeric characters, or has an incorrect value format (YYYYJJJSSSS). Year component cannot be before 2005 and not after the current year. The Julian day component cannot be larger than the total number of days in that given year. WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "The WebSDR control number contains non-numeric characters, or has an incorrect value format (YYYYJJJSSSS). Please submit a new SDR with the WebSDR control number in the proper format."

C17.3.18.2.8. DAAS will reject SDRs, when new original (Transaction Purpose Code Set 00) SDRs do not have narrative comments with a description of the deficiency in the remarks field. This edit will not apply to new original (00) SDRs submitted using Action Codes 1H (No action required; information only) or Action Code 3B (Discrepancy reported for corrective action and trend analysis; no reply required). WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "New SDR submissions require narrative comments describing the discrepancy. Please submit a new SDR with narrative comments."

C17.3.18.2.9. DAAS will reject any new original (Transaction Purpose Set Code 00) SDR submitted with a WebSDR control number pre-populated by the submitting system. WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "Your new original (Transaction Purpose

Set Code 00) SDR was created with the WebSDR control number pre-populated. Please resubmit a new SDR without the WebSDR control number pre-populated."

C17.3.18.2.10. DAAS will reject any SDR addressed to a RIC, DoDAAC, or MAPAC not found in the DoDAAD. WebSDR will generate an e-mail to the component SDR primary/alternate, and system POCs stating, "Your SDR was routed to a RIC, DoDAAC, or MAPAC not found in the DoDAAD. Please submit a new SDR identifying a valid RIC, DoDAAC, or MAPAC as the action activity."

C17.3.18.2.10.1. SDR transactions must contain valid values as appropriate to the transaction purpose: discrepancy code, action code, and reply code. Reject with Disposition/Status Code (Reply) Code 915, 916, or 927. When populated, the materiel location on Security Assistance SDRs must contain a valid code (Reply Code 919).

C17.3.18.2.10.2. SDR must include materiel identification. Materiel identification may consist of the NSN, manufacturer's part number and manufacturer's CAGE, or as authorized under DLMS for unique business processes (e.g., "mixed" or "unknown" for transshipper SDRs and local catalog identification number).[39] Where wrong item discrepancies are reported, materiel identification of the wrong item must be included. Wrong item received may be identified as previously indicated or by description alone (citing "UNKNOWN" as the wrong item part number). Reject with Disposition/Status (Reply) Code 931.

C17.3.18.2.10.3. SDRs reporting materiel received is not in the correct condition must include valid condition codes to identify the received conditions. Only valid condition codes will be permitted. The condition code must be appropriate for the discrepant materiel and associated action activity or source of supply (i.e., Supply Condition Code N, V, and T may not be directed to the DLA ICP). Reject with Disposition/Status (Reply) Code 928.

C17.3.18.2.10.4. SDRs coded to indicate narrative is required must provide applicable narrative. Reject with Disposition/Status (Reply) Code 924.

C17.3.18.2.10.5. SDRs must include minimal point-of-contact information to include name and phone/e-mail. Reject with Disposition/Status (Reply) Code 920 or 921.

C17.3.18.2.10.6. Only valid DoDAACs and RICs will be permitted. Reject with Disposition/Status (Reply) Code 929. Organizations identified must be authorized for the purpose identified by the transaction.

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[39] Refer to ADCs 282, CCP-Originated SDRs including Noncompliant WPM Procedures and Shipment Hold Code; 317, Revised Business Rules for Transshipper-Prepared SDRs; and 322, Addition of Local Catalog ID qualifier to Support Requirements for Theater Enterprise-Wide Logistics System (TEWLS) Requisitions. Local Catalog ID implementation delayed.

C17.3.18.2.10.6.1. SDRs may not be directed to RIC SGA (DAAS) or SD9 (DLA Vendor Shipment Module) or identify RIC SGA RIC SD9 as the shipper. (The only exception is for RIC SGA on SDR replies citing Reply Code 936 (Request DoD WebSDR provide an information copy of the original report). When an SDR is submitted to VSM RIC SD9, WebSDR will reject the record back to the submitter using Reply Code 901 Transaction rejected: Discrepancy report submitted to wrong activity. WebSDR will provide these comments in the narrative remarks: SD9 is DLA's Vendor Shipment Module RIC and does not accept SDRs. Submit a new SDR to the correct action activity. Do not submit a correction (CO) to update the RIC, as this will be rejected.

C17.3.18.2.10.6.2. WebSDR will reject storage activity-submitted SDRs (Document Types Codes 8, 9, R, A, N, and P) attempting to change the value of the owner or manager after original submission using Reply Code 929.

C17.3.18.2.10.7. Quantity fields will only allow entry of numeric values. Reject with Disposition/Status (Reply) Code 917 or 918.

C17.3.18.2.10.7.1. SDR replies coded to indicate that a ship-to/mail-to address or additional information is associated with the reply, must include the specified additional address or information as transaction data fields and must include narrative remarks to reflect the address (due to limited implementation of the separate address fields). Reject with Discrepancy Status/Disposition Code (Reply) 924.

C17.3.18.2.10.7.2. SDR follow-ups must comply with follow-up submission timeframes. Follow-ups submitted without allowing sufficient action activity response time will be rejected (see section C17.3.13. Reject with Discrepancy Status/Disposition Code 933 (implementation pending).

C17.3.18.2.10.7.3. SDR follow-ups and contested SDR/reconsideration requests will not be submitted against cancelled SDRs. Reject with Discrepancy Status/Disposition Code 907.

C17.3.18.2.10.7.4. SDR corrections and follow-ups will not be submitted when no valid corresponding SDR record is on file or when the original SDR was rejected. Reject with Discrepancy Status/Disposition Code 907.

C17.3.18.2.10.7.5. Reply with Discrepancy Status/Disposition Code 504 forwarding action may not be used to forward SDRs where incomplete information is available to construct the new forwarded SDR, or the SDR is otherwise not suitable for automated forwarding action. Reject with Discrepancy Disposition/Status (Reply) Code 935.

C17.3.18.2.10.7.6. WebSDR direct online application input and SDR transactions will be rejected for any SDR Document Type Code other than 7 or R, or any SDR using Reply Code 504 with any other reply code. Reject with Discrepancy Disposition/Status (Reply) Code 946.

C17.3.18.2.10.7.7. SDR document numbers and associated suffix codes must conform to MILSTRIP standards. A temporary exception is allowed for Air Force maintenance document numbers used between the Air Force item manager and the supporting depot. The full document number edit does not apply to transshipper SDRs (Document Type W) due to the potential for reporting against the shipment unit rather than a specific document number. For these SDRs, the document number must be filled and must be 14 positions. It may contain a 14 position purchase request number, the first 14 positions of the transportation control number, or a constructed document number based upon the DoDAAC of the port submitting the SDR. Reject with Discrepancy Status/Disposition Code 910.

C17.3.18.2.10.7.8. SDRs must contain valid transaction set purpose codes and document type codes as shown in the applicable DLMS IC. Reject with Discrepancy Disposition/Status (Reply) Code 938 and 939, respectively. Submitting system personnel will be notified of invalid transaction set purpose codes.

C17.3.18.2.10.7.9. SDRs associated with new procurement (Document Type 9 or P) must contain the applicable PIID and contractor-assigned shipment number. Reject with Discrepancy Disposition/Status (Reply) Code 940. New SDR submissions containing a thirteen position number with the F or M designation in the 9th position in the call/order number data field will be rejected using Reply Code 940 and clarifying remarks stating that the thirteen-position PIID Call/Order Number must be provided in the PIID (contract number) data field.

C17.3.18.2.10.7.10. Inter-Component SDR replies citing 200-series reply codes may be used only for Security Assistance SDRs. Reject with Discrepancy Disposition/Status (Reply) Code 941.

C17.3.18.2.10.7.11. The number of submitter follow-up transactions may not exceed the allowable maximum based upon the action activity response or lack of response, as applicable.[40]

C17.3.18.2.10.7.11.1. If the action activity has not provided a functionally significant reply after three follow-ups (this excludes acknowledgement of receipt and forwarding via Reply Code 504), DoD WebSDR will reject the fourth follow-up using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.18.2.10.7.11.2. WebSDR will reject a fourth follow-up subsequent to interim Reply Code 521 using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

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[40] Refer to ADC 1044 Enhanced Interim SDR Reply Capability, Status Update, and Completion Notification.

C17.3.18.2.10.7.12. The number of interim responses and submitter status update combinations may not exceed the allowable maximum based upon the action activity response or lack of response, as applicable.

C17.3.18.2.10.7.12.1. WebSDR will reject a fourth Reply Code 104 or 321 per SDR using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.18.2.10.7.12.2. WebSDR will reject a fourth Reply Code 608 or 320 per SDR using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.18.2.10.7.13. Duplicate SDRs defined as a new submission matching an existing SDR on WebSDR control number. Prior to WebSDR control number assignment, duplicate SDRs are defined as a new submission matching an existing valid SDR on all of the following: WebSDR status is not cancelled, document number/suffix, discrepancy code, (minimum of one matching value), SDR document type code, and transportation control number (if provided). Pending future system upgrade by DLA Distribution, the Distribution Standard System (DSS) Automated Discrepancy Reporting System (ADRS), and the depot control number (DCN) in conjunction with the submitting system RIC/DoDAAC also distinguishes unique SDRs to preclude rejection as a duplicate. [41] Reject with Discrepancy Disposition/Status (Reply) Code 719.

C17.3.18.2.10.7.14. WebSDR will reject attempted return of SDRs to the storage activity/initial action activity using Reply Code 526/527 when the identified Transfer-To party is not identified or consistent with SDR history (must be same action activity that received and processed the original SDR response) using Reply Code 945.[42]

C17.3.18.2.11. WebSDR will edit SDR submissions via DoD WebSDR at the point of entry to improve the accuracy of the data content. All of the above criteria apply. In addition, web-specific functionality includes:

C17.3.18.2.11.1. The SDR submission process will be facilitated by the auto-population of data content based upon the shipment and cataloging data available to DAAS.

C17.3.18.2.11.2. Address information will be retrieved based upon DoDAAC and RICs. User generated updates to initiator's address are permitted and will be passed to the receiving system for information, but will not impact SDR processing.

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[41] Refer to ADC 1250.
[42] Refer to ADC 1217.

C17.3.18.2.11.3. SDR replies coded to indicate that an address or additional information is associated with the reply must include the specified additional address or information.

C17.3.18.2.11.4. New SDR submissions via direct web input will be edited to block identification of a DCMA activity as the initial action activity.[43]

C17.3.18.2.12. DAAS will provide the support to SDR transaction exchange to facilitate DLMS processes.

C17.3.18.2.12.1. WebSDR will facilitate appropriate distribution when the action party receiving the initial distribution employs the Distribution/Status (Reply) Code 504 indicating the SDR must be forwarded to a new action activity. WebSDR direct online application and SDR transactions will be edited to restrict the use of Reply Code 504 for use only for SDR Document Type Code 7 or R, and SDRs using another reply code in conjunction with Reply Code 504 will be rejected with Reply Code 949 - Transaction rejected. Reply Code 504 can only be used for SDR Document Type Code 7 or R, and cannot be used with any other reply code. Action Activities receiving SDRs (other than Type 7 or R) identified to the wrong action activity will use Reply Code 612 to reject the SDR back to the submitter ILO using Reply Code 504 to redirect it to another action activity. WebSDR will prepare the forwarded SDR in an original SDR format (Transaction Set Purpose Code 00) retaining all the information provided in the initial transmission plus the unique data fields applicable to the forwarding action per the DLMS 842A/W. The submitter will receive the reply transaction as notification of interim status. If an information copy of the initial SDR was provided to the source of supply based upon Component rules, WebSDR will prepare an information copy of the forwarded transaction using the correction format (Transaction Set Purpose Code CO). When the source of supply identified in the SDR correction is the same activity identified to receive the source of supply copy of the SDR reply (Transaction Set Purpose Code 11), this reply transaction will be suppressed as redundant to the correction. WebSDR will update the SDR database to reflect the current action activity after this type of forwarding action and ensure that subsequent transactions are properly transmitted to the new action activity (rather than the original action activity).[44]

C17.3.18.2.12.2. WebSDR will not create an information copy SDR for Document Type Code 7, R and N SDRs regardless if the owner/ manager/source of supply field is populated by the submitter on the original SDR. WebSDR will generate the information copy SDR when the shipping activity determines the appropriate source of supply and forwards the SDR using the appropriate 300 series forwarding reply code to the source of supply that directed the shipment. This will eliminate unnecessary information copy SDRs being generated to activities that should not receive the SDR. This will allow the source of supply (identified by the shipping activity on their reply) to

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[43] Refer to ADC 1005.
[44] Refer to ADC 1066/1066A. Delayed implementation authorized for rerouting of follow-on transactions.

receive an information copy of the original SDR as most SDR systems require this prior to processing the reply.

C17.3.18.2.12.3. WebSDR will facilitate appropriate distribution when the action party receiving the initial distribution employs distribution status codes in the 300 series indicating that the SDR must be sent to the source of supply for disposition. The SDR reply will be sent to the designated source of supply by the responding activity and WebSDR will prepare a reply to the SDR initiator for notification of interim status. WebSDR will update the SDR database to reflect the current action activity after this type of forwarding action and ensure that subsequent transactions are properly transmitted to the new action activity (rather than the original action activity).

C17.3.18.2.12.4. WebSDR will respond to DAAS-directed rejected reply transactions indicating no matching original report or information copy of the SDR is found in the automated application (Reply Code 926), by providing an information copy of the original report to the activity which rejected the reply. Unmatched requests for an information copy will be returned by DAAS as rejected (Reply Code 926) to the sending organization. DAAS will create and forward an information copy of the DLA source of supply for all customer SDRs based upon the storage site reply where an information copy was not previously provided.

C17.3.18.2.12.5. WebSDR will provide information copies of SDRs in accordance with Component business rules and as designated by the initiator.

C17.3.18.2.12.5.1. All parties receiving an information copy of the original SDR as designated by the initiator or by a Component business rule will receive a copy of all changes, cancellation, and replies associated with the SDR.

C17.3.18.2.12.5.2. WebSDR will provide an information copy to DCMA of all SDRs identifying DCMA as the CAO.[45]

C17.3.18.2.12.5.3. WebSDR will provide an information copy to NAMI (RIC AJ2) when SDRs are directed to the other Service/Agency source of supply and the requisition cited NAMI funding (Signal = C Fund Code = Z9, and Supplementary Address=W9046W)

C17.3.18.2.12.6. WebSDR will accept and forward supporting documentation associated with SDRs using DLMS attachment exchange procedures.

C17.3.18.2.12.6.1. SDR attachments may be uploaded directly to the DoD WebSDR or exchanged electronically in association with the SDR transaction.

C17.3.18.2.12.6.2. SDR attachments must be referenced/uploaded under a SDR Attachment File Name constructed in accordance

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[45] Ibid.

with DLMS rules. Up to five attachments may be associated with a new SDR report and subsequent change, reply, request for reconsideration.

C17.3.18.2.13. DoD WebSDR will restrict the use of inappropriate discrepancy status/disposition reply codes in responses to transshipper prepared SDRs.

C17.3.18.2.14. The DLMS SDR transaction supports various data fields that may include special characters (e.g. SDR remarks text). WebSDR will reject/fail to process transactions containing special characters that are unacceptable/ reserved for use as XML parsers. Table C17.T5 defines allowable and unacceptable special characters. Any characters not specifically identified in these lists should not be used.[46]

Table C17.T5. Special Characters

Authorized Special Characters	Invalid Special Characters	Conditionally Allowed Special Characters (See Note)[47]
@ (at sign) # (number/pound sign) $ (dollar sign) ((open parenthesis)) (close parenthesis) – (dash) = (equal sign) + (plus sign) , (comma) . (period) : (colon) / (forward slash) \ (backward slash) [(open bracket)] (close bracket) ? (question mark)	; (semi-colon) < (less than) > (greater than) " (quotation marks) * (asterisk) ^ (caret)	& (ampersand) ' (apostrophe)
Note: The values listed in the third column are allowed in e-mail addresses; they are not recommended for other use. WebSDR will convert to text for XML-formatted transactions (rather than reject).		

C17.3.18.2.15. DAAS will prepare and transmit the WebSDR Contractor Noncompliance Data Extract as an automated interface in support of

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[46] See ADC 1127, Enclosure 1
[47] See ADC 1174, Enclosure 1

contractor evaluation by Supplier Performance Risk System (SPRS).[48] SDR records will be selected based upon inclusion of an SDR cause code indicating contractor/vendor noncompliance (Cause Codes CN, CP, or CS) in the final reply by the item manager for SDR Document Type Codes (6/9/P/W including Historical (49) SDRs). WebSDR will monitor SDR updates for changes to the cause code and transmit the SDR Data Extract to SPRS if a previously assigned contractor noncompliance Cause Code has been removed or new noncompliance cause code has been added or updated. Applicable data content for transmission is identified in Appendix 8.56. Transmission will occur on a daily basis containing only those SDRs validated since the previous transmission.[49]

C17.3.18.2.15.1. SDR file attachment size is up to 15 megabyte (MB) when external SDR systems transmit attachments inbound to DAAS WebSDR. The total capacity will be 75 MB with a limit of five attachments per transaction.

C17.3.18.2.15.2. WebSDR file size for attachments is a maximum 5 MB per attachment uploaded from the WebSDR application due to server limitations. The total capacity will be 25 MB with a limit of five attachments per transaction.

C17.3.18.2.15.3. Attachment file names must follow a specific naming convention to allow space for WebSDR or the submitting system to append a date/time stamp and other information to ensure uniqueness and to associate the attachment with the appropriate transaction. The user-assigned portion of the file name may be up to ten characters and should include key words to facilitate user recognition. When submitted to WebSDR, the submitting system must ensure that the file name contains no special characters other than the underscore (_). The period may only be used once prior to the file extension. WebSDR supports the following file types: BMP, DOC, DOCX, GIF, JPEG, JPG, PDF, TXT, XLS, and XLSX.

C17.4. MANAGEMENT EVALUATION

C17.4.1. Purpose. The SDR program is designed to promote evaluation, correction, and improvement of logistics operations. To accomplish this objective, discrepancies as specified in this publication must be reported and investigated in accordance with established policies and procedures. DoD Components must institute SDR quality programs that will include periodic reviews to assess the accuracy and quality of work processes applicable to supply discrepancy processing. In addition, DoD Components must require, as a minimum, semi-annual summary reporting to an appropriate headquarters for review and analysis. The DoD Components unable to support the full scope of the required data collection under legacy systems must incorporate this reporting requirement under business system modernization efforts. The DoD WebSDR management reports and canned queries may be used to supplement internally prepared reports. To facilitate management evaluation and corrective action, WebSDR

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[48] Refer to ADC 1181B
[49] Refer to ADC 1181A.

will prepare and disseminate focused content reports to DoD Component representatives for specific areas requiring additional attention. Focused content reports include several reports highlighting discrepancies identified by transshippers and a report listing DLA Distribution Centers SDRs indicating lack of a PMR. DoD Components and USTRANSCOM must monitor SDR program performance applicable to transshipper SDRs. DCMA must monitor reported discrepancies applicable to procurement source shipments. Data collected must be sufficient to enable monitoring activities to:

C17.4.1.1. Identify trends.

C17.4.1.2. Establish volume and dollar values of SDRs.

C17.4.1.3. Bring management attention to problems with shipping activities as necessary.

C17.4.1.4. Prevent recurrence of discrepancies.

C17.4.1.5. Measure quality and responsiveness of action activities.

C17.4.1.6. Assess vendor performance to ensure compliance with contract requirements, identify and correct recurring issues, and incorporate SDR metrics during consideration of future contract awards.

C17.4.1.7. Promote timely QAR performance to prevent delays in processing of procurement source receipts.

C17.4.2. <u>IMM/ICP Summary Reporting</u>. As a minimum, the IMM/ICP and shipping activities must have visibility of detail/summary reports that show:

C17.4.2.1. The number of SDRs received during a particular timeframe by shipping activity, dollar value, and discrepancy type. Reports will measure compliance with SDR submission timeframes.

C17.4.2.2. The number of SDR responses processed during a particular timeframe by action activity, dollar value, and discrepancy type. Reports will show a breakdown of SDR actions taken to include dollar value of credit authorized and reshipped materiel. Reports will measure compliance with SDR processing timeframes and show age of ongoing investigations.

C17.4.3. <u>Receiving Activity Reporting</u>. As a minimum, the U.S. Government receiving activity and the ILCO must have visibility of detail/summary reports that show:

C17.4.3.1. The number of SDRs prepared during a particular timeframe by shipping activity, dollar value, and discrepancy type. Reports will measure compliance with SDR submission, processing, and follow up timeframes.

C17.4.3.2. Responses received from the responsible action activity, and dollar values recovered, either in the form of reshipped materiel or credit received.

C17.5. <u>SECURITY ASSISTANCE DISCREPANCY REPORTS</u>

C17.5.1. <u>General</u>. This section provides specific procedural guidance relevant to the processing of Security Assistance SDRs. Based upon United States of America Letter of Offer and Acceptance (LOA) agreements, Security Assistance customers will use SDRs to report all supply, billing/financial, and product quality deficiencies/discrepancies associated with Security Assistance shipments. Supply discrepancies are identified under paragraph C17.3.2., Reporting Criteria, except as specifically excluded for Security Assistance and as supplemented below. In addition to the routine data content, Security Assistance SDRs will include the location of the discrepant materiel (in-country depot, freight forwarder, U.S. Government facility, or contractor facility) and the country that received the discrepant materiel. Security Assistance discrepancy reports below dollar limitations contained in the United States of America Department of State LOA controlling the case, or any other sales agreement with a Security Assistance purchaser, will not be accepted by the ILCO for subsequent processing by the DoD Components or participating Agencies unless a valid justification for the submission is also provided.

C17.5.1.1. All Security Assistance SDRs will be submitted directly to the applicable ILCO for initial screening and processing in accordance with this manual and DoD 5105.38-M, SDRs may be forwarded via SF 364, Report of Discrepancy, or authorized electronic/automated formats. Incorrect item SDRs must provide supporting documentation to include photographs of the wrong item received.

C17.5.1.2. Acceptable SDRs will be forwarded for further processing to DoD ICP/IMM, shipping depot, GSA, or other organization as applicable. ILCOs will submit SDRs using a DLMS-compliant SDR application or, pending full implementation, via direct DoD WebSDR input. Total non-receipt SDRs will normally be forwarded directly to the shipping depot. All responses to discrepancy reports will be returned to the ILCO.

C17.5.1.3. Responding action activities will provide the SDR reply for Security Assistance SDRs using a DLMS-compliant SDR application via DoD WebSDR or, pending full implementation, via direct DoD WebSDR input or authorized electronic/automated equivalent format. SDR replies must include, at a minimum, the applicable document number, the Security Assistance report number (item 2 of the SF 364), point of contact information, and pertinent information from the data blocks on the reverse side of the SF 364 or the expanded SDR data element code lists (Appendix 7.28).

C17.5.1.4. The DoD shipping activity will retain paper copies of the Security Assistance shipping documentation (signed carrier's receipt and shipping document) at the shipping site for a period of 2 years following the shipping date. After this point, the DoD shipping activity will retain a copy of the Security Assistance shipping documentation in accordance with its NARA-approved Component record schedule as

required by DoDI 5015.02, DoD Records Management Program. Billing documentation will be retained by the Military Departments and DoD agencies as specified in MILSBILLS procedures and DoD 7000.14-R, Vol. 15, Department of Defense Financial Management Regulation (Security Assistance Policy and Procedures).

C17.5.2. Time Standards

C17.5.2.1. Time Standards for SDR Submission by Security Assistance Customers. Discrepancy report preparation and submission time by the Security Assistance purchaser is limited to the time standards cited in the United States of America Department of State LOA, and amendments thereto, as explained in DoD 5105.38-M.

C17.5.2.2. Security Assistance customers receiving misdirected shipments or shipments containing incorrect items that are identified as classified/sensitive materiel, and/or arms, arms parts, or explosives, must report within 24 hours of discovery regardless of dollar value for disposition. Where estimated dollar values are unknown or fall below the minimum criteria, report using Action Code 1A, Disposition instructions for discrepant materiel requested; financial action not applicable.

C17.5.2.3. ILCOs are permitted 15 calendar days from the time of discrepancy report receipt for processing prior to forwarding to the appropriate action activity. Upon return of the SDR response from the action activity, ILCOs are permitted 15 calendar days for processing and forwarding to the Security Assistance customer.

C17.5.3. Directed Returns

C17.5.3.1. Whenever materiel is directed for return to U.S. custody, the purchasing country will be instructed to reship the materiel using the same document number under which the materiel was originally shipped. The country will be advised that they must return the materiel to U.S. Government custody within 180 calendar days from date of approval/instructions. However, the time standard allowed for the return of wrong item controlled/sensitive materiel or unidentified materiel is 30 calendar days from date of the ILCO reply. The ILCO will monitor directed returns and follow-ups with customers where controlled/sensitive materiel has not been returned. In those instances when materiel is to be returned to the United States at U.S. Government expense, every effort will be made to utilize the DTS for the return movement. Action activities will provide the Service/Agency transportation account code (TAC) chargeable to return the discrepant materiel to the appropriate U.S. Government activity or other designated location. In lieu of the TAC, the action activity may provide commercial package carrier account information. In addition, the source of supply will provide reimbursement for packing, crating, handling for directed returns under MILSBILLS procedures in DLM 4000.25, Volume 4, Finance. The source of supply will also provide reimbursement for in-country transportation of the original shipment to the Security Assistance customer (when a directed return applies) under procedures prescribed by DoD 5105.38-M, as amended. When appropriate, the action activity may direct the submitter to return an exhibit of the discrepant materiel. The activity requesting this

action will pay for exhibit shipment costs. The exhibit will be returned to U.S. Government custody within 90 calendar days from the date of instructions. Action activities or the ILCO will furnish DD Form 1348-1A for materiel to be returned. A copy of the SDR and DD Form 1348-1A should be included with returned materiel and annotated as an "SDR RETURN." Upon evidence of materiel being returned, a credit adjustment will be processed for the return of the discrepant materiel if previously authorized. This evidence releases the Security Assistance customer of liability for the materiel.

C17.5.3.2. Discrepant Security Assistance materiel not being returned to the stocks of the Department of Defense or GSA, or retained, or sent to disposal by the foreign government at the direction of the ILCO, will be turned in to the nearest U.S. accountable military activity (regardless of the DoD Component responsible for the materiel). This is in accordance with the governing regulation serving as the authority for the turn-in. The local U.S. military activity will pick up the materiel up in stock as a gain to inventory and determine if materiel is required or is in excess to requirements. If materiel is required, it will be retained. If excess to requirements of the local military activity, the materiel must be reported under Chapter 12.

C17.5.4. <u>Incorrect Items</u>. Incorrect item SDRs are not permitted for authorized substitution, unless the substitute item does not meet fit, form, or function standards. DoD Components and GSA follow the policy of automatic shipment of an interchangeable item unless the requisition contains an appropriate advice code, in accordance with MILSTRIP, limiting the request to a specific item. Similarly, quantities may be adjusted to the unit pack quantity, when appropriate, unless restricted by the appropriate advice code in the customer requisition. Such adjustments resulting in quantity variance are not reportable as discrepant.

C17.5.5. <u>Non-receipt</u>. When an SDR is initiated for non-receipt, the Security Assistance customer is required to provide documentation from the freight forwarder indicating that no materiel has been received on the requisition and transportation control numbers that apply. The ILCO will deny any non-receipt SDRs received that do not have this documentation attached. The ILCO will return these SDRs to the customer as incomplete.

C17.5.6. <u>Frustrated Shipments Located at the Freight Forwarder</u>.[50] The Security Assistance customer will report packaging and documentation discrepancies causing materiel to be frustrated at the freight forwarder location. Shipments frustrated at the freight forwarder's location due to packaging or documentation discrepancies attributed to the shipper may be submitted regardless of dollar value. Validated SDRs may direct return, disposal, repackaging with reimbursement of actual repackaging costs, or other action, as deemed appropriate by the item manager. Note that repackaging by the freight forwarder or a third party contracted by the freight forwarder is an optional approach to resolve the packaging discrepancy. The customer may request alternative action by the item manager if the SDR reply does not provide an acceptable solution for

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[50] Refer to ADC 1203.

the customer. An estimated cost for repackaging may be requested prior to authorizing repackaging except for shipments below the FMS dollar threshold as the cost of obtaining an estimate may exceed the value of the shipment. In addition to the customer's requested action, the ILCO and owner/manager will consider the estimated cost for corrective action prior to determining the most appropriate approach for resolution. When the estimated cost exceeds the value of the shipment, the burden for corrective action must fall on the owner/manager and must not be delegated to the FMS customer/freight forwarder. This will eliminate the potential for credit reimbursement for repackaging to exceed the value of the original purchase of the materiel. When applicable, transactional exchange to support reimbursement for repackaging costs will follow normal procedures with additional steps as follows:

C17.5.6.1. Submitter creation of the SDR requesting disposition instructions. Use Action Code 2A and include estimated repackaging cost when available. If the materiel requires immediate repackaging (e.g., due to leakage) or if materiel cannot be returned to shipper in current condition without incurring repackaging costs, include this information in the SDR remarks and provide supporting evidence. The submitter must not employ a third party to provide a repackaging estimate if the shipment is valued below $200.

C17.5.6.2. Shipping activity transmission of an interim reply, when applicable, to validate the discrepancy and recommend credit using Reply Code 525. The shipping activity will forward the SDR to the item manager. This SDR reply will include the applicable 300-series forwarding reply code and a copy will be provided to the submitter.

C17.5.6.3. Item manager transmission of a final reply indicating planned resolution. The item manager may provide an interim reply either requesting a repackaging estimate if not already provided or authorizing repackaging by the freight forwarded (inclusive of a third party engaged by the freight forwarder to perform repacking and certification), when this action is acceptable to the customer. Authorization for repacking by the freight forwarder with subsequent reimbursement by the Government is only authorized once the owner/manager and the ILCO have determined this to be the most appropriate and cost effective resolution and reimbursement will not exceed the value of the purchase. This interim reply will include SDR Reply Code 131 and reply codes indicating additional information is required (Reply Code 104) and that no credit will be provided without evidence of actual repackaging cost (Reply Code 129).

C17.5.6.4. Submitter creation of an SDR correction to the owner manager upon completion of the repackaging including the actual repackaging cost and supporting documentation (e.g. invoice for repackaging). Other data content may be perpetuated from the original submission.

C17.5.6.5. Item manager review of documentation to validate repackaging costs and transmission of final reply authorizing credit using Reply Code 109. If there is a substantial difference between the estimated and actual repackaging

cost, the item manager will consider further review to validate the claim and may request clarification for the difference. The item manager will provide credit in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.5.7. <u>Cancellation of an Original Report</u>. When an SDR originator discovers a previously reported SDR is not valid or appropriate for any reason and should be withdrawn, an SDR cancellation must be prepared to cancel the original. The ILCO via the DoD WebSDR will forward to all parties that received the original submission. Cite the original report number and the WebSDR-assigned control number when known. Do not duplicate detail information from the original report except as indicated in the DLMS IC. Provide POC information. A brief narrative description of the reason for cancellation should be included.

C17.5.8. Acknowledgement of the Cancellation of an Original Report. When a cancellation notice (01) is submitted for a Document Type 6 or 7 SDR, action activities will respond back with SDR Reply Code 143 (acknowledgement of cancellation) to the submitter. If the action point does not provide a Reply Code 143 in response to the cancellation after 45 days, the submitter will follow up via email and escalate the issue to Component SDR PRC primary or alternate representative for resolution.[51]

C17.5.***9***. <u>Contested Decisions and Requests for Reconsideration</u>. These procedures allow the report originator to voice disagreement with disposition decisions. The Security Assistance purchaser has recourse through the ILCO to the ICP/IMM or GSA and, if still not satisfied, to the ILCO's Service focal point.

C17.5.***9***.1. <u>Requests for Reconsideration</u>

C17.5.***9***.1.1. The Security Assistance purchaser may ask the U.S. Government to reconsider the disposition for a reported supply discrepancy. Purchasers must send a Request for Reconsideration (Transaction Set Purpose Code 15) to the ILCO within 45 calendar days from the date of the ILCO final reply to the submitter concerning disposition, except when materiel/exhibit return to the customer is required subsequent to US Government-directed evaluation/testing/repair. This exception is applicable only when the materiel/exhibit must be re-inspected by the customer to confirm that the reported discrepancy/deficiency has been resolved and, therefore, additional transportation time is necessary for the return shipment. Under this scenario only, the SA purchaser is authorized up to 90 days from the date of the final ILCO reply to submit the Request for Reconsideration to the ILCO. The ILCO will be responsible for monitoring that requests for reconsideration are submitted within the allowable time standards.

C17.5.***9***.1.2. The request for reconsideration will use the nonconformance number associated with the original report. When the submitter asks for reconsideration, the ILCO will add a Suffix Code R to the SDR number. The ILCO

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[51] Refer to ADC 1456

will convert the request for reconsideration to electronic transmission and forward to the appropriate DoD ICP/IMM or GSA action activity for reconsideration within 20 calendar days of receiving the request for reconsideration from the submitter. If relevant information is not accessible by the responsible activity, the ILCO may forward supporting documentation. The designated recipient of the request for reconsideration will review all data relating to the problem and provide a response to the reporting activity with information to all concerned parties within 45 calendar days (90 days for security assistance shipments where materiel was returned to country when previous SDR resubmission was closed)[52]. When the shipping depot is unable to respond to the contested SDR, the depot will forward the SDR to the source of supply for resolution.

C17.5.**9**.2. <u>Second Request for Reconsideration (Contested Transaction Set Purpose Code 50</u>. Security Assistance submitters may further contest the ICP/IMM or GSA decision given after the request for reconsideration. To do so, the submitter must send a written request to the ILCO within 45 calendar days from the date of the ILCO reply to the request for reconsideration. The submitter must indicate why the ICP/IMM or GSA decision is not satisfactory. Cite the nonconformance number on the original SDR. The ILCO will add a Suffix Code C to the report number, which will be used in all references to the SDR. The ILCO will convert the request to electronic transmission and forward the SDR, with an appropriate advice code, within 20 calendar days to the appropriate focal point who will review all the information and send the ILCO the final decision within 50 calendar days from the date of receipt of the ILCO information. A contested reconsideration may only be submitted transactionally to DoD WebSDR and will be forwarded to the original action activity(ies). Additional distribution may be accomplished manually. If relevant information is not accessible by the focal point, the ILCO may forward supporting documentation. The ILCO will ensure all interested parties receive the SDR resolution.

C17.5.**10**. <u>Follow-up on Credit Adjustments on SDRs</u>

C17.5.9.1. When an action activity has indicated that a credit adjustment has been authorized, reimbursement is normally provided to the fund code/line of accounting and bill-to address cited on the original requisition. When concerned about an apparent non-receipt of credit, the ILCO should consult with the appropriate finance office for verification. Allow a minimum of 60 calendar days from the date of the SDR response before initiating a follow-up action. To facilitate research of supply and financial records, it is suggested that follow-up action for non-receipt of credit associated with the return of discrepant materiel occur within a reasonable period (e.g., not longer than 45 calendar days after the ILCO provides the action activity the initial notice with evidence of discrepant materiel return).

C17.5.**10**.2. When non-receipt of credit is confirmed, the ILCO will submit a request for billing adjustment as prescribed by MILSBILLS procedures under DLM 4000.25, Volume 4, Finance, using DLMS 812R (DIC FAE) and Billing Advice Code 26.

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[52] ADC 430, Timeframe Change for Security Assistance SDR Requests for Reconsideration

Do not send a hardcopy of the SDR or reply, as this may create duplicate work for the finance centers and may cause improper processing of your request.

C17.5.**11**. Product Quality. Product quality deficiencies relative to Security Assistance shipments are reportable via SDR. If product quality is for latent defect, the Security Assistance customer must provide evidence that a receipt inspection was done and the defect could not be detected at that time and that the defect is present for reasons other than deterioration or damage incurred during storage or handling. Quality deficiencies include deficiencies in design, specifications materiel, manufacture, and/or workmanship. The submitter must identify by discrepancy code any quality deficiencies (including latent defects) that result in a safety hazard. Include the following information in the SDR, as applicable: manufacturer's name; contract/purchase order number; date of manufacture, pack, or expiration; lot/batch number; location of materiel; point of contact information (if other than the preparing official); along with a detailed description of the complaint if needed to supplement encoded information. Include the following information in all product quality SDR packages, as applicable: photographs, test data, and related documentation. When submitting a latent defect discrepancy code on the SDR, the report must include substantiating documentation to validate the latent defect such as the applicable test report used to identify the latent defect. Latent defects must be submitted to the ILCO with substantiating documentation. Following is a list of potentially applicable forms of substantiating documentation:

C17.5.**11**.1. Receipt tests conducted and test reports (including test equipment model, serial number and software version), or documentation of receipt tests not conducted, and justification for tests not conducted.

C17.5.**11**.2. Subsequent tests conducted and results including test equipment model, serial number, and software version along with test readings.

C17.5.**11**.3. Justification that initial receipt inspection and testing could not have detected the deficiency.

C17.5.**11**.4. Documentation of storage and handling of the item since receipt including type of storage.

C17.5.**12**. Billing Discrepancy. Billing discrepancies reported to the ILCO on a SDR will be converted to the appropriate transaction format per MILSBILLS procedures under DLM 4000.25, Volume 4, Finance, for the DLMS 812R (DIC FAE).

C17.5.**13**. Financial Discrepancy. Financial discrepancies reported to the ILCO on a SDR will be forwarded to DFAS-DE/I for processing.

C17.5.**14**. Management Evaluation. As a minimum, the ILCO must have visibility of detail/summary reports that show:

C17.5.**14**.1. The number of SDRs received during a particular time standard by customer with breakdown by shipping activity showing dollar value and discrepancy

type. Reports will measure customer compliance with SDR submission time standards and ILCO compliance with SDR processing time standards.

C17.5.**14**.2. A breakdown of SDR action activity response showing actions taken to include dollar value of credit authorized and reshipped materiel.

C17.5.**15**. Responsibilities

C17.5.**15**.1. The ILCO will:

C17.5.**15**.1.1. Complete initial SDR screening in accordance with this manual and DoD 5105.38-M.

C17.5.**15**.1.2. Review all SDRs received for processing and determine proper course of action based on available case history data. Reject discrepancy reports that fail to meet Security Assistance time and dollar standards (with exception of those that require disposition instructions for wrong item received or misdirected shipments) or do not contain required data, unless such data is readily available, at the ILCO. Forward SDRs to the appropriate ICP/IMM, shipping depot, or GSA action activity.

C17.5.**15**.1.3. Forward the SDR and supporting documentation to the implementing agency's Headquarters element for review and approval, prior to submission to DSCA, if recommending FMS administrative surcharge funds exceeding $50,000 be used to resolve an SDR. This is a manual process outside WebSDR transaction exchange.

C17.5.**15**.1.4. Reject duplicate SDRs, except those that are resubmitted to request reconsideration of previous decision.

C17.5.**15**.1.5. Review all requests for reconsideration that contest a reconsideration decision (second request for reconsideration). Reject those requests that lack sufficient justification or were not received within the established time standards.

C17.5.**15**.1.6. Process to the Security Assistance customer initial acknowledgement of receipt of SDR replies and/or denials.

C17.5.**15**.1.7. Report the disposition of SDRs applicable to materiel and services to the DFAS-DE/I as required in the DoD 7000.14-R, Volume 15.

C17.5.**15**.1.8. Review SDR replies from action activities for completeness and reject those that do not specify necessary information, (e.g. disposition instructions for discrepant materiel). Under DLMS transactional exchange, the ILCO reject transaction may be directed to the action activity to identify necessary corrections. A maximum of five ILCO rejections per SDR control number is allowed. However, after three ILCO reject transactions, it may be more appropriate for the ILCO to contact the action activity off-line to clarify the issues involved.

C17.5.**15**.1.9. Maintain records of all Security Assistance-related discrepancy reports to completion.

C17.5.**15**.2. The DoD ICP/IMM, shipping depot, or GSA will:

C17.5.**15**.2.1. Review all SDRs received for processing and determine proper course of action based on available supply records and the results of investigation.

C17.5.**15**.2.2. Furnish properly completed SDRs to the ILCO for further processing to the Security Assistance customer. The action activity will cite the appropriate reply code (Appendix 7.28).

C17.5.**15**.2.3. Based upon the validated SDR, request that DFAS authorize adjustment/credit in accordance with MILSBILLS procedures under DLM 4000.25, Volume 4, Finance.

C17.5.**15**.2.4. Provide signed evidence of shipment to the ILCO when non-receipt of materiel is involved. If this documentation cannot be provided, appropriate credit is required.

C17.5.**15**.2.5. Provide documentation that is matched to the quantity shipped for concealed shortages. Examples of such documentation are those that contain size, total weight, and cube accepted by the carrier. Credit is denied if the documentation, in conjunction with the unit weight, supports shipment of the total quantity billed. Otherwise, appropriate credit for the difference is required.

C18. CHAPTER 18

RESERVED

C19. CHAPTER 19

RESERVED

C20. CHAPTER 20

MEDICAL UNIT ASSEMBLY PROGRAM

C20.1. <u>GENERAL</u>. This chapter provides procedures supporting the DoD Medical Unit Assembly Program. This program is an integral part of the DoD Deployable Medical Systems (DEPMEDS). These procedures cover from issuance of the advance assembly build/release order through the actual building and packing of the assembled component. Included are receipts at the assembly activity (e.g., Distribution Standard System (DSS) assembly depot), from procurement and non-procurement sources and the reporting of those receipts to the assembly manager (e.g., United States Army Medical Materiel Agency (USAMMA), DLA Troop Support, Philadelphia, PA. Receipts under the USAMMA Prime Vendor Program are included.

C20.2. <u>APPLICABILITY AND SCOPE</u>. These procedures apply primarily to DLA and USAMMA, who issue/process transactions in support of the DoD Medical Unit Assembly Program. Other DoD Components who participate in this program or other similar programs will comply with these procedures.

C20.3. <u>BUILD REQUIREMENT</u>. The assembly manager will use DLMS 650A Assembly Component Maintenance Structure to identify to the assembly activity, the specific medical assembly to be built. DLMS 650A may also be used by the assembly manager and assembly activity to enter corrections, provide missing data, or to send history data. This is the initial transaction establishing the requirement, and it identifies the end-item to be assembled, as initiated by a new requisition, or by changes to a previous one. The transaction provides the build directive number, unit assembly number, end-item nomenclature, cost estimate, total number of assemblies to be built, number of components in each, and DoD activity address code (DoDAAC) of the ship-to activity by providing the assembly activity sufficient information to start planning the end-item assembly.

C20.4. DUE-IN ESTABLISHMENT. The assembly manager will use the Defense Logistics Management *Standards* (DLMS) 527D, Due-in/Advance Receipt/Due Verification transaction to establish pre-positioned materiel receipt (PMR) information at the assembly activity. DLMS 527D PMR provides the *procurement instrument identifier (PIID)[1]*, contract line item number, national stock number (NSN), part number, build directive number, and other information necessary to ensure that the assembly activity receipts the item in the correct build directive number. ***When a PIID call/order number (F in 9th position) is used, provide the value in the PIID field.*** The PMR also provides data to prepare the DLMS 527R Receipt t*r*ansaction upon receipt of the materiel. Assembly managers and assembly activities will follow procedures in Chapter

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[1] ***Use the legacy PIIN pending transition to the PIID. When using the PIIN, include the four-position call/order number. Refer to ADC 1161A.***

12, Due-in PMR, to establish ~~advance receipt information~~ **PMR** and to maintain control of due-in materiel.

C20.5. <u>RECEIPT PROCESSING</u>. The assembly activity will report procurement and nonprocurement receipts to the assembly manager using DLMS 527R Receipt. This notifies the assembly manager that assembly components have been received for a specific build/assembly of the medical end item. Assembly activities must comply with Chapter 13 for maintaining control of receipts, to include the time standards for processing receipts, and for reporting discrepant/deficient receipts.

C20.6. <u>COMPONENT PACKING CONFIRMATION</u>. The assembly activity must use DLMS 650C, Component Packing Confirmation to notify the assembly manager that packing has been completed at the assembly activity.

C21. CHAPTER 21

STOCK READINESS PROGRAM

C21.1. <u>GENERAL</u>. This chapter provides general information supporting the DoD Stock Readiness (SR) Program. The authoritative source for detailed procedures pertaining to this program is DLAR (JSR) 4145.04/AR 740-3/AFMAN 23-125/NAVSUPINST 4400.100B/MCO 4450.15B, Stock Readiness. Under the SR Program, the Department of Defense requires uniform care of supplies, including the inspection and reporting of condition and serviceability of materiel, and the scheduling, controlling, and reporting of packaging and other cost reimbursable actions in support of the stock readiness program. This chapter provides an overview of the DLMS transactions that support the stock readiness program. Initial implementation is internal to DLA and its storage activities using Distribution Standard System (DSS). The DoD Components will phase in usage during modernization. All transactions must be processed through the Defense Automatic Addressing System (DAAS). Capability to support communication with non-DLMS owner/managers and non-DSS storage sites using email and web-based processing is authorized.[1]

C21.1.1. <u>Stock Screening Request/Reply</u>. The electronic stock screening request is used by materiel owners/manager to request storage activities to perform a screening action based upon specified criteria. The storage activity will provide an electronic response to the request with results of the screening or to report that materiel matching the screening criteria was not found. The DLMS 842C/I, Stock Screening Request and 842C/R Stock Screening Reply transactions replace the manual tracking and communication of screening requests and results where electronic capability is supported. This DLMS enhancement provides the DoD Components with the capability to use an electronic transmission method within their inventory management systems and improve tracking and management of screening actions.

C21.1.2. <u>Storage Quality Control Report (SQCR)/Reply</u>. The electronic SQCR is used by the storage activity to report storage quality issues requiring stock readiness work (e.g. repair, repackaging, testing, etc.) to the owner for approval. The DLMS 842S/Q, Storage Quality Control Report and 842S/R SQCR Reply transactions, replace the SQCR, DD Form 1225, for information exchange under the DLMS. This DLMS enhancement provides the DoD Components with the capability to use an electronic transmission method within their inventory management systems and eliminates the exchange of hardcopy documents. This process includes both the storage activity report and the owner reply, including capability for an interim reply. The storage activity will provide a completion notice to inform the owner/manager that requested disposition has been completed.[2]

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[1] Refer to ADC 1045. Target implementation is 1Q FY 2017.
[2] Ibid.

C21.2. <u>APPLICABILITY AND SCOPE</u>. This guidance is applicable to DoD Components owner/managers and storage activities. It applies to classes of supply that are managed by the DoD Components and stored at the storage activities, except Class V, Class VI, and Bulk Class III. Use is required for materiel stored operating under the DLA Distribution Standard System (DSS) and is supported by Component direction for other storage activities.

C21.3. <u>STOCK SCREENING REQUEST/REPLY OVERVIEW</u>. The materiel owner/manager will create a stock screening request to notify distribution activities to screen for potentially quality deficient/defective materiel. Triggers for stock screening actions include a Product Quality Deficiency Report (PQDR), Supply Discrepancy Report (SDR), the critical item management (CIM) process, or other notification of defect. The materiel owner/manager will identify materiel to be screened by NSN, part number/CAGE or other authorized form of materiel identification, specify the inspection type, and provide detailed instructions for the stock screening criteria (e.g., part numbers, vendor, markings, contract, etc.). Screening instructions may be defined by data elements within screening request or by narrative remarks. Materiel managers can create a stock screening request for all inspection types. Materiel owners may create a stock screening request only for Type Inspection Code P, which is used to request a special inspection at a single storage activity. Materiel owners will coordinate all other stock screening requests with the materiel manager.

C21.3.1. Under DLMS, the stock screening request is prepared using the DLMS 842C/I, Stock Screening Request. The owner/manager will create and transmit a separate transaction for each action and information copy recipient (i.e., 28 transactions prepared for 28 storage activities). The owner/manager will identify as the action recipient those storage activities known by the owner/manager to have the materiel in question in storage. An information copy will also be provided to all other storage activities that might possibly have the identified stock in storage. When directing a stock screening request to a DLA Distribution Center, all DLA Distribution Centers must be identified as either action or information copy recipients. This process will ensure that all applicable materiel is screened, to include, for example, DLA-managed materiel that is now owned by the DoD Components. The only exception to this is for Type Inspection Code P, which is used to request a special inspection at a single storage activity. For Type Inspection Code P, information copies will not be provided to other storage activities.

C21.3.2. The stock screening request will remain open in the owner/manager application until a reply is received from all the action storage activities/locations indicating that the stock screening has been: completed with no defects found; completed with SQCR created; or completed with a "no stock" reply. An interim reply may be provided under exceptional circumstances with explanatory comments. When all action activity replies have been received, the request will be closed.

C21.3.3. Under DLMS, the stock screening reply is prepared using the DLMS 842C/R, Stock Screening Reply, to close the automated coordination of stock screening actions. Storage activities will send a stock screening reply transaction to the

owner/manager for storage activities identified for action. If no stock is stored at a particular storage activity, the storage activity will send a "no stock" reply where designated for action.

C21.3.4. If the storage activity finds stock within its location, the storage activity will automatically create an inspection workload using the data from the stock screening transaction. If the inspection type is critical safety item (CSI), the storage activity will automatically freeze the stock. When the inspection is complete, action storage activities will send a reply to the owner/manager with the results of the stock screening and close the screening request. When materiel is found matching the screening criteria, the reply will specify the quantity and condition of the materiel. Depending upon the results of the screening, the reply may indicate that an SQCR will follow.

C21.3.5. No screening reply is prepared by information stock screening request recipients. This is true regardless of the results of the screening. However, if defective materiel is located at a storage activity receiving only an information copy, an SQCR may be prepared for the materiel owner following guidance below.

C21.3.6. <u>Detailed Requirements</u>. The owner/manager preparing the stock screening request will assign a suspense date based on the inspection type. The owner/manager will specify screening criteria as appropriate. Only one procurement instrument identifier (PIID)[3] (optionally including CLIN) or vendor may be specified per request. When a PIID call/order number (F in 9th position) is used, provide the value in the PIID field. The materiel owner/manager may specify up to five CAGE/part number or batch/lot number combinations associated with an NSN, (e.g., for CSI inspections). The owner/manager will assign an internal reference number for identification of the stock screening request, that may be used to associate the request with the triggering event. This reference number may be systemically assigned and will be perpetuated to the stock screening reply and any resulting SQCRs. A document number is required to ensure a DoD-wide unique control number. Both the stock screening reference number and the document number must be included in all transactions. In addition, when applicable, the Product Quality Deficiency Report (PQDR) report control number (RCN) or the SDR document number will be included to provide a cross reference when the screening action is triggered by a PQDR or SDR.

C21.3.6.1. <u>Receipt Restriction</u>. During Stock Screening Request creation, the owner/manager is required to identify if a receipt restriction is needed to identify and suspend materiel matching the screening criteria during receipt.[4] If a receipt restriction is needed, the owner/manager will have the option to provide an expiration date of the receipt restriction. If an expiration date is not provided, the storage activity must be contacted to modify or delete receipt restrictions. Suspended materiel identified through

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[3] Use the legacy PIIN pending transition to the PIID. When using the PIIN, may include the four-position call/order number. Refer to ADC 1161A.
[4] Refer to ADC 1045. Target implementation is 1Q FY 2017.

the receipt restriction will be reported to the owner via SDR receipt notification under Chapter 17 pending enhanced procedures to notify both the owner and the manager.[5]

C21.3.6.2. Inspection Types.[6] Stock screening requests may be prepared for the inspection types listed in Table C21.T1. Inspection type is identified within the screening request and reply by the Type Inspection Code. The suspense date for completion of the screening action by the storage activity will be based upon the type of inspection requested per Table C21.T1.

Table C21.T1. Type Inspection Code and Suspense Table

Type Inspection Code	Definition	Usage	Storage Activity Suspense
F	Safety of Flight (SOF)	Special inspection of SOF materiel or Aviation Safety Action Message (ASAM)	5 days
P	Special Inspection for Single Location	Specific to one storage activity (for example, take pictures of materiel at specific location)	15 days
Q	Quality Related	Applicable to screening subsequent to PQDR or SDR	15 days
R	Reimbursable	Reimbursable special inspection. Goes to all DLA Distribution storage locations (action copy to those known to have materiel in stock and info copy to all others)	30 days
U	Safety of Use (SOU)	Special inspection of SOU materiel	5 days
X	Critical Safety Item (CSI)	Special inspection of CSI materiel	5 days
Z	Suspect counterfeit	Inspection triggered by suspected counterfeit materiel/unauthorized product substitution (CMUPS)	15 days

C21.3.6.3. The owner/manager request format performs four functions:

C21.3.6.3.1. Stock Screening Request for Action. This is the basic request sent to storage locations where materiel matching screening criteria is known to be held.

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[5] Ibid.
[6] Ibid. Pending implementation, Code A (ASAM) will remain available for use.

C21.3.6.3.2. <u>Informational Stock Screening</u>. This is sent to storage locations where materiel matching screening criteria is not known to be held, but which may hold such materiel owned by other organizations.

C21.3.6.3.3. <u>Cancellation</u>. This cancels a previously transmitted request.

C21.3.6.3.4. <u>Additional Comments</u>. This identifies a follow-on separate transmission that provides clarification of the original request.

C21.3.7. The storage location reply format performs five functions:

C21.3.7.1. <u>No Stock Found</u>. Used by action storage activities to inform the owner/manager that no materiel matching the screening criteria was located.

C21.3.7.2. <u>Stock Screening Completed</u>. Used by action storage activities to inform the owner/manager that the stock screening action is complete and provide the results of the screening.

C21.3.7.3. <u>Interim Reply – Comments Provided</u>. This is used by exception when necessary to communicate with the owner/manager prior to completion of the screening action, e.g., to request additional time or clarification of the screening criteria.

C21.3.7.4. <u>Not Processed – Additional Comments Rejected</u>. This is used to provide notification that the additional comments from the owner/manager cannot be processed because the screening action has been completed and closed.

C21.3.7.5. <u>Cancellation</u>. This cancels a previously transmitted reply so that a corrected reply may be provided.

C21.4. <u>STORAGE QUALITY CONTROL REPORT PROCESS OVERVIEW</u>. The SQCR is submitted by storage activities when changes in the condition of stocks are discovered during stock surveillance, inspections/screening, or during distribution processes requiring stock inspection/screening. The SQCR is forwarded to the materiel owner to obtain disposition instructions, to include approval for reimbursable stock readiness work, e.g. repair, repackaging, testing, etc.

C21.4.1. Triggers for preparation of the SQCR include:

C21.4.1.1. Changes to an unserviceable condition when it is determined that there may be contractor liability for unserviceability under the terms of warranty clauses or unserviceability is due to a latent quality defect. Materiel in this condition must be transferred to SCC L (suspended litigation) pending negotiation with contractor(s) or receipt of disposition instructions.

C21.4.1.2. Transfers to SCC D (serviceable – test/modification), E (unserviceable – limited restoration), F (unserviceable – repairable), G (unserviceable – incomplete), J (suspended in stock), and L (suspended – litigation).

C21.4.1.3. Changes in condition of dated, limited shelf-life materiel, medical, or subsistence items.

C21.4.1.4. The item in stock is unidentified or misidentified.

C21.4.2. Under DLMS, the SQCR is prepared by using the DLMS 842S/Q, SQCR. Where DLMS is not supported, the SQCR will be entered via WebSQCR[7] to the materiel owner pending implementation of the DLMS or DAAS capability to convert transactions to email.

C21.4.3. Under DLMS, the SQCR response is prepared using the DLMS 842S/R, SQCR Reply. Where DLMS is not supported, the materiel owner will reply via WebSQCR.[8]

C21.4.4. Upon completion of authorized reimbursable stock readiness work, the storage activity will provide a completion notice to the materiel owner.

C21.4.5. <u>Detailed Requirements</u>. The storage activity must prepare an SQCR for each item, reporting quantity by condition code. The storage location may also be provided (up to 20 locations may be identified per SQCR). Notification of SQCRs are forwarded to the appropriate materiel owner stock readiness (SR) coordinator for response by WebSQCR-generated email. The SQCR will use up to two discrepancy codes in conjunction with narrative remarks to identify the problem being reported. The SQCR will remain open in at the storage activity until disposition is received from the materiel owner. The SR coordinator reviews the item for excess stock position, cost of action in relation to the value of materiel, etc., and approves or disapproves the stock readiness action request. When disapproving the stock readiness request, the SR coordinator will concurrently provide disposition instructions for the materiel. When approving the SR request, the SR coordinator will reply to the storage activity for action. A disposition/status reply code is available in the DLMS format to communicate the reply to reduce reliance on narrative text and to facilitate automated tracking/trend analysis.

C21.4.6. <u>Inspection Types</u>. An SQCR may be prepared as a result of any of the following inspection types: SOF (including ASAM), special inspection, quality related (e.g., investigation resulting from a PQDR or SDR), SOU, CSI, visual (care of supplies in storage (COSIS)) shelf-life inspection (cyclic), or suspect counterfeit. The inspection type is identified within the SQCR and reply by the type inspection code.[9]

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[7] Ibid. Pending implementation, SQCRs will be forwarded manually.

[8] Refer to ADC 1045; target implementation is 1Q FY 2017. Pending implementation, the owner will return the SQCR form annotated with the applicable response information.

[9] Refer to ADC 1045; target implementation is 1Q FY 2017. Pending implementation, the following codes will remain available for use:
   A   ASAM
   O   Outbound Shipment
   T   Stock Readiness

Table C21.T2, <u>Type Inspection Code and Suspense Table</u>

Type Inspection Code	Definition	Usage	Storage Activity Suspense
C	Visual	Monthly COSIS inspections	Monthly
F	Safety of Flight (SOF)	Special Inspection of SOF materiel or Aviation Safety Action Message	5 days
P	Special Inspection at Single Location	Specific to one storage activity (for example, take pictures of materiel at specific location)	15 days
Q	Quality Related	Applicable to screening subsequent to PQDR or SDR	15 days
R	Reimbursable	Reimbursable special inspection. Goes to all DLA Distribution storage locations (action copy to those known to have materiel in stock and info copy to all others)	30 days
S	Shelf Life	Monthly cyclic inspections for shelf life items	Monthly
U	Safety of Use (SOU)	Special inspection of SOU materiel	5 days
X	Critical Safety Item (CSI)	Special inspection of CSI materiel	5 days
Z	Suspect counterfeit	Inspection triggered by suspected counterfeit materiel/unauthorized product substitution (CMUPS)	15 days

C21.4.7. The storage activity will provide materiel identification by NSN manufacturer's CAGE/part number, or other form of materiel identification authorized by the DLMS format. It will also support identification by description if needed. Data content is comparable to the DD Form 1225. When applicable, the report will include the stock screening request reference number as a cross-reference between the screening request and the resulting SQCR. The SQCR will use up to two discrepancy codes to identify the non-conformance situation. It provides the estimated/actual cost for repair or repackaging. Item unique identification (IUID) data requirements will be populated on the SQCR in accordance with DoD Supply Policy when NSNs have an IUID Indicator Y.[10]

C21.4.7.1. The storage activity SQCR format performs five functions:

C21.4.7.1.1. <u>Original Report (Transaction Set Purpose Code 00)</u>

C21.4.7.1.2. <u>Correction (Transaction Set Purpose Code CO)</u>

C21.4.7.1.3. <u>Cancellation (Transaction Set Purpose Code 01)</u>

C21.4.7.1.4. <u>Follow-up (Transaction Set Purpose Code 45)</u>

C21.4.7.1.5. <u>Reconsideration Request (Transaction Set Purpose Code 15)</u>. This is used when the storage activity does not agree with the requested action, allowing the storage activity an option to request further review by the owner.

C21.4.7.2. The SQCR reply format performs four functions:

C21.4.7.2.1. <u>SQCR Reply</u>. This is used by the materiel owner to provide disposition instructions on requested stock readiness work.

C21.4.7.2.2. <u>SQCR Interim Reply</u>. SQCR interim replies (Transaction Set Purpose Code 11) are used by the materiel owner to request additional information or clarification from the storage activity on requested stock readiness work. This requires inclusion of Reply Code 104 and clarifying narrative remarks. The submitting activity is encouraged to respond immediately, but no later than 31 days from issuance of the request. In a transactional response to the request for additional information, the submitting activity must provide a status update (Transaction Set Purpose Code SU) using Reply Code 321 to notify the action activity that the requested information is being provided or the submitter may provide clarification via off-line communication. No more than three request/response transactions per SQCR will be allowed. A fourth transmission of Reply Code 104 or 321 will result in systemic rejection and will require manual attention.

C21.4.7.2.3. <u>Status Update</u>. A status update (Transaction Set Purpose Code SU) is a form of reply prepared by the activity that submitted the SQCR. It is used by the storage activity to provide information to the materiel owner, often in response to

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[10] Refer to ADC 1045; target implementation is 1Q FY 2017.

an interim reply requesting additional information or clarification. Using the Status Update allows for two-way communication between the submitting activity and the owner.

        C21.4.7.2.4. <u>Completion Notice</u>. A completion notice (Transaction Set Purpose Code CN), is used by the storage activity to communicate with the materiel owner that final action has been taken on the SQCR. This is equivalent to indicating the storage activity has closed the SQCR. The completion notice provides closing remarks and the date the closing action was completed.

        C21.4.8. <u>Missing Serial Number</u>.   In support of Financial Improvement and Audit Readiness (FIAR))**,** accountability and management of capital equipment assigned under an established unique Item tracking (UIT) program requires serialization data visibility. Thus, items with an approved UIT designator code located in storage without a serial number will not only require an SQCR, but will stop the equipment in the supply chain until a serial number is identified and the materiel is marked. Distribution centers must suspend the item in SCC J and prepare an SQCR. Cite the applicable discrepancy code and provide clarifying remarks with descriptive information for the item. If the storage activity is unable to determine the missing serial number from inventory records, the materiel owner is responsible for determining the appropriate serial number and providing disposition for marking the item (Reply Code 611).[11]

    C21.4.9. <u>Quality Related Issues Identified as a Result of a Stock Screening Request Initiated by a Non-Owning Manager</u>.[12] When the DLA Distribution Center receives a Stock Screening Request, the inspection workload is automatically generated in DSS. The DLA storage activity must record the inspection results in DSS and forward to the item manager. If the inspection results identify non-manager owned suspected non-conforming materiel, the DLA storage activity will suspend the materiel and must prepare a SQCR to the item manager with an information copy to the non-managing owner. The SQCR will include Action Code 4A indicating the SQCR is for non-manager owned materiel. The Stock Screening Request number will be perpetuated on the SQCR. This process is primarily designed to allow the non-managing owner to obtain credit for non-conforming materiel that is located in a DLA storage activity and return that materiel to the manager's ownership.

        C21.4.9.1. Upon completion of the investigation, if the suspended materiel is found to be non-conforming, the manager will provide an interim SQCR response to the owner(s) using Reply Code ***104*** requesting original requisition numbers and asking the owner to create a ship-in-place MRO to the distribution center(s) where the materiel is located using the manager-provided document number. Concurrent with the SQCR interim reply, the manager will provide a prepositioned materiel receipt (PMR) to the applicable distribution center(s) identifying the manager as the activity to which the receipt transferring ownership will be directed. If the owner no longer knows the specific document number under which the materiel was requisitioned, a constructed document

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[11] Refer to ADC 1198A.
[12] Refer to ADC 1084.

number *must* be used. ***Failing to provide the original document number for material issued by the source of supply (SOS) will result in no credit to the Component performing the return*** when ***using*** a constructed document number.

C21.4.9.2. Standard Line of Accounting/Accounting Classification Data Elements. Under DLMS, logistics transactions with financial implications are required to carry discrete SLOA/Accounting Classification data elements. This requirement ***does not*** apply to the SQCR Reply where the original SLOA/Accounting Classification data was not previously provided as indicated by the use of a constructed document number by the non-manager owner requesting credit for suspended stock.

C21.4.9.3. In order to transfer ownership of the suspended materiel to the manager, the owner will provide a DLMS 940R Materiel Release Order (MRO) to the distribution center. The MRO must be formatted for shipment-in-place and should reflect the full quantity identified on the ***SDR***. Upon processing of the associated receipt, the presence of the ***distribution center number (DCN)*** in the PMR will trigger the generation of a correction to the ***SDR*** data by the distribution center. The ***SDR*** correction will cite Action Code 4B and indicate the quantity transferred to ownership of the manager. Upon successful processing of the receipt for the nonconforming materiel, the manager will provide credit to the owner under MILSBILLS procedures.

C21.4.9.4. The manager will provide disposition for all suspended materiel via SQCR reply. Additionally, the manager will provide a DLMS 940R Materiel Release to the storage activity to trigger shipment or disposal action as required. Upon completion of the actions identified by the manager's disposition instructions, the DLA Distribution Center(s) will provide a completion notice to the item manager with an information copy to the original owner.

21.4.10. WebSS and WebSQCR Processing.

C21.4.10.1. Owners/managers and storage activities that are not DLMS-capable will prepare the Stock Screening Request, SQCR, or associated reply using the DAAS-maintained WebSS or WebSQCR module within DoD WebSDR. The WebSS and WebSQCR will convert Web-entered Stock Screening Request, SQCR, and associated replies to DLMS transactions when directed to DLMS-capable Service/Agency systems. Activities lacking interface connectivity will receive email notification. Upon receipt of the email notification, authorized users must access the Web to obtain applicable information. Users who fail to access the Web within seven (7) calendar days of the notification email will receive a systemically-generated reminder email.

C21.4.10.2. Stock Readiness coordinators relying on WebSS and WebSQCR for information exchange must provide email addresses associated with each applicable non-DLMS owner/manager and storage activity Routing Identifier Code (RIC).

C21.4.10.3. WebSS and WebSQCR will block Web input and reject transactions associated with owner/manager or storage activity RICs that are not

capable of receiving DLMS transactions or not registered for automated email notification.

> C21.4.10.4. WebSS and WebSQCR will validate Web input and transactions for correct format and valid data content. Invalid Web input will be blocked and transactions rejected citing the applicable reply code.

> C21.4.11. <u>DAAS Query Capability</u>.[13] WebSS and WebSQCR will include capability to query to provide historical information by: NSN, CAGE/part number, control numbers, PIID or CAGE, date open, date closed, storage activity, and owner/manager. The query function may be used to monitor storage activity responses to requested stock screening actions, displaying which activities have responded and which are outstanding. The stock screening request query will support drill down capability to review the associated SQCRs.

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[13] Query capability not currently available pending full implementation of ADC 240 and ADC 1045 supporting Web-enhanced Stock Screening Requests and SQCRs.

C22. CHAPTER 22

ASSET STATUS REPORTING

C22.1. GENERAL

C22.1.1. Purpose. This chapter prescribes asset status reporting procedures for the interchange of asset status information between the DoD Component wholesale and below wholesale distribution systems and owners/managers.

C22.1.2. Transactions. This chapter addresses the procedures applicable to the asset status reporting function using the DLMS 846I. The asset status reporting function is identified by the DLMS 846I Accredited Standards Committee (ASC) X12 beginning segment (1/BIA02/020) report type codes. Its DLSS (MILSTRAP) legacy counterpart identified by document identifier codes (DIC), is included for information purposes to allow for processing in a mixed DLMS/DLSS environment. Other formats such as Extensible Markup Langauage (XML) are also available See the Defense Enterprise Data Standards Website for available formats on the DLMS IC page.

C22.1.2.1. DLMS 846I, Asset Status Inquiry/Report is used for the following transaction functions identified by the beginning segment Report Type Code:

C22.1.2.1.1. Request for Asset Status Report is identified by Report Type Code TI–Asset Status Inquiry. This transaction provides MILSTRAP legacy DIC DZE functionality, which was sent from an inventory control point (ICP) to Military Service designated central points to request reporting from bases, posts, camps and stations.

C22.1.2.1.2. Asset Status Report is identified by Report Type Code TJ–Asset Status Advice. This transaction provides MILSTRAP legacy DIC DZA and DZF functionality.

C22.1.2.1.3. Stock Retention Level Reporting is identified by the report type code SK– Stock Retention Level Report. There is no MILSTRAP legacy equivalent and is a DLMS enhancement.

C22.2. IN STORAGE ASSETS

C22.2.1. Assets Within the Wholesale Distribution System

C22.2.1.1. For assets within the wholesale distribution system, Asset Status Report Transactions may be used between DoD Components by mutual agreement. Send Asset Status Report Transactions (legacy DIC DZA) between DoD Components based on mutually agreed schedules.

C22.2.1.2. Asset status transactions may be used between a Component ICP and a DLA storage activity by mutual agreement.

C22.2.1.3. Under MILSTRAP, due to the number of record positions in DIC DZA devoted to entries prescribed by the DoD Components for use within Component distribution systems, each Component is authorized to procure a printed format suited to its needs. DoD Components must identify to Defense Logistics Management Standards any Component-prescribed data in DIC DZA that will be required in the Component's modernized system using DLMS. This is necessary so that Defense Logistics Management Standards can incorporate the Component data in the DLMS 846I Asset Status Report Transaction.

C22.2.2. <u>Assets Below the Wholesale Distribution System</u>. Assets below the wholesale distribution system will be reported to the owner/manager when requested by the owner/ manager.

C22.2.2.1. Use the Request for Asset Status Report Transaction with the appropriate asset status code to request, change, or discontinue asset status reporting from the below wholesale distribution system.

C22.2.2.2. For the total asset visibility program, use the Request for Asset Status Report Transaction to request the report of assets above the requisitioning objective using DLMS 180M, Materiel Returns Reporting (Legacy Military Standard Requisitioning and Issue Procedures (MILSTRIP) DIC FTE). Use with the asset visibility program is based on agreement of the involved DoD Components.

C22.2.2.3. Transmit Request for Asset Status Report Transactions to central points designated by DoD Components. Each DoD Component designated activity will be responsible for notifying its reporting activities of the reporting requirements shown in the Request for Asset Status Report Transactions received from the other Components. The Component activities designated to receive the requests are:

Component	Activity	Routing Identifier Code
Army	USAMC Logistics Support Activity ATTN: AMXLS-V Building 5307, Sparkman Center Redstone Arsenal, AL 35898-7466	AGT
Navy	Navy Supply Systems Command Weapon Systems Support Mechanicsburg, PA 17055-5000	NRP
Air Force	Headquarters Air Force Materiel Command 4375 Chidlaw Road, Suite 6 Wright-Patterson Air Force Base Dayton, OH 45433-5006	FNA

Component	Activity	Routing Identifier Code
Marine Corps	ILS Directorate (Code 820) Marine Corps Logistics Base Albany, GA 31704-5000	MPB

C22.2.2.4. Always show dates for commencement of reporting (Asset Status Reporting Codes C and D) and change of reporting (Reporting Codes H and J) in the Request for Asset Status Report Transaction as the first day of a month. In these instances, send the request transaction not later than 60 calendar days before the commencement date.

C22.2.2.5. Provision is made for requesting earlier commencement of reporting by use of Asset Status Reporting Code M. In this instance, the DoD Components' central points will ensure that reporting commences as soon as possible after receipt of the request.

C22.2.2.6. When a one-time asset status report is required on an expedited basis, the Request for Asset Status Report Transaction will contain Asset Status Reporting Code Z and the date the report is required. The DoD Component central point or the reporting activity in receipt of the request will take no further action if the date the report is required is already past.

C22.2.2.7. When a one-time asset status report is required for the asset visibility/redistribution program, the Request for Asset Status Report Transaction will contain Reporting Code N and the date the report is required. Use with the asset visibility program is based on agreement of the involved DoD Components.

C22.2.2.8. Use the Request for Asset Status Report Transaction to request termination of reporting by citing Asset Reporting Code E. Show dates for termination of reporting in the transaction as the last day of the month. Send the Request for Asset Status Report Transaction termination request not later than 60 calendar days prior to the termination date entered in the transaction.

C22.2.2.9. Activities below the distribution system (base, post, camp, or station) will use Asset Status Report Transactions to report assets to the requesting ICP. Report on hand balances by each separate supply condition of held materiel. Under the constraints of the MILSTRAP fixed length format, the DIC DZF Asset Status Report Transaction is designed to provide for use of multiple transactions when either or both of the following apply:

C22.2.2.9.1. More than two supply conditions of materiel are held.

C22.2.2.9.2. Requisitioning objective, due-in, or reserved quantities exceed 999,999.

C22.2.2.10. The asset status reporting code cited in the Asset Status Report Transaction will indicate the type of reporting being accomplished.

C22.3. Reporting of Stock Levels

C22.3.1. DoD Components use the DLMS 846I Asset Status Inquiry/Report transaction to communicate stock retention levels to a DLA storage activity. For context, stock retention level refers to the minimal and/or maximum amount of stock required in storage to continue mission essential operations during unexpected interruptions, unpredictable fluctuation in demand rate, or both."

C22.3.1.1. To communicate stock retention levels, the materiel owner/maintenance shop will transmit a DLMS 846I Asset Status Inquiry/Report transaction, report type code SK to DLA. The transaction will include the appropriate minimal and maximum stock quantities by location required to maintain mission essential operations during unexpected circumstances.

C22.3.1.2. In response, DLA will assign the appropriate stock levels by location and ensure materiel is available for use/consumption or issue as necessary.

C22.3.1.2.1. When the transaction includes a start and end date, stock retention levels for the specified location will expire once the end date has been reached.

C22.3.1.2.2. When the transaction only includes a start date, stock retention levels will not expire. DLA will continue to replenish stock indefinitely as defined by the materiel owner/maintenance shop.

C22.3.2. As necessary, the materiel owner/maintenance shop can update stock retention levels regardless of the expiration date. To update current levels, the materiel owner/maintenance shop will transmit a new transaction that will overlay any previously defined stock retention levels.

C22.**4**. INTRA-COMPONENT USE

C22.**4**.1 Intra-Army Use. Army also uses the DLMS Asset Status Report Transaction on an intra-Army basis for Army Single Stock Fund Asset Balance Reporting. This use serves a dual purpose:

C22.**4**.1.1 When used to report on the single stock fund to the national level systems, the Asset Status Report Transaction represents a report to update the requisitioning objective, reorder point, and retention limit.

C22.**4**.1.2. When used during a logistics reassignment outside the Army by the losing item manager, the Asset Status Report Transaction informs the Army manager for Non-Army Managed Items (NAMI) of the requisitioning objective and safety level to be set in their systems to be able to monitor and maintain the single stock fund stocking levels.

C22.*4*.2. Intra-Navy Use. Navy also uses the DLMS 846I Asset Status Report Transaction on an intra-Navy basis for reporting allowance-based assets that are below the whole distribution system to the ICP. This allows the ICP to determine when the activity requires more materiel due to being below its allowance.

C23. CHAPTER 23

CATALOG DATA SUPPORT

C23.1. GENERAL

C23.1.1. Purpose. This chapter provides general information regarding procedures and data exchange requirements for the communication of the DLMS Catalog Data Support.

C23.1.2. Transactions. This chapter addresses procedures applicable to the following Accredited Standards Committee (ASC) X12 transaction functions identified by the transaction set number and the beginning segment Transaction Purpose Code. There are no legacy 80 record position (MILS) equivalent transactions. See the Defense Enterprise Data Standards Website for available DLMS Supplement formats on the DLMS IC page.

C23.1.2.1. DLMS 832N, Catalog Data Support, is used for the following transaction functions identified by the beginning segment Catalog Purpose Code (1/BCT01/0200):

C23.1.2.1.1. CP – Use to identify catalog data support communicated between DLA Disposition Services, DLA Disposition Services Field Offices, and Distribution Depots supporting Reutilization Business Integration (RBI). These catalog data support transactions identified by BCT01=CP are referred to in this document as DLA Disposition Services Catalog Data Support. See Chapter 16 for detailed procedures associated with this type of catalog data support.

C23.1.2.1.2. RC – Use to identify catalog data support communicated between DLA and maintenance/industrial activities (IAs) authorized by DLA IA support agreement supporting Supply, Storage, and Distribution (SS&D) for the Navy and Retail Storage and Distribution Interface (SDI) for the Marine Corps. These catalog data support transactions are referred to as IA Catalog Data Support.

C23.1.2.1.3. SC – Use to identify catalog data support communicated between DLA Disposition Services and DLA Disposition Services Field Offices supporting Reutilization Business Integration (RBI). These catalog data support transactions are referred to as Sales Contract Catalog Data Support. Note: Only the following detail level functional data is applicable to this process: Generic Name Description, Sales Contract Number, Sales Contract Line Item Number, Remaining Authorized Quantity, and Unit of Measure. See Chapter 16 for detailed procedures associated with this type of catalog data support.

C23.1.2.2. Reserved. (This is a placeholder for other Catalog Data Support transactions that will be identified by different Transaction Purpose Codes.)

C23.2. <u>INDUSTRIAL ACTIVITY CATALOG DATA SUPPORT</u>

C23.2.1. <u>Navy Background</u>. As a result of the 2005 Base Realignment and Closure (BRAC) decision, retail supply, storage and distribution functions and associated infrastructure supporting the Navy industrial/maintenance sites transferred to DLA. DLA is the material provider for all consumable items in support of the maintenance mission at these sites. To effectively manage materiel at these sites, DLA will maintain materiel master records identifying the materiel identification and associated characteristics for all DLA managed, non-DLA managed, and local stock number materials that are used by the Navy. Prior to the BRAC decision, Enterprise Business System (EBS) maintained materiel master records for all DLA managed items and some non-DLA Managed items; with this new requirement the DLA EBS will establish materiel master records for any non-DLA managed item requested by the Navy Fleet Readiness Centers (FRCs) and the Naval Shipyards (NSYs).

C23.2.2. <u>Marine Corps Background</u>. As a result of the 2005 BRAC decision, operating materiel and supplies storage and distribution functions and associated infrastructure supporting the Marine Corps Maintenance Centers (MCMC) industrial/maintenance sites transferred to DLA. DLA is the storage and distribution provider for most consumable items in support of the maintenance mission at these sites. To effectively manage materials at these sites, DLA Distribution Standard System (DSS) will maintain item data records containing the materiel identification and associated characteristics for all materiel used by the MCMC. Prior to the BRAC decision, DSS maintained item data records for all DLA managed items and most non-DLA-managed items; with this new requirement the DLA DSS established item data records for any item assigned a local stock number (LSN) by the MCMC.

C23.2.3. The catalog data exchange supports the following functions. Specific implementation varies by Service:

C23.2.3.1. Communication of Federal Logistics Information System (FLIS) and user unique data associated information for newly cataloged national stock number (NSN) materiel.

C23.2.3.2. Identification of non-NSN materiel by an LSN so that the LSN may be recognized for requisitioning, storage, and receipt processing.

C23.2.3.3. <u>Communication of FLIS Catalog Change Notices to the Navy NSY and FRC sites</u>. DLA will send change notices whenever an active materiel master record is updated in the form of DLMS 832N IA Catalog Data Support transactions. EBS will send notices for changes resulting from manual/ programmatic updates (within EBS) and from systemic updates (from FLIS). FLIS changes include communication of replacement, superseded, and discontinued NSNs.

C23.2.3.4. Identification of NSN materiel by an LSN so that the LSN may be used for storage and distribution of materiel identified at the unit of use (that is, a unit of measure that is less than the FLIS unit of issue).

C23.2.3.5. Identification of MCMC LSNs to a unit of use LSN.

C23.2.3.6. Communication of a Service coordinated/approved substitute/ interchangeable item as a result of DLA or other Service provided supply status to associate the substitute NSN with the primary NSN.

C23.2.3.7. Shipyard prepared queries to identify available DLA EBS materiel master matches on NSN, LSN, or CAGE/part number. This action may trigger an EBS query against FLIS. EBS responses will be returned in an DLMS 832N IA Catalog Data Support transaction.

C23.3. <u>PROCEDURES – NAVY INTERFACE</u>

C23.3.1. Upon data conversion, all the current LSNs and non-DLA managed materiel masters from the FRC and NSY systems will migrate to EBS. DLA managed items will be identified and materiel master record will extended to each site as applicable. This will provide a base line for the materiel currently used at the BRAC sites.

C23.3.2. The catalog data will be applicable to new item inductions, FLIS change notices for DLA items and non-DLA managed items, as well as Navy-assigned LSNs. Manual updates for user unique data elements will be included in the process. Since DLA will purchase, store, and sell these items to industrial activities, DLA will have this data resident in EBS and will provide visibility and updates to the Navy systems via the DLMS 832N IA Catalog Data Support transaction.

C23.3.3. EBS will also maintain site specific materiel master records for Depot Level Repairable, Nuclear Support Consumables, or Program Owned Material (even cognizance (COG)) items to provide updates pertaining to FLIS data or user unique data elements to the FRC or NSY sites. DLMS 832N IA Catalog Data Support change transactions will be provided to applicable sites based on FLIS updates or end user changes to user defined data elements for these items.

C23.3.4. <u>Web-based Query</u>. When new items are needed by any of these sites, the capability is required to create new materiel masters or update user defined data elements to existing materiel masters directly into EBS through a user unique screen. This application within EBS will prompt users for mandatory fields and user defined fields for new entries, that may be optional depending upon the site (FRC/NSY). The screen will allow the user to query the current EBS data base and determine if an NSN or LSN already exists within EBS.

C23.3.5. If an existing record is found, and EBS does not currently reflect the materiel master is extended to the user site, based on user response, the materiel will be extended to the user site and an DLMS 832N IA Catalog Data Support transaction will be sent to user site and identified as an 'ADD' record.

C23.3.6. When no record is found within EBS, the system will query the FLIS reference master data environment (RMDE) to identify any associated NSN. Once the

materiel master is created in EBS, an DLMS 832N IA Catalog Data Support transaction will be sent to the applicable FRC or NSY site. If found, the user will have the option to build a materiel master record created with FLIS data and any mandatory user unique data elements in EBS based on user response/input. EBS will then format a DLMS 832N IA Catalog Data Support transaction. This DLMS 832N IA Catalog Data Support transaction will be identified as an 'ADD' and will be sent to the appropriate NSY/FRC site via DAAS.

C23.3.7. If no NSN is found in FLIS, the user will have the option to add a materiel master identified by an EBS assigned LSN. EBS has logic that defaults specific mandatory FLIS data elements, and prompts the user for those for which a default cannot be determined. EBS will then format an DLMS 832N IA Catalog Data Support transaction identified as an "ADD" and send it to the site identified by the user and also furnish a copy to the instance of DSS at the same site.

C23.3.8. <u>Materiel Identification</u>. Cataloging data will be categorized by two methods of materiel identification

C23.3.8.1. <u>Items identified by NSN</u>. For these, DLA will relay FLIS catalog information in the absence of a Navy-FLIS interface. DLA will also incorporate additional DLA/Navy unique content.

C23.3.8.2. <u>Items identified by LSN</u>. There will be four configurations of LSN materiel numbers within EBS.

C23.3.8.2.1. <u>Items Cataloged with an NSN but issued to the Navy by Unit of Use</u>. EBS will assign a unique LSN using the existing data associated with the original NSN. All transactions for this item will be recorded within EBS under the LSN. There will be a cross-reference on the materiel master from the LSN to the NSN, and on the NSN to the LSN. LSNs in this category will use the following construct: 5975-U0-000-1234.

C23.3.8.2.2. <u>Items Identified within a Navy System (e.g., Materiel Access Technology (MAT) or Manufacturing Resource Planning II (MRP II)) by LSN</u>. These LSNs will be migrated into EBS. EBS will continue to process transactions against these numbers and modification will be done through user unique screen application by end users. Updates will be sent to applicable sites based on these updates. LSNs in this category will use the following construct: 5315-L*-00-9876.

C23.3.8.2.3. <u>Items with no current LSN or NSN assigned to the Cage and Part Number combination within EBS or FLIS</u>. EBS will allow end users to create a materiel master for these items via the user unique screen application and systemically assign an LSN. Updates will be sent to applicable sites based on the initial creation and any subsequent updates based on end user input. These LSNs will be established based on Federal supply classification (FSC) with a serial number range of NL00000000001 through NL99999999999.

C23.3.8.2.4. <u>Hazardous Materiel under Hazardous Material Management System (HMMS)Control System (RHICS)</u>. For items for which a materiel master is needed to identify hazardous materiel under HMMS, an LSN identifying the HMMS cataloged or created "LLN" numbers will be used if no NSN is assigned. LSNs in this category will use the following construct: 6810-LL-N00-0001.

C23.3.8.2.4.1. EBS will determine if there is an existing materiel master record of the RHICS materiel beginning with LLN (first 3 digits). When there is an existing materiel master, user will be prompted to enter user unique data elements to extend MMR and EBS will return a DLMS 832N Catalog Data Support transaction identified as an "ADD" record containing all agreed to data elements to build a record in MAT and pass a copy to DSS.

C23.3.8.2.4.2. If no materiel master exists for the HMMS hazardous materiel, the user will be prompted for mandatory fields and user defined fields for new entries using the HMMS data base elements. The key is that only one HMMS LLN number will be used for like material, thereby having only one LLN number per hazardous materiel for all users. When the query is for an LLN, the DLMS 832N Catalog Data Support transaction will be an output transaction to MAT and a copy will be furnished to the applicable DSS site.

C23.3.8.2.5. Navy Nuclear Material numbers will be created in EBS, via the user unique screen application and the user will assign an "LLR" material number. These materials are unique and will only have one per material. LSNs in this category will use the following construct: LL-R**-****.

C23.3.8.3. <u>New Records</u>. Upon creation of new materiel identification content applicable to this process, EBS will build the materiel master, apply the catalog data to the identified sites (extend to the user sites), and format an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, that will be sent to the appropriate NSY/FRC site via Defense Automatic Addressing System (DAAS). EBS will provide a copy of DLMS 832N IA Catalog Data Support transactions for items identified as LSNs to the applicable DSS site.

C23.3.8.4. <u>Modified Records</u>. When the user entry modifies an existing record via the user unique screen application, ***the system will prompt*** the user to save changes. This will trigger EBS to generate a DLMS 832N Catalog Data Support transaction citing Catalog Purpose Code CC, Catalog Record Changed. This record will contain all applicable data elements to build a record within Navy systems (allowing overlay, vice transmission of only the modified content). If the change is to an existing LSN record previously provided to a DSS site, a copy of the change will also be furnished. ***The system receiving a transaction identified by Catalog Purpose Code CC that is unmatched to an existing record in the database will accept the transaction and process it as a new record.***[1]

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[1] ***Refer to ADC 1176. Staggered implementation applies.***

C23.3.8.5. Transaction Query. NSY sites will have the additional capability to inquire EBS materiel master records using an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code QU, Site Query for Catalog Record, to determine if NSN or LSN or CAGE Code and Part Number combination exists in the EBS data base when there is no existing record on the internal table within the NSY Navy system.

C23.3.8.5.1. If there is an existing materiel master within EBS for the inquired NSN, EBS will extend the materiel master to the inquiry site and return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, containing all mandatory data elements to build a record in the MAT system.

C23.3.8.5.2. If there is no materiel master within EBS for the inquired NSN, EBS will inquire FLIS. When the response is positive, EBS will build a materiel master and return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, containing all mandatory data elements to build a record in MAT system.

C23.3.8.5.3. If the response from FLIS for the inquired NSN is negative EBS will return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code NN, No record exists for NSN query. MAT will output for manual review.

C23.3.8.5.4. If there is an existing material master within EBS for the inquired LSN, EBS will extend the materiel master to the inquiry site and return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, containing all mandatory data elements to build a record in MAT system.

C23.3.8.5.5. If the response for the inquired LSN is negative EBS will return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code NL, No record exits for LSN query. MAT will output for manual review. The user may at this point enter data into the EBS user unique entry screen indicating the need to create a record.

C23.3.8.5.6. If there is an existing materiel master within EBS for the inquired 'Part Number/CAGE', EBS will extend the materiel master to the inquiry site and return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, containing all mandatory data elements to build a record in MAT system.

C23.3.8.5.7. If there is NO existing materiel master within EBS for the inquired 'part number/CAGE', EBS will invoke a query to FLIS.

C23.3.8.5.7.1 When the FLIS response is positive and only one NSN is returned, EBS will build the materiel master to the inquiry site and return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New

Catalog Record Added, containing all mandatory data elements to build a record in the MAT system.

C23.3.8.5.7.2. When the FLIS response is positive and multiple NSNs are returned, EBS will return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code MN: Multiple NSNs for Part Number/CAGE. MAT will output record for manual review. The user will determine which NSN is applicable for their use and will have the option to inquiry against the specific NSN or build the record through the EBS on-line input.

C23.3.8.5.7.3. When the FLIS response is negative, EBS will return an DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code NP, No NSN or LSN Found for Part Number/CAGE, to MAT for manual review.

C23.3.9 Special Processing at DAAS for Transactions to FRCs. In order to compensate for data mapping inconsistencies between DLA and the FRC, DAAS is required to apply special mapping logic to 832N transactions addressed to FRC locations. These transactions will be reviewed for drawing package information that must be re-used to create a unique part number/CAGE combination to be inserted in the outgoing transaction. The new part number (REF01 Code MF) will be created using existing data from the reference drawing number (REF01 Code QZ) or, if not available, the drawing number (REF01 Code DG). The associated manufacturer's CAGE (REF04-W7) will be created using the drawing CAGE (REF01 Code ZM).

C23.3.10. Unit of Use. Unique functionality to be added in support of the 2005 BRAC decision at the NSY and FRC sites is the ability to issue and store material at a quantity and unit of use less than the FLIS unit of issue. In these instances EBS will apply unique logic to create a materiel master with an LSN. This record will contain all applicable FLIS and user unique data elements copied from the original NSN. The EBS materiel master records for both the LSN and NSN will reference each other.

C23.3.10.1. EBS will create an LSN record for all NSN items identified with a unit of use upon data conversion as a base line. After initial conversion, these records will be based on either a requisition alert or funded requisition from any NSY or FRC site identifying a unit of use requirement. An DLMS 832N IA Catalog Data Support transaction record will NOT be generated to the NSY/FRC sites, but will be forwarded to the applicable DSS site.

C23.3.10.2. The DLMS 832N IA Catalog Data Support record will reflect the assigned LSN and Unit of Use as well as the associated NSN and FLIS unit of issue. DSS will build an internal table cross-referencing the NSN and the associated Unit of Use LSN, FLIS Unit of Issue and the Unit of Use.

C23.3.11. Substitute Cross Reference. EBS will provide catalog data reflecting substitute reference during the status process. This will occur for both DLA managed substitutions and for other Service managed substitutions.

C23.3.11.1. When EBS processes a request from an NSY or FRC and determines the primary materiel identification number (e.g., NSN) is not available but an approved substitute is available, EBS will provide 'BH' status and format an DLMS 832N IA Catalog Data Support identified as a substitute record reflecting the primary NSN and reference the substitute NSN.

C23.3.11.2. When EBS receives a 'BH' indicating DLA will be sent an item previously identified as a Navy suitable substitute for a DLA funded requisition, the status will prompt EBS to format a DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code SN, NSN Substituted, reflecting the primary NSN and referencing the substitute NSN when a materiel master already exists in EBS.

C23.3.11.3. When a materiel master for the substitute NSN does not exist in EBS, a materiel master record will be created. Any user unique data elements will be copied from the primary NSN specific to that site. A DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code SN, NSN Substituted, reflecting the primary NSN and referencing the substitute NSN will be forwarded to the applicable site for updating of Navy systems.

C23.3.11.4. EBS will not maintain a cross reference to other service managed NSNs pertaining to Substitution.

C23.3.12. <u>FLIS Change Notices</u>. EBS will be responsible for providing all change notices to the Navy BRAC 2005 SS&D sites. These change notices will be generated as a result of FLIS data changes. Anytime a FLIS recorded data element in EBS is modified, a DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code CC, Catalog Record Changed, will be sent to all FRC/NSY sites that the material has been extended to within EBS. The changed data element will not be specifically identified. Each FRC/NSY system will update internal records accordingly.

C23.3.12.1. NSN Replacement. When an NSN is specifically identified as a 'REPLACED BY' the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code RN, NSN Replaced, and both the former and new NSN will be identified. MAT and MRP II will update its systems as applicable for these records.

C23.3.12.2. When an NSN is specifically identified as 'DISCONTINUED' the DLMS 832N IA Catalog Data Support transaction will cite Catalog Purpose Code DN, NSN Discontinued; no Replacement. If a subsequent NSN is identified from the FLIS update, the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code NS, NSN Superseded, will contain both the former and new NSN. MAT and MRP II will update its systems as applicable for these records.

C23.3.12.3. When an NSN is specifically identified as 'When Exhausted use' the DLMS 832N IA Catalog Data Support transaction will cite Catalog Purpose Code RS, Use NSN When Exhausted, and both the former and new NSN will be identified on the DLMS 832N IA Catalog Data Support transactions. MAT and MRP II will update its systems as applicable for these records.

C23.3.13. Unanticipated Situations Impacting Catalog Transaction Exchange

C23.3.13.1. If the connection between DLA EBS and FLIS, via FLIS Portfolio Data Warehouse (FPDW) is down, EBS will initially respond with a 'Response Delayed' status and recycle the query until the FPDW connection resumes and then provide the appropriate status at that time. This process is identified by a DLMS 832N IA Catalog Data Support transaction citing Catalog Transaction Purpose Code RD.

C23.3.13.2. If an unexpected error occurs that is not accounted for by existing response codes, a response of "Manual Action Required" will be provided by EBS and the transaction will output for manual review. This process is identified by a DLMS 832N IA Catalog Data Support transaction citing Catalog Transaction Purpose Code AR.

C23.4. PROCEDURES – MARINE CORPS INTERFACE.

C23.4.1. Upon data conversion, all the current local stock numbers and non-DLA managed materiel masters from the MCMC systems will be migrated to DSS. This will provide a base line for the materiels currently used at all MCMC sites.

C23.4.2. The catalog data will be applicable to MCMC-assigned LSNs. Since DLA will be storing and distributing these items to industrial activities (IAs), DLA will have this data resident in the DSS and the MCMC will provide visibility and updates to these LSNs via the DLMS 832N IA Catalog Data Support transaction.

C23.4.3. Web-based Query. When new items are needed by any of these sites, the capability to create new material masters or update user defined data elements to existing material masters directly into MCMC systems through a user unique screen. This application within the MCMC systems will prompt users for mandatory fields and user defined fields for new entries, which may be optional depending upon the site application. The screen will allow the user to query the current MCMC data base and determine if an NSN or LSN already exists.

C23.4.4. If no NSN or LSN exists in the MCMC systems, the user will have the option to add a materiel master identified by a MCMC assigned LSN. MCMC systems have logic that will default specific mandatory data elements, and prompt user for those for which a default cannot be determined. MCMC systems will then format a DLMS 832N IA Catalog Data Support transaction and send to the site identified by the user.

C23.4.5. Materiel Identification. Cataloging data will be categorized by items identified by LSN where no NSN is assigned.

C23.4.5.1. Items currently identified within MCMC systems ((Industrial Logistics Support Management Information System), and MRP II) as an LSN will be migrated into DSS. DSS will continue to process transactions against these LSNs and modification will be done through user unique screen application maintained by the MCMC systems. Updates will be sent to applicable sites based on these updates.

C23.4.5.2. For items identified by contractor and Government entity (CAGE) and part number combination (with no LSN or NSN assigned) within MCMC systems, MCMC systems will allow end users to create a materiel master for these items via the user unique screen application and systemically assign an LSN. Updates will be sent to applicable sites based on the initial creation and any subsequent updates based on end user input. These LSNs will be established based on the FSC with a sequentially assigned number in the LSN NIIN.

C23.4.5.3. A cataloging action is not required to establish unit of use LSNs for NSN materiel or for non-NSN materiel previously assigned an LSN. A DLMS 846A Asset Reclassification action will be used to re-identify the materiel and trigger the creation of an item data record under the new LSN within DSS.

C23.4.6. <u>New Records</u>. Upon creation of new materiel identification content applicable to this process, MCMC systems will build the materiel master, apply the catalog data to the identified sites (extend to the user sites), and format a DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code AA, New Catalog Record Added, that will be sent to the DSS via DAAS.

C23.4.7. <u>Modified Records</u>. When the user entry modifies an existing record via the user unique screen application, ***the system will prompt*** the user to save changes. This will trigger the MCMC system to generate a DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code CC, Catalog Record Changed. This record will contain all applicable data elements to build a record within the DSS system (allowing overlay, vice transmission) of only the modified content. ***The system receiving a transaction identified by Catalog Purpose Code CC that is unmatched to an existing record in the database will accept the transaction and process it as a new record.***[2]

C23.4.8. <u>Deleted Records</u>. When the user entry deletes an existing record via the user unique screen application, the user will be prompted to save changes. This will trigger the MCMC system to generate a DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code DD, Catalog Record Delete. This record will contain all applicable data elements to delete a record within the DSS system

C23.4.9. <u>FLIS Change Notices</u>. DSS will be responsible for providing change notice information via catalog data support transactions to MCMC sites for changes related to the NSN itself. MCMC systems will be updated as applicable for these records.

C23.4.9.1. <u>NSN Replacement</u>. When an NSN is specifically identified as a 'REPLACED BY,' the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code RN, NSN Replaced, including the former and new NSN will be identified.

C23.4.9.2. When an NSN is specifically identified as 'DISCONTINUED' the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code DN,

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[2] ***Refer to ADC 1176***. ***Staggered implementation applies.***

NSN Discontinued; no Replacement, will be provided. If a subsequent NSN is identified from the FLIS update, the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code NS, NSN Superseded, will be provided containing both the former and new NSN.

C23.4.9.3. When an NSN is specifically identified as 'When Exhausted use' the DLMS 832N IA Catalog Data Support transaction citing Catalog Purpose Code RS, Use NSN When Exhausted, will be provided including both the former and new NSN.

C23.5. AIR FORCE GOVERNMENT FURNISHED PROPERTY ACCOUNTABILITY

C23.5.1. Air Force Background: The Air Force chartered the Government Furnished Property-Accountability (GFP-A) Capability Initiative to provide property accountability/control of Air Force-owned, contractor-managed and possessed property by implementing standard and integrated processes. This capability establishes and maintains accountable inventory records for GFP assets managed by the Air Force contractor inventory control points (CICPs), and makes them visible in the Air Force accountable property system of record (APSR).

C23.5.1.1. Air Force CICPs will use their own inventory management systems to send catalog data for local stock number (LSN) items to the Air Force APSR. The contractor is the source of this information, which is similar to standard catalog data. The Air Force APSR maintains the data fields used to track the contractor-provided catalog data. As the item manager, the Air Force CICP is responsible for identifying the appropriate values to be provided to the Air Force APSR. The Air Force APSR's asset master record must mirror the asset information in the CICP's IMS at all times.

C23.5.1.1.1. The Air Force CICPs will send catalog data when a new LSN is added to its contractual requirements, or when information for a previously assigned LSN changes. The Air Force CICP will transmit a DLMS 832N to the Air Force APSR after processing the update to reconcile the information between the two systems. The Air Force APSR will process the DLMS 832N and update its master record for the affected asset(s).

C24. CHAPTER 24

PRODUCT QUALITY DEFICIENCY REPORTING

C24.1. _PURPOSE_

C24.1.1.   This chapter replaces DLAR 4155.24/AR 702-7/SECNAVINST 4855.5 series/AFI 21-115/DCMA INST 1102, as the DoD Product Quality Deficiency Report (PQDR) process authoritative source for procedures pertaining to this process. DoD Components must first consult this chapter for PQDR process guidance before referring to DLAR 4155.24/AR 702-7/SECNAVINST 4855.5 series/AFI 21-115/DCMA INST 1102, pending full migration of guidance and the eventual cancellation of the Joint Service Regulation.

C24.1.2. _This chapter establishes policy, assigns responsibility, and implements procedures for a standard DoD PQDR method to identify, report, and resolve conditions affecting the warfighter._

C24.1.3. The DoD PQDR process requires DoD Components to capture and exchange product quality deficiency information to facilitate root cause determinations, corrective actions, reliability analysis, and recoupment actions (contractor caused deficiencies). **_When data is required to be exchanged across Component lines or between Enterprise Business System (EBS), Product Data Reporting and Evaluation Program (PDREP) and Joint Deficiency Reporting System (JDRS), the PQDR data exchanged will pass through the PDREP business rule validation protocol, DAAS, and be compliant with the DLMS 842P IC (Future implementation)._**

C24.1.4. _The DoD Component members of the PQDR Process Review Committee (PRC) will be identified on the PQDR PRC webpage of the Defense Enterprise Data Standards Office (DEDSO) website. The PQDR PRC is responsible for the development, expansion, improvement, maintenance, and administration of the systemic processing under the DLMS._

C24.2. _APPLICABILITY_

C24.2.1.   This guidance is applicable to all DoD Components responsible for reporting and processing PQDRs and requiring assistance from another DoD Component or **_Automated Information System (AIS)_** to process a PQDR. When more

than one DoD Component or AIS is involved in processing a PQDR, it is referred to as an inter-Service PQDR and must comply with inter-Service processing instructions contained in this document. It applies to all supply classes not specifically excluded from PQDR reporting.

C24.2.2. This guidance is applicable to new and newly reworked Government-owned products found to be deficient any time after Government acceptance. Submit PQDRs regardless of the product's inspection or acceptance location (source or destination). It also applies to products that were presented for Government destination acceptance, but later found to be deficient.

C24.2.3. This chapter does not apply to the following deficiencies:

C24.2.3.1. Products approved for local base or station buys, which are reportable under local procedures. This exclusion does not apply to local buys where the original source was GSA.

C24.2.3.2. Foreign Military Sales customers submit quality deficiencies using a Supply Discrepancy Report (SDR) which are processed in accordance with (IAW) DLM 4000.25, Volume 2, Chapter 17, C17.5.

C24.2.3.3. Subsistence materiel deficiencies (reported by the DoD Hazardous Food and Nonprescription Drug Recall System) IAW AR-40-660/DLAR 4155.26, DoD Hazardous Food and Nonprescription Drug Recall System.

C24.2.3.4. Unsatisfactory materiel whose condition results from improper handling or deterioration during storage (report following individual DoD Component procedures).

C24.2.3.5. Report all Supply Discrepancy Reports IAW DLM 4000.25, Volume 2, Chapter 17.

C24.2.3.6.   Transportation Discrepancy Reports (SF 361) to report transportation-type discrepancies, for example, shortages, losses, or damages in transit.

C24.2.3.7. Materiel that fails because of inadequate maintenance, improper operation, or normal wear and tear.

C24.2.3.8. Malfunctions involving the use of ammunition and explosives (report under individual DoD Component procedures). Report deficiencies involving ammunition and explosives under this regulation.

C24.2.3.9. Materiel for Navy Strategic Weapons Systems and the Navy Nuclear Propulsion Program.

C24.2.3.10. Excess or surplus property or billings for services, space, communications, and printing as covered in Title 41 CFR 101-26.802, Exclusions.

C24.3. POLICY

C24.3.1. It is DoD policy that DoD Components maintain and use a reliable and standard system for investigation of PQDRs. The system must exchange data across all DoD Components for product quality deficiency data reporting.

C24.3.2. DoD Components must submit PQDRs on new or newly reworked Government-owned products that do not fulfill their expected purpose, operation, or service. This applies to items that fail government receipt inspection regardless of where (source or destination) the product was inspected and accepted. This can be due to deficiencies in design, specification, materiel, software, manufacturing process, workmanship, or any combination. These include premature failure of items within a warranty period or specified performance. Submit PQDRs for items suspected or found to be counterfeit.

C24.3.3. If a PQDR appears to be related to suspect counterfeit, counterfeit, or fraud, notify all appropriate parties (as required in DoDI 4140.67), including counsel at the level where it was discovered, to determine appropriate actions before proceeding with processing the PQDR. The contractor will not be notified of the impending investigation until counsel provides guidance on how to proceed.

C24.3.4. DoD Components must report deficiencies that occur in weapon systems, consumable/repairable items, and spare/repaired parts, Government-owned products used during development/test, items supplied as Government-Furnished Property, or deficiencies in any other items not specifically excluded by paragraph C24.2.3. to the DoD Component that is the Action Point of the deficient item. The DoD component should not initiate contact or investigation with the supplier/vendor of the deficient materiel activity without prior coordination with Action Point.

C24.3.5. Include defects in materiel bought or repaired through contract methods such as Contractor Logistics Support or Prime Vendor and covered by a contractual or implied warranty in the reporting requirements of this regulation.

C24.3.6. Submit PQDRs on defective items, even if they are usable. PQDRs shall be submitted for all defective materiel regardless of the dollar value of the item.

C24.3.7. Report Category I PQDRs within 24 hours after discovery. Report Category II PQDRs within three calendar days after discovery. Note: Report deficiencies (Category I or Category II) discovered during facility shutdown, weekends, or holidays on the next operating day.

C24.3.8. If the defect adversely affects safety, classify it as a Category I PQDR. Also, classify defective Critical Safety Items (CSIs) that adversely affect safety as a Category I PQDR. Classify deficiencies on CSIs that do not affect safety as Category II PQDRs.

C24.3.9. Report deficient Government Furnished Property to the appropriate DoD Component issuing the contract. When a contractor is not contractually obligated to write PQDRs, the Government representatives will complete and submit the PQDR for deficiencies found by those contractors. The Screening Point for these PQDRs will be the sponsoring DoD component.

C24.3.10. DoD Components will investigate PQDRs to determine the cause of the deficiency using all available methods to avoid closing a PQDR with an undetermined cause. Correct the existing deficiency, provide disposition instructions for deficient materiel, and identify actions to prevent recurrence of deficiencies, before closing PQDRs.

C24.3.11. DoD Components will provide guidance and training to DoD Component personnel using the DoD Component's AIS.

C24.3.12. Develop processes to address quality, engineering, maintenance, supply, financial, and acquisition system interfaces to establish proper controls over reported materiel, including exhibits. Controls may include:

C24.3.12.1. Supply due-in records and materiel accountability following DLM 4000.25, whenever directing materiel for movement or suspended from issue or use until resolution of a PQDR. To ensure receipt to the correct owner and promote tracking of exhibits, systems must provide supply transactions inclusive

of those listed below. Additionally, improve Defense Logistics Management System (DLMS) transactions to identify the relevant PQDR Report Control Number (RCN).

      C24.3.12.2. Prepositioned materiel receipt.

      C24.3.12.3. Shipment status and materiel returns shipment status, as applicable.

      C24.3.12.4. Receipt transactions for returned exhibits transmitted to the owner by each custodial activity.

      C24.3.12.5. Materiel release orders for directed movement of exhibits for purposes of test/evaluation, repair, or disposal.

      C24.3.12.6. Financial adjustment in accordance with DLM 4000.25, Volume 4, Military Standard Billing System – Finance. Note that credit will not be given until a valid requisition number is provided and all exhibits requested are returned to the issuing contracting agency or evidence of disposal provided.

      C24.3.12.7. Materiel marking in accordance with MIL-STD-129. Additionally, mark exhibits for shipment and storage IAW disposition instructions provided by the Action Point.

      C24.3.12.8. Internal controls in accordance with DoD Directive 5010.40, Managers Internal Control Procedures.

   C24.3.13. Preparation of PQDRs may also entail reporting of quality deficient stock under materiel returns or warranty programs to give credit. Originators should check their applicable DoD Component policy, and supplementing instructions to this regulation for guidance.

   C24.3.14. Processing times in this regulation and supplementing instructions are standards. Performing a thorough investigation is paramount. DoD Components must thoroughly investigate PQDRs and ensure that they are not closed prematurely because of time. If an investigation cannot be completed within the timeline standard, the Component will submit an interim reply, documenting the cause of the delay to the next level of interest.

   C24.3.15. When item management of an item transfers to a different DoD Component, PQDR processing responsibilities will be IAW DoDM 4140.26,

Volume 2. DoD Integrated Materiel Management for Consumable Items: Logistics Assignments.

C24.3.16. PQDRs will not be closed until final disposition instructions are provided for all exhibits/materiel associated with the PQDR.

C24.3.17. Due to an identified OPSEC requirement, PQDRs have been designated as controlled unclassified information (CUI) and must be identified as CUI. Physical handling and electronic transmission of PQDRs must comply with DoD rules for this level of sensitive unclassified information, to include proper labeling, protection, and encryption of communication.

C24.3.18. This chapter also provides an overview of the DLMS 842P transaction exchange **(Future implementation)** supporting the PQDR program. Under DLMS, the PQDR will be considered a common logistics information exchange to be integrated with transaction processing through DAAS. The DoD approved standard for electronic transmission of PQDR transactions is prescribed by the DLMS 842P Implementation Convention (IC) using a Web Service XML transaction format. The DLMS 842P, Standard PQDR, will be employed for transactional exchange and is available via the Implementation Convention/DLMS IC page of the Defense Enterprise Data Standards Office (DEDSO) website.

C24.3.18.1. PQDR Inter-Service (PQDR II) data exchange is required IAW DLMS 842P. Data required in each transaction is defined in the DLMS 842P IC. All transactions will have the ability to provide attachments as needed. The PQDR II will allow users to query the transaction history by RCN, use the system inbox to view pending incoming transactions, and the system outbox to view pending outgoing transaction.

C24.4. ROLES AND RESPONSIBILITIES

C24.4.1 All PQDR Processing Points are Responsible for:

C24.4.1.1. When product deficiencies are suspect counterfeit, counterfeit, or unauthorized product substitution, immediately inform local counsel and provide a copy of the PQDR. Also notify Originating, Screening, Action and Support Points as applicable. Do not discuss PQDRs related to suspect counterfeit, counterfeit, or unapproved product substitution with the contractor without guidance from local counsel and investigative agencies.

C24.4.1.2. Review and correct the PQDR as necessary for completeness, validity, and accuracy. Obtain necessary information for completing all mandatory fields in their AIS for PQDR processing. Ensure all attachments, documents and PQDRs contain the correct controlled unclassified information (CUI) before transmitting to the next point in the PQDR process. The term "any available supporting documentation" means any supporting documentation such as photos, video, test reports, and or objective quality evidence etc.

C24.4.1.3. Ensuring all PQDR actions are completed including acknowledgements, interim and final replies to the correct processing point.

C24.5. PROCEDURES

C24.5.1. PQDR Overview. The Originator/Originating Point discovers a deficiency and submits the PQDR to the appropriate Screening Point. The Screening Point reviews the initial submission **to ensure it is complete, accurate, and meets the necessary criteria for further investigation by an Action Point.** The Action Point will either investigate the report or assign the report to a Support Point to assist with the investigation. When required, the PQDR exhibits are moved between the exhibit holder and the investigating point. Throughout the investigation process, each point sends interim responses and other routine correspondence transactions to keep each interested activity and AIS updated with the current investigation status.

C24.5.2. Originator:

C24.5.2.1. For instances where the Originator and Originating Point are the same entity, they will perform the responsibilities of both PQDR originating activities.

C24.5.2.2. Secure and segregate all perceived deficient materiel, including PQDR exhibits, as Supply Condition Code (SCC) "Q." Note: DoD Components may use other suspended supply conditions such as SCC "L" pending implementation of SCC "Q." EXCEPTION: If an item is urgently needed, it may be repaired to a usable condition if it does not adversely affect safety.

C24.5.2.3. When necessary to repair the item due to shortages and or mission priorities, provide the deficiency information to the Originating Point. Include full details of the deficiency, the repair, and any supporting documentation.

C24.5.2.4 Failure to submit supporting documentation, Ready-For-Issue (RFI Tag) or Certification of Conformance (if applicable), the original Issue Release or Receipt Document Number (DD Form 1348-1A), packaging label, photos of the materiel, and the contract number (if applicable) may result in premature record closure without an investigation being performed and/or loss of credit for the defective materiel.

C24.5.2.5. Process and forward PQDRs IAW local command policy.

C24.5.3. <u>Originating Point</u>:

C24.5.3.1 Communicate with Originator and Screening Points.

C24.5.3.2. Review the PQDR information and communication for completeness and accuracy. Verify PQDR validity and return inaccurate reports to the originator.

C24.5.3.3. Assign PQDR Category. Add any additional information when available. Provide as much information as possible, but do not delay PQDR submittal because of missing data that is not mandatory.

C24.5.3.4. Include the original requisition document number on all PQDRs. When the original document number is missing, the Originator or Screening Point will assign a constructed document number following DLM 4000.25 Volume 4, Chapter 4. Credit or replacement is not authorized for constructed document numbers.

C24.5.3.5. Attach supporting documentation (including any available shipping information) if received outside of the AIS or if originator could not attach at time of submittal.

C24.5.3.6. Request credit, replacement, repair, or if PQDR is for information only, select "other" and explain the reason on the SF-368.

C24.5.3.7. Ensure AIS assigns RCN for PQDR processing. The RCN is a unique alphanumeric control number to each report. Use the RCN in all communications.

C24.5.3.8. When the address of the activity holding the exhibit is different from the PQDR Originator's address: Provide POC, phone, email

address, the address and commercial telephone number of the exhibit holding activity within the PQDR.

C24.5.3.9. Handle exhibits as follows:

C24.5.3.9.1. The Originating Point will hold exhibits until the appropriate exhibit dispositions are received. If more than 30 days go by without instructions, contact the appropriate Screening Point.

C24.5.3.9.2. The exhibit holding activity will comply with the shipping instructions.

C24.5.3.9.3. Do not repair exhibits within 30 days unless critical mission requirements dictate. In such instances, begin action to hold evidence of the deficiency through photographs, test reports, or other means, to include with the PQDR.

C24.5.3.9.4. Wait for exhibit disposition prior to returning deficient materiel. When DLA directs the return of PQDR exhibits to a DLA distribution center, and the exhibits are a DLA managed item, the exhibits are receipted into DLA ownership using information included on the exterior of the package that includes a DLA document number, the PQDR report control number, the NSN, and a barcode.

C24.5.3.9.5. Clearly mark the package exterior on one side "PQDR EXHIBIT/RCN" and, when applicable, "Warranty Item." Mark two other sides of the exterior of the package in bold letters "PQDR EXHIBIT." When shipping the exhibit to a contractor, mark the package exterior, "Only Open in the Presence of a Government Representative" when exhibits are requested by the support point. Further guidance is delineated in DLM 4000.25, Volume 2, Chapter 13 Materiel Receipt.

C24.5.3.9.6. The Originating Activity is responsible for transportation costs for shipping an exhibit to the investigation point (for example, contractor, or Support Point) unless alternate arrangements are provided. Request either the contractor or the exhibit holder pay transportation costs for return of the exhibit.

C24.5.3.9.7. <u>Requests to Return Materiel Upon Completion of Investigations</u>. The Originating Point must inform the Action Point at the time of submission whether they want the materiel returned at the completion of

the investigation when submitting a PQDR using a constructed requisition number. In situations where credit or replacement of materiel is not authorized due to the inability to locate the original requisition document, the Originating Point will be liable for the return transportation costs.[1]

> **C24.5.3.9.8. Inform the Screening Point via the AIS when the exhibit(s) ships. Identify the PQDR RCN, materiel, shipment date, quantity, and ship to information at a minimum.**

C24.5.4. <u>Screening Point</u>:

> **C24.5.4.1. Communicate with Originating and Action Points.**

> **C24.5.4.2. AIS acknowledges receipt of PQDRs.**

> **C24.5.4.3. Validate the PQDR to ensure accurate and complete information.**

> **C24.5.4.4. If the Screening Point determines that the PQDR is invalid, close it and inform the Originating Point why it was determined to be invalid.**

> **C24.5.4.5. If the Screening Point determines the PQDR is repetitive, have the Originator consolidate the exhibits or materiel into one PQDR.**

> **C24.5.4.6. Verify PQDR category and recategorizes when appropriate.**

> **C24.5.4.7. Determine if the materiel is contractually warranted. If so, classify materiel as warranty in the AIS, annotate the PQDR as under warranty, and ensure exhibits are packaged and marked IAW warranty instructions.**

> **C24.5.4.8. Generate a constructed document number if the original document number is missing IAW with DLMS Volume 4 Chapter 4.**

> **C24.5.4.9. Manage the PQDR to include review all correspondences, inform the originating point of PQDR progress, and forward interim replies.**

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[1] **References PDC 1411A Discontinue Credit/Replacement for Constructed Document Numbers**

C24.5.4.10. Provide ~~final~~ replies to include send Originating Point an explanation of invalid determination, resolve differences with Action Point, request disposition instructions if they are not included.

C24.5.4.11. Forward PQDR to Action Point.

C24.5.5. <u>Action Point</u>:

C24.5.5.1. Communicate with Screening Points and Support Point to include, for example, interim replies: CAT I – 20 days / CAT II – 30 days to the screening point and originator at a minimum. Provide final investigative results to the screening point and originator.

C24.5.5.2. AIS acknowledges receipt of PQDRs.

C24.5.5.3. Determine if item was ordered on a commercial contract and may only require a contractor to rework, replace item, or provide refund. In this case, do not investigate.

C24.5.5.4. Based on contract, determine the place of inspection and acceptance (I/A).

C24.5.5.5. Conduct an independent investigation to determine the need for investigation by Support Point.

C24.5.5.6. Alert all stakeholder DoD components of suspect materiel, requesting suspension or screening when necessary. If other stakeholders contain same materiel, request quantity of materiel.

C24.5.5.7. Forward PQDR and supporting documentation to Support Point when necessary.

C24.5.5.8. AIS will notify Support Point of deficient materiel quantity variations.

C24.5.5.9 Control scope of investigation and use all reasonable measures to determine the root cause of the deficiency, the necessary corrective actions, and the actions needed to prevent reoccurrence.

C24.5.5.10. Provide disposition instructions to all stakeholders.

C24.5.5.11 Facilitate exhibit shipment requests.

C24.5.5.12. Review Support Point final investigation replies for adequacy and resolve differences when necessary.

C24.5.5.13 Provide final disposition instructions to Support Point, when necessary.

C24.5.6. Support Point:

C24.5.6.1. Communicate with Action Point to include, for example, interim replies: CAT I – 20 days / CAT II – 30 days to the screening point and originator at a minimum.

C24.5.6.1.1 Communicate with contractors on all issues as necessary.

C24.5.6.2. AIS acknowledges receipt of PQDRs.

C24.5.6.3. Request exhibits when required.

C24.5.6.4. Notify Action Point of receipt of exhibits.

C24.5.6.5 Request contractor investigation.

C24.5.6.6 Perform independent investigation of government records and reports.

C24.5.6.7. Ensure contractor's investigation addresses root cause, corrective action, and when applicable preventative actions.

C24.5.6.8. Document investigation results including summary codes in the AIS.

C24.5.6.9. Attach all supporting documentation to PQDR.

C24.5.6.10. Provide interim replies for status updates to Action Point at 30 day intervals minimum.

C24.5.6.11. Request final disposition instructions if not previously provided.

C24.5.6.12. Provide final disposition instructions to the contractor.

C24.5.6.13 Forward final replies to Action Point.

C24.6. PQDR *842P DLMS TRANSACTION SET* OVERVIEW.

C24.6.1. Detailed Requirement. When data is required to be exchanged across Component lines or between EBS, PDREP and JDRS, the PQDR data exchanged will pass through the PDREP business rule validation protocol, DAAS, and be compliant with the DLMS 842P IC (Future implementation). The sending system is responsible for complying with the DLMS 842P IC format and including the applicable data elements. The report control number (RCN) is the key identifier for each unique PQDR and will be perpetuated with each transaction. PDREP will validate each transaction for required data elements and reject incomplete or non-compliant transactions to the sending system. In addition, PDREP will maintain a transaction history and a composite record of the **A**IS having received a prior transaction for each RCN. PDREP history tracking will be by Transaction Set Purpose Code data exchanges. History tracking will display both the Transaction Set Purpose Code as well as the description of the transaction. Additionally, transactions that require a specified data element accompany that transmission, as described in Appendix 7.27 of this DLMS Volume, will also display the data element name, code and code description. PDREP will route a copy of all subsequent transactions to the **A**IS.

C24.6.1.1. PQDR Transaction Sets. The PQDR transaction set is used to move all PQDR data as listed in DLMS 842P *(Future implementation)* between the various PQDR processing points (Originator/Originating Point, Screening Point, Action Point, and Support Point). It is also used to facilitate PQDR exhibit movement, and exchange pertinent correspondence and/or data regarding a PQDRs status (i.e., interim responses, general correspondence, etc.). The DLMS 842P IC, PQDR Data Exchange, replaces system unique transactions currently used to exchange PQDR data by providing the DOD Components with a standard electronic transmission method for PQDR data exchange between *AISs*.

C24.6.1.2. PQDR Movement Transactions. The DLMS 842P moves the PQDR between the different investigating points. PQDR Inter-Service data exchange is required IAW DLMS 842P. Data required in each transaction is defined in the DLMS 842P IC. All transactions will have the ability to provide attachments as needed.

C24.6.1.3. The procedure by which PQDR processing points may update any data element and at what point in the PQDR process is also defined in the DLMS 842P

IC. For inter-Service PQDRs, communication both to and from Originators must only be sent to the Screening Point for evaluation regardless of transaction code. PQDR processing points can only directly communicate with the processing point immediately preceding or following them. Additional business rules can be found in Appendix 7.27 of this volume.

    C24.6.2. Product Data Reporting and Evaluation Program (PDREP). The term PDREP refers to both the overall business process and supporting automation, including both direct web input and transaction exchange. PDREP promotes continuous process improvement of supply chain processes within the DoD for increased **materiel** readiness by providing a means to hold external DoD suppliers and internal supply chain stakeholders accountable. PDREP-AIS formerly known as the Product Quality Deficiency Report Inter-service Interface (PQDRII), is the DoD's PQDR system of record. PDREP-AIS supports DLMS implementation that enables PQDR transaction exchange; provides a web-based entry method to assist users who are not supported by another DLMS-compliant PQDR application; and provides visibility of PQDRs for research and trend analysis via management report/query capability. PDREP-AIS will allow users to query the transaction history by Report Control Number (RCN), view a composite of the PQDR, and provide central points of contact in the event of a transaction failure.

    C24.6.2.1. The PDREP-AIS PQDR application automates the Standard Form (SF) 368 paper form, facilitating the DoD standard transactional exchange described above. It brings the PQDR into an integrated transactional environment, supporting both direct input (under Component business rules) and transaction exchange originating within Component applications. PDREP-AIS facilitates communication and interoperability between U.S. Military, Federal Agencies, Contractors, and the International Logistics Control Office (ILCO) on behalf of the Security Assistance customer. It controls routing of web submissions and logistics transactions according to established business rules. It supports information exchange between the customer, the Inventory Control Point (ICP)/Integrated Materiel Manager (IMM), the Originating Point, Screening Point, Action Point, Support Point, Contractor, and other Stakeholders. It encompasses many transaction types between multiple parties to include, but not limited to, new report submission, correction/modification, cancellation, follow-up, requests for reconsideration (rebuttals), and PQDR investigation results (including interim responses, additional information requests, and resolution responses), in addition to the capture of report and response management statistics. Access to PDREP PQDR management reports requires submission of a User Access Request (UAR) to the PDREP System home page.

C24.6.2.2. PDREP provides an automated process for tracking PQDR response information. Data collected will enable the DOD to identify trends **of** volume and dollar values of PQDRs. This allows users to bring management attention to problems with materiel quality and supplier performance information as necessary; improving the requisitioning and distribution process within logistics operations. This process provides an effective means to report, resolve, and measure deficiencies related to supply chain performance.

C24.6.2.3. The DOD requirement is that paper submission of PQDRs and non-DLMS compliant PQDR applications will be fully phased out with migration to DLMS. By exception, until electronic reporting under DLMS is universally available, PQDRs and associated responses may be reported via hard-copy SF 368, ***encrypted*** email, through customer service help lines or any other manner acceptable to the submitter and recipient. All manner of inter-service transactional reporting must meet the criteria described in this chapter.

C24.6.2.4. DoD Components with an established interface with PDREP, through DAAS for PQDR processing, will designate primary and alternate representatives for the Component PQDR AIS to the PDREP System Administrator. These representatives will be notified via email when catastrophic transactional failures occur during PDREP business rule validation protocols. Catastrophic transactional failures are those that are so severe that PDREP will not generate a Transaction Set ***(TS)*** Purpose Code (T***S***-44) and corresponding Reject Advice Code. Components will provide name, telephone, and email address to the PDREP System Administrator, and to the DAAS.

C24.6.2.5. Systemic update of the PDREP-AIS for exhibit tracking is provided as a by-product of standard logistics transactions. When received at a distribution center, the receipt transaction will identify the PQDR RCN and an information copy of the receipt will be provided. Similarly, when a DLMS shipment status transaction is prepared for the shipment of an exhibit, the shipment status will perpetuate the PQDR RCN from the release order. When the Support Point returns the PQDR back to the Action Point because the exhibit(s) was not received, control of the PQDR transfers back to the Action Point. If the exhibit(s) arrives at the contractors facility after the PQDR was returned by Support Point to the Action Point, and the PQDR is currently located at the Action Point, the Action Point should rebut (T***S***-RR) the PQDR back to the Support Point for processing; if the PQDR is located at the Screening Point or was closed, the Screening Point reopens (T***S***-RO), if necessary, and rebuts (T***S***-RR) the PQDR to the Action Point level.

C24.6.2.6. Services/Agency information systems may perform additional tasks within their information systems as long as they do not interfere with the DoD processing of inter-Service PQDRs. Data elements may only be updated by personnel processing PQDRs at the point in the PQDR Timeline process flow IAW DLMS 842P IC.

C24.6.2.7. DLA will not reopen a PQDR investigation after 180 days of sending a Completion Notification (T*S*-CN) Final Reply with no response (action) by the Screening Point. On day 181 or later, a new PQDR (RCN) would need to be issued referencing the old RCN, if further action by the Action Point or Support Point is required

C24.6.2.8. When it is determined that credit should be issued after the PQDR has been closed by all parties, the Originator or Screening Point must submit a new PQDR and reference the original PQDR RCN.

C24.7. Product Quality Deficiency Investigative Closing Requirements.

C24.*7*.1. Input by either the PQDR Action Point or Support Point, the information to be entered in each data element is dependent upon the type and cause of the deficiency, and the information requested may not be appropriate in all cases. The information requested is typical when the cause of the deficiency is due to non-conformance with contract requirements. The investigative closing codes provide specific details about the findings of the investigation. Together these codes make up seven segments of investigation related data forming a nine-character code referred to as the Summary Code. All segments of the investigative closing codes must be completed prior to the Action Point submitting a Final Reply. Failure to complete each of these data elements by the Action Point will result in the transaction being rejected.

C24.7.1.1. The seven segments of closing data include (1) defect responsibility, (2) severity of the defect, (3) broad classification of the cause, (4) detailed cause of the defect, (5) preventative action taken because of the defect, (6) corrective action taken for the defective materiel, and (7) disposition of the deficient materiel. A complete list of investigative closing codes can be found in Appendix 7.27 of this this Volume.

C25. CHAPTER 25

SECURITY ASSISTANCE PROGRAM

C25.1 <u>GENERAL</u>

C25.1.1. <u>Purpose</u>. The provisions of Military Standard Requisitioning and Issue Procedures (MILSTRIP) apply to all phases of requisitioning and issue to support the Security Assistance Program (also known as the Security Cooperation Program); however, this chapter provides special procedures and instructions for preparing and processing foreign military sales (FMS) and Grant Aid requirements (see Appendix 7.19), which are exceptions to other areas of the manual.

C25.1.2. <u>Transactions</u>. This chapter addresses the procedures and applicable transactions relevant to Security Assistance. See the Defense Enterprise Data Standards Office Website for available formats on the DLMS IC page. The corresponding MILSTRIP legacy 80 record position transaction functionality is also provided for ease of interpretation by DLMS users and to support those working in a legacy environment. In addition to the listed MILSTRIP legacy transactions, the DLMS formats may incorporate functionality to support Component-unique transactions as noted in the implementation convention.

C25.1.2.1. The Requisition Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0). This transaction provides the functionality of MILSTRIP legacy document identifier codes (DIC) A01, A02, A04, A05, A0A, A0B, A0D, and A0E.

C25.1.2.2. The Passing Order Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BM. This transaction provides the functionality of MILSTRIP legacy DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E.

C25.1.2.3. The Referral Order Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN. This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E.

C25.1.2.4. The Requisition Modification Transaction is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM. This transaction provides the functionality of MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

C25.1.2.5. The Requisition Follow-Up Transaction is identified by the DLMS 869F by beginning segment (1/BSI08/020 Code IN. This transaction provides the functionality of MILSTRIP legacy DIC AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE.

C25.1.2.6. The Supply Status Transaction is identified by the DLMS 870S by three different beginning segment (1/BSR01/020) Transaction Type Codes.

C25.1.2.6.1.   Transaction Type Code 4 – Response to Requisition. This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C25.1.2.6.2.   Transaction Type Code 5 – Notice of Response to Direct Vendor Delivery. This transaction provides the functionality of MILSTRIP legacy DIC AB1, AB2, AB3, and AB8.

C25.1.2.6.3.   Transaction Type Code 6 – Notice of Response to Supply Assistance. This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C25.1.2.7. The Shipment Status Transaction is identified by the DLMS 856S by beginning segment (1/BSN06/0200 Code AS. This transaction provides the functionality of MILSTRIP legacy DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8.

C25.1.2.8. The Notice of Availability Transaction is identified by the DLMS 856N by beginning segment (1/BSN06/0200 Code AD. This transaction provides the functionality of MILSTRIP legacy DIC AD1, AD2, AD3, AD4, and ADR.

C25.1.2.9. The Notice of Availability Reply Transaction is identified by the DLMS 856N by beginning segment (1/BSR01/20 Code 8. This transaction provides the functionality of MILSTRIP Legacy DIC AD5.

C25.2. REQUISITION FORMATS

C25.2.1. Requisitions for FMS and Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and Grant Aid requisitions are listed in the designated appendices and in the military assistance program address directory (MAPAD) found in DLM 4000.25 Volume 6, Chapter 3, together with their meanings and applications. Specific FMS and Grant Aid requisition entries are as follows:

C25.2.1.1. Grant Aid

C25.2.1.1.1. Requisitioner Field (first six positions of the document number). All Grant Aid requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the SC implementing agency and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. DLM 4000.25 Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD); DoD 5105.38-M, Security Assistance Management Manual (SAMM); and DoD 7000.14-R, DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C25.2.1.1.1.1. The first position will contain the FMS and Grant Aid service assignment code (Appendix 7.2) of the SC implementing agency responsible for administering the Grant Aid Program line.

C25.2.1.1.1.2. The second and third positions will contain the SC customer code (Appendix 7.18)[1].

C25.2.1.1.1.3. The fourth position will contain the mark-for code, also known as the in-country code, to indicate the recipient or place of discharge within the country/activity (see MAPAD), with the exception of DLMS 511R (MILSTRIP legacy DIC A05/AOE) Requisition with Exception Data containing special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a requisition may contain a zero in the fourth position of the requisitioner field. The special instruction will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of Requisitions with Exception Data will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in the MAPAD.

C25.2.1.1.1.4. The fifth position will contain a numeric zero (0).

C25.2.1.1.1.5. The sixth position will contain the appropriate Grant Aid type of assistance/financing code (Appendix 7.19).

C25.2.1.1.2. <u>Supplementary Address Field (six character field)</u>

C25.2.1.1.2.1. The first position will contain Y to indicate that the data entered in the second through sixth positions are nonsignificant to the overall systems but are to be perpetuated in all subsequent documentation.

C25.2.1.1.2.2. The second through fifth positions will contain the record control number (RCN). This number is assigned by the appropriate Service activity and is constructed as follows:

C25.2.1.1.2.2.1. The first position of the RCN will contain the last digit of the program year in which the requisitioned item was approved and funded.

C25.2.1.1.2.2.2. The second through fifth positions of the RCN will contain the four-position program line item number (alpha/numeric) of the program.

C25.2.1.2. <u>Foreign Military Sales</u>

C25.2.1.2.1. <u>Requisitioner Field (first six positions of the document number)</u>. All FMS requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the requisitioning country or international organization and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. DLM 4000.25 Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD); DoD 5105.38-M, Security Assistance

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[1] Refer to Approved Defense Logistics Management Standards (DLMS) Change (ADC) 448B

Management Manual (SAMM); and DoD 7000.14-R, DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C25.2.1.2.1.1. The first position will contain the FMS and Grant Aid Service assignment code (Appendix 7.2) of the SC implementing agency responsible for administering the FMS case.

C25.2.1.2.1.2. The second and third positions will contain the SC customer code (Appendix 7.18) [2].

C25.2.1.2.1.3. The fourth position will contain the mark-for code, also known as the in-country code . This code will be assigned and recognized in conjunction with the FMS offer release option code and the freight forwarder/country representative (FF/CR) code; see explanation in paragraph C25.2.1.2.3.. When a mark-for code is not applicable, a zero must be entered.

C25.2.1.2.1.4. The fifth position will contain the FMS delivery term code (see DTR 4500.9-R, "Defense Transportation Regulation" (DTR) or DLMS Dictionary Logistics Data Resources Management System (LOGDRMS) for code definition and applicable values) to convey the point of delivery condition negotiated under the case agreement, and must correspond to delivery terms specified in the applicable letter of offer and acceptance.

C25.2.1.2.1.5. The sixth position will contain the appropriate FMS type of assistance/financing code (Appendix 7.19).

C25.2.1.2.2. <u>Supplementary Address Field (SUPADD) (six character field)</u>. Use of the legacy SUPADD will be retained until full DLMS implementation by all trading partners. DLMS transactions will carry redundant mapping of the discrete data element content concatenated to configure the SUPAAD.

C25.2.1.2.2.1. The first position will contain the security assistance program customer service designator (derived from Appendix 7.2). This is the customer country's requisitioning Service, which is published in the DLMS Dictionary and MAPAD.

C25.2.1.2.2.2. The second position will contain the applicable FMS offer release option code (A, Y, or Z) or Code X to denote that the United States is responsible for transportation arrangements as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the case agreement. FMS offer release option codes are listed in DLMS Dictionary and DLM 4000.25, Volume 1, Appendix 2, Definitions with explanations of their application and recognition under FMS offer and release procedures.

C25.2.1.2.2.3. The third position will contain the FF/CR code to designate the recipient of shipments and documentation as published in the MAPAD.

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[2] Ibid.

This entry or the use of code X or W will be applied and recognized in conjunction with the mark-for code entry as explained in Paragraph C25.2.1.2.3.

C25.2.1.2.2.4. The fourth through sixth positions will contain the specific SC case designator consisting of a three-position alpha/numeric code. The first position must be alphabetic, and the second and third positions may be alphabetic or numeric. All correspondence (such as letters and messages) must include the appropriate case identifier composed of the two-digit SC customer code, one-digit SC implementing agency code, the three-digit case designator, and the three-digit SC case line item identifier as part of the identification data.

C25.2.1.2.3. <u>Designation of Shipment Addresses for Foreign Military Sales</u>. The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in mark-for and FF/CR, respectively. The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes must not be utilized in requisitions until such time as the codes and corresponding addresses are published in the MAPAD.

C25.2.1.2.3.1. The Defense Automatic Addressing System (DAAS) will reject Requisitions, Referral Orders, Passing Orders, Requisition Follow-Ups, and Requisition Modifications containing Military Assistance Program Address Codes (MAPAC) that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting International Logistics Control Office (ILCO) using DLMS 870S (MILSTRIP legacy DIC AE9 Supply Status with Supply Status Code DP.

C25.2.1.2.3.2. The inventory control points (ICP) may reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO using DLMS 870S (MILSTRIP Legacy DIC AE3) Supply Status with Supply Status Code CX. This includes requisitions with exception data directing materiel to various shipping points.

C25.2.1.2.3.3. When shipment is to be made to a FF/CR or to a point designated by a FF/CR in response to a notice of availability (NOA), a specific code other than an X or W will be entered in the third position of the supplementary address. In this instance, the ship-to address will be the address listed in the MAPAD for the FF/CR or the address provided in response to the NOA. The mark-for address will be the address listed in the MAPAD for the code in the mark-for field (fourth position of the requisition document number). For those countries that do not publish clear-text addresses for mark-for codes, there will be no mark-for address, but supply and shipping activities will perpetuate the mark-for code in all related documentation. When a mark-for code is not applicable, a zero will be entered.

C25.2.1.2.3.4. When shipment is to be made to an assembly point or staging area, an XW will be entered in the second and third positions of the supplementary address and a clear-text address will be conveyed in a requisition with

exception data. See paragraph C25.2.1.2.3.2. The mark-for field, if required, will designate the mark-for address.

C25.2.1.2.3.5. When shipment is to be made to an address within the customer country, an XX will be entered in the second and third positions of the supplementary address and the in-country ship-to address will be the address listed in the MAPAD for the designated mark-for code. See paragraph C25.2.1.2.4.3.

C25.2.1.2.3.6. The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in the second and third positions of the supplementary address.

C25.2.1.2.4. <u>FMS Offer Release Option Codes</u>

C25.2.1.2.4.1. FMS offer release option codes are used in requisitions for shipments to be made or offered to FF/CRs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements. FMS Offer release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both the second and third positions of the supplementary address are used to denote shipment addresses.

C25.2.1.2.4.2. FMS offer release option codes and their explanations are listed in DLMS Dictionary and further clarified in DLM 4000.25, Volume 1, Appendix 2, Definitions.

C25.2.1.2.4.3. If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments are to be accomplished by the U.S. Service, an X will be entered in second position of the supplementary address in lieu of an FMS offer release option code. When an X is authorized and entered in second position of the supplementary address, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in the third position of the supplementary address.

C25.3. <u>REQUIRED AVAILABILITY DATES</u>

C25.3.1. Requisitions for FMS and Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until required availability dates (RADs) become effective. In FMS cases, compute the RAD by adding the lead time stated on the letter of offer and acceptance (LOA) to the date of acceptance by the purchaser. For Grant Aid, compute the RAD by adding the ICP determined lead time to the date of the order.

C25.3.2. The requisition RAD is a three position value consisting of the character A in the first position followed by the number of months remaining from the date of the requisition to the computed RAD in the second and third positions. The RAD is identified in the DLMS 511R Requisition by the Date/Time segment (2/G6201/80 Code

BD; in MILSTRIP legacy DIC A0_ transactions, it is identified in rp 62-64.   The concatenated RAD value enables the source of supply, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps ensure that materiel requirements are ready for delivery by the approved RAD. The actual date for calculation of the RAD will be the last day of the month depicted by the RAD entries in the requisition. Shipment of materiel will be made at the time of initial requisition processing to the extent that releasable assets are available, regardless of the number of lead time months shown in the RAD entry. Materiel not immediately available should be acquired and shipped by the last day of the month depicted by the RAD entries. However, depending on availability, materiel may be acquired and shipped after the RAD expires and cancellations are submitted. Appropriate status will be provided to the address(es) designated in the requisition.

C25.3.3. For Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the Service/Agency (S/A) Departments will place a RAD on the requisitions for major items, and the associated support equipment and initial issue parts, as determined by the S/A.

C25.3.4. RAD time begins with the date of the requisition (i.e., the date contained in the requisition document number (See Appendix 7.14)) and does not have the effect of holding release of the materiel.

C25.3.5. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DLMS 870S Supply Status (MILSTRIP legacy DIC AE_) with Supply Status Code BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's source of supply will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished to the ILCO by letter, message, or DLMS 870S Supply Status (MILSTRIP legacy DIC AE_) with Supply Status Code B3.

C25.3.6. An extended required delivery date (RDD) in an FMS requisition will be expressed with the letter S in the first position, followed by the number of months from the date of the requisition before which delivery is required in the second and third positions. The extended RDD is identified in the DLMS 511R Requisition by the special requirements code (2/LQ01/140 Code AL); in MILSTRIP legacy DIC A0_ transactions it is identified in rp 62-64.

C25.3.6.1. The release date is defined as five days prior to the last day of the month indicated in the last two positions of the extended RDD. Releasable assets will be held until 50 days prior to the last day of the indicated month.

C25.3.6.2. In the case of DLA support, the extended RDDs will cause intentional holding of support. For those orders, the support date is calculated externally by DAAS upon receipt of the transaction and fed to DLA (RIC SMS). DAAS sends RIC SMS the actual Standard Delivery Date, which in the case of extended RDDs will cause the order to go into BP status and be held until 50 days prior to the release date.

C25.4. REQUISITION PREPARATION AND SUBMISSION

C25.4.1. Requisitions will be prepared and transmitted by Security Assistance countries and security assistance organizations (SAO) to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and Grant Aid requisitions to the appropriate source of supply in the prescribed DoD MILSTRIP format.

C25.4.2. Requisitions prepared by the U.S. Service for FMS and Grant Aid requirements will be transmitted to the appropriate source of supply in the prescribed MILSTRIP format.

C25.4.3. ILCOs will enter a cooperative logistics program support category code (CLPSC) (Appendix 7.22) to applicable requisitions and passing orders, in order to convey programmed/non-programmed status of a requisition to an ICP/integrated materiel manager (IMM). The CLPSC is identified in the DLMS 511R Requisition by the cooperative logistics program support code (2/LQ01/140 Code 89) ; in MILSTRIP legacy DIC A0_ transactions it is identified in rp 72. Supply support provided under cooperative logistics supply support arrangement (CLSSA) agreements is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces, within assigned priority (based upon force or activity designator (F/AD)) and with all other coding being equal. However, such support cannot be provided if it will impair the combat effectiveness of U.S. Forces. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, sources of supply will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead times are considered to be "un-programmed" requirements. Un-programmed CLSSA requisitions and passing orders will contain CLPSC 2 (Appendix 7.22). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and passing orders are considered to be "programmed" requirements and will contain CLPSC 1. If the requisition does not identify a CLPSC code, the ICP/IMM will process it as an un-programmed requirement.

C25.4.4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more

than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP transportation control numbers (TCN) that occur when the number of shipment units exceeds 25 and that cause a loss of identity to the shipment. The DoD Components must specify the items of equipment to which the quantity restriction applies. Generally, these items are equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each constitutes a single shipment unit.

C25.4.5. SA requisitions (identified by Service/Agency Code B, D, I, K, P, or T in the document number) will be reviewed for appropriate PD assignment by the ILCO prior to release. Specific procedures to accomplish this may be deferred until implementation of the Defense Security Assistance Management System (DSAMS). SA will not be revalidated by DAAS against the established edit table. However, any SA requisitions with PD 01, 04, or 11 will be displayed as suspected abuse in the Unauthorized Priority Designator Report under the appropriate Service/Agency heading with no activity name.

C25.4.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution

C25.4.6.1. Under the Security Cooperation Enterprise Solution (SCES) interim state logistics routing solution, if the Security Cooperation (SC) case designator indicates the FMS case is managed by SCES, the ILCO management information system will recode the FMS or Grant Aid requisition as a passing order (DIC A3_) and update the transaction with the applicable Defense Security Cooperation Agency (DSCA) RIC, distribution code, and fund code values based on the SC implementing agency code.[3]

C25.4.6.2. After validation, SCES will convert the passing order to a requisition and transmit the FMS and Grant Aid requisitions to the appropriate source of supply.[4]

C25.5. <u>STATUS IN GENERAL</u>

C25.5.1. Sources of supply will provide status only to the ILCO or other monitoring activities identified by the distribution code. The DLMS 870S (MILSTRIP legacy DIC AE3) will be used to provide supply status, and the DLMS 856S (MILSTRIP legacy DIC AS3) will be used to provide shipment status in response to follow-ups. However, the DLMS 870S (MILSTRIP legacy DIC AE8)/DLMS 856S (MILSTRIP legacy DIC AS8) will be used for status initiated by the source of supply or as otherwise delegated. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

C25.5.2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through DAAS.

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[3] Refer to Approved DLMS Change (ADC) 1177.
[4] Ibid

C25.5.3. Status to FMS customers is sent to the MAPAD type address code (TAC) 4 country status recipient.

C25.5.4. Status to Grant Aid customers is sent to the MAPAD TAC 3 purchaser/in-country SAO status recipient.

C25.5.5. The media and status (M&S) entry should be zero to preclude unnecessary status output. The transmission medium is determined by DAAS.

C25.6. STATUS UPON REQUISITION INITIATION OR SUBMISSION

C25.6.1. General. Status is provided by the ILCO to the customer when the requisition enters the supply system.

C25.6.2. Service Initiated Requisitions. When FMS requisitions are prepared and introduced by a U.S. Military Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Military Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for Continental United States (CONUS)-generated Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO.

C25.6.2.1. For MILSTRIP legacy DIC AE_, the supply status will contain code A, B, D, or E in the third position of the DIC to reflect the type of stock number being requisitioned.

C25.6.2.2. The latest available unit price should be entered in the DLMS 870S in the Baseline Item Data segment (2/PO104/150); in MILSTRIP legacy DIC AE_ transactions, it is identified in rp 74-80; however, this is an optional entry depending on the capability of the involved Military Service.

C25.6.2.3. Status Code BU will be entered in the DLMS 870S in the status code 2/LQ01/330 Code 81); in MILSTRIP legacy DIC AE_ transactions, it is identified in rp 65-66.

C25.6.2.4. The estimated shipping date (ESD) may be left blank. If provided, it is entered in the DLMS 870S in the Date/Time Reference segment (2/DTM01/240 Code 369; in MILSTRIP legacy DIC AE_ transactions, it is identified in rp 70-73.

C25.6.3. Customer Initiated Requisitions

C25.6.3.1. When country prepared FMS requisitions are forwarded to sources of supply by the ILCO, a DLMS 870S (MILSTRIP legacy DIC AE2) citing Status Code BW will be provided to the customer.

C25.6.3.2. When Grant Aid requisitions prepared by the in-country SAO are forwarded to sources of supply by the ILCO, a DLMS 870S (MILSTRIP legacy DIC AE1) citing Status Code BW will be provided to the customer/SAO.

C25.6.3.3. The latest available unit price may be entered in the DLMS 870S in the Baseline Item Data segment (2/PO104/150); in MILSTRIP legacy DIC AE_ transactions, it is identified in rp 74-80.

C25.6.3.4. The ESD may be left blank. If provided, it is entered in the DLMS 870S in the Date/Time Reference segment (2/DTM01/240 Code 369; in MILSTRIP legacy DIC AE_ transactions, it is identified in rp 70-73.

C25.7. FOLLOW-UPS AND STATUS RESPONSES

C25.7.1. As authorized, follow-ups, modifiers, and cancellations for FMS and Grant Aid transactions may be submitted by the CR or in-country SAOs to the sources(s) designated by the individual U.S. Military Service administering the FMS case or Grant Aid program line.

C25.7.2. When follow-ups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

C25.7.3. FMS requisition status will be provided in the DLMS 870S Supply Status (MILSTRIP Legacy DIC AE2) or the DLMS 856S Shipment Status (MILSTRIP legacy DIC AS2).

C25.7.4. Grant Aid requisition status will be provided in the DLMS 870S (MILSTRIP Legacy DIC AE1) or DLMS 856S (MILSTRIP legacy DIC AS1).

C25.7.5. When current status information is not available on requisitions that were submitted to the supply system, the ILCO/monitoring activity may transmit the follow-up to the appropriate source of supply or provide interim status to the customer pending completion of ILCO/monitoring activity follow-up action. In either case, a supply status document containing Supply Status Code BW or BM (as indicated by the U.S. Military Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated follow-ups.

C25.7.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution. Under the SCES interim state logistics routing solution, the ILCO management information system will forward follow-ups, modifiers, and cancellations to the applicable DSCA RIC based on the SC implementing agency code if the SC case designator indicates the FMS case is managed by SCES.[5]

C25.8. CANCELLATION AND REJECTION STATUS

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[5] *Ibid*

C25.8.1. Cancellation and rejection status from the source of supply will be provided to the ILCO/monitoring activity using the DLMS 870S (MILSTRIP legacy DIC AE3) and the appropriate status code.

C25.8.2. DLMS 870S (MILSTRIP Legacy DIC AE1/AE2) supply status transactions will not be produced by the source of supply on FMS and Grant Aid requisitions.

C25.9. <u>STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY</u>

C25.9.1. When FMS requisitions are processed and a NOA is forwarded to the FF/CR, a DLMS 870S (MILSTRIP legacy DIC AE2) supply status transaction containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded.

C25.9.2. The BL status advises that the item is available for shipment and was offered to the FF/CR on the date entered in the DLMS 870S in the Date/Time Reference segment (2/DTM01/240) Date/Time Qualifier 169 – Product Availability Date; in MILSTRIP legacy DIC AE2 transactions, it is identified in rp 70-73.

C25.10. <u>MODIFICATION OF FOREIGN MILITARY SALES OFFER RELEASE OPTION OR FREIGHT FORWARDER/COUNTRY REPRESENTATIVE</u>

C25.10.1. Unusual circumstances may require a change in the country FMS offer release option code or FF/CR code for an FMS case or for individual requisitions within an FMS case. When this condition exists, either FMS customers or ILCO/monitoring activity may initiate a DLMS 511M (MILSTRIP legacy DIC AM_) Requisition Modification to change the coded data in FMS requisitions that have been released to the supply system.

C25.10.2. FMS requisition modification transactions will be initiated under standard MILSTRIP procedures. Entries in the requisition modifier transaction may differ from those in the original requisition only to reflect changes to one or any combination of the following:[6]

C25.10.2.1. Media and status, Industry Code segment (2/LQ01/140 Code DF) (MILSTRIP legacy rp 7)

C25.10.2.2. FMS offer release option code, Industry Code segment (2/LQ01/140 Code 95) (MILSTRIP legacy rp 46)

C25.10.2.3. Freight forwarder, Industry Code segment (2/LQ01/140 Code A6) (MILSTRIP legacy rp 47)

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[6] Revised requisition modifier procedures last reported as not implemented by the United States Marine Corps (USMC). Refer to AMCL 123C.

C25.10.2.4. Signal code, Industry Code segment (2/LQ01/140 Code DE) (MILSTRIP legacy rp 51)

C25.10.2.5. Fund code, Accounting Data segment (2/FA201/286 Code B5) – Fund Code (MILSTRIP legacy rp 52-53)

C25.10.2.6. Distribution code, Industry Code segment (2/LQ01/140 Code AK) (MILSTRIP legacy rp 54)

C25.10.2.7. Project code, Industry Code segment (2/LQ01/140 Code 78) (MILSTRIP legacy rp 57-59)

C25.10.2.8. Priority designator, Industry Code segment (2/LQ01/140 Code 79) (MILSTRIP legacy rp 60-61)

C25.10.2.9. Required availability date, Date/Time segment (2/G6201/80 Code BD) (MILSTRIP legacy rp 62-64)

C25.10.2.10. Advice code, Industry Code segment (2/LQ01/140 Code 80) (MILSTRIP legacy rp 65-66)

C25.10.3. Modifiers that change the country FMS offer release option or FF/CR must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges that may accrue. To limit manual processing and avoid additional contract charges, modifiers that change the country FMS offer release options or FF/CRs should be submitted only when the change is mandatory. When LOAs have not been amended to reflect the changes, FMS customers must coordinate with the Service ILCO/monitoring activity before requesting requisition modification.

C25.11. <u>RELEASE OF FOREIGN MILITARY SALES SHIPMENTS</u>[7]

C25.11.1. <u>General.</u> U.S. shipping activities use the NOA to notify the designated FF/CR addressee and the International Logistics Control Office (ILCO) (identified by the SC Implementing Agency) that materiel is ready for shipment.

C25.11.1.1. The procedures for releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in the FMS offer release option field of requisitions or related transactions. The exceptions to use of the FMS offer release option code in the release of shipments are:

C25.11.1.1.1. When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released automatically without an NOA and should be either insured, certified, or registered. Evidence of shipment must be provided for all FMS shipments regardless of shipment

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[7] Refer to ADC1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply. DLMS implementation for SCES may be delayed until fully fielded to all the ILCOs (estimated for January 2019)

size, weight, or value. Classified shipments always require use of an NOA, as indicated below.

C25.11.1.1.2. When an export release is required from the Military Surface Deployment and Distribution Command (SDDC) under DTR 4500.9-R, Chapter 203 (Shipper, Transshipper, and Receiver Requirements and Procedures), the shipping activity will submit a request for export release to the SDDC Operations Center before shipment. An NOA will be furnished to the FF/CR and will indicate that an export release has been requested. The export release provided by the SDDC releasing authority will include shipping instructions as coordinated with the FF/CR.

C25.11.1.1.3. When the shipping activity determines a need for a high degree of protection or control, or FMS Offer Release Option Code Z is indicated, the shipment must not be made until a response from the NOA is received. Examples of a shipment requiring a high degree of protection or control include materiel that is dangerous/hazardous, or sensitive; these types of shipments may not require an export release. Note that FMS offer release option Z procedures must be followed if any unusual transportation factors apply. This includes oversize or overweight shipments, hazardous materiel shipments, classified shipments, sensitive shipments, and ammunition, arms and explosives shipments or any other factor that mandates coordinated release procedures (this does include Canada).

C25.11.1.1.4. From SDDC, an NOA will be furnished to the FF/CR and the shipment will be held pending receipt of release and shipping instructions from the FF/CR. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD.

C25.11.1.2. For shipments not subject to the exceptions outlined in Paragraph C25.11.1.1., the entry in the FMS offer release option field will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. For FMS offer release options Y and Z, notification to the designated FF/CR is required prior to release of the shipment. For FMS offer release option A or X, the shipment will be released automatically, without providing an NOA to the FF/CR.

C25.11.1.3. U.S. shipping activities use the NOA to notify both the designated FF/CR addressee and the ILCO that materiel is ready for shipment. A manual NOA will be prepared for all FMS purchases except those customers specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, Defense Enterprise Data Standards Office. All purchasers requesting the mechanized NOA will be identified in this paragraph. Procedures for NOA preparation are contained in Paragraphs C25.11.2. and C25.11.3.

C25.11.1.4. The NOA will identify the TCN assigned to the shipment, which will be created in accordance with guidance in DTR 4500.9-R, Appendix L. The manual or mechanized NOA document will be assigned an NOA notice number to reflect the number of times the NOA has been sent to the FF/CR.

C25.11.1.5. <u>ILCO Notifications</u>.

C25.11.1.5.1. To provide the ILCO visibility to NOAs, shipping activities will send a DLMS 856N (No MILSTRIP Legacy DIC equivalent for this notification process) to the ILCO, even if a manual DD Form 1348-5 was sent to the FF/CR.

C25.11.1.5.2. The ILCO will be identified as a party to receive copy in the DLMS 856N. The ILCO will be identified by the SC Implementing Agency Code in the first position of the document number. Authorized SC Implementing Agency codes are restricted to those identified in Appendix 7.2. When the ILCO is identified as a party to receive copy, DAAS will route a copy of the DLMS 856N to the Security Cooperation Enterprise System (SCES). SCES will then have the ability to associate NOA information with the applicable ILCO and FMS Case Designator.

C25.11.1.5.3. For those systems not capable of sending a mechanized NOA, send an information copy of the NOA to the ILCO via offline methods (e.g., phone, fax, email).

C25.11.2. <u>Manual Notice of Availability</u>

C25.11.2.1. DD Form 1348-5, Notice of Availability/Shipment, will serve as a cover document for individual copies of DD Form 1348-1A, DD Form 250, or DD Form 1149 applicable to each line item in a shipment unit. Together, these documents comprise the original NOA. The data to be entered on DD Form 1348-5 (See Appendix 6.4) are those that describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned "CONSIGNEE INFORMATION" will be completed by initiating activities. All data blocks are self-explanatory, except that the "NOA Notice Number" reflects the number of times the NOA has been sent to the FF/CR. The TCN block represents the transportation control number, which is the TCN assigned to track the shipment. The shipping activity must complete the "SPECIAL REQUIREMENTS" section for materiel discussed in Paragraph C25.11.1.1.3. The manual NOA will be mailed to the notice recipient specified in the MAPAD, except that the NOAs covering classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 is as follows:

COPY NO.	USAGE
1	Retained by the shipping activity pending receipt of shipment release instructions.
2, 3	Furnished to the appropriate FF/CR address (as designated in the MAPAD to receive the NOA) for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the FF/CR. Copies of the DD Form 1348-1A, DD Form 250, or DD Form 1149 will accompany the DD Form 1348-5.

C25.11.2.2. Replies to manual NOAs will be performed by two different methods, contingent on the need for an export release. When an export release is required, the FF/CR will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with the SDDC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instructions on the third copy, which will be returned to the shipping activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipping activities will not split shipment units identified by shipment unit numbers to accommodate shipments or deliveries to multiple points. Instructions to FF/CRs regarding replies to NOAs will specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

C25.11.2.2.1. The complete name and address of the consignee except when materiel will be picked up by the FF/CR.

C25.11.2.2.2. The date materiel is to be shipped or the date the materiel will be picked up by the FFCR.

C25.11.2.2.3. The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive materiel on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

C25.11.2.3. In instances where the shipment does not require an export release or the shipping activity determines there is no requirement for a high degree of protection or control and the FMS offer release option Y is indicated for the materiel, the shipment will be released to the FF/CR on the 15th calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the SDDC releasing authority, and if such instructions are not received within 15 calendar days after the NOA date, follow-up to both SDDC and the ILCO in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection or control or FMS offer release option Z is indicated, the shipment must be held pending receipt of release and shipping instructions from the FF/CR. If an NOA response is not received within 15 calendar days of the NOA date, the shipping activity will send a follow-up to the designated NOA recipient using the same TCN. The duplicate NOA will be annotated with the number 2 in the NOA Notice Number field to denote the second communication of the NOA and to indicate that release has been delayed due to non-response to the original NOA. Two copies of the annotated DD Form 1348-5 (Notice of Availability/ Shipment), together with the applicable DD Form(s) 1348-1A, DD Form(s) 250, or DD Form(s) 1149 will be held as a record of the non-response to the original NOA. If no response is received within 15 calendar days of the follow-up NOA, another follow-up will be sent with the number 3 in the NOA Notice Number field to indicate that release continues to be delayed due to non-response to the original and follow-up NOAs. File copies will be updated to reflect the non-response and submission of a second follow-up. Simultaneous with the second

follow-up, the appropriate ILCO will be contacted (offline) for assistance and follow-up action to obtain the NOA response. Upon receipt of the offline contact from the shipping activity, the ILCO must intervene, on behalf of the shipping activity, to obtain a response to the NOA so the open shipment action can be closed. NOTE: This follow-up procedure does not apply to Delivery Term Code (DTC) 8 releases. DTC 8 releases involve materiel, usually Sensitive Arms, Ammunition and Explosives, which follow special export procedures that require more time to process than can be encompassed by the above follow-up procedure.

C25.11.3. <u>Mechanized Notice of Availability</u>. Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is indicated in requisitions or when an export release is required. The mechanized NOA consists of the following documents:

C25.11.3.1. The initial DLMS 856N (MILSTRIP legacy DIC AD1 and ADR) contains both shipment unit information and line item information as contained in the DD Form 1348-1A. When an export release is not required, indicate in the DLMS 856N beginning segment (1/BSN07/020 Code ENR); for MILSTRIP legacy transactions, use DIC AD1. When an export release is required, indicate in the DLMS 856N beginning segment (1/BSN07/020 Code ERR); for MILSTRIP legacy transactions, use DIC ADR. When export release instructions have not been received within 15 days of the NOA date, a follow-up will be made to the SDDC releasing authority. If the FMS offer release option Y applies, do not prepare or transmit to the FF/CR a DLMS 856N Delay NOA (MILSTRIP legacy DIC AD3). When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the initial NOA date, prepare and transmit a DLMS 856N Delay NOA citing beginning segment (1/BSN07/020 Code D50); for MILSTRIP Legacy transactions, a DIC AD3 will accompany the delay NOA detail documents.

C25.11.3.2. The DLMS 856N FMS NOA contains line item information as contained in the issue/release document (e.g., the MRO or DD Form 1348-1A). For MILSTRIP legacy transactions, the initial detail document contains a DIC AD2. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the NOA date, a DLMS 856N Delay NOA will document all the line items using the hierarchical level loop (2/HL03/010 Code I); for MILSTRIP legacy transactions, a DIC AD4 will be prepared for each initial detail document that accompanied the initial key document.

C25.11.3.3. The DLMS 870N Notice of Availability Reply (MILSTRIP Legacy (DIC AD5) will always be used when replying to a mechanized NOA other than those requiring export release. When replying to a DLMS 856N (MILSTRIP legacy DIC ADR), the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the SDDC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOAs other than those requiring export release, the following rules apply:

C25.11.3.3.1. When shipment release is to be made to the addresses identified by coded entries in the MAPAD, the NOA Reply will contain a Shipment Release Code R in the industry code segment (2/LQ01/145 Code 96). For MILSTRIP legacy DIC AD5, the Shipment Release Code R is conveyed in rp 60.

C25.11.3.3.2. When shipment release instructions are being mailed under separate cover, the NOA Reply will contain a Shipment Release Code E in the industry code segment (2/LQ01/145 Code 96). For MILSTRIP Legacy DIC AD5, the Shipment Release Code E is conveyed in rp 60. The shipment release instructions may be communicated by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with FMS offer release option Y. Otherwise, the shipment will be released automatically to the appropriate address contained in the MAPAD. The S/A implementation of these procedures will provide for such replies to be transmitted to the activity designated by the Routing Identifier Code (RIC) contained in the DLMS 856N Name segment (2/N101/220 Code CI). For MILSTRIP legacy NOA documents, the RIC is in rp 4-6.

C25.11.3.3.3. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel that will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new DLMS 856N NOA (MILSTRIP legacy DIC AD1 and AD2 or ADR and AD2).

C25.11.3.3.4. Shipments from Procurement. RESERVED.

C25.11.3.3.5. Storage or staging charges may accrue when a NOA response (or failure to respond) requires the items to be held for an extended period of time. Any storage costs are charged to the FMS case.

C25.12. <u>CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES AND GRANT AID SHIPMENTS</u>

C25.12.1. <u>Consolidation Requirements</u>. The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units.

C25.12.1.1. <u>Exception to Consolidation</u>. Requisitions beginning with an N (Not Mission Capable Supply (NMCS)) or E (Anticipated Not Mission Capable Supply (ANMCS)) in the Special Requirements Code or containing the value 777 (N or E in MILSTRIP Legacy rp 62, or 777 in rp 62-64), will not be held for consolidation, but the NOA requirements remain in effect.

C25.12.1.2. <u>FMS Assembly Shipment Consolidation Eligibility</u>. FMS assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC customer code, mark-for code, FMS delivery term code, Security Assistance program customer service designator (in-country service

code), FMS offer release option code, FMS FF/CR code, FMS case and case line number, project code (if applicable), priority designator (PD), and distribution code.

C25.12.1.3. <u>FMS Non-Assembly Shipment Consolidation Eligibility</u>. The criteria for FMS non-assembly shipments are the same as for FMS assembly shipments with the following exceptions: non-assembly shipments may be consolidated regardless of case line number (CLN) and the distribution code is not considered.

C25.12.1.4. Grant Aid assembly and non-assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC customer code, mark-for code, Grant Aid type of assistance/financing code, project code (if applicable), and PD.

C25.12.1.5. Consolidation will also be limited by the following conditions:

C25.12.1.5.1. Physical characteristics of items should be compatible with other items in the same shipment unit.

C25.12.1.5.2. Explosives or other dangerous articles must not be consolidated with other items.

C25.12.1.5.3. Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction, or requiring movement as a single shipment unit must not be consolidated with other line items.

C25.12.1.5.4. Radioactive or magnetic materiel must not be consolidated together or with other materiel.

C25.12.1.5.5. When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container must be marked under the multipack requirements of MIL-STD-129, "Military Standard Marking for Shipment and Storage."

C25.12.2. <u>Address Marking</u>. The manner of designating ship-to and/or mark-for addresses in requisitions is described in paragraph C25.2.1.2.3. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings must be obtained from the MAPAD.

C25.12.3. <u>Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page</u>. All references in this chapter to DD Form 1348-1A and DD Form 1348-2 and its distribution will by direct association also apply to its continuation page as described in Chapter 29. The continuation page contains encoded information for the automated processing of multiple serialized items in a shipment.

C25.13. DOCUMENT DISTRIBUTION

C25.13.1. Military Assistance Program Grant Aid Documents

C25.13.1.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of DD Form 1348-1A, Issue Release/Receipt Document. See Figure C25.F1.

C25.13.1.2. DD Form 250. On direct deliveries from vendors, a copy of DD Form 250, Material Inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

C25.13.2. Foreign Military Sales Documents. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD. See Figure C25.F1. For shipments requiring an NOA, three copies of DD Form 1348-1A will accompany the NOA.

Figure C25.F1. Distribution of DD Form 1348-1A

DOCUMENT	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A	Three	Two copies must accompany all shipments. A minimum of one copy must be on the outside if not in conflict with other applicable directives. The original must be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).

C25.14. SPECIAL GRANT AID PROCEDURES

C25.14.1. When issues of excess materiel are made in support of reimbursable Grant Aid requisitions, the following actions must be initiated:

C25.14.1.1. Change signal code to D.

C25.14.1.2. Furnish BN supply status to designated address(es).

C25.14.2. When issues of DoD Defense Working Capital Fund (DWCF) stocks are made in support of reimbursable Grant Aid requisitions, type of assistance/financing code C is currently being used. DWCF activities are billing for those after the fact.

C25.15. <u>CANCELLATION OF REQUISITIONS</u>

C25.15.1. The rules governing cancellation of requisitions (see DLM 4000.25 Volume 2, Chapter 4, Paragraphs C4.4., C4.7.24, and C4.7.25) apply to FMS and Grant Aid except for special procedures herein.

C25.15.2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/programs are to be canceled, the canceling Agency/activity will submit single-line cancellation requests under the appropriate Service policy.

C25.15.3. FMS/Grant Aid single-line cancellation requests will be processed under DLM 4000.25 Volume 2, Chapter 4, Paragraph C4.7.24., except that:

C25.15.3.1. No tracer action will be initiated for FMS shipments to foreign purchasers that move in commercial transportation channels to commercial freight forwarders; they are therefore not available for cancellation after turnover to the commercial transportation carrier, post office, or freight forwarder. For shipments that have already shipped, storage activities will furnish supply sources with a DLMS 856S shipment status (MILSTRIP Legacy DIC AU_).

C25.15.3.2. Sources of supply must advise the ILCO of contractual agreements that will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO decides whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellations or diversions must be provided to the source of supply by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

C25.15.4. FMS/Grant Aid mass cancellation requests will be processed under DLM 4000.25 Volume 2, Chapter 4, Paragraph C4.7.25, except that Security Assistance Program mass cancellation requests will be submitted with the required codes for identification of one of the following, for which cancellation of all requisitions is requested:

C25.15.4.1. SC implementing agency code and SC customer code

C25.15.4.2. SC implementing agency code and SC customer code and project code

C25.15.4.3. Federal supply classification (FSC) or federal supply group (FSG) when associated with a SC implementing agency code and SC customer code

C25.15.5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs

incident to actual diversion/cancellation of FMS requisitions will be charged under DoD 7000.14-R, "DoD Financial Management Regulation."

C25.15.6. Grant Aid shipments that meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the pre-designated storage sites of the canceling Service by the Defense Transportation Service (DTS). Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of DoD 5105.38-M, "Security Assistance Management Manual" (Part II).

C25.15.7. Navy-sponsored FMS shipments from vendor sources will be diverted to pre-designated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/General Services Administration (GSA) storage activities will be diverted under DLM 4000.25 Volume 2, Paragraph C4.7.25.10.

C25.16. REPAIR AND REPAIR/REPLACE PROGRAM

C25.16.1. General. Purchasing countries can establish FMS cases to get items repaired, most commonly at the depot level. Purchasing country repair requirements are integrated with the repair programs of the military services and are accomplished by organic military repair facilities (i.e., Army maintenance depots, Air Force logistics centers, Naval aviation depots, Naval shipyards) or by civilian contractors. There are two concepts used in obtaining repairs under the FMS repairable program:

C25.16.1.1 Repair and Return. The FMS customer must request approval for repair through the ILCO from the item/repair manager before shipping materiel to the U.S. for repair. After receiving approval and shipping instructions from the item manager, the purchaser ships the materiel to the designated repair facility where it is entered into the repair queue. After repairs are completed, the item is shipped back to the FMS customer. In the repair and return program, the cost to the country is the actual cost of the repair in accordance with DoD 7000.14-R, Financial Management Regulation (FMR), Volume 15, Chapter 7.

C25.16.1.2 Repair and Replace. Under the repair and replace program, the unserviceable item is returned to the repair activity and, if it can be economically repaired or overhauled, a replacement item is issued from the U.S. Military Service's stocks. The country's unserviceable item is repaired or overhauled and returned to the U.S. military service's stocks. Under this program, countries are charged the estimated average cost of repairs (also referred to as net cost or exchange price).

C25.16.2. Repair Service Value. The repair service value is the cost to repair or replace an FMS-origin item returned by an FMS customer. The estimated or actual repair unit cost, as appropriate for the type of repair program, will be identified for use in specific business processes including status, shipment, and preparation of the

subsequent billing statement by Defense Finance and Accounting Services (DFAS). If actual cost varies among multiple items in a shipment, off-line manual processing may be used to communicate the applicable values.

C25.16.2.1. <u>Supply Status</u>. When supply status (DLMS 870S/DIC AE_) is provided in association with a repair or repair/replace program, the repair service unit cost will be provided in place of the unit cost for the NSN (MILSTRIP legacy rp 74-80).

C25.16.2.2. <u>Materiel Release Order (MRO)</u>. When the repaired or replacement item is located in a DoD storage activity, the activity directing shipment must include the repair service unit cost on the release order (DLMS 940R/MILSTRIP legacy DIC A5_) so that it can be perpetuated to the shipment documentation. The Air Logistics Complex has comparable ability via direct interface with a shipping Distribution Depot; for non-Air Logistics Complex locations, offline communications will be required to convey the repair cost information to the depot.

C25.16.2.3. <u>Shipment Document</u>. The repair facility and/or the storage activity will include the estimated or actual repair service unit cost on the shipping document. This is required for U.S. Customs export purposes. For DoD storage activities, the repair service value will be perpetuated from the MRO and will be properly identified on the DD 1348-1A/2 (see Appendices 6.1, 6.35, and 8.48).

C25.17. <u>RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL</u>

C25.17.1. Discrepancies in FMS shipments are reported on a Supply Discrepancy Report (SDR) (via SF 364, Report of Discrepancy, or equivalent under DLMS), by the receiving FMS customer through the applicable ILCO. The required data entries and procedures for processing SDRs are provided in DLM 4000.25, DLMS Manual Volume 2, Chapter 17.

C25.17.2. When it is determined that materiel reported on an SDR is to be returned to U.S. supply systems stocks, the U.S. source of supply will provide the SDR reply to the applicable ILCO for distribution to the FMS customer. The source of supply or the applicable ILCO will prepare DD Form 1348-1A to be used to return the materiel. The prepared form will contain entries shown in Appendix 8.50. All DLA shipments resulting in an SDR due to a wrong item received will be returned to a CONUS DLA depot as part of the SDR process.

C25.17.3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways:

C25.17.3.1. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

C25.17.3.2. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

C25.17.3.3. The transshipment point should be a U.S. Activity located in the FMS country that submitted the SDR and/or be reasonably accessible to the FMS country.

C25.17.3.4. At a minimum, the transshipment point will provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. source of supply, the appropriate CR listed in the MAPAD, and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the source of supply.

C25.17.3.5. Coordination between the U.S. source of supply and the ILCO is required prior to initial designation as a transshipment point of an S/A other than that of the source of supply.

C25.17.3.6. When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the FF/CR to the activity designated in Block 3 of DD Form 1348-1A. CONUS inland shipments will be effected by the use of a collect commercial bill of lading (CCBL). Reimbursement of transportation charges between the holding FMS country and the FF/CR will be requested by the CR to the U.S. supply source identified in the DD Form 1348-1A.

C25.17.3.7. Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A.

C25.18. <u>FMS TRANSPORTATION</u>. FMS transportation guidance may be found in the Security Assistance Management Manual (SAMM), DoD 5105.38M and the DTR 4500.9-R, Part II.

C25.18.1. FMS detention and demurrage charges are located in the Security SAMM, Chapter 7.

C25.18.2. FMS document retention requirements are defined in the DTR 4500.9-R, Appendix E, Paragraph Q.

C26. CHAPTER 26

CONTRACTOR ACCESS TO GOVERNMENT SOURCES OF SUPPLY

C26.1. GENERAL

C26.1.1. Purpose. This chapter prescribes policies and procedures for requisitioning government furnished materiel (GFM) by or for contractors from the DoD Supply System. These procedures establish guidelines for requisitioners, authorized contractors, and Services/Agencies (S/As) to obtain GFM from DoD inventories to fulfill contract requirements.[1] These procedures also support the use of MILSTRIP requisitioning by authorized contractors to obtain materiel from Government supply sources to be used as contractor-furnished materiel (CFM) under controls established by the authorizing Component and as specified in this chapter. Basic MILSTRIP requisitioning procedures are documented in DLM 4000.25, Volume 2, Chapter 4; those procedures are augmented by this chapter to identify additional requirements associated with GFM and CFM.

C26.1.2. Transactions. This chapter addresses the procedures and applicable transactions relevant to requisitioning GFM and CFM. See the Defense Enterprise Data Standards Office Website for available formats on the DLMS IC page. The corresponding MILSTRIP legacy 80 record position transaction functionality is also provided for ease of interpretation by DLMS users and to support those working in a legacy environment. In addition to the listed MILSTRIP legacy transactions, the DLMS formats may incorporate functionality to support Component-unique transactions as noted in the implementation convention.

C26.1.2.1. The Requisition Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0). This transaction provides the functionality of MILSTRIP legacy Document Identifier Codes (DIC) A01, A02, A04, A05, A0A, A0B, A0D, and A0E.

C26.1.2.2. The Passing Order Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BM). This transaction provides the functionality of MILSTRIP legacy DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E.

C26.1.2.3. The Referral Order Transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E.

C26.1.2.4. The Requisition Modification Transaction is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM). This transaction provides

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[1] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to Approved MILSTRIP Change Letter (AMCL) 1A.

the functionality of MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

C26.1.2.5. The Requisition Follow-Up Transaction is identified by the DLMS 869F by beginning segment (1/BSI08/020 Code IN). This transaction provides the functionality of MILSTRIP legacy DIC AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE.

C26.1.2.6. The Requisition Inquiry is identified by the DLMS 869A by beginning segment (1/BSI08/020 Code AF). This transaction provides the functionality of MILSTRIP legacy DIC AF1, AF2, AF3, AF4, AF5, AFC, AFY).

C26.1.2.7. The Requisition Supply Assistance Request is identified by the DLMS 869A by beginning segment (1/BSI08/020 Code AR). There is no equivalent MILSTRIP legacy DIC.

C26.1.2.8. The MCA Validation Request is identified by the DLMS 517G by beginning segment (1/BR02/20 Code GI). This transaction provides the functionality of MILSTRIP legacy DIC AX1.

C26.1.2.9. The MCA Validation Response is identified by the DLMS 517G by beginning segment (1/BR02/20 Code GA). This transaction provides the functionality of MILSTRIP legacy DIC AX2.

C26.1.2.10. The Supply Status Transaction is identified by the DLMS 870S by beginning segment (1/BSR01/020 Code 4). This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C26.1.2.11. The Requisition Cancellation Transactions is identified by the DLMS 869C by beginning segment (1/BSI08/020 Code AC). This transaction provides the functionality of MILSTRIP legacy DIC AC1, AC2, AC3, AC4, AC5.

C26.1.2.12. The Follow-Up on Requisition Cancellation Request Transactions is identified by the DLMS 869C by beginning segment (1/BSI08/020 Code AC). This transaction provides the functionality of MILSTRIP legacy DIC AK1, AK2, AK3, AK4, AK5.

C26.1.2.13. The Shipment Status Transaction is identified by the DLMS 856S by beginning segment (1/BSN06/0200 Code AS). This transaction provides the functionality of MILSTRIP legacy DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8.

C26.1.2.14. The Materiel Obligation Validation Request Transaction is identified by the DLMS 517M by beginning segment (1/BR02/20 Code AN). This transaction provides the functionality of MILSTRIP legacy DIC AN1, AN2, AN3, AN4, AN5, AN9, and ANZ.

C26.1.2.15. The Materiel Obligation Validation Response Transaction is identified by the DLMS 517M by beginning segment (1/BR02/20 Code AP). This

transaction provides the functionality of MILSTRIP legacy DIC AP1, AP2, AP3, AP4, AP5, AP8, AP9, APR, and APX.

C26.1.2.16. The Post-Post Requisition/Referral Order Transaction identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BM) with Action Code J. This transaction provides the functionality of legacy DIC C0A, C01, CQA, CQ1, or comparable Component-unique DIC.

C26.1.2.17. The Requisition/Referral Order Image Transaction identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BM) with Action Code FI. This transaction provides the functionality of legacy DIC CHA, CH1, or comparable Component-unique DIC.

C26.1.3. Establishing a Management Control Activity. The S/As must assign a unique routing identifier code (RIC) and distribution code to each management control activity (MCA) validating GFM and CFM requisitions.

C26.1.4. Violations. Any attempt to circumvent MCA validation requirements is sufficient cause to refer the violation to the appropriate criminal investigating activity to determine possible fraud, waste, and abuse. The sponsoring Service/Agency must refer all violations to criminal investigators and the monitoring MCA based on reports of rejected transactions or violations discovered during the post validation process.

C26.2. APPLICABILITY

C26.2.1. These procedures apply to all contractors and all S/A activities requisitioning GFM or CFM from DoD sources of supply.

C26.2.2. Ammunition production is excluded from GFM control.

C26.3. PREPARATION OF REQUISITIONS AND RELATED TRANSACTIONS FOR GOVERNMENT MATERIEL FURNISHED TO CONTRACTORS

C26.3.1. Requisition Initiation. Requisitions for GFM may be initiated by the responsible S/A or, subject to the terms of the contract, by contractors. Requisitions for GFM will be prepared and initially submitted by GFM requisitioners, both contractors and S/As, using MILSTRIP transaction formats to the S/A MCA designated for monitoring the contract. Transmission through the Defense Automatic Addressing System (DAAS) will be utilized to the extent practical.

C26.3.2. Identifying Requisitions for GFM Controls. Requisitions and associated transactions containing an S/A code designated for contractors, as specified in Appendix AP7.2 (Department of Defense activity address code (DoDAAC) in the document number or ship-to DoDAAC), will be processed under GFM controls and restrictions except when the signal and fund codes indicate that the issue will be for CFM with contractor reimbursement by other than an Army contractor. All Army contractor requisitions and associated transactions must be processed under GFM controls.

C26.3.3. Required Information. In addition to normal requisition data, GFM requisitions, including Referral and Passing Orders will contain the following:

C26.3.3.1. RIC of the MCA monitoring the contract, (2/N101/*180* Code Z5) (MILSTRIP legacy rp 4-6).

C26.3.3.2. For contractor generated requisitions, contractor DoDAAC in first six positions of document number. Document number DoDAAC perpetuated to the ordered by activity (1/N101/70 Code OB) (MILSTRIP legacy rp 30-35).

C26.3.3.3. For S/A generated requisitions for GFM, contractor ship-to DoDAAC (2/N101/*180* Code ST) which may also be perpetuated to the supplementary address (2/LQ01/140 Code A9) based upon signal code usage (MILSTRIP legacy rp 45-50).

C26.3.3.4. When applicable, a signal code to indicate issue without reimbursement, (2/LQ01/140 Code DE) (MILSTRIP legacy rp 51).

C26.3.3.5. When applicable, a fund code to indicate issue without reimbursement, (2/FA201/286 Code B5) (MILSTRIP legacy rp 52-53).

C26.3.3.6. Contract Information. All GFM requisitions for or by contractors must identify the procurement instrument identifier (PIID)[2] and other appropriate contract data, as required. Components authorizing GFM may direct the inclusion of the manufacturing directive number (MDN) as supplemental to the authorizing PIID.[3]

C26.3.3.6.1. Identification of the PIID in 2/GF03/70. When GFM is authorized under a PIID call/order number (F in 9th position), provide the value in the PIID field. In MILSTRIP legacy, the last eight positions of the PIID are mandatory in rp 73-80.[4]

C26.3.3.6.2. When applicable, provide the legacy call/order number associated with the PIIN in 2/GF07/70, (MILSTRIP legacy rp 69-72). Leave blank when the call/order number is the PIID with 'F' in the 9th position.

C26.3.3.6.3. Identification of the contract line item number, (2/GF01/70 Code C7). There is no MILSTRIP legacy equivalent for the contract line item number.

C26.3.3.6.4. At the option of the S/A, a manufacturing directive number (MDN), (2/GF01/70 Code W3) (MILSTRIP legacy rp 54-56).

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[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[3] Refer to ADC 1014. Staggered implementation is authorized for the transition to the mandatory inclusion of the PIID (rather than MDN as an alternative to the PIID).
[4] Refer to ADC 1014. Staggered implementation is authorized for the transition to the full DFARS compliant PIID (rather than the abbreviated contract number authorized under legacy MILSTRIP procedures).

C26.3.3.7. GFM non-national stock number (NSN) requisitions are identified by the applicable code qualifier at 2/LIN02/100. In MILSTRIP legacy, they must be identified with an E in rp 68; the legacy call/order number, if appropriate, in rp 69-72; and the last eight positions of the PIID in rp 73-80 (the MDN is optional).

C26.4. <u>SUBMISSION OF GOVERNMENT FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C26.4.1. Frequency of submitting GFM requisitions is the prerogative of the requisitioner. GFM requisitions will be submitted, when necessary, to meet contract requirements.

C26.4.2. Initiating activities must submit all GFM requisitions (DLMS 511R/MILSTRIP legacy DIC A0_) and associated GFM transactions, regardless of origin (such as contractor or S/A initiated) to the appropriate S/A MCA for validation.

C26.4.3. After validating the GFM requisitions, the MCA forwards validated requisitions to the inventory control point (ICP). The MCA may pass transactions internally when the MCA and ICP are collocated. The MCA will send the transactions via DAAS when the MCA and ICP are not collocated. In those instances where a Component is performing the procurement/contract writing for another Component that includes the authorization for a contractor to order or receive GFM (or Army CFM), the Component providing the procurement/contracting service and the Component requesting the contract will coordinate efforts to ensure the requesting Component's MCA has access to the necessary contract and applicable contract modification information to perform its management control and accountability functions over Government supply system materiel access.

C26.4.4. Modifier transactions are authorized for GFM requisitions only to modify the project code, priority designator (PD), advice code, and the required delivery date (RDD). Modifiers may not be used to change the ship-to/bill-to information. Modifiers are subject to GFM controls and validation procedures.

C26.5. <u>MANAGEMENT CONTROL ACTIVITY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C26.5.1. The MCA must receive and validate GFM Requisitions, Passing Orders, Referral Orders, Requisition Follow-Ups (DIC AT_), and Requisition Modifiers, based on the criteria furnished by procurement/contracting offices and as indicated in Table C26.T1. The MCA will make changes, reject, or continue the processing action on the GFM transactions. The MCA may also receive Supply Status, Shipment Status, Materiel Obligation Validation transactions, Requisition Inquiry/Supply Assistance Requests (DICs AF_, Requisition Cancellations, and Follow-Ups on Requisition Cancellation Requests. All other DLMS transactions and legacy DICs received by the MCA must be rejected with Status Code CR.

C26.5.2. The MCA will maintain requisition history files to serve as an auditable record of GFM transactions. In addition, the MCA will generate reports as required by

DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures", February 10, 2014.

C26.5.3. Under emergency conditions, such as a potential contract work stoppage, the MCA may receive telephonic requisitions, with PDs 01-08, for GFM. When this occurs, the MCA may telephone the requisitions to the appropriate source of supply (SoS) and validate the requirements afterward. Additionally, if the requisition is processed as a post-post action and, therefore, bypassed MCA validation prior to order fulfillment, the SoS retains responsibility for ensuring MCA validation is accomplished. If the post validation process reveals that the requisitioner is not authorized GFM, the following actions must be taken:

C26.5.3.1. Submit cancellation requests to the appropriate SoS for any unshipped materiel.

C26.5.3.2. Advise the appropriate criminal-investigating agency for determination of fraud waste, and abuse.

C26.5.4. Upon completion of the validation process, the MCA will identify itself as the RIC-From organization in the transaction, make the following changes and forward the requisitions, or internal requisition transactions (optional only when the MCA and SoS are collocated in the same system), cancellations, follow-ups, requisition modifiers, passing orders, or referral orders to the applicable SoS through DAAS:

C26.5.4.1. Insert the RIC-To of the SoS.

C26.5.4.2. Insert the distribution code of the MCA validating the transaction.

C26.5.4.3. Perpetuate all applicable contract data. Under DLMS, the MCA must include the PIID. Where required by the Component, the MCA may also perpetuate the MDN consisting of the MCA's distribution code and two other alpha/numeric characters as assigned.[5]

C26.5.4.4. For MILSTRIP legacy transactions, delete the data in rp 69-80.

C26.5.5. MCAs in receipt of MCA Validation Request transactions will validate the data contained therein. This validation process must be completed and an MCA Validation Response transaction created and forwarded to the applicable SoS within 15 days of receipt of the MCA Validation Request transaction. The results of the validation will be documented in the MCA Validation Response as follows:

C26.5.5.1. If the requisition has been previously validated, cite Advice Code 2M.

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[5] Refer to ADC 1014. Staggered implementation is authorized for the transition to the full DFARS compliant PIID (rather than the abbreviated contract number authorized under legacy MILSTRIP procedures) and for the transition to the mandatory inclusion of the contract number (rather than MDN as an alternative to the PIID

C26.5.5.2. If the requisition has not been previously validated and the legacy call/order number/PIID (or MDN and/or CLIN, if required by the Component in addition to the legacy call/order number) is not present, cite Advice Code 2U.

C26.5.5.3. If the requisition has not been previously validated and the call/order number/PIID is present, validate the data elements as indicated in Table C26.T1, and generate the MCA Validation Response as follows:

C26.5.5.3.1. If the validation process reveals that the contract is not valid, respond with Advice Code 2U.

C26.5.5.3.2. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2R and indicate the quantity approved for issue.

C26.5.5.3.3. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2Q and indicate the total quantity is disapproved for issue.

C26.5.5.3.4. If the validation process reveals that the requested item, or contractor is not authorized GFM under a valid contract, respond with Advice Code 2V.

C26.5.5.3.5. If the validation process reveals that the requested item is authorized, respond with Advice Code 2M.

C26.5.6. MCAs in receipt of Supply Status with Status Code BF from the SoS will review for establishment of a valid requisition. If a valid requisition exists, a Requisition Follow-Up (MILSTRIP legacy DIC AT_) transaction will be generated. If a valid requisition does not exist, a report will be generated for internal review. Subsequent receipt of a valid requisition will be processed under the procedures/validation process indicated in Table C26.T1.

Table C26.T1. MCA Validation Process

CODE OR DATA ELEMENT	VALIDATION OF ENTRY
DLMS Transaction (MILSTRIP Legacy DIC)	If DLMS 511R Requisition, Referral or Passing Order (MILSTRIP Legacy DIC A01, A02, A04, A05, A0A, A0B, A0D, A0E, A3_, A4_), DLMS 511M Requisition Modification (MILSTRIP Legacy DIC AM_) (for RDD, project code, PD, or advice code), DLMS 869F Requisition Follow-Up (MILSTRIP Legacy DIC AT_) continue the MCA validation. Post-post requisition/referral order transactions must contain relevant contract data, but MCA validation occurs subsequent to order fulfillment.
Stock Number	Verify item requisitioned against a valid contract to determine authority for issue to the contractor. If blank, incorrect, or not authorized, reject with Status Code DN.

Table C26.T1. MCA Validation Process

CODE OR DATA ELEMENT	VALIDATION OF ENTRY
Unit of Issue	Validate the unit of issue in conjunction with the quantity to ensure that the requisitioned quantity does not exceed the authorized quantity. If quantity is excessive, see validation of quantity field. (Note: If a change of unit pack has occurred, appropriate adjustment should be made for authorized quantity.)
Quantity	If ordered item is authorized by contract, verify the quantity. If blank or invalid, reject with Status Code CD. If the requisitioned quantity exceeds the remaining authorized quantity, reject the quantity exceeding the authorized quantity with Status Code DJ. If authorized quantity has been exhausted by previous requisition(s), reject total requisitioned quantity with Status Code DQ.
Requisitioner	If blank or incorrect, discard. If not authorized, reject with Status Code DN.
Document Number	If blank or incorrect, reject with Status Code CD.
Supplementary Address	If contractor DoDAAC, and affected by signal code, and incorrect or not authorized, reject with Status Code DN.
Signal and Fund	If signal and fund codes indicate issues without contractor reimbursement, process as GFM; otherwise, consider as CFM. CFM requisitions are subject to MCA review.[6]
Manufacturer's Directive Number	If the MDN option is required by the Component, the Component will validate; otherwise, reject with Status Code DB.
Call or Order Number (four-position legacy value)	If specified by S/A contract, and entry is blank or incorrect, reject with Status Code DB.
Contract Line Item Number (CLIN)	If specified by S/A contract, and entry is blank or incorrect, reject with Status Code DB.
Procurement Instrument Identifier (PIID)	If blank, or contract is not on MCA file, or contract has expired, reject with Status Code DB. (If requisition originated in the MILSTRIP legacy format, then only the last eight positions of the PIID are mandatory.). When the procurement instrument is issued under the PIID call/order number (F in 9th position), this value must be provided in the PIID field.

C26.6. <u>SOURCE OF SUPPLY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C26.6.1. An SoS receiving GFM requisitions, requisition modifiers, passing orders, referral orders, requisition follow-ups, and requisition cancellations, regardless of the method of transmission, will process such transactions under GFM procedures. A SoS in receipt of GFM requisitions for items not managed by their activities will reject the

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[6] Staggered implementation authorized; refer to ADC 1123. Pending implementation by all Services and Agencies, Army contractor requisitions for CFM will be forwarded for MCA validation except as noted in paragraphs C26.7.4. (for Army retail) and C26.8.2. (for use of the DAAS CFM Authorized Materiel Table).

requisitions with Status Code CH. The SoS will edit the GFM transactions for the prescribed data elements and codes and correct, continue processing actions, or provide the appropriate reject status.

C26.6.2. The SoS will validate all GFM transactions. The SoS in receipt of requisitions, passing orders, referral orders, requisition modifiers, or requisition follow-ups being treated as requisitions, containing a contractor's Service/Agency code under Appendix AP7.2, will perform the SoS/MCA validation process. (The SoS/MCA validation process is not required when an internal requisition transaction is received from a collocated MCA in the same system. However, the SoS must have safeguards in place to ensure that only internal transactions generated by the collocated MCA are accepted/processed.)

C26.6.3. Under emergency conditions, the SoS may receive telephonic requisitions (PD 01-08) from the MCA or requisitioner. The SoS may process these requisitions for immediate supply action. Subsequent to taking immediate supply action, the MCA validation process will be performed. If the MCA Validation Response is not received within 15 days of the MCA Validation Request or the advice code indicates that the transaction is not authorized, refer the incident to the appropriate criminal investigating agency.

C26.6.4. The SoS/MCA validation process is as follows:

C26.6.4.1. For each GFM requisition or transaction that is treated as a requisition, the SoS will employ one of the following options:

C26.6.4.1.1. Create and forward an MCA Validation Request to the MCA identified by RIC or distribution code in the requisitioners transaction. If the MCA RIC and distribution code are not provided or invalid, reject with Status Code CL.

C26.6.4.1.1.1. If the requisitioners transaction contains a distribution code but no MCA RIC, DLMS compliant sources of supply will use a DLMS enhancement to address the MCA Validation Request to DAAS. DAAS (RIC SGA) will be identified as the RIC-To.

C26.6.4.1.1.2. DAAS will convert the Distribution Code to the appropriate RIC (or DoDAAC) for transmission to the MCA.

C26.6.4.1.2. Create and forward an MCA Validation Request to DAAS regardless of an MCA RIC or distribution code contained in the requisitioners transaction. DAAS will perform edits regarding validity of the data.

C26.6.4.1.3. Use a combination of the above options: one for intra-Component transactions and one for inter-Component transactions.

C26.6.4.2. Suspend further supply support action on the requisitioners transaction pending receipt of the MCA Validation Response or until 15 days have elapsed from the date of the MCA Validation Request, whichever occurs first.

C26.6.4.3. If the MCA Validation Response is not received and 15 days have elapsed, reject the requisitioners transaction with Status Code DR.

C26.6.4.4. Upon receipt of the MCA Validation Response, the SoS will process the suspended transaction using instructions provided by the advice or status code.

C26.6.4.4.1. If the Advice Code is 2U, reject with Status Code DB.

C26.6.4.4.2. If the Advice Code is 2R, process for the approved quantity indicated in the MCA Validation Response. Reject the quantity difference between the suspended transaction and the MCA Validation Response with Status Code DJ.

C26.6.4.4.3. If the Advice Code is 2Q, reject with Status Code DQ.

C26.6.4.4.4. If the Status Code is CL, reject with Status Code CL.

C26.6.4.4.5. If the Advice Code is 2V, reject with Status Code DN.

C26.6.4.4.6. If the Advice Code is 2M, process under applicable SoS procedures.

C26.6.4.4.7. If neither advice nor status code is provided or is invalid, reject with Status Code DR.

C26.6.4.5. If an MCA Validation Response is received and there is a record of the requisition, but an MCA Validation Request has not been submitted, discard the MCA Validation Response and generate an MCA Validation Request to initiate the validation process.

C26.6.4.6. If an MCA Validation Response is received and there is no record of the requisition, generate a Supply Status with Status Code BF.

C26.6.5. Follow-ups will be processed to determine the current status of previously submitted requisitions or cancellation requests. Time standards for dispatching status in reply to follow-ups are as indicated in Chapter 4, Paragraph C4.7.20.1.

C26.6.6. Requisition/referral order image transactions provided to DAAS for visibility/record history must contain GFM/CFM contract data as applicable.

C26.7. <u>DEFENSE AUTOMATIC ADDRESSING SYSTEM PROCESSING OF GOVERNMENT-FURNISHED MATERIEL TRANSACTIONS</u>

C26.7.1. DAAS will pass all GFM requisitions and related transactions to the identified MCA using the MCA RIC or distribution code provided in the transaction. If the RIC and the distribution code do not identify an established MCA reject with Status Code CL.

C26.7.2. DAAS will pass all MCA Validation Requests to the identified MCA using the MCA RIC or distribution code provided in the transaction. If the MCA is invalid, generate an MCA Validation Response with Status Code CL to the SoS. If the MCA Validation Request does not include the MCA RIC, DAAS will populate the MCA RIC (or DoDAAC) based upon the distribution code and forward the transaction accordingly.

C26.7.3. DAAS will pass all MCA Validation Responses to the SoS.

C26.7.4. <u>DAAS Special Processing for Army</u>.[7] [8] Pending implementation of MCA procedures in Army systems, DAAS will assist the Army by performing the MCA Validation Request/Response requirement for the Army wholesale MCAs and recording all transactions into a history file for eventual processing to the appropriate MCA using the following procedures:

C26.7.4.1. Process all Army contractor identified requisitions (MILSTRIP legacy DIC A0_) with the below listed first two positions of the DoDAAC in the document number or ship-to DoDAAC to the applicable Army MCA. Contractor requisitions with other than the DoDAAC entries indicated are considered Army retail and will be routed to the proper SoS with the DAAS RIC SGA or SHA identified as the MCA.

C26.7.4.1.1. If the first two positions of the document number or ship-to DoDAAC are CB, pass to RIC A81 (TACOM MCA)

C26.7.4.1.2. If the first two positions of the document number or ship-to DoDAAC are CL, pass to RIC A82 (AMCOM MCA).

C26.7.4.1.3. If the first two positions of the document number or ship-to DoDAAC are CG, pass to RIC A83 (CECOM MCA).

C26.7.4.1.4. If the first two positions of the document number or ship-to DoDAAC are CM, pass to RIC A84 (TACOM MCA)

C26.7.4.1.5. If the first two positions of the document number or ship-to DoDAAC area CK, pass to RIC A85 (TACOM MCA).

C26.7.4.1.6. If the first two positions of the document number or ship-to DoDAAC are CH, pass to RIC A86 (AMCOM MCA)

C26.7.4.2. For Requisition Modification and Requisition Follow-Up transactions containing a valid MCA distribution code as identified below, the DAAS RIC SGA or SHA will be entered into the MCA field and routed to the appropriate SoS. If a valid MCA is not identified and the transaction contains the entries cited above in the first two positions of the document number or ship-to DoDAAC, the transaction will be

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[7] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[8] DAAS special processing for Army to be terminated upon full implementation of MCA validation. Refer to ADC 1123.

passed to the appropriate MCA. If none of these conditions apply, the transaction will be considered retail and be routed to the appropriate SoS with the DAAS RIC SGA or SHA entered into the MCA field. The following are valid MCA distribution codes:

C26.7.4.2.1. I (India) - TACOM MCA

C26.7.4.2.2. L (Lima) - AMCOM MCA

C26.7.4.2.3. P (Papa) - CECOM MCA

C26.7.4.2.4. S (Sierra) - TACOM MCA

C26.7.4.2.5. Y (Yankee) - TACOM MCA

C26.7.4.2.6. E (Echo) - AMCOM MCA

C26.7.4.2.7. 8 (Eight) - USACEA MCA

C26.7.4.3. Upon receipt of an MCA Validation Request transaction, an MCA Validation Response transaction will be generated with Status Code 2M and returned to the RIC of the SoS submitting the MCA Validation Request transaction.

C26.8. <u>CONTRACTOR REQUISITIONS FOR CONTRACTOR-FURNISHED MATERIEL</u>

C26.8.1. Requisitions for materiel from a Government SoS for shipment to contractors that identify the contractor as the bill-to activity are subject to MCA controls. Pending full implementation by Services/Agencies, this requirement must be applied to Army contractor requisitions and may be applied to other Services/Agencies as this functionality is adopted within SoS systems.[9] DAAS will validate transactions for Army contractor requisitions of CFM for those items that contractors are authorized to requisition as CFM as specified in this chapter, and for non-wholesale level supply as designated by the contractor-series DoDAAC. Pending full implementation of MCA validation for CFM, DoD Components will establish appropriate procedures for oversight of CFM requisitions in accordance with the Federal Acquisition Regulation. To support staggered implementation of full CFM validation, DoD Components authorizing CFM will advise contractors to construct requisitions using required data content comparable to GFM requisitions.[10]

C26.8.2. <u>DAAS Processing of CFM Transactions</u>. The process described in this paragraph provides mandatory CFM controls for CFM requisitions where the bill-to activity, as identified in the requisition, is an Army contractor and the SoS is DLA. Upon

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[9] Staggered implementation authorized; refer to ADC 1123.

[10] CFM requisitions are required to have data content comparable to GFM requisitions by January 1, 2017. Refer to ADC 1123.

full implementation of MCA validation for CFM, the following special DAAS processing procedures will be terminated; CFM will be validated in the same manner as GFM.[11]

C26.8.2.1. DAAS will maintain a list of Service/Agency authorized contractor DoDAACs and the associated NSNs/DoD-managed part numbers for which these contractors may submit CFM requisitions on a CFM Authorized Materiel Table for use in validating requisitions regardless of method of payment.

C26.8.2.2. CFM contractor transactions that match the CFM Authorized Materiel Table by DoDAAC, but do not match by NSN or part number will be rejected with Status Code CL; requisitions that match on DoDAAC and NSN/part number will be processed as valid.

C26.8.2.3. DAAS will enter the DAAS RIC SGA or SHA as the validating MCA.

C26.8.2.4. DAAS will perform the MCA Validation Request/Response validation requirement for authorized CFM requisitions that match the CFM Authorized Materiel Table.

C26.8.2.5. DAAS will furnish CFM reports upon request for use by the contracting officer in verifying that quantities ordered are within the contract allowance.

C26.8.2.6. Army contractor requisitions that do not match the CFM Authorized Materiel Table will be processed by DAAS under the MCA waiver exception process or passed to the applicable MCA as described in C26.7.4.

C26.8.2.7. For DLA CFM, DAAS processing will be as identified in C26.8.3.

C26.8.2.8. CFM requisitions for other Service contractors will be passed to the appropriate SoS.[12]

C26.8.2.9. NSNs listed in the CFM Authorized Materiel Table may be modified over the course of this agreement when the appropriate Army contracting officer provides such authority. Updates to the authorized list will be collected, consolidated into one Microsoft Excel file by the designated DLA Lead Center point of contact with proof of Army Contracting Officer concurrence and provided to Headquarters DLA Army Performance Based Logistics (PBL) action officer. DLA will coordinate updates to individual contractor lists with DLA DoD EMall and DAAS on a monthly basis. To optimize program changes, all additions to Army partnership lists will be made during an agreed-to monthly timeframe between DLA and support entities.

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[11] Refer to ADC 1123.

[12] Staggered implementation is authorized for Service generation of outgoing requests for MCA validation for CFM. In order to support staggered implementation, Services must be able to respond to incoming requests for MCA validation beginning January 1, 2017. Refer to ADC 1123.

C26.8.3. <u>DAAS Processing of DLA CFM Transactions</u>

C26.8.3.1. DAAS is required to edit all incoming requisition, requisition modification, and requisition follow-up transactions containing a U-series contractor DoDAAC as the bill-to activity, to ensure the transaction contains a valid DLA MCA. If the transaction does not contain a valid DLA MCA, DAAS will reject the transaction using status code CL.

C26.8.3.2. If the transaction contains a valid DLA MCA, DAAS will route/pass the transaction based upon established DAAS rules to the appropriate SoS for further processing.

C26.9. <u>PREPARATION OF DOD EMALL REQUISITIONS BY CONTRACTORS</u>.[13]

C26.9.1. <u>Account Setup</u>. Authorized contractors may establish DoD EMALL accounts to facilitate materiel requisition submissions. To register, go to the EMALL site and click on "New User Registration". Access to DoD EMALL is fully Common Access Card (CAC)/Public Key Infrastructure (PKI) enforced. Details of the access requirements are listed on the registration pages of the EMALL site. Prior to establishing the account, the applicable contracting officer must ensure that the contractor is authorized access to Government supply sources and must agree to review monthly or quarterly reports prepared by the DoD EMALL monitoring contractor activity. The applicable contracting officer must also provide a list of approved NSN/part numbers associated with each account/contractor DoDAAC for Army authorized CFM. Pending full implementation of MCA validation for CFM, Army Contractors requisitioning from DoD supply sources will be processed under MCA validation controls.

C26.9.2. <u>Contractor GFM/CFM Validations</u>. DoD EMALL will validate that contractors are authorized to purchase materiel from DoD supply sources as a prerequisite for submission of EMALL orders.

C26.9.2.1. DoD EMALL requisitions for GFM will be subjected to prescribed rules for MCA controls within DoD EMALL or within DAAS.

C26.9.2.2. DoD EMALL CFM requisitions indicating corporate credit card method of payment are subject to special processing controls as described in C26.9.3.

C26.9.2.3. Additionally, CFM requisitions for Army authorized contractors will be validated to ensure that requisitioned NSNs or DoD managed part numbers are authorized regardless of the method of payment under CFM controls.

C26.9.3. <u>Corporate Credit Card Usage</u>.

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[13] Special processing unique to validation of contractor requisitions submitted via DoD EMALL will be terminated upon full implementation of MCA validation. Staggered implementation authorized. Refer to ADC 1123.

C26.9.3.1. The DoD EMALL program office will identify to DAAS all contractors authorized access to Government materiel for purchase as CFM using a corporate credit card as the method of payment.

C26.9.3.2. DAAS will maintain these DoDAACs as an authorized contractor edit table (referenced hereafter as the DoD EMALL CFM Table) to be employed during initial processing and for MCA Validation Request processing.

C26.9.4. <u>Corporate Credit Card CFM Purchases and DAAS Processing</u>. DoD EMALL requisitions for shipment to contractors using corporate credit card payment are assigned Signal Code B, Fund Code XP, and the ship-to DoDAAC perpetuated to the supplementary address of the DoD EMALL DoDAAC (SC4210). This configuration identifies a Government DoDAAC as the bill-to activity, thereby triggering DAAS and the DoD Component SoS processing systems to misinterpret such transactions as GFM requisitions.

C26.9.4.1. DAAS will validate these transactions against existing GFM edits and the DoD EMALL CFM Table to determine appropriate action.

C26.9.4.2. If the contractor requisition does not contain a valid MCA identification code and the DoDAAC is not listed in the DoD EMALL CFM Table, DAAS will reject with Status Code CL.

C26.9.4.3. If an MCA is identified by either a distribution code or a RIC, DAAS will forward the requisition to the SoS.

C26.9.4.3.1. The SoS will submit an MCA Validation Request to DAAS for validation following GFM MCA procedures (including Army CFM).

C26.9.4.3.2. DAAS will recognize the EMALL supplementary address and again employ existing GFM edits and the DoD EMALL CFM Table to take appropriate action.

C26.9.4.3.3. If the validation using the DoD EMALL CFM Table identifies the contractor DoDAAC as authorized by the contracting officer for ordering CFM using corporate credit cards, then DAAS will validate the requisition and respond to the SoS with an MCA Validation Response using Advice Code 2M indicating that the requisition is valid. The SoS will continue processing.

C26.9.4.3.4. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table, but the requisition contains a valid MCA code, then DAAS will forward the MCA Validation Request to the MCA for validation.

C26.9.4.3.5. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table or does not match the CFM Authorized Materiel Table, when applicable, and the requisition does not contain a valid MCA code, then DAAS will provide an MCA Validation Response with Status Code CL indicating that the transaction is invalid. The SoS will reject the requisition.

C26.9.4.4. For DLA contractor credit card purchases (identified by a DLA-assigned U-series DoDAAC in the document number), DAAS processing rules will be as described in this paragraph, except that the requisition will be validated against the DLA ICP MCA Table.

C26.9.5. <u>DoD EMALL Reports</u>. To support DoD requirements for oversight of materiel sold to contractors, the DoD EMALL program office will provide reports to monitor contractor activity. For contracts having a maximum total dollar ceiling, a DoD EMALL report will be provided to the contracting officer when the cumulative value of CFM ordered reaches 80 percent of the ceiling.

C26.10. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER-DIRECTED SHIPMENT OF NON-REQUISITIONED GOVERNMENT FURNISHED MATERIEL BASED ON A BILL OF MATERIEL</u>.

C26.10.1. ICP/integrated materiel manager (IMM)-directed shipments of GFM may be managed through the use of a bill of materiel (BOM) as identified under the terms of the DoD contract. In this context, the BOM identifies the raw materials/component parts needed to assemble/manufacture/repair the end item or final product. Based on the unit of allowance, the number/amount of GFM component materiel needed to accommodate the total number of end items to be manufactured/assembled/repaired on a specific contract/purchase order may be calculated and provided. This procedure eliminates the need for separate GFM requisitions for the component materiel and subsequent MILSTRIP MCA validation. Instead, this process allows the ICP/IMM to push the materiel to the contractor as required by schedule and/or usage.

C26.10.2. Upon contract award for production of an end item or final product, the BOM becomes the basis for determining the quantity of GFM required by the contractor. These deliveries will only include stocked raw material/component parts that the Government provides at no separate charge to the contractor for assembly/manufacture of the end item/final product. Under this process, the ICP/IMM will use internal control procedures to monitor consumption of raw material/component parts against the receipt of items awarded by contract.

C26.10.3. The ICP/IMM will prepare materiel release orders for stock shipment using document numbers based upon a DLA-established DoDAAC. The ship-to location cited in the release order will identify the contractor DoDAAC authorized to receive GFM. Under DLMS processing, the Materiel Release Order will include the authorizing PIID[14], and CLIN, when applicable; this is not applicable to MILSTRIP legacy processing. When a PIID call/order number (F in 9th position) is used, provide the value in the PIID field. The storage activity will provide shipment confirmation to the ICP/IMM for monitoring GFM shipments and will prepare shipment status; under DLMS processing, the shipment status will perpetuate applicable contract data. For contractors without capability to accept legacy 80 record position/DLMS transactions,

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[14] Use the legacy PIIN pending transition to the PIID. When using the PIIN, may include the four-position call/order number. Refer to ADC 1161A.

status of the GFM component delivery will be provided upon request by the contractor. The assembled/manufactured end items may be shipped directly to customers or shipped to a storage location for future use.

C26.10.4. Use of the above business process does not relieve the ICP/IMM from management reporting requirements required by DoDM 4140.01, DoD Supply Chain Materiel Management Procedures. Materiel Receipt Acknowledgement is required for GFM, including pushed shipments, under MILSTRAP procedures.

C26.10.5. This process is discretionary and may not be applicable to all commodities and contracts requiring GFM. This process may only be used to support GFM requirements satisfied by the DoD Component issuing the contract (that is, by design, it does not support inter-Component materiel support).

C27. CHAPTER 27

MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C27.1. <u>GENERAL</u>

C27.1.1. <u>Purpose</u>. This chapter provides procedures for the request, generation, submission, and processing of mass and universal cancellations of requisitions. It also provides procedures for the disposition of frustrated shipments and materiel resulting from mass and universal cancellation actions.

C27.1.2. <u>Transactions</u>

C27.1.2.1. Request for Mass Cancellation of Requisitions Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/20 Code AC and 1/BSI09/20 Code AW).[1] This transaction provides the functionality of the MILSTRIP Mass Cancellation Message (See Appendix 6.23). There is no MILSTRIP legacy document identifier code (DIC) equivalent.

C27.1.2.2. Request for Universal Cancellation of Requisitions Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/20 Code AC and 1/BSI09/20 Code C).[2] This transaction provides the functionality of the MILSTRIP Universal Cancellation Message (See Appendix 6.23). There is no MILSTRIP legacy DIC equivalent.

C27.1.2.3. Requisition Modification Transaction is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM). This transaction provides the functionality of MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

C27.1.2.4. Materiel Release Order Modification Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code NA and 1/W0507/0200 Code 2). This transaction provides the functionality of passing the MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME from the source of supply (SoS) to the storage activity.

C27.1.2.5. Disposal Release Order Modification Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code NE and 1/W0507/0200

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[1] Mass cancellation and follow-on transactions are DLMS enhancements. Refer to ADC 1132. Delayed implementation authorized.
[2] Universal cancellation and follow-on transactions are DLMS enhancements. Refer to ADC 1132. Delayed implementation authorized.

Code 2). This transaction provides the functionality of passing the MILSTRIP legacy DIC AMJ.

C27.1.2.6. Inventory Control Point Requisition Modification Transaction is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM and 1/BR06/020 Code 2). This transaction provides the functionality of MILSTRIP legacy DIC AMP.

C27.1.2.7. Universal Requisition Cancellation to Storage Activity Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code ND) and DIC AC7 (2/LQ01/1300 Code 0). This transaction provides the functionality of MILSTRIP legacy DIC AC7.

C27.1.2.8. Universal Requisition Cancellation to Procurement Activity Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/20 Code AC and 1/BSI09/20 Code C) and DIC ACM (2/LQ01/180 Code 0). This transaction provides the functionality of MILSTRIP legacy DIC ACM.

C27.1.2.9. Mass Requisition Cancellation to Storage Activity Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code ND) and DIC AC6 (2/LQ01/1300 Code 0). This transaction provides the functionality of MILSTRIP legacy DIC AC6.

C27.1.2.10. Mass Requisition Cancellation to Procurement Activity Transaction is identified by the DLMS 869C by beginning segment (1/BSI08/20 Code AC and 1/BSI09/020 Code AW) and DIC ACP (2/LQ01/180 Code 0). This transaction provides the functionality of MILSTRIP legacy DIC ACP.

C27.1.2.11. Follow-Up to Storage Activity for Mass/Universal Requisition Cancellation Transaction is identified by the DLMS 940R by beginning segment (1/W0506/0200 Code ND and 1/W0507/0200 Code 82). There is no MILSTRIP legacy equivalent DIC.

C27.1.2.12. The Supply Status Transaction is identified by the DLMS 870S by two different beginning segment (1/BSR01/020) Transaction Type Codes.

C27.1.2.12.1. Transaction Type Code 4 – Response to Requisition. This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C27.1.2.12.2. Transaction Type Code 5 – Notice of Response to Direct Vendor Delivery. This transaction provides the functionality of MILSTRIP legacy DIC AB1, AB2, AB3, and AB8.

C27.1.2.13. The Reply to Cancellation Request – Shipment Status is identified by the DLMS 856S by beginning segment (1/BSN06/0200 Code AS) and DICs AU1, AU2, AU3, AU4, AU5, AU8 (2/LQ01/3500 Code 0). This transaction provides the functionality of MILSTRIP Legacy DIC AU1, AU2, AU3, AU4, AU5, and AU8.

C27.1.2.14. The Reply to Cancellation Request – Materiel Release Confirmation is identified by the DLMS 945A by beginning segment (1/W0611/0200 Code NJ). This transaction provides the functionality of MILSTRIP Legacy DIC AU0, AUA, and AUB.

C27.1.2.15. The Reply to Cancellation Request is identified by the DLMS 945A by beginning segment (1/W0611/20 Code NR). This transaction provides the functionality of MILSTRIP Legacy DIC AG6.

C27.1.2.16. The Storage Activity Supply Status is identified by the DLMS 945A by beginning segment (1/W0611/20 Code NL). This transaction provides the functionality of MILSTRIP Legacy DIC AE6.

C27.2. <u>APPLICABILITY</u>

C27.2.1. Events such as base closures, termination of special projects, ship and unit inactivation, termination of agreements, and termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation.

C27.2.2. Although these events may ultimately require mass or universal cancellation action, they are normally known to the affected activities well in advance of the effective date of such closures or termination action. In these instances, every effort will be made by the requisitioning activity to minimize the continued processing of requisitions by the sources of supply (SoS), and the subsequent entry of unwanted shipments into the Defense Transportation System (DTS), through initiation and processing of single line-item cancellations (See Chapter 4).

C27.2.3. When a total project (or total requirement for a single base) is no longer required and should be canceled and it is known that insufficient time remains to permit continued cancellation on a single line basis, a mass cancellation or universal cancellation request may be initiated.

C27.2.3.1. A mass cancellation permits continued supply action and shipment processing for selected requisitions.

C27.2.3.2. A universal cancellation serves to terminate all such processing, even requisitions previously identified for continued supply action and shipment processing under mass cancellation situations.

C27.2.3.3. Under extreme conditions, a mass cancellation may be superseded by a universal cancellation.

C27.2.4. Requisitions that require continued supply action and shipment processing under mass cancellation situations must be identified by the requiring

activity at the earliest date through submission of a Requisition Modification (DLMS 511M) citing Special Requirements Code 555[3].

C27.2.4.1. The requisition may not be modified to cite Special Requirements Code 555 after the effective date of the requested mass cancellation; however, requisition modifications submitted to change other data elements when the Special Requirements Code 555 was previously entered must perpetuate the Special Requirements Code 555.[4]

C27.2.4.2. Requisitions containing, or modified to contain, Special Requirement Code 555 will receive processing precedence under Chapter C4.

C27.2.5. When a universal cancellation is initiated to supersede a mass cancellation and there are outstanding requisitions or requisition modifications citing Special Requirements Code 555, the SoS will provide a Universal Requisition Cancellation to Storage Activity (DLMS 940R/DIC AC7) or a Universal Requisition Cancellation to Procurement Activity (DLMS 869C/DIC ACM) for all outstanding requisitions, regardless of the presence of a Special Requirements Code 555.

C27.3. <u>INITIATION OF MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS</u>

C27.3.1. Only designated personnel within an organization may initiate requests for mass or universal cancellation of requisitions. The Component's requisitioning system will ensure that only authorized users initiate these requests. If there are any questions regarding the authenticity of a mass/universal cancellation, contact either the Component Supply PRC Representative or the customer support representative for the source of supply. Component Supply PRC Representatives are identified on the DLMS Website on the Supply Committee page. The mass or universal cancellation request will be accomplished by preparation of the DLMS 869C or the message format reflected in Appendix AP6.23.

C27.3.1.1. Inter-Component dissemination of requests for mass or universal cancellation must be coordinated in advance to determine if the DLMS 869C or message format will be used. If using the message format, the requesting Component must identify the authorized recipient from the Component to process the mass or universal cancellation. If it is not known, contact either the Component's Supply PRC representative or the customer support representative for the source of supply to identify the point of contact.

C27.3.1.2. Intra-Component dissemination of requests for mass or universal cancellations must be performed by the authorized Component contact point. Intra-Component dissemination will include all Component supply sources, storage sites, and other activities within the DoD Component processing MILSTRIP documentation or shipments with capability to cancel requisitions or divert shipments. In addition, the

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[3] Code 555 identified in the required delivery date field for MILSTRIP legacy transactions.
[4] Revised requisition modifier procedures last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 123C.

designated Component contact points must ensure that the appropriate overseas theater, force, logistics, or type commanders are cognizant of mass or universal cancellation actions affecting their areas of responsibility.

C27.3.2. Due to the requirement to ensure that mass/universal cancellation requests are only initiated by authorized personnel, these cancellations must not be initiated through use of DOD EMALL, or its replacement system FEDMALL.

C27.3.3. Required Data Content. Requests for mass or universal cancellation action will be submitted to the applicable SoS for cancellation of all open requisitions applicable to specific projects or bases. The request for mass or universal cancellations will contain identification of the activity submitting the request, the effective date, and the required codes for identification of one of the following, for which cancellation of all applicable requisitions is requested:

C27.3.3.1. One Project code and one ship-to DoDAAC

C27.3.3.2. No project code and one ship-to DoDAAC

C27.3.3.3. One project code and multiple ship-to DoDAACs

C27.3.3.4. No project code and multiple ship-to DoDAACs

C27.3.3.5. Multiple project codes and one ship-to DoDAAC

C27.3.3.6. Federal supply classification (FSC), national stock number (NSN), local stock number (LSN), or CAGE/part number when associated with the address of the original requisition document number ship-to address and/or project code.

C27.3.4. Customers retain the authority to submit single line-item cancellation requests via DLMS 869C/DICs AC1/AC2/AC3 at any time before, during, or after the mass cancellation effective date.

C27.4. CONTINUING HIGH PRIORITY DEMANDS DURING A MASS CANCELLATION

C27.4.1. A need may exist to continue the processing of certain requisitions and shipments during mass cancellations such as high priority demands to satisfy not mission capable supply (NMCS) conditions (identified by Special Requirements Code 999 or N in the requisition). In addition, a need may exist to allow continued processing of requisitions for materiel required to effect base closure. In these instances, submit a requisition modification citing Special Requirements Code 555 to the SoS prior to the submission of the mass cancellation request. For Security Assistance, use of Special Requirements Code 555 is restricted to approved cooperative logistics supply support arrangement (CLSSA) requisitions with Type of Assistance Code U or V (the buying government has made cash payment to buy equity in DoD stocks). Sources of supply will not cancel requisitions that have been modified to contain Special Requirements Code 555 during a mass cancellation process. If submitting the mass cancellation

request via offline message, then cite one of the following selective criteria in the special instructions segment of the message:

C27.4.1.1. Project code(s) when associated with the ship-to DoDAAC being canceled

C27.4.1.2. Special Requirements Code 999 or N when associated with the ship-to DoDAAC being canceled

C27.4.1.3. FSC, NSN, or CAGE/part number when associated with the ship-to DoDAAC being canceled

C27.4.1.4. Specific requisition document number(s) and routing identifier code (RIC)-From the status received or the RIC-To which the requisition has been transmitted if status has not been received

C27.4.1.5. Specific priority designator (PD) when associated with the ship-to address DoDAAC being canceled

C27.4.1.6. Required delivery period (RDP) when associated with the ship-to address DoDAAC being canceled - conventional ammunition only.[5]

C27.4.2. Upon receipt of Requisition Modifications citing continued processing action during a mass cancellation, SoS, storage activities, and procurement sources must annotate the affected requisition(s) and all associated transactions/records with Special Requirements Code 555.

C27.4.3. Upon receipt of either the Request for Mass Cancellation transaction or the offline Mass Cancellation message citing selective criteria for continued processing action in the special instructions segment, the SoS must review all prospective cancellations to identify those for which continued processing has been requested. For continued processing of requisitions at storage activities, the SoS will provide a Materiel Release Order Modification (for MILSTRIP legacy processing, pass the Requisition Modification) to the Storage Activity. In the case of items scheduled for direct vendor delivery, the SoS must forward ICP Requisition Modifications (DIC AMP) to procurement sources.

C27.4.4. The DTS will continue movement of materiel to which Special Requirements Code 555 has been applied except when a universal cancellation has been announced.

C27.5. <u>SOURCE OF SUPPLY PROCESSING MASS OR UNIVERSAL CANCELLATION REQUESTS</u>

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[5] Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force (USAF). Refer to AMCL 148.

C27.5.1. Sources of supply are responsible for ensuring that requisition processing, procurement, and storage activities exercise the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in the processing of cancellation requests include such factors as time, packing and handling, related costs, and location of materiel for which cancellation is requested.

C27.5.2. The SoS must cancel all requisitions dated on or prior to the effective date announced in mass or universal cancellation requests for which materiel release orders (MROs), and/or purchase requests have not been submitted to storage or procurement activities. Provide a Supply Status transaction citing Status Code BQ or B4, as appropriate, as notice of accomplished cancellations to all eligible status recipients under Chapter 5 within the timeframe for furnishing status.

C27.5.3. The SoS will furnish Supply Status transactions citing Status Code B9 to all eligible recipients under Chapter 5 within the timeframes for furnishing status for:

C27.5.3.1. Unconfirmed cancellation of open MROs and open procurement actions.

C27.5.3.2. Materiel release confirmations (MRCs) that indicate shipment to OCONUS activities within 45 days of the effective date of the mass cancellation.

C27.5.4. Provide subsequent Supply Status transactions citing Status Codes BQ, B4, or B6 as notification for each line-item canceled or diverted. Cite Status Code B8 for each line-item that was not canceled or diverted.

C27.5.5. The SoS will provide storage activities with mass requisition cancellation transactions (DLMS 940R/DIC AC6) and universal requisition cancellation transactions (DLMS 940R/DIC AC7) for all unconfirmed MROs and MRCs that indicate shipment to OCONUS activities within 45 days of the effective date of the mass or universal cancellation.

C27.5.6. The SoS will provide procurement activities with mass requisition cancellation transactions (DLMS 869C/DIC ACP) and universal requisition cancellation transactions (DLMS 869C/DIC ACM) for all open procurement actions. These transactions are mandatory when purchase requests have been issued to another Component. If processed within an integrated Component system, equivalent internal transactions may be used.

C27.5.7. The SoS will not provide storage and procurement activities with cancellation requests when:

C27.5.7.1. In receipt of MRCs that show shipment has been accomplished by parcel post (USPS),

C27.5.7.2. In receipt of MRCs that show shipment to CONUS activities has been accomplished, and

C27.5.7.3. In receipt of MRCs that show shipment to OCONUS customers was accomplished more than 45 days prior to the receipt of the mass or universal cancellation request.

C27.5.8. The SoS will follow-up with the procurement or storage activity, as applicable, when no response to the original universal or mass requisition cancellation request has been received within three days. The SoS will follow-up to procurement activities via internal system communications or offline means (e.g., email, phone). For follow-ups to a storage activity, the SoS will use the DLMS 940R Follow-Up to Storage Activity for Mass/Universal Requisition Cancellation (there is no MILSTRIP legacy equivalent).

C27.6. <u>STORAGE ACTIVITY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS</u>

C27.6.1. Upon receipt of the mass or universal requisition cancellation transaction(s) from the SoS, the storage activity will identify all affected MROs where the items have not been released to a carrier for delivery to the consignee.

C27.6.1.1. For mass cancellation, the storage activity will not suspend processing of MROs identified for continued processing under paragraph C27.4.

C27.6.1.2. For universal cancellation, the storage activity will suspend further processing of all MROs, including any citing Special Requirements Code 555.

C27.6.2. For CONUS shipments, storage activities will accomplish cancellation for all items for which mass or universal requisition cancellation transactions are received from SoS and the items have not been released to a carrier for delivery to the consignee.

C27.6.3. Storage activities will advise the SoS of actions taken in response to cancellation requests. When a shipment has not been released to the carrier for delivery to consignee and cancellation is accomplished, the storage activity will send the SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code BQ.

C27.6.4. For shipments already released to a carrier for delivery to the consignee not meeting the criteria stipulated in paragraph C27.5.7., the storage activity will generate a Reply to Cancellation Request – Shipment Status (DLMS 856S/DIC AU_) for routing by DAAS under standard MILSTRIP procedures for shipment status. It will also generate the Storage Activity Supply Status (DLMS 945A/DIC AE6) to the SoS.

C27.6.4.1. For CONUS shipments and those OCONUS shipments that meet the mass or universal cancellation criteria and have entered the DTS within 45 calendar days of the date of the mass or universal requisition cancellation request, the storage activity will cite Action Code W10 in the Reply to Cancellation Request – Shipment Status to indicate actions are being taken to divert the shipment.

C27.6.4.2. The Storage Activity Supply Status transaction to the SoS will cite Status Code B9 indicating that action is being taken to cancel/divert the shipment.

C27.6.5. When storage activities do not accomplish cancellation, the source of supply will be furnished a Storage Activity Supply Status transaction (DLMS 945A/DIC AE6) citing Status Code B8.

C27.6.6. Storage activities in receipt of transportation confirmation of shipment diversion transactions will send to the appropriate SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code B6 for each requisition contained within the shipment unit. The transaction will also cite the DoD activity address code (DoDAAC) of the new consignee.

C27.6.7. Storage activities in receipt of transportation denial of shipment diversion transactions will generate a Reply to Cancellation Request – Materiel Release Confirmation (DIC AU0/AUA/AUB to the appropriate source of supply. This transaction will be prepared under Appendix AP8.14.

C27.6.8. Upon receipt of a DLMS 940R Follow-Up to Storage Activity for Mass/Universal Requisition Cancellation, the storage activity will respond with the appropriate transaction as outlined in the preceding procedures for storage activity processing of these cancellation requests.

C27.7. <u>DIRECT VENDOR DELIVERY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS</u>

C27.7.1. All rules governing the single-line cancellation of shipments from procurement also apply to requests for mass or universal requisition cancellation, except as modified herein. Where DLMS/DIC transactions are identified for exchange of reporting events between the SoS and the procurement activity, internal system or off-line communications (e.g., email, phone), are authorized when procurement systems are not capable of supporting the MILSTRIP transactions.

C27.7.2. The SoS will initiate universal requisition cancellation transactions (DIC ACM) and mass requisition cancellation transactions (DIC ACP) for all items scheduled for direct delivery, and for which purchase requests have been submitted, regardless of materiel costs, unless continued processing has been requested under Paragraph C27.4.

C27.7.2.1. Mass cancellation will not be requested for requisitions citing Special Requirements Code 555.

C27.7.2.2. Universal cancellation will be requested regardless of the entry in the Special Requirements field.

C27.7.3. Procurement activities will advise the SoS of actions taken in response to cancellation requests. When a shipment has not been released to the carrier for delivery to consignee and cancellation is accomplished, the procurement activity will

send the SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code BQ or B4. Procurement activities will not initiate actions with the DTS to cause diversion of shipments at terminals.

C27.7.4. For shipments already released to a carrier for delivery to the consignee not meeting the criteria stipulated in paragraph C27.5.7., the procurement activity will generate the Storage Activity Supply Status (DLMS 945A/DIC AE6) to the SoS. The SoS will generate, on behalf of the procurement activity, a Reply to Cancellation Request – Shipment Status (DLMS 856S/DIC AU_) for routing by DAAS under standard MILSTRIP procedures for shipment status.

C27.7.4.1. For CONUS shipments and those OCONUS shipments that meet the mass or universal cancellation criteria and have entered the DTS within 45 calendar days of the date of the mass or universal requisition cancellation request, the SoS will cite Action Code W10 in the Reply to Cancellation Request – Shipment Status to indicate actions are being taken to attempt to divert the shipment.

C27.7.4.2. The Storage Activity Supply Status transaction to the SoS will cite Status Code B9 indicating that action is being taken to cancel/divert the shipment. This status will be perpetuated by the SoS in a Supply Status transaction to the requesting activity.

C27.7.5. Procurement activities in receipt of confirmation of shipment diversion transactions will send to the appropriate SoS a Reply to Cancellation Request transaction (DIC AG6) SoS citing Status Code B6 for each requisition contained within the shipment unit. The transaction will also cite the DoDAAC of the new consignee.

C27.7.6. Procurement activities in receipt of denial of shipment diversion transactions will send to the appropriate SoS a Reply to Cancellation Request – Materiel Release Confirmation transaction (DIC AU0/AUA/AUB).

C27.7.7. If the procurement activity is unable to transmit either the confirmation of shipment diversion or the denial of shipment diversion, it will be presented to the SoS via internal system communication or offline means (e.g., email, phone), at which time the SoS will update its records accordingly.

C27.7.8. Upon receipt of a DLMS 869C Follow-Up to Procurement Activity for Mass/Universal Requisition Cancellation, the procurement activity will respond with the appropriate transaction as outlined in the preceding procedures for procurement activity processing of these cancellation requests.

C27.8. <u>DTS PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS</u>

C27.8.1. <u>Diverting Outside the Continental U.S. Shipments</u>. When outside the continental U.S. (OCONUS) shipments have already departed from continental U.S. (CONUS) ports, the responsibility for diversion or disposition is that of the consignee or the appropriate theater, force, logistics, or type commander. Notice to the latter will be

the transportation lift data provided by the DTS clearance authority. (See paragraph C27.9.4.)

 C27.8.2. <u>Diverting Continental U.S. Shipments</u>. No attempt will be made to divert materiel destined to CONUS customer activities beyond the point of shipment.

 C27.8.3. <u>Designated Storage Points</u>. All shipping DoD Components will designate storage points within their distribution system to receive shipments redirected as a result of mass or universal cancellation. Fund citations for bill of lading (BL) preparation must also be provided. These designated points and fund citations will be provided to Air Mobility Command (AMC), Military Surface Deployment and Distribution Command (SDDC), or theater commanders and will serve as predesignated consignees for any announced mass or universal cancellation. If more than one storage point is designated, instructions will be furnished to specify on a geographical basis the storage point designation in relation to each range of water and aerial ports (e.g., west, gulf, and east coasts). In addition, canceling DoD Components will designate a contact point(s) to provide disposition instructions on materiel that does not meet the automatic diversion conditions specified in paragraph C27.9. Designated points of contact will provide requested disposition instructions to DTS within 24 hours on materiel located at air terminals and within 48 hours on materiel located at water terminals.

C27.9. <u>DISPOSITION OF FRUSTRATED SHIPMENTS/MATERIEL</u>

 C27.9.1. The disposition of frustrated shipments at water ports of embarkation (WPOE)/aerial ports of embarkation (APOE) that are the result of mass or universal cancellation action will be as follows:

 C27.9.1.1. Shipments from DoD storage points or from commercial vendors acting under the direction of a DoD procuring activity will be diverted to the predesignated storage sites of the shipping/procuring DoD Component.

 C27.9.1.2. Shipments from General Services Administration (GSA) commercial vendors acting under the direction of a GSA procuring activity will be disposed under normal excess/surplus/donation procedures. The shipments will not be diverted to GSA facilities.[6]

 C27.9.1.3. DTS attempts to divert/frustrate shipments will terminate 45 calendar days from the effective date of the mass or universal cancellation request.

 C27.9.2. Certain strategic and tactical operations or political considerations may dictate that all shipments for a given consignee be stopped or diverted. In these most restrictive of shipment diversion situations and economic considerations (e.g., the comparison of accessorial cost of stopping, holding, and returning the materiel to storage activities), the value of the canceled materiel and the costs of the receiving activity to perform the necessary processing or reprocessing of the materiel are not

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[6] Refer to ADC 1142, Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP)

controlling factors. In most situations, however, the strategic, tactical, or political environment is such that complete disregard of these economic considerations is not warranted.

C27.9.3. Transportation diversion procedures are established to permit diversion only if the materiel being shipped can be identified and located by TCN.

C27.9.3.1. <u>Non-Consolidated Shipment Units</u>. Shipment units eligible for cancellation that have not been consolidated into a container with other shipments will be stopped and diverted by the POE up to the point of lift. Diversion of cancellation eligible shipments at or beyond the port of debarkation (POD) will be the responsibility of the appropriate theater, force, logistics, or type commander.

C27.9.3.2. <u>Consolidated Multiple Shipment Units</u>. Individual line-items will not be removed from multiple-line shipment units (consolidated packs), nor will a shipment unit container be removed from a multi-container shipment (SEAVAN) type device. Shipment units cannot be diverted in the DTS if stuffed or loaded with other shipment units or on multiple shipment unit devices; such as, SEAVANS, container express (CONEX), MILVANS (Military Van), and Aircraft 463L pallets.

C27.9.4. For mass or universal cancellation requests that specify FSC, NSNs/LSNs, or part number data, the DTS will stop and frustrate, for the DoD Component review, all shipments of the canceling DoD Component for the affected consignees. Disposition of cancellation eligible shipments at or beyond the POD will be the responsibility of the appropriate theater, force, logistics, or type commander.

C27.9.5. The DTS will generate specified documentation for the following shipment categories:

C27.9.5.1. For all shipments that are diverted as a result of mass or universal cancellation, the DTS will contact the shipper to confirm shipment diversion. The confirmation of shipment diversion will contain complete Transportation Control and Movement Document (TCMD) data for each shipment unit and, if available, the contract number. In addition:

C27.9.5.1.1. For shipments that are diverted under pre-positioned instructions, the DTS will generate appropriate DTR 4500.9R, "Defense Transportation Regulation" transactions to the new consignee.

C27.9.5.1.2. For shipment units that are frustrated and were not diverted to a specific site, the DTS will send a request for disposition instructions to the appropriate Component contact points. In situations where the designated DoD Component contact point is a collocated liaison office, the request for disposition instruction transactions will be listed and provided to the contact point directly. After receipt of disposition instructions for such frustrated shipments, the DTS will prepare appropriate DTR transactions for the new consignee.

C27.9.5.1.3. For shipments in transit to, at, or between the POD and the OCONUS consignee, OCONUS DTS activities will request disposition instructions from the appropriate theater, force, logistics, or type commander's designated contact point.

C27.9.5.2. For shipments in transit between WPOE/APOE and the OCONUS consignee less than 30 days, the DTS will generate a listing of the manifest shipment unit data, vessel/aircraft identification and departure date, water port of debarkation (WPOD)/aerial port of debarkation (APOD) and estimated time of arrival (ETA). This listing will be sent to the affected OCONUS command component, the appropriate WPOD/APOD, and to the designated contact point, if requested.

C27.9.6. Storage sites in receipt of diverted shipments will report the receipt to the appropriate SoS under Chapter 13. Reconsignment/disposition will be as directed.

C27.9.7. Specific instructions concerning materiel transportation charges and credit allowances are contained in the DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," (Vol 11B), Federal Property Management Regulation (FPMR) 101-26.311, and FPMR 101-27.505. The Component initiating the cancellation requests applicable to U.S. Forces requisitions will be charged with the following:

C27.9.7.1. Transportation and terminal costs associated with holding, stopping, and returning materiel to storage,

C27.9.7.2. Procurement termination costs when it is determined that termination is in the best interest of the Government, and

C27.9.7.3. Excess transportation costs that may be incurred when moving cargo that is unaffected by the mass or universal cancellation action.

C28. CHAPTER 28

RESERVED

C29. CHAPTER 29

RELEASE AND RECEIPT OF MATERIEL
DD FORM 1348-1A

C29.1. GENERAL

C29.1.1. The Issue Release/Receipt Document, DD Form 1348-1A (or DD Form 1348-2 with attached shipping label), and continuation page are prepared by the supply/shipping activity. These documents are used to select, pack, ship, and receive materiel. They are also used as a receipt transaction and/or to provide a means to automate the capture of data using automatic identification technology (AIT) devices. The DD Form 1348-1A (or DD Form 1348-2) is mandatory for all shipments to DoD customers, including foreign military sales (FMS) and contractors, from DoD and General Services Administration (GSA) shipping activities, except as noted in paragraph C29.3. Additionally, the continuation page is a mandatory document to assist the processing of serialized items (see Appendix 6.36).

C29.1.2. The DD Form 1348-1A (or DD Form 1348-2) may be manually or mechanically prepared and will contain data elements prescribed herein for the various types of transactions.

C29.1.3. Use of carbonless paper for a preprinted DD Form 1348-1A (or DD Form 1348-2) is authorized at the option of the Service/Agency.

C29.1.4. Mechanically prepared DD Form 1348-1A (or DD Form 1348-2) must contain all required bar codes as outlined in C29.1.6 through C29.1.9 (and associated sub-paragraphs).

C29.1.5. For transfers to DLA Disposition Services Field Offices, at least one copy of DD Form 1348-1A (or DD Form 1348-2) must accompany the property and be in a legible, easy-to-read format.

C29.1.6. For the DD Form 1348-1A, see Appendices 6.25 through 6.29, Appendix 6.31 and Appendix 6.35. There are two methods for generating the form:

C29.1.6.1. Preprinted form. Data entries will be made by automated printer, typewriter, or hand scribed.

C29.1.6.2. Non-preprinted form. When this method is used, the form and data are printed simultaneously and will contain the prescribed data elements.

C29.1.7. The preprinted DD Form 1348-1A is 8-1/2 inches long (side to side) and 51/2 inches high (top to bottom). When printed on plain stock paper using laser, thermal transfer, ion disposition, cold fusion, or other nonimpact printers, the size may vary within a range of 7-3/4 to 9 inches long and 4 to 5 inches high (with one-sixth inch

tolerance). When such print technology is used, the in-the-clear/human-readable data must be easily read and the AIT entries must be machine readable. Margins of one-fourth inch and outside lines are preferred, but may be eliminated provided the DD form number remains readable. When printing three forms per 8-1/2- by 14-inch sheet of paper, the originator must shall ensure that the form, spacing, size, and data entered thereon are legible and capable of being interpreted by a Logistics Applications of Automated Marking and Reading Symbols (LOGMARS) scanning device.

C29.1.7.1. Block numbers are provided for data entry. Data to be entered in the data blocks are shown in Appendices 3.48 and 3.49. Block 27 will contain information facilitating item unique identification (IUID) in support of unique item tracking (UIT) and DoD supply policy in conjunction with the expanded content of the Portable Data File 417 (PDF417) two-dimensional (2D) bar code as illustrated in Appendices 6.35 and 6.36. For a single item shipment, include the clear-text, concatenated/single value unique item identifier (UII). Phased/staggered implementation is authorized pending DoD-wide implementation of DoD policy for the application of IUID in supply processes. As an interim approach, identification of the item on the Issue Release/Receipt Document (IRRD) by serial number alone is authorized. Additional optional information may include the item manufacturer's contractor and Government entity (CAGE) code, current part number, and batch/lot number. Block 27 will contain all additional data and in-the-clear text that may be required and is not shown elsewhere on the form. The in-the-clear text may be used with the AIT encoded information for those activities possessing bar coding capability.

C29.1.7.2. The paper may be any color that provides a minimum bar code contrast as specified in International Organization for Standardization (ISO) and International Electrotechnical Commission (IEC) (ISO/IEC) 15415, Information Technology - Automatic Identification and Data Capture Techniques - Bar Code Print Quality Test Specification – Two-dimensional Symbols and in ISO/IEC 15416, Information Technology – Automated Identification and Data Capture Techniques – Bar Code Symbology Specification – Linear Symbols.

C29.1.8. The Code 39 (three-of-nine) linear bar code, and PDF417 2D bar code, and Macro PDF417 2D bar code, as defined in ISO/IEC 16388 Information Technology – Automated Identification and Data Capture Techniques – Bar code symbology specifications – Code 39 and ISO/IEC 15438 Information Technology – Automated Identification and Data Capture Techniques – PDF417 2D bar code symbology specification, are established as the standard symbologies for the automated marking and reading of items of supply, equipment, materiel packs, and containers in logistics operations throughout the DoD. This symbology will be applied using MIL-STD-129 (latest revision), unless otherwise authorized. When Code 39 linear bar code symbols are printed on DD Form 1348-1A (or DD Form 1348-2), all record positions of data elements that will be encoded, will contain a bar code character even if the position was blank on the source document. The specific technical information provided in MILSTRIP is not intended to be compressive and should be used in conjunction with the MIL-STD-129.

C29.1.9. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page. For shipment quantities of two or more serialized items, the responsible activity will prepare a continuation page to facilitate automatic data capture.

C29.1.9.1. In lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A (or DD Form 1348-2), the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data.

C29.1.9.2. The continuation page will contain, at a minimum, the prescribed data elements outlined in Appendix 6.36. For systems capable of printing PDF417 2D bar codes, see Appendix 6.35 for a listing of encoded MH10.8.2 standard data identifiers for the data elements.

C29.1.9.3. The continuation page will also contain Code 39 linear bar coding with the respective human-readable interpretation (i.e., clear text) for the included serial numbers to satisfy legacy system requirements.

C29.1.10. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page for Ammunition and Explosives (A&E). For shipment of items categorized as A&E, the responsible activity will prepare a continuation page to capture additional data elements required for A&E management /accountability and facilitate automatic data capture. The continuation page may be produced by AIT systems on the same page as the 1348-1A if space permits, or separately.

C29.1.10.1. The continuation page will contain, at a minimum, the prescribed data elements outlined in Appendix 6.36 to include human-readable interpretation (i.e. clear text) data elements 28 through 42.

C29.1.10.2. In lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A, the continuation page may contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data.

C29.1.10.3. The continuation page will contain, at a minimum, the prescribed applicable data elements outlined in Appendix 6.36. For systems capable of printing PDF417 2D bar codes, see Appendix 6.35 for a listing of encoded MH10.8.2 standard data identifiers for the data elements.

C29.1.10.4. Printing Code 39 linear bar code symbols for A&E is optional on the continuation page(s). All A&E hand held terminals (bar code imagers) in use support Code 39 linear, PDF417 and Data Matrix 2D barcode symbols. Serial, Lot, or any other required clear text data from either the DD Form 1348-1A or the continuation page will be included in the PDF417 or PDF417 Macro 2D barcodes.

C29.2. DOCUMENT DISTRIBUTION

C29.2.1. Actual copies utilized, other than the original and first carbon copy, will be at the option of the individual S/A. See Tables C29.T1 and C29.T2 for the distribution of the transactions.

C29.2.2. For transfers to DLA Disposition Services Field Offices, if all DD 1348-1A data is provided in automated transactions and/or available via digital image, one copy of the printed document must accompany the shipment; in accordance with the Paperwork Reduction Act, additional paper copies are not required including verification of receipt copies.

Table C29.T1. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document, and Continuation Page to all Consignees other than DLA Disposition Services and Security Assistance[1]

TRANSACTION	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A (or DD Form 1348-2)	One (Automated) or Two (Manual)	One copy will accompany all shipments on the outside of the shipping container if not in conflict with other applicable directives. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding. For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to prove that a shipment has been made. Copies must be attached IAW MIL-STD-129.
Continuation Page	One (Automated) or Two (Manual)	One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material and shipment IAW MIL-STD-129. For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to track the serialized contents of the shipment.

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[1] For Security Assistance shipments, see Figure C6-F1.

Table C29.T1. <u>Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document, and Continuation Page to all Consignees other than DLA Disposition Services and Security Assistance</u>[1]

TRANSACTION	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A (or DD Form 1348-2)	One (Automated) or Two (Manual)	One copy will accompany all shipments of materiel and remain attached to the property at the DLA Disposition Services Field Office. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding. For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to prove a shipment has been made.
Continuation Page	One (Automated) or Two (Manual)	One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material. Upon receipt at the DLA Disposition Services Field Office, the copy will be used by personnel screening property for potential reutilization, transfer, or donation. It will remain attached to the property at the DLA Disposition Services Field Office. For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to track the serialized contents of the shipment and prove a shipment has been made.

C29.3. <u>ISSUES FROM SUPPLY SYSTEM STOCK OR FROM DLA DISPOSITION SERVICES FIELD OFFICES; REQUISITIONS FOR LOCAL ISSUE FROM DLA DISPOSITION SERVICES FIELD OFFICES</u>

C29.3.1. The DD Form 1348-1A (or DD Form 1348-2) will be prepared as a release document by the shipping activity (issues from supply system stock) or by the shipping DLA Disposition Services Field Office (DLA Disposition Services-directed issues from the local DLA Disposition Services Field Office). The requisitioner may also use this format when hand carrying requisitions for local issue from DLA Disposition Services Field Office. Minimum data entries are outlined in Appendix 8.48 for the DD Form 1348-1A (or DD Form 1348-2).

C29.3.2. To accommodate the various distribution systems and equipment, DD Form 1348-1A (or DD Form 1348-2) provides blocks for data entry. With the exception of Blocks 9, and 15, use of these blocks is optional, but when used, will contain information shown in Appendix 8.48.

C29.3.3. The continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) and must be attached to the material and shipment IAW MIL-STD-129 shipping document requirements for all shipments of two or more items which are tracked under a UIT program or in support of DoD policy of the application of IUID in supply business process. Minimum data entries are outlined in Appendix 6.36.

C29.3.4. By exception, when DLA Disposition Services property is sold to a Commercial Venture contractor, the DLA Disposition Services Field Office has the option to suppress printing of the DD Form 1348-1A. When no IRRD is prepared, DLA Disposition Services will utilize the Workload Location List in lieu of the IRRD as the document transferring ownership from the Government to the contractor. The Workload Location List will identify all document numbers associated with the Commercial Venture delivery order, materiel identification by national item identification number (NIIN), and applicable quantities. A copy of the Workload Location List will be retained by the field office.

C29.4. <u>RETURNS TO STOCK AND TRANSFERS (EXCLUDING TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES)</u>

C29.4.1. In addition to the release of materiel for shipment based upon a requisition, other situations such as the following necessitate release of materiel for shipment:

C29.4.1.1. Materiel returns from base to depot.

C29.4.1.2. Base-to-base movements.

C29.4.1.3. Retrograde or lateral system movements.

C29.4.2. The documentation copy and distribution requirements prescribed in Tables C29.T1 or C29.T2 will be used to effect returns and transfers. Entries will be as shown in Figure C29.F1 for all DLA and inter-Service/Agency (S/A) transactions.

C29.4.3. For intra-S/A use, the data prescribed in Figure C29.F1. must be entered. Other entries may be prescribed by concerned S/As; however, any such entries must relate to the columnar and/or block headings indicated in the form.

Figure C29.F1. <u>Instructions for Completion of DD Form 1348-1A (or DD Form 1348-2), Used for Returns to Stock Transfers (Excluding Transfers to DLA Disposition Services Field Offices)</u>

RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
1-3	Perpetuate from source document or blank.
4-7	Leave blank.
8-22	Enter the stock or part number.
23-24	Enter the U/I.
25-29	Enter the quantity.
30-43	Enter the document number of the consignor (shipper.)
44-73	Leave blank.
74-80	Enter the unit price[2].
Blocks 3 and 27	Enter DoDAAC of the activity to which the materiel is directed. The in-the-clear name, number, and address may be in Block 27.
Block 27	Enter the supply condition code reflecting the condition of the materiel. (See Appendix 2.5, **Supply** Condition Codes)
Block 27	Enter activity account number of the activity to be credited (if applicable) and the appropriate fund code (if applicable). (See DLM 4000.25, Volume 4 Finance). For single quantity item, enter applicable serial number and/or UII content in conjunction with application of a PDF417 2D bar as illustrated in Volume 2, Appendix 6.35. For multiple uniquely identified items, use the continuation page per Volume, 2, Appendix 6.36[3]

C29.5. <u>TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES</u>. Use DD Form 1348-1A (or DD Form 1348-2) as the disposal turn-in document (DTID) for all transfers to DLA Disposition Services Field Offices. See C29.2.2. for criteria to use automated distribution of DD Form 1348-1A (or DD Form 1348-2). Appendix 8.49 shows required entries required for single line item turn-ins. See Appendix 6.35 for PDF417 2D bar code content. A continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments of two or more items that are tracked under a UIT program or in support of DoD policy for the application of IUID in supply business processes. See Appendix 6.35 for PDF417 2D bar code content and Appendix 6.36 for the continuation page content.

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[2] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221
[3] For Security Assistance shipments, see Figure C25-F1.

C30. CHAPTER 30

PROCEDURES FOR SERIALLY MANAGED MATERIEL REQUIRING OWNER VISIBILITY

C30.1. <u>GENERAL</u>.

C30.1.1. Purpose. This chapter covers the additional procedures required for serially managed materiel requiring owner visibility. See section C30.5. for the <u>categories of serially managed materiel covered by this chapter</u>.

C30.1.1.1. For these procedures, the serial number is mandatory in the DLMS transaction, as is the unique item identifier (UII), when available--the intent is to capture both serial number and UII. Many legacy items have not been marked with an assigned UII; therefore, the UII cannot be considered a mandatory data element until transition to management by UII is complete across the Department of Defense.[1] That is the context in which the term "serial number/UII" is used in this chapter.

C30.1.1.2. Serially managed items requiring owner visibility will follow DoD serial number guidance as stated in C30.4.4. Any serially managed item coming to the DoD, regardless of the source, must comply. DoD Components will add the necessary contractual clause to ensure vendor compliance in any new procurement contracts/acquisition actions. This requirement will safeguard the integrity of the serial number in all of DoD systems. Legacy items will only need remarking prior to inter-component shipments. A legacy item with a non-compliance serial number will stop the receipt process and result in the materiel to be suspended awaiting disposition.

C30.1.1.3. Under capital equipment and active UIT programs, the definition for line item includes the NSN + SCC + serial number + UII + owner. However, for the physical storage of serially managed items, the intent is to allow DoD Components to store materiel by NSN, SCC, and owner and not by serial and UII. This will allow storage activities to store multiple items of the same NSN, SCC, and owner in the same location.

C30.1.1.4. These procedures require record keeping by both the owner and storage activity and the constant transaction exchange at the item instance level (serial number/UII) to ensure that the records of both reflect the correct serial numbers/UIIs, by storage location, owner, and supply condition code (SCC).

C30.1.2. Transactions. This chapter addresses the following DLMS transactions with their functions identified by their beginning segment and transaction type code.

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[1] The UII is an identifier used to uniquely identity an individual item used within the Department of Defense. The UII may be a DoD Recognized IUID equivalent [e.g., Vehicle identification number (VIN)] or a composite structure defined by the Department of Defense [refer to UII Construct 1 and UII construct 2]. Refer to DoD policy and supporting documentation for specific IUID guidance at www.acq.osd.mil/dpap/pdi/uid/index.html. Refer to the most current version of MIL-STD-130 for specific guidance marking of U.S. Military property.

Transactions identified support the business process, but may not actually be used to exchange serial number/UII. The procedures in this chapter require that a system transact business interchanges using DLMS transactions, The DLMS Implementation Conventions (IC) are available on the Defense Enterprise Data Standards Office (DEDSO) Website on the DLMS IC Page.

> C30.1.2.1. Receipt Transaction is DLMS 527R with beginning segment (1/BR02/020) Transaction Type Code D4 – Receipt.

> C30.1.2.2. Standard Supply Discrepancy Report is DLMS 842A/W with beginning segment (1BNR06/0200) Transaction Type C1 – Claim Information.

> C30.1.2.3. Storage Quality Control Report (SQCR) is DLMS 842S/Q with beginning segment (1BNR06/0200) Transaction Type 03 – Report Message. Use beginning segment (1/BNR01/0200) Transaction Set Purpose Code to distinguish the purpose.

> C30.1.2.4. Physical Inventory Request is DLMS 846P with beginning segment (1/BIA02/020) Report Type Code TC – Physical Inventory Request.

> C30.1.2.5. Response to Physical Inventory Request is DLMS 846P with beginning segment (1/BIA02/020) Report Type Code DD – Distributor Inventory Report. This transaction is only used as a Response to Physical Inventory or follow-up when there is no record of stock number or no record of ownership (Management Code R), when physical inventory is in workload bank or in process (Management Code S), or when responding to follow-up when inventory is already complete (Management Code Y). The usual response to a request for inventory is a 947I Inventory Adjustment in accordance with Chapter 6.

> C30.1.2.6. Transaction History Request Transaction (from owner/manager to distribution) is DLMS 846P with beginning segment (1BIA02/020) Report Type Code TF – Transaction History Request.

> C30.1.2.7. Response to Transaction History Request Transaction (when no history available) is DLMS 846P with beginning segment (1BIA02/020) Report Type Code AD – Agent/Distributor Inventory Report.

> C30.1.2.8. End of Day Transaction Count is DLMS 846P with beginning segment (1/BIA02/020) Report Type Code B1 – Batch Report.

> C30.1.2.9. Location Reconciliation Request is DLMS 846R with beginning segment (1BIA02/020) Report Type Code LC – Location Reconciliation Request.

> C30.1.2.10. Location Reconciliation Notification is DLMS 846R with beginning segment (1BIA02/020) Report Type Code X4 – Summary Report.

> C30.1.2.11. Location Reconciliation History Notification is DLMS 846R with beginning segment (1BIA02/020) Report Type Code ZZ – Mutually Defined.

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C30.1.2.12. Shipment Status is DLMS 856S with beginning segment (1/BSN06/0200) Transaction Type Code AS – Shipment Advice.

C30.1.2.13. Shipment Status Materiel Returns is DLMS 856R with beginning segment (1/BSN06/0200) Transaction Type Code FT – Material Return. For other types of materiel returns such as retrograde shipment for return of discrepant/deficient materiel or repair outside of the MILSTRIP Returns Program, use Transaction Type Code RD – Returns Detail. Must use the ASC X12 Version 4030 as this version allows the UII to be carried in single data field

C30.1.2.14. Acceptance Report is DLMS 861 with beginning segment (1/BRA04/020) Receiving Advice or Acceptance Certificate Type Code 9 – Authorized Representative in Receipt of an Acceptance Alert.

C30.1.2.15. Materiel Release Confirmation is DLMS 945A with beginning segment (1/W0611/0200) Transaction Type Code NJ – Material Release Confirmation *and Transaction Type Code NK – Materiel Release Denial.* Must use the ASC X12 Version 4030 as this version allows the UII to be carried in single data field.

C30.1.2.16. Inventory Adjustment is DLMS 947I with beginning segment (1/W1505/0200) Transaction Type Code NU – Inventory Adjustment and use of 2/W1901/0200 Quantity or Status Adjustment Reason Code. Must use ASC X12 Version 4030 as only this version includes the capability to carry UII.

C30.2. APPLICABILITY AND SCOPE.

C30.2.1. The provisions of this chapter apply to the Military Departments including Coast Guard and Defense Agencies (hereafter referred to as the DoD Components).

C30.2.2. This Chapter's procedures supplement (are additive) the procedures in DLM 4000.25, Volume 2, Chapters 4, 5, 6, 7, *10,* 11, 13, 14, *16,* and 17.

C30.2.3. The procedures in this chapter can only be implemented by Automated Information Systems (AIS) that have implemented the DLMS ANSI ASC X12 ICs or the equivalent DLMS XML business partner interchange transactions.

C30.3. EXCLUSIONS.

C30.3.1. Classified activities that determine the visibility of specific items may compromise operational security must request guidance from their DoD Components.

C30.3.2. The DoD excludes all items that are not cataloged in the Federal Logistics Information System (FLIS) from the procedures in this chapter, with the exception of management control numbers (MCN) under the SA/LW Program.

C30.3.3.The procedures in this chapter do not directly address update of the IUID registry. The procedures for updating the IUID registry are contained in the DoD Procurement Toolbox found on the "Unique Identification" link at

https://dodprocurementtoolbox.com. Procurement Integrated Enterprise Environment (PIEE) eBusiness Suite web based training video tutorials of different aspects of the IUID registry and baseline functionality are available at ***https://piee.eb.mil/***.

C30.4. <u>POLICY</u>.

 C30.4.1. DoD Instruction 8320.04, Item Unique Identification (IUID) Standards for Tangible Personal Property, dated September 3, 2015 states, "The unique item identifier (UII) will be used globally as the common data key in financial, property, acquisition, and logistics (including supply and maintenance) automated information systems to enable asset accountability, valuation, life-cycle management, and counterfeit materiel risk reduction."

 C30.4.2. DoD Components will follow the IUID procedures identified in DODM 4140.01, Volume 9, "Materiel Programs", and Volume 11, "Inventory Accountability and Special Management and Handing.

 C30.4.3. The DoD Integrated Requirements Set (IRS) for IUID in Supply Business Processes documents the ODASD(Logistics) vision for the integration of IUID at the transactional level.

 C30.4.4. DOD established overarching guidance for the serial number convention and only alpha numeric (A-Z, 0-9), dashes, and forward slashes are allowed with a maximum field length of 30 characters. Spaces are not allowed. DOD Components must ensure future procurement actions require vendors to follow serial number convention guidance as applicable. ODASD (Logistics) will update appropriate DOD policies to reflect these changes followed by the implementation of this change. Consequently, DEDSO will develop a change to incorporate these changes in all applicable DLMS transactions and manuals.

C30.5. <u>CATEGORIES OF SERIALLY MANAGED MATERIEL COVERED BY THIS CHAPTER</u>

 C30.5.1. DoD Unique Item Tracking Programs. The procedures in this chapter apply to items within a DoD level (inter-DoD Component) unique item tracking (UIT) program[2].

 C30.5.1.1. <u>Unique Item Tracking Designator Codes</u>.

 C30.5.1.1.1. The UIT designator code indicates that an item is part of an established UIT program. In accordance with DODM 4140.01 policy, the DoD

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[2] This chapter does not apply to the DoD Small Arms and Light Weapons Serialization Program (DoDSALWSP) pending implementation of weapon transaction reporting using standard supply logistic transactions. The Defense Enterprise Data Standards Office will address DoDSALWSP use of standard logistics transactions by a proposed DLMS change.

Components will not establish any new UIT programs. The FLIS is the authoritative source for UIT designator codes.

C30.5.1.1.2. DoD Components apply the appropriate FLIS UIT designator codes to NSNs in existing UIT programs. Table C30.T1. shows authorized UIT designator codes. Ensure that the integrated materiel manager (IMM) applies the UIT designator code to every NSN comprising the DoD level program, for which a UIT designator code is not already assigned. The IMM assigns UIT designator codes to a NSN based on direction by the DoD Component UIT central control point. The UIT designator code, in conjunction with FLIS IUID Indicator Y, provides the DoD Components a systemic means to identify that an NSN is subject to these procedures. For system to system updates of the UIT designator code, activities should subscribe to the UIT data through the FLIS Portfolio Data Warehouse which is Logistics Information Services Master Data Capability. To negotiate this XML Data Exchange/Subscription, send an e-mail request to J62FPDWPMO@dla.mil

C30.5.1.1.3. Table C30.T1. shows the UIT Designator Codes

Table C30.T1. Unique Item Tracking Designator Codes

Code	Program Title	Status
AAA	DoD Small Arms and Light Weapons Serialization Program (DoDSALWSP)	Active
AAB	Security Risk Category I Non-Nuclear missiles and Rockets	Active*
AAC	Radiation Source Tracking System (RASTS) Program	Active
AAD	Navy Depot Level Reparables (NDLR) Program	Active*
AAF	Aviation Component Tracking Program	Active*
AAG	Tritium Unique Item Tracking Program	Active
AAH	Controlled Cryptographic Items (CCI)	Active
AAJ	Positive Inventory Control (PIC) Nuclear Weapon Related Materiel (NWRM)	Active
AAK	Other Serially Managed Items[3]	Active
* Requires prior coordination before implementation		

C30.5.1.2. DoD Small Arms and Light Weapons Serialization Program (DoDSALWSP). The DoD SA/LW Serialization Program is subject to the IUID transactions requirements identified in this chapter. In addition, section 30.13. provides specific instructions for scenarios pertaining to SA/LWs.

C30.5.1.2.1. To maintain full accountability of all SA/LW within the DoD, Components will ensure all SA/LW are properly recorded and managed in their respective accountable system of record in accordance with DoDM 4140.01. All SA/LW must be

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[3] Refer to ADC 1198, 1198A, ASC 1198B, and ASC 1317.

reconciled by line item as stated in the DLM 4000.25, Chapter 6 Physical Inventory Control. Components will follow the procedures in this chapter as well as those listed in paragraph C30.2.2. for intra and inter Component shipments pertaining SA/LW.

C30.5.1.2.2. The accounting of SA/LW includes, but is not limited to: Newly procured weapons; returns; Weapons procured from commercial sources to include offline ordering; Lost, abandoned, or unclaimed privately owned weapons turned over for disposal; Weapons purchased with non-appropriated funds turned over for disposal; Ceremonial/Training weapons; Lost, stolen, and/or recovered weapons; Captured, confiscated, or abandoned enemy weapons; Recovered weapons turned over to the DoD by law enforcement or foreign countries; Museum/historical weapons; and Loans.

C30.5.1.2.3. DoD Components must establish active, inactive and historical records of all SA/LW to include those previously under custody/ ownership.   All SA/LW records must be retained in accordance with the National Archives and Records Administration (NARA). The history of weapons must be readily available to respond to FOIA requests, law enforcement inquiries, or any other official request from an authorized organization.

C30.5.1.3. Security Risk Category I Non-Nuclear missiles and Rockets. Items subject to Security Risk Category I Non-Nuclear missiles and Rockets UIT program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAB.

C30.5.1.4. Radiation Source Tracking System Program (RASTS)[4]

C30.5.1.4.1. Radiation Source Tracking System Program (RASTS) is a program established to provide regulatory and statutory compliance with Federal, state, and local regulations for the use of radioactive materiel in fielded chemical defense equipment and in industrial applications. It is designed to provide strict control and identification of all radioactive sources to comply with relevant Nuclear Regulatory Commission (NRC) license requirements.

C30.5.1.4.2. Identifying RASTS Items: Items subject to the RASTS UIT program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAC.

C30.5.1.5. Navy Depot Level Reparable (NDLR) Program

C30.5.1.5.1. The NDLR UIT program is the recognized inter-DoD Component program for select Navy-managed Depot Level Reparables (DLR).

C30.5.1.5.2. Identifying NDLR UIT Program Items: Items subject to the Navy DLR UIT program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAD.

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[4] Radiation Testing and Tracking System (RATTS) was replaced by Radiation Source Tracking System (RASTS). NRC licenses 12-00722-13 and 12-00722-14 covering Chemical Detection Equipment (CDE) and Tritium are obsolete terminated licenses and are replaced by NRC license 21-32838-01.

C30.5.1.5.2. Interim Process for NDLR UIT Program. Navy and DLA Distribution previously activated the NDLR UIT program with a limited set of DLMS transactions. Navy and DLA Distribution will continue that process as an interim process, until they implement Chapter 30 procedures. DLMS will eliminate this interim procedure at that time. Navy's target implementation date to transition to the Chapter 30 procedures for the NDLR UIT program is unknown.

Table C30.T2. Interim Navy Depot Level Reparable Program UIT transactions

Transaction	Title
527R	Receipt
856S	Shipment Status
945A	Materiel Release Confirmation/Disposal Release Confirmation

C30.5.1.6. Aviation Component Tracking Program

C30.5.1.6.1. The Aviation Component Tracking Program is designed to ensure unique identification for U.S. Army Aviation equipment flight safety parts and for life managed or special interest items. It provides for control, improved accountability, and visibility of U.S. Army Aviation equipment.

C30.5.1.6.2. Identifying Aviation Component Tracking Program UIT Items: Items subject to the Aviation Component Tracking Program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAF.

C30.5.1.7. Tritium Unique Item Tracking Program

C30.5.1.7.1. The Tritium UIT Program identifies all primary and secondary items comprised of tritium throughout the Army, Army Reserve, National Guard, and Marines. This program is necessary to meet an Army requirement for location visibility of all tritium sources at all times.

C30.5.1.7.2. Identifying Tritium UIT Program Items: Items subject to the Tritium UIT Program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAG.

C30.5.1.8. Controlled Cryptographic Items (CCI)

C30.5.1.8.1 Controlled Cryptographic Items UIT Program. The CCI UIT program was established to meet National Security Agency requirements to maintain visibility of controlled cryptographic end items.

C30.5.1.8.2. Identifying CCI Items: Items subject to the CCI UIT program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAH.

C30.5.1.9. Positive Inventory Control (PIC) Nuclear Weapon Related Materiel (NWRM)

C30.5.1.9.1. Air Force program for providing positive inventory control for NWRM.

C30.5.1.9.2. Identifying PIC NWRM Items: Items subject to the PIC NWRM UIT program have a FLIS IUID Indicator (Y) and FLIS UIT Designator Code AAJ.

C30.5.1.9.3. Air Force Integrated Logistics Solution-Supply (ILS-S) (Retail Supply) and Supply Status. Air Force will use Supply Status (DLMS 870S) in Air Force ILS-S (Retail Supply), on an intra-Air Force basis to provide the latest status to the intended receiving activity, including UII and/or serial number in support of the PIC NWRM UIT program. For legacy items where the UII has not been marked in accordance with IUID policy, the serial number alone will be passed. The Defense Automatic Addressing System (DAAS) will enable transmission of information copies of the ILS-S Supply Status to the NWRM PIC Fusion Module to ensure the PIC NWRM UIT program has near real time access to UIIs and the associated serial numbers of NWRM item movements.

C30.5.1.9.4. Retail Supply and Transportation Interchange. (See DLM 4000.25, "Defense Logistics Management Standards Manual," Volume 3, Chapter 2.) For designated supply trading partners (currently limited to the Standard Base Supply System (SBSS) – Cargo Movement Operations System (CMOS) interface):.

C30.5.1.9.4.1. Use the DLMS 940R Materiel Release Order (MRO) to support the PIC NWRM UIT program. Pass UIIs and the associated serial number in the MRO for each item meeting the PIC NWRM UIT program criteria. For legacy items where the UII has not been marked in accordance with IUID policy, the serial number alone will be passed.

C30.5.1.9.4.2. Use an information copy (image) of the DLMS 940R MRO and DLMS 945A Materiel Release Confirmation in support of Air Force PIC Fusion program data requirements. The routing of an additional information only copy of the DLMS standard transactions (940R and 945A) is authorized for forwarding PIC Fusion data needed for the Air Force UIT registry. This is a specific authorized use with unique identifiers to flag the transaction as information only.

Table C30.T3. PIC NWRM Retail Supply and Transportation Interchange

Transaction	TITLE
870S[5]	Supply Status

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[5] Refer to ADC 407, Requirements for Unique Item Tracking (UIT) in the DLMS Supply Status (870S) Supporting the Cargo Movement Operations System (CMOS) Interface (MILSTRIP/Supply/Transportation Interchange)

Table C30.T3. PIC NWRM Retail Supply and Transportation Interchange

Transaction	TITLE
940R[6]	Materiel Release (Distribution Code 111) (approved for limited use)
945A[7]	Materiel Release Advice (Distribution Code 111)

C30.5.1.9.4. Interim Process for PIC NWRM UIT Program. Air Force and DLA Distribution previously activated the PIC NWRM UIT program with the limited set of DLMS transactions shown in Table C30.T4. Air Force and DLA Distribution will continue that process as an interim process, until they implement Chapter 30. DLMS will delete this interim procedure at that time. The Air Force target implementation date to transition to the Chapter 30 procedures for the PIC NWRM UIT program is unknown.

Table C30.T4. Interim PIC NWRM UIT transactions

Transaction	TITLE
527R[8]	Receipt
856S	Shipment Status
867I[9]	Issue
945A[10]	Materiel Release Confirmation, Disposal Release Confirmation, and MRO Denials
947I[11]	Inventory Adjustment (only version 4030 can provide the UII)

C30.5.2. Serially Managed Items under UIT Designator Code AAK.[12]

C30.5.2.1. UIT Designator Code AAK identifies assets requiring serial number tracking for Service Owned items, to include capital equipment, when no other UIT program applies. UIT Designator Code AAK enables Components to address serially managed items that they store, beyond those items that require special handling under existing UIT designator codes. The intent of this new program code is to account for serialized items stored at DLA Distribution Centers, however, UIT Designator Code AAK is available to all DoD storage activities.

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[6] Refer to ADC 316C, Revise DLMS 940R Material Release and DLMS 945A Material Release Advice, to Support UIT for Air Force Positive Inventory Control (PIC) under the Retail Transportation and Supply Receipt and Acknowledgement Interchange

[7] Ibid

[8] Refer to ADC 347, Revise DLMS 527R Receipt, 867I Issue, 945A Materiel Release Advice, and 947I Inventory Adjustment to Support Unique Item Tracking (UIT) for Air Force Positive Inventory Control. DLA Distribution Standard System (DSS) has implemented ADC 347.

[9] Ibid.

[10] Ibid.

[11] Ibid.

[12] Refer to ASC 1317.

C30.5.2.2. Following the initial implementation by DLA, the Services will be able to classify items as serialized under the UIT Designator Code AAK by submitting the change to FLIS.

C30.6. OBJECTIVES.

C30.6.1. Establish visibility by serial number/UII, from point of entry into the DoD logistics systems through disposal, demilitarization, or shipment outside the control of the Department of Defense.

C30.6.2. Reestablish serial number/UII visibility over materiel previously shipped outside the DoD's control when it is reintroduced to DoD control.

C30.6.3. Require the use of standard logistics transactions to interface serial number/UII reporting between/among owners, the DoD Components, and suppliers. The objective is to populate accountability and owner records using standard DLMS logistics transactions.

C30.7. ESTABLISHING INITIAL VISIBILITY BY SERIAL NUMBER/UII

C30.7.1. Establishing serial number/UII visibility may begin at any point in the supply chain. Customarily, "cradle to grave" serial number/UII tracking begins at the time of Government acceptance from the supplier/manufacturer.

C30.7.2. Alternatively, serial number/UII visibility may begin after items are already in the DoD logistics system. Examples are items that meet the criteria and are already in the inventory, or returns to inventory at any time after the item was originally accepted by the Government.

C30.8. REQUIREMENTS FOR SERIALLY MANAGED MATERIEL REQUIRING OWNER VISBILITY

C30.8.1. General Requirements. The DoD Components will:

C30.8.1.1. Maintain AIS(s) necessary to apply management in accordance with DODM 4140.01 IUID requirements. Maintain visibility by serial number/UII, within owner, and DoD storage activity AISs to include the custodian's system of record which is the official auditable quantity for an item of inventory.

C30.8.1.2. Use DLMS transactional interfaces among AISs to ensure that visibility exists in all AISs at the serial number/UII level.

C30.8.1.3. Apply the appropriate FLIS IUID indicator to NSNs for which they have PICA responsibility. The IUID indicator provides the DoD Components a systemic means to identify whether an NSN requires tracking by serial number and the UII when available. The FLIS IUID indicator currently has two values (Y) indicating that IUID marking is required and (N) indicating IUID marking is not required. For system to system updates of this data, activities should subscribe to the IUID data through the

FLIS Portfolio Data Warehouse which is DLA Logistics Information Services Master Data Capability. To negotiate this XML Data Exchange/Subscription, send an e-mail request to J62FPDWPMO@dla.mil

C30.8.1.4. An item's NSN, in conjunction with the serial number/UII will be the means for tracking an item in a logistics AIS. Management is not possible if there is no NSN recorded in the FLIS. Item visibility will be by NSN, owner, SCC, serial number/UII. DLMS provides flexibility to accommodate tracking by NSN, serial number and UII.

C30.8.1.5. Owner visibility tracking by serial number/UII will cease when DLA Disposition Services acknowledges receipt of serially managed materiel. DLA Disposition Services will validate serial number/UII for serially managed materiel during receipt processing and provide an SDR to the turn-in activity for any discrepancies.

C30.8.1.6. Retention of Source Documents and Transaction History. Activities may require audit capability for a period of time following the processing of documents and transactions for serially managed materiel. Activities will maintain and dispose of documents and transaction history records in accordance with DoDI 5015.02, DoD Records Management Program.

C30.8.2. Specific Serial Number/UII Requirements. DLMS Transactions will always be sent to the owner when the NSN, quantity, ownership code, SCC, or serial number/UII is affected. Except as noted for receipt processing, DLMS transactions will always include the serial number.

C30.8.2.1. Requisitioning. Requisitioning will be in accordance with the procedures contained in Chapter 4. There is no documented requirement for requisitioning of items by serial number/UII. Therefore, serial number/UII procedures are not applicable to the requisition, requisition modification, MRO, redistribution order, or disposal release order. With the exception of the processes documented in paragraph C30.5.1.9. supporting the intra-Air Force use in the NWRM PIC Fusion Module UIT Registry, ***and the release of specific materiel's for testing or from maintenance where a specific serial number is required,*** the MRO and supply status transactions will not include serial number/UII.

C30.8.2.2. Due-In and Prepositioned Materiel Receipt (PMR), Activities will follow the procedures in Chapter 12 for establishing due-in records and processing PMRs. Do not include serial number/UII in the PMR.

C30.8.2.3. Shipping Activity Processes

C30.8.2.3.1. Advance Shipment Notice (From Procurement Source). When the procuring DoD Component orders UII items from a vendor, the procuring DoD Component must ensure that the applicable clause requiring the vendor to provide IUID information in accordance with Defense Federal Acquisition Regulations Supplement

(DFARS), "Item Unique Identification" clause is included in the contract.[13] The contractor must submit IUID information to the PIEE e-Business Suite in accordance with the Wide Area Workflow (WAWF) Implementation Guides for the 856, Ship Notice/Manifest; 857 Shipment and Billing Notice; direct online input; or another comparable information exchange method supported by PIEE. WAWF will disseminate the vendor shipment information to the procuring activity to satisfy the shipment performance notice requirement for the vendor to provide notification of shipment to the procuring activity using DLMS 856, Advance Shipment Notice (ASN), including UII(s) and serial numbers, or comparable 856 transaction. DLMS-compliant receiving activities must coordinate with WAWF for dissemination of the vendor shipment information to the receiving system using the DLMS 856 ASN, including UII(s) and serial numbers.

C30.8.2.3.2. Shipment Status/Shipment Status Materiel Returns

C30.8.2.3.2.1. Chapter 5 contains procedures to prepare and report the shipment status. Chapter 11 contains procedures to prepare and report the shipment status/materiel returns. The shipping activity will report shipment status/materiel return with the serial numbers/UIIs selected for shipment, to the receiving DoD Component activity. Shipping documentation may be available for validating serialization data; however, it does not substitute or supersede the requirement for the shipping activity to provide the shipment status transaction at time of shipment. For inter-Component shipments, a serially managed item received without a corresponding shipment status will result in the materiel to be suspended. Compliance with this requirement will ensure the receiving activity can establish a due-in, in advance and confirm the serialization data at time of receipt. The receiving activity will prepare a due-in using the information available from the shipment status and/or the PMR transactions. The document number is the data element that connects the shipment status transaction and the incoming shipment. When the serialization data does not match or is missing, a systemic trigger is necessary to alert the user performing the receipt that a SDR is required. The receiving activity will then follow the SDR process and suspend the materiel until resolution.

C30.8.2.3.2.2. Pending DLMS implementation, Components under a legacy environment will provide the Document Identifier Code AS_ (Shipment Status) and will communicate the serial numbers via other means to ensure the necessary information is available at time of receipt. Failing to provide serialization data will result in the materiel to be suspended.

C30.8.2.3.2.2.3. DLA Disposition Services Shipment Status. The requirement to provide a shipment status, documented in paragraph C30.8.2.3.2. applies to materiel shipped or received by DLA Disposition Services.

C30.8.2.3.2.2.4. Reporting Materiel Ownership via Shipment Status/Materiel Return. DoD Components will communicate the future owner of the

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[13] See www.acq.osd.mil/dpap/pdi/uid for specific UID DFARS clause information to include in the contract.

materiel shipped when it is other than the receiving activity. The owner data element is also required for: (1) inter component shipments for the purpose of maintenance or loans; (2) shipment to a DLA storage activity requiring serial number tracking. The intent is to communicate the future owner, when known, for all commodities to include serially managed items and not to eliminate the requirement to provide the PMR. Inventory control points (ICP)s are still required to provide a PMR in advance for all shipments. The shipment status and the PMR transactions are not mutually exclusive—when both transactions are present, the receiving activity will use the PMR to determine the materiel owner and the shipment status/materiel return to confirm the serialization data.

C30.8.2.3.3. Storage Activity Shipments

C30.8.2.3.3.1 Materiel Release Confirmations. Chapter 4 contains the procedures to prepare and report the materiel release confirmation. The storage activities will confirm materiel release to the owner and report shipped serial numbers/UIIs. Must use the 4030 version of the materiel release confirmation.

C30.8.2.3.3.2. The AIS supporting the owner will use the materiel release confirmation to record which serial numbers/UIIs have been shipped and decrement those serial numbers/UIIs from its record as no longer available and in storage at that location.

C30.8.2.4. Receiving Storage Activity. Receiving storage activities will maintain records of materiel received in its custodial system of record by NSN, owner, SCC, serial number/UII and its location.

C30.8.2.4.1. <u>Acceptance Report (Procurement)</u>. When acceptance at origin is applicable, the shipment status or comparable transactions, forwarded to the procuring and receiving activity, will contain accepted IUID information. When acceptance at destination is applicable, the receiving system must report acceptance using the acceptance report, or use direct input to iRAPT. The IUID information will be provided in the acceptance report only when partial acceptance occurs, and will include those items which were accepted. Responsibility for Government acceptance may also be contractually assigned to an alternative organization which may use the acceptance report or direct input to iRAPT for acceptance reporting. iRAPT will extract the IUID information for all Government accepted IUID items and use to establish the birth record in the IUID registry. Additional information and guidance on the IUID registry can be found on the UID Website http://www.acq.osd.mil/dpap/pdi/uid.

C30.8.2.4.2. Receipt. Chapter 13 contains procedures to prepare and report receipts. Receiving activities will perform the receipts process by serial number/UII and transmit the materiel receipt acknowledgement (MRA) to report the serialization data that were actually receipted to the shipping activity. The receiving activity will use the information in the shipment notice and/or the PMR to establish a due-in in advance to the receipt. Shipping documentation may be available for validating serialization data; however, it does not substitute or supersedes the

requirement for the shipping activity to provide the shipment status transaction in advance. A serially managed item received without a corresponding shipment status will result in the materiel to be suspended. The receiving activity will validate the serialization data during the receipt process and follow the SDR process for missing serial number(s) or mismatches on serial number/UII. A missing serial number on the physical item(s) at receipt will stop the item in the supply chain, and must follow the discrepancy reporting procedures below. Storage activities will not suspend or report a discrepancy at receipt solely due to missing UII.

C30.8.2.4.2.1. When the storage activity receives the physical shipment without a matching shipment status (due-in) transaction, the receiving activity will treat it as a potential misdirected shipment. The receiving activity will receipt the shipment in a suspended condition and follow the SDR process.

C30.8.2.4.2.2. Receiving storage activities will maintain locator records within their supporting AIS of the location where each serial number/UII is stored at that activity.

C30.8.2.4.2.3. The storage activity will send the receipt transaction to the owner and include the serial numbers/UIIs. The owner will record the serial numbers/UIIs on the owner record.

C30.8.2.4.3. Materiel Receipt Acknowledgement (MRA). DLMS Volume 2, Chapter 10, Materiel Receipt Acknowledgement contains procedures to prepare and report MRAs. In addition, receiving activities will use the MRA to report the receipt of a serially managed item by serial number/UII to the shipping activity. This will ensure the materiel receipted matches the materiel shipped. The receiving activity will match the shipment status/materiel return with the MRA/TRA to close the due-in status. A successful match of the DLMS 856S Shipment Status, 856R Shipment Status Materiel Returns, and the MRA/TRA closes the in-transit balance and ensures the materiel shipped matches the materiel received. The receiving activity will submit the SDR for discrepancies between the shipment status/materiel return and the MRA/TRA.

C30.8.2.4.3.1. Disposition Services uses the TRA in lieu of the MRA.

C30.8.2.4.3.2. Shipping activities will use the MRA follow-up process for outstanding shipments awaiting receipt acknowledgement as stated in DLMS Volume 2, Chapter 10. The shipping activities may use the WEB Visual Logistics Information Processing System (WEBVLIPS) to research for missing MRAs before submitting a follow-up.

C30.8.2.4.3.3. After 30 days, certain serially managed items, such as SA/LWs, without a matching receipt acknowledgement or offline confirmation of receipt will require an investigation as potential lost or stolen asset(s) in accordance with section C30.13.

C30.8.2.5. Supply Discrepancy Reporting (SDR) Processes

C30.8.2.5.1. Serially managed items requiring owner visibility at the storage activity, that are received without a serial number will not only require an SDR, but will stop the item in the supply chain until a serial number is identified and the materiel is marked. If the storage activity cannot determine the serial number using the associated shipment notice and marks/labels on the item or packaging, the storage activity will receipt the materiel without a serial number in a suspended condition and submit the SDR under Chapter 17 SDR procedures. The materiel owner is responsible for determining the appropriate serial number and providing disposition for marking the item. Upon positive resolution of the missing or mismatched serial number/UII scenario, separate dual inventory adjustment transactions are required to update the serial number/UII and update the SCC of the suspended item to the appropriate SCC.

C30.8.2.5.2. SDRs reporting discrepant receipt will contain the serial numbers/UIIs when reporting missing or mismatched serial number/UII data (including shortage, overage, mismatch with no quantity discrepancy, condition other than expected, and wrong item receipt) as well as when the materiel condition is misrepresented or otherwise deviates from the original condition shipped. WebSDR will ensure that the owner/manager has visibility of SDRs sent to the shipper. The receiving activity will submit an SDR in accordance with Chapter 17 procedures showing the appropriate discrepancy code, inclusive of the IUID discrepancy code when reporting missing or mismatched IUID data.

C30.8.2.5.3. SDRs reporting non-compliant serial number will be reported using Discrepancy Code U14 (Serial number convention invalid). This code is distinguished from other similar U-series discrepancy codes in that this code specifically informs the owner that a serially managed item was received with an invalid serial number convention. The receiving activity must annotate the non-compliant serial number in the SDR comments field since the DLMS 842A/W SDR transaction will not allow for an invalid serial number convention to be transmitted in the transaction.

C30.8.2.5.4. Reporting and action activities must ensure SDRs follow the time standard requirements for submission and response in accordance with Chapter 17. Chapter 17, Table C17.T1 provides a decision matrix identifying when an SDR is required for UIT program items, based on missing or mismatched IUID data during receipt processing.

C30.8.2.6. Physical Inventory Control Processes. The procedures for processing and reporting transactions to maintain physical inventory control in Chapter 6 apply with the following additions:

C30.8.2.6.1. To increase auditability of physical inventory requests, serially managed items will include a unique document number. The document number will help relate a physical inventory request with it appropriate response. The owner will provide a document number in the Physical Inventory Request. The storage activity will perform the necessary physical research as described in Chapter 6 Physical Inventory

Control. The physical inventory response will carry the same document number provided by the owner. These procedures are required for UIT programs and recommended for all other commodities.

C30.8.2.6.2. The response to a transaction history request transaction (No History Available), and end of day transaction count transaction will not contain UIIs or serial numbers. However, when the owner initiates a physical inventory request to assist in resolving discrepancies, where the only difference between the owner records and the storage activity records is on serial number and/or UII, the request will contain Type of Physical Inventory Code B. Owners will initiate a physical inventory due to mismatched serial numbers or UIIs when the owner identifies a mismatched condition on serial number and/or UII between its records and transactions received.

C30.8.2.6.3. Owner/manager processing a materiel release confirmation from a storage activity where the owner does not have a matching record of the serial number and/or UII or the owner/manager records have that serial number and/or UII located at other than the storage activity reporting the release/issue of the item. Either of these conditions may necessitate a complete inventory be taken at all storage locations for all owners and supply condition codes.

C30.8.2.6.4. Owner/manager processing receipts, issues, or inventory adjustments from storage activities where there is a mismatch on serial number/UII between the owner records and storage activity transactions reporting which serial number and/or UII may at a minimum necessitate an inventory and research to resolve the discrepancy.

C30.8.2.6.5. <u>Inventory Adjustments</u>. The inventory adjustment function encompasses increases, decreases, or dual adjustments. The C6.4 procedures for processing and reporting Inventory Adjustments (Physical Inventory) are applicable with the following additions:

C30.8.2.6.5.1. Inventory adjustment (gain, loss, or dual) transactions will include the serial number/UII when adding, removing, or correcting a serial number/UII.

C30.8.2.6.5.2. When a discrepancy exists solely on mismatched serial number and/or UII, the storage activity will transmit a DLMS 947I Inventory Adjustment, Inventory Transaction Type Code DU (Inventory Adjustment Dual), Quantity or Status Adjustment Reason Code AQ (Inventory Adjustment (UII and/or serial number mismatch)) to correct the serial number/UII in question. The storage activity will collaborate with the materiel owner(s) to research inventory adjustments due to serial number/UII discrepancies resulting in a mismatch (Quantity or Status Adjustment Reason Code AQ) in accordance chapter 6. When the item was previously suspended, two inventory adjustment transactions are required to correct the serial number/UII, and to update the SCC.

C30.8.2.6.5.3. Items where a discrepancy exists solely on missing serial number/UII requires a dual inventory adjustment transaction. The storage activity will transmit a DLMS 947I Inventory Adjustment, Inventory Transaction Type Code DU (Inventory Adjustment Dual), Quantity or Status Adjustment Reason Code AM (Missing Unique Item Identifier (UII)/Serial Number) to add the serial number/UII in question to the existing records. The storage activity may add multiple missing serial number/UII using a single transaction. When the item was previously suspended, a dual inventory adjustment transaction will be required to cite the impacted serial number(s)/UII(s) to update the suspended item(s) from the suspended SCC to the appropriate SCC.

C30.8.2.6.5.4. In response to a Physical Inventory Request, the storage activity will transmit to the owner a DLMS 947I Inventory Adjustment with zero quantity, Quantity or Status Adjustment Reason Code AA (Physical Count) by line item indicating the completion of the inventory. Inventory adjustment transactions with Quantity or Status Adjustment Reason Code AA and zero quantity must include all serial number/UII(s) associated to the NSN, Condition Code, and Owner from the initial request. The storage activity will send all gain, loss, or dual adjustment transactions prior to sending the final inventory adjustment transaction (Reason Code AA, zero quantity) containing all serial numbers/UIIs. The owner will process all inventory adjustments prior to processing the final inventory adjustment.

C30.8.2.6.5.5. Owner/managers processing location reconciliation history transactions resulting from End-of Day processing or an owner initiated location reconciliation request where there is a mismatch on serial number/UII between the owner records and the transactions received from the storage activity. The history transactions will perpetuate the serial numbers/UIIs included in the original transactions.

C30.8.2.6.5.6. After 30 days (90 days for OCONUS) without a positive confirmation of receipt, certain serially managed assets such as SA/LW(s) requires an investigation for potential lost or stolen assets. The DoD Component will follow the instructions documented in section C30.13. for reporting lost or stolen SA/LW. The shipping activity will also perform the necessary inventory adjustments to account for the loss/gain of materiel pending an investigation and report to the corresponding APSR as necessary.

C30.8.2.6.5.6.1. The shipping activity will initiate the investigation and perform an inventory adjustment using Quantity or Status Reason Code WS, Suspected Lost or Stolen, to record the loss of the missing asset pending an investigation.

C30.8.2.6.5.6.2. When the materiel is found, the shipping activity will perform an inventory adjustment using Quantity or Status Reason Code WR, Found/Recovered, to report the gain of the asset(s) resulting from the investigation.

C30.8.2.7. Location Survey

C30.8.2.7.1. Chapter 6 contains the procedures for location surveys. Location survey requires a physical verification, other than actual count, between assets and recorded location data to ensure that all assets have their locations accurately recorded.

C30.8.2.7.2. Serially managed items requiring owner visibility may be in individual storage locations within the storage activity. The storage activity may, for items of this nature, include the serial number/UII verification as part of the location survey. When the storage activity identifies a discrepancy during the location survey program (Type I or Type II error (see subparagraphs C6.8.1.2.1. and C6.8.1.2.2.)), the storage activity will conduct prompt research and assess the need for a special inventory Physical Inventory Request Transaction with Type of Physical Inventory/Transaction History Code K).

C30.8.2.8. End-of-Day Reconciliation. Storage activities and materiel owners will perform End-of-Day (EOD) reconciliation in accordance with Chapter 6 C6.2.6. End of the Day Processing. In addition storage activities and owners will reconcile all associated serial numbers/UII to ensure proper accountability of serially-managed items. For mismatches between system records, the owner, in collaboration with the storage activity, will take the necessary steps to ensure proper research and resolution. It is the responsibility of the owner to submit any necessary updates as applicable to the IUID Registry.

C30.9. RETAIL SUPPLY AND TRANSPORTATION INTERCHANGE. (See Volume 3, Chapter 2). The transportation office will perpetuate the serial numbers/UIIs (when available with the associated transportation control number (TCN) in the materiel release confirmation (Distribution Code 111). This data content will be used by the supply activity to perpetuate this information to the shipment status.

C30.10. MATERIEL RETURNS, REDISTRIBUTION OF ASSETS, DIRECTED DISCREPANT/DEFICIENT MATERIEL RETURNS, AND RETROGRADE RETURNS

C30.10.1. Materiel return, redistribution of assets, directed discrepant/deficient materiel returns, and retrograde procedures are contained in Chapter 11. The following paragraphs identify the additional requirements for total visibility items.

C30.10.2. Activities shipping returns of any kind or responding to redistribution orders will include the serial number/UII in the shipment status materiel return transaction.

C30.10.3. Storage activities receiving returns or redistributed items will include the serial numbers/UIIs in the receipt transaction. Missing serial number(s) and mismatches on serial number/UII will be considered discrepancies. Refer to the SDR processing section in this chapter.

C30.11. <u>REINTRODUCTION OF UNIQUE ITEM IDENTIFIER ITEM PREVIOUSLY SHIPPED OUTSIDE THE CONTROL OF THE DEPARTMENT OF DEFENSE</u>. When an item previously shipped outside DoD control is reintroduced to DoD control, the receiving activity will report the receipt, including serial number/UII, to the owner. If the UII is available on the receipt transaction, the owner will update the IUID registry using IUID registry procedures.

C30.12. <u>DOD STOCK READINESS PROGRAM</u>.

C30.12.1. Under the Stock Readiness program, the Department of Defense requires uniform care of supplies, including the inspection and reporting of materiel condition and serviceability, and the scheduling, controlling, and reporting of packaging and other cost reimbursable actions supporting care of supplies in storage (COSIS). For serially managed materiel the storage activity will report storage quality issues requiring COSIS work to the materiel owner via the storage quality control report (SQCR), including the serial numbers/UIIs, for approval in accordance with DoD Component "Stock Readiness" Policy.

C30.12.2. Missing serial number. Serially managed items requiring owner visibility that are located in storage without a serial number will stop the equipment in the supply chain until a serial number is identified and the materiel is marked. If the remarking/relabeling exceeds the dollar threshold for pre-authorized corrective action or the storage activity cannot identify the serial number using inventory records and other available information, the storage activity will suspend the item in SCC J and prepare an SQCR. Cite the applicable discrepancy code and provide clarifying remarks with descriptive information for the item. The materiel owner is responsible for determining the appropriate serial number and providing disposition for marking the item

C30.12.3. Duplicate human readable serial number. A human readable serial number is a combination of alpha-numeric characters, forward slashes and dashes that in combination with the item NSN and manufacturer CAGE code, helps uniquely identify a serially managed item. However, a human serial number alone is only unique to the manufacturer and not to the DoD. A duplicate human serial number refers to two or more items where the NSN, serial number, UII (when available), and manufacturer CAGE code are the same. Therefore, two identical items with the same human readable serial number may not necessarily be a duplicate. DoD Components will report discrepancies at time of receipt using the SDR; storage quality control report (SQCR) for materiel in storage.

C30.12.3.1. When a potential duplicate human readable serial number exists, the materiel owner is responsible for resolving any discrepancies pertaining the human readable serial number and/or missing data plates as well as providing the corresponding information to the storage activity for proper marking. The DoD Component will suspend any movement of the materiel pending resolution. Upon confirmation of the duplicate human serial number, the materiel owner may issue a modified human serial number using selected alpha suffix to maintain a historical cross-reference. The Component will permanently inscribe the modified human serial number

into the item as required. Temporary tags are authorized for Items destined for disposal or maintenance.

C30.13.5.2. Under new procurement, a duplicate human readable serial number will result in contractor non-compliance. DoD Components are responsible for reporting the discrepancy via SDR and coordinate with the manufacturer for resolution of the duplicate human readable serial number(s).

C30.13. Additional Instructions under the DoD Small Arms/Light Weapons (SA/LW) Program

C30.13.1. Law Enforcement Inquiries. Within 72 hours, the Army is responsible for providing the initial response to law enforcement. The initial response will include the identification of the last known owner or custodial activity (to include contact information) for a given serialized weapon identified as DoD property. The Army may also be contacted by other authorized entities inquiring about a particular small arm/light weapon. In response, the Army will provide the last known owner to the inquirer. The last known owner will collaborate with law enforcement and other authorized entities to provide any additional information requested in a timely matter. In compliance with NARA, the Army must maintain records of all inquiries.

C30.13.2. Non-Compliant characters in the serial number

C30.13.2.1. All serialized items to include SA/LW must follow DoD guidance for serial numbers. DoD Components will ensure that any new procurement contracts/acquisitions follow the DoD guidance on human readable serial numbers. DoD Component will need to remark legacy non-compliant serial numbers prior to any inter-component shipment. DoD Components are not required to remark SA/LWs prior to turn-in materiel to DLA Disposition Service Field Office Anniston, Alabama for disposal. The tracking of serially managed SA/LWs ends upon positive receipt of the turn-in. When a Component acquires a SA/LW through the DLA Disposition Services Reutilization Program, the Component will resume the serialization tracking of the SA/LW and will ensure the serial number follows current DoD serial number guidance.

C30.13.2.2. The DoD Components will assign a new serial number to foreign weapons containing unidentifiable characters in the original serial number (non-English alpha characters/non-Arabic numerals). All new serial numbers must follow DoD guidance as stated in section C30.4.4. Upon assignment, the DoD Component will permanently inscribe the newly assigned serial number on the weapon, except for those with historical artifact value or weapons turn-in to DLA Disposition Services for disposal. When permanent inscription is not possible, the DoD Component will securely tag the SA/LW. DoD Components will maintain records of the original serial number for a historical cross-reference of the weapon.

C30.13.3. Assignment of Management Control Numbers (MCN)

C30.13.3.1. The MCN is a control number assigned by the Army to enable the movement of SA/LW without a valid NSN. The intent of the MCN is to be temporary, pending the assignment of a cataloged NSN. Once a SA/LW qualifies for a cataloged NSN, DoD Components will transition from the MCN to NSN within 90 days. The MCN will remain part of the SA/LW identification pending assignment of a valid NSN. DoD Components will not use the MCN to circumvent or avoid the cataloging process. All DoD Components are responsible for catalog qualifying items as described in DoDM 4100.39, Federal Logistics Information System, and Stock Numbering Criteria. MCNs for heritage assets, as defined in DoDI 5000.64 "Accountability and Management of DoD Equipment and Other Accountable Property", are exempt from the 90 days to transition to NSN.

C30.13.3.2. DoD Components will request a new MCN from the Army when a cataloged NSN is not available. The Army is the authoritative source for MCNs. To ensure no duplicate MCNs, the Components must provide a detail description of the weapon to include, but not limited to, make, model, caliber, manufacturer, manufacturer commercial and government entity (CAGE) code, and/or nomenclature, unit price, and supporting documentation. Examples of acceptable supporting documentation includes procurement documents, bills of sale, photograph of the weapon's data plate, and technical drawings. Army publication DA 708-1 provides additional guidance pertaining to the assignment of MCNs.

C30.13.4. <u>Reporting Potential Lost or Stolen SA/LW</u>. Each Component must establish proper procedures to ensure reporting of lost, stolen, unaccounted, and/or recovered SA/LW under the provisions of DoDM 5100.76, "Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives". DoD Components are responsible for reporting lost, damaged, or destroyed SA/LW in accordance with DoD 7000.14-R Volume 12, Chapter 17 Financial Liability for Government Property Lost, Damaged, Destroyed, Or Stolen.

PROPERTY LOST, DAMAGED, DESTROYED, OR STOLEN. The DoD Component will ensure the capture of all necessary details and the resolution of the investigation as evidential matter.

C30.13.5. <u>Duplicate Serialization Data</u>. A human readable serial number is a combination of alpha-numeric characters, forward slashes, and dashes that in combination with other data elements, helps uniquely identify a serially managed item. However, a human serial number alone is only unique to the manufacturer and not to the DoD. A duplicate serial number refers to two or more items where the NSN, serial number, UII (when available), and manufacturer CAGE code are the same. Two identical items with the same serial number may not necessarily be a duplicate. DoD Components will report discrepancies at time of receipt using the SDR; storage quality control report (SQCR) for materiel in storage.

C30.13.5.1. When a potential duplicate serial number exists, the DoD Component will contact the Army for assistance in the validation of the duplicate. The DoD Component will suspend any movement of the SA/LW pending resolution. Upon

confirmation of the duplicate serial number, the Army will direct the DoD Component to issue a modified serial number using selected alpha suffix to maintain a historical cross-reference. The Component will permanently inscribe the modified serial number into the SA/LW. For a SA/LW that cannot be permanently inscribed due to its historical value, the Component will securely tag the SA/LW with the modified serial number.

C30.13.5.2. Under new procurement, a duplicate human readable serial number will result in contractor non-compliance. DoD Components are responsible for coordinating with the manufacturer for resolution of the duplicate serial number(s). SDR procedures apply for duplicate human readable serial numbers in a new procurement shipment.

C30.13.5.3. A legacy SA/LW with a duplicate serial number may be suffix when the CAGE code is unknown.

C30.13.6. <u>Non-Standard Acquisitions</u>. When DoD Components purchase/acquire SA/LWs from sources other than new procurement, it is the responsibility of the DoD Component to account for the SA/LW(s) in accordance to DLM 4000.25, Volume 2, Chapter 13, Materiel Receipt. Examples of non-standard acquisitions includes but it is not limited to offline purchases, commercial acquisition outside of the DoD acquisition process, and turn-ins for disposal by private entities (i.e., Morale, Welfare, and Recreation, or any procurement outside of the DoD supply chain). SA/LW(s) acquired through non-standard acquisition methods will require serialization and permanent marking.

C30.13.7. <u>Nonappropriated Funds Purchases</u>. SA/LWs purchased with non-appropriated fund purchases or privately owned SA/LWs are exempt from serialization program requirements as these are under the control of civil authorities under the Gun Control Act of 1968. However, DoD Components will account for SA/LWs purchased with non-appropriated funds and/or privately owned once the property is turned over to the DoD Component for disposal. In the absence of NSN and/or serial number, the DoD Component will assign a new serial number and follow the procedures to request a MCN from the Army.

C30.13.8. <u>Shipments Outside the Control of the Department of Defense</u>.

C30.13.8.1. DoD Components shipping weapons to entities outside of the DoD will retain all evidential matter pertaining to the shipment and have it readily accessible to respond to inquiries from law enforcement when requested. The shipping activity will need to obtain acknowledgement of receipt (electronic or offline) prior to closing in-transit status.

C30.13.8.2. When shipping SA/LWs to FMS and Grant Aid customers, DoD Components will release property accountability at time of shipment. The last DoD Component is responsible for retaining all evidential matter of the shipment and must be available to respond to inquiries pertaining the shipment. If the weapon is returned to

the DoD supply chain, the Component will re-establish property accountability via the receipt process and update their respective APSR.

C30.13.9. Loan of SA/LW(s). Loan of SA/LW may occur within the DoD or under the Law Enforcement Support Program. For the purpose of loans, the loaner is the entity or organization that owns the SA/LW while the loanee is the organization receiving the loan. The accountability of the SA/LW(s) remains with the DoD owning Component (Loaner) while the custodial accountability transfers to the authorized DoD organization or Law Enforcement Agency (loanee) until the SA/LW(s) returns to the loaner.

C30.13.9.1. DoDM 4140.01 Volume 11 and DoDM 4160.21. provides additional instructions regarding the accountability of assets while in loan.

C30.13.9.2. Loans of SA/LW are not authorized after property is officially declared excess and transferred to DLA Disposition Services as stated in DoD 4160.21.

C30.13.10. Shipment of Partial Weapons to DLA Disposition Services Small Arms Anniston, Alabama. DoD Components will follow procedures for the shipment of partial weapons as described under DLM 4000.25 Volume 2, Chapter 16 Disposition Services.

C30.13.11. New/re-engineered weapons. The JSALWCG chairperson will determine the reportability of new/re-engineered weapons when the SA/LW classification is unknown. The chairperson will then notify the results to the DoD Components. If no determination can be reached, the chairperson will reach out to the JSA/LWCG for further consideration.

C30.13.12. JSA/LWCG. JSA/LWCG responsibilities are as set forth in DoDM 4140.01, "DoD Supply Chain Materiel Management Regulation".

AP1. APPENDIX AP1

FORMS INDEX

AP1.1. APPENDIX 1.1

INVENTORY CONTROL EFFECTIVENESS REPORT (AMMUNITION) DD FORM 2338-1

INVENTORY CONTROL EFFECTIVENESS (ICE) REPORT AMMUNITION *(Dollar Data Expressed In Thousands)*			REPORT CONTROL SYMBOL DD-A&L(Q)935	
REPORTING ORGANIZATION	**QUARTER ENDING:**		**FISCAL YEAR:**	**TO DATE**
	Low risk	High Risk	Low Risk	High Risk
PART 1. PERFORMANCE				
1. MATERIEL RELEASE DENIALS				
A. LINES DIRECTED FOR SHIPMENTS				
B. TOTAL MATERIEL RELEASE DENIALS				
C. MATERIEL DENIAL RATE ((1B/1A)X100)				
2. RECEIPT PROCESSING				
A. RECEIPTS STORED AND POSTED				
B. RECEIPTS STORED AND POSTED ON TIME				
C. ON TIME RECEIPT RATE ((2B/2A)X100)				
3. LOCATION AUDIT PROGRAM				
A. LOCATIONS SURVEYED				
B. SURVEY ERRORS				
C. SURVEY ACCURACY (100-((3B/3A)X100))				
D. LOCATIONS RECONCILED				
E. RECONCILIATION ERRORS				
F. RECONCILIATION ACCURACY (100-((3E/3D)X100))				
PART 11. PHYSICAL INVENTORY ADJUSTMENTS				
1. PHYSICAL INVENTORIES				
A. NO. OF SCHEDULED AND UNSCHEDULED INVENTORIES COMPLETED				
B. NO. OF INVENTORIES WITH VARIANCES				
C. INVENTORY RECORD ACCURACY (100-(1B/1A)X100))				
2. NO. OF INVENTORY ADJUSTMENTS FROM OTHER THAN PHYSICAL INVENTORY				
A. LOCATION RECONCILIATION				
B. END OF DAY PROCESSING				
C. TOTAL (2A + 213)				
3. TOTAL ADJUSTMENTS (1B+2C)				
4. NO. OF REVERSALS OF INVENTORY ADJUSTMENTS				
A. NO. OF GAIN REVERSALS				
B. NO. OF LOSS REVERSALS				
C. TOTAL (4A + 4B)				
Report continues on next page				

DD Form 2338-1, SEP 2000 (EG)   PDF (DLA)

ICE Report Ammunition *(Continued from previous page)*	Low Risk	High Risk	Low Risk	High Risk
5. MONETARY VALUE ($000)				
A. AVERAGE VALUE OF INVENTORY				
B. RECORD VALUE OF ITEMS INVENTORIED				
C. VALUE OF INVENTORY ADJUSTMENTS				
(1) PHYSICAL INVENTORY ADJUSTMENTS				
(A) GAINS				
(B) LOSSES				
(C) GROSS ADJ. (5C(1)(A) + 5C(1)(B))				
(2) REVERSALS - CURRENT QUARTER				
(A) GAINS				
(B) LOSSES				
(C) TOTAL (5C(2)(A)+5C(2)(B))				
(3) REVERSALS - PRIOR QUARTER				
(A) GAINS				
(B) LOSSES				
(C) TOTAL (5C(3)(A)+5C(3)(B))				
(4) TOTAL REVERSALS (5C(2)(C) + 5C(3)(C))				
(5) TOTAL RECORD IMBALANCES ((5C(1)(C) + 5C(4))				
6. GROSS ADJUSTMENT AS A PERCENT OF				
A. AVERAGE VALUE OF INVENTORY ((5C0)(C)/5A)X100)				
B. VALUE OF ITEMS INVENTORIED ((5C0)(C)/5B)X100)				
7. TOTAL RECORD IMBALANCES AS PERCENT OF				
A. AVERAGE VALUE OF INVENTORY ((5C(5)/5A)X1OO)				
B. VALUE OF ITEMS INVENTORIED ((5C(5)/5B)X1OO)				
8. MONETARY VALUE OF LOCATION RECONCILIATION				
A. VALUE OF ITEMS RECONCILED				
B. VALUE OF GAINS				
C. VALUE OF LOSSES				
D. TOTAL(8B+8C)				
9. MONETARY VALUE OF END OF DAY PROCESSING				
A. VALUE OF GAINS				
B. VALUE OF LOSSES				
C. TOTAL(9A+9B)				

DD Form 2338-1, SEP 2000 — PDF (DLA)

AP1.2. APPENDIX 1.2

INVENTORY CONTROL EFFECTIVENESS REPORT (GENERAL SUPPLIES) DD FORM 2338-2

INVENTORY CONTROL EFFECTIVENESS (ICE) REPORT - PART I GENERAL SUPPLIES	REPORT CONTROL SYMBOL DD-AT&L (AR) 935	
REPORTING ORGANIZATION	QUARTER ENDING	FISCAL YEAR TO DATE
1. NUMBER OF PHYSICAL INVENTORIES & VARIANCE RATE		
A. NUMBER OF INVENTORIES COMPLETED		
B. NUMBER OF INVENTORIES WITH ADJUSTMENTS		
C. INVENTORY VARIANCE RATE ((1B/1A)x100)		
D. NUMBER OF INVENTORY ADJUSTMENTS ≥ CAUSATIVE RESEARCH CRITERIA		
E. CAUSATIVE RESEARCH VARIANCE RATE ((1D/1A)x100)		
2. NUMBER OF ADJUSTMENTS		
A. NUMBER OF ADJUSTMENT GAINS		
B. NUMBER OF ADJUSTMENT LOSSES		
C. NUMBER OF GAIN REVERSALS		
D. NUMBER OF LOSS REVERSALS		
E. TOTAL NUMBER OF ADJUSTMENTS (2A+2B+2C+2D)		
F. NUMBER OF ISSUES AND RECEIPTS (TRANSACTIONS)		
G. NUMBER OF ADJUSTMENTS, GAINS, AND LOSSES		
H. TRANSACTION ADUSTMENT RATE (2G/2F)x100		
3. MONETARY VALUE OF ADJUSTMENTS		
A. VALUE OF ADJUSTMENT GAINS		
B. VALUE OF ADJUSTMENT LOSSES		
C. VALUE OF GAIN REVERSALS		
D. VALUE OF LOSS REVERSALS		
E. TOTAL VALUE OF ADJUSTMENTS (3A+3B+3C+3D)		
4. ADJUSTMENT RATES		
A. AVERAGE VALUE OF MATERIEL IN STORAGE		
B. RECORD VALUE OF ITEMS INVENTORIED		
C. ABSOLUTE ADJUSTMENT RATE FOR MATERIEL IN STORAGE ((3E/4A)x100)		
D. ABSOLUTE ADJUSTMENT RATE FOR ITEMS INVENTORIED ((3E/4B)x100)		
E. INITIAL ADJUSTMENT RATE AS PERCENT OF INVENTORY IN STORAGE ((3A+3B)/4Ax100)		
F. INITIAL ADJUSTMENT RATE AS PERCENT OF ITEMS INVENTORIED ((3A+3B)/4Bx100)		
5. DENIAL RATES		
A. LINES DIRECTED FOR SHIPMENT		
B. TOTAL MATERIEL RELEASE ORDER DENIALS		
C. MATERIEL DENIAL RATE ((5B/5A)x100)		

DD FORM 2338-2, FEB 2012

AP2. APPENDIX 2

CODES INDEX

AP2.1. APPENDIX 2.1

DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Identifies:

(1) Actions as forming a part of the inventory accountability system.

(2) The type of document and the effect a transaction has upon inventory control records.

(3) The specific relation of various inventory transactions to appropriation fund and stock fund financial statements.

RECORD POSITIONS: 1-3

A table showing the correlation of MILSTRAP legacy document Identifier Code (DIC) functionality to the Defense Logistics Management Standards (DLMS) is available from the Defense Logistics Management Standards Website. This table provides visibility of how MILSTRAP DIC functionality is incorporated in DLMS American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12 transactions.

AP2.1.1. Under MILSTRAP legacy 80 record position transacttions, the DIC provides a means of identifying a given product (e.g., receipt, issue, demand, inventory adjustment, etc.) to the logistics system and processing operation(s) to which it pertains and further identifies such data as to the intended purpose, usage, and operation dictated. The DIC enables automatic data processing equipment to select the appropriate program(s) and to mechanically perform operations dictated by the code, and provides a corresponding function for manual processing.

AP2.1.2. The DIC is a mandatory entry on all legacy 80 record position documents entering and leaving the supply distribution systems under MILSTRAP. Each transaction, therefore, will be identified by an appropriate code. The assignment of the first character of the code is a responsibility of DoD.

AP2.1.3. The following rationale is applicable to DICs pertaining to MILSTRAP distribution system(s):

AP2.1.3.1. The first record position will always be an alpha.

AP2.3.1.1. Alpha D identifies transactions relating to inventory accountability system(s) irrespective of Component or systems within a Component.

AP2.3.1.2. Alpha E, in lieu of D, identifies MILSTRAP simulated mobilization exercise transactions which will not automatically affect materiel asset records or physical movement of materiel. Components responsible for initiating exercises must ensure complete coordination with all DoD Components involved. The following series of codes applicable for MILSTRAP, MILSBILLS, and MILSTRIP are permanently reserved for simulated mobilization exercise purposes only (MILSTAMP had the 'R series', but MILSTAMP has been incorporated into the Defense Transportation Regulation):

MILSTRAP – E Series

MILSBILLS – H Series

MILSTRIP – U Series

AP2.3.1.3. Alphas B and X identify transactions relating to inventory control system(s) within Components. Each Component may develop and assign these codes, but they will be confined to intra-Component use only.

AP2.3.1.4. Alpha C identifies transactions relating to the DLA inventory control system which are confined to intra-DLA use only.

AP2.3.1.5. Alphas Y and Z are authorized for Component assignment to identify transactions need for internal depot, source of supply, or base operations when they cannot be identified directly to the preceding paragraph AP2.3.1.1, AP2.3.1.2, AP2.3.1.3, or AP2.3.1.4, and when they are not universal in scope and application. Transactions containing Y and Z in the first record position may never appear on any documents passed beyond the confines of a base, depot, ICP, or equivalent.

AP2.1.3.2. The second record position may be either alpha or numeric. A numeric entry denotes a transaction which affects an on hand balance and shows the general nature of the transaction. An even number denotes a receipt or debit; an odd number denotes an issue or credit. An alpha entry, excluding DIC DAC, DAD, or DAS, denotes a transaction which does not affect the overall or total on hand balance.

AP2.1.3.3. The third record position may be either alpha or numeric.

AP2.1.4. D series DICs are listed on the following pages. Unassigned codes in the D series are reserved for future assignment by DoD.

CODE	DOCUMENT TITLE	EXPLANATION
D4G	Materiel Receipt - Procurement Instrument Source (Destructive Test/Evaluation)	Return to inventory of unused items originally issued to a commercial activity for destructive test/evaluation.
D4H	Materiel Receipt - Procurement Instrument Source (Furnished Materiel for Consumption)	Return to inventory of Government-owned materiel previously furnished to a commercial activity to be consumed or expended during the manufacturing or maintenance process but not so consumed or expended. Excludes return of materiel furnished for incorporation in the deliverable item but not so incorporated.
D4L	Materiel Receipt - Procurement Instrument Source (Assembly/ Disassembly/Reclamation/ Conversion/Modification)	Return to inventory of assembled items, components from disassembled or reclaimed items, or converted or modified items originally issued to a commercial activity for assembly, disassembly, reclamation, conversion, or modification. Includes return of Government-owned materiel furnished for incorporation in the deliverable item but not so incorporated. Excludes return of repaired or tested/evaluated items and of materiel expected to have been consumed or expended during the manufacture or maintenance process.
D4M	Materiel Receipt - Procurement Instrument Source (Repair or Non-Destructive Test/ Evaluation)	Return to inventory of items previously issued to a commercial activity for repair or nondestructive test/evaluation.
D4N	Materiel Receipt - Procurement Instrument Source (Loan)	Return to inventory from authorized commercial activity of materiel on loan. Includes return of Government-owned equipment furnished to a commercial activity for use in performing a contract.
D4S	Materiel Receipt -Procurement Instrument Source (Commercial)	To inventory as a result of purchase from commercial sources.
D4U	Materiel Receipt - Procurement Instrument Source (DoD Activity)	From procurement instrument source to inventory as a result of purchase from another DoD activity, including purchases from Government production facilities where procurement funds are charged.

CODE	DOCUMENT TITLE	EXPLANATION
D4V	Materiel Receipt -Procurement Instrument Source (Non-DoD Activity)	From procurement instrument source to inventory as a result of purchase from a non-DoD activity, including purchase from Government production facilities where procurement funds are charged.
D4X	Materiel Receipt -Procurement Instrument Source (Decapitalization)	From losing inventory manager (LIM) to gaining inventory manager (GIM) as notification of receipt of an item decapitalized. Indicates to GIM: (a) that due-in and financial records of loser have been updated, and (b) that memorandum due-in is to be updated.
D4Z	Materiel Receipt - Procurement Instrument Source (Other)	To inventory when a specific DIC is not known. (Assignor of this code will maintain intelligence pertaining to its use and, as required, will furnish these data.)
D6A	Materiel Receipt - Other Than Procurement Instrument Source (Own Service/Agency)	Returns from own Component users into inventory. Excludes receipts of end items from repair activity
D6B	Materiel Receipt - Other Than Procurement Instrument Source (DoD Activities)	Returns from other DoD activity users into inventory. Excludes receipts of end items from repair activity.
D6C	Materiel Receipt - Other Than Procurement Instrument Source (Non-DoD Activities)	Returns from non-DoD activity users into inventory. Excludes receipts of end items from repair activity.
D6D	Materiel Receipt - Other Than Procurement Instrument Source (Grant Aid)	Returns from Grant Aid users into inventory.
D6E	Materiel Receipt - Other Than Procurement Instrument Source (FMS)	Returns from foreign military sales (FMS) users into inventory.
D6G	Materiel Receipt - Other Than Procurement Instrument Source (Destructive Test/ Evaluation)	Return to inventory of unused items originally issued to a Government activity for destructive test/ evaluation.

CODE	DOCUMENT TITLE	EXPLANATION
D6H	Materiel Receipt - Other Than Procurement Instrument Source (Government-Furnished Materiel for Consumption)	Return to inventory of materiel previously furnished to a Government activity for consumption during the manufacturing or maintenance process but not so consumed or expended. Excludes return of materiel furnished for incorporation in the deliverable item but not so incorporated.
D6J	Materiel Receipt - Other Than Procurement Instrument Source (Reutilization and Marketing)	Returns from disposition services to inventory.
D6K	Materiel Receipt - Other Than Procurement Instrument Source (Relocation)	Return to inventory of materiel relocated between storage activities without change in ownership. Excludes receipts of repaired items.
D6L	Materiel Receipt - Other Than Procurement Instrument Source (Assembly/Disassembly/Reclamation/Conversion/Modifi-cation)	Return to inventory of assembled items, components from disassembled or reclaimed items, or converted or modified items originally issued to a Government activity for assembly, disassembly, reclamation, components from disassembled or reclaimed conversion, or modification. Includes return of materiel furnished for incorporation in the deliverable item but not so incorporated. Excludes return of repaired or tested/evaluated items and of materiel expected to have been consumed or expended during the manufacture or maintenance process.
D6M	Materiel Receipt - Other Than Procurement Instrument Source (Repair/ or Non-destructiveTest/Evalutaion)	Return to inventory of repaired or tested/evaluated items previously issued to a government activity for repair or nondestructive test/evaluation.
D6N	Materiel Receipt - Other Than Procurement Instrument Source (Loan)	Return to inventory of materiel on loan from authorized non-commercial recipient. Includes return of Government-owned equipment furnished to a non-commercial activity for use in performing a contract.
D6Q	Materiel Receipt - Other Than Procurement Instrument Source (Removal Items)	Returns into inventory of designated principal item/weapon system.

CODE	DOCUMENT TITLE	EXPLANATION
D6R	Materiel Receipt - Other Than Procurement Instrument Source (Exchange Item)	Exchanges of Component designated items into inventory, when a like item is issued on an exchange basis.
D6T	Materiel Receipt - Other Than Procurement Instrument Source (Own Service/Agency)	Into inventory as a result of requisitioning from own Component.
D6U	Materiel Receipt - Other Than Procurement Instrument Source (DoD Activity)	Into inventory as a result of requisitioning from another DoD activity.
D6V	Materiel Receipt - Other Than Procurement Instrument Source (Non-DoD Activity)	Into inventory as a result of requisitioning from a non-DoD activity.
D6X	Materiel Receipt - Other Than Procurement Instrument Source (Decapitalization)	From LIM to GIM as notification of receipt of an item decapitalized. Indicates to GIM: (a) that due-in and financial records of loser have been updated and (b) that memorandum due-in is to be updated.
D6Z	Materiel Receipt - Other Than Procurement Instrument Source (Other)	Into inventory when a specific DIC is not known. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data).
D7A	Issue (Own Service/Agency)	Issue to own Component from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7B	Issue (DoD Activities)	Issue to other DoD activities from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7C	Issue (Non-DoD Activities)	Issue to non-DoD activities from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7D	Issue (Grant Aid)	Issue to security assistance (SA) program (grant aid) from inventory or by direct delivery from vendor.
D7E	Issue (Foreign Military Sales)	Issue to SA program (FMS) from inventory or by direct delivery from vendor.
D7G	Issue (Destructive Test/Evaluation)	Issue from inventory for destructive test/ evaluation when the item is not expected to be returned.

CODE	DOCUMENT TITLE	EXPLANATION
D7H	Issue (Furnished Materiel for Consumption)	Issue of materiel furnished by the owner to be consumed or expended in the manufacturing or maintenance process. Includes issues from inventory or by direct delivery from a vendor. Excludes materiel furnished for incorporation in the deliverable item.
D7J	Issue (Reutilization and Marketing)	Issue to disposition services from inventory.
D7K	Issue (Relocation)	Issue for relocation between storage activities without change in ownership. Excludes issues of items for repair or test/evaluation.
D7L	Issue (Assembly/Disassembly/ Reclamation/Conversion/ Modification)	Issue of components for assembly or items for disassembly, reclamation, conversion, or modification furnished by the owner from inventory or by direct delivery from vendor. Includes materiel furnished for incorporation in a deliverable item. Excludes issue of materiel furnished to be consumed or expended during the manufacture or maintenance process.
D7M	Issue (Repair or Nondestructive Test/Evaluation)	Issue from inventory for repair or nondestructive test/evaluation and expected return of the same item.
D7N	Issue (Loan)	Issue from inventory for loan to authorized recipients. Includes Government-owned equipment furnished for use in performing a contract.
D7P	Issue (Returned Purchases)	Issue of returned purchases from inventory to suppliers for credit or reimbursements.
D7Q	Issue (Designated Items)	Issue of designated items from inventory, for installation on a principal item/weapon system.
D7R	Issue (Exchange Items)	Issue of Component designated items from inventory, when a like item is returned on an exchange basis.

CODE	DOCUMENT TITLE	EXPLANATION
D7Z	Issue (Other)	Issue from inventory, when a specific DIC is not otherwise provided. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)
D8A	Inventory Adjustment - Increase (Physical Inventory)	Gain disclosed as a result of physical count of stock, single adjustment.
D8B	Inventory Adjustment - Increase (Accounting Error)	Gain resulting from clerical or automated information system errors which are not subject to correction by reversal of original transaction, single adjustment.
D8C	Inventory Adjustment - Increase (Condition)	Gain resulting from condition transfer, single adjustment.
D8D	Inventory Adjustment - Increase (Purpose)	Gain resulting from purpose transfer, single adjustment.
D8E	Inventory Adjustment - Increase (Logistics Transfer)	Gain of item management responsibility as a result of logistics transfer, single adjustment.
D8F	Inventory Adjustment - Increase (Capitalization)	Gain to a stock fund or stock fund division at time of activation or subsequent extension/ expansion, as result of capitalization, single adjustment.
D8J	Inventory Adjustment - Increase (Reidentification)	Gain resulting from inspection of an item in stock which has been misidentified, single adjustment.
D8K	Inventory Adjustment - Increase (Catalog Changes)	Gain resulting from stock number and/or unit of issue changes, single adjustment. Excludes change of unit price only.
D8S	Inventory Adjustment - Increase (Ownership)	Gain resulting from ownership transfer by the SMCA, single adjustment. Use is restricted to users of the conventional ammunition system.
D8Z	Inventory Adjustment - Increase (Other)	Gains for which a specific DIC is not otherwise provided, single adjustment. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)
D9A	Inventory Adjustment - Decrease (Physical Inventory)	Loss disclosed as a result of physical count of stock, single adjustment.

CODE	DOCUMENT TITLE	EXPLANATION
D9B	Inventory Adjustment - Decrease (Accounting Error)	Loss resulting from clerical or automated information system errors which are not subject to correction by reversal of original transaction, single adjustment.
D9C	Inventory Adjustment - Decrease (Condition)	Loss resulting from condition transfer, single adjustment.
D9D	Inventory Adjustment - Decrease (Purpose)	Loss resulting from transfer action for a specific purpose, single adjustment.
D9E	Inventory Adjustment - Decrease (Logistic Transfer)	Loss of item management responsibility, logistic transfer, single adjustment.
D9F	Inventory Adjustment - Decrease (Decapitalization)	Loss from a stock fund or stock fund division at time of deactivation or contraction as a result of decapitalization, single adjustment.
D9G	Inventory Adjustment - Decrease (Survey Process)	Loss from shrinkage, theft contamination, deterioration, and/or expired shelf life, single adjustment.
D9H	Inventory Adjustment - Decrease (Disaster)	Loss from major disasters, fire loss, enemy action, act of God, etc., single adjustment.
D9J	Inventory Adjustment -Decrease (Reidentification)	Loss resulting from inspection of an item in stock which has been erroneously identified, single adjustment.
D9K	Inventory Adjustment - Decrease (Catalog Change)	Loss resulting from stock number and/or unit of issue changes, single adjustment. Excludes change of unit price only.
D9S	Inventory Adjustment - Decrease (Ownership)	Loss resulting from ownership transfer by the single manager for conventional ammunition (SMCA), single adjustment. Use is restricted to users of the conventional ammunition system.
D9Z	Inventory Adjustment - Decrease (Other)	Losses for which a specific DIC is not otherwise provided, single adjustment. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)

CODE	DOCUMENT TITLE	EXPLANATION
DA1	Single Managed Conventional Ammunition Unfreeze Action	From the SMCA to advise owning Service ICP of action taken to unfreeze a quantity on a specific depot for a given NSN/part number, ownership/purpose code, and supply condition code.
DA2	Single Managed Conventional Ammunition Freeze Action	From the SMCA to advise owning Service ICP of action taken to freeze a quantity on a specific depot for a given NSN/part number, ownership/purpose code, and supply condition code.
DAC	Inventory Adjustment - Dual (Condition Transfer)	Dual adjustment (increase and decrease) resulting from condition transfer.
DAD	Inventory Adjustment - Dual (Purpose Transfer)	Dual adjustment (increase and decrease) resulting from purpose transfer.
DAS	Inventory Adjustment - Dual (Ownership Transfer)	Dual adjustment (increase and decrease) resulting from ownership transfer by the SMCA. Use is restricted to internal processing within the SMCA distribution system.
DB_	Financial Adjustment (Gain)	For use as prescribed by Components.
DC_	Financial Adjustment (Loss)	For use as prescribed by Components.
DD_	Due-In - Procurement Instrument Source	Used to report establishment or cancellation of due-in (from procurement instrument source). The third digit code in this series corresponds to the third digit code provided in the D4 series.
DDX	Memorandum Due-In - Procurement Instrument Source	Notification from the LIM to the GIM of due-in (from procurement source) involved in an LR.
DEE	Logistic Transfer	Logistic transfer from LIM to GIM. Transfer of onhand balances from appropriation accounts other than stock fund of the loser.
DEF	Decapitalization	Decapitalization from LIM to GIM. Transfer of onhand balances from stock fund accounts of the loser.

CODE	DOCUMENT TITLE	EXPLANATION
DF_	Due-In - Other Than Procurement Instrument Source	Used to report establishment or cancellation of dues-in (from other than procurement instrument source). The third digit code in this series corresponds to the third digit code provided in the D6 series.
DFX	Memorandum Due-In - Other Than Procurement Instrument Source	Notification from the LIM to the GIM of due-in (from other than procurement source) involved in an LR.
DG_	Backorder	Used to report establishment or cancellation/ reversal of a backorder. The third digit code in this series corresponds to the third digit code provided in the D7 series.
DHA	Demand	Used to report establishment or cancellation of demand transactions to ICPs.
DJA	Physical Inventory Request	From owner/manager to initiate, follow up on, or cancel a physical inventory. From storage activity to initiate or cancel a physical inventory, advise of no record (stock or part number) and to respond to a follow-up.
DLA	Logistics Transfer/ Decapitalization Follow-Up	Logistics transfer/decapitalization follow-up from GIM to LIM to request asset data pertaining to transferred items.
DLB	Reply to Logistics Transfer/ Decapitalization Follow-Up	Reply from LIM to GIM as a result of a logistics transfer/decapitalization follow-up to advise of status items.
DLC	Logistics Reassignment Delinquent Due-In Follow-Up	Logistics reassignment follow-up from the GIM to the LIM to request status on items due-in at the time of reassignment to the GIM.
DLD	Logistics Reassignment Delinquent Due-In Response	Reply from the LIM to a GIM logistics reassignment delinquent due-in follow-up to advise the status of items. Also used by the LIM to provide the GIM revised due-in estimated delivery dates as changes occur.
DLE	Logistics Reassignment Due-In Reconciliation Request	Used from the GIM to the LIM to request reconciliation of dues-in.

CODE	DOCUMENT TITLE	EXPLANATION
DLF	Logistics Reassignment Due-In Reconciliation Response	Reply from the LIM to a GIM logistics reassignment due-in reconciliation request to reconcile the LIM and GIM due-in records.
DLS	Logistics Reassignment General Management Data	Management data provided to GIM by LIM for LR consumable items.
DLT	Logistics Reassignment Backorder and Demand Data	Management data provided to GIM by LIM or LR consumable items.
DLU	Logistics Reassignment On-Hand Asset Data	Management data provided to GIM by LIM for LR consumable items.
DLV	Logistics Reassignment Due-In Asset Data	Management data provided to GIM by LIM for LR consumable items.
DLW	Logistics Reassignment Contract History Data	Management data provided to GIM by LIM for LR consumable items.
DLX	Logistics Reassignment Technical and Quality Data	Management data provided to GIM by LIM for LR consumable items.
DMA	Recurring U.S. Other War Materiel Requirements Data	Used by the DoD Components to submit recurring U.S. OWMR data to the IMM. Used by the LIM to advise the GIM of recurring U.S. OWMR data involved in an LR.
DMB	Nonrecurring U.S. Other War Materiel Requirements Data	Used by the DoD Components to submit nonrecurring U.S. OWMR data to the IMM. Used by the LIM to advise the GIM of nonrecurring U.S. OWMR data involved in an LR.
DMC	Nonrecurring Allies Other War Materiel Requirements Data	Used by the DoD Components to submit nonrecurring Allies OWMR data to the IMM. Used by the LIM to advise the GIM of nonrecurring Allies OWMR data involved in an LR.
DMD	War Materiel Requirements Forecasted Return Data	Used by the DoD Components to submit forecasted reparable item return data to the IMM. Used by the LIM to advise the GIM of forecasted reparable item return data

CODE	DOCUMENT TITLE	EXPLANATION
DME	War Materiel Requirements Visibility Data	Used by the DoD Components to submit PWRMR and PWRMRP visibility data to the IMM. Used by the LIM to advise the GIM of PWRMR and PWRMRP visibility data involved in an LR.
DRA	Materiel Receipt Acknowledgment	From reporting activity to source of supply to acknowledge materiel receipt.
DRB	Materiel Receipt Acknowledgment Reply to Follow-Up	From reporting activity to source of supply to acknowledge materiel receipt in reply to follow-up.
DRF	Follow-Up For Delinquent Materiel Receipt Acknowledgment	From source of supply to reporting activity to follow up when materiel receipt has not been acknowledged on time.
DSA	Small Arms and Light Weapons Multi-Field Corrections	Used for correcting erroneous or invalid NSN, DoDAAC/UIC, or WSN on the Component Registry.
DSB	Small Arms and Light Weapons Mass Stock Number Change	Used to update the Component Registry for all weapon serial numbers and stock numbers with one transaction.
DSC	Small Arms and Light Weapons Correction	Used for correcting rejected transaction or missing reconciliation transaction on the Component Registry.
DSD	Small Arms and Light Weapons Receipt/Issue Follow-Up	Used for follow up by the Component Registries to confirm serial number of weapon(s) shipped for which no receipt was confirmed or weapon(s) received for which no shipment was reported.
DSF	Small Arms and Light Weapons Reconciliation/Reject Follow-Up	Used to notify a unit/activity that rejected transaction or reconciliation transaction has not been received.
DSM	Weapon Serial Number Control	Used for registration and reporting of small arms and light weapons between Component Registries and between the Component Registry and the DoD Registry.
DSR	Small Arms and Light Weapons Reconciliation/Reject	Used for annual reconciliation between all units/activities having possession or accountability of small arms and light weapons and the Component Registry. Used to reject invalid/incomplete transactions.

CODE	DOCUMENT TITLE	EXPLANATION
DU_	Pre-Positioned Materiel Receipt (Procurement Instrument Source)	Used by ICPs to provide storage activities with advance notification of scheduled materiel receipts from a procurement instrument source. The third digit code in this series corresponds to the third digit code provided in the D4 series.
DW_	Pre-Positioned Materiel Receipt (Other Than Procurement Instrument Source)	Used by ICPs to provide storage activities with advance notification of scheduled materiel receipts from other than procurement instrument source. The third digit code in this series corresponds to the third digit code provided in the D6 series.
DWS	Not assigned	Reserved for Future DoD Assignment.
DXA	Materiel Receipt Follow-Up (Procurement Instrument Source)	From ICP to storage activity for materiel receipt follow up (procurement instrument source).
DXB	Materiel Receipt Follow-Up (Other Than Procurement Instrument Source)	From ICP to storage activity for materiel receipt follow up (other than procurement instrument source).
DXC	Reply to Materiel Receipt Follow-up (Procurement Instrument Source)	Reply to materiel receipt follow-up from storage activity advising the ICP of nonreceipt of materiel from procurement instrument source.
DXD	Reply to Materiel Receipt Follow-Up (Other Than Procurement Instrument Source)	Reply to materiel receipt follow-up from storage activity advising the ICP of nonreceipt of materiel from other than procurement instrument source.
DYA	Special Program Requirement Request	Request from forecasting activity to ICP to advise of expected future requirements. Excludes requests submitted for CLSSA requirements.
DYB	Special Program Requirement Request (Exception Data)	Request with exception data from forecasting activity to ICP to advise of expected future requirements. Excludes requests submitted for CLSSA requirements.
DYC	Special Program Requirement Cancellation	Forecasting activity cancellation notice to ICP to request cancellation of a previously submitted request.

CODE	DOCUMENT TITLE	EXPLANATION
DYD	Special Program Requirement Modifier	Forecasting activity modification request to ICP to request change of certain data in a previously submitted request.
DYG	Special Program Requirement Substitute Item Acceptance	Acceptance of ICP offered substitute item from forecasting activity.
DYH	Special Program Requirement Substitute Item Rejection	Rejection of a substitute item by forecasting activity to ICP.
DYJ	Special Program Requirement Follow-Up	Forecasting activity follow up to ICP to request response to a previously submitted request.
DYK	Special Program Requirement Status	ICP status to forecasting activity in response to a request, follow-up, modifier, cancellation, or substitute item rejection.
DYL	Special Program Requirement Request (Cooperative Logistics Supply Support Arrangement)	Forecasting activity request to ICP to advise of expected future CLSSA requirements.
DYM	Special Program Requirement Request (Exception Data for Cooperative Logistics Supply Support Arrangement).	Forecasting activity request to ICP with exception data, to advise of expected future CLSSA requirements.
DZ9	Status Notification	DAAS notification to the submitter that a MILSTRAP document was rerouted or the FSC changed.
DZA	Asset Status	Asset status information.
DZB	Storage Item Data Correction/Change	From ICP to storage activity to change elements of data pertaining to an NSN.
DZC	Logistics Reassignment Storage Information	From LIM to LIM storage activity to request transfer of quantities between ownership accounts on the storage activity records as a result of an LR.
DZD	Logistics Reassignment Storage Information Reply	From LIM storage activity to LIM to advise of quantity transferred to the GIM as a result of an LR.
DZE	Asset Status Reporting Request	From ICP to Military Service designated central points to request reporting from bases, posts, camps and stations. (See Chapter 8.)

CODE	DOCUMENT TITLE	EXPLANATION
DZF	Asset Status Reporting (Base, Post, Camp and Station Level Use)	Asset status reporting from bases, posts, camps, and stations to ICP.
DZG	Transaction Reject	Used by the processing activity to reject to the submitting activity a transaction which could not be processed due to erroneous or missing data. Includes LR transactions, for which no valid due-in exists, received more than one year after the effective transfer date.
DZH	Location Reconciliation Request	From storage activity to the owning/managing ICP to reconcile storage activity and owner/manager records.
DZJ	Transaction History/Custodial Balance Request	Transaction history/custodial balance request from ICP to storage activity.
DZK	Transaction History Transmittal	Transaction history transmittal from a storage activity in support of a depot scheduled physical inventory or in response to an ICP request for history.
DZM	End of Day Transaction Count	From storage activity to owner/manager too advise owner/manager of the number of balance affecting transactions that were forwarded during the daily course of business.
DZN	Location Reconciliation Notification	From storage activity to owner/manager to advise of the number of DIC DZH Location Reconciliation Request transactions being forwarded, transmission date, and the medium.
DZP	Location Reconciliation History Notification	From storage activity to owner/manager to advise of the number of DIC DZK Transaction History Transmittal transactions being forwarded, the cutoff date, and the medium

AP2.2. APPENDIX 2.2

TYPE OF PHYSICAL INVENTORY/ TRANSACTION HISTORY CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Used in physical Inventory/transaction history documents to identify the type of Inventory being conducted/requested, or to identify requests for/transmission of custodial balances/transaction history.

RECORD POSITIONS: 7

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "FC – Type of Physical Inventory or Transaction History Code"

CODE	DEFINITION
A through B	Reserved for future DoD assignment.
C	Special Inventory, all supply condition codes (SCC). Initiated by the storage activity in support of inventory accuracy improvements initiative.
D	Special Inventory, all supply condition codes. Initiated by owner as a result of end of day processing imbalances.
E	Spot Inventory due to denial (all SCCs). Initiated by the storage activity or owner as a result of denials.
F	Reserved for future DoD assignment.
G	Scheduled Inventory. Inventory to be conducted within a specified period of time according to an established plan on controlled items and all other items or categories designated by the DoD Component.
H	Special Inventory, all SCCs. Initiated by owner when an Inventory is necessary and the date of last Inventory is less than 90 days.
I	Scheduled Inventory. Initiated by owner based on owner's inventory prioritization methodology.
J	Special Inventory, all SCCs. Initiated by owner as a result of location reconciliation errors.

CODE	DEFINITION
K	Special Inventory, all SCCs. Initiated by storage activity as a result of location survey errors.
L	Scheduled Inventory, specified SCCs. Initiated by owner for a random statistical sample Inventory.
M	Special Inventory, SCCs. Initiated by storage activity as a result of onhand balance mismatches between the locator and property accountability records.
N	Scheduled Inventory, specified SCCs. Initiated by storage activity for the annual statistical sample Inventory.
O	Reserved for future DoD assignment.
P	Scheduled Inventory, specified SCCs. Initiated by storage activity for a random statistical sample Inventory.
Q	Reserved for future DoD assignment.
R	Special inventory, specified SCC. Initiated by storage activity in an effort to resolve a customer report of discrepancy.
S	Special inventory, specified SCC. Initiated by storage activity as part of receipt follow-up (intransit) resolution process.
T	Special inventory, specified SCC. Initiated by storage activity as a result of a disposal release order directing ownership transfer to the Recycling Control Point.
U	Special inventory, specified SCC. A location-level inventory initiated by storage activity for low asset visibility counts.
V	Special inventory, specified SCC. Initiated by storage activity as a result of a location-level inventory adjustment or exceeding predetermined thresholds.
W	Automatic submission of transaction history from storage activity to owner/ manager.
X	Storage activity transaction history requested by owner/manager or transaction history response from storage activity to owner.
Y	Annual (Total) Transaction History (optional for use to distinguish history associated with annual reconciliation from other transaction history)
Z	Special Inventory (specified SCC) systemically initiated by the storage activity for quantity mismatches within the storage activity's management system between the quantity-by-location and the owner balances (i.e. Book-to-Book adjustments).
0 through 7	Reserved for future DoD assignment.

CODE	DEFINITION

8[1]   Distribution depot/storage activity has no transaction for the stock or part number requested for the dates specified, but transactions are available since the date of last location reconciliation. For use with DLMS Supplement 846P when beginning segment Report Type Code (1/BIA02/20) is 'AD'. Used only with DLMS.

9[2]   Distribution depot/storage activity has no transactions available for the dates specified or since the date of last reconciliation. For use with DLMS Supplement 846P when beginning segment Report Type Code (1/BIA02/20) is 'AD'. Used only with DLMS.

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[1] As an interim exception, DLA vendor storage activities do not use codes 8 or 9 under DLMS. DLA vendor storage activities 8-fill or 9-fill the document number field, until such time as they fully implement ADC 198.

[2] Ibid .

AP2.3. APPENDIX 2.3

OWNERSHIP CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Provides a means of segmenting inventory balances, accounted for in inventory control records of a Military Service/DLA, but which are owned by others. Further segmentation of these stocks by purpose code is neither prescribed nor intended.

RECORD POSITIONS: 70

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "A1 – Ownership Code"

CODE	TITLE	EXPLANATION
1	ARMY	Stocks held on inventory control records of a non-Army item manager but owned by Army.
2	DEFENSE LOGISTICS AGENCY	Stocks held on inventory control records of a non-DLA item manager but owned by DLA.
3	OTHERS	Stocks held on inventory control records of a Service/Agency item manager but owned by an Agency outside of DoD.
4	MARINE CORPS	Stocks held on inventory control records of a non-Marine Corps item manager but owned by Marine Corps.
5	NAVY	Stocks held on inventory control records of a non-Navy item manager but owned by Navy.
6	AIR FORCE	Stocks held on inventory control records of a non-Air Force item manager but owned by Air Force.

CODE	TITLE	EXPLANATION
7	OTHER DoD	Stocks held on inventory control records of a Military Service/Defense Threat Reduction Agency (DTRA) DLA item manager but owned by a DoD Agency other than a Military Service/DTRA or DLA.
8	Grant Aid	Stocks held on inventory control records of a Service/Agency item manager but owned by grant aid.
9	OTHER ITEM MANAGER	Stocks held on inventory control records of a Service/Agency item manager but owned by another item manager within that same Service/Agency.
0	SPECIAL OPERATIONS FORCES	Stocks held on inventory control record of a non-Special Operations Forces item manager but owned by Special Operations Forces

AP2.4. APPENDIX 2.4

PURPOSE CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphabetic

EXPLANATION: Provides the owner of materiel with a means of identifying the purpose or reason for which an inventory balance is reserved.   Assigned and used only on an intra-Component basis by the Component owning the materiel. NOTE: Assigned purpose codes, and explanation for their use, are contained in the various regulatory procedures published by the Components.[1]

RECORD POSITIONS: 70

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "99 – Purpose Code"

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[1] In accordance with the approved change for Ownership Code 0 (Zero) to identify DoD Special Operations Forces ownership, DoD Component publications and procedures are to restrict alpha Purpose Code O from being assigned/used. This restriction is made to avoid confusion between use of alpha Purpose Code O and numeric Ownership Code 0, since ownership code and purpose code share a field under the constraints of the legacy 80-record position Defense Logistics Standard System (DLSS) transaction formats. (See AMCL 15.)

AP2.5. APPENDIX 2.5

SUPPLY CONDITION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha

EXPLANATION: Supply condition codes classify materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel. When materiel is determined to be in excess of approved stock levels and/or no longer serviceable, Supply Condition Codes (SCC) A through H, Q, and S will be utilized to reflect materiel condition prior to turn-in to the DLA Disposition Services Field Office.[1]

DLMS is the authoritative source for the supply condition code

LEGACY RECORD POSITION: 71

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "83 – Supply Condition Code"

CODE	TITLE	EXPLANATION
A	SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable to all customers without limitation or restriction. Includes materiel with more than 6 months shelf-life remaining.
B	SERVICEABLE (ISSUABLE WITH QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable for its intended purpose but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service life expectancy. Includes materiel with 3 through 6 months shelf-life remaining.
C	SERVICEABLE (PRIORITY ISSUE)	Items which are serviceable and issuable to selected customers, but which must be issued before SCCs A and B materiel to avoid loss as a usable asset. Includes materiel with less than 3 months shelf-life remaining.

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[1] Refer to the DoD 4140.27, "Shelf-Life Item Management Programl", 31 August 2018 for serviceability timeframes associated with shelf-life items. SCCs J through P, R, and V, will not be used for materiel turn-ins to the DLA Disposition Services.

CODE	TITLE	EXPLANATION
D	SERVICEABLE (TEST/ MODIFICATION)	Serviceable materiel which requires test, alteration, modification, technical data marking, conversion, or disassembly. This does not include items which must be inspected or tested immediately prior to issue.
E	UNSERVICEABLE (LIMITED RESTORATION)	Materiel which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located. May be issued to support ammunition requisitions coded to indicate acceptability of usable SCC E stock.
F	UNSERVICEABLE (REPARABLE)	Economically reparable materiel which requires repair, overhaul, or reconditioning; includes reparable items which are radioactively contaminated.
G	UNSERVICEABLE (INCOMPLETE)	Materiel requiring additional parts or components to complete the end item prior to issue.
H	UNSERVICEABLE (CONDEMNED)	Materiel which has been determined to be unserviceable and does not meet repair criteria; includes condemned items which are radioactively contaminated; Type I shelf-life materiel that has passed the expiration date; and Type II shelf-life materiel that has passed expiration date and cannot be extended. (NOTE: Classify obsolete and excess materiel to its proper condition before consigning to the DLA Disposition Services Field Office. Do not classify materiel in Supply Condition Code H unless it is truly unserviceable and does not meet repair criteria.)
I	NOT ASSIGNED	Reserved for future DoD assignment.
J	SUSPENDED (IN STOCK)	Materiel in stock which has been suspended from issue pending condition classification or analysis, where the true condition is not known. Includes shelf-life Type II materiel that has reached the expiration date pending inspection, test, or restoration.
K	SUSPENDED (RETURNS)	Materiel returned from customers or users and awaiting condition classification.
L	SUSPENDED (LITIGATION)	Materiel held pending litigation or negotiation with contractors or common carriers.
M	SUSPENDED (IN WORK)	Materiel undergoing maintenance at an organic or contractor maintenance facility.

CODE	TITLE	EXPLANATION
N	SUSPENDED (AMMUNITION SUITABLE FOR EMERGENCY COMBAT USE ONLY)	Ammunition stocks suspended from issue except for emergency combat use.
O	NOT ASSIGNED	Reserved for future DoD assignment.
P	UNSERVICEABLE (RECLAMATION)	Materiel determined to be unserviceable, uneconomically reparable as a result of physical inspection, teardown, or engineering decision. Item contains serviceable components or assemblies to be reclaimed.
Q	SUSPENDED (PRODUCT QUALITY DEFICIENCY)	Potential and confirmed product quality deficiency related materiel which is prohibited for use within DoD and prohibited for reutilization screening. Includes product quality deficiency exhibits returned by customers/users as directed by the integrated materiel manager (IMM) due to technical deficiencies reported by Product Quality Deficiency Reports. Exhibits require technical or engineering analysis to determine cause of failure to perform in accordance with specifications. Includes product quality deficient materiel identified by SF 368 Product Quality Deficiency Report; DD Form 1225, Storage Quality Control Report; SF 364, Supply Discrepancy Report (Security Assistance only); or authorized electronic equivalent.
R	SUSPENDED (RECLAIMED ITEMS, AWAITING CONDITION DETERMINATION)	Assets turned in by reclamation activities which do not have the capability (e.g., skills, manpower, or test equipment) to determine the materiel condition. Actual condition will be determined prior to induction into maintenance activities for repair/modification.
S	UNSERVICEABLE (SCRAP)	Materiel that has no value except for its basic materiel content. No stock will be recorded as on hand in SCC S. This code is used only on transactions involving shipments to DLA Disposition Services Field Offices. Materiel will not be transferred to SCC S prior to turn-in to DLA Disposition Services Field Offices if materiel is recorded in SCCs A through H at the time materiel is determined excess. Materiel identified by NSN will not be identified by this SCC.

CODE	TITLE	EXPLANATION
T	SERVICEABLE (AMMUNITION SUITABLE FOR TRAINING USE ONLY) [2]	New, used, repaired, or reconditioned ammunition stock originally intended for combat use but due to condition, function, or performance characteristics is serviceable and issuable for training use only. Authorized for intra-Service use and authorized for staggered implementation for inter-Service use by agreement of impacted trading partners.
U	***SERVICEABLE (LIMITED REMAINING LIFE BEFORE FAILURE)***	***Components determined by predictive maintenance alerts or other component health monitoring capabilities to have a limited remaining life span before failure that may appear or test as serviceable. Components await engineering analysis, reliability determination, repair, or overhaul, reconditioning or reclassification.***
V	Unserviceable (waste military munitions)	Waste military munitions will be assigned SCC V only under the authority of a designated DoD or Service designated disposition authority. The waste munitions must meet criteria of waste munitions under the Environmental Protection Agency Military Munitions Rule Implementation Policy, be safe to store and ship based on DoD Explosive Safety Board/Department of Transportation criteria and have a current serviceability inspection. (NOTE: SCC V assets are not authorized for turn-in to DLA Disposition Services Field Office. The Services are responsible for appropriate disposal of SCC V assets.)
W	NOT ASSIGNED	Reserved for future DoD assignment.
X [3]	SUSPENDED (REPAIR DECISION DELAYED)	Materiel in stock or returned from customers/ users and awaiting repair or disposition. Not authorized for transfer to disposal, issue for maintenance by a Service other than that of the owner, or for release to users.
Y, Z	NOT ASSIGNED	Reserved for future DoD assignment.

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[2] Ordnance Information System implementation date for SCC T is October 1, 2012. Ordinance Information System is used by Navy, Marine Corps, and Coast Guard. For Army, further analysis is required to determine supportability and implementation timeline for incorporation of SCC T in Army's Logistics Modernization Program. Air Force has no plans to implement SCC T at this time. Refer to ADC 446.

[3] Refer to ADC 1159.

AP2.6 APPENDIX 2.6

MANAGEMENT CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Provides supplemental data not indicated through the transaction coding structure. When a situation exists which is not covered by a code, the Component managing the distribution system may assign Management Codes A thru L (except I), and other codes as specified below, and may prescribe their entry in appropriate transactions. Codes established under this option will not duplicate or circumvent the intent of DoD assigned or reserved codes.

RECORD POSITION: 72

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "84 – Management Code"

AP2.6.1. RECEIPT RELATED TRANSACTIONS. The following management codes are assigned for use in MILSTRAP materiel receipt-related transactions, Document Identifier Codes (DIC) D4_ and D6_ Materiel Receipts, DD_ and DF_ Due-in Transactions, DU_ and DW_ PMRs, and DX_ Materiel Receipt Follow-ups), and related receiving documentation (when applicable), as indicated below:

CODE	APPLICABLE DIC	EXPLANATION
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D6_	Materiel condemned upon receipt. Quantity indicated shipped direct to the DLA Disposition Services Field Office, or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DICs	Reserved for future DoD assignment.
N	All DICs	Return of undelivered (frustrated) cargo (with accompanying shipper documentation).

CODE	APPLICABLE DIC	EXPLANATION
O (alpha)	D6_	Materiel is not hazardous to public health/safety or national security. Materiel is prohibited for DoD use but may be sold by DLA Disposition Services. DLA Disposition Services must assure that all sales include a restrictive resale provision to deter reentry of the materiel into the DoD supply system.
O (alpha)	All other DICs	Reserved for future DoD assignment.
P	D4_, D6_	Materiel received without documentation. Support documentation and document number created by storage activity.
P	All other DICs	Reserved for future DoD assignment.
Q	D6_	Multiple Use: 1. Return of materiel improperly identified at time of shipment from depot. 2. Return of Government-owned containers.
Q	All other DICs	Reserved for future DoD assignment.
R	D4_, D6_	Materiel receipt discrepancy; discrepancy report submission required. (Excludes vendor-caused misdirected shipments covered by code S and quantity overages covered by code U.)
R	All other DICs	Reserved for future DoD assignment.
S	D4_	Materiel receipt discrepancy; discrepancy report submission required. Vendor caused misdirected shipment from procurement instrument source. Materiel meets acceptance criteria specified in the contract.
S	D6_	Materiel is hazardous to public health/safety or national security. DLA Disposition Services Field Office will assure mutilation is accomplished.
S	All other DICs	Reserved for future DoD assignment.

CODE	APPLICABLE DIC	EXPLANATION
T	D6_	Materiel condemned upon receipt. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken.
T	All other DICs	Reserved for future DoD assignment.
U	D4_	Materiel receipt discrepancy; discrepancy report submission required. Quantity delivered exceeded authorized quantity including any allowable contract variance and/or excess delivery clause. Materiel meets acceptance criteria specified in the contract.
U	All other DICs	Reserved for future DoD assignment.
V	All DICs	Reserved for future DoD assignment.
W thru Y	All DICs	Reserved for future DoD assignment.
Z	All DIC	Exception data entered in remarks or follows by separate correspondence.
0 thru 9	All DICs	Reserved for future DoD assignment.

AP2.6.2. <u>ISSUE RELATED TRANSACTIONS</u>. Management codes are assigned for use in MILSTRAP issue related transactions (DIC D7_ Issues, DG_ Backorders, and DHA Demands) and MILSTRIP transactions (DIC Code A4_ Referral Orders, A5_ Materiel/Disposal Release Orders, A6_ Materiel/Disposal Release Denials, ACJ Disposal Release Cancellations, AE6 Supply status, AEJ Disposal Supply Status, AFJ Disposal Release Follow-ups, AGJ Reply to Disposal Release Cancellations, AKJ Disposal Release Cancellation Follow-ups, ARJ, ARK, and ARL Deposal Release Confirmations), and related release documentation (when applicable), as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D7_ less D7J, A__ less A5J and A6_	Backorder release.
M	D7J, A5J	Materiel condemned. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DIC	Reserved for future DoD assignment.
N	DHA, D7_, A4_	Nonrecurring demand.
N	A6_, excluding A6J	Denied. For intra-DLA Disposition Services use to indicate that the Field Office is unable to complete the DLA Disposition Services-originated RDO due to a need to continue processing the DTID in accordance with established business rules at the current Field Office.
N	AE_[1]	Non-production Materiel. Identifies Navy-funded requirements not associated with direct support for ship/aircraft maintenance. Applicable to Navy requisitions submitted to DLA under industrial activity (IA) support agreement and may be perpetuated to supply status.
N	All other DICs	Reserved for future DoD assignment.

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[1] Refer to ADC 375. New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP.

CODE	APPLICABLE DICS	EXPLANATION
O (alpha)	D7J, A5J, ACJ, AEJ, AFJ, AGJ, AKJ, ARJ, ARK, ARL[2]	Materiel is not hazardous to public health/safety or national security. Materiel is prohibited for DoD use but may be sold by the DLA Disposition Services. The DLA Disposition Services must ensure that all sales include a restrictive resale provision to deter reentry of the materiel to the DoD supply system.
O (alpha)	DHA, D7_ less D7J, A4_	No demand.
O (alpha)	All other DICs	Reserved for future DoD assignment.
P	DHA, D7_, A4_	Nonrecurring demand for special program requirements.
P	AE_[3]	Re-requisitioned materiel alternatively sourced subsequent to receipt of deficient materiel. Applicable to status related to DLMS requisition alerts, requisitions, and applicable follow-on transactions for materiel requisitioned from DLA under an industrial activity support agreement.[4]
P	*A6_*	***Ship-in-place MRO denial when on-hand balance is less than the MRO quantity.***
P	All other DICs	Reserved for future DoD assignment.

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[2] Also applicable to DICs assigned by the DoD Components for use on the Disposal Turn-In Document (DTID) below the wholesale level.
[3] Refer to ADC 391, implementation date January 2011.
[4] Expanded for use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014.)

CODE	APPLICABLE DICS	EXPLANATION
Q	A6_	Denied. Storage activity unable to match materiel release order to identified reference numbers for stock in storage. Requested stock cannot be released.
		(1) Unable to match the protection document number and job order number. Applicable to DLA Navy industrial activity support agreement.[5]
		(2) Unable to match to the DTID Number. Applicable to DLA Disposition Services.[6]
		(3) Unable to match requested **Supply Discrepancy Report (SDR) distribution center number (DCN) or** Product Quality Deficiency Report (PQDR) exhibit report control number (RCN) to storage activity record or physical location.[7]
Q	All other DICs	Reserved for future DoD assignment.
R	DHA, D7_, A4_	Recurring demand.
R	A5_	Pre-inventory document.
R	A6_	Denied. This denial results from a receipt posted in error during real-time "Issue from Receiving" processing, or from discovery of a receipt processing error during denial research. Distribution depot to submit receipt reversal.
R	AE_[8]	Requisition delayed due to storage activity denial.
R	All other DICs	Reserved for future DoD assignment.
S	D7J, A5J, ACJ, AEJ, AFJ, AGJ, AKJ, ARJ, ARK, ARL[9]	Materiel is hazardous to public health/safety or national security. DLA Disposition Services Field Office must ensure mutilation is accomplished.

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[5] ADC 391, New Denial Management Code to Support the New Protection Process at the Navy Shipyards (NSYs) when Protection Document Number/Job Order does not Match DSS Records under BRAC SS&D/IMSP.

[6] Refer to ADC 449, Intra-DLA Revisions to the DLMS 945A, Materiel Release Advice, Cancellation Reason Code, Management Code, and Associated Procedures under Reutilization Business Integration (RBI)

[7] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.

[8] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

[9] Also applicable to DICs assigned by the DoD Components for use on DTID below the wholesale level.

CODE	APPLICABLE DICS	EXPLANATION
S	DHA, D7_ less D7J, A4_	Commissary resale demand.
S	AE6[10]	Lateral redistribution order (LRO) rejected due to duplication of suffix code internal to receiving Service. LRO may be resent with suffix code advanced.
S	***A6_***	***Ship-in-place MRO denial due to missing PMR.***
S	All other DICs	Reserved for future DoD assignment.
T	D7J, A5J	Materiel condemned. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to DLA Disposition Services Field Office or other authorized/ required disposal action has been taken.
T	A6_	Reserved for a denial management code associated with Unique Item Tracking (UIT). PDC to be developed.
T	All other DICs	Reserved for future DoD assignment.
U	A5_	Post inventory document.
U	A6_	Reserved for a denial management code associated with UIT. PDC to be developed.
U	All other DICs	Reserved for future DoD assignment.
V	A5_ less A5J[11]	Denied. Requested stock cannot be released due to suspected unacceptable condition. Inspection to be conducted for verification. Applicable to DLA industrial activity support agreement.
V	All DICs	Reserved for future DoD assignment.
W	A6A, A6B, A61, A62[12]	Unauthorized Commercial Venture (CV) Denial. For intra-DLA Disposition Services use to indicate that a delivery order line item is not authorized for processing as a Commercial Venture and credit must be provided to the Commercial Venture firm.

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[10] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[11] Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice (945A) and New Denial Management Code for Marine Corps BRAC SDI.
[12] See ADC 1054.

CODE	APPLICABLE DICS	EXPLANATION
W	AE6, A4_[13] A6_[14], D7_[15]	Denied. Cannot identify DoDAAC/MAPAC of designated materiel recipient.
W	All other DICs	Reserved for future DoD assignment.
X	AE6, A4_[16] A6_, D7_[17]	Denied. Consignee, freight forwarder, or country representative has advised that issue of this materiel will constitute a duplicate shipment.
X	***AE_ (AE6 excepted)***	***Assumed receipt from DoD stock. Use only in conjunction with Supply Status Code D9.***
X	All other DICs	Reserved for future DoD assignment.
Y	A6_[18]	Denied. Materiel pre-positioned at a forward site associated with the identified storage activity for Navy industrial activity maintenance operations.
Y	***AE_***	***Assumed Receipt from DVD source. Use only in conjunction with Supply Status Code D9.***
Y	All other DICs	Reserved for future DoD assignment.
Z	D7_, DG_, A6_,	Exception Data entered in remarks or follows by separate correspondence.
0	All DIC codes	Reserved for future DoD assignment.
1	AE6, A4_[19] A6_, D7_[20]	Denied. Stock exhausted; unsuccessful storage activity search has been made.
1	All other DICs	Reserved for future DoD assignment.
2	AE6, A4_[21] A6_, D7_[22]	Denied. Materiel not available in condition requested.

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[13] Authorized for use only in intra-Navy referral orders.
[14] Excludes intra-DLA Disposition Services A6A, A6B, A61, and A62 denial transactions in support of Commercial Venture actions.
[15] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DLA.
[16] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[17] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[18] Refer to ADC 370, Requisitioning for Off-Station Forward Site Support and New Non-Inventory Affecting Denial Management Code indicating Off-Station Materiel under Navy BRAC SS&D IMSP
[19] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[20] Authorized for use only in intra-Navy referral orders.

CODE	APPLICABLE DICS	EXPLANATION
2	All other DICs	Reserved for future DoD assignment.
3	AE6, A4_ [23] A6_, D7_ [24]	Denied. Materiel not available in proper shelf-life.
3	All other DICs	Reserved for future DoD assignment.
4	AE6, A4_ [25] A6_, D7_ [26]	Denied. Materiel not available in type pack (overseas or domestic) requested (subsistence only) or specified lot number cannot be released (ammunition only).
4	All other DICs	Reserved for future DoD assignment.
5	AE6, A4_ [27] A6_, D7_ [28]	Denied. Reidentification or reclassification of assets in process. Storage activity to advise results of reidentification or reclassification.
5	All other DICs	Reserved for future DoD assignment.
6	AE6, A4_ [29] A6_, D7_ [30]	Denied. No record of NSN at storage activity. This denial results from review of the storage records and the storage activity has not conducted a physical search for the item.
6	All other DICs	Reserved for future DoD assignment.
7	AE6, A4_ [31] A6_, D7_ [32]	Denied. Zero balance in an issuable condition indicated on storage activity custodial/ memorandum record and no record location exists. This denial results from review of the storage records and the storage activity has not conducted a physical search for the item.

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[21] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[22] Authorized for use only in intra-Navy referral orders.
[23] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[24] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[25] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[26] Authorized for use only in intra-Navy referral orders.
[27] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[28] Authorized for use only in intra-Navy referral orders.
[29] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[30] Authorized for use only in intra-Navy referral orders.

CODE	APPLICABLE DICS	EXPLANATION
7	All other DICs	Reserved for future DoD assignment.
8	Appropriate DICs	Reserved for assignment by the Component managing the item; not assigned by DoD.
9	AE6, A4_ [33] A6_, D7_ [34]	Denied. To ICP from storage. Item was ordered in one continuous length only but is not so available.
9	All other DICs	Reserved for future DoD assignment.

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[31] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[32] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[33] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[34] Authorized for use only in intra-Navy referral orders.

AP2.6.3. <u>GAIN/LOSS RELATED TRANSACTIONS</u>. Management codes are assigned for use in MILSTRAP gain/loss related transactions (DIC D8_/D9_ Inventory Adjustment Increases/Decreases, and DAC Dual Inventory Adjustments) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D9_, DAC	Materiel condemned. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DICs	Reserved for future DoD assignment.
N	All DICs	Reserved for future DoD assignment.
O (alpha)	D8B, D9B	Gain/loss resulting from end-of-day processing.
O (alpha)	All other DICs	Reserved for future DoD assignment.
P	D8B, D9B	Gain/loss resulting from location reconciliation.
P	All other DICs	Reserved for future DoD assignment.
Q	D9_	Loss resulting from a materiel release denial on another owner/manager's materiel.
Q	All other DICs	Reserved for future DoD assignment.
R	D8_	Gain resulting from creation of computer record balance in order to process out-of-sequence high priority issues. This posting to an insufficient balance may be used when negative balances are not permitted.
R	All other DICs	Reserved for future DoD assignment.
S	D9_	Loss resulting from automatic adjustment due to receipt of materiel release denial of stocks issued as a result of computer record balance gained through use of Management Code R, above.
S	All other DICs	Reserved for future DoD assignment.
T	D9G, DAC	Materiel condemned. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to DLA Disposition Services Field Office or other authorized/ required disposal action has been taken.

CODE	APPLICABLE DICS	EXPLANATION
T	All other DICs	Reserved for future DoD assignment.
U thru Y	All DICs	Reserved for future DoD assignment.
Z	All DICs	Exception data entered in remarks or follows by separate correspondence.
0	All DICs	Reserved for future DoD assignment.
1	D9A	Adjustment based on materiel denial. Stock exhausted; unsuccessful storage activity search has been made.
2	D9A	Adjustment based on materiel denial. Materiel not available in condition requested; other condition codes recorded. Unsuccessful storage activity search has been made.
3	D9A	Adjustment based on materiel denial. Materiel not available in shelf life or for subsistence in date packed/expiration date requested.
4	D9A	Adjustment based on materiel denial. Materiel not available in type pack (overseas or domestic) requested (subsistence only) or specified lot number cannot be released (ammunition only). Unsuccessful storage activity search has been made.
5 thru 9	All DIC	Reserved for future DoD assignment.

AP2.6.4. <u>PHYSICAL INVENTORY RELATED TRANSACTIONS</u>. Management codes are assigned for use in MILSTRAP physical inventory related transactions (DIC DJA Physical Inventory Requests) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M	DJA	Recount requested.
N	DJA	Inventory cancelled.
O thru Q	DJA	Reserved for future DoD assignment.
R	DJA	Rejected. No record of stock number or no record of ownership.
S	DJA	Physical inventory in workload bank or in process.
T thru W	DJA	Reserved for future DoD assignment.
X	DJA	Follow-up on unscheduled inventory request when no adjustment or completion transaction received within 40 days.
Y	DJA	Response to follow-up when inventory already complete.
Z	DJA	Exception data entered in remarks or followed by separate correspondence.
0 thru 9	DJA	Reserved for future DoD assignment.

AP2.6.5. <u>INFORMATIVE TRANSACTIONS</u>. Management codes are assigned for use in informative transactions (DIC DRA/DRB Materiel Receipt Acknowledgments, DZC Logistics Reassignment Storage Information transactions, and DZD Logistics Reassignment Storage Information Replies) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M thru Y	All DICs	Reserved for future DoD assignment.
Z	All DICs	Exception data entered in remarks or follows by separate correspondence.
0 thru 9	All DICs	Reserved for future DoD assignment.

AP2.6.6. <u>REQUISITION TRANSACTIONS</u>. Management codes are assigned for use in requisition-related transactions:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	A0_, AT_ [35]	Specific values as assigned by Army. Applicable on Intra-Army basis for post-post and image single stock fund activity requisitions.
A thru L	*A0_/AM_/AT_ [36]* *(DLMS 511R, 511M and 869F)*	*Intra-Air Force Use. Code assigned by Component managing the item, not assigned by DoD*
M	All DICs	Reserved for future DoD assignment.
N	A0_, AM, AT[37]	Non-production Materiel. Identifies Navy-funded requirements not associated with direct support for ship/aircraft maintenance. Applicable to supply status associated with Navy requisitions submitted to DLA under industrial activity support agreement.
O	All DICs	Reserved for future DoD assignment.
P	A0_, AM, AT_ (including Requisition Alert)[38]	Requisitioned materiel to be alternatively sourced subsequent to receipt of deficient materiel (prior requisition document number must be identified for cross reference; PQDR required). Applicable only to DLMS requisition alerts, requisitions, and applicable follow-on transactions for materiel requisitioned from DLA under BRAC SS&D IMSP.[39]
Q thru R	All DICs	Reserved for future DoD assignment.

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[35] Refer to ADC 243, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization.
[36] ADC 1390 Air Force Management Codes in 511R, 511M and 869F
[37] Refer to ADC 375, New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP.
[38] Refer to ADC 352, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization. Management Code for Product Quality Deficiency Report (PQDR) Replacement Requisitions. Note: The requisition alert transaction allows Navy BRAC IMSP sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 381 for the procedures and content of the DLMS Requisition Alert.
[39] Expanded use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014).

CODE	APPLICABLE DICS	EXPLANATION
S	A0_, AM, AT__ (including Requisition Alert)[40]	Identifies surge requirements for mission support materiel (MSM) that are to be processed as one-time requests and not sourced against on-hand assets. Applicable to DLMS requisition alerts, requisitions, and follow-on transactions for DLA-sourced materiel under a DLA-Navy industrial activity support agreement.
T thru Z	All DICs	Reserved for future DoD assignment.
0 thru 2	All DICs	Reserved for future DoD assignment.
3	A0_, AM, AT_[41]	Re-requisitioned materiel to be sourced from an alternative location, or new procurement, if stock is not available, subsequent to storage activity denial to Service owner for release of materiel purchased from DLA under BRAC IMSP. Denial caused by lack of materiel in the proper shelf-life as purchased.
4 thru 8	All DICs	Reserved for future DoD assignment.
9	A0_, AM, AT_[42]	Re-requisitioned materiel to be sourced from an alternative location or new procurement, if stock is not available, subsequent to storage activity denial to Service owner for release of materiel purchased from DLA under BRAC IMSP. Denial caused by lack of materiel n one continuous length as purchased. New requisition must include the prior requisition document number and shipment suffix, if applicable.

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[40] Refer to ADC 338A, Requirements of Mission Support Material (MSM) under Navy BRAC SS&D IMSP. Implementation date January 2011. Note: The requisition alert transaction allows Navy industrial sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 352 for DLMS Requisition Alert procedures.
[41] Refer to ADC 359, Perpetuation of the Denial Management Code to the DLMS Requisition, and Modification of Air Force BRAC IMSP SDR Procedures.
[42] Ibid.

AP2.7. APPENDIX 2.7

CORRECTION/CHANGE CODES FOR STORAGE ITEM RECORDS

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Indicates in the Storage Item Data Correction/Change transaction, the nature of the change actions to be taken and affected data fields.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZB
LEGACY RECORD POSITION (rp):	7
DLMS IMPLEMENTATION CONVENTION (IC):	888I Storage Item Correction
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/190 Qualifier EF – Correction or Change for Storage Item Records Code"

CODE	TITLE	EXPLANATION
1	Consolidation of National Stock Numbers (NSN)	Indicates the NSN (2/G39/040) affected by catalog/stock list change will be consolidated with the new NSN (2/N9/151). Both items will be issued under the new NSN. The affected NSN is not necessarily being cancelled.
2	Change of National Stock Number (NSN)	Indicates the affected NSN (2/G39/040) was changed to the new NSN (2/N9/151).
3	Change of Shelf-Life Code	Indicates the shelf-life code has been changed for the NSN (2/G39/040). The new shelf-life code is shown in the transaction.
4	Change of Controlled Inventory Item Code	Indicates the Controlled Inventory Item Code has been changed for the NSN (2/G39/040).
5	Change of Unit of Issue	Indicates the NSN's unit of issue (2/G39/040) has been changed. Unit of issue will be changed in accordance with the conversion factor (2/MEA/153) reflected in the transaction.

CODE	TITLE	EXPLANATION
6	Multiple Changes	Indicates multiple changes for the NSN (2/G39/040).[1]
7	Change of Demilitarization Code	Indicates the DEMIL code has been changed for the NSN (2/G39/040.
8	National Stock Number Deleted without Replacement	Indicates the NSN (2/G39/040) has been deleted and not replaced.
9	National Stock Number Change/ Inventory Manager Change	Indicates the affected NSN (2/G39/040) was changed to the new NSN (2/N9/151) and the inventory manager was changed.[2]
0	Not Assigned	Reserved for future DoD assignment
A-H	Not Assigned	Reserved for intra-Component assignment and use.
I	Not Assigned	Not to be assigned.
J-N	Not Assigned	Reserved for future DoD assignment.
O	Not Assigned	Not to be assigned.
P-X	Not Assigned	Reserved for future DoD assignment.
Y	Manager	Indicates the correct manager in the transaction.
Z	New or Reinstated National Stock Number	Indicates a new or reinstated NSN (2/G39/040)

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[1] This code is obsolete when using a DLMS transaction. To express multiple changes, use multiple loops of 2/LQ/190. For legacy MILSTRAP transactions this code may still be used.
[2] Ibid

AP2.8. APPENDIX 2.8

REJECT ADVICE CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	Identifies to the originator of a transaction, the reason for rejection, and indicates return of the transaction for correction and resubmission.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZG
LEGACY RECORD POSITION (rp.):	79-80
DLMS IMPLEMENTATION CONVENTION (IC):	824R
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/086 Qualifier "ET – Reject Advice Code"

AP2.8.1. All A B, D and H series reject advice codes not listed in this appendix are reserved for future use and are not to be used unless authorized and disseminated by the DoD MILSTRAP Administrator. All other series are reserved for intra-Component use.

CODE	EXPLANATION
AA	Rejected. DIC iinvalid.
AB	*Rejected.* Submitted to incorrect manager. If known, the correct manager's routing identifier code (RIC) is supplied in the DLMS 824R 2/NM1/065 segment.
AC	Rejected. Type of physical inventory code invalid or blank.
AD	Rejected. Stock or part number unidentifiable.
AE	Rejected. Quantity field invalid.
AF	Rejected. Document number invalid.
AG	Rejected. Ship-to address unidentifiable.
AH	Rejected. Required signal code invalid or blank.
AI	Rejected. Procurement instrument identifier (PIID) (contract number) call/order number, contract line-item number (CLIN), and/or sub-CLIN is invalid or blank.
AJ	Rejected. Required fund code invalid or blank.

CODE   EXPLANATION

AK   Rejected. Ownership/purpose code invalid or blank.

AL   Rejected. Unauthorized owning DoDAAC or RIC (use for Air Force Government Furnished Property - Accountability (GFP-A) only).

AM   Rejected. Supply condition code invalid or blank.

AN   Rejected. Physical location of property not provided.

AO   Rejected. Insufficient inventory in the accountable property system of record (APSR) due to potential mismatch.

AP   Rejected. Required management code invalid or blank.

AQ   Rejected. Processing/count date invalid or blank. Location Reconciliation Request cutoff date invalid.

AR   Rejected. Unit of issue incorrect.

AS   Rejected. Support date invalid. Location Reconciliation Request and/or Transaction History Transmittal received past scheduled deadline.

AT   Reserved for DoD assignment.

AU   Rejected. Invalid Country Code. The code is not valid in the Geopolitical Entities, Names, and Codes (GENC) Standard. Originator must update the transaction with a valid country code and resend.

AV   Rejected. Location Reconciliation Request RIC (From) activity not valid.

AW   Rejected. Logistic Reassignment Logistics Transfer/Decapitalization transaction (DLMS 846D, DIC DEE/DEF) or memorandum Due-in transaction (DLMS 527D with LIN01 Code T, DIC DDX)) received more than 1 year after the ETD. (The gaining item manager (GIM) will reject the memorandum Receipt transaction (DLMS 527R with LIN01 Code T, DIC D4X) if no memorandum due-in is on record at the GIM to indicate it is a valid procurement receipt.)

AX   Rejected. General Services Administration (GSA) is the source of supply for the requested SPR. GSA does not participate in SPR procedures. If required, submit a funded requisition citing the applicable required delivery date.

AY   Rejected. Location Reconciliation Request and/or Transaction History Transmittal does not equal the number of transactions recorded in the Location Reconciliation Notification and/or Location Reconciliation History Notification.

AZ   Rejected. Number of Location Reconciliation Requests received from storage activity exceed reasonable variance from owner/manager.

BA   Rejected. Serial Number or UII (when available) invalid or missing (use for Air Force Government Furnished Property - Accountability (GFP-A) only).

BB   Rejected. Others, see remarks.

CODE   EXPLANATION

BC   Rejected. Estimated Delivery Date Missing/Invalid.

      (Approved for Army and DPAS. Requires coordination with other Services prior to implementation and use)

BD   Rejected. Submitter in the PMR not found/Unknown/Inactive in the system rejecting the transaction.

BE   Rejected. Distribution Code Missing/Invalid

      (Approved for Army and DPAS. Requires coordination with other Services prior to implementation and use)

BN   Rejected. Invalid logistics bill number.

BU   Rejected. Failed validation with Standard Financial Information Structure (SFIS) Fund Code to Fund Account Conversion Table.

      (1) Discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code cited in the transaction.

      (2) Invalid/missing fund code. Resubmit with a valid fund code.

      Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.

BV   Rejected. DoDAAC in the transaction does not have the appropriate authority code for its intended use

BW   Rejected. Suspense account is not authorized for Interfund use

BX   Rejected. Total dollar value detail of bills is not equal to total dollar value of the summary bill

BY   Rejected. Count of detail bills is not equal to the count in the summary bill. The count of DLMS 810L IT1 Loops (2/IT1/010) must equal DLMS 810L 3/CTT01/070.

BZ   Rejected. DoDAAC or MAPAC is not valid in DAAS

DA   Rejected. FSC Missing/Invalid.

DB   Rejected. NIIN or LSN Missing/Invalid.

DC   Rejected. Unit of Issue Missing/Invalid.

DD   Rejected. Quantity Missing/Invalid.

DE   Rejected. Hazardous Waste/Material Code Missing/Invalid.

DF   Rejected. Unit Price Missing/Invalid.

DG   Rejected. Supply Condition Code Missing/Invalid.

DH   Rejected. Demil Code Missing/Invalid.

DI   Rejected. Contact Name Missing/Invalid.

CODE   EXPLANATION

DJ   Rejected. Contact Phone Missing/Invalid.

DK   Rejected. Chemical Abstract Service Number is Missing/Invalid.

DL   Rejected. Fund Code Missing/Invalid.

DM   Rejected. Suffix Code Invalid

DN   Rejected. Advice Code Invalid

DZ   Rejected. Turn-in activity cannot process DLMS-formatted transactions. DTID rejection must be communicated through alternative methods.

HA   Rejected. Waste Profile Sheet Invalid or Missing/Invalid.

HB   Rejected. Generator Name Missing/Invalid.

HC   Rejected. Facility Address Missing/Invalid.

HD   Rejected. Facility City and State Missing/Invalid.

HE   Rejected. Facility Zip Code Missing/Invalid.

HF   Rejected. Technical Contact Missing/Invalid.

HG   Rejected. Technical Phone is Missing/Invalid.

HH   Rejected. Chemical Name Missing/Invalid.

HI   Rejected. Chemical Concentration is Missing/Invalid.

HJ   Rejected. Chemical Range is Missing/Invalid.

HK   Rejected. Chemical Abstract Service Number is Missing/Invalid.

HL   Rejected. EPA HW Number Missing/Invalid.

HM   Rejected. Range of Concentration Missing/Invalid.

HN   Rejected. Unit of Issue Incorrect.

HO   Rejected. Container Number Missing/Invalid.

HP   ***Rejected. Hazardous Waste Profile Sheet Data required to support Disposal TurnIn Document (DTID)***

HZ   Rejected. Turn-in activity cannot process DLMS-formatted transactions. HWPS acknowledgment must be communicated through alternative methods.

AP 2.9. APPENDIX 2.9

ASSET STATUS REPORTING CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Identifies in the Asset Status Reporting Request, the type of reporting required and indicates whether a request is for commencement, change, or termination of reporting. Each new code will update the reporting requirement. Identifies the type of reporting being furnished in asset status reports. The asset status reporting codes are applicable to:
	Asset Status Reporting Request transaction (DLMS 846I with BIA02 Report Type Code TI).
	Asset Status Reporting (Base, Post, Camp, and Station Level Use) transaction (DLMS 846I with BIA02 Report Type Code TJ) (referred to as asset status reporting in the code explanations)
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZE, DZF
LEGACY RECORD POSITION (rp):	7
DLMS IMPLEMENTATION CONVENTION (IC):	846I
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/270 Qualifier "EA – Asset Status or Transaction Reporting Code"

CODE	EXPLANATION
A and B	Reserved for future assignment by DoD.
C	Commence daily asset status reporting on the date indicated in the asset status reporting request.[1]
D	Commence monthly asset status reporting on the date indicated in the asset status reporting request.
E	Terminate reporting on the date indicated in the asset status reporting request.

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[1] Throughout this document, the "date indicated" refers to segment 2/DTM/100 of the DLMS 846I.

CODE	EXPLANATION
F and G	Reserved for future assignment by DoD.
H	Change type of reporting to daily asset status reporting (Code C above) on the date indicated in the asset status reporting request.
J	Change type of reporting to monthly asset status reporting (Code D, above) on the date indicated in the asset status reporting request.
K and L	Reserved for future assignment by DoD.
M	Commence daily asset status reporting as soon as possible.
N[2]	Submit a one-time asset status report (DIC DZF) for the asset visibility/redistribution program. Submit the report by the date indicated in the asset status reporting request.
O	Reserved for future assignment by DoD.
P[3]	Report assets above the activity's requisitioning objective using the customer asset report materiel returns program transaction (DLMS 180M[3]).
Q thru Y	Reserved for future assignment by DoD.
Z	One-time asset status report is requested/furnished on an expedited basis. The date Submit the report by the date is required is entered indicated in the asset status reporting request.
0 thru 9	Reserved for intra-Component use.

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[2] Restricted for use based upon agreement of the DoD Components involved.
[3] Legacy DIC FTE

AP2.10. APPENDIX 2.10

ASSET TRANSFER STATUS CODE

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alphabetic

EXPLANATION: For response to the gaining inventory manager (GIM) follow-up request for asset data. Also used for follow-up and reconciliation requests for due-in information pertaining to logistically reassigned items.

RECORD POSITION: 65-66

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EB – Asset Transfer Status Code"

CODE	EXPLANATION
AA	No assets are available for transfer. (Applies to Document Identifier Code (DIC) DLB.) No record of due-in; cancel memorandum due-in record. (Applies to DICs DLD and DLF.)
AB	DIC DEE/DEF Logistic Transfer/ Decapitalization transactions and DIC DD_/DF_ due-in transactions (provided due-in existed) submitted previously. Losing inventory manager (LIM) will submit duplicate transactions. (Applies to DIC DLB.) Due-in (full or partial quantity) has been received. LIM will provide duplicate DIC DEE/DEF logistics transfer/decapitalization transactions and DIC D4X/D6X memorandum receipt transactions. (Applies to DICs DLD and DLF.)
AC	DIC DEE/DEF Logistics Transfer/Decapitalization transaction will be submitted. (Applies to DIC DLB.)
AD	No assets are available for transfer but due-ins exist. Due-in transactions will be submitted. (Applies to DIC DLB.) Delinquent due-in exists. Routine follow-up action being taken by the LIM. (Applies to DICs DLD and DLF.)
AE	Additional due-in available for transfer. LIM will provide memorandum due-in. (Applies to DIC DLF when additional due-in is available for transfer or when no DIC DLE was received.)
AF	Change to estimated delivery date. Revised delivery date is provided. (Applies to DICs DLD and DLF.)
AG	Original due-in transaction has been reversed (i.e., cancelled). Cancel delinquent due-in. (Applies to DICs DLD and DLF.)

CODE   EXPLANATION

AH   Original pre-award procurement due-in has been awarded on a contract. LIM will submit DIC DDX reversal for the pre-award due-in and a new DIC DDX with contract number, quantity, EDD, etc. (Applies to DICs DLD and DLF.)

A1   Contract delivery action is complete. LIM will submit DIC DDX reversal for the portion of the due-in quantity not received. (Applies to DICs DLD and DLF.)

AJ   Materiel pending litigation or returned to contractor. GIM will retain due-in pending resolution by ACO. (Applies to DICs DLD and DLF.)

AK   Invalid due-in. Original due-in transaction will be reversed (i.e., cancelled). (Applies to DICs DLD and DLF.)

AP 2.11. APPENDIX 2.11

SPECIAL PROGRAM REQUIREMENT

STATUS CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	Used in Special Program Requirement (SPR) Status transactions to inform forecasting activities submitting SPR documents of action taken.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DYK
LEGACY RECORD POSITION (rp):	65-66
DLMS IMPLEMENTATION CONVENTION (IC):	870L with 1/BSR01/20 Status Report Code 9
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/330 Qualifier "EY Special Program Requirement Status Code"

CODE	EXPLANATION
PA	Request or modifier accepted. Submit requisition in time to all for delivery within the appropriate Uniform Materiel Movement and Issue Priority System (UMMIPS) time standard.
PB	SPR is not within inventory control point (ICP) acceptance criteria. The ICP will maintain the SPR quantity only until the procurement lead time and/or assembly time away from the support date to advise the forecasting activity of any technical or management changes and to assure return/retention should unexpected assets materialize. Continuation of this requirement into the procurement lead time and/or assembly time period depends solely on receipt of a requisition sufficiently in advance of the support date. The number of days for procurement lead-time and/or assembly time included in the support date is indicated in 2/QTY/230.
PC	Request or modifier accepted. Requires extra time to assemble after receipt of requisition. The required assembly time in number of days is indicated in 2/QTY/230..
PD	Cancellation accepted.

CODE   EXPLANATION

PE   Rejected. The request is a duplicate of a previously submitted request.

PF   Rejected. Remarks listed herein or separate correspondence referring to this document number explain reason(s) for this action.

PI   USAF Request Rejected by DLA. SPR is from an Air Force activity. Per Air Force guidance, all future forecasts to DLA should be submitted via Demand Data Exchange. Contact the AF Global Logistics Support Center Planning for DLA Managed Consumables Flight Office for more information.[1]

PJ   Rejected. Item coded (or being coded) obsolete in latest stock lists/catalogs. See superseding item in stock number field (2/PO1/150). Resubmit under stock number of superseding item.

PM   Rejected. Request received less than 90 calendar days in advance of the support date. Submit requisition.

PN   Rejected. Source of supply is local manufacture or fabrication.

PP   Rejected. Source of supply is local procurement.

PQ   Rejected. Stocks not available to meet your support date.   Procurement/assembly required. Request received less than procurement lead time/assembly time in advance of support date. Procurement lead time/ assembly time in number of days is indicated in 2/QTY/230. Submit funded requisition.

PR   SPR for which a PB Status Code was previously furnished is now within one procurement lead time and/or assembly time of the support date. Submit immediate requisition to continue this requirement and to allow for delivery in time to meet support date. (See DLMS, Volume 2, Chapter 2 for SPR requisition preparation.)

PS   Rejected. The item is coded (or is being coded) as a terminal item in latest stock lists/catalogs and has no known replacement.

PT   Substitute item available. If substitute stock number shown in stock number field (2/PO1/150) is acceptable, resubmit using SPR Substitute Item Acceptance transaction and submit requisition in time to allow for delivery within the appropriate UMMIPS time standard. In the event substitute item is not acceptable, resubmit SPR Substitute Item Acceptance transaction.

PV   Cancelled. Item has been logistically reassigned to the activity indicated in 2/N101/90. Submit new SPR to gaining activity.

PW   This is an interim reply to your request. Manual review being made and additional response will be furnished.

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[1] Refer to ADC 366, New Special Program Requirement (SPR) Status Code to Reject Air Force SPRs Submitted for Planning for DLA Managed Consumables (PDMC) Flight

CODE   EXPLANATION

PX   Rejected. The item is an Acquisition Advice Code J item (centrally procured for shipment directly to user or another service, not stocked by procuring activity). Submit funded requisition in time to permit procurement. Procurement lead time in days is indicated in 2/QTY/230.

PY   Cancelled. Item has been changed from stocked to non-stocked by the Integrated Materiel Manager (IMM). If still required, submit requisition for quantity required, so that procurement action can be initiated for direct shipment.

AP2.12. APPENDIX 2.12

RESERVED

AP2.13. APPENDIX 2.13

RESERVED

AP2.14. APPENDIX 2.14

TYPE OF MEDIA CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha

EXPLANATION: Identifies the type of media for transmittal of inventory control point requested transaction history.

RECORD POSITION: 60

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "FB – Type of Media Code"

CODE	EXPLANATION
A	Transaction images to be transmitted using DLA Transaction Services methodologies for exchanging computer-readable transactions.[1]

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[1] See DLM 4000.25-4, Defense Automatic Addressing System, for an explanation of DLA Transaction Services methodologies for transaction exchange.

AP2.15, APPENDIX 2.15

INVENTORY ADJUSTMENT - PHYSICAL INVENTORY ERROR CLASSIFICATION CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Provides processing activities a means of mechanically identifying the causes for errors which resulted in potential/actual inventory adjustments and the processing operations in which they occurred

DLSS RECORD POSITIONS: 63-65 of inventory adjustment transactions (Document IIdentifier Code (DIC) D8A/D9A and D8B/D9B

DLMS SEGMENT/QUALIFIER: DLMS 947I LQ segment, LQ01 qualifier 'EL' used with W19 segment, W1901 Quantity or Status Adjustment Reason Code 'AA-Physical Count'

AP2.15.1. <u>PURPOSE</u>

AP2.15.1.1. The physical inventory program error classification codes provide a standard means for Components to classify the causes of actual/potential adjustments for subsequent analysis, evaluation, and corrective action.

AP2.15.1.2. The error classification code is a required entry on MILSTRAP documentation for use in preparing reports and for providing evaluation data to higher authority in standard error classification categories.

AP2.15.2. <u>CODE STRUCTURE</u>

AP2.15.2.1. <u>First Position</u>. The first character is the operation code which shall be numeric or alphabetic and shall identify the operation during which the error occurred and not the operation in which the error was detected. Code assignment for the first character is controlled by DoD and may not be assigned by the Components. The following operation codes are assigned as the first character in the error classification code:

CODE	OPERATION	CODE	OPERATION
0	Not assigned; reserved for future assignment by DoD	6	Warehousing/ Rewarehousing
1	Receiving	7	Location Survey
2	Issue	8	Other
3	Physical Inventory	9	Not assigned; reserved for future assignment by DoD
4	Cataloging Changes	A-Z	Not assigned; reserved for future assignment by DoD
5	Logistics Reassignments		

AP2.15.2.2. Second Position. The second character is the type of error code which is alphabetic or numeric and identifies the type of error which occurred. Code assignment for the second character is controlled by DoD and may not be assigned by the Services/ Agencies. The following type of error codes are assigned as the second character in the error classification code:

CODE	LEGEND	DEFINITION
A	System/Program Error	Property accountability record was not correctly updated by a valid transaction because system failed or program contained a logic error
B	Document Not Posted	Physical processing was completed but transaction update of the property accountability record was not effected
C	Source Document Error	Error in the source document national stock number (NSN), quantity, unit of issue, condition, type of pack, lot number, ownership/ purpose, and/or location (routing identifier) caused erroneous update of property accountability record
D	Data Entry Error	Input transaction did not match source document NSN, quantity, unit of issue, condition, type of pack, lot number, ownership/purpose, and/or location (routing identifier) and caused erroneous update of the property accountability record

<u>CODE</u>	<u>LEGEND</u>	<u>DEFINITION</u>
E	Rejected Document Not Posted	Transaction was rejected during processing and was not reinput to update the property accountability record
F	Duplicate Document Posted	Same transaction updated the property accountability record more than once
G	Reversal Document Not Posted	Property accountability record was updated by a transaction processed to completion and required transaction reversal was not processed
H	Erroneous Reversal Posted	Prior action to reverse a transaction which updated the property accountability record was taken in error
I	Not Assigned	
J	Misidentified/Mixed Materiel	Assets in storage location were identified by incorrect/multiple stock number, unit of issue, supply condition, shelf-life, type of pack, lot number, or ownership/purpose
K	Duplicate Physical Processing	Transaction updated the property accountability record once but materiel physically processed more than once
L	Wrong Materiel Selected	Materiel selected did not match transaction which updated the property accountability record (i.e., wrong stock number, quantity, unit of issue, supply condition, type of pack, lot, ownership/purpose, and/or location was physically selected)
M	Materiel Selected From Wrong Location	Storage location from which materiel was selected did not match storage location cited in the transaction
N	Physical Processing Not Complete	Transaction updated the property accountability record but physical processing of materiel was not completed
O	Not Assigned	
P	Erroneous Denial	Denial processed in error. Materiel found after denial was submitted
Q	Materiel Not Stored/Stored Incorrectly	Materiel was not stored in finite location or placed in finite location when processing the storage transaction

CODE	LEGEND	DEFINITION
R	Infloat Document Control Error	Erroneous data posted to the property accountability record because infloat documents were not considered or were not available
S	Erroneous Count	Materiel incorrectly counted
T	Erroneous Adjustment Posted	Prior action to adjust the property accountability record was taken in error
U	Catalog Change Not Posted	Transaction resulted in erroneous update of the property accountability record because the property accountability record was not updated by catalog change transaction
V	Erroneous Catalog Change Posted	Erroneous data posted to property accountability record due to error in catalog change record due to error in catalog change transaction (e.g., wrong unit of issue to or from, etc.)
W	Bin Tag/Locator Label Error	Bin tag/locator label missing, incomplete, or reflected erroneous data for assets in storage location
X	Theft	Inventory adjustment attributed to probable theft
Y	No Conclusive Findings	Cause for the inventory discrepancy could not be determined
Z	Not Assigned	Reserved for future DoD assignment
0-9	Not Assigned	Reserved for future DoD assignment

AP2.15.2.3. <u>Third Position</u>. The third character may be assigned by each Component to internally amplify the error classification. Numeric and alphabetic code assignments in this position will be controlled by each individual Component for their internal use.

APPENDIX 2.16

INVENTORY ADJUSTMENT - ACCOUNTING ERROR CLASSIFICATION CODES

NUMBER OF CHARACTERS:	Three
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Provides processing activities a means of mechanically identifying the causes for errors which resulted in potential/actual inventory adjustment (accounting error) transactions,[1] and the processing operations in which they occurred
DLSS RECORD POSITIONS:	rp 63-65 of Inventory Adjustment (Accounting Error) transaction (DI Code D8B/D9B)
DLMS SEGMENT/QUALIFIER:	DLMS 947I LQ segment, LQ01 qualifier 'ACC' used with W19 segment, W1901 Quantity or Status Adjustment Reason Code 'AB-Accounting Error'

AP2.16.1 PURPOSE

AP2.16.1.1 The physical inventory program error classification codes for accounting error inventory adjustments (Document Identifier Code (DIC) D8B/B9B) provide a standard means for DoD Components to classify the causes of actual/potential accounting error inventory adjustments for subsequent analysis, evaluation, and corrective action.

AP2.16.1.2 The error classification code is a required entry on MILSTRAP documentation for use in preparing reports and for providing evaluation data to higher authority in standard error classification categories.

AP2.16.2 CODE STRUCTURE

AP2.16.2.1 First Position. The first character shall be numeric or alphabetic and shall identify the type of transaction during which the error occurred. Code assignment for the first character is controlled by DoD and may not be assigned by the DoD Components. The following operation codes are assigned as the first character in the error classification code:

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[1] The owner/manager may use the Inventory Adjustment –Accounting Error Classification Codes in rp 63-65 in DIC D8B/D9B Inventory Adjustment Transactions (Accounting Errors) pending the establishment of single shared asset balances (see chapter 7).

CODE	OPERATION	CODE	OPERATION
0	Not assigned; reserved for future assignment by DoD	6	Condition Code Transfer (DAC)
1	Receipt (D4_/D6_)	7	Not Assigned
2	Issue (D7_/A5_)	8	Other
3	Physical Inventory (D8A/D9A)	9	Not assigned; reserved for future assignment by DoD
4	Cataloging Changes	A-Z	Not assigned; reserved for future assignment by DoD
5	Logistics Reassignments		

AP2.16.2.2 Second Position. The second character is alphabetic or numeric and identifies the type of error which occurred. Code assignment for the second character is controlled by DoD and may not be assigned by the DoD Components. The following type of error codes are assigned as the second character in the error classification code:

CODE	LEGEND	DEFINITION
A	System/Program Error	Total item property record (TIPR) was not correctly updated by a valid transaction because system failed or program contained a logic error
B	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
C	Source Transaction Error	Error in the source transaction national stock number (NSN), quantity, unit of issue, condition, type of pack, lot number, ownership/ purpose, and/or location (routing identifier) caused erroneous update of TIPR
D	Data Entry Error	Input transaction did not match source transaction NSN, quantity, unit of issue, condition, type of pack, lot number, ownership/purpose, and/or location (routing identifier) and caused erroneous update of the TIPR
E	Rejected Document Not Posted	Transaction was rejected during processing and was not reinput to update the TIPR
F	Duplicate Document Posted	Same transaction updated the TIPR more than once
G	Reversal Document Not Posted	TIPR was not updated by a reversal transaction processed and transmitted by the storage activity.
H	Erroneous Reversal Posted	Prior action to reverse a transaction which updated the TIPR was taken in error
I	Not Assigned	

CODE	LEGEND	DEFINITION
J	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
K	Duplicate Physical Processing	Transaction updated the TIPR once but inventory accounting adjustment processed more than once
L	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
M	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
N	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
O	Not Assigned	
P	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
Q	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
R	Infloat Transaction Control Error	Erroneous adjustment posted to the TIPR because infloat transactions were not considered or were not available
S	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
T	Erroneous Inventory Adjustment (Accounting Error) Posted	Prior action to adjust the TIPR was taken in error
U	Catalog Change Not Posted	Transaction resulted in erroneous update of the TIPR because the inventory accounting record was not updated by catalog change transaction
V	Erroneous Catalog Change Posted	Erroneous data posted to TIPR due to error in catalog change record due to error in catalog change transaction (e.g., wrong unit of issue to or from, etc.)
W	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
X	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
Y	No Conclusive Findings	Cause for the inventory adjustment (accounting error) could not be determined
Z	Not Assigned	Reserved for future DoD assignment
0-9	Not Assigned	Reserved for future DoD assignment

AP2.16.2.3 Third Position. The third character may be assigned by each Component to internally amplify the error classification. Numeric and alphabetic code assignments in this position shall be controlled by each individual Component for their internal use.

AP2.17. APPENDIX 2.17

RECEIPT ACKNOWLEDGEMENT DISCREPANCY/INFORMATION INDICATOR CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alphabetic
EXPLANATION:	A one-digit code.
	Reporting activities use these codes in the Material Receipt Acknowledgement (MRA) transaction to indicate when a supply or transportation discrepancy or product quality deficiency affects the receipt posting and/or MRA process. Reporting activities also use to provide MRA information. MRA is DLMS 527R with Transaction Type Code TH (legacy DIC DRA/DRB).
	DLA Disposition Services may use Receipt Acknowledgement Discrepancy/Information Indicator Codes A, D, E, and F with the Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction when acknowledging receipt of a discrepant/ deficient shipment. TRA is DLMS 527R with Transaction Type Code CJ. TRA is a DLMS enhancement with no legacy DIC. Refer to ADC 1111.
	Army may use select codes with intra-Army Receipt (Other than Procurement Instrument Source) transactions (DLMS 527R with Transaction Type Code D4 (legacy DIC D6_))
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DRA, DRB, D6_ (Intra-Army only)
LEGACY RECORD POSITION (rp.):	63 of MRA (DIC DRA/DRB) 80 (intra-Army use only) of Other Than Procurement Instrument Source Receipts (DIC D6_).
DLMS IMPLEMENTATION CONVENTION (IC):	527R
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/130 Qualifier "EI – Discrepancy Indicator Code"

CODES USED WITH MRA and select codes (A, D, E, and F) used with TRA:

CODE	DEFINITION
A	SDR being submitted. (Excludes shortage and partial or total nonreceipt.)
B	No record of requisition. Use in MRA reply to follow-up if there is no record of the requisition and the materiel has not been received.
C	Reserved for future DoD assignment.
D	Transportation discrepancy report being submitted. (Excludes shortage and partial or total nonreceipt.)
E	Product quality deficiency report being submitted.
F	Shortage or partial or total nonreceipt. When used with MRA transaction, the quantity not received is entered. When used with TRA transaction, the quantity received is entered.
G	Nonreceipt due to extended transit time. Use in MRA reply to follow-up, if more time is needed to pick up the materiel. Only for use by Navy ships and only when materiel is being held at a Navy Local Logistics Support Center or Materiel Processing Center.[1]
H	Materiel still in transit[2]
I-L	Reserved for future DoD assignment.
M-T	See below
U	Reserved for future DoD assignment.
V	MRA is based on a systemic virtual receipt. MRA is generated from virtual receipt transaction which the Navy industrial site (Navy Shipyard/Fleet Readiness Center) created from a Supply Status transaction (DLMS 870S) with Status Code 'PD'. Authorized for Navy and DLA use in MRA under Supply, Storage and Distribution/Inventory Management and Stock Positioning (SS&D/IMSP). Refer to ADC 372.
W	Reserved for future DoD assignment.
X	Discrepant receipt, other than shortage and partial or total nonreceipt, which does not meet qualifying criteria for discrepancy report submission.
Y	***No PMR. Receipt processed with documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.***

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[1] Refer to ADC 474. As required by DODM 4140.01, the DoD Components must provide implementation status for this approved change. Navy expected implementation by 2020/21. DLA EBS implemented indicator G in October 2017.

[2] Refer to ADC 1114.

CODES USED WITH MRA and select codes (A, D, E, and F) used with TRA:

CODE	DEFINITION
Z	***No PMR. Receipt processed without documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.***

CODES USED WITH INTRA-ARMY RECEIPT (OTHER THAN PROCUREMENT INSTRUMENT SOURCE) TRANSACTIONS (DLMS 527R Receipt/legacy DIC D6_):

CODE	DEFINITION
M	Damaged Receipt (for intra-Army use only)
N	Receipt Storage (for intra-Army use only)
O	Reserved for future DoD assignment
P	Receipt Overage (for intra-Army use only)
Q	Wrong Material (for intra-Army use only)
R	Duplicate Receipt (for intra-Army use only)
S	Receipt previously processed as a Materiel Receipt Discrepancy (for intra-Army use only)
T	Condemned Upon Receipt or Shelf-Life Expired (for intra-Army use only)

AP 2.18. APPENDIX 2.18
TYPE INSPECTION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Type Inspection Code is used with either MILSTRAP legacy Document Identifier Code (DIC) DLX (Logistics Reassignment Technical and Quality Data and corresponding DLMS 536L; or with DLMS 842C/I (Stock Screening Request) and 842S/Q (Storage Quality Control Report (SQCR))

RECORD POSITION: 48

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Qualifier EZ

Type inspection codes used with MILSTRAP DIC DLX and corresponding DLMS 536L:

CODE   EXPLANATION

1   Contractor.

2   Standard source inspection.

3   Inspection in accordance with ANSI/ASQC Q9000-1-1994, "Quality Management and Quality Assurance Standards-Guidelines and Selections for Use" (formerly MIL-I-45208A, "Military Specification Inspection System Requirements").

4   Inspection in accordance with ANSI/ASQC Q9000-1-1994, "Quality Management and Quality Assurance Standards-Guidelines and Selections for Use" (formerly MIL-Q-9858A, "Military Specification Quality Program Requirements").

AP 2.18.2. Type inspection codes used with DLMS 842S/Q SQCR and 842C/I Stock Screening Request:[1]

CODE	DEFINITION	USAGE
C	Visual Inspection	Monthly care of supplies in storage (COSIS) inspections. Applicable to SQCRs only; not used on Stock Screening Requests.
F	Safety of Flight (SOF) Inspection	Special inspection of SOF materiel or Aviation Safety Action Message (ASAM).
P	Special Inspection at Single Location	Specific to one storage location (e.g., take picture of materiel at specific location).
Q	Quality-Related Inspection	Inspection applicable to suspected quality problem, e.g., subsequent to receipt of PQDR or SDR.
R	Reimbursable Special Inspection	For materiel stored at DLA distribution centers, request is transmitted to all DSS sites.
S	Shelf-life Inspection	Monthly cyclic inspections for shelf life items. Applicable to SQCRs only; not used on Stock Screening Requests.
U	Safety of Use (SOU) Inspection	Special inspection of SOU materiel.
X	Critical Safety Item (CSI) Inspection	Special inspection of CSI materiel.
Z	Suspect Counterfeit Inspection	Applicable to suspected counterfeit material/unauthorized product substitution (CMUPS).

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[1] Refer to ADC 240 and ADC 1045. Pending implementation of ADC 1045, targeted for first quarter FY 2017, the following codes will remain available:

A	Aviation Safety Action Message (ASAM)
O	Outbound Shipment
T	Stock Readiness

AP2.19. APPENDIX 2.19

REVIEW PERIOD INDICATOR CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: A code identifying the review period relative to the effective transfer date (ETD).

RECORD POSITION: 7

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EV – Review Period Indicator Code"

CODE	EXPLANATION
1	ETD minus 120 days review period.
2	ETD minus 30 days review period.
3	ETD plus 90 days review period.
4	ETD plus 270 days review period.

AP2.20. APPENDIX 2.20

Environmental Protection Agency (EPA) Waste Source Codes

Refer to the EPA Resource Conservation and Recovery Act (RCRA) data dictionary for authoritative source: https://rcrainfo.epa.gov/rcrainfo-help/application/ded/index.htm#t=introduction.htm

Code	Detail
G01	DIP, FLUSH OR SPRAY RINSING
G02	STRIPPING AND ACID OR CAUSTIC CLEANING
G03	PLATING AND PHOSPHATING
G04	ETCHING
G05	METAL FORMING AND TREATMENT
G06	PAINTING AND COATING
G07	PRODUCT AND BY-PRODUCT PROCESSING
G08	REMOVAL OF SPENT PROCESS LIQUIDS OR CATALYSTS
G09	OTHER PRODUCTION OR SERVICE-RELATED PROCESSES
G11	DISCARDING OFF-SPECIFICATION OR OUT-OF-DATE CHEMICALS OR PRODUCTS

G12	LAGOON OR SEDIMENT DRAGOUT AND LEACHATE COLLECTION
G13	CLEANING OUT PROCESS EQUIPMENT
G14	REMOVAL OF TANK SLUDGE, SEDIMENTS OR SLAG
G15	PROCESS EQUIPMENT CHANGE-OUT OR DISCONTINUATION OF EQUIPMENT USE
G16	OIL CHANGES AND FILTER OR BATTERY REPLACEMENT
G19	OTHER ONE-TIME OR INTERMITTENT PROCESSES
G21	AIR POLLUTION CONTROL DEVICES (BAGHOUSE DUST, ETC.)
G22	LABORATORY ANALYTICAL WASTES (USED CHEMICALS)
G23	WASTEWATER TREATMENT (SLUDGE, FILTER CAKE, ETC.)
G24	SOLVENT OR PRODUCT DISTILLATION OR RECOVERY (SLUDGE, WASTE)
G25	HAZARDOUS WASTE MANAGEMENT
G26	STORAGE AND DISPOSAL UNIT LEACHATE COLLECTION
G31	ACCIDENTAL CONTAMINATION OF PRODUCTS, MATERIALS, OR CONTAINERS
G32	CLEANUP OF SPILL RESIDUES

G33	LEAK COLLECTION AND FLOOR SWEEPING
G39	OTHER CLEANUP OF CURRENT CONTAMINATION
G41	CLOSURE OF HAZARDOUS WASTE MANAGEMENT UNIT UNDER RCRA
G42	CORRECTIVE ACTION AT A SOLID WASTE MANAGEMENT UNIT UNDER RCRA
G43	REMEDIAL ACTION OR EMERGENCY RESPONSE UNDER SUPERFUND
G44	STATE PROGRAM OR VOLUNTARY CLEANUP
G45	UNDERGROUND STORAGE TANK CLEANUP
G49	OTHER REMEDIATION
G61	HW RECEIVED FROM OFF SITE FOR STORAGE / BULKING AND TRANSFER OFF SITE FOR TREATMENT OR DISPOSAL
G62	HAZARDOUS WASTE RECEIVED FROM A FOREIGN COUNTRY

AP2.21. APPENDIX 2.21

RESERVED

AP2.22. APPENDIX 2.22

TYPE DUE-IN INDICATOR

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: A code identifying the type of due-in.

RECORD POSITION: 49 and 67

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier
                          "EH – Type Due-In Indicator"

CODE	EXPLANATION
1	Purchase request.
2	Contract.
3	Other.

AP2.23. APPENDIX 2.23

TYPE LOCATION RECONCILIATION REQUEST [1]

NUMBER OF
CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Used to identify the type of location reconciliation
                       request

RECORD POSITION: 7

DLMS   LQ Segment, LQ01 Data Element ID 1270 Qualifier
SEGMENT/QUALIFIER: "FH – Type Location Reconciliation Request"

CODE	EXPLANATION
1	End-of-day processing
2	Annual location reconciliation request

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[1]The end-of-day processing and location reconciliation process will not be required with the establishment of single shared asset balances (see Volume 2, Chapter 6).

AP2.24. APPENDIX 2.24

OTHER CODES

NUMBER OF CHARACTERS: Variable

TYPE OF CODE: Variable

    EXPLANATION: This appendix provides the source, and other information, for codes used or referred to in this manual which are prescribed by other DoD publications and which are not republished in this manual.

References in this Appendix are linked to the authoritative sources from the Defense Enterprise Data Standards Office Website pages, unless otherwise specified, for the following publication categories.

CODE	AUTHORITATIVE SOURCE
Acquisition Method	DoD 4100.39-M, FLIS, Volume 10 Table 71
Acquisition Method Suffix	DoD 4100.39-M, FLIS, Volume 10 Table 71
Advice	DLM 4000.25, Volume 2, , Appendix AP7.15
Call/Order Serial Number	DFARS[1]
Commercial and Government	Cataloging Handbook H4/H8 Entity Commercial and Government Entity (CAGE) Code
Contract Line-Item Number	DFARS[1]
Controlled Inventory Item	DoD 4100.39-M, FLIS, Volume 10, Table 61.
Criticality Designator	DoD 4000.25-5-M, MILSCAP, Appendix A9.
Data Universal Numbering System	FAR, section 52.204-6.
Delivery Date (Standard/Required)	DLM 4000.25, Volume 2, Appendix AP7.14.
Demand	DLM 4000.25, Volume 2, Appendix AP7.8.
Distribution	DLM 4000.25, Volume 2, Appendix AP7.12.
Document Number	DLM 4000.25, Volume 2, Appendix AP7.7.

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[1] Defense Federal Acquisition Regulations (DFAR) applies for structure of contract data entries assigned/prescribed by DoD inventory control points (ICP)/integrated materiel managers (IMM). Federal Acquisition Regulation (FAR) applies for structure of contract data entries assigned/prescribed by non-DoD IMMs.

CODE	AUTHORITATIVE SOURCE
DoD Activity Address	DLM 4000.25, DLMS, Volume 6, Chapter 2.
Essentiality	DoD 4140.26-M, Defense Integrated Materiel Management Manual for Consumable Items.
Fund	DLM 4000.25, Volume 4
Media and Status	DLM 4000.25, Volume 2, Appendix AP7.4.
National Stock Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Normal Source of Procurement	DoD 4100.39-M, FLIS, Volume 10, Table 138.
Part Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Priority Designator	DLM 4000.25, M Volume 2, Appendix AP7.14.
Procurement Instrument Identification (PIID)	FAR or DFARS[2]
Project	DLM 4000.25, Volume 2, Appendix AP7.13.
Production Equipment	DoD 4100.39-M, FLIS
Routing Identifier	DLM 4000.25, Volume 2, Appendix AP7.3.
Signal	DLM 4000.25, Volume 2, Appendix AP7.10.
Status	DLM 4000.25, Volume 2, Appendix AP7.16.
Stock Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Subsistence Type of Pack	DLM 4000.25, Volume 2, Appendix AP7.20.
Suffix	DLM 4000.25, Volume 2, Appendix AP7.8.
Supplementary Address	DLM 4000.25, Volume 2, Appendix AP7.9.
Type of Business	DFARS, 253.204-71 (*f*),section D.
Type of Contract	DFARS, 253.204-70 (c)(4)(v)(C)
Unit of Issue	DoD 4100.39-M, FLIS, Volume 10, Table 53
Vendor Shipment Number	FAR or DFARS[3]

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[2] Ibid.
[3] Ibid

AP3. APPENDIX 3

FORMATS INTRODUCTION

AP3.1. <u>General</u>. The AP3 series appendices prescribe the alignment and data entries for the MILSTRAP formats.

AP3.2. <u>Formats</u>. MILSTRAP formats are described in Appendices AP3.1 through AP3.64.

AP3.3. <u>Special Explanation/Instruction</u>. To prevent repeating lengthy and repetitious footnotes, explanations, and instructions, the following are provided for reference purposes and shall be referred to in the applicable formats:

AP3.3.1. For ammunition and ammunition related items in Federal supply group 13, and Federal supply classes 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140, quantities exceeding 99,999 may be expressed in thousands by placing an M in record position 29. For example: A quantity of 1,950,000 would be expressed as 1950M (1950 in record positions 25-28 and an M in record position 29). Quantities not evenly divisible by thousands shall require two transactions. The first transaction shall reflect the rounded thousands using the M modifier and the second transaction shall reflect the residual quantity: For example: A quantity of 100,001, the first document shall reflect a quantity of 0100M and the second document shall reflect a quantity of 00001.

AP3.3.2. When reversal or cancellation of the original transaction is required, enter a reversal indicator in record position 25. Chapter 9 provides a list of the MILSTRAP transactions that are authorized for reversal.

AP3.3.2.1. <u>Reversal Indicator</u>. In punched-card transactions, the reversal indicator was an eleven-zone over punch of the quantity digit in record position 25 of the quantity to be reversed. In non punched-card MILSTRAP 80 record position transactions, the reversal indicator is the Extended Binary Coded Decimal Interchange Code (EBCDIC) or American Standard Code for Information Interchange equivalent of the punched-card entry, which is also entered in record position 25 of the reversal quantity for the 80 record position MILSTRAP transactions. (NOTE: A transaction reversal for Defense Logistics Management Standards (DLMS) transactions is accomplished with a negative sign in front of the quantity. Therefore, the MILSTRAP legacy 80 record position transaction reversal indicator as described below does not apply in DLMS transactions. The EBCDIC reversal indicators are a minus sign for a blank entry, a } (closing brace) for an entry of zero, or an alphabetic J through R for an entry of 1 through 9 respectively. Since significant digits are to be preceded by zeros, the blank and minus sign indicators in record position 25 are actually invalid entries and are mentioned only to cover all possibilities. The punched card and EBCDIC reversal indicators are as follows:

QUANTITY ENTRY	RECORD POSITION 25 PUNCHED-CARD TRANSACTION ENTRY	RECORD POSITION 25 EBCDIC REVERSAL	EBCDIC REVERSAL QUANTITY ENTRY
1	11-zone and blank	- (MINUS)	- 1
00001	11-zone and 0 (zero)	}	}0001
10001	11-zone and 1	J	J0001
20001	11-zone and 2	K	K0001
39999	11-zone and 3	L	L9999
42180	11-zone and 4	M	M2180
57832	11-zone and 5	N	N7832
60000	11-zone and 6	O	O0000
78364	11-zone and 7	P	P8364
80000	11-zone and 8	Q	Q0000
99999	11-zone and 9	R	R9999

AP3.3.2.2. For ammunition, an M-modifier may be entered in record position 29 of the quantity field to denote thousands. In such cases, the quantity and reversal indicators would appear as shown in the following example for a reversal quantity of 800000:

QUANTITY ENTRY	RECORD POSITION 25 PUNCHED-CARD TRANSACTION ENTRY	RECORD POSITION 25 EBCDIC REVERSAL CHARACTER	EBCDIC REVERSAL QUANTITY ENTRY
0800M	11-zone and 0 (zero)	}	}800M

AP3.3.3. When all data elements, other than quantity, are identical and the quantity due-in or being adjusted exceeds 99,999 or 9999M (M-Modifier thousands - and residual quantities are for ammunition); or when all data elements are the same, except the condition of materiel, for materiel being received or being adjusted; assign consecutive suffix codes in record position 44 beginning with alpha code A in the initial transaction; otherwise, leave blank.

AP3.3.4. Date Indicator is a three-position field used to identify the year and month (e.g., 305 is year 2003, month of May). Date indicators refer to the last day of the month unless otherwise noted in the transaction. The Date Indicators in special program requirement (SPR) transactions refer to the first day of the month as noted in the formats.

AP3.3.5. <u>Exception Rule Available for Communicating Larger Quantities in Identified Transactions</u>. For ammunition and ammunition related items in FSG 13, and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140, exception rule for ammunition and ammunition related items: By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities in identified transactions. This rule is only applicable when the initiating system is DLMS compliant (and supports larger quantities), and the receiving system is using legacy MILSTRAP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration using the qualifier "M" in rp 29 to represent thousands, per AP3.3.1. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions). Refer to ADC 441, Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

AP3.4. <u>General Guidance for Quantity, Day, and Date Entries</u>

AP3.4.1. <u>Quantity</u>. Unless otherwise stated in the format explanation and instructions, quantity fields must be completely filled. If the quantity being entered does not fill the prescribed number of positions, right justify the entry and precede the significant digits with zeroes. For instance, a quantity of 55 would be entered in record positions 25-29 as 00055.

AP3.4.2. <u>Day</u>. The term Julian day is not recognized for data element terminology. Accordingly, all instructions covering the entry of a 3-digit day refer to the ordinal day of the calendar year. For instance, 25 February shall be entered as 056 and 14 July would be entered as 195 or 196 in a leap year.

AP3.4.3. <u>Date</u>. Date entries of four positions, unless otherwise specified, consist of the last position of the calendar year and the 3-digit ordinal day of the calendar year. For instance, 25 February 2003 would be entered as 3056.

AP3.1. APPENDIX 3.1

MATERIEL RECEIPT - PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the D4 series.
Routing Identifier Code (TO)	4-6	Enter (or perpetuate) RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock of Part Number	8-22	Enter stock or part number of item received.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity received, preceding significant digits with zeros.[1, 2]
Procurement Instrument Identifier (PIID) or Due-In Document Number	30-43	Enter the PIID[3], or the applicable 13-position PIID call/order number (identified by F in the 9th position) in record positions 30-42 and leave record position 43 blank or, for intra-Component use only, enter or perpetuate the controlling document number in record positions 30-43.
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position PIID call/order number (identified by F in the 9th position).[4]
Blank	(43)	Leave blank.
or		
Due-In Document Number	(30-43)	For intra-Component use only, enter (or perpetuate due-in document number.

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[1] See Appendix AP3 - Formats Introduction, AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, AP3.3.2.
[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[4] Ibid.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[5]
Item Number	45-50	Enter the contract/exhibit line item number or sub-line item number as indicated below, if applicable; otherwise, leave blank.
Contract/Exhibit Line Item Number	(45-48)	Contract Line Item Number: Enter the CLIN preceding significant digits with zeros.
		Exhibit Line Item Number: Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Multiuse	51-53	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter (or perpetuate) project code; otherwise, leave blank.
	60-66	Continued on next page

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[5] See Appendix AP3 - Formats Introduction, AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Shipment Number or DSS Operations Control Number (OCN)	60-66	Enter vendor shipment number shown on shipping document, preceding significant digits with zeros, unless trading partner agreement requires entry of the Distribution Standard System (DSS) OCN. The OCN is randomly assigned by DSS to systemically identify a specific receipt transaction. The OCN is used to link DIC D4S to the corresponding DI Code Z4S which is created based on a trading partner agreement with DSS. The DSS Z4S Supplemental Receipt Data transaction contains both the OCN and the vendor shipment number. Trading partner agreements for use of OCN are as follows:
		Army: OCN is used for local procurement.
		Air Force: OCN is never used.
		Navy: OCN is used when RIC TO is Navy (starts with N, P, Q, R, or V) and RIC FROM is Navy (depot RIC SDF, SDM, SDX, SEB, SCJ, SCQ, SCF, SCH, SDH, SLM, and SCN).
		Mapping: OCN is used when RIC TO is HM8 (Mapping).
Routing Identifier (Receiving Location)	67-69	Enter (or perpetuate) RIC of the activity at which item is received.
Ownership/Purpose	70	<u>Storage Activity</u>: Enter (or perpetuate) the ownership/purpose code shown on shipping documents or in pre-positioned materiel receipt transaction; otherwise, leave blank.
Supply Condition	71	Enter (or perpetuate) supply condition code of item received.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Released by Carrier)	73-75	Enter ordinal day of the calendar year materiel released by carrier.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Multiuse	76	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise leave blank.

AP3.2. APPENDIX 3.2

MATERIEL RECEIPT – OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the D6 series.
Routing Identifier Code (TO)	4-6	Enter (or perpetuate) the RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item received.
Unit of Issue	23-24	Enter UI of item.
Quantity (Received)	25-29	Enter quantity received, preceding significant digits with zeros. [1,2]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignments of suffix codes are necessary.[3]
Supplementary Address	45-50	Enter (or perpetuate) SUPADD; otherwise, leave blank.
Signal	51	Enter (or perpetuate) the signal code; otherwise, leave blank.
Fund	52-53	Enter (or perpetuate) fund code; otherwise, leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter (or perpetuate) project code; otherwise, leave blank.

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[1] See Appendix AP3 - Formats Introduction, AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, AP3.3.2.
[3] See Appendix AP3 - Formats Introduction, AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Dual-Use	60-66	
Multi-Use or	(60-66)	For intra-DoD Component use, enter data prescribed by DoD Component.[4, 5, 6]
DSS Operations Control Number (OCN)	(60-66)	For inter-DoD Component use, and intra-DLA use, DLA storage activities will enter the DSS OCN; otherwise, leave blank[7].
Routing Identifier Code (Receiving Location)	67-69	Enter (or perpetuate) the RIC identifying activity at which item is received, if available; otherwise, leave blank.
Ownership/Purpose	70	Enter ownership/purpose code.
Supply Condition	71	Enter supply condition code of item received.
Management	72	Enter management code; otherwise leave blank.
Day of Year (Released by Carrier)	73-75	Enter ordinal day of the calendar year that materiel was released by carrier.[8]
Multiuse	76-80	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.[9, 10]

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[4] For intra-Army use, rp 60-61 identifies the priority designator. (Refer to ADC 234.)

[5] For intra-Army use, rp 65-66 identifies the advice code. (Refer to ADC 234.)

[6] For intra-Air Force use, rp 60-65 identifies the Ship-From DoDAAC for use in Air Force retail receipts of shipments from Air Force retail activities. (Refer to ADC 1185.)

[7] Refer to ADC 218.

[8] On an intra-Army basis, Army sometimes uses D6X for their Direct Support/Reparable Exchange process by citing X in rp 73 with rp 74-75 blank. This is a temporary deviation from standard processing in place until implementation of Army Exchange Pricing (estimated to be April 2009). (Refer to ADC 267.)

[9] For Navy CAV-ORM DIC D6K, rp 76-78 identifies the Shipper RIC.

[10] For intra-Army use only, rp 80 identifies the discrepancy indicator code (see appendix 2.17). (Refer to ADC 272.)

AP3.3. APPENDIX 3.3

ISSUE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the D7 series.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Media and Status	7	Enter M&S code from original document.
Stock of Part Number	8-22	Enter stock or part number of item issued.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity issued, preceding significant digits with zeros.[1, 2]
Document Number	30-43	Enter document number from source document.
Suffix	44	Enter assigned suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate from source document.
Signal	51	Perpetuate from source document.
Fund	52-53	Perpetuate from source document.
Distribution	54-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Priority	60-61	Perpetuate from source document.
Delivery Day	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity from which the item is to be shipped.

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[1]See Appendix AP3 - Formats Introduction, AP3.3.1

[2] See Appendix AP3 - Formats Introduction, AP3.3.2.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Ownership/Purpose	70	Enter ownership/purpose code from which item is to be shipped.
Supply Condition	71	Enter supply condition code from which item is to be shipped.
Management	72	Enter appropriate issue management code.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Multiuse	76-79	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.[3,]
Dual-Use	80	
Multi-Use	(80)	For intra-Component use, enter data prescribed by Component
Reason for Reversal	(80)	For inter-Component use, authorized for reason for reversal code for all DoD Components when reversing an Issue transaction.[4,5]

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[3] For Navy, rp 77 identifies the "issue on request" code. Navy uses when a customer receives material without a material release order and DSS sends a D7_ (with an "I" in position 77) to Navy systems (e.g., Uniform Inventory Control Program (UICP)) to indicate that material has been issued. (See ADC 235)
[4] For Navy, rp 80 identifies the Issue Reversal Code B or S per legacy requirements. (See ADC 259.)
[5] Implementation staggered. Refer to ADC 1160.

AP3.4. APPENDIX 3.4

INVENTORY ADJUSTMENT – INCREASE OR DECREASE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the D8 or D9 series except D8E, D8F, D8S, D9E, D9F, and D9S.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter the appropriate type of physical inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter the quantity being adjusted, preceding significant digits with zeros. [1,2]
Document Number	30-43	For reclassification of previously suspended returns, enter document number under which materiel was received; otherwise, enter appropriate document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Multiuse	45-51	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Fund	52-53	Enter appropriate fund code for intra-Component use. For inter-Component use, leave blank.

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[1] See Appendix AP3 - Formats Introduction, AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, AP3.3.2.

[3] See Appendix AP3 - Formats Introduction, AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56	Enter appropriate distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter appropriate project code if stocks are segregated and maintained by code reflected in the project field; otherwise, leave blank.
Multiuse	60-62	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Dual Use	63-65	
Error Classification	(63-64)	For DIC D8A and D9A, enter appropriate DoD assigned physical inventory error classification code from Appendix 2.15, otherwise, leave blank.
		For DIC D8B and D9B enter appropriate DoD assigned accounting error classification code from Appendix 2.16, otherwise, leave blank.
	(65)	For DIC D8A/D9A and D8B/D9B, enter Component assigned code amplifying the DoD error classification code; otherwise, leave blank.
or		
Multiuse	(63-65)	For intra-Component use with DIC other than D8A/D9A or D8B/D9B, enter data prescribed by Component. For inter-Component use except for DIC D8A/D9A or D8B/D9B, leave blank.
Multiuse	66	For intra-Component use, enter data prescribed by Component.
		For inter-Component use, leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership/Purpose	70	Enter appropriate ownership/purpose code, if applicable.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter supply condition code of inventory balance being affected.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day of Year	73-75	Enter the ordinal day of the calendar year on which the adjustment is processed by the initiating activity.
Multiuse	76-80	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.

AP3.5. APPENDIX 3.5

INVENTORY ADJUSTMENT – INCREASE OR DECREASE (LOGISTICS TRANSFER/ CAPITALIZATION/DECAPITALIZATION)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC D8E, D8F, D9E, or D9F, asappropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the inventory control point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity of the increase or decrease, preceding significant digits with zeros. [1,2]
Document Number	30-43	For DIC D8_ increase transactions, perpetuate document number from DIC DEE or DEF transactions. For DICD9_, decrease transactions, enter current document number of the losing ICP using a consecutive serial number for each different inventory control record balance.
Suffix	44	For DIC D8_ transactions, perpetuate code from DIC DEE or DEF transaction. For DIC D9_transactions, enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. [3]
Routing Identifier (Losing)	45-47	Enter RIC of the losing ICP.

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	48-53	Leave blank.
Distribution	54-56	Enter distribution code if inventory control records are maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if inventory control records are maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60-61	Leave blank.
Day of Year (Effective)	62-64	Enter original effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Ownership/Purpose	65	To be used by gaining ICP.
Supply Condition	66	To be used by gaining ICP.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of storage activity at which item is stored.
Ownership/Purpose	70	Enter ownership/purpose code of the inventory balance being affected.
Supply Condition	71	Enter supply condition code of the inventory balance being affected.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Blank	76-80	Leave blank.

AP3.6. APPENDIX 3.6

INVENTORY ADJUSTMENT – INCREASE OR DECREASE (OWNERSHIP TRANSFER)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC D8S or D9S, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity of the increase or decrease, preceding significant digits with zeros. [1] [2]
Document Number	30-43	Enter appropriate document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Blank	45-51	Leave blank.
Fund	51-53	For intra-Component use, enter appropriate code. For inter-Component use, leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by code reflected in the project field; otherwise, leave blank.

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[1]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

[3]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership	70	Enter ownership code reflected by RIC in record positions 4-6.
Supply Condition	71	Enter supply condition code of the inventory balance being affected.
Management	72	Enter management code; otherwise, leave blank.
Day of Year	73-75	Enter ordinal day of the calendar year on which adjustment is processed to the Single Manager for Conventional Ammunition record.
Blank	76-80	Leave blank.

AP3.7. APPENDIX 3.7

SINGLE MANAGED CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DA1 or DA2, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded, if applicable.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being frozen/unfrozen.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being frozen/unfrozen, preceding significant digits with zeros. [1] / [2]
Document Number	30-43	Enter or perpetuate the controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Blank	45-66	Leave blank.
Routing Identifier Code	67-69	Enter or perpetuate RIC of the (Storage Activity) storage activity where stock is positioned.
Ownership/Purpose	70	Enter ownership/purpose code, if applicable.
Supply Condition	71	Enter or perpetuate supply condition code of the inventory balance being frozen or unfrozen.
Management	72	Enter or perpetuate management code; otherwise, leave blank.

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Blank	73	Leave blank.
Date (Freeze/Unfreeze)	74-78	For DIC DA1, enter date freeze was lifted. For DIC DA2, enter date freeze was applied. Enter last two digits of the calendar year in record positions 72-73 and the ordinal day of the calendar year in record positions 74-76 (e.g. 02029 is January 29, 2002).
Blank	79-80	Leave blank.

AP3.8. APPENDIX 3.8

INVENTORY ADJUSTMENT – DUAL (CONDITION/PURPOSE TRANSFER)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DAC or DAD, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being adjusted, preceding significant digits with zeros.[1][2]
Document Number	30-43	For reclassification of previously suspended receipts, enter document number under which the materiel originally was received. For other adjustments, enter appropriate document number.[3]
Suffix	44	For reclassification of previously suspended receipts, enter suffix code under which the materiel was originally received. For other adjustments, enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[4]

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] For intra-DLA use only, if DAC is applicable to Supply Condition Code (SCC) L, enter the Procurement Instrument Identifier (PIID) in rp 30-42.
[4] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Losing)	45-47	For intra-Component, enter code prescribed by the Component.[5] For inter-Component, leave blank.
Multiuse	48-50	For intra-Component, enter data prescribed by the Component.[6] For inter-Component use, leave blank.
Blank	51	Leave blank.
Fund	52-53	For intra-Component use, enter appropriate code. For inter-Component use, leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Multiuse	60-64	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Purpose[7] (TO)	65	For DIC DAD, enter appropriate alpha TO purpose code.
Supply Condition (TO)	66	For DIC DAC, enter the TO supply condition code.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.

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[5] For intra-DLA use only, if DAC is applicable to SCC L, enter the intra-DLA Contract Line Item Number in rp 45-50.
[6] Ibid
[7] Cannot change ownership code with DIC DAC or DAD. Must use appropriate issue and receipt transactions to change ownership.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Ownership/Purpose[8] (Purpose FROM)	70	For DIC DAD, enter appropriate alpha FROM purpose code. For DIC DAC for ammunitions systems, the existing numeric ownership code may be entered. This is not a FROM/TO ownership code since ownership code cannot be changed by a DAC transaction.[9]
Supply Condition (FROM)	71	For DIC DAC, enter the FROM supply condition code.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day of Year	73-75	Enter the ordinal day of the calendar year that the adjustment is processed by the initiating activity.
Multiuse	76-80	For intra-Component use, enter data prescribed by the Component. For inter- Component use, leave blank.

For Navy Commercial Asset Visibility-Organic Repairable Module, the following data is entered in the rp 76-80 multi-use field:[10]

Materiel Control Code	76	Navy Commercial Asset Visibility-Organic Repairable Module system enters the Materiel Control Code.
Estimated Completion Date	77-80	Navy Commercial Asset Visibility-Organic Repairable Module system enters the estimated completion date in YDDD format.

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[8] Ibid.
[9] Air Force enters the existing numeric ownership code in rp 70 for the DAC transaction. Refer to ADC 1149.
[10] Refer to ADC 461

AP3.9. APPENDIX 3.9
INVENTORY ADJUSTMENT – DUAL
(OWNERSHIP TRANSFER)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DAS.
Routing Identifier Code (TO)	4-6	Enter RIC of the storage activity to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being adjusted, preceding significant digits with zeros.[1][2]
Document Number	30-43	Enter document number under which the materiel originally was issued.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Routing Identifier Code (Losing)	45-47	Enter RIC of Service from which materiel is being transferred.
Multiuse	48-50	For intra-Service, enter data prescribed by the Service. For inter-Service use, leave blank.
Blank	51	Leave blank.
Fund	52-53	Enter fund code for intra-Service use. For inter-Service use, leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60-64	Leave blank.
Ownership (TO)	65	Enter TO ownership code.
Supply Condition	66	Enter supply condition code.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership (FROM)	70	Enter FROM ownership code.
Supply Condition	71	Perpetuate the supply condition code entered in record position 66; otherwise leave blank.
Management	72	Enter management code; otherwise, leave blank.
Day of Year	73-75	Enter ordinal day of the calendar year on which the adjustment is processed to the Single Manager for Conventional Ammunition (SMCA) record.
Multiuse	76-80	For intra-Service use, enter data prescribed by the Service. For inter-Service use, leave blank.

AP3.10. APPENDIX 3.10

DUE-IN –PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DD series (third digit codes in this series correspond to the third digit codes provided in the D4 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item due-in.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter quantity due-in, preceding significant digits with zeros.[1]/[2]
Procurement Instrument Identifier (PIID) or Due-In Document Number	30-43	
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position call/order number (identified by F in the 9th position).[3]
Blank	(43)	Leave blank.
or		
Document Number	(30-43)	For intra-Component use only enter (or perpetuate) due-in document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[4]
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as follows:
Contract/Exhibit	(45-48)	Contract Line Item Number:

[1]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[4]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Line Item Number		Enter the CLIN beginning in record position 48, preceding significant digits with zeros.
		Exhibit Line Item Number:
		Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, beginning with record position 46, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in record position 50, if applicable; otherwise, zero fill.
Routing Identifier Code (FROM)	51-53	Enter DIC of the ICP transmitting this transaction for logistics reassignment due-in; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Unit Price	60-66	Enter unit price if prescribed by Component managing the item; otherwise, leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter DIC of the storage activity to which the item is due-in.
Ownership/Purpose	70	Enter ownership/purpose code of item due-in.
Multiuse	71-72	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.[5]
Date Indicator (Estimated Delivery)	73-75	Enter last digit of the calendar year and 2-digit month signifying estimated delivery date; e.g., 207 is 2002, month of July.[6]

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[5] For DIC DDX, DLA enters the supply condition code in rp 71 on an inter-Component basis based upon trading partner agreement. All DOD Components must implement use of SCC with DLMS 527D due-in transaction corresponding to MILSTRAP DIC DD_ functionality, in their modernized systems. MILSTRAP DIC DD_ corresponds to DLMS 527D with beginning segment Transaction Type Code DA and use of CS segment for contract number or purchase request number. DLMS 527D for MILSTRAP DIC DDX functionality includes LIN01 code T. Refer to ADC 423.

[6] See Appendix AP3 - Formats introduction, Paragraph AP3.3.4.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Multiuse	76	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise, leave blank.

AP3.11. APPENDIX 3.11

LOGISTICS TRANSFER/DECAPITALIZATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DEE or DEF, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being transferred.
Unit of Issue	23-24	Enter UI of item.
Quantity (Transfer/ Decapitalization)	25-29	Enter quantity being transferred/ decapitalized, preceding significant digits with zeros.[1] [2]
Document Number	30-43	Enter current document number of the losing ICP using consecutive numbers for each different inventory record control balance.
Suffix	44	Enter consecutive suffix code (beginning with the letter A in the initial transaction) when quantity for inventory control record balance exceeds 99,999.
Routing Identifier Code (Losing)	45-47	Enter RIC of the losing ICP.
Blank	48-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Multiuse	57-61	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.

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[1]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Day of Year (Effective)	62-64	Enter the effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Ownership/Purpose	65	To be used by gaining Inventory Control Point (ICP).
Supply Condition	66	To be used by gaining ICP.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership/Purpose	70	Enter appropriate ownership/purpose code of the balance being transferred/ decapitalized.
Supply Condition	71	Enter supply condition code of the balance being transferred/decapitalized.
Multiuse	72	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Blank	73	Leave blank.[3]
Unit Price	74-80	Enter unit price in effect for valuing the inventory. (For transfers within a Component, this field may be left blank.)

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[3] For intra-DLA use only, enter the intra-DLA logistics reassignment price type indicator when applicable; otherwise leave blank. (See ADC 125.)

AP3.12. APPENDIX 3.12

DUE-IN-OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DF series (third digit codes in this series correspond to the third digit codes provided in the D6 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item due-in.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter quantity due-in, preceding significant digits with zero.[1] / [2]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code, otherwise leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Multiuse	60-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.[3, 4, 5]

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] For intra-Army use, rp 60-61 identifies the priority designator. (See ADC 234.)
[4] For intra-Army use, rp 65-66 identifies the advice code. (See ADC 234.)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Ownership/Purpose	70	Enter ownership/purpose code of item due-in.
Supply Condition	71	Enter supply condition code of the item due-in.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter last digit of calendar year and 2-digit month signifying estimated delivery date; e.g., 307 is 2003, month of July.[6]
Routing Identifier Code (FROM)	76-78	Enter RIC of the ICP transmitting this transaction for logistic reassignment due-in; otherwise, leave blank.
Blank	79-80	Leave blank.

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[5] Priority Designator is identified in Army Regulation (AR) for intra-Army use in rp 60-61.
[6] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.13. APPENDIX 3.13

BACKORDER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DG series (third digit codes in this series correspond to the third digit codes provided in the D7 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Media and Status	7	Enter M&S code from source document.
Stock or Part Number	8-22	Enter stock or part number of item Number backordered.
Unit of Issue	23-24	Enter UI of item.
Quantity (Backordered)	25-29	Enter quantity backordered, preceding significant digits with zeros.[1] [2]
Document Number	30-43	Enter document number from original document.
Suffix	44	Enter assigned suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate from source document.
Signal	51	Perpetuate from source document.
Fund	52-53	Perpetuate from source document.
Distribution	54-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Priority	60-61	Perpetuate from source document.
Day of Year (Delivery)	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity against which the backorder is recorded.

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[1] See Appendix AP3 – formats introductions, paragraph AP3.3.1.

[2] See Appendix AP3 – formats introductions, paragraph AP3.3.2.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Ownership/Purpose	70	Enter ownership/purpose code of item backordered.
Supply Condition	71	Enter supply condition code of the item backordered.
Management	72	Enter issue management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is processed.
Multiuse	76-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP3.14. APPENDIX 3.14

DEMAND

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DHA.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Media and Status	7	Enter M&S code from source document.
Stock or Part Number	8-22	Enter stock or part number from source document.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity of the demand, preceding significant digits with zero.[1] [2]
Document Number	30-43	Enter document number from source document.
Suffix	44	Enter assigned suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate from source document.
Signal	51	Perpetuate from source document.
Fund	52-53	Perpetuate from source document.
Distribution	54-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Priority	60-61	Perpetuate from source document.
Day of Year (Delivery)	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity from which the item should have been shipped. (Leave blank on submission to ICP.)

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

FIELD LEGEND	**RECORD POSITION**	**ENTRY AND INSTRUCTIONS**
Blank	70-71	Leave blank.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is processed.
Blank	76-80	Leave blank.

AP3.15. APPENDIX 3.15

PHYSICAL INVENTORY REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DJA.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter appropriate type of inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of item to be counted.
Unit of Issue	23-24	Enter UI of item.
Blank	25-34	Leave blank.
Date (Physical Inventory Infloat Control)	35-38	Enter the ordinal date established for initiating controls on all in-process transactions and materiels which could affect the outcome of the inventory.
Blank	39-43	Leave blank.
Multiuse	44-46	For inter-Component use, when agreed by the Components involved, enter the lot/segment number for controlling the inventory; otherwise, leave blank. For intra-Component use, enter the data prescribed by the Component.
Blank	47-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Blank or date (Physical Inventory Cutoff)	60 - 64	Leave blank, or for materiel owners with existing interface agreements with DLA enter Physical Inventory Cutoff Date.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Multiuse	65-66	For intra-Component transactions, enter the data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which this transaction is being forwarded.
Ownership/Purpose	70	Enter the ownership/purpose code if stocks are segregated and maintained by codes reflected in the ownership/purpose field; otherwise, leave blank.
Supply Condition	71	Enter the applicable supply condition code of the item to be counted when Type of Physical Inventory/Transaction History Code L, N, and P is entered in record position 7; otherwise, leave blank.
Management	72	Enter management code; otherwise, leave blank.
Blank	73-75	Leave blank.
Multiuse	76-78	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Dual Use	79-80	
Multiuse	(79-80)	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
or		
Subsistence Type of Pack	(79)	For Subsistence Items Only: Enter the applicable subsistence type of pack code (see MILSTRIP).
Blank	(80)	For Subsistence Items Only: Leave blank.

AP3.16. APPENDIX 3.16

LOGISTICS TRANSFER/DECAPITALIZATION FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DIC DLA.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of transferred item for which asset data is being requested.
Unit of Issue	23-24	Enter UI of item.
Blank	25-29	Leave blank.
Document Number	30-43	Enter gaining item manager (GIM) assigned document number controlling this transaction.
Blank	44-61	Leave blank.
Day of Year (Effective)	62-64	Enter the original effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Blank	65-66	Leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the GIM preparing this transaction.
Blank	70-80	Leave blank.

AP3.17. APPENDIX 3.17

REPLY TO LOGISTICS TRANSFER/ DECAPITALIZATION FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLB.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager (GIM) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from follow-up transaction.
Unit of Issue	23-24	Enter UI of item.
Blank	25-29	Leave blank.
Document Number	30-43	Perpetuate from follow-up transaction.
Blank	44-64	Leave blank.
Asset Transfer	65-66	Enter appropriate code from appendix AP2.10.
Routing Identifier Code (FROM)	67-69	Enter RIC of the losing item manager (LIM) preparing this reply.
Blank	70-80	Leave blank.

AP.3.18. APPENDIX 3.18

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLC.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager (LIM) to which this transaction is being forwarded.
Second Follow-up Indicator	7	Enter 2 if second follow-up; otherwise leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.[1]
Various Fields	30-50	Perpetuate from DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4X or D6X memorandum receipt quantity reported to the GIM. Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

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[1]See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of the calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the gaining item manager (GIM) preparing this transaction.
Blank	80	Leave blank.

AP3.19. APPENDIX 3.19

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLD.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.[1]
Various Fields	30-50	In reply to follow-up, perpetuate from DIC DLC transaction. When providing revised due-in EDDs as they occur, perpetuate data provided in DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix AP2.10 of this manual.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.

---

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Estimated Delivery)	72-76	For Asset Transfer Status Code AF, enter the last two digits of the calendar year and ordinal day of the calendar year of the revised estimated delivery date; otherwise, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the losing item manager preparing this transaction.
Blank	80	Leave blank.

AP3.20. APPENDIX 3.20

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLE.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager (LIM) to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.[1]
Various Fields	30-50	Perpetuate from the DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4X or D6X memorandum receipt quantity reported to the gaining item manager (GIM). Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the GIM preparing this transaction.
Blank	80	Leave blank.

AP3.21. APPENDIX 3.21

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLF.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.[1]
Various Fields	30-50	Perpetuate from the DIC DLE request. If no request received, perpetuate from DIC DD_ or DF_ due-in record.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix AP2.10 of this manual.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

[1] See Appendix AP3 – formats introductions, paragraph AP3.3.1.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the losing item manager preparing this transaction.
Blank	80	Leave blank.

AP3.22. APPENDIX 3.22

LOGISTICS REASSIGNMENT GENERAL MANAGEMENT DATA

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLS.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Blank	21-23	Leave blank.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Unit Cube	32-38	Enter the actual maximum cube of unit pack in feet (rounded to three decimals); otherwise, leave blank.
Unit Weight	39-43	Enter maximum gross weight of unit pack in pounds (rounded to two decimals); otherwise, leave blank.
Date (Last Buy)	44-48	Enter date of last purchase request initiation (enter two-digit year in record positions 44-45 and three- digit ordinal day in record positions 46-48); otherwise, leave blank.
Date (Last Demand)	49-53	Enter date last demand was recorded (enter two-digit year in record positions 49-50 and three-digit ordinal day in record positions 51-53); otherwise, leave blank.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Production Lead-time (Days)	54-56	Enter number of production lead-time days; otherwise, leave blank.
Essentiality	57	Enter essentiality code; otherwise, leave blank.
Blank	58	Leave blank.
Requirement Contract Indicator	59	Enter Y (yes) if a current term/requirement type contract is available for placement of purchase orders for stock replenishment and/or direct delivery to requisitioners; otherwise, leave blank.
Date (Contract End)	60-64	Enter date current contract will end (enter two-digit year in record positions 60-61 and three-digit ordinal day in record positions 62-64); otherwise, leave blank.
Contract Extension Options	65	Enter 0 if contract cannot be extended beyond current end date. Enter 1, 2, 3, etc. for each year, if contract contains optional contract extension clauses; otherwise, leave blank.
Quantity (Total Onhand/Due-in Wholesale Assets)	66-75	Enter the sum of the onhand and due-in wholesale assets for this NSN as reflected in the sum of record 1, record positions 32-41, of DICs DLU and DLV respectively.
Blank	76-80	Leave blank.

AP3.23. APPENDIX 3.23

LOGISTICS REASSIGNMENT BACKORDER

AND DEMAND DATA

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Quantity (OWRMRP)	32-40	Enter other war reserve materiel requirement, protectable quantity, otherwise, leave blank.
Quantity (Backorder)	41-49	Enter sum of quantities on backorder (excludes direct vendor deliveries); otherwise, leave blank.
Count (Number of Backorder Lines	50-54	Enter number of requisitions on backorder (excludes direct vendor deliveries); otherwise, leave blank.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Total Demand)	55-63	Enter sum of recurring and nonrecurring demand quantities (previous four quarters); otherwise, leave blank.
Total Demand Frequency Count	64-72	Enter total frequency of recurring and nonrecurring demands (previous four quarters); otherwise leave blank.
Quantity (Reorder Point Level)	73-80	Enter the computed reorder point quantity; otherwise, leave blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e., A03, A04, etc.) for each additional record. On the last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Quantity (1st Quarter Recurring Demand)	24-32	Enter total recurring demand quantity; otherwise leave blank.
1st Quarter Recurring Demand Count	33-37	Enter total recurring demand frequency; otherwise leave blank.
Quantity (1st Quarter Nonrecurring Demand)	38-46	Enter total nonrecurring demand quantity; otherwise leave blank.
1st Quarter Nonrecurring Demand Count	47-51	Enter total nonrecurring demand frequency; otherwise leave blank.
Blank	52	Leave blank.
Quantity (2d Quarter Recurring Demand)	53-61	Enter total recurring demand quantity; otherwise leave blank.
2d Quarter Recurring Demand Count	62-66	Enter total recurring demand frequency; otherwise leave blank.
Quantity (2d Quarter Nonrecurring Demand)	67-75	Enter total nonrecurring demand quantity; otherwise leave blank.
2d Quarter Nonrecurring Demand Count	76-80	Enter total nonrecurring demand frequency; otherwise leave blank.

RECORD 3

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter the next sequence number for this DIC and NSN. On the last record, enter Z and the appropriated two-positoin sequence number
Quantity (3d Quarter Recurring Demand)	24-32	Enter total recurring demand quantity; otherwise leave blank.
3d Quarter Recurring Demand Count	33-37	Enter total recurring demand frequency; otherwise leave blank.
Quantity (3d Quarter Nonrecurring Demand)	38-46	Enter total nonrecurring demand quantity; otherwise leave blank.
3d Quarter Nonrecurring Demand Count	47-51	Enter total nonrecurring demand frequency; otherwise leave blank.
Blank	52	Leave blank.
Quantity (4th Quarter Recurring Demand)	53-61	Enter total recurring demand quantity; otherwise leave blank.
4th Quarter Recurring Demand Count	62-66	Enter total recurring demand frequency; otherwise leave blank.
Quantity (4th Quarter Nonrecurring Demand)	67-75	Enter total nonrecurring demand quantity; otherwise leave blank.
4th Quarter Nonrecurring Demand Count	76-80	Enter total nonrecurring demand frequency; otherwise leave blank.

RECORD 4[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter the next sequence number for this DIC and NSN. On the last record, enter Z and the appropriate two position sequence number.
Provisioning Item	24	Enter y or N; otherwise, leave blank.
Date (Provisioning Item Requirement)	25-29	Enter date provisioning item is required; otherwise leave blank. Enter two-digit year in record positions 25-26 and three-digit ordinal day in record position 27-29.
Life of Type Buy	30	Enter Y or N; otherwise, leave blank.
Diminishing Manufacturing Source Item	31	Enter Y or N; otherwise leave blank.
Quantity (Procurement Cycle)	32-40	Enter procurement cycle quantity if available; otherwise, leave blank.
Quantity (Economic Order)	41-49	Enter economic order quantity if available; otherwise leave blank.
Quantity (Price Break; Life of Type Buy, and Minimum Buy)	50-58	Enter total quantity of all buys for price buy; life of type buy; and minimum buy quantities; otherwise, leave blank.

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[1] DLT Record 4 is optional and intended for use only by DoD Components which implemented Record 4 in their legacy systems in the 1990s. DLA, Air Force, and Navy are known to have implemented Record 4 in the 1990s. Any DoD Component that has not previously implemented DIC DLT record 4 should NOT revise their legacy systems to do so.

RECORD 4[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Numeric Stockage Objective and Insurance)	59-67	Enter total quantity of all buys from numeric stockage objective quantity and insurance quantity, only is not included in reorder point quantity computation; otherwise, leave blank.
Quantity (Funded Planned Requirement)	68-76	Enter funded planned requirement quantity not included in reorder point quantity computation; otherwise, leave blank.
Blank	78-80	Leave Blank.

AP3.24. APPENDIX 3.24

LOGISTICS REASSIGNMENT ON-HAND ASSET DATA[1]

RECORD 1

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLU.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Quantity (Total Onhand Wholesale Assets)	32-41	Enter the total quantity of onhand wholesale assets (all locations); otherwise, leave blank.
Blank	42-46	Leave blank.
Quantity (Onhand Wholesale)	47-56	Enter onhand wholesale quantity; Wholesale) otherwise, leave blank.[2]

---

[1] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

[2] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an

RECORD 1

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Location)	57-59	Enter RIC of the storage location; otherwise, leave blank.[2]
Ownership/Purpose	60	Enter ownership/purpose code; otherwise, leave blank.[2]
Supply Condition	61	Enter supply condition code; otherwise, leave blank. [2]
Quantity (Onhand Wholesale)	62-71	Enter onhand wholesale quantity; otherwise, leave blank. [2]
Routing Identifier Code (Storage Location)	72-74	Enter RIC of the storage location; otherwise, leave blank. [2]
Ownership/Purpose	75	Enter ownership/purpose code; otherwise, leave blank. [2]
Supply Condition	76	Enter supply condition code; otherwise, leave blank.[2]
Blank	77-80	Leave blank.

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individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLU.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e. A03, A04, etc.) for each additional record. On the last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Quantity (Onhand Wholesale)	32-41	Enter onhand wholesale quantity; otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	42-44	Enter RIC of the storage location; otherwise, leave blank.[3]
Ownership/Purpose	45	Enter ownership/purpose code; otherwise, leave blank.[3]
Supply Condition	46	Enter supply condition code; otherwise, leave blank.
Quantity (Onhand Wholesale)	47-56	Enter onhand wholesale quantity; otherwise, leave blank.
Routing Identifier Code (Storage Location)	57-59	Enter RIC of the storage location; otherwise, leave blank.
Ownership/Purpose	60	Enter ownership/purpose code; otherwise, leave blank.

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[3] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

Supply Condition	61	Enter supply condition code; otherwise, leave blank.[4]
Quantity (Onhand Wholesale)	62-71	Enter onhand wholesale quantity; otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	72-74	Enter RIC of the storage location; otherwise, leave blank.[4]
Ownership/Purpose	75	Enter ownership/purpose code; otherwise, leave blank.[4]
Supply Condition	76	Enter supply condition code; otherwise, leave blank.[4]
Blank	77-80	Leave blank.

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[4] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

AP3.25. APPENDIX 3.25

LOGISTICS REASSIGNMENT DUE-IN ASSET DATA[1]

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLV.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which this transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item mamanger preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. Enter two-digit year in record positions 27-28 and three digit ordinal date in record positions 29-31.
Quantity (Total Due-In Wholesale)	32-41	Enter the total due-in wholesale quantity; otherwise, leave blank.[1]
Blank	42-49	Leave blank.
Quantity (Due-In Wholesale)	50-58	Enter due-in wholesale quantity; otherwise, leave blank.[1]

---

[1] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Location)	59-61	Enter RIC of the storage location; otherwise, leave blank.[2]
Date (Due-In)	62-66	Enter due-in date; otherwise, leave blank.[2]
Type Due-In Indicator	67	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave blank.[2]
Blank	68-80	Leave blank.

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[2] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLV.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e. A03, A04, etc.) for each additional record. On the last record, enter Z and appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Quantity (Due-In Wholesale)	32-40	Enter due-in wholesale quantity; otherwise, leave blank.[2]
Routing Identifier (Storage Location)	41-43	Enter RIC of the storage location; otherwise, leave blank.[2]
Date (Due-In)	44-48	Enter due-in date; otherwise, leave blank.[3]
Type Due-In Indicator	49	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave blank.[3]
Quantity (Due-In Wholesale)	50-58	Enter due-in wholesale quantity; otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	59-61	Enter RIC of the storage location; otherwise, leave blank.[3]
Date (Due-In)	62-66	Enter due-in date; otherwise, leave blank.[3]
Type Due-In Indicator	67	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave

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[3] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
		blank.[3]
Blank	68-80	Leave blank.

AP3.26. APPENDIX 3.26

LOGISTICS REASSIGNMENT CONTRACT HISTORY DATA[1]

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix B26.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A01 indicating first record for this procurement instrument. If record position 24 = N, enter Z01.
Contract Data Availability Indicator	24	Enter Y (yes) or N (no).[2]
Procurement Instrument Identifier (PIID)	25-37	Enter the PIID or the applicable 13-position call/order number (identified by F in the 9th position).
Supplementary Procurement Instrument Identifier (PIID)	38-43	Enter the six position supplementary PIID; otherwise, leave blank.[2]
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for Government Services Administration (GSA).[2]
Unit of Issue	50-51	Enter UI of item from contract.[2]

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[1] Review periods subsequent to the ETD-120 days are to include updated information. If updated transactions have blank spaces, the blank spaces will not overlay any data in the file.
[2] If record position 24 is N, record positions 25-80 will be blank.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract Unit Price	52-61	Enter CLIN unit price from award to four decimals; zero fill left and right. For example, enter 0000127500 for $12.75.[3]/[4]
Price Status	62	Air Force, Navy and Marine Corps enter E for estimated or A for actual. Army enter price status code in accordance with appendix E of DoD MILSCAP as follows:
		E = has price listed;
		U = unavailable;
		N = not applicable;
		C = not separately priced;
		9 = MILS exceeds two positions;
		blank = firm fixed price (equal to A for actual).[3]
Date (Transmitted)	63-67	Enter date data was transmitted. Enter two-digit year in record positions 63-64 and three-digit ordinal day in record positions 65-67.[3]
Blank	68-70	Leave blank.
Date (Award)	71-75	Enter contract award date or effective date. Enter two-digit year in record positions 71-72 and three-digit ordinal day in record positions 73-75.[3]
Routing Identifier Code (FROM)	76-78	Enter RIC identifying the losing item manager preparing the transaction.[3]
Blank	79-80	Leave blank.

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[3] If record position 24 is N, record positions 25-80 will be blank.

[4] If record position 62 is U, N, C, or 9, zero fill record positions 52-61. If record position 62 is E or blank, enter contract unit price in record positions 52-61.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 indicating second record for this procurement instrument.
Blank	24	Leave blank.
Procurement Instrument Identifier (PIID)	25-37	Enter the PIID or the applicable 13-position call/order number (identified by F in the 9th position).
Supplementary Procurement Instrument Identifier (PIID)	38-43	Enter the six-position supplementary PIID; otherwise, leave blank.
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Contractor/Supplier Commercial and Government Entity	50-58	Enter CAGE code of awardee, right justify and fill left with zeros. For GSA enter Data Universal Numbering System number.
Quantity (Delivered)	59-69	Enter total quantity delivered on CLIN or contract subline item number.
Blank	70-78	Leave blank.
Type of Business	79	Enter type of business code; otherwise, leave blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Type of Contractor	80	Enter code indicating type of contractor; otherwise leave blank. This may be the only descriptive data available if Type of Business code is not available. (The type of contractor code is obsolete and is no longer published in MILSCAP. It was replaced by the type of business code. This code is temporarily published in MILSTRAP, appendix AP2.21 only for convenience in interpreting this field when data is entered in this transaction.)

RECORD 3

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLW
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A03 indicating third record for this procurement instrument.
Blank	24	Leave blank.
Procurement Instrument Identifier	25-37	Enter the PIID or the applicable 13-position call/order number (identified by F in the 9th position).
Supplementary Procurement Instrument Identifier (PIID)	38-43	Enter the six-position supplementary PIID; otherwise, leave blank.
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Manufacturer's Reference or Part Number	50-76	Enter manufacturer's part number being supplied; otherwise, leave blank. Do not include Original Equipment Manufacturer (OEM) CAGE code.
Blank	77-80	Leave blank.

RECORD 4

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred
Package Sequence Number	21-23	Enter Z04 indicating last record for this Procurement Instrument.[5]
Blank	24	Leave blank.
Procurement Instrument Identifier	25-37	Enter the PIID or the applicable 13-position call/order number (identified by F in the 9th position).
Supplementary Procurement Instrument Identifier (PIID)	38-43	Enter the six-position supplementary PIID; otherwise, leave blank.
Contract Line Item Number (CLIN) or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Design Contractor and Government Entity	50-54	Enter CAGE code of OEM or design control activity; otherwise, leave blank.
Quantity Variance Positive	55-56	Enter percentage of positive variance allowed; otherwise, leave blank.
Quantity Variance Negative	57-58	Enter percentage of negative variance allowed; otherwise, leave blank.

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[5]Package Sequence Number Z04 indicates that all contract history data for the PIIN/supplementary PIIN/CLIN, entered in record positions 25-49 of the Package Sequence Number A01 record, has been identified. If there are additional contract history records for this NSN, continue preparation of DIC DLW for up to a maximum of 25 submissions per NSN.

RECORD 4

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract Administration Services Component Identifier	59-64	Enter contract administration services code component's DoD activity address (see DoD 4140.59H); otherwise, leave blank. For GSA one position, right justify, zero fill. Enter L if locally administered.
Competitive Characteristics	65	Enter competitive characteristics code; otherwise leave blank. (This code is obsolete and is no longer published in DFARS. This code is temporarily published in MILSTRAP, appendix AP2.20, only for convenience in interpreting this field when data is entered in this transaction.)
Criticality Designator	66	Enter criticality designator code; otherwise, leave blank.
Acquisition Method	67	Enter acquisition method code at time of award; otherwise, leave blank.
Acquisition Method Suffix	68	Enter acquisition method suffix code at Suffix time of award; otherwise, leave blank.
Date (Shipped)	69-73	If active record and date is available, enter date of last shipment for this CLIN or zero fill if no shipment has been made. If purged record, enter contract physically completed date. For GSA enter last receipt date. (Enter two-digit year in record positions 69-70 and three-digit ordinal day in record positions 71-73.)
Date (Original Contract Delivery)	74-78	Enter original contract delivery date Contract if available. Air Force will enter last delivery date when multiple deliveries per CLIN or contract subline item number. If original contract delivery date is not available, Army will enter contract physically completed date; Navy will enter date of last shipment or zeros if no date is available. (Enter two-digit year in record positions 74-75 and three-digit ordinal day in record positions 76-78.)

RECORD 4

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Type of Contract	79	Enter type of contract code; otherwise, leave blank.
Blank	80	Leave blank.

AP3.27. APPENDIX 3.27
LOGISTICS REASSIGNMENT TECHNICAL AND QUALITY DATA

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLX.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal date in record positions 29-31).
Blank	32	Leave blank.
End Item National Stock Number, Name, Type, or Model Number	33-45	Enter the NSN, name, type, or model number for the end item application; otherwise leave blank. For items with multiple applications, enter data for most critical application, or enter the word various.
Critical Application Indicator	46	Enter Y (yes) if the item has a critical application as defined by DLAR 3200.1 et al. otherwise, enter N (no).
Place of Inspection	47	Enter 1 for Source Inspection. Enter 2 for Destination Inspection. Leave blank if place of inspection has not been established.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Type of Inspection Code	48	Enter the appropriate type of inspection code in accordance with appendix AP2.18. Leave blank if type of inspection has not been indicated or established.
First Article Test	49	Enter Y (yes) if first article testing is required. Enter N (no) if not required. Leave blank if first article testing requirements have not been indicated or determined.
Source, Maintenance, and Recoverability	50-54	Enter applicable source, maintenance, and recoverability code; otherwise leave blank.
Packaging Data Availability Indicator	55	Enter Y (yes) if specific preservation, packaging, packing, and marking data is available for the item. Enter N (no) if specific requirements have not been developed/specified.
Product Quality Deficiency Report History Indicator	56	Enter Y (yes) if reports on contractor performance are on file at the LIM. Enter N (no) if no reports are on file.
Purchase Description Indicator	57	Enter Y (yes) if a purchase description is being included on the following DLX record(s) for the NSN. Enter N (no) if a purchase description is not available.
Blank	58-80	Leave blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLX.
Routing Identifier Code (TO)	4-6	Enter RIC of gaining item manager to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of the item being transferred
Package Sequence Number	21-23	Enter A02, and increment by one (i.e., A03, A04, etc.) for each additional record. On last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Purchase Description	32-79	Enter clear text purchase description; otherwise, leave blank. Continue description on additional DIC DLX records using package sequence number to maintain correct sequence number to maintain correct sequence. Max of 30 records can be used.
Blank	80	Leave blank.

AP3.28. APPENDIX 3.28
WAR MATERIEL REQUIREMENTS DATA

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC in the DM series.
Routing Identifier Code (TO)	4-6	Enter RIC of the item manager to which this transaction is being forwarded.
Transaction Serial Number	7	Enter consecutive numeric serial number for each transaction within a DIC for this stock or part number (e.g., 1 for first DMA, 2 for second DMA, 1 for first DMB, etc.).[1]
Stock or Part Number	8-20	Enter stock or part number of item required.
Unit of Issue	21-22	Enter UI of item.
Quantities	23-70	a. For DICs DMA, DMB, and DMC, respectively, enter the monthly OWRMR quantity for recurring U.S. requirements, nonrecurring U.S. requirements, and nonrecurring Allies requirements.
First Month	(23-30)	
Second Month	(31-38)	
Third Month	(39-46)	b. For DIC DMD, enter the forecasted monthly reparable return quantity.
Fourth Month	(47-54)	
Fifth Month	(55-62)	c. For DIC DME, enter the PWRMR in record positions 23-30 and the PWRMRP in record positions 31-38; leave record positions 39-70 blank.[1]
Sixth Month	(63-70)	
Blank	71	Leave blank.
Total Number of Transactions	72-73	Enter the total number of WMR transactions submitted for all DICs for this stock or part number.
Routing Identifier Code (FROM)	74-76	Enter RIC of the activity from which this transaction is being submitted.

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[1] Use additional transactions as required, entering the consecutive transaction serial number within each DIC, to accommodate submission of the number of months data specified by the Defense Guidance issued each year.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Date (Transaction Preparation)	77-80	Enter the date (last digit of the calendar year and ordinal day of the calendar year) on which this transaction is prepared.

AP3.29. APPENDIX 3.29
MATERIEL RECEIPT ACKNOWLEDGEMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DRA when submitting materiel receipt acknowledgment (MRA).
		Enter DIC DRB when submitting a delinquent MRA in reply to followup.[1]
Routing Identifier Code (TO)	4-6	Enter the RIC of activity to receive this transaction.[2]
Multiuse Mode of Shipment or Service Use	7	For security assistance shipments, enter the applicable mode of shipment, if available; otherwise, leave blank.
		For U.S. forces shipments, enter data prescribed by the Component (e.g., code for controlling receipt of partial or split quantities).
Stock or Part Number	8-22	Enter stock number or part number of the item received.[3] For total or partial nonreceipt, duplicate form due-in record.
Unit of Issue	23-24	Enter UI of the item received. For total or partial nonreceipt, duplicate from due-in record.
Quantity	25-29	Enter total quantity received for the document number and suffix code entered in record positions 30-44. For total or partial nonreceipt, enter the missing quantity and enter Discrepancy Indicator Code F in record position 63.[4]

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[1] In reply to follow-up, when no record of the basic requisition document number exists, duplicate record positions 8-24 and record positions 30-51 from the DIC DRF Follow-up.

[2] Duplicate from the following in listed order of preference: record positions 4-6 of the DIC DRF, MRA follow-up or DIC AS_ Shipment Status; record positions 67-69 of the DD Form 1348-1 or DIC AE_ Supply Status; record positions 4-6 of the original requisition. For intra-DoD Component follow-up requirements, enter code prescribed as the DoD Component.

[3] If the stock number/part number of the item received cannot be fully entered in record positions 8-22, leave blank. If item received exceeds stock number field and is wrong item or cannot be identified leave record positions 8-22 blank and enter Discrepancy Indicator Code A in record position 63.

[4] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Number	30-43	Duplicate from receipt document. For total or partial nonreceipt, duplicate from due-in record.
Suffix	44	Enter suffix code, if any, from receipt documentation. For total or partial nonreceipt or missing documentation, duplicate from due-in record.
Supplementary Address	45-50	Duplicate from receipt document. For total or partial nonreceipt, duplicate from due-in record.
Signal	51	Duplicate from receipt document. For total or partial nonreceipt, duplicate form due-in record.
Blank	52-53	Leave blank.
Routing Identifier Code (TO)	54-56	When prescribed by Component, enter applicable RIC for:[5] a. Activity requiring MRA in addition to activity indicated in record positions 4-6. b. Management Control Activity requiring MRA in addition to Inventory Control Point (for Government Furnished Material shipments to contractors).
Project	57-59	Duplicate from receipt document. For total or partial nonreceipt, duplicate form due-in record.

---

[5] Defense Automatic Addressing System will edit and provide an MRA to the activity identified by a valid RIC in record position 54-56.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Day of Year (Posted to Record/Shipped)	60-62	Enter ordinal day of calendar year as follows:
		a. For U.S. forces, enter day receipt was posted to stock record/property account or equivalent. If record position 63 is F, enter day this transaction is prepared.
		b. For security assistance shipments, when mode is entered in record position 7 enter the day shipped; otherwise, enter day this transaction is prepared.
Discrepancy Indicator	63	Enter code from appendix AP2.17, when applicable; otherwise, leave blank.
Blank	64-66	Leave blank.
Service Use	67-69	Enter data prescribed by the Component.
Blank	70-72	Leave blank.
Service Use	73-80	Enter data prescribed by the Component.

AP3.30. APPENDIX 3.30

FOLLOW-UP FOR DELINQUENT MATERIEL RECEIPT ACKNOWLEDGEMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DRF.
Routing Identifier Code(From)	4-6	Enter RIC of activity preparing the transaction.[1]
Media and Status	7	Duplicate form the Materiel Release Confirmation (MRC) (DIC AR_) or DIC ASH Shipment Status.[2]
Stock or Part Number	8-22	Duplicate form the MRC or DIC ASH Shipment Status.[2]
Unit of Issue	23-24	Duplicate form the MRC or DIC ASH Shipment Status.[2]
Quantity	25-29	Enter quantity of the shipment which has not been acknowledged or reported as not received.[3]
Document Number	30-43	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Suffix	44	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Supplementary Address	45-50	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Signal	51	Duplicate the original or modified requisition entry.[2]
Blank	52-53	Leave blank.
Distribution Code	54-56	Duplicate the requisition entry.
Day of Year (Date Shipped)	57-59	Duplicate form the MRC or DIC ASH Shipment Status.[4]

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[1] For Intra-Component followup requirements, enter code prescribed by the Component.
[2] See DLMS Volume 2, Appendix 8 for transaction format.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1
[4] See footnote 2 on page AP3.30-1.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Shipment Unit Number	60-76 [5]	Duplicate from the MRC or DIC ASH Shipment Status. [4]
Mode of Shipment	77	Duplicate from the MRC or DIC ASH Shipment Status.[4]
Day of Year (Transaction)	78-80	Enter ordinal day of the calendar year this transaction is prepared.

---

[5] Based on November 1993 implementation of MILSTRIP AMCL 138; otherwise priority is entered in record positions 60-61.

AP3.31. APPENDIX 3.31

RESERVED

AP3.32. APPENDIX 3.32

RESERVED

AP3.33. APPENDIX 3.33

RESERVED

AP3.34. APPENDIX 3.34

RESERVED

AP3.35. APPENDIX 3.35

RESERVED

AP3.36. APPENDIX 3.36

RESERVED

AP3.37. APPENDIX 3.37

RESERVED

AP3.38. APPENDIX 3.38
PRE-POSITIONED MATERIEL RECEIPT – PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DU series.
Routing Identifier Code (FROM)	4-6	Enter RIC of the Inventory Control Point (ICP) to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1] [2]
Procurement Instrument or Due-In Document Number	30-43	
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position call/order number (identified by F in the 9th position)[3].
Blank	(43)	Leave blank.
or		
Due-In Document Number	(30-43)	For intra-Component use only, enter (or perpetuate) due-in document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[4]
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as indicated below, if applicable; otherwise, leave blank.

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[4] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Contract/Exhibit Line Item Number	(45-48)	Contract Line Item Number:
		Enter the CLIN, preceding significant digits with zeros.
		Exhibit Line Item Number:
		Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, leave blank.
Routing Identifier Code(FROM)	51-53	Enter RIC of the activity transmitting the document if different from the ICP RIC to which the receipt will be reported; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank
Multiuse	60-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.[5]
Routing Identifier Code (TO)	67-69	Enter RIC of the storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition Code	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.

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[5] For intra-Navy use rp 60-66 identifies the 'standard unit price' (see ADC 63).

RECORD

FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Date Indicator (Estimated Delivery)	73-75	If prescribed by the Component managing the item, enter last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 207 means 2002, month of July.[6]
Multiuse	76	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise, leave blank.

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[6] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.39. APPENDIX 3.39

PRE-POSITIONED MATERIEL RECEIPT –OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITIONS	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DW series.
Routing Identifier Code (FROM)	4-6	Enter RIC of the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1/2]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Multiuse	60-66	For intra-DoD Component use, enter data prescribed by the DoD Component.[3, 4, 5]
Dual Use	65-66	

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] For intra-Navy use, rp 60-66 identifies the standard unit price. (See ADC 63.)
[4] For intra-Army use, rp 60-61 identifies the priority designator. (See ADC 234).
[5] For intra-Air Force use, rp 60-61 identifies the priority designator. (See ADC 1080).

FIELD LEGEND	RECORD POSITIONS	ENTRY AND INSTRUCTIONS
Multiuse or	(65-66)	For intra-DoD Component use, enter data prescribed by the DoD Component.[6]
Optional inter-DoD Component use for delay notification	(65-66)	For Inter-DoD Component use, either shipment delay notification code "BD" in rp 65-66, if required based on Service/Agency NIMS agreement, and assets are not available to replenish the NIMS retail site requirement; otherwise, leave blank.[7]
Routing Identifier Code (TO)	67-69	Enter RIC of the storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	If prescribed by the DoD Component managing the item, enter last digit of the calendar year and two-digit month signifying estimated delivery date, e.g., 211, means 2002, month of November.[8] (When delayed shipment notification "BD" is used in rps 65-66, then the date entry represents the Estimated Shipping Date vice the Estimated Delivery Date).
Blank	76-78	Leave blank.[9]
Multiuse	79-80	For intra-DoD Component use, enter data prescribed by Component. For inter-Component use, leave blank.

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[6] For intra-Army use, rp 65-66 identifies the advice code. (See ADC 234).

[7] The DWK, Pre-Positioned Materiel Receipt-Other Than Procurement, may carry "BD" delayed notification on an optional basis, IAW Service/Agency agreement when materiel to support a National Inventory Management Strategy (NIMS) site requirement is delayed. Under this circumstance, the transaction will also carry an Estimated Ship Date. See Chapter 4, Paragraph C4.3.4.

[8] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

[9] For Navy Commercial Asset Visibility-Organic Repair Module DIC DWK, rp 76-78 identifies the Shipper RIC. (See ADC 124.)

AP3.40. APPENDIX 3.40
MATERIEL RECEIPT FOLLOW-UP
PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code (DIC)	1-3	Enter DIC DXA.
Routing Identifier Code (FROM)	4-6	Enter RIC identifying the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number to be received.
Unit of Issue	23-24	Enter UI of item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Procurement Instrument Identifier (PIID)	30-42	Enter applicable PIID or the applicable 13-position call/order number (identified by F in the 9th position).[2]
Blank	43	Leave blank.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Item Number	45-50	Enter the contract/exhibit line item number or subline item number, as follows:
Contract/Exhibit Line Item Number	(45-48)	Contract Line Item Number: Enter the CLIN, preceding significant digits with zeros. Exhibit Line Item Number: Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46-48, preceding significant digits with zeros.

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Blank	51-53	Leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Shipment Number	60-66	Enter vendor shipment number if known; otherwise, leave blank.
Routing Identifier Code (TO)	67-69	Enter RIC identifying storage activity which is to receive the item.
Ownership/ Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 205 means 2002, month of May.[4]
Blank	76	Leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise, leave blank.

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[4] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.41. APPENDIX 3.41
MATERIEL RECEIPT FOLLOW-UP OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DXB.
Routing Identifier Code (FROM)	4-6	Enter RIC identifying the Inventory Control Point to which the receipt shall be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number to be received.
Unit of Issue	23-24	Enter UI of item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[2]
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise leave lank.
Unit Price	60-66	Enter unit price if prescribed by the Component managing the item; otherwise, leave blank.
Routing Identifier Code (TO)	67-69	Enter RIC identifying the storage activity which is to receive the item.

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[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.
Supply Condition	71	Enter SCC of the item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 207 is 2002, month of July.[3]
Blank	76-80	Leave blank.

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[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.42. APPENDIX 3.42
REPLY TO MATERIEL RECEIPT FOLLOW-UP PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DXC.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the receipt shall be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number received.
Unit of Issue	23-24	Enter UI of the item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Procurement Instrument Identifier (PIID)	30-42	Enter applicable PIID or the applicable 13-position call/order number (identified by F in the 9th position).[2]
Blank	43	Leave blank.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	Contract Line Item Number: Enter the CLIN, preceding significant digits with zeros. Exhibit Line Item Number: Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.

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[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Blank	51-53	Leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Shipment Number	60-66	Enter vendor shipment number, if known; otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity which is to receive the item.
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter last digit of calendar year and two-digit month signifying estimated delivery date, (e.g., 307 means 2003, month of July).[4]
Blank	76	Leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise, leave blank.

---

[4] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.43. APPENDIX 3.43

REPLY TO MATERIEL RECEIPT FOLLOW-UP OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DXD.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter the distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Unit Price	60-66	Enter vendor shipment number, if known; otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity which is to receive the item.
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.

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[1]See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter SCC of the item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 307 means 2003, month of July.[2]
Blank	76-80	Leave blank.

---

[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.44. APPENDIX 3.44
SPECIAL PROGRAM REQUIREMENT REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYA, DYB, DYL, or DYM, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity required, preceding significant digits with zeros. If the quantity exceeds 99,999, additional transactions will be prepared and submitted for the remaining balance.[1]
Document Number	30-43	Enter document number controlling this transaction.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[2]
Supplementary Address	45-50	Enter DoDAAC of the expected ship-to address; otherwise, leave blank.
Multiuse	51-56	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Project	57-79	Enter project code; otherwise, leave blank.
Coast Designation	60	Enter E if consignee location is east of the Mississippi River, Atlantic, Europe, Near east, Africa, Central, or South America. Enter W if consignee location is other than above.
Blank	61	Leave blank.

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[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date Indicator (Support)	62-64	The first day of the month by which it is anticipated materiel will be requisitioned for the program. Enter last digit of the calendar year and 2-digit month signifying the support date; e.g., 503 is 2005, month of March. [3]
Advice	65-66	Enter MILSTRIP Advice Code 2B (requested item only will suffice; do not substitute/interchange); otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting this request.
Purpose	70	Enter purpose code of item; otherwise, leave blank.
Supply Condition	71	Enter supply condition code of item required.
Blank	72	Leave blank.
Routing Identifier Code	73-75	If the activity submitting the SPR is not the originator of the requirement, enter the RIC of the originator; otherwise, leave blank.
Generic Submission	76	For clothing and footwear, enter the alpha G to indicate that this is a generic submission and that the stock number indicated is the first size in the series. When used, it will indicate that the quantity entered in record positions 25-29 represents the total requirements for the generic item. This quantity will be converted by the ICP to individual sizes using the applicable tariff.
Blank	77-80	Leave blank.

---

[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.45. APPENDIX 3.45

SPECIAL PROGRAM REQUIREMENT CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYC.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity required, preceding significant digits with zeros. If the quantity exceeds 99,999, additional transactions will be prepared and submitted for the remaining balance.[1]
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Coast Designation	60	Perpetuate from source document.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the cancellation.
Purpose	70	Perpetuate from source document.
Supply Condition	71	Perpetuate from source document.

---

[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is prepared.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

AP3.46. APPENDIX 3.46
SPECIAL PROGRAM REQUIREMENT MODIFIER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYD.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item required.
Quantity	25-29	Enter new quantity when quantity required is changed; otherwise, enter quantity from the source document.[1]
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Enter new address, when applicable; otherwise, perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Enter new project code, when applicable; otherwise, perpetuate from source document.
Coast Designation	60	Enter new coast designation when applicable; otherwise, perpetuate from source document.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Enter new support date when applicable (last digit of the calendar year and 2-digit month signifying the support date); otherwise, perpetuate from source document.[2]

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[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Advice Code	65-66	Perpetuate from source document.
Routing Identifier (FROM)	67-69	Enter new RIC of the activity submitting the transaction, if applicable; otherwise, perpetuate from source document.
Purpose	70	Perpetuate from source document.
Supply Condition	71	Perpetuate from source document.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is prepared.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

AP3.47. APPENDIX 3.47
SPECIAL PROGRAM REQUIREMENT SUBSTITUTE ITEM ACCEPTANCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYG.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from Special Program Requirement (SPR) status.
Unit of Issue	23-24	Perpetuate from SPR status.
Quantity	25-29	Perpetuate from SPR status.
Document Number	30-43	Perpetuate from SPR status.
Suffix	44	Perpetuate from SPR status.
Supplementary Address	45-50	Perpetuate from SPR status.
Multiuse	51-56	Perpetuate from SPR status.
Project	57-59	Perpetuate from SPR status.
Coast Designation	60	Perpetuate from SPR status.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from SPR request/modifier.
Advice	65-66	Perpetuate from SPR request.
Routing Identifier Code (FROM)	67-69	Enter RIC identifying the activity submitting the acceptance transaction.
Purpose	70	Perpetuate from SPR status.
Supply Condition	71	Perpetuate from SPR status.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter the ordinal day of the calendar year on which the transaction is prepared.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Generic Submission	76	Perpetuate from SPR status.
Blank	77-80	Leave blank.

AP3.48. APPENDIX 3.48
SPECIAL PROGRAM REQUIREMENT SUBSTITUTE ITEM REJECTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYH.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Perpetuate from Special Program Requirement (SPR) Status.
Document Number	30-43	Perpetuate from SPR Status.
Suffix	44	Perpetuate from SPR Status.
Supplementary Address	45-50	Perpetuate from SPR Status.
Multiuse	51-56	Perpetuate from SPR Status.
Project	57-79	Perpetuate from SPR Status.
Coast Designation	60	Perpetuate from SPR Status.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from SPR Request/Modifier.
Advice	65-66	Perpetuate from SPR Request.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the rejection transaction.
Purpose	70	Perpetuate from SPR Status.
Supply Condition	71	Perpetuate from SPR Status.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Generic Submission	76	Perpetuate from SPR Status.
Blank	77-80	Leave blank.

AP3.49. APPENDIX 3.49
SPECIAL PROGRAM REQUIREMENT FOLLOW-UP

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Document Identifier Code	1-3	Enter DIC DYJ.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from source document.
Unit of Issue	23-24	Perpetuate from source document.
Quantity	25-29	Perpetuate from source document.
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Coast Designation	60	Perpetuate from source document.
Blank	61	Leave blank.
Support Date Indicator	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the request.
Purpose	70	Perpetuate from source document.
Supply Condition	71	Perpetuate from source document.
Blank	72	Leave blank.
Routing Identifier Code	73-75	Perpetuate from source document.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

AP3.50. APPENDIX 3.50

SPECIAL PROGRAM REQUIREMENT STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYK.
Routing Identifier Code (TO)	4-6	Enter RIC of forecasting activity from record positions 67-69 of the incoming request.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of substitute, if offered, or superseding item when requested item is obsolete; otherwise, perpetuate stock number from the document being replied to.
Unit of Issue	23-24	Enter UI of item in record positions 8-22.
Quantity	25-29	Perpetuate from document being replied to.
Document Number	30-43	Perpetuate from document being replied to.
Suffix	44	Perpetuate from document being replied to.
Supplementary Address	45-50	Perpetuate from document being replied to.
Multiuse	51-56	Perpetuate from document being replied to.
Project Code	57-59	Perpetuate from document being replied to.
Coast Designation	60	Perpetuate from document being replied to.
Blank	61	Leave blank.
Lead Time	62-64	When specified by the status code in record positions 65-66, enter the number of days representing procurement lead time and/or time required for assembly; otherwise leave blank.
Special Program Requirement Status	65-66	Enter applicable SPR status code from appendix AP2.11.
Routing Identifier Code (FROM)	67-69	Enter RIC of the ICP preparing this response.
Purpose Code	70	Perpetuate from document being replied to.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition Code	71	Perpetuate from document being replied to.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Generic Submission	76	Perpetuate from document being replied to.
Gaining Inventory Manager	77-79	Enter GIM on logistic reassignments; otherwise leave blank.
Blank	80	Leave blank.

AP3.51. APPENDIX 3.51
STATUS NOTIFICATION TRANSACTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZ9.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity which submitted the incoming transaction being rerouted or revised by the Defense Automated Addressing System (DAAS).
Request	7	Perpetuate from incoming request.
Federal Supply Class	8-11	When MILSTRIP Status Code BG is entered in record positions 79-80, enter the correct FSC for the National Item Identification Number; otherwise, perpetuate from original transaction.
Other fields	12-56	Perpetuate from original transaction.
Routed Document Identification	57-59	Enter DIC identification from record positions 1-3 of the incoming transaction being rerouted or revised by the DAAS.
Other Fields	60-66	Perpetuate data from original transaction.
Routing Identifier Code	67-69	When MILSTRIP Status Code BM is entered in record positions 79-80, enter RIC of the source of supply to whom DAAS is rerouting the transaction; otherwise, leave blank.
Other Fields	70-76	Perpetuate from original transaction.
Blank	77-78	Leave blank.
Status	79-80	Enter MILSTRIP Status Code BG when the FSC in the original transaction was revised. Enter MILSTRIP Status Code BM when the original transaction was rerouted to the correct source of supply.

AP3.52. APPENDIX 3.52

ASSET STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZA.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to where this transaction is being forwarded.
Card Overflow	7	Enter codes A through Z (Except I and O) when any quantity exceeds the number of digits allotted. For ammunition and ammunition related items in Federal Supply Group (FSG) 13, and Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 by trading partner agreement, enter code '9' and enter the 7th, 8th and 9th position of the "on-hand" quantity in record position (rp) 52-54, prefixing significant digits with zeros.[1]
Stock or Part Number	8-22	Enter stock or part number of item reported.
Unit of Issue	23-24	Enter UI of item.
Quantity (On hand)	25-30	Enter quantity of the item on hand, preceding significant digits with zeros. For FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 ammunition and ammunition related items, when '9' is entered in rp 7, follow guidance at rp 7.
Quantity (Due-In)	31-36	Enter quantity of the item due-in, preceding significant digits with zeros.
Quantity (Backordered)	37-41	Enter quantity of the item on backorder, preceding significant digits with zeros.
Multi-use	42-66	When used between Components, leave blank. When used within a Component, enter data prescribed by that Component. See rows below for specific Component use.

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[1] Refer to ADC 444,

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS

For Army, the following data is entered in rp 43-64 of the multi-use field[2].

Quantity (Requirements Objective	43-48	Army enters requirements objective established for purpose code in rp 70.
Quantity (Safety Level)	49-54	Army enters quantity that reflects the safety level requirement, except for ammunition and ammunition related FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 as noted for rp 52-54 below.
Project Code	55-57	Army enters project code.
Routing Identifier (Storage Activity)	58-60	Army enters code of storage activity at which item is stored if different from activity preparing this transaction (FROM RI Code, rp 67-69).
Date (Transaction Preparation)	61-64	Army enters Julian date of asset status (date on which transaction was prepared).

For ammunition and ammunition related FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140, the following data is entered in rp 52-54 of the multi-use field.

Quantity Overflow	52-54	For ammunition and ammunition related items in Federal Supply Group 13 and Federal Supply Classes 1410, 1420, 1427, 1440, 5330, 5865, 6810, and 8140, when '9' is entered in rp 7, enter the first through sixth positions of the on hand quantity in rp 25 – 30, and the seventh through ninth positions in rp 52 – 54, preceding significant digits with zeroes. For example for a quantity of 98,765,432, enter 765432 in rp 25 – 30 and enter 098 in rp 52-54.[3]
Routing Identifier (FROM)	67-69	Enter RI code of the ICP preparing the transaction.[4]

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[2] Refer to ADC 250, Revise DLMS Supplement (DS) 846I and MILSTRAP DZA Asset Status Transactions to Support Army Distribution Operations, and Revise DS 846I for Use of Universal Time Coordinate (UTC) and for Administrative Updates.

[3] Refer to ADC 444, Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.

[4] For Army/DLA interface, based upon mutual agreement, a DLA storage activity may prepare the DZA on behalf of the DLA ICP. The DLA ICP RI Code SMS appears in rp 67-69. (Refer to ADC 250, Revise DLMS Supplement (DS) 846I and MILSTRAP DZA Asset Status Transactions to Support Army

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
		For ammunition and ammunition related items in FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, and 8140, enter the RI code of the Storage Activity preparing the transaction.[5]
Ownership/Purpose	70	When used between Components, enter ownership code of the item. When used within a Component, enter purpose code of the item.
Supply Condition	71	Enter supply condition code of the item.
Multiuse	72-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank. See rows below for specific Component use.

The following DoD Component data is identified for rp 72-77 multiuse field:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Time	72-77	Army enters time of transaction preparation in HHMMSS Format expressed in universal time coordinate. Refer to ADC 250.
Date (Transaction Preparation)	73-75	Navy, and ammunition systems, enters transaction preparation date. Navy, and ammunition ICPs, uses this date to determine the most current asset posture when more than one asset report is received within the same cycle. [6] [7]
Stockage List Code	78	Army enters the Stockage List Code. This is an intra-Army code and use of this data is meaningful to Army only.[8]

Distribution Operations, and Revise DS 846I for Use of Universal Time Coordinate (UTC) and for Administrative Updates.)

[5] Refer to ADC 444 Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.

[6] Refer to ADC 355, Revise DLMS Supplement (DS) 846I, Asset Status Inquiry/Report to Address Intra-Navy Use of Transaction Preparation Date in Multiuse Field of MILSTRAP DZA Transaction

[7] Refer to ADC 444, Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.

[8] Refer to ADC 458, Documentation of Intra-Army Use of Army Data Elements for MILSTRAP DZA and DLMS 846I Asset Status Transactions

AP3.53. APPENDIX 3.53

STORAGE ITEM DATA CORRECTION/CHANGE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZB.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Item Data Correction/Change	7	Enter the code from appendix AP2.7 which indicates the data field(s) affected by the change.
Stock or Part Number	8-24	Enter data as follows:
	(8-20)	Enter stock or part number reported in the storage activity transactions or affected by catalog/stock list change.
	(21-24)	Enter production equipment code, DoD identification code, or locally assigned number(s), as appropriate; otherwise, leave blank.
Unit of Issue	25-26	Perpetuate the UI reported in the storage activity transaction or affected by catalog/stock list change.
Stock or Part Number	27-43	Enter data as follows:
	(27-39)	Enter the new stock or part number when stock or part number is being changed; otherwise, leave blank.
	(40-43)	Enter production equipment code, DoD identification code, or locally assigned number(s), as appropriate; otherwise, leave blank.
Unit of Issue	44-45	Enter new UI when UI is being changed; otherwise, leave blank.
Unit of Issue Conversion Factor	46-50	Use only when the UI is being changed; otherwise, leave blank.

FIELD LEGEND	**RECORD POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Decimal Locator	(46)	The following table identifies the position of the decimal in the multiplication factor:
		0-whole number (no decimal)
		1-decimal before record position 50
		2-decimal before record position 49
		3-decimal before record position 48
		4-decimal before record position 47
Multiplication	(47-50)	Enter the factor by which the old Factor quantity must be multiplied to convert to the new unit of issue.
Shelf-Life	51	Enter the new shelf-life code if the shelf-life code is being changed; otherwise, leave blank.
Controlled Inventory Item	52	Enter the new controlled inventory item code if the code is being changed; otherwise, leave blank.
Demilitarization	53	Enter the new demilitarization code if code is being changed; otherwise, leave blank.
Special Action/ Information for Identifying Repairability, Reclamation, Recoverability, etc.	54-55	Reserved for future DoD standardization. Present use to accommodate individual Component assigned codes.
Routing Identifier Code (Manager)	56-58	Enter the RIC of the manager.
Date (Transaction)	59-62	Enter last digit of the calendar year and ordinal day of the calendar year this transaction was prepared.
Multiuse	63-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity preparing this transaction.
Dual Use	70-73	

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date or	(70-73)	For inter-Component use, enter the effective date (last digit of the calendar year and ordinal day of the calendar year of the catalog/stock list change when applicable; otherwise, leave blank. (See chapter 10.)
Multiuse	(70-73)	For intra-Component use, enter data prescribed by the Component; otherwise, leave blank.
Multiuse	74-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP.3.54. APPENDIX 3.54

LOGISTICS REASSIGNMENT STORAGE INFORMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZC.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to where this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being transferred.
Unit of Issue	23-24	Enter UI of item being transferred.
Quantity (Transfer)	25-29	Enter quantity being transferred to gaining item manager (GIM); otherwise, enter zeros.[1,2]
Document Number	30-43	Perpetuate from the DEE/DEF transaction.
Suffix	44	Enter consecutive alpha code A through Z when assignment of suffix codes is necessary.[3]
Routing Identifier Code (Gaining)	45-47	Enter RIC of the GIM.
Multiuse	48-56	Enter data prescribed by the Component.
Project	57-59	Enter appropriate code if stocks are segregated and maintained by codes reflected in project code field: otherwise, leave blank.
Blank	60	Leave blank.
Date (Effective Transfer)	61-64	Enter ordinal date on which the logistics reassignment is effective.
Blank	65-66	Leave blank.

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[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.2.

[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier (FROM)	67-69	Enter RIC of activity preparing document.
Ownership/Purpose	70	Enter ownership/purpose code if prescribed by Component; otherwise, leave blank.
Supply Condition	71	Enter supply condition code of balance affected.
Management	72	Enter management code as prescribed by Component; otherwise, leave blank.
Multiuse	73-75	Enter data prescribed by the Component.
Quantity (Retention)	76-80	Enter quantity being retained by the losing item manager.

AP3.55. APPENDIX 3.55

LOGISTICS REASSIGNMENT STORAGE INFORMATION REPLY

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZD.
Routing Identifier Code (TO)	4-6	Enter RIC from record positions 67-69 of DIC DZC to which reply is being made or losing item manager (LIM) RIC.
Follow-up Indicator	7	LIM storage activity not in receipt of a DIC DZC, enter A (denoting follow-up) to provide available asset information to the LIM. Otherwise, leave blank.
Stock or Part Number	8-22	Perpetuate from DIC DZC.
Unit of Issue	23-24	Perpetuate from DIC DZC.
Quantity (Transfer)	25-29	Enter quantity which was available for transfer subject to the retention quantity contained in record positions 76-80 of DIC DZC.[1,2]
Document Number	30-43	Perpetuate from DIC DZC.
Suffix Code	44	Enter consecutive alpha codes A through Z when assignment of suffix codes are necessary.[3]
Routing Identifier Code (Gaining)	45-47	Perpetuate from DIC DZC.
Multiuse	48-56	Enter data prescribed by the Component.
Project Code	57-59	Perpetuate from DIC DZC.
Blank	60	Leave blank.
Date (Effective Transfer)	61-64	Perpetuate from DIC DZC.
Blank	65-66	Leave blank.

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[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.2.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code	67-69	Enter RIC of storage activity from which reply is being made.
Ownership/Purpose	70	Perpetuate from DIC DZC.
Supply Condition Code	71	Perpetuate from DIC DZC.
Management	72	Perpetuate from DIC DZC.
Multiuse	73-75	Enter data prescribed by the Component.
Quantity (Retention)	76-80	Enter the quantity being retained by the LIM.

AP3.56. APPENDIX 3.56

ASSET STATUS REPORTING REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZE.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the request is submitted (see chapter 8).
Reporting	7	Enter the appropriate code from appendix AP2.9.
Stock or Part Number	8-22	Enter the stock or part number of item to be reported.
Date	23-26	Enter the ordinal date when required by the reporting code in record position 7. Always reflect dates for commencing, or change of reporting, under codes C, D, H, and J, as the first day of a month. Always reflect the date for termination of reporting (code E) as the last day of a month. When the code entered in record position 7 is M or P, this field will be left blank. When the code entered in record position 7 is N or Z, enter the date by which the one-time asset status report is required.
Blank	27-66	Leave blank.
Routing Identifier Code	67-69	Enter the appropriate RIC of the activity to which the asset status reports are to be submitted.
Multiuse	70-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP3.57. APPENDIX 3.57

ASSET STATUS REPORTING (BASE, POST, CAMP, AND STATION LEVEL USE)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZF.
Routing Identifier Code (TO)	4-6	Enter the RIC of the activity to which this transaction is being forwarded.
Reporting	7	Enter code from appendix AP2.9 which indicates type of reporting being accomplished.
Stock or Part Number	8-22	Enter the stock or part number of item reported.
Unit of Issue	23-24	Enter the UI of item.
Multiuse	25-30	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code	31-33	When rp 7 = N, enter RIC of the owning activity to which any resulting MILSTRIP DIC A4_ Lateral Redistribution Orders are to be sent; otherwise enter RIC of the activity preparing this transaction (FROM RIC).
Routing Identifier Code (Storage Activity)	34-36	Enter the RIC of storage activity at which item is stored, if different from record positions 31-33; otherwise, leave blank.
Date	37-40	Enter last digit of the calendar year and ordinal day of the calendar year which reflects assets as of close of business.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Requisitioning Objective)	41-46	When rp 7 = N, enter total system RO for RIC in rp 31-33; if multiple transactions with the same rp 31-33 RIC are generated for the same NSN, each shall reflect the same requisitioning objective.[1] If rp 7 does not equal N, enter requisitioning objective quantity established for item being reported, preceding significant digits with zeros; if quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity is not involved.
Quantity (Due-In)	47-52	Enter quantity of the item due-in, preceding significant digits with zeros. If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved. When rp 7 = N, this field may be left blank.
Multiuse	53	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Multiuse	54	For intra-Component use, enter data prescribed by the Component. For inter-Component use, enter the purpose code of quantity on hand reported in rps 56-61, if required based on Service/Agency agreement; otherwise leave blank.
Supply Condition Code	55	Enter SCC of quantity on hand reported in record positions 56-61.

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[1]For Air Force Secondary Inventory Control Activities (SICAs) which own their Services= wholesale and retail assets, only DIC DZFs with the same RIC in rps 31-33 for the same NSN, and 01 entry in rps 79-80 will contain the same SICA total system requisitioning objective. DIC DZFs with the SICA RIC in rp 31-33 without a 01 entry in rps 79-80 will contain the requisitioning objective for the RIC in rps 34-36.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (On Hand)	56-61	When rp 7 = N, enter the quantity on-hand for the activity at which the materiel is stored, i.e., the quantity on-hand for the RIC in rps 31-33 (if no RIC is present in rps 34-36) or the quantity on-hand for the RIC in rps 34-36 if both RICs are present.[2] If rp 7 does not equal N, enter quantity on hand preceding significant digits with zeros. (Does not include reserved quantity entered in record positions 71-76.) If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Multiuse	62	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Multiuse	63	For intra-Component use, enter data prescribed by the Component. For inter-Component use, enter the purpose code of quantity on hand reported in rps 65-70, if required by Service/Agency agreement; otherwise leave blank.
Supply Condition Code	64	Enter SCC of quantity on hand reported in record positions 65-70.

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[2] For all Service Secondary Inventory Control Activities (less Air Force): If both rps 31-33 and rps 34-36 contain RICs, then the recipient must add the on-hand quantity on all the DIC DZF transactions, for the reported NSN, that have the same RIC in rps 31-33. This aggregate on-hand quantity is then compared to the system requisitioning objective in rps 41-46 when making MILSTRIP Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.

For Air Force Secondary Inventory Control Activities: Both rps 31-33 and rps 34-36 will contain RICs. The recipient must add the quantity on-hand on all DZF transactions containing a "01" in rps 79-80, for the reported NSN, that have the same RIC in rps 31-33. This aggregate on-hand quantity is then compared to the system requisitioning objective contained in rp 41-46 when making Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.

For DZFs with only one RIC (rps 31-33) and for Air Force Secondary Inventory Control Activity DZFs with two RICs and "blanks" in rps 79-80, the on-hand quantity and requisitioning objective in the individual DZF are compared when making Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (On Hand)	65-70	Enter quantity on hand, preceding significant digits with zeros. (Does not include reserved quantity entered in record positions 71-76.) If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Quantity (Reserved)	71-76	Enter quantity reserved for special projects/programs, preceding significant digits with zeros. If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Blank	77-78	Leave blank.
Number of Transactions	79-80	Enter total number of transactions being submitted for item identified in record positions 8-22 (precede significant digit with zero, when applicable).
		EXCEPTION: when rp 7 = N, leave blank for all Service SICAs except Air Force; for Air Force SICAs, enter a SICA wholesale/retail indicator as follows:
		01 for SICA wholesale
		Blank for SICA retail

AP3.58. APPENDIX 3.58

TRANSACTION REJECT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZG.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the transaction is being forwarded.
Other Fields	7-53	Perpetuate data from the incoming transaction being rejected.
Correct Manager's Routing Identifier Code	54-56	Enter RIC of correct manager, if known, when code AB is indicated in record positions 79-80; otherwise, leave blank.
Rejected Document Identification Code	57-59	Enter DIC from record positions 1-3 of the incoming transaction being rejected.
Other Fields	60-66	Perpetuate data from the incoming transaction being rejected.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity rejecting the document.
Other Fields	70-78	Perpetuate data from the incoming transaction being rejected.
Dual Use	79-80	
Reject Advice	(79-80)	Enter applicable advice code (see appendix AP2.8 of this manual).
or		
MILSTRIP Status	(79-80)	Enter applicable MILSTRIP status code (see MILSTRIP).

AP3.59. APPENDIX 3.59

LOCATION RECONCILIATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZH.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter type of location reconciliation request code which indicates the type of reporting being accomplished.
Stock or Part Number	8-22	Enter stock or part number of item being requested for reconciliation.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-34	Enter quantity, preceding significant digits with zeros.
Multiuse	35	For intra-Component use, enter the data prescribed by the Component. For inter-Component use, leave blank.
Date Cutoff	36-39	Enter mutually agreed upon cutoff date (last digit of the calendar year and ordinal day of the calendar year; e.g., 6253 is 10 Sep 86) for location reconciliation.
Shelf-Life	40	Enter shelf-life code of the item.
Controlled Inventory Item	41	Enter controlled inventory item code applicable to the item.
Manager/Owner	42	Enter numeric 1 if activity in record Identifier positions 4-6 is the Integrated Materiel Manager (IMM) or numeric 2 if the activity is an owner but not the IMM.[1]
Blank	43	Leave blank.
Transaction Lot/Number	44-46	Enter the lot/segment number of the Segment transactions being reconciled; otherwise, leave blank.

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[1] May be used intra-Component or inter-Component when agreed to by the Components involved.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	47-59	Leave blank.
Consecutive Transaction Number	60-66	Enter consecutive number beginning with 0000001 in the first transaction to identify each transaction in the reconciliation.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity preparing the transaction.
Ownership/Purpose	70	Enter ownership or purpose code if assets are segregated physically or on the storage activity record; otherwise leave blank.[2]
Supply Condition	71	Enter SCC of item being reconciled.
Inventory Category	72	Enter inventory category code, if prescribed by Component managing the item; otherwise, leave blank.
Blank	73-75	Leave blank.
Multiuse	76-78	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Dual Use	79-80	
Multiuse	(79-80)	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
or		
Subsistence Type of Pack	(79)	For Subsistence Items Only: Enter subsistence type of pack code (see MILSTRIP) for the item.
Blank	(80)	For Subsistence Items Only: Leave blank.

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[2] May be used intra-Component or inter-Component when agreed to by the Components involved.

AP3.60. APPENDIX 3.60

TRANSACTION HISTORY REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZJ.
Routing Identifier Code (TO)	4-6	Enter RIC of the storage activity to which the request is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter the applicable type of physical inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of the item for the history/balance being requested.
Unit of Issue	23-24	Enter UI of item.
Transaction History Timeframe	25-31	Enter data specifying the period timeframe for which transaction history is being requested.
	(25-28)	Enter transaction history start date.
	(29-31)	Enter the total number of prior days transaction history required.
Blank	32-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in distribution field; otherwise, leave blank.
Lot/Segment Number	57-59	Enter the lot/segment number for controlling the inventory/reconciliation; otherwise, leave blank.
Type of Media	60	Enter the code which identifies the transaction history transmission media (see appendix AP2.15); otherwise, leave blank.
Blank	61-66	Leave blank.

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[1] May be used intra-Component or inter-Component when agreed to by the Components involved.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which the request is being forwarded.
Ownership/Purpose	70	Enter applicable ownership/purpose code for the history/balance requested; otherwise, leave blank.
Supply Condition	71	Enter applicable SCC for the history/ balance requested; otherwise, leave blank.
Blank	72	Leave blank.
Day of Year (Transaction)	73-76	Enter the ordinal date of the calendar year on which the transaction is prepared.
Blank	77-80	Leave blank.

AP3.61. APPENDIX 3.61

TRANSACTION HISTORY TRANSMITTAL[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZK.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Perpetuate from the DIC DZJ Transaction History Request; otherwise, enter code W for automatic submission of transaction history.
Other Fields	8-29	Perpetuate from source document.[2]
Document Number	30-43	When record position 7 of the DIC DZJ request is W and the storage activity has no transactions for the stock or part number requested for the dates specified in record positions 25-31, but transactions are available since the date of last location reconciliation, 8-fill this field; when no transactions are available for the dates specified or since the date of last reconciliation, 9-fill this field. When record position 7 is X and the storage activity has no transactions for the dates specified, 9-fill this field; otherwise, perpetuate from the source document.
Other Fields	44-50	Perpetuate from source document.
Blank	51	Leave blank.
Fund	52-53	Perpetuate from source document.
Source Document Identifier Code	54-56	Enter DIC from record positions 1-3 of the source document.
Lot/Segment Number	57-59	Enter the lot/segment number for controlling the inventory/reconciliation; otherwise, leave blank.

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[1] May be used intra-Component or inter-Component when agreed to by the Components involved.
[2] All references to the source document relate to the document on the storage activity transaction history file; e.g., D4_, D6_, D7_, D8_, D9_.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract Shipment Number	60-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which the transaction is being forwarded.
Other Fields	70	Perpetuate from source document.
Supply Condition	71	When record positions 30-43 of the DIC DZK are 8- or 9-filled, enter the applicable SCC; otherwise perpetuate from the source document.
Other fields	72	Perpetuate from the source document.
Ordinal Date	73-76	Enter the date on which the source document was entered on the storage activity record.
Blank	77-80	Leave blank.

AP3.62. APPENDIX 3.62

END OF DAY TRANSACTION COUNT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZM.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Accountable Transaction Count	7	Enter 1 to identify the number of transactions included in this transmission. or Enter 2 to identify the individual balance affecting transaction.
Blank	8-27	Leave blank.
Accountable Transaction Document Identifier Code	28-29	Enter the first two positions of the balance affecting transactions (D4, D6, D7, D8, D9, DA, DZ). Leave blank if record position 7 is equal to 1.
Accountable Transaction Count	30	Enter the number of transactions included in this transmission. Leave blank if record position 7 is equal to 2.
Blank	31-37	Leave blank.
Number of Balance Affecting Transactions	38-43	Enter the daily volume of balance affecting transactions applicable to the reported DIC in record position 28-29. Leave blank if record position 7 is equal to 1.
Blank	44-66	Leave blank.
Routing Identifier Code (FROM)	67-69	Enter the RIC identifying the storage activity preparing the transaction.
Date (Transaction)	70-73	Enter the ordinal day on which the transaction took place.
Blank	74-80	Leave blank.

AP3.63. APPENDIX 3.63

LOCATION RECONCILIATION NOTIFICATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZN.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter code from Appendix AP2.23 identifying Type of Location Reconciliation Request.
Number of DIC DZH Transactions to be Transmitted	8-14	Actual number of DIC DZH requests to be transmitted, e.g., 0000151.
Date (Cutoff)	15-18	Enter the date for location reconciliation. The last digit of the calendar is entered in record position 15 and the day of the year is entered in record positions 16-18; e.g., 2027 is Jan 27, 2002.
Routing Identifier Code (FROM)	19-21	Enter RIC identifying the storage activity preparing the transaction.
Type of Media	22	Enter type of media code from Appendix AP2.15 identifying medium used to transmit the transactions.
Blank	23-80	Leave blank.

AP3.64. APPENDIX 3.64

LOCATION RECONCILIATION HISTORY NOTIFICATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZP.
Routing Identifier Code (TO)	4-6	Enter the RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter code from Appendix AP2.23 identifying Type of Location Reconciliation Request.
Number of DIC DZK Transactions to be Transmitted	8-14	Actual number of DIC DZK requests to be transmitted, e.g., 0000151.
Date (Cutoff)	15-18	Enter the date for location reconciliation. The last digit of the calendar is entered in record position 15 and the day of the year is entered in record positions 16-18; e.g., 2029 is Jan 29, 2002.
Routing Identifier Code (FROM)	19-21	Enter the RIC identifying the storage activity preparing the transaction.
Type of Media	22	Enter type of media code from Appendix AP2.15 identifying medium used to transmit the transactions.
Blank	23-80	Leave blank.

AP4. APPENDIX 4

RESERVED

AP5. APPENDIX 5

RESERVED

AP6. APPENDIX 6

FORMS/MESSAGE FORMATS INDEX

Number	Title
AP6.	FORMS/MESSAGE FORMATS INDEX
AP6.1.	FORMS/MESSAGE FORMATS INTRODUCTION
AP6.2.	DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)
AP6.3.	***RESERVED***
AP6.4.	DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT
AP6.5.	STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT
AP6.6.	DD FORM 1348-6, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)
AP6.7.	RESERVED
AP6.8.	MILSTRIP MESSAGE REQUISITION
AP6.9.	MILSTRIP MESSAGE FOLLOW-UP
AP6.10.	MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST
AP6.11.	ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS
AP6.12.	ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS
AP6.13.	MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION
AP6.14.	RESERVED
AP6.15.	MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION
AP6.16.	MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST
AP6.17.	REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)
AP6.18.	FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)
AP6.19.	REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)
AP6.20.	FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)
AP6.21.	REPORT OF VALIDATION OF MATERIEL OBLIGATIONS

Number	Title
AP6.22.	ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)
AP6.23.	MASS OR UNIVERSAL CANCELLATION MESSAGE
AP6.24.	DEFENSE LOGISTICS MANAGEMENT STANDARDS/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT
AP6.25.	ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING
AP6.26.	RESERVED
AP6.27.	ISSUE RELEASE/RECEIPT DOCUMENT PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA
AP6.28.	RESERVED
AP6.29.	ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES
AP6.30.	RESERVED
AP6.31.	ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL
AP6.32.	MESSAGE REQUEST FORM DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE
AP6.33.	QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT
AP6.34.	UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT
AP6.35.	ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A) WITH CODE 39 (THREE OF NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL (2D) BAR CODE
AP6.36	ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD Form 1348-2) CONTINUATION PAGE
AP6.37	*RESERVED*
AP6.38	*RESERVED*

AP6.1. APPENDIX 6.1

FORMS/MESSAGE FORMATS
(INTRODUCTION)

AP 1.1.1. Requisitions may be transmitted using the CJCSI 5721.01E, The Defense Message System[1] and Associated Legacy Message Processing Systems, requirements. DLM 4000.25, Volume 1, describes methods used to transmit and receive requisition and requisition-related transactions. In addition, the specific forms and message formats[2] prescribed for use under MILSTRIP are described below.

AP6.1.2. <u>MILSTRIP Message Requisition (AP6.8.) and Abbreviated MILSTRIP Message Supply Status (AP6.11)</u>

AP6.1.2.1. The first line in the body of the message will contain the words "MILSTRIP REQUISITION." Thereafter, each requisition will be numbered, commencing with number 1, and the first 66 positions of data (except for dividing slashes (/)) will be inserted. The basic requisition will consist of 18 separated field-lengths of data.

AP6.1.2.2. Below is a sample message requisition segmented and explained.

AP6.1.2.2.1. <u>First Line</u>: A0E/(DIC); XYS/(RIC); S/(M&S); 1224005123456/(stock or part number); EA/(unit of issue); 00015(quantity); ZY1234/(requisitioner); 1150/(ordinal date); 0112/(serial number); R/(demand); BLNK/(SUPADD); A/(signal).[3]

AP6.1.2.2.2. <u>Second Line</u>: 19/(fund); 089/(distribution); BLNK/(project); 03/(PD); 154 (RDD); 2B/(advice).[4]

AP6.1.2.3. Part number requisitions converted to message format are illustrated in AP6.13.

AP6.1.3. <u>MILSTRIP Message Follow-Up (AP6.9.)</u>.

AP6.1.3.1. Follow-up on requisitions may be transmitted electronically in the form of a formatted message or a narrative message when requesting status and improved estimated shipping date (ESD), under Volume 2, Chapter 4.

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[1]CJCS Directives Home Page – https://www.jcs.mil/library

[2]Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater.

[3]When an element of data is not available, the field shall be recognized and entered as "BLNK."

[4]Ibid.

AP6.1.3.2. The first line in the body of the message will contain the words "MILSTRIP FOLLOW-UPS." When requesting normal status, DICs AF1, AF2, and AF3 apply. When requesting an improved ESD, DIC AFC applies. Exception data, and additional wording will be omitted unless DIC AT_ is used. The DIC dictates action to be taken by the supply source, under Volume 2, Chapter C4, and added comments or requests are not applicable since the narrative message is no more than one of the media of communications for submitting follow-ups.

AP6.1.3.3. Below is a sample narrative follow-up message segmented and explained:

AP6.1.3.3.1. <u>First Line</u>: AT5/(DIC); S/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); XTZ456/(requisitioner); 1250/(ordinal date); 0111/(serial number); R/(demand); BLNK/(SUPADD).[5]

AP6.1.3.3.2. <u>Second Line</u>: 12/(fund code); 089/(distribution code); BLNK/(project code); 02/(PD); 154/(RDD); 2B/(advice).[6]

AP6.1.4. <u>Request for Supply Assistance</u>. Requests for Supply Assistance are described under Volume 2, Chapter 4 and illustrated in AP6.10. Paragraphs AP6.3.2 and AP6.3.3., above, also apply, except DIC AFC will always be used. This will ensure manual review and reply using Volume 2, Chapters 4 and 5.

AP6.1.5. <u>Message Cancellation</u>

AP6.1.5.1. Cancellation of a requisition may be transmitted electronically in the form of a narrative message[7] under Volume 2, Chapters 1 and 4.

AP6.1.5.2. The first line is the body of the message will contain the words "MILSTRIP CANCELLATION." Exception data, remarks, and additional verbiage will be omitted.

AP6.1.5.2.1. <u>First Line</u>: AC1/(DIC); FMI/(R); 2/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); FB2300/(requisitioner); 6265/(ordinal date); 0111/(serial number); R/)demand code); BLNK/(SUPADD); A/(signal).[8]

AP6.1.5.2.2. <u>Second Line</u>: 12/(fund); 089/(distribution); BLNK/(project); 02/(PD); 354/(RDD); BLNK/(advice).[9]

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[5]Ibid.

[6]Ibid.

[7] Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater.

[8] When an element of data is not available, the field shall be recognized and entered as "BLNK.".

[9] Ibid.

AP6.1.6. Abbreviated Message Documents (AP6.11 and AP6.12)

AP6.1.6.1. Abbreviated message formats are provided for MILSTRIP follow-ups (DIC AF_ series only), cancellations, supply status, and shipment status, respectively. Use of these documents will be at the option of the individual Service/Sgency (S/A). Use between S/As will be based upon agreement between the S/As.

AP6.1.6.2. Abbreviated message follow-up (DIC AF_ only) and cancellation documents will be initiated only by those activities with capability to prepare machine-readable documents for transmission by the Defense Message System (DMS).[10]

AP6.1.6.3. When abbreviated messages are used, each message will be limited to a maximum of seven items or the contents of a single page, whichever is greater.

AP6.1.6.4. The first line in the body of the message will contain the words ABBREVIATED MILSTRIP FOLLOW-UP, CANCELLATIONS, SUPPLY STATUS, OR SHIPMENT STATUS, as applicable. Thereafter, number each line item, commencing with number 1. Insert slashes (/) or other appropriate marks between each code and/or data element as depicted in AP6.11 and AP6.12. The authorized data elements[11] and code entries for abbreviated messages are as follows:

AP6.1.6.4.1. Follow-Ups and Cancellation Requests (No Supply Status Received)

AP6.1.6.4.1.1. Document Identifier Code (DIC)

AP6.1.6.4.1.2. Routing Identifier Code (RIC) (To)

AP6.1.6.4.1.3. Stock or Part Number

AP6.1.6.4.1.4. Unit of Issue

AP6.1.6.4.1.5. Quantity

AP6.1.6.4.1.6. Requisition Document Number

AP6.1.6.4.1.7. Distribution, when applicable; otherwise, leave blank.

AP6.1.6.4.1.8. Priority Designator

AP6.1.6.4.2. Follow-Ups and Cancellation Requests (Supply Status Received)

AP6.1.6.4.2.1. Document Identifier Code

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[10] CJCS Directives Home Page – https://www.jcs.mil/library.

[11] When an element of data is not available, the field shall be recognized and entered as "BLNK.".

AP6.1.6.4.2.2. Routing Identifier Code (To)

AP6.1.6.4.2.3. Stock or Part Number

AP6.1.6.4.2.4. Unit of Issue

AP6.1.6.4.2.5. Quantity

AP6.1.6.4.2.6. Requisition Document Number

AP6.1.6.4.2.7. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.2.8. Status

AP6.1.6.4.2.9. Distribution, when applicable; otherwise, leave blank.

AP6.1.6.4.2.10. Priority Designator

AP6.1.6.4.3. <u>Supply Status</u>

AP6.1.6.4.3.1. Document Identifier Code

AP6.1.6.4.3.2. Stock or Part Number

AP6.1.6.4.3.3. Unit of Issue

AP6.1.6.4.3.4. Quantity

AP6.1.6.4.3.5. Requisition Document Number

AP6.1.6.4.3.6. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.3.7. Priority Designator

AP6.1.6.4.3.8. Status

AP6.1.6.4.3.9. Estimated Shipping Date

AP6.1.6.4.4. <u>Shipment Status</u>

AP6.1.6.4.4.1. Document Number Code

AP6.1.6.4.4.2. Quantity

AP6.1.6.4.4.3. Requisition Document Number

AP6.1.6.4.4.4. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.4.5. Date Shipped or Estimated Shipping Date

AP6.1.6.4.4.6. Priority Designator

AP6.1.6.4.4.7. Transportation Control Number (TCN).

AP6.1.6.4.4.8. Mode-of-Shipment

AP6.1.6.4.4.9. If available, any of the following may also be provided: GBL Number, Registered Parcel Post Number, or other shipment number.

AP6.1.6.5. <u>Materiel Obligation Validation Form Letters and Messages</u>. Form letter requests, followup requests, message requests, and replies are provided in AP6.15 through AP6.20 and AP6.32 for use in connection with Materiel Obligation Validation (MOV) procedures under Chapter C8.

AP6.1.6.6. <u>DD Form 1348-1A, Issue Release/Receipt Document (AP6.25, AP6.27, AP6.29, AP6.31, and AP6.35)</u>.

AP6.1.6.6.1. <u>Non-Preprinted Issue Release/Receipt Document</u>. A single line item, single part form produced on plain stock paper (see example, AP6.25). The size may vary within a range of 7-3/4 to 9 inches long (side to side) and 4 to 5 inches high (top to bottom) (see Chapter 29). Data to be entered in the data blocks are shown in Appendices 8.48 and 8.49. Blocks 24, 25, and 26 must contain bar coded data except for DLA Disposition Services Field Office documents. DLA Disposition Services Field Office documents will not contain bar coding in Block 26. Block 27 must contain a two-dimensional (2D) bar code (Portable Data File (PDF) 417) encompassing the linear bar code data elements plus additional elements to improve automated information technology (AIT) efficiencies and to facilitate item unique identification (IUID) when applicable.

AP6.1.6.6.2. The Issue Release/Receipt Document data elements, configuration and locations are as follows:

DATA ELEMENT NAME	LENGTH	RECORD POSITION(S)
Document Identification Code	3	1-3
Routing Identifier Code (From)	3	4-6
Media and Status	1	7
Unit of Issue	2	23-24
Quantity	5	25-29
Service	1	45
Supplementary Address	5	46-50
Signal	1	51
Fund	2	52-53

DATA ELEMENT NAME	LENGTH	RECORD POSITION(S)
Distribution	3	54-56
Project	3	57-59
Priority	2	60-61
Required Delivery Date	3	62-64
Advice	2	65-66
Routing Identifier	3	67-69
Ownership/Purpose	1	70
Condition	1	71
Management	1	72
Multi Use	1	73
Unit Price[12]	7	74-80

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Total Price	12[13]	1
Ship-From	10	2
Ship-To	9	3
Mark-For	24[14]	4
Doc Date	5	5
NMFC	9	6
Freight Rate	8	7
Type Cargo	10	8
Physical Security	4	9
Quantity	7	10

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[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.

[13] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents.   If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

[14] Maximum length is 24 positions: Mark-for clear text (with no DoDAAC or RIC) displays on DoD shipment documents as two lines of 12 characters each. If text is combined with a DoDAAC, up to 17 clear text characters are allowed. If text is combined with a RIC, up to 20 clear text characters is allowed. Insert a slash (/)during printing of shipment documentation to separate the DoDAAC or RIC from clear text; do not perpetuate the slash (/) in the DLMS transaction. Refer to ADC 1009A.

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Unit Pack	3	11
Unit Weight	10	12
Unit Cube	7	13
UFC	6	14
Shelf Life	3	15
Freight Classification Nomenclature	36	16
Item Nomenclature	36	17
Type Container	5	18
No. of Containers	8	19
Total Weight	13	20
Total Cube	10	21
Received By	26	22
Date Received	10	23
Document Number and Suffix (30-44)	44	24
National Stock Number and Additional (8-22)	44	25
For other than Security Assistance: RIC (4-6) UI (23-24) QTY (25-29) COND Code (71) Dist (55-56) UP (74-80)[15]	Variable	26
If Security Assistance: RIC (4-6), UI (23-24), QTY (25-29), COND (71), UP (74-80)[16], SUPPADD (45, 48-50)		

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[15] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.
[16] Ibid

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Additional Data	Variable	27

For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.

Perpetuate the customer's internal purchase order (PO) number when provided on the release order[17].

PO number value: 10-13 characters

For FMS repair/return and repair/replace items, include the estimated or actual unit cost of the repair service per Appendix 8.48.[18]

Repair value: up to 9 digits dollars followed by period and 2 digits cents

For IUID to support UIT/ serialized item management, include the following:[19]

Field size and characteristics of item unique identification data content and specific policy guidance is available at:

Unique Item Identifier and/or Serial Number

http://www.acq.osd.mil/dpap/pdi/uid/index.html

The following additional data elements may be included in support of IUID:

Manufacturer's CAGE, Current Part Number, Batch/Lot

Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

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[17] Refer to ADC 473A

[18] Refer to ADC 1031

[19] Capability to support IUID data content within the PDF 417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/ADC 399A. Components have not reported implementation at this time.

AP6.1.6.6.3. The Issue Release/Receipt Document is used as:

AP6.1.6.3.1. An issue document from distribution point to consignee resulting from a requisition.

AP6.1.6.3.2. A release document for retrograde materiel or inter base (post, camp, station, etc.) movements.

AP6.1.6.3.3. A materiel return document from base to depot.

AP6.1.6.3.4. A receipt document by the consignee

AP6.1.6.3.5. Disposal turn-in document.

AP6.1.6.3.6. Local requisition on DLA Disposition Services Field Office.

AP6.1.6.6.4. The Issue Release/Receipt Document is designed to accommodate the various elements of data used by any of the Services as source information for preparing other documentation. The document enables supply sources to use a single method of documentation for all requisitions and provide a standard receiving document that will accommodate both manual and automated requisitioners and consignees.

AP6.1.7. DD Form 1348-2, Issue Release/Receipt Document with Address Label (AP6.31)

AP6.1.7.1. The Service/Agencies have the option to stock or print the DD Form 1348-2. The DD Form 1348-2 configuration is a DD Form 1348-1A with a perforated address label attached to the outer right edge. The length of the DD Form 1348-2 is 13 inches. The DD Form 1348-2 may be configured for printing as continuous forms. For continuous forms configuration, pin-fed strips of one-half inch on each side may be added. The length of the DD Form 1348-2 with pin-fed strip will not exceed 14 inches. The address label dimensions of the DD Form 1348-2 are 4-1/4 inches long and 5-1/2 inches high. Use of the address label with preprinted postage data is only authorized for shipments by the U.S. Postal Service. The address label will contain the following elements.

AP6.1.7.1.1. Postage Data

AP6.1.7.1.2. TCN Data

AP6.1.7.1.3. Weight Data

AP6.1.7.1.4. Type Service Data

AP6.1.7.1.5. From Data

AP6.1.7.1.6. Ship-to Data

AP 1.1.7.2. Data will be entered on the address label as follows:

AP6.1.7.2.1. Postage Data. A shipment through the U.S.P.S. must contain the following phrase, "OFFICIAL BUSINESS." This phrase will be printed on the bottom line of the postage block.

AP6.1.7.2.2. Transportation Control Number. Enter the TCN applicable to the shipment.

AP6.1.7.2.3. Weight. Enter the weight of the item being shipped.

AP6.1.7.2.4. Type Service. Enter the appropriate type of delivery service; for example, first-class-priority, express mail, and Military Official Mail (MOM).

AP6.1.7.2.5. Ship-to. Enter the applicable in-the-clear address of the activity that is to receive the shipment. If mark-for data is required, enter the mark-for data above the city/state/zip code data. If the Port of Embarkation (POE) is required, enter the POE in this block.

AP6.1.8. IRRD (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This is a mandatory document for serialized Item shipments containing machine readable bar codes for the encoded content information to include the serial numbers, unique item identifiers (UIIs), and batch/lot numbers as required for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes. The continuation page is intended to expedite supply and distribution processes by providing a means to automate the capture of data using automatic identification technology (AIT) devices. The continuation page is free form. The data elements and preferred format are shown in AP6.36.

AP6.2. APPENDIX 6.2

DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)

AP6.3. APPENDIX 6.3

Reserved

AP6.4. APPENDIX 6.4

DD FORM 1348-5,
NOTICE OF AVAILABILITY/SHIPMENT

NOTICE OF AVAILABILITY/SHIPMENT		
ORIGIN INFORMATION		
Origin Point of Contact (Full name)	NOA DATE	NOA NOTICE NUMBER
ORIGIN INFORMATION RIC: PHONE:	RETURN COMPLETED FORM TO: EMAIL: FAX:	NOA ADDRESSEE MAPAC
SHIP TO MAPAC	MARK FOR MAPAC	Security Cooperation Customer Code / Transportation Control Number
# of Line Items (DD 1348-1/DD 250)	Delivery Term Code	FMS Case Designator / Export Release Required (Yes or No)
FREIGHT NOMENCLATURE	WATER COMMODITY DATA Commodity Code: Type Cargo Code: Special Handling Code:	AIR COMMODITY DATA Commodity Code: Special Handling Code: Air Dimension Code:
Transportation Priority / Project Code	Type Pack / Pieces / Weight (pounds)	Cube (Cubic FT) / Total Shipment Value (USD)
OVER-DIMENSIONAL INFORMATION		
LENGTH (inches)	WIDTH (inches) / HEIGHT (inches)	WEIGHT (pounds)
SPECIAL REQUIREMENTS		
Hazmat Indicator (Yes or No)	Explosive Indicator (Yes or No)	UN/NA Identification Number
Proper Shipping Name	Primary Hazard Class/Division	Packing Group
DODIC	Net Explosive Weight (pounds) / Special Approval Number (DOT/CAA/COE)	Controlled Inventory Item Code
CONSIGNEE INFORMATION (To be completed by the Freight Forwarder/Security Cooperation Representative)		
Point of Contact Name	Street Address	Telephone
City	State / Country (GENC and Full Name)	Postal Code
Port of Embarkation (POE) / Port of Debarkation (POD)	Ship Mode to Final Destination (Air or Surface)	
Comments/Remarks		

SAMPLE

DD FORM 1348-5, JAN 2015   PREVIOUS EDITION IS OBSOLETE.   Adobe LiveCycle 11.0

AP6.5. APPENDIX 6.5

STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT

DOCUMENT IDENTIFICATION

1. DOC. IDEN.	2. ROUTING IDEN.	3. S&M	DOCUMENT NUMBER		13. DEM	14-15F. SUPPLEMENTARY ADDRESS	16F. SIG	17. FUND	18F. DISTRI-BUTION	19. PROJECT	20. PRI-ORITY	21. REQ'D DELIVERY DATE	SIGNATURE *(If required)*
			9-10 REQUISITIONER	11. DATE									
1-3	4-6	7	30-35	36-39	44	45-50	51	52-53	54-56	57-59	60-61	62-64	
													TELEPHONE NUMBER

REQUISITION DATA

STOCK NUMBER			7.	8.	12.	14-15V. SUPPLEMENTARY ADDRESS	16V. SIG	18V. DISTRI-BUTION	19V. PROJECT	22. ADVICE	NOTE: Entries in shaded blocks may be in either the **FIXED (F)** or **VARIABLE (V)** sections - **NEVER** in both.
4. FSC	5. NIIN	6. ADD-T'N'L	UNIT OF ISSUE	QUANTITY	SERIAL						
8-11	12-20	21-22	23-24	25-29	40-43	45-50	51	54-56	57-59	65-66	23. REMARKS

SAMPLE

MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT

NSN 7540-00-965-2379

STANDARD FORM 344 (REV. 2-93)
Prescribed by GSA, FPMR (41 CFR) 101-26.2

AP6.6. APPENDIX 6.6

DD FORM 1348-6
DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)

DOCUMENT IDENTIFER			ROUTING IDENTIFIER			M & S	ITEM IDENTIFICATION* (NSN, FSCM/Part No., Other)																UNIT OF ISSUE		QUANTITY						SERV	DOCUMENT NUMBER					
							FSCM					PART NUMBER														REQUISITIONER					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35

DOCUMENT NO. (Cont.)							DEMAND	SERV	SUPPLEMENTARY ADDRESS				SIGNAL	FUND CODE		DISTRIBUTION CODE			PROJECT CODE			PRIORITY		REQUIRED DELIVERY DAY OF YEAR			ADVICE CODE		BLANK		
DATE				SERIAL																												
36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69

											REJECT CODE (FOR USE BY SUPPLY SOURCE ONLY)		IDENTIFICATION DATA
													*1. MANUFACTURER'S CODE AND PART NO. *(When they exceed card columns 8 thru 22)*
70	71	72	73	74	75	76	77	78	79	80	65	66	
													2. MANUFACTURER'S NAME

3. MANUFACTURER'S CATALOG IDENTIFICATION	4. DATE *(YYMMDD)* 5. TECHNICAL ORDER NUMBER
6. TECHNICAL MANUAL NUMBER	7. NAME OF ITEM REQUESTED
8. DESCRIPTION OF ITEM REQUESTED	8a. COLOR
	8b. SIZE
9. END ITEM APPLICATION	9a. SOURCE OF SUPPLY
9b. MAKE 9c. MODEL NUMBER 9d. SERIES	9e. SERIAL NUMBER
10. REQUISITIONER *(Clear text name and address)*	11. REMARKS

SAMPLE

DD Form 1348-6, FEB 85 (EG)   *Edition of Apr 77 may be used until exhausted.*   **DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT** *(МΛΝΥΛΛ – ΛΟΝΓ ΦΟΡΜ)*

INSTRUCTIONS FOR IDENTIFICATION OF DATA BLOCKS

FIELD LEGEND	BLOCK NUMBER	ENTRY AND INSTRUCTIONS
Manufacturer's Code and Part Number	1	Enter the item contractor and Government entity (CAGE) code when available, first, followed by the complete part number when the part number exceeds 10 digits.
Manufacturer's Name	2	Enter the manufacturer's name and address (including Zip Code, if known) when the CAGE is not available.
Manufacturer's Catalog Identification	3	Enter the manufacturer's catalog identification number when available.
Date	4	Enter the date of the publication in calendar date format (YYMMDD).
Technical Order Number	5	Enter the applicable order number in which the requested item may be defined.
Technical Manual Number	6	Enter the applicable technical manual number in which the requested item may be defined.
Name of Item Requested	7	Enter the appropriate name of item requested.
Description of Item Requested	8	Enter the description of item requested and, if necessary, attach exhibits or pictures.
Color	8a	Enter the color of item requested, if applicable.
Size	8b	Enter the size of item requested, if applicable.
End Item Applicable	9	Enter the name of the applicable end item for which the requested item applies. Entry should cite NSN and/or nomenclature. If application is unknown, enter unknown.
Supply Source	9a	Enter the supply source of the applicable end item, if known.
Make	9b	Enter the manufacturer's make of the applicable end item, if known.
Model Number	9c	Enter the manufacturer's model number of the applicable end item, if known.

FIELD LEGEND	BLOCK NUMBER	ENTRY AND INSTRUCTIONS
Series	9d	Enter the manufacturer's series number of the applicable end item, if known.
Serial Number	9e	Enter the serial number of the end item, if known. If UII is available, enter in Block 11 (prefixed with "UII").
Requisitioner	10	Enter the requisitioner's clear-text name, commercial or DSN number, and address including ZIP code.
Remarks	11	Enter any additional information which will assist the supply source to obtain the correct item.

AP6.7. APPENDIX 6.7

RESERVED

AP6.8. APPENDIX 6.8

MILSTRIP MESSAGE REQUISITION

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP REQUISITIONS:

1.
A0A/FMI/2/8305001234567/EA00040/FB2300/1150/0111/R/BLNK/A/12/089/BLNK/02/
154/2B

2.
A0A/FMI/B/8305002345678/EA/00001/FB2300/1150/0112/N/BLNK/A/19/089/BLNK/03/
154/BLNK

3.
A0E/FMI/B/1234005123456/EA/00015/FB2300/1150/0113/R/BLNK/A/19/089/BLNK/03/
154/BLNK

  {NOTE: SEE CHAPTER 2, PARAGRAPH A FOR TYPE OF EXCEPTION TO BE
ENTERED}

4.
A0A/FMI/B/8310002345678/EA/00011/FB2300/1150/0114/R/BLNK/A/14/089/BLNK/02/
155/BLNK

SAMPLE

AP6.9. APPENDIX 6.9

MILSTRIP MESSAGE FOLLOW-UP

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP FOLLOW-UPS:

1. AF1/FMI/2/8305001234567/EA/00040/FB2300/1250/0111/R/BLNK/A/12/089/BLNK/
02/154/2B

2. ATE/FMI/B/8310002345678/EA/00010/FB2300/1250/0114/R/BLNK/A/14/089/BLNK/
02/155/BLNK

3. AFC/FMI/0/8310002345679/EA/00010/FB2300/1250/0115/R/BLNK/A/15/089/BLNK/
02/156/BLNK

NOTE: EXCEPTION DATA WILL BE OMITTED FROM AF_ SERIES FOLLOW-UPS

AT5 OR ATE FOLLOWUPS WILL REPEAT THE EXCEPTION DATA FROM THE
ORIGINAL A05 OR A0E REQUISITION.

SAMPLE

AP6.10. APPENDIX 6.10

MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP SUPPLY ASSISTANCE REQUEST

1. THIS COMMAND IS EXPERIENCING SERIOUS PROBLEMS DUE TO LACK OF ITEM(S) SHOWN BELOW. REQUEST AGGRESSIVE ACTION TO ACCELERATE DELIVERY AND IMPROVE ESD.

DOC NO. W/SUFFIX   NSN

FB2300/1152/0111/0   8305-01-123-4567

2. SUBSTITUTES. LIST ALL KNOWN AND ACCEPTABLE SUBSTITUTE NSNs OR PART NUMBERS. IF NONE, SO STATE.

3. NEXT HIGHER ASSEMLY. IF NONE, SO STATE

4. LATERAL SUPPORT. LIST ANY ACTIVITIES CONTACTED IN AN ATTEMPT TO OBTAIN ITEM THROUGH LATERAL SUPPORT AND/OR KNOWN ACTIVITIES USING SAME END ITEM OF WEAPONS SYSTEM. IF NONE, SO STATE.

5. KNOWN SOURCE. LIST ANY KNOWN SOURCES FOR THE ITEM TO INCLUDE NAME, MAILING ADDRESS, AND TELEPHONE NUMBER (IF KNOWN). IF NONE, SO STATE.

6. MISSION IMPACT STATEMENT. INCLUDE END ITEM DESCRIPTION, WEAPON SYSTEM APPLICATION. INDICATE MISSION DEGRADATION CREATED BY LACK OF ITEM(S) OR STATEMENT "A CLASSIFIED NMCS CONDITION EXISTS DUE TO LACK OF REQUIRED ASSTETS."

7. REMARKS. INCLUDE ADDITIONAL PERTINENT DATA NOT COVERED ABOVE.

SAMPLE

AP6.11. APPENDIX 6.11

ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SUPPLY STATUS

1. AE1/8305001234567/EA/00040/FB2300/1215/0001/BLNK/02/BB/3015

2. AE1/8310002345678/EA/00012/FB2300/1259/0014/B/02/BV/2283

SAMPLE

AP6.12. APPENDIX 6.12

ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SHIPMENT STATUS

1. AS1/00040/FB5249/1165/0001/BLNK/036/02/FB524911650001XXX/B

2. AS1/00012/FB5294/1165/0003/A/C44/02/FB529411650003XXX/B

SAMPLE

AP6.13. APPENDIX 6.13

MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP REQUISITIONS

1. A0E/FHZ/2/350451234567899/EA/00040/FB2300/0150/0111/R/BLNK/A/12/089/BLNK/02/154/29

- INDENTIFICATION DATA {INCLUDE ONLY APPLICABLE INFORMATION, PRESERVING THE ALPHA DESIGNATOR.}

A. CAGE CODE AND PART NUMBER <USE TOTAL CAGE CODE AND PART NUMBER WHEN TOO LARGE FOR RP 8-22\ WHEN PLACED HERE LEAVE RP 8-22 BLANK>.
B. MFG. NAME
C. MFG. CAT. AND DATE
D. TECH. ORD. NO.
E. TECH.MAN.NO.
F. END ITEM APPL.
G. NAME/DESCRIPTION
H. MAKE
I. MODEL NO.
J. SERIES
K. SERIAL NO.
L. COLOR
M. SIZE

REMARKS: WHEN ADDITIONAL DATA NOT COVERED ABOVE, IS FURNISHED.

SAMPLE

AP6.14. APPENDIX 6.14

RESERVED

AP6.15 APPENDIX 6.15

MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. REQUEST SPECIAL RECONCILIATION AND VALIDATION OF NEED FOR ITEM HELD AS MATERIEL OBLIGATION AT THIS ACTIVITY.

    A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

    B. STOCK OR PART NO. {ENTER NUMBER BEING REVIEWED}.

    C. QUANTITY {ENTER QUANTITY ON BACKORDER}.

    D. PD {ENTER PRIORITY DESIGNATOR OF REQUISITION}.

    E. SHIP TO {IF OTHER THAN ADDRESSEE, ENTER DODAAC}.

2. REQUEST REPLY BY {ENTER A DATE 15 DAYS BEYOND THE DATE OF THIS REQUEST} INDICATING QUANTITY TO BE RETAINED AS A MATERIEL OBLIGATION. IF REPLY IS NOT RECEIVED BY THIS DATE, THE OBLIGATION QUANTITY WILL BE CANCELED.

SAMPLE

AP6.16. APPENDIX 6.16

MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: REPLY TO MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. THIS IS IN REPLY TO YOUR MESSAGE ON {INSERT DATE OF REQUEST} REQUESTING SPECIAL VALIDATION OF NEED FOR ITEM HELD AS A MATERIEL OBLIGATION.

    A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

    B. STOCK OR PART NO. {ENTER APPLICABLE NUMBER}.

    C. QUANTITY {ENTER QUANTITY STILL REQUIRED OR "NONE"}.

2. A QUANTITY OF: _____ HAS BEEN RECEIVED PRIOR TO PREPARATION OF THIS VALIDATION RESPONSE.

SAMPLE

NOTE: Paragraph 2 above shall be omitted if <u>none</u> of the items have been received.

AP6.17. APPENDIX 6.17

REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

FROM: (Insert the official clear-text name and address of the initiating activity and its assigned activity address code (AAC).)

TO: (Insert the official clear-text name and address, including the AAC of the ILCO to receive the Validation Request Documents.)

SUBJECT: Request for Validation of Materiel Obligations

AP6.17.1. Enclosed are (enter quantity) MOV Request documents (enter a listing of the documents or strike out if not applicable). Each of the enclosed validation requests, pertaining to FMS and Grant Aid transactions, reflects quantities of the items indicated held as materiel obligations at this installation as of (enter cutoff date) and for which the requisitions are aged 180 days or more past the requisitions document number date. The validation requests are submitted to your activity using the code contained in record position 54 of the original requisition document.

AP6.17.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed MOV request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. An AP_ response document is required for each item contained with the validation request, enclosed/listed, to indicate the desirability for continuation or cancellation of the requirement.

AP6.17.3. Acknowledge the receipt of the enclosed validation request by inserting the date and signature below and return the correspondence to this installation.

Enclosures
  MOV Request documents
  Listing of Request documents (if applicable)

_____

(ACKNOWLEDGMENT OF RECEIPT)

_____

Above validation request documents were received

_____
　　　　　　　(Date)

_____
　　　　　　　　　　　　　　　　　　　(Signature)

<u>DO NOT DETACH</u>

AP6.18. APPENDIX 6.18

FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

FROM: (Insert the official clear-text name and address of the initiating activity and its assigned Activity Address Code (AAC).)

TO: (Insert the official clear-text name and address, including the AAC of the International Logistics Control Office (ILCO) to receive the MOV Request documents.)

SUBJECT: Request for Validation of Materiel Obligations

AP6.18.1. The referenced letter forwarded (enter quantity) MOV Request documents, pertaining to FMS and Grant Aid transactions, and requested that receipt be acknowledged. This activity has no record of receipt of the requested acknowledgment nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of the (enter quantity) MOV Request documents and a listing of these documents (strike out if not applicable).

AP6.18.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed validation request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. A response is required for each validation request to indicate the desirability for continuation or cancellation of the requirement.

AP6.18.3. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and returning the correspondence to this installation.

Enclosures
  MOV Request documents
  Listing of Request documents (as applicable)

_____

(ACKNOWLEDGMENT OF RECEIPT)

_____

Above MOV Request documents were received

_____
                    (Date)

                                                        _____
                                                                    (Signature)

<u>DO NOT DETACH</u>

AP6.19. APPENDIX 6.19

REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO to SAOs)

(Insert date)

FROM: (Insert the official clear-text name and address of the initiating International Logistics Control Office (ILCO) and its assigned activity address code (AAC).)

TO: (Insert the official clear-text name and address, of the security assistance office (SAO) to receive the validation request documents.)

SUBJECT: Request for Validation of Materiel Obligations.

AP6.19.1. Enclosed are listings (in duplicate) of MOV Request documents <u>and a complete set of the documents (strike out if not applicable)</u>. Each of the enclosed validation requests, reflect quantities of the indicated item recorded as materiel obligations as of <u>(enter cutoff date)</u> and for which the requisition are aged 180 days or more past the requisitions document number date. The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP6.19.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP6.19.3. Request that <u>a copy of the enclosed listing/data Block 8 and Block 21 of the remarks block, respectively (strike out one) of documents</u> be annotated to indicate: (1) the quantity of each item still required and (2) the quantity of each item received prior to receipt of the validation requests. A copy of the annotated listing/the annotated documents should transmitted by priority mail to this activity to arrive no later than <u>(enter date),</u> which is 35 calendar days prior to the supply source response due date.

AP6.19.4. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and return of the correspondence to this installation.

Enclosures
  Listings of Validation Requests (in duplicate)
  MOV Request documents (as applicable)

_____

(ACKNOWLEDGMENT OF RECEIPT)

_____

Above MOV Request documents were received

_____
(Date)

_____
(Signature)

DO NOT DETACH

AP6.20. APPENDIX 6.20

FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS
(FMS AND GRANT AID TRANSACTIONS)
(FROM ILCO to SAOs)

(Insert date)

FROM:	(Insert the official clear-text name and address of the initiating ILCO and its assigned AAC.)
TO:	(Insert the official clear-text name and address of the security assistance organization (SAO) to receive the validation request documents.)
SUBJECT:	Follow-up on Request for Validation of Materiel Obligations.
REFERENCES:	(Insert reference to original letter.)

AP6.20.1. The referenced letter forwarded a listing (in duplicate) of MOV Request documents and <u>a complete set of the documents (strike out one if not applicable)</u> and requested that receipt be acknowledged. This activity has no record of receiving the requested acknowledgment, nor any response to the validation requests. Enclosed are <u>duplicates/triplicates (strike out one)</u> of listings for MOV Request documents <u>and a complete set of the documents (strike out if not applicable)</u>. The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP6.20.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP6.20.3. <u>Annotate a copy of the enclosed listing/Data Block 8 and Block U of the remarks block, respectively, for each document</u> to indicate:

    (1) The quantity of each item still required, and

    (2) The quantity of each item received prior to receipt of the validation requests. A copy of the <u>annotated listing/the annotated documents (strike out one)</u> should be transmitted by priority mail to this activity to arrive no later than <u>enter date</u>, which is 35 calendar days prior to the supply source response due date.

AP6.20.4. Acknowledge receipt of the enclosed MOV Request documents by insertion of the date and signature below and return of the correspondence to the installation.

Enclosures

1. MOV Request documents

2. Listing of Request documents (as applicable)

_____

(ACKNOWLEDGMENT OF RECEIPT)

_____

Above MOV Request documents were received

_____

(Date)

_____

(Signature)

AP6.21. APPENDIX 6.21

REPORT OF VALIDATION OF MATERIEL OBLIGATIONS

1. Total overage Materiel obligations referred for validation
(includes those forwarded by USAF bases to ALCs):

a. U.S. Forces   Number   Value[1]

b. FMS and Grant Aid   Number   Value[2]

2. Total cancellations requested by the requisitioner.   Number   Value[3]

3. Total canceled by the logistics system as a direct result of the above requests:[4]

a. U.S. Forces   Number   Value[5]

b. FMS and Grant Aid   Number   Value[6]

4. Percentage of accomplishment
(Line 3 divided by Line 2).   Percent   Percent

5. Materiel Obligation Validation requests to which the requisitioner did not respond (requisitioner failed to acknowledge receipt of requests; did not confirm that materiel obligation should be retained; and did not request suspension of automatic cancellations).   Number   Value[7]

---

[1] All dollar values will be expressed in thousands.

[2] Ibid.

[3] Ibid.

[4] A materiel obligation shall not be counted as actually canceled until it is certified that the materiel will not be delivered to the requisitioner; for example, the affected elements of the logistics system have confirmed that shipment/procurement action has been stopped.

[5] All dollar values will be expressed in thousands.

[6] Ibid.

[7] Ibid.

6. Total canceled by the logistics systems due to nonresponse:[8]

a. U.S. Forces	Number	Value[9]
b. FMS and Grant Aid	Number	Value[10]

7. Percentage of accomplishment (Line 6 divided by Line 5)   Percent   Percent

8. Reinstatement requests received:[11,12]

Army	Number	Value[13]
Navy	Number	Value[14]
Air Force	Number	Value[15]
Marine Corps	Number	Value[16]
Other DoD	Number	Value[17]

9. Reinstatements accomplished:[18,19]

Army	Number	Value[20]
Navy	Number	Value[21]
Air Force	Number	Value[22]
Marine Corps	Number	Value[23]
Other DOD	Number	Value[24]

---

[8] Ibid

[9] Ibid.

[10] Ibid.

[11] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

[12] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[13] All dollar values will be expressed in thousands.

[14] Ibid.

[15] Ibid.

[16] Ibid.

[17] Ibid.

[18] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

[19] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[20] All dollar values will be expressed in thousands.

[21] Ibid

[22] Ibid

[23] Ibid

[24] Ibid

AP6.22. APPENDIX 6.22

ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP ASSET REPORT

FTE/SMS/2/5910001882725/EA/53188/FB2300/1221/001/Blank/FM2300/J/6C/Blank/ 3AA/ Blank/Blank/DPK/Blank/A/Blank

NOTE: The above example applies equally to other MRP formats by indicating applicable document identifier code (DIC) and data content displayed in this Appendix.

SAMPLE

AP6.23. APPENDIX 6.23

MASS OR UNIVERSAL CANCELLATION MESSAGE

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MASS OR UNIVERSAL CANCELLATION REQUEST

1. REQUESTED BY: {ENTER OFFICE SYMBOL OF REQUESTOR (FROM)}.

2. CONSIGNEE: {ENTER "N/A" OR APPLICABLE DODAAC(S) TO BE CANCELLED}.

3. EFFECTIVE DATE: {ENTER ORDINAL DAY OF YEAR THAT CANCELLATION ACTION IS TO BE IMPLEMENTED}.

4. PRIORITY DESIGNATOR: {ENTER "N/A" OR APPLICABLE PD(S) TO BE CANCELLED}.

5. FSC, FSG, NSN, P/N: {ENTER "N/A" OR FSC, FSG, NSN, P/N TO BE CANCELLED}.

6. PROJECT CODES(S): {ENTER "N/A" OR PROJECT CODE(S) TO BE CANCELLED}.

7. SPECIAL INSTRUCTIONS: {ENTER "N/A" OR APPLICABLE ENTRY FROM CHAPTER 8, 1.5. FOR MASS CANCELLATIONS, ENTER "NONE" FOR UNIVERSAL CANCELLATIONS}.

NOTE: All paragraph headings are mandatory entries. The Department of Defense activity address code (DoDAAC) is a mandatory entry in Paragraph 2 above, when data is entered in Paragraph 4 or 5.

SAMPLE

AP6.24. APPENDIX 6.24

DEFENSE LOGISTICS MANAGEMENT STANDARDS/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT

STATUS REPORT

APPROVED MILSTRIP CHANGES/APPROVED DLMS CHANGES

APPROVED MILSTRIP CHANGE/APPROVED
DLMS CHANGE NO:_____   AS OF: _____

STATUS: (Provide narrative as to current status and whether effort is on target. Address any problems that may prevent meeting the implementation date and planned action to recover. Final report should include S/A implementing publication number/system identification/subsystem identification, as applicable.)

AP6.25. APPENDIX 6.25

ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING[1]

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[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents.   If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.26. APPENDIX 6.26

RESERVED

AP6.27. APPENDIX 6.27

ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA[1]

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[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221, DLMS enhancement for communication of unit price and total price.

AP6.28. APPENDIX 6.28

RESERVED

AP6.29. APPENDIX 6.29

ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES[1]

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[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.30. APPENDIX 6.30

RESERVED

AP6.31. APPENDIX 6.31

ISSUE RELEASE/RECEIPT DOCUMENT
WITH ADDRESS LABEL

DD FORM 1348-2, FEB 89   ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL

SAMPLE

AP6.32. APPENDIX 6.32

MESSAGE REQUEST FOR DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE[1]

FROM: (ENTER APPROPRIATE AUTHORIZING MAJOR COMMAND (MACOM) OR THEATER/FLEET COMMANDER)

TO: DLA TRANSACTION SERVICES WRIGHT-PATTERSON AFB OH//

SUBJECT: REQUEST FOR DAAS TO PROVIDE MOV RESPONSE

THIS COMMAND REQUESTS THAT DAAS PROVIDE RESPONSES TO MOV REQUESTS FOR (ENTER NAME OF ACTIVITY TO INCLUDE DODAAC) FOR MOV CYCLE (ENTER APPROPRIATE CYCLE NUMBER FROM CHAPTER 7, TABLE C7.T1.) THIS REQUEST HAS BEEN APPROVED BY THE (ENTER MACOM OR FLEET/THEATER COMMANDER, AS APPROPRIATE).

THE ACTION OFFICER FOR THIS MESSAGE IS (ENTER THE NAME AND DSN TELEPHONE NUMBER OF RESPONSIBLE INDIVIDUAL HAVING KNOWLEDGE OF THIS REQUEST).

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[1] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP6.33. APPENDIX 6.33

QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT[1]

AP6.33.1. A Quarterly Intransit To DLA Disposition Services Field Office Report is produced by DLA Disposition Services upon request. In addition, an annual report is produced at the end of each fiscal year that includes the previous four totals upon request. The report is in four parts:

AP6.33.1.1. Total DoD Summary.

AP6.33.1.2. Service Summary.

AP6.33.1.3. DoDAAC breakout (including further subdivision by DLA Disposition Services Field Office Routing Identifier Code (RIC).

AP6.33.1.4. A supplemental invalid DoDAAC report.

AP6.33.2. The report shall be distributed upon request. All copies of the reports are provided to the designated DoD Component MILSTRIP Focal Points. Further dissemination of the reports is the responsibility of each individual DoD Component.

AP6.33.3. The format of the report and the explanation of the derivation of the counts are as follows:

QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT							
Total DoD, Service, or DoDAAC (Clear-text name and address of the DoDAAC will be printed)							
		AFX Generated	AFZ Generated	No Response to AFZ			Unresolved Discrepancies Moved to History
	Discrepancies Cleared	Advice Code	Advice Code	30-60 Days	60-90 Days	>90 Days	
Total Matches	ASZ/AE3 – BF, DE, DF, DG, DH	36 37	36 37	36 37	36 37	36 37	36 37
Note:	1. All columns show transaction totals and dollar totals. Dollars shall be shown in multiples of $100.00 2. Report prepared in hardcopy shall page break after each distinct record, i.e., after each DoDAAC or Service.						

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[1] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

AP6.33.4. Explanation of columns in the report:

AP6.33.4.1. <u>Total Matches</u>. Reflects a count of matching DIC AS3 transactions and DLA Disposition Services Field Office receipts. Physical security/controlled inventory item totals required an exact quantity match. All other items require a quantity match within $800 of an exact match.

AP6.33.4.2. <u>Discrepancies Cleared</u>. Reflects a count of transactions received by DLA Disposition Services Field Offices in response to DIC AFX and AFZ follow-ups, subdivided by type of response; DIC ASZ or DIC AE3 with Status Code BF, DE, DF, DG, or DH.

AP6.33.4.3. <u>AFX Generated</u>. Reflects a count of DIC AFX transactions generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by the type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.4. <u>AFZ Generated</u>. Reflects a count of the DIC AFZ transaction generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.5. <u>No response to AFZ</u>. Reflects a count of the DIC AFZ transactions to which there has been no response, subdivided by number of days since the DIC AFZ transaction was generated prior to the report preparation cutoff date; further subdivided by type of condition causing a mismatch of the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.6. <u>Unresolved Discrepancies Moved to History</u>. Count of the transactions (records) moved from the active file to history during the period (quarter of fiscal year) that has no resolution of the discrepant condition. Documents (records) are removed from the active file to history, one year from the date of receipt of the first transaction in the record (either a DIC AS3 or a DLA Disposition Services Field Office receipt transaction).

AP6.34. APPENDIX 61.34

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT

AP6.34.1. The Unauthorized Priority Designator Assignment Report is produced by DLA Transaction Services to identify suspected abuse of priority designator (PD) assignment. This report also provides visibility of requisitions downgraded automatically by DLA Transaction Services during requisition processing based upon Service/Agency authorization. See Appendix 7.14 for detailed discussion on appropriate PD assignment and validation procedures. The report is prepared monthly. Summary sections, Parts I, II, IV, and V, are also available quarterly and annually. The report is in seven parts.

AP6.34.1.1. Part I – Service/Agency Summary of Requisitions Submitted Through Defense Automatic Addressing System (DAAS).

AP6.34.1.2. Part II – (DoD Activity Address Code (DoDAAC) Summary by Service/Agency of Requisitions Submitted Through DAAS

AP6.34.1.3. Part III – Requisition Detail by DoDAAC of Requisitions Submitted Through DAAS

AP6.34.1.4. Part IV – Service/Agency Summary of Requisitions NOT Submitted Through DAAS

AP6.34.1.5. Part V – DoDAAC Summary by Service/Agency of Requisitions NOT Submitted Through DAAS

AP6.34.1.6. Part VI – Requisitions Detail by DoDAAC of Requisitions NOT Submitted Through DAAS

AP6.34.1.7. Part VII – Requisitions Detail by DoDAAC of Requisitions Downgraded to a Lower Priority by DAAS

AP6.34.2. The report is available for review or downloading through Internet access to the DLA Transaction Services website[1] after the 5th of the month.

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[1] Defense Automatic Addressing System (DAAS) requires a user ID and logon to gain access to their various reports and services; such as, the Unauthorized Priority Designator Assignment Report, DoDAAC queries, fund codes, Routing Identifier Codes (RIC), Military Assistance Program Address Codes (MAPAC), Military Standard Billing System (MILSBILLS) reports, and other information. If you do not currently have an approved access (user id and password) please complete a request for access by going to the following DAAS Website: https://www.transactionservices.dla.mil/sar/warning.asp

AP6.34.3. The format of the report and the explanation of the contents are as follows:

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT
PART I - SERVICE/AGENCY SUMMARY OF REQUISITIONS
SUBMITTED THROUGH DAAS

		JUN 1, 2001- JUN 30, 2001			MAR 1, 2001- MAY 31, 2001		
		# OF AACS	# OF REQNS	# OF REQNS DWNGD	# OF AACS	# OF REQNS	# OF REQNS DWNGD
MILITARY SERVICE	ARMY	82	888	648	109	4,743	1,700
	NAVY	74	1,990	1,806	122	7,628	2,586
	AIR FORCE	49	550	299	57	2016	344
	MARINES	10	52	46	12	125	14
	SUB-TOTAL	215	3,480	2,799	300	14,512	4,644
AGENCY/OTHER	GSA	26	165	39	44	391	45
	FAA	1	1	1	0	0	0
	DLA	2	12	10	3	160	19
	COAST GUARD	8	49	49	16	128	128
	OTHER	7	217	23	11	867	267
	SUB-TOTAL	44	444	122	74	1,546	385
SECURITY ASSISTANCE	ARMY	0	0	0	0	0	0
	NAVY	0	0	0	0	0	0
	AIR FORCE	0	0	0	4	19	19
	MARINES	0	0	0	0	0	0
	DLA	0	0	0	3	30	30
	SUB-TOTAL	0	0	0	7	49	49
GRAND TOTAL		259	3,924	2,921	381	16,107	5,075

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT

PART II - DODAAC SUMMARY BY SERVICE/AGENCY OF REQUISITIONS

REPORT PERIOD: Jun 1, 2001 - Jun 30, 2001
PREVIOUS PERIOD: Mar 1, 2001 - May 31, 2001

SERVICE/AGENCY=ARMY

	REPORT	PERIOD	STATS		PREVIOUS	PERIOD	STATS	
DODAAC	PD 01	PD 04	PD 11	TOTAL REQNS	PD 01	PD 04	PD 11	TOTAL REQNS
CLOKX1	18	61	17	96	142	132	18	292
W90M7W	0	76	0	76	0	0	0	0
W8124E	5	25	45	75	805	34	107	946
W81EWF	0	66	0	51	0	77	0	77

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT

REPORT PERIOD: JUNE 1, 2001 - JUNE 30, 2001

PART III - REQUISITION DETAIL BY DODAAC OF REQUISITIONS SUBMITTED THROUGH DAAS

ARMY

DODAAC: AC1359	NO. OF REQUISITIONSIDENTIFIED		2
XU ASF EUSTIS BLDG 2407 FELKER AAF FORT EUSTIS VA 23604-5594			
PD 01 NOT DOWNGRADED		2	
A0DHM0F1501ANL1002 EA00001AC135911780001N		DNS	01
A0DHM0F1501ANL1005 EA00001AC135911780002N		DNS	01

AP6.34.4. Explanation of data in report.

AP6.34.4.1. Requisition data displayed in this report is selected in accordance with the validation process described under appendix AP7.14, paragraph AP7.14.4. Parts IV/V/VI repeat the earlier display format; however, the source of data is the requisition image transaction provided to DLA Transaction Services where an alternative means of requisition submission has been used bypassing DLA Transaction Services validation; such as, Defense Supply Expert System (DESEX) input.

AP6.34.4.2. Report data is sorted in descending order by number of requisitions. Summaries and transaction display are grouped using DoDAAC identified in the requisition document number. Contractor and Security Assistance customers are grouped with the sponsoring Service/Agency. The annual report is prepared without prior quarter totals

AP6.34.4.3. Part VII identifies requisitions that have been subjected to automatic downgrading of the PD based upon DLA Transaction Services validation and S/A agreement. Transactions are grouped by PD and indicate in the header the original and modified PD assignment.

AP6.34.4.4. To support accurate monitoring of the "volume" of F/AD abuse, report logic eliminates "redundancy" by identifying only a single occurrence of abuse per requisition number. To determine the volume of abuse (vice transaction volume), requisition modifications, follow-ups, passing orders, referral orders, and requisition reinstatements are not included where the original requisition initiated the unauthorized PD assignment and was recorded in the DAAS database. If the original requisition is not recorded in the DAAS database or did not initiate the unauthorized PD assignment, the follow-on transaction is used to identify the suspected abuse. This report logic does not impact DAAS transaction edits that apply to all requisition-related transaction types.

AP6.35. APPENDIX 6.35

ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A) WITH CODE 39 (THREE-OF-NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL 2D BAR CODE

Notes:

1. Above sample is for illustration only. Implemented version may differ in placement and size of PDF417 2D bar code. The Code 39 linear bar code and PDF417 2D bar code requirements are described in this appendix.

2. For shipment quantities of two or more serialized items, in lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A, the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data (see AP6.36).

3. Unit prices obtained via electronic interfaces that are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.35.1. Code 39 Linear Bar Code Requirements. The following encoded data are required on the DD Form 1348-1A.

AP6.35.1.1. Code 39 linear bar coded data with human-readable interpretation for issue to Services/Agencies.

AP6.35.1.1.1. Document number and suffix assigned to the requisition for a maximum fifteen characters should be bar coded in Block 24.

AP6.35.1.1.2. Thirteen-digit national stock number (NSN) and two additional code values, as applicable, per Appendix 7.5.2, should be bar coded in Block 25. In the absence of the NSN, the manufacturer's CAGE and Part Number will be used up to a maximum of 15 characters.

AP6.35.1.1.3. Three character routing identifier code (RIC), two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character supply condition code (COND), blank or last two characters of the distribution code field (DIST), and a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal bar coded in block 26. The bar code will have a fixed length of 20 or 24 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 8.48. For transfers to DLA Disposition Services, Block 26 will not contain bar code data in accordance with Appendix 8.49.

AP6.35.1.2. Code 39 linear bar coded data, with human-readable interpretation requirements, for issue to FMS/Grant Aid customers.

AP6.35.1.2.1. Block 24. The document number and suffix assigned to the requisition up to a maximum fifteen characters should be bar coded.

AP6.35.1.2.2. Block 25. The thirteen digit national stock number (NSN) and two additional code values, as applicable, per Appendix 7.5.2, should be bar coded. In the absence of the NSN, the manufacturer's CAGE and part number will be used up to a maximum of 15 characters.

AP6.35.1.2.3. Block 26. The two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character condition code (COND), a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal, and the first position and last 3 positions of supplementary address (SUPADD) should be bar coded. The bar code will have a fixed length of 19 or 23 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 8.48.

AP6.35.1.3. The application of Code 39 linear bar codes on the DD Form 1348-1A should be in accordance with MHIA MH10.8.1, Annex A and MIL-STD-129 (as revised). The specific technical information provided in is not intended to be compressive and should be used in conjunction with the MIL-STD 129. A data check character is not used. The following requirements and exceptions apply:

AP6.35.1.3.1. The height of the bar code should be at least 0.5 inches (12.7 mm); and height must be no less than 0.25 inches (6.3 mm) , regardless of the density (characters per inch/mm).

AP6.35.1.3.2. Blocks 24 and 25. The length of the bar code must not be greater than 4.0 inches (101.6 mm). Each bar code must have 15 characters. When there is an absence of any character(s) (less than 15) within these two bar codes, encoded spaces will be used as fillers (based upon specific encoded data element).

AP6.35.1.3.3. Block 26. The length of the bar code must not be greater than 4.5 inches (114.3 mm). Encoded spaces will be used as fillers for any unknown, or unencoded, data characters.

AP6.35.1.3.4. Block 27. The length of the bar codes must not be greater than 4.00 inches (101.6 mm) for serial numbers that may have up to 30 characters. The narrow element X-dimension should be at least 0.01 inches (.25mm) but will not be less than 0.007 inches (0.1778 mm) for these high-density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP6.35.1.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified in ISO/IEC 16388, Table 1 (i.e.[A to Z][1 to 9][hyphen][period][space][$][/][+][%][stop/start (*)]. The full ASCII 128 character set will not be used to encode information. Also, scanners and imagers will not be configured to decode the full ASCII 128 character set for linear (Code 39) bar codes.

AP6.35.1.4. The application of Code 39 linear bar codes must be in accordance with ISO/IEC 16388. Print quality, element width, and wide to narrow ratios must comply with ISO/IEC 15416 and MHIA MH10.8.1. The standard linear (Code 39) bar code density range should be from 3.0 to 9.4 characters per inch (CPI) (25.4 mm).

AP6.35.2. <u>Programmer's Technical Summary for PDF417 2D Bar Code</u>

AP6.35.2.1. Refer to ISO/IEC 15438 for detailed technical specifications for printing PDF417 2D bar codes. Refer to the ISO/IEC 15434 standard for the message syntax specifications within the PDF417 2D bar codes. Refer to the MH10.8.2 or ISO/IEC 15418 standards for the data qualifier semantics for message data within the PDF417 2D bar codes and refer to [MIL-STD 129](#) (latest revision) for comprehensive guidance. For DoD assistance concerning the application of these standards contact the DOD AIT Office through the USTRANSCOM web site at https://www.ustranscom.mil/cmd/associated/ait/index.cfm

AP6.35.2.2. The PDF417 2D bar code used for shipping and receiving should be printed with no more than 12 data columns in width. The use of 13 to 18 data columns is allowed for inventory or supporting documentation applications (identification marking, ammunition/explosive marking, packing list, etc.) if smaller PDF417 2D bar codes cannot accommodate the increased data requirements. A PDF417 2D bar code

includes a start pattern, a left row indicator column, one or more data columns, a right row indicator column, and a stop pattern.
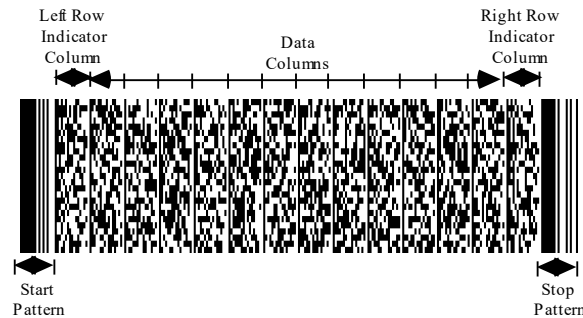
AP6.35.2.3. The PDF417 2D bar code must not exceed 2.4 inches (61 mm) in height to include the surrounding minimum quiet zone.

AP6.35.2.4. The PDF417 2D bar code must have a minimum quiet zone of 0.04 inches (1 mm) above, below, to the left, and to the right.

AP6.35.2.5. The minimum narrow element dimension (X-dimension) must not be less than 0.01 inches (10 mils/.254 mm). For PDF417 2D bar codes up to 12 data columns, the X- dimension must not exceed 0.017 inches (17 mils/.432 mm). For 13 to 18 data columns, the X-dimension will not exceed 0.01 inches.

AP6.35.2.6. The PDF417 2D bar code must have a minimum row height of three times the width of the narrow element (X-dimension).

AP6.35.2.7. The PDF417 2D bar code will use error correction level 5.

AP6.35.2.8. The label should be designed so that two bar codes are not next to each other in the same horizontal plane unless the label is wide enough to reduce the possibility of interference with successful bar code scanning.

AP6.35.2.9. Data identifiers, that contain no information, should not be encoded in the PDF417 2D bar code.

AP6.35.2.10. The quality of the printed PDF417 2D bar code must meet a grade requirement of 2.5 (B) at the point of production when measured in accordance with ISO/IEC 15438 with a measurement aperture of 0.25 mm and an inspection wavelength of 660 ± 10 nm.

AP6.35.3. <u>Data Format</u>. The following table provides examples and explanations of the data stream for a PDF417 2D bar code.

AP6.35.3.1. Compliance Indicator (Column 1), shows the special formatting characters associated with the ISO/IEC 15434 data format. The Compliance Indicator will be the first three characters in the Message Header. The Compliance Indicator will be [)> (left bracket, right parenthesis, and greater than).

AP6.35.3.2. Separator/Trailer Characters (Column 2), which are non-printing ASCII control characters, show the separator or terminal code that is for that particular part of the data stream. The Format Trailer Character (RS) will be used at the end of the Message Header (before a format series) and at the end of each format series of data (before the next series of data). The Data Element Separator (GS) separates data elements within each format series of the data table. The Message Trailer (EOT) identifies the end of the message within the data stream.

AP6.35.3.3. Format Header (Column 3) is a two-digit numeric identifier "06" or "07"that identifies the rules governing the message format for the data elements that follow.

AP6.35.3.4. Data Identifiers (DI) or Data Element Identifiers (DEI) Column 4) define data content within the message. DIs, for Format Header 06, pertain to American National Standards Institute (ANSI) authorized data elements. Refer to ANSI MH10.8.2, American National Standard for Material Handling, for additional information. DEIs, for Format Header 07, pertain to DoD authorized data elements.

AP6.35.3.5. Data Field (Column 5) contains an abbreviated description of the data field.

AP6.35.3.6. Data Format Type/Length (Column 6) contains indicators of whether the data is alpha and/or numeric and the length of the actual data represented by this field (e.g. an5). A convention of "an..25" means a variable length data string of up to 25 alphanumeric characters, where "an25" means a fixed length of precisely 25 alphanumeric characters. A convention of "an13..15" means a minimum of 13 characters and a maximum of 15 characters. The plus symbol (+) is used to show concatenated data fields within a DI/DEI string. Variable length fields are not zero-filled unless the information is extracted from an external data source that requires leading zeros. If a DI or DEI is used to encode data for multiple applications, several data formats may be described.

AP6.35.3.7. Sample Data (Column 7) contains sample data for the field indicated.

AP6.35.3.8. Total Characters (Column 8) reflects length of the data element separator + header/data element identifier + data field.

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
[)>				**Message Header Compliance indicator**		[)>	4
	R_S	**06**		**Data Identifier Format (ANSI Standard)**		06	3
	G_S		**12S** Category 19, Traceability Number for an Entity: Document Number (internally assigned or mutually defined)	Document Number Includes Suffix Code when applicable	an14..15	12SW90GF88296 20258	19
	G_S		**N** Category 14, Industry Assigned Codes: National/NATO Stock Number (NSN)	**National Stock Number (NSN) or Stock Identification Elements** May reflect NSN, CAGE Code/part number, FSC, etc., as applicable. May also include associated coding, e.g., Type of Pack, USN Special Material Identification Code (SMIC) or USAF Materiel Management Aggregation Code (MMAC). This data content is analogous to the legacy MILSTRIP stock number field. When using this data field to identify an item byCAGE Code/part number, also use separate identifiers below for CAGE Code and part number. For unique item tracking or in support of DoD policy for the application of IUID in supply processes, use this identifier for the NSN and use separate identifiers listed below to uniquely identify a specific individual item.	an..15	N5340013145957	17
	G_S		**7Q** Category 17, Measurement: Quantity, Amount, or Number of Pieces in the format: Quantity followed by the two character ANSI X12.3 Data Element Number 355 Unit of Measurement Code	**Quantity and Unit of Issue** Do not include leading zeros Staffing Note: Original footnote deleted; restricted quantity to 1.	an..5+an2	7Q1EA	10
	G_S		**V** Category 22, Party to the Transaction: Supplier Code assigned by Customer	**Routing Identifier Code – Shipping Activity** Identifies the RIC of the shipping activity (MILSTRIP legacy transaction rp 4-6).	an3	SRR	5
	G_S		**7V** Category 22, Party to the Transaction: Code assigned to a party which has financial liability for an entity or group of entities (e.g., owner of inventory) (mutually defined)	**Routing Identifier Code – ICP/IMM** Identifies the RIC of the activity originating the MRO/LRO/DRO (MILSTRIP transaction rp 67-69).	an3	7VN32	6
	G_S		**8V** Category 22, Party to the Transaction: Customer Code assigned by Customer	**Distribution Cognizance Code** Last two positions of DoD Distribution Code used for DD Form 1348-1A linear bar code data.	an2	8V7V	5
	G_S		**2R** Category 18, Miscellaneous: Return code assigned by the Customer	**Condition Code**	an1	2RA	4
	GS		**12Q** Category 17, Measurement: Value followed by an ISO 4217 data element code for representing unit of value of	**Unit Price** Configured as 9 digits (whole dollars), decimal, and 2 digits (cents) followed by "USD" indicating U.S. dollars. Do not include leading zeros.	n..9.n2+an3	12Q50.20USD	19

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
			currencies and funds (e.g., 12Q2.50USD) (2.50 Monetary Value in USA Dollars)				
	G_S		**5Q** Net Amount	**Repair Value** For repair/return and repair/replace, include the estimated or actual unit cost. Configured as 9 digits (whole dollars), decimal, and 2 digits (cents). Do not include leading zeros. Do not suffix the value with "USD".	n..9.n2 Value is in U.S. dollars.	5Q1500.00	15
	G_S		**5P** Category 16, Item Information: Freight Classification Item Number assigned by Carrier for purposes of rating hazardous materials (e.g., Motor Freight, Air, Boat, Rail Classification)	**National Motor Freight Classification Commodity Number**	n6	5P999912	9
	G_S		**25S** Category 19, Traceability Number for an Entity: Identification of a party to a transaction assigned by a holder of a Company Identification Number (CIN) and including the related Issuing Agency Code (IAC) in accordance with ISO/IEC 15459 and its registry, structured as a sequence of 3 concatenated data elements: IAC, followed by CIN, followed by the supplier assigned serial number that is unique within the CIN holder's domain (See MH10.8.2 Annex C.11)	**Unique Item Identifier (UII).** The unique identification assigned by the supplier or DoD to an entity for its lifetime	an..50 Decreased to 50 to match UII registry	25SD12345123TS 001100223	54
	G_S		**S** Category 19, Traceability Number for an Entity: Serial number or code assigned by the Supplier to an entity for its lifetime, (e.g., computer serial number, traceability number, contract tool identification)	**Serial Number** The item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes.	an..30	S123TS00110022 3	32
	G_S		**1T** Category 20, Traceability Number for Groups of Entities: Traceability Number assigned by the Supplier to identify/trace a unique group of entities (e.g., lot , batch , heat)	**Batch/Lot Number** Assigned by the supplier (or DoD) to identify/trace a unique group of entities, (e.g. lot, batch, or production run).	an..25	ITMGU12345	28
	G_S		**17V** Category 22, Party to the Transaction: U.S. DoD CAGE Code	**Manufacturer ID Commercial and Government Entity Code (CAGE)** The manufacturer's CAGE for the identified item. [Optional alternative manufacturer identification may be used by Component agreement only. If Dun & Bradstreet Data Universal Numbering System (DUNS) number, use identifier 12V. If GS1 Company Prefix code, use identifier 3V.]	an5 [n9] [an7..10]	17V1AAA9 [12V123456789] [3V0614141]	14
	G_S		**1P** Category 16, Item Information: Item Identification Code assigned by Customer	**Part Number** The part number currently used to identify this item. Use to supplement item identification when the item is otherwise identified (e.g., by NSN or local stock number) and when the combined CAGE code/part number is cited.	an..32	1P9988771212SP	35

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
	^G_S		**4R** Category 18, Miscellaneous: U.S. Department of Defense Identification Code (DoDIC)	**U.S. Department of Defense Identification Code (DoDIC)** The DoDIC currently used to identify this item.	an4	4RA576	7
	^G_S		11V Category 22, Party to the transaction: Ownership Code	**Ownership Code** The ownership code of the military Service or other activity having title to the assets	an1	11V5	5
	^G_S		7D Category 4, Date	**Serviceable Condition Expiration Date for Ammunition and Explosive (A&E)** Also known as Maintenance/Expiration/Next Inspection Due (M/E/N) Date. (MMYY).	n4	7D0217	7
	^R_S	**07**		Format Indicator (ANSI Free Text)	n2	07	3
	^G_S	**03**		**Project Code**	an3	03ZCN	6
	^G_S	**B6**		**DoD Distribution Code** Three-position field must reflect blanks as applicable. Blanks may be located in any position.	an3	B6_7V	6
	^G_S	**27**		**Consignee DoDAAC** Reflects ship-to DoDAAC (Block 3)	an6	27WK4FV9	9
	^G_S	**37Y**		**Ammunition Defect code**[1]	An6	37YNBNZ55	10
	^G_S	**38**		**Nomenclature**	an..20	38LOOP, STRAP	23
	^G_S	**32**		**Required Delivery Date (RDD)** May reflect RDD in DDD format or special codes, e.g., expedited shipment and handling (Code 999), Not Mission Capable Supply (NMCS) (Code N__), etc.	an..3	32999	6
	^G_S	**B7**		**Requisition Priority Designator (PD)**	n2	B703	5
	^G_S	**B8**		**Partial Shipment Indicator**	a1	B8P	4
	^G_S	**81**		**Supplementary Address** Derived from rp 45-50 of the requisition	an6	81WK4FV9	9
	^G_S	**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for DoDAAC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UC)		**Mark-for Party DoDAAC** Reflects DoDAAC in MARK FOR (Block 4)	an6+UC The (+UC) is encoded data	HW90GF8+UC	10

[1] This row added as an administrative update; although this row is shown in ADC 1252 it was inadvertently not added in formal change 10

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
				The Mark-for DoDAAC may be used alone or in combination with a text element. In either case, the DoDAAC is separately encoded. Only one Mark-for DoDAAC may be used.			
	^G_S		**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for RIC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UD)	**Mark-for Party RIC** Reflects RIC in MARK FOR (Block 4) The Mark-for RIC may be used alone or in combination with a text element. In either case, the RIC is separately encoded. Only one Mark-for RIC may be used.	an3+UD The (+UD) is encoded data	HAER+UD	7
	^G_S		**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for text) followed by a (+) character followed by the EDIFACT Code List 3035 code value (HK)	**Mark-for Party Text** Reflects text other than DoDAAC or RIC in MARK FOR (Block 4) The Mark-for text may be used alone or in combination with a DoDAAC or RIC element. In either case, the text is separately encoded without the DoDAAC or RIC. All 24 Mark-for text positions are available if a mark-for DoDAAC or a Mark-for RIC is not encoded. If a Mark-for DoDAAC is encoded separately, 17 positions are available for the clear text. If a Mark-for RIC is encoded separately, 20 positions are available for the clear text. When the Mark-for text is printed in combination with a DoDAAC or RIC, do not encode the printed slash (/).	an1..24+HK The (+HK) is encoded data	HJohn Doe+HK	28
	^R_S EOT						2

AP6.35.4 <u>Encoding the Separator/Trailer Characters</u>. The following table shows the encoded values that can be used for the non-printing ASCII control characters used as Element Separators.

Table of Hexadecimal and Decimal Values

ASCII / ISO 646	HEX	DEC
RS	1E	30
GS	1D	29
EOT	04	04

AP6.35.5. <u>PDF417 2D Bar Code Data Syntax</u>

AP6.35.5.1. Common data for the IRRD item will be encoded in the ISO/IEC 15434 Format 06 and Format 07 syntax envelopes, as applicable.

AP6.35.5.2. For an IRRD quantity of one item, the Format 06 envelope may also be used to associate the format applicable item-specific data (e.g. serial number, UII, batch/lot, etc.) for the uniquely identified item. A single data qualifier or paired data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item. The UII and serial number (used for tracking under a UIT program or in support of DoD supply policy for the application of IUID) will be encoded to based upon IUID Indicator Y when they are when machine readable and readily available, or when retrievable from the system generating the form. However, at a minimum, the serial number is required for a NSNs falling under a UIT program.

AP6.35.5.3. For IRDD quantities of two or more items, use the DD Form 1348-1A Continuation Page (see AP6.36).

Sample PDF417 2D bar code data stream:

[)>^{RS}06^{GS}12SW90GF8829620258^{GS}N5340013145957^{GS}7Q1EA^{GS}VS9I^{GS}7VN32^{GS}2RA^{GS}12Q050.20USD^{GS}5P999 912^{GS}25SUN077991289674B36AB^{GS}S123TS001100223^{GS}1TMGU12345 ^{GS}17V1AAA9 ^{GS} 1P9988771212SP^{RS}07 ^{GS} 03ZCN^{GS}B6 7V^{GS}27WK4FV9^{GS}38LOOP, STRAP^{GS}32999^{GS}B702^{GS}B8P^{GS}81WK4FV9^{RS}$_{EOT}$
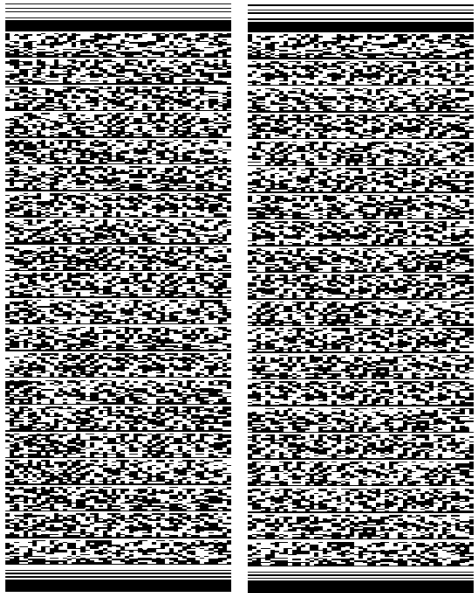
Sample PDF417 2D Bar Code

AP6.36. APPENDIX 6.36
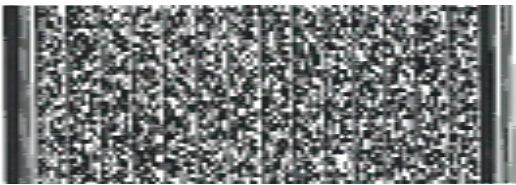
ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD FORM 1348-2) CONTINUATION PAGE

Example 1. This IRRD Continuation Page may be used for all commodities with the exception of ammunition and explosives (A&E). Due to unique data content, separate continuation page formats for A&E are shown on subsequent pages.

Note: Example 1 is for illustration only and is not actual size. The sample shows only the first page of a multi-page set; the follow-on pages would show the listed serial number linear bar code information for the remaining items in the shipment.

Example 2. This IRRD A&E Continuation Page is prepared as a separate document and must be attached to the DD 1348-1A.

A&E CONTINUATION PAGE	DOCUMENT NO. & SUFFIX: M132205212P001	Page 1 of 1

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAE

27. ADDITIONAL DATA

(LOT NUMBER AND QUANTITY)

TAC15L001-001 2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

28. ISSUED BY		29. DATE
30. PACKED BY/DATE		31. DATE SHIPPED
32. INSPECTED BY		33. DATE
34. WAREHOUSE BY		35. DATE
36. WHSE LOC TES1	37. CAA	38. NEW 7.58
39 TCN		

40. REMARKS

APPROVED FOR TRANSFER:

41. FIRST DEST ADDRESS	42. SHIP TO ADDRESS
W6TC 596TH USA TRANS SURF BDE TRANS SDAT OPT BLDG 101 6280 SUNNY POINT ROAD SE SOUTHPORT NC 28461-7800	0001 CS HHC HHC X1 THTR SPT AMMO SUPPLY POINT KUWAIT CLASS V AL JALAIL ASP

Note: Example 2 is an illustration only and is not actual size. The sample reflects A&E Continuation Page for the DD Form 1348-1A prepared as a separate document.

Example 3. This IRRD A&E Continuation Page displayed on a single page with the DD 1348-1A.

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

1. TOTAL PRICE

2. SHIP FROM
W53XMD
CRANE ARMY AMMUNITION ACTIVITY 300 HWY 361 CRANE, IN 47522-5009

3. SHIP TO
M13220o

UNIT PRICE	DOLLARS	CTS
DOLLARS	CTS	

4. MARK FOR

5. DOC DATE	6. NMFC	7. FRT RATE	8. TYPE CARGO	9. PS
16119	6430	RAIL	42712	1

10. QTY. REC'D	11. UP	12. UNIT WEIGHT	13. UNIT CUBE	14. UFC	15. SL
2	1	12.5	1.82		

16. FREIGHT CLASSIFICATION NOMENCLATURE   UN#001
UN 0181 PSN: ROCKETS 1.1E PG II

17. ITEM NOMENCLATURE   HA29
ROCKET, HIGH EXPLOSIVE

18. TY CONT	19. NO CONT	20. TOTAL WEIGHT	21. TOTAL CUBE
PL	1	25LBS	2.364 FT

22. RECEIVED BY	23. DATE RECEIVED

24. DOCUMENT NUMBER 88JLFTX (30-44)
N39966 6113 QC99 XXX

25. NATIONAL STOCK NO. & ADD (8-22)
1340014977630

26. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80)
BB2 EA 00021 N 2T 0147800

27. ADDITIONAL DATA

Shipment is a United States Munitions List (USML) Item. Shipment is property of the U.S. Government. Title remains with U.S. Government. Ultimate end user is agency of U.S. Government (Dept. of Defense). Not intended for introduction to commercial economy. Shipment is for the exclusive end use of U.S. Military Forces.

PREVIOUS EDITION MAY BE USED

A&E CONTINUATION PAGE   DOCUMENT NO. & SUFFIX: M132205212P001   Page 1 of 1

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAGE

27. ADDITIONAL DATA

(LOT NUMBER AND QUANTITY)

TAC15L001-001   2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

28. ISSUED BY		29. DATE
30. PACKED BY/DATE		31. DATE SHIPPED
32. INSPECTED BY		33. DATE
34. WAREHOUSE BY		35. DATE
36. WHSE LOC	37. CAA	38. NEW
39 TCN		7.58

40. REMARKS
APPROVED FOR TRANSFER:

41. FIRST DEST ADDRESS	42. SHIP TO ADDRESS
	2ND BN 3RD MARINES UDP EAST SUPPLY OFFICER MF 2ND BN 3RD MAR SUPO UDP EAST BLDG 1094 TEL 808 257 5284 MCBH KANEOHE BAY HI 96863-3006

COMPLETE 2-D BARCODE

Note: Example 3 is an illustration only and is not actual size. It is acceptable for AIT systems to print both the 1348-1A and the continuation page on a single page when

space permits. The sample reflects the 1348-1A and A&E Continuation Page printed on a single page.

AP6.36.1. <u>IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page</u>. There are two unique continuation pages addressed in AP6.36, the standard continuation page used with all commodities other than A&E, and a continuation page specific to A&E. The A&E continuation page may be produced by AIT systems either on the same page as the 1348-1A if space permits, or separately. When the continuation page is used as an extension of the IRRD Block 27, it will contain the following minimum data:

AP6.36.1.1. Continuation Page (Title).

AP6.36.1.2. Document Number and suffix (from requisition/shipment).

AP6.36.1.3. Quantity Shipped and Unit of Issue (processed for shipment).

AP6.36.1.4. Page number and total number of continuation pages.

AP6.36.1.5. PDF417 2D bar code or Macro PDF417 2D bar codes. See Appendix 6.35 for included data elements, their respective data identifiers, and print quality requirements.

AP6.36.1.6. Code 39 linear bar codes with human-readable information. Each item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes, as applicable, will be printed and encoded with a Code 39 linear bar code. This requirement provides backward compatibility for distribution systems unable to decode the PDF417 2D bar code information. Each item will have no more than one encoded serial number; some items may not have a serial number (i.e., the item only has a UII or the item is not serialized). See AP6.36.4 for implementation business rules.

AP6.36.1.7. <u>Small Arms/Light Weapons (SA/LW) Turn-In</u>.[1] If Block 27 of the IRRD does not provide sufficient space for listing missing parts associated with a partial/incomplete weapon turned-in under the whole item NSN, provide a missing parts list on, or attached to, the continuation page. If the shipment includes multiple weapons, list missing parts under the serial number of the applicable weapon. In lieu of listing the missing parts, the owning Component may authorize including a signed statement in Block 27 or the attached continuation page certifying that the weapons have missing parts. Provide name and contact information of the authorizing official. If prepared electronically, provide a digital signature.

AP6.36.2. <u>A&E Continuation Page</u>. A&E Continuation Page unique content requirements numbered 28 through 42. Associated numbers to block titles and description may vary based on AIT system and service unique requirements:

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[1] Refer to ADC 1175.

Note: When supported by AIT, electronic signatures are preferred for blocks requiring signatures.

Block(s)	Block Title	Entry Description
28	Issued/Picked By	Signature of individual from the originating activity.
29	Date	Date Issued/Picked
30	Packaged By/Date	Crew Supervisor/Individual responsible for prepping materiel Signature and date
31	Date Shipped	Date the shipment departs originating activity
32	Inspected By	(Mandatory) Signature of individual from the originating activity performing final inspection
33	Date	Inspected Date
34	Warehoused By	Signature of the crew supervisor or individual responsible for stowage of the item at the completion of the receipt process.
35	Date	Warehoused Date
36	Warehouse Location	Storage/staging location of the item. Normally expressed as a building number or area number. May reflect multiple locations as applicable. Different locations will be separated by a comma between locations
37	CAA	Competent Authority Approval (CAA), the CAA number for those items that require a CAA document to accompany the shipment
38	NEW	Net Explosive Weight of items covered by the 1348-1A.
39	TCN	Transportation Control Number associated with the shipment.
40	Remarks	Remarks (Approval for transfer)
41	First Destination Address	Department of Defense Activity Address Code (DoDAAC) and associated shipping address for the first destination. This block is associated with items shipped "For Further Transfer (FFT)"
42	Ship-To Address	Shipping address associated with the Ship-To DoDAAC in cBlock 3.

AP6.36.3. <u>Code 39 Linear Bar Code Business Rules</u>. Format requirements for the DD Form 1348-1A Continuation Page applications are:

AP6.36.3.1. The minimum bar height should be at least 0.50 inches (12.7 mm), but must not be less than 0.25 inches (6.3 mm.).

AP6.36.3.2. The space provided on the continuation page must be able to encode up to 30 characters for the serial number and the bar code should not exceed 4 inches in length.

AP6.36.3.3. The narrow element X-dimension should be at least 0.010 inches (0.25 mm) but must not be less than 0.007 inches (0.18 mm) for these high density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP6.36.3.4. The quality of the printed bar code must meet a grade requirement of 1.5(C) at the point of production when measured in accordance with ISO/IEC 15416 with a measurement aperture of 0.25 mm and an inspection wavelength of 660±10 nm.

AP6.36.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified ISO/IEC 16388, Table 1. The full ASCII 128 character set will not be used.

AP6.36.4. Common data for all of the IRDD items will be encoded in the PDF417 (or Macro PDF417) 2D bar code's first ISO/IEC 15434 Format 06 and Format 07 envelopes, as applicable.

AP6.36.5. UIIs and serial numbers (including batch/lot number when required for tracking) will be encoded and linked together to support DoD supply policy based upon IUID Indicator Y when they are machine readable and readily available, or when retrievable from the AIS generating the form. However, at a minimum, the serial number is required for NSNs falling under a UIT program.

AP6.36.5.1. One item. If the continuation page is used for an IRDD quantity of one serialized item, the first Format 06 envelope may also be used to associate item-specific data for the uniquely identified item. A single data qualifier or a single set of data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item.

AP6.36.5.2. Two or more items. For an IRDD quantity of two or more serialized items, an additional Format 06 envelope (one per item) will be used for each item to encode item-specific data (e.g., UII (DI 25S), serial number (DI S), batch/lot (1T)) for the uniquely identified item.

AP6.36.5.3. The example is for 40 items in an IRDD.
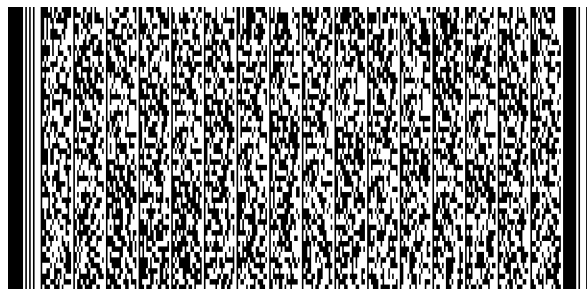
Sample PDF417 2D bar code (actual size)

[)>^{RS}06^{GS}12SW90GF8829620258^{GS}N5340013145957^{GS}7Q40EA^{GS}VS9I^{GS}7VN32^{GS}2RA^{GS}12Q050.20USD^{GS}5P9999 12^{GS}1TMGU12345^{GS}17V1AAA9 ^{GS}1P9988771212SP^{RS}07^{GS}03ZCN^{GS}B6 7V^{GS}27WK4FV9^{GS}38LOOP,STRAP^{GS}329 99^{GS}B702^{GS}B8P^{GS}81WK4FV9^{RS}06^{GS}SVT45645^{RS}06^{GS}SVT45646^{RS}06^{GS}SVT45647^{RS}06^{GS}SVT45648^{RS}06^{GS}SVT456 49^{RS}06^{GS}SVT45651^{RS}06^{GS}SVT45652^{RS}06^{GS}SVT45653^{RS}06^{GS}SVT45654^{RS}06^{GS}SVT45655^{RS}06^{GS}SVT45656^{RS}06^{GS}S VT45657^{RS}06^{GS}SVT45658^{RS}06^{GS}SVT45659^{RS}06^{GS}SVT45660^{RS}06^{GS}SVT45661^{RS}06^{GS}SVT45662^{RS}06^{GS}SVT45663^{RS} 06^{GS}SVT45664^{RS}06^{GS}SVT45665^{RS}06^{GS}SVT45666^{RS}06^{GS}SVT45667^{RS}06^{GS}SVT45668^{RS}06^{GS}SVT45669^{RS}06^{GS}SVT4 5670^{RS}06^{GS}SVT45671^{RS}06^{GS}SVT45672^{RS}06^{GS}SVT45673^{RS}06^{GS}SVT45674^{RS}06^{GS}SVT45675^{RS}06^{GS}VT45676^{RS}06^{GS}S 674A3604^{RS}06^{GS}SVT45677^{RS}06^{GS}25S06141411A0B9C3D7^{RS}06^{GS}25SUN077991289674B36AA^{RS}06^{GS}25SUN0779

91289674B36AB^{RS}06^{GS}SVT45678^{GS}25SUN077991289674B36AC^{RS}06^{GS}S674A3605^{GS}25S06141411A0B9C3D8^{RS} 06^{GS}SMK98765^{GS}25SUN077991289674B36AD^{RS}$_{EOT}$

<p align="center">Linear Bar Code Sample Data Stream (above)</p>

AP6.36.6. <u>PDF417 2D Bar Code Business Rules</u>. If only one PDF417 2D bar code is required to encode the information, it will be a standard PDF417 2D bar code and not a Macro PDF417 2D bar code. If two or more PDF417 2D bar codes are required, they must be Macro PDF417 2D bar codes. The PDF417 2D bar codes will be on the first page(s) of the continuation page to be followed by each item's serial number encoded with Code 39 linear bar codes.

AP6.36.6.1. Macro PDF417 2D bar codes will be used when the encoded data message file exceeds the capacity of a single PDF417 2D bar code. When space is exhausted in a PDF417 2D bar code's data capacity, the application program must begin using Macro PDF417 2D bar codes to encode the data content in multiple bar codes. There is no requirement to repeat shipment-related data in the next Macro PDF417 2D bar code; the Macro PDF417 2D bar codes are linked with codewords to derive a single transaction file. A full size 18 data column 2D bar code (PDF417 or Macro PDF417) can encode approximately 1100 characters at Error Level 5. The character capacity of the PDF417 2D bar code is based on a PDF417 2D bar code limit of 925 codewords, the compaction algorithm used to encode data in a codeword, and the PDF417 2D bar code's error correction level.

AP6.36.6.2. Macro PDF417 2D bar codes will be encoded and printed in accordance with ISO/IEC 15438.

AP6.36.6.3. Each Macro PDF417 2D bar code represents a segment of the whole file. To reconstruct the whole file, the segments need to be placed in the correct order. Each Macro PDF417 2D bar code is encoded with a control block of codewords that facilitates this reassembly process after all the PDF417 2D bar codes have been scanned at least once in any sequence order.

AP6.36.6.4. Each receiving system used to scan Macro PDF417 2D bar codes will need to determine if the system scanner will operate in a buffered or unbuffered mode. As the Macro PDF417 2D bar codes are scanned, the de-packetizing function reconstructs the original message. If operating in buffered mode, the PDF417 2D bar code codeword de-packetizing function is in the scanner's decoder; if operating in unbuffered mode, it is in the receiving system decoder.

AP6.36.6.5. Decoders should provide a specific means whereby the processing of a given Macro PDF417 2D bar code control block file ID may be aborted, thus allowing the decoder to begin processing a different set of Macro PDF417 2D bar codes. This is necessary to prevent a deadlock condition should one or more Macro PDF417 2D bar codes of a given file ID be missing or undecodable.

AP6.36.6.6. To accommodate potentially unbuffered operations by some receiving systems, the segment count field in the control block will be encoded in each Macro PDF417 2D bar code to facilitate checking that all segments in a set of Macro PDF417

2D bar codes are received. The segment count field identifies the total number of Macro PDF417 2D bar codes in the distributed file.

AP6.36.6.7. The following is provided to describe the example Macro PDF417 2D bar code control block used for the continuation page Macro PDF417 2D bar codes shown in AP6.36.6. The codewords are encoded by software suites using different schemes; thus, the example only shows the numeric value of each codeword and not the actual syntax of how it is encoded.

- Continuation page example first Macro PDF417 2D bar code Control Block code words within the Macro PDF417 2D bar code's segment data structure are:

    (928) (111)(100) (129) (923)(001) (111)(002)

- Continuation page example second Macro PDF417 2D bar code Control Block codewords are:

    (928) (111)(101) (129) (923)(001) (111)(002) (922)

- The code-words represent the following controls:

    (928)   = the tag identifier for the start of a macro control block

    (111)(100) = the modular math base 900 value for the 1st segment (00000)

    (111)(101) = the modular base 900 value for the 2nd segment (00001)

    (129)   = the file ID assigned for the set of Macro PDF417 2D bar codes

    (923)(001) = the tag and field designator for the Segment Count field

    (111)(002) = the modular base 900 value for the Segment Count (00002)

    (922)   = the tag identifier for the end of the last macro Control Block

AP6.36.7. Example Macro PDF417 2D Bar Codes. The following two Macro PDF417 2D bar codes from the continuation sample page are printed full size for system developer review. The two Macro PDF417 2D bar codes contain all of the linear bar coded information from the parent DD Form 1348-1A (or DD Form 1348-2), additional item identification detail, and the included UIIs and/or serial numbers. The annotations of ^(nnn) in the encoded strings below denote Macro PDF417 code words.
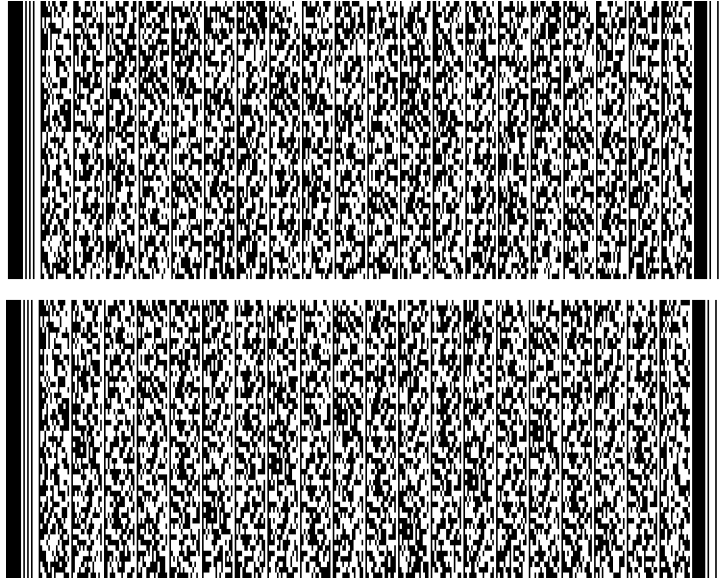
Macro PDF417 2D Bar Code Samples (actual size) from Continuation Page

[]>[RS]06[GS]12SW90GF8829620258[GS]N5340013145957[GS]7Q60EA[GS]VS9I[GS]7VN32[GS]2RA[GS]12Q050.20USD[GS]5P9999 12[GS]1TMGU12345[GS]17V1AAA9[GS]1P9988771212SP[RS]07[GS]03ZCN[GS]B6 7V[GS]27WK4FV9[GS]38LOOP, STRAP[GS]32999[GS]B702[GS]B8P[GS]81WK4FV9[RS]06[GS]S30-CHARACTER SERIAL NO EXAMPLE[RS]06[GS]SA1B2C3112345678[RS]06[GS]SA1B2C3234567890[RS]06[GS]25SD1AAA9A1B2C33[GS]SA1B2C33[RS]06 [GS]25SD1AAA9A1B2C34[GS]SA1B2C34[RS]06[GS]25SD1AAA9A1B2C35[GS]SA1B2C35[RS]06[GS]25SD1AAA9A1B2C36[GS] SA1B2C36[RS]06[GS]25SD1AAA9A1B2C37[GS]SA1B2C37[RS]06[GS]25SD1AAA9A1B2C38[GS]SA1B2C38[RS]06[GS]25SD1AA A9A1B2C39[GS]SA1B2C39[RS]06[GS]25SD1AAA9A1B2C310[GS]SA1B2C310[RS]06[GS]25SD1AAA9A1B2C311[GS]SA1B2C 311[RS]06[GS]25SD1AAA9A1B2C312[GS]SA1B2C312[RS]06[GS]25SD1AAA9A1B2C313[GS]SA1B2C313[RS]06[GS]25SD1AAA9 A1B2C314[GS]SA1B2C314[RS]06[GS]25SD1AAA9A1B2C315[GS]SA1B2C315[RS]06[GS]25SD1AAA9A1B2C316[GS]SA1B2C3 16[RS]06[GS]25SD1AAA9A1B2C317[GS]SA1B2C317[RS]06[GS]25SD1AAA9A1B2C318[GS]SA1B2C318[RS]06[GS]25SD1AAA9 A1B2C319[GS]SA1B2C319[RS]06[GS]25SD1AAA9A1B2C320[GS]SA1B2C320[RS]06[GS]25SD1AAA9A1B2C321[GS]SA1B2C3 21[RS]06[GS]25SD1AAA9A1B2C322[GS]SA1B2C322[RS]06[GS]25SD1AAA9A1B2C323[GS]SA1B2C323[RS]^(928)^(111)^(100)^(129)^(923)^(001)^(111)^(002)

06[GS]25SD1AAA9A1B2C324[GS]SA1B2C324[RS]06[GS]25SD1AAA9A1B2C325[GS]SA1B2C325[RS]06[GS]25SD1AAA9A1B 2C326[GS]SA1B2C326[RS]06[GS]25SD1AAA9A1B2C327[GS]SA1B2C327[RS]06[GS]25SD1AAA9A1B2C328[GS]SA1B2C328[RS] 06[GS]25SD1AAA9A1B2C329[GS]SA1B2C329[RS]06[GS]25SD1AAA9A1B2C330[GS]SA1B2C330[RS]06[GS]25SD1AAA9A1B 2C331[GS]SA1B2C331[RS]06[GS]25SD1AAA9A1B2C332[GS]SA1B2C332[RS]06[GS]25SD1AAA9A1B2C333[GS]SA1B2C333[RS] 06[GS]25SD1AAA9A1B2C334[GS]SA1B2C334[RS]06[GS]25SD1AAA9A1B2C335[GS]SA1B2C335[RS]06[GS]25SD1AAA9A1B 2C336[RS]06[GS]25SD1AAA9A1B2C337[RS]06[GS]25SD1AAA9A1B2C338[RS]06[GS]25SD1AAA9A1B2C339[RS]06[GS]25SD1A AA9A1B2C340[RS]06[GS]25SD1AAA9A1B2C341[RS]06[GS]25SD1AAA9A1B2C342[RS]06[GS]25SD1AAA9A1B2C343[RS]06[G] [S]25SD1AAA9A1B2C344[RS]06[GS]25SD1AAA9A1B2C345[RS]06[GS]25SD1AAA9A1B2C346[RS]06[GS]25SD1AAA9A1B2C 347[RS]06[GS]25SD1AAA9A1B2C348[RS]06[GS]25SD1AAA9A1B2C349[RS]06[GS]25SD1AAA9A1B2C350[RS]06[GS]25SD1AA A9A1B2C351[RS]06[GS]25SD1AAA9A1B2C352[RS]06[GS]25SD1AAA9A1B2C353[RS]06[GS]25SD1AAA9A1B2C354[RS]06[GS]2 5SD1AAA9A1B2C355[RS]06[GS]25SD1AAA9A1B2C356[RS]06[GS]25SD1AAA9A1B2C357[RS]06[GS]25SD1AAA9A1B2C3 58[RS]06[GS]25SD1AAA9A1B2C359[RS][EOT]^(928)^(111)^(101)^(129)^(923)^(001)^(111)^(002)^(922)

AP6.37. APPENDIX 6.37

Reserved

AP6.38. APPENDIX 6.38

Reserved

AP6.39. APPENDIX 6.39

PREPARATION OF SUPPLY DISCREPANCY REPORT USING STANDARD FORM (SF) 364

AP6.39.1. <u>ORIGINAL REPORT</u>. A hard copy Supply Discrepancy Reports (SDR) shall only be used by exception under Chapter 17 guidance. When reported manually via hard copy, the following instructions for use of the SF 364, Report of Discrepancy, apply.

 AP6.39.1.1. Indicate whether shipping discrepancy or packaging discrepancy by placing an "X" in appropriate boxes at the top of the form.

Item 1	<u>Date of Preparation</u>. Use month, day, and four-position year format for the date the reporting activity prepares the SDR (e.g., January 10, 2012).	

Item 2   <u>Report Number</u>. Provide the locally assigned report number. For Security Assistance shipments, this consists of one alpha character to identify the initiating office in-country, four numeric characters for number control, two alpha characters for the foreign customer country and three to six alphanumeric characters for the master and line item case designator, i.e., A0010-JA-KBD/001. For any unnumbered reports received, the International Logistics Control Office (ILCO) shall assign number x9000 to x9999 and so advise the foreign country customer on the receipted copy. Suffix code R added to the report number indicates the purchaser has asked for reconsideration of the report disposition. Suffix code C added to the report number indicates that the purchaser has contested the U.S. Government's decision on a request for reconsideration.

Item 3   <u>To.</u> In-the-clear name, address, ZIP code and DoD Activity Address Code (DoDAAC) and/or Routing Identifier Code (RIC) (if assigned), and attention symbol/code of action activity. The action activity is based upon the origin of the shipment. If forwarding to the ICP, the RIC of the ICP is located in positions 67-69 of the DD Form 1348-1A. If forwarding to the Defense Distribution Depot, the RIC of the shipping depot is located in positions 4-6 of the DD Form 1348-1A.

Item 4   <u>From</u>. DoDAAC, name, address and ZIP code of the reporting activity or Security Assistance customer (consignee). The in-the-clear address shall be entered.

Item 5a   <u>Shipper's Name</u>. Enter name, DoDAAC and/or RIC (for DoD activities) or commercial and government entity (CAGE) code (if available, for commercial contractor facilities), and address of shipper (consignor) when different from Item 3. If applicable, the RIC of the shipping depot is located in positions 4-6 of the DD Form 1348-1A.

Item 5b   <u>Number and Date of Invoice</u>. Applicable to Security Assistance billing discrepancies. Enter number and date of vendor's invoice or shipper's bill number. Attach copy of invoice to SF 364.

Item 6   <u>Transportation Document</u>. Enter the type of transportation document, Transportation Control Number (TCN), Government Bill of Lading (GBL), Commercial Bill of Lading (CBL), manifest, waybill, insured/certified U.S. Postal Service, or transportation control and movement document (TCMD) and the identifying number assigned to such document. This is a mandatory entry when shipment received was made via traceable means, (e.g., GBL, CBL). Further for U.S. SDRs, for discrepancies involving shortages, include following statement in Item 12--"Shortage has been verified as not being transportation related."

Item 7a   <u>Shipper's Number</u>. Enter shipment number (when more than one shipment is made under a contract or requisition) and contract/contract line item number/document number (e.g., contract, purchase order). For Security Assistance, also include the shipment date to distinguish multiple shipments from a contractor source.

Item 7b   <u>Office Administering Contract</u>. Name, address, and ZIP code of the Contract Administration Office (CAO) activity that directed/arranged shipment.

Item 8   <u>Requisitioner's Number</u>. Enter the requisitioning activity's number, (e.g., requisition, purchase request, and suffix code), if applicable. Entry of the applicable requisition document number is mandatory in all instances, even though a contract/purchase order is involved. Only one document number will be included on each SF 364. For U.S. SDRs only, when the original requisition number cannot be identified for discrepancies in sealed vendor packs, the reporting activity must include a constructed document number. When using a constructed document number in an SDR, ***credit or replacement is not authorized.***

Item 9a   <u>NSN/Part Number and Nomenclature</u>. If item received is different from item shown on shipping documents, or different from item ordered, show each item on a separate line. For serial numbered principal items, sets, kits and outfits, list the item individual serial number first, followed by the discrepancies applicable to that serial number. (Sets,

kits and outfits showing an assembly order number, the assembly order number should also be listed.)

Item 9b   <u>Unit of Issue</u>. Enter unit of issue as billed or indicated on shipping document for each item listed in Item 9a.

Item 9c   <u>Quantity Shipped/Billed</u>. Enter quantity of item shipped or billed. When code C1 is applicable, enter the quantity and the supply condition code of the item when shipped, (e.g., 980A as shown on shipping document).

Item 9d   <u>Quantity Received</u>. Enter the quantity of item received.

Item 10a   <u>Discrepancy Quantity</u>. Enter the discrepant quantity. If code C1 is applicable, enter the quantity and the supply condition code of the item received. If total quantity received is classified under more than one condition code, enter separately each partial quantity so classified, followed by the applicable condition code, (e.g., 960A, 20F).

Item 10b   <u>Discrepancy Unit Price</u>. Enter the unit price as billed or shown on shipping document.

Item 10c   <u>Discrepancy Total Cost</u>. For shipping discrepancies, enter the total value of materiel (10a x 10b). For U.S. SDR packaging deficiencies, enter total cost for corrective packaging of all discrepant items. For SDRs reporting both a packaging and a shipping discrepancy on the same item, enter on separate lines both the total value of the materiel and the total cost for corrective packaging.

Item 10d   <u>Discrepancy Code</u>. Nature of the discrepancy using the applicable discrepancy code. See Appendix 7.28 for discrepancy codes that supplements those listed on the face of the form. If a condition exists that is not listed, use code Z1 and describe discrepancy in Item 12, Remarks. Use up to three discrepancy codes. When Discrepancy Code Q1, Product Quality Deficiency, or C2, Expired Shelf Life, is applicable, enter the following information under Item 12, Remarks:

1. Manufacturer's name and commercial and government entity (CAGE) code (if available).

2. Contract/purchase order number if not shown in Item 7a.

3. Date manufactured, date cured, date assembled, date packed (apply one as appropriate), and expiration date for Type I (nonextendible) shelf-life items and inspection or test date for Type II (extendible) shelf-life items. Include the date overhauled/rebuilt if pertinent.

4. Lot/batch number.

5. Location of materiel.

6. Name, address, and telephone number of point of contact.

7. Nature of complaint stating in detail why materiel is unsatisfactory.

Item 11   Action Code. Nature of the action requested identified by action code. See Appendix 7.28 for action codes that supplements those listed on the face of the form.

Item 12   Remarks.

General Conditions. Use for any supplemental information when the combination of discrepancy codes and action codes needs clarification; when discrepancies need explanation; and when a breakdown of cost to report, in terms of labor man-hours and materials, is required. Specific data such as appearance, lot/batch number, manufacture/packaging date, inspector number and inspection date, probable cause of improper packaging, and suggested corrective action should be entered here. Provide photos where it would assist in determining the cause/validity of the discrepancy/deficiency.

Information Contact. Include name and communication numbers, (e.g., DSN and commercial telephone numbers, facsimile number, and e-mail address) of the person to be contacted for additional information if different from that entered in Item 14a.

Discrepancies in Sealed Vendor Packs. Enter, if available, the contract number and lot number from the item package and the words "concealed discrepancy found upon opening sealed vendor pack," or cite the appropriate discrepancy code.

Special conditions. For shortages or nonreceipt of GSA items shipped via U.S. Postal Service--cite whether all packages shown as shipped in Item 5 of GSA or DD Form 1348-1A were received. For medical materiel requiring refrigeration or frozen storage--cite the information requested on the special instruction sheet, which is included with shipments of such materiel. For classified materiel--cite whether indications of container tampering were or were not evident; indicate whether a security deviation inquiry may be necessary at the origin.

Security Assistance SDRs. Cite the specific violation of specification, regulation, packaging instruction, or contract.

Item 13   Funding and Accounting Data. (Not applicable to Security Assistance SDRs.) For packaging discrepancies, the accounting/appropriation fund cite may be entered in this block by the SDR initiator if reimbursement funds/credits are expected for costs incurred to correct

reported deficiencies. Use only when a billing document such as the SF 1080, Voucher for Transfer Between Appropriation and/or Funds, will not be prepared.

When using a constructed document number under authorized SDR procedures *use the reporting activity's DoDAAC as the basis for constructing the document number, citing* (Code U in the first position of the constructed document number serial number (DLMS Utilization Code U). *Credit or replacement is not authorized.*

Item 14a   <u>Typed or Printed Name, Title, and Phone Number of Preparing Official</u>. Self-explanatory. Include both full commercial, DSN, and facsimile communication numbers and e-mail address, if available.

Item 14b   <u>Signature</u>. Self-explanatory.

Item 15   <u>Distribution Addressees for Copies</u>. Enter other addressees receiving copies of the report. Not applicable to Security Assistance SDRs.

AP6.39.2   <u>SUPPLY DISCREPANCY REPORT REPLY</u>. The reverse of SF 364 shall be completed by the action activity as required by this publication.

Item 16   <u>From</u>. The name, DoDAAC and/or RIC, and address of the activity preparing the reply.

Item 17   <u>Distribution Addressees for Copies</u>. Enter addressees (including DoDAAC and/or RIC (if assigned)) receiving copies of the reply in addition to addressee listed in Item 18.

Item 18   <u>To</u>. Enter address (including DoDAAC and/or RIC (if assigned)) of the activity indicated in Item 4 on face of the form. For Security Assistance, use the address for the appropriate ILCO.

Item 19   Enter action taken by responsible action office by placing an "X" in appropriate box(es). Do NOT check box 19f(2) for U.S. SDRs; the regulation(s) citation(s) applies only for shipments to Security Assistance customers. Also, see instructions for Item 23.

Item 20   Enter disposition instructions by placing an "X" in appropriate box(es). Also, see instructions for Item 23.

Item 21   Enter an "X" to indicate to the reporting activity that a new requisition is required if the materiel is still needed. Also, see instructions for Item 23.

Item 22   Enter an "X" to indicate a replacement shipment will be made and the approximate shipment date. Also, see instructions for Item 23.

Item 23   <u>Remarks</u>

General Conditions. Enter any clarification or information necessary for a complete reply. Enter corrective action taken to preclude future packaging discrepancies and/or record the SDR reply code (Appendix 7.28). This code and applicable narrative may be used rather than marking equivalent boxes for Items 19, 20, and 21.

Item 24a Typed or Printed Name and Phone Number of Preparing Official. This is the individual authorized to provide an SDR response. Include both DSN and full commercial telephone numbers.

Item 24b Signature. Self-explanatory.

Item 24c Date. Use month, day, and four-position year (e.g., January 10, 2012).

AP6.39.3. SUPPLY DISCREPANCY REPORT FOLLOW-UPS, CORRECTIONS, AND CANCELLATIONS

AP6.39.3.1. At the top of the original report annotate the appropriate word ("FOLLOW-UP," "CORRECTION," or "CANCELLATION") and the date the follow-up, correction, or cancellation was prepared and forward to the same distribution addresses as the initial report.

AP6.39.3.2. Where there is any change to the point of contact information provided in block 14a of the original SF 364, enter the new point of contact name and telephone number(s) and e-mail address.

AP6.39.3.3. For corrected or cancelled SDRs, the initiator shall explain the clarifying data in detail in the "Remarks" block. Include the signature, date, DSN number, complete commercial telephone number, and e-mail address, if available, of the person preparing the revised report.

SF364, Supply Discrepancy Report Form (Front)

REPORT OF DISCREPANCY (ROD)

☐ SHIPPING   ☐ PACKAGING

	1. DATE OF PREPARATION	2. REPORT NUMBER

3. TO *(Name and address, include ZIP Code)* | 4. FROM *(Name and address, include ZIP Code)*

5a. SHIPPER'S NAME | 5b. NUMBER AND DATE OF INVOICE | 6. TRANSPORTATION DOCUMENT NUMBER *(GBL, Waybill TCN, etc.)*

7a. SHIPPER'S NUMBER *(Purchase order/Shipment, Contract, etc.)* | 7b. OFFICE ADMINISTRATION CONTRACT | 8. REQUISITIONER'S NUMBER *(Requisition, Purchase Request, etc.)*

9. SHIPMENT, BILLING, AND RECEIPT DATA				10. DISCREPANCY DATA				11. ACTION CODE²
NSN/PART NUMBER AND NOMENCLATURE (a)	UNIT OF ISSUE (b)	QUANTITY SHIPPED/ BILLED (c)	QUANTITY RECEIVED (d)	QUAN- TITY (a)	UNIT PRICE (b)	TOTAL COST (c)	CODE¹ (d)	

12. REMARKS *(Continue on separate sheet of paper if necessary)*

¹ DISCREPANCY CODES		² ACTION CODES
CONDITION OF MATERIAL C1 — In condition other than that indicated on release/receipt document C2 — Expired shelf life C3 — Damaged parcel post shipment **SUPPLY DOCUMENTATION** D1 — Not received D2 — Illegible or mutilated D3 — Incomplete improper or without authority *(Only when receipt cannot be properly processed)* **MISDIRECTED MATERIAL** M1 — Addressed to wrong activity **OVERAGE/DUPLICATE SHIPMENTS** O1 — Quantity in excess of that on receipt document O2 — Quantity in excess of that requested *(Other than unit of issue pack)* O3 — Quantity duplicates shipment **PACKING DISCREPANCY** P1 — Improper preservation P2 — Improper packing P3 — Improper marking P4 — Improper utilization	**PRODUCT QUALITY DEFICIENCIES** Q1 — Deficient material *(Applicable to Grant Aid and FMS shipments only)* **SHORTAGE OF MATERIAL** S1 — Quantity less than that on receipt document S2 — Quantity less than that requested *(Other than unit of issue pack)* S3 — Non-receipt of parcel post shipments **ITEMS TECHNICAL DATA MARKINGS** *(i.e. Name Plates, Log Books, Opening Handbooks, Special Instructions, etc.)* T1 — Missing T2 — Illegible or mutilated T3 — Precautionary operational markings missing T4 — Inspection data missing or incomplete T5 — Serviceability operating data missing or incomplete T6 — Warranty data missing **WRONG ITEM** *(Identify requested item as a separate copy in Item 9 above)* W1 — Incorrect item received W2 — Unacceptable substitute **OTHER DISCREPANCIES** Z1 — See remarks	1A — Disposition instructions requested *(Reply on reverse)* 1B — Material being retained *(See remarks)* 1C — Supporting supply documentation requested 1D — Material still required expedite shipment *(Not applicable to FMS)* 1E — Local purchase material to be returned at supplier's expense unless disposition instructions to the contrary are received within 15 days *(Reply on reversal) (Not applicable to FMS)* 1F — Replacement shipment requested *(Not applicable to FMS)* 1G — Reshipment not required. Item to be re-requisitioned. 1H — No action required. Information only 1Z — Other action requested *(See remarks)*

13. FUNDING AND ACCOUNTING DATA

14a. TYPED OR PRINTED NAME, TITLE, AND PHONE NUMBER OF PREPARING OFFICIAL | 14b. SIGNATURE

15. DISTRIBUTION ADDRESSEES FOR COPIES

SF364, Supply Discrepancy Report Form (Reverse Side)

16. FROM:	17. DISTRIBUTION ADDRESSEES FOR COPIES

18. TO:

Use window envelope to mail this document. Insert name, and address, including ZIP Code, starting one typing space below the left dot. Each address line must NOT extend beyond right dot. Address must not exceed four singles space typing lines.

19.   IN ACCORDANCE WITH NOTICE OF DISCREPANCY ON FACE OF THIS FORM:

a. MATERIAL ☐ HAS BEEN ☐ WILL BE   SHIPPED   DOCUMENT NUMBER

b. ☐ NO RECORD OF SHIPMENT. RESUBMIT REPORT TO PROPER OFFICE UNDER APPROPRIATE REGULATION.

c. ☐ AN ADJUSTMENT IN BILLING HAS BEEN / WILL BE PROCESSED AS A: ☐ CREDIT ☐ DEBIT

d. ☐ INVOICE/BILL ATTACHED

e. ☐ PROOF OF DELIVERY (Parcel Post Shipments) OR EVIDENCE OF SHIPMENTS ENCLOSED.

f. ☐ AN ADJUSTMENT IN BILLING FOR THE REPORTED DISCREPANCY WILL NOT BE PROCESSED FOR THE FOLLOWING REASON WHICH IS CITED IN THE INDICATED REGULATION.

(1) REASON FOR NOT PROCESSING	(2) PRESCRIBING REGULATION
(a) DISCREPANCY WAS NOT REPORTED WITHIN THE TIME FRAMES ALLOWED AND/OR	(a) CHAPTER 5 OF THE GSA HANDBOOK, DISCREPANCIES OR DEFICIENCIES IN GSA OR DOD SHIPMENTS, MATERIAL, OR BILLINGS (FPMR 101-26.8)
(b) DOLLAR VALUE DOES NOT MEET THE CRITERIA PRESCRIBED IN THE REGULATION OR AGREEMENT INDICATED IN 19(2)	(b) CHAP.2 AND/OR 7 OF DOD 4000.25-7-M, MILITARY STANDARD BILLING SYSTEM (MILSBILLS) AND/OR DD 1513, U.S. DOD OFFER AND ACCEPTANCE, AS APPLICABLE.

20.   THE FOLLOWING DISPOSITION IS TO BE MADE OF THE REFERENCED MATERIAL:

a. ☐ PROCESS FOR DISPOSAL IN ACCORDANCE WITH SERVICE/AGENCY DIRECTIVES.

b. ☐ REPRESENTATIVE WILL CALL FOR DISCUSSION CONCERNING DISPOSITION IN: DAYS

c. ☐ RETAIN MATERIAL AT NO CHARGE.

d. ☐ MATERIAL WILL BE PICKED UP IN: DAYS

e. ☐ SHIP MATERIAL (Specify location):

(1) ☐ GBL APPROPRIATIONS CHARGEABLE:

(2) ☐ CHARGES COLLECT VIA: ☐ FREIGHT ☐ EXPRESS ☐ PARCEL POST   (S_____ postage advanced herewith. NOTE: Please enclose postage. Material cannot be returned Parcel Post collect.)

(3) ☐ PARCEL POST LABEL ATTACHED   (4) ☐ FREIGHT PREPAID

f. ☐ OTHER (Specify)

21. ☐ IF MATERIAL IS STILL REQUIRED, SUBMIT NEW REQUISITION

22. ☐ REPLACEMENT WITH SATISFACTORY MATERIAL WILL BE MADE ON OR BEFORE: DATE

23. REMARKS (Continue on separate sheet of paper if necessary)

24a. TYPED OR PRINTED NAME AND PHONE NUMBER OF PREPARING OFFICAL	24b. SIGNATURE	24c. DATE

STANDARD FORM 364 BACK (REV. 2-80)

AP7. APPENDIX 7

DATA ELEMENTS AND CODES INDEX

Number	Title
AP7.1	DOCUMENT IDENTIFIER CODES
AP7.2	SERVICE AND AGENCY CODES
AP7.3	ROUTING IDENTIFIER CODES
AP7.4	MEDIA AND STATUS CODES
AP7.5	STOCK OR PART NUMBERS
AP7.6	UNIT OF ISSUE AND QUANTITY
AP7.7	DOCUMENT NUMBER
AP7.8	DEMAND AND SUFFIX CODES
AP7.9	SUPPLEMENTARY ADDRESS
AP7.10	SIGNAL CODES
AP7.11	FUND CODES
AP7.12	DISTRIBUTION CODES
AP7.13	PROJECT CODES
	MASTER PROJECT CODE LIST - w/ POC-POSTED TO WEBSITE ONLY
	MASTER PROJECT CODE LIST - w/o POC-POSTED TO WEBSITE ONLY
AP7.14	PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES
AP7.15	ADVICE CODES
AP7.16	STATUS CODES
AP7.17	SHIPMENT HOLD CODES
AP7.18	COUNTRY AND ACTIVITY CODES
AP7.19	SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES
AP7.20	SUBSISTENCE TYPE OF PACK CODES
AP7.21	DISPOSAL AUTHORITY CODES
AP7.22	COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES
AP7.23	PRECIOUS METALS INDICATOR CODES

Number	Title
AP7.24	AUTOMATED DATA PROCESSING IDENTIFICATION CODES
AP7.25	CUSTOMER IDENTIFICATION
AP7.26	DELIVERY PRIORITY/SPECIAL PROCESSING CODES
AP7.27	PRODUCT QUALITY DEFICIENCY REPORT (PQDR) RELEVANT DATA ELEMENTS
AP7.28	SUPPLY DISCREPANCY REPORT RELEVANT DATA ELEMENTS
AP7.29	STOCK READINESS RELEVANT DATA ELEMENTS
AP7.30	HAZARDOUS WASTE/MATERIAL CODE
AP7.31	MAPPING PRODUCT RELEVANT DATA ELEMENTS
AP7.32	REASON FOR REVERSAL CODE
AP7.33	DEMAND PLANNING STATUS CODE

AP7.1. APPENDIX 7.1

DOCUMENT IDENTIFIER CODES

AP7.1.1. Document Identifier Codes (DIC) (located in record position (rp) 1-3 of transactions) provide a means of identifying a given product (for example, a requisition, referral action, status transaction, follow-up, or cancellation) to the system to which it pertains and further identify such data as to the intended purpose, usage, and operation dictated.   DIC enables automatic data processing (ADP) equipment to select the appropriate program(s) and to mechanically perform operations dictated by the data element or code and performs a similar function in manual operations. (All A__ and FT_ series DICs that are not listed in this appendix are reserved for future use and are not to be used unless authorized and disseminated by the DoD Military Standard Requisitioning and Issue Procedures (MILSTRIP) Administrator.)

AP7.1.2. DIC is a mandatory entry on all documents entering and leaving the supply distribution systems under MILSTRIP; therefore, each transaction shall be identified by an appropriate code.

AP7.1.3. Control of assignments of the first character of the DIC is a responsibility of the DoD. Alphabetic characters A and B have been assigned to the supply distribution system(s) for requisitioning and issue. Alphabetic characters FT are assigned to the Materiel Returns Program (MRP). In addition, alphabetic characters X, Y, and Z have been provided as variable codes usable in any or all systems but under the restrictive conditions hereafter indicated.

AP7.1.4. The following rationale is applicable only to DICs pertaining to MILSTRIP supply distribution system(s)

AP7.1.4.1. First Position (rp 1):

AP7.1.4.1.1. Alphabetic A in rp 1 identifies requisitioning/issue systems transactions.

AP7.1.4.1.2. Alphabetic U in lieu of A in rp 1 identifies mobilization exercise requisitioning/issue transactions which shall not automatically be processed as real documents. Whether such transactions are created for simulation purpose only, or require action by elements of supply distribution system(s), they shall be explicated by the Component activity responsible for conducting the particular exercises. The following code blocks are reserved in the transaction formats for the legacy 80 record position logistics transactions for mobilization purposes:

LOGISTICS SYSTEMS		EXERCISE CODE BLOCK
MILSTRIP	A - series	U - series
MILSTRAP	D - series	E - series
Transportation[1]	T - series	R - series
MILSBILLS	F - series	H - series

AP7.1.4.1.3. RESERVED:

AP7.1.4.1.4. Alphabetic B and X are provided to identify transactions relating to inventory control system(s) within the Components. Each Component may develop and assign these DICs but they will be confined to intra-Service use only.

AP7.1.4.1.5. Alphabetic C is provided to identify transactions relating to the inventory control system of the Defense Logistics Agency (DLA).

AP7.1.4.1.6. Alphabetic characters Y and Z are provided to facilitate assignment of DICs by Components that are necessary to internal depot, source of supply, or base operations when they cannot be identified directly to the preceding subparagraphs AP7.1.4.1.2. and AP7.1.4.1.4., when they are not universal in scope and application. Transactions containing codes Y or Z in the first position of the DIC may never appear on any transactions passed beyond the confines of a base, depot, Inventory Control Point (ICP), or equivalent.

AP7.1.4.2. Second position (rp 2) may contain alphabetic or numeric entries.

AP7.1.4.3. The third position (rp 3) may be either alphabetic or numeric. When used with alphabetic A in the first position of requisitions, passing orders, referral orders, redistribution orders, and MROs, any numeric in rp 3 shall signify that shipment of materiel is intended for an Outside Continental United States (OCONUS) consignee. Conversely, when rp 3 is any alphabetic character, it shall mean shipment to a domestic recipient. The actual character (regardless of whether numeric or alphabetic) will indicate the content of the stock or part number field.

AP7.1.5. The alphabetic FT_ series DICs are applicable to reporting and return of materiel to a distribution system.

AP7.1.5.1. First two positions (rp 1 and 2): Alphabetic FT shall identify transactions relating to the reporting and return of materiel to distribution systems irrespective of Component or systems within a Component.

AP7.1.5.2. Third position (rp 3) may be alphabetic or numeric.

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[1] See DTR 4500.9-R. "Defense Transportation Regulation."

AP7.1.6. Document identifier codes are listed below:

DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS**:**   Three

TYPE OF CODE**:**   Alpha/Numeric

EXPLANATION: Provides means for identifying a transaction as to the system to which it pertains and further identifies such transaction as to its intended purpose and usage

RECORD POSITION(S):   1 through 3

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CODE	DOCUMENT TITLE	EXPLANATION
A01	Requisition	For overseas shipment/with national stock number (NSN)/North Atlantic Treaty Organization (NATO) stock number
A02	Requisition	For overseas shipment/with part number
A04	Requisition	For overseas shipment/with other
A05	Requisition	For overseas shipment/with exception data[2]
A07	Requisition	For overseas shipment/Overseas Dependent School System Requirement
A0A	Requisition	For domestic shipment/with NSN/NATO stock number
A0B	Requisition	For domestic shipment/with part number
A0D	Requisition	For domestic shipment/with other
A0E	Requisition	For domestic shipment/with exception data[3]

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[2] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[3] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A21	Redistribution Order	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (Defense Logistics Manual (DLM) 4000.25, Volume 3, Chapter 2).
A22	Redistribution Order	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A24	Redistribution Order	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A25	Redistribution Order	For overseas shipment/with exception data[4]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A27	Redistribution Order	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

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[4] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A2A	Redistribution Order	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2B	Redistribution Order	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2D	Redistribution Order	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2E	Redistribution Order	For domestic shipment/with exception data[5]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A31	Passing Order	For overseas shipment/with NSN/NATO stock number
A32	Passing Order	For overseas shipment/with part number
A34	Passing Order	For overseas shipment/with other
A35	Passing Order	For overseas shipment/with exception data[6]
A37	Passing Order	For overseas shipment/Overseas Dependent School System Requirement
A3A	Passing Order	For domestic shipment/with NSN/NATO stock number

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[5] Ibid.

[6] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A3B	Passing Order	For domestic shipment/with part number
A3D	Passing Order	For domestic shipment/with other
A3E	Passing order	For domestic shipment/with exception data[7]
A41	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A42	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A44	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A45	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with exception data[8]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A47	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

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[7] Ibid.

[8] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A4A	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4B	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4D	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4E	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with exception data[9]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A51	Materiel Release Order	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A52	Materiel Release Order	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

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[9] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A54	Materiel Release Order	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A55	Materiel Release Order	For overseas shipment/with exception data[10]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A57	Materiel Release Order	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5A	Materiel Release Order	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5B	Materiel Release Order	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5D	Materiel Release Order	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

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[10] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A5E	Materiel Release Order	For domestic shipment/with exception data[11]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5J	Disposal Release Order	From ICP to storage activity (may also be used by local generating activity). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A61	Materiel Release Denial	For overseas shipment/with NSN/NATO stock number
A62	Materiel Release Denial	For overseas shipment/with part number
A64	Materiel Release Denial	For overseas shipment/with other
A65	Materiel Release Denial	For overseas shipment/with exception data[12]
A67	Materiel Release Denial	For overseas shipment/Overseas Dependent School System Requirement
A6A	Materiel Release Denial	For domestic shipment/with NSN/NATO stock number
A6B	Materiel Release Denial	For domestic shipment/with part number
A6D	Materiel Release Denial	For domestic shipment/with other
A6E	Materiel Release Denial	For domestic shipment/with exception data[13]

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[11] Ibid.

[12] Ibid.

[13] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A6J	Disposal Release Denial	From storage activity to ICP
AB1[14]	Direct Delivery Notice	To requisitioner (rp 30-35)
AB2[15]	Direct Delivery Notice	To SUPADD (rp 45-50)
AB3[16]	Direct Delivery Notice	To rp 54
AB8[17]	Direct Delivery Notice	To Defense Automatic Addressing System (DAAS) from S/A for distribution by DAAS of Direct Delivery notice, DICs, AB1, AB2, and/or AB3, under MILSTRIP status distribution rules
AC1	Cancellation	By requisitioner (rp 30-35)
AC2	Cancellation	By SUPADD (rp 45-50)
AC3	Cancellation	By rp 54
AC4	Cancellation	By rp 55 (for intra-Service use only)
AC5	Cancellation	By rp 56 (for intra-Service use only)
AC6	Cancellation	From ICP/IMM to Storage Activity or Reporting Activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AC7	Cancellation	From ICP/IMM to Storage Activity. Results from the receipt of a universal cancellation request.
ACJ	Disposal Release Cancellation	From ICP to storage activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

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[14] Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 155.
[15] Ibid.
[16] Ibid.
[17] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
ACM	Cancellation	From ICP to procurement activity. Results from the receipt of a universal cancellation request
ACP	Cancellation	From ICP to procurement activity. Cancellation for indicated quantity of the item listed on the procurement instrument or procurement document designated by the number in rp 62-74
AD1	FMS Notice of Availability (initial key document)	To designated CR/FF. Will accompany the FMS NOA Initial Detail document
AD2	FMS Notice of Availability (initial detail document)	To designated CR/FF. Will accompany the FMS NOA Initial Key document
AD3	FMS Notice of Availability (delay key document)	To designated CR/FF. Will accompany the FMS NOA Delay Detail document
AD4	FMS Notice of Availability (delay detail document)	To designated CR/FF. Will accompany the FMS NOA Delay Key document
AD5	FMS Notice of Availability (reply document)	To the activity originating the NOA
ADR	FMS Notice of Availability (export release Required)	To designate CR/FF. Will accompany the FMS NOA Initial Detail document
AE1	Supply Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity
AE2	Supply Status	To SUPADD (rp 45-50) in U.S. requisition. To FMS country status recipient from ILCO/monitoring activity
AE3	Supply Status	To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions
AE4	Supply Status	To rp 55 (for intra-Service use only)
AE5	Supply Status	To rp 56 (for intra-Service use only)

CODE	DOCUMENT TITLE	EXPLANATION
AE6	Supply Status	To ICP/IMM from storage or reporting activity in response to a DIC AF6, AC6, AC7, DIC A4_ series with Distribution Code 2, or A5_ series when a DIC AR_ series or DIC AS6, does not apply. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo incheck, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2).
AE8	Supply Status	To DAAS from S/A for distribution by DAAS of supply status DIC AE1, AE2, and/or AE3 under MILSTRIP status distribution rules
AE9	Supply Status	From DAAS:

AE9 — From DAAS:

a. To activities identified by M&S (rp 7), and/or distribution code (rp 54) to advise of the rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66)

b. To activity in rp 30-35 when the M&S is 0, and rp 54 is blank or invalid to advise of rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66)

c. To activities in rp 30-35, 45-50, and 54 to advise of rejection of a MILSTRIP requisition transaction as reflected by supply status code (rp 65-66)

d. To "From" RIC (rp 74-76) to advise of the rerouting of a DIC A3_ (passing order), or DIC A4_ (referral order)

e. From DAAS on behalf of an identified internet ordering application with Supply Status CX to all status recipients (identified in rp 30-35, 45-50, and 54) to advise of rejection due to lack of available funds or other criteria associated with the funds verification process. The internet ordering application used by the customer for submission of the requisition/referral order is identified as the RIC-From (rp 4-6). Rejection is the result of the DoD Component responding to the funds verification request and not the DAAS or source of supply.[18]

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[18] Used by internet ordering applications on requisitions, modifications, and follow-ups for subsequent rejection by DAAS. Refer to ADC 328.

CODE	DOCUMENT TITLE	EXPLANATION
AEA	Supply Status	For Service prepared Security Assistance requisitions with NSN/NATO Stock Number
AEB	Supply Status	For Service prepared Security Assistance requisitions with part number
AED	Supply Status	For Service prepared Security Assistance requisitions/with other
AEE	Supply Status	For Service prepared Security Assistance requisitions/with exception data
AEJ	Disposal Supply Status	From storage activity to ICP. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo in-check, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2).
AF1	Follow-up	By requisitioner (rp 30-35)
AF2	Follow-up	By SUPADD (rp 45-50)
AF3	Follow-up	By rp 54
AF4	Follow-up	By rp 55 (for intra-Service use only)
AF5	Follow-up	By rp 56 (for intra-Service use only)
AF6	Follow-up	By ICP to storage or reporting activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AFC	Follow-up (request for improved ESD)	Furnished by requisitioning activities as requests to sources of supply to initiate actions which will improve estimated availability dates provided in supply status transactions

CODE	DOCUMENT TITLE	EXPLANATION
AFJ	Disposal Release Follow-up	From ICP to storage activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AFT	Request for Shipment Tracing-Registered, Insured, and Certified Parcel Post	From consignee (based on signal code) to source of supply and ILCO to source of supply unless business firm or civilian contractor not required to process follow-ups received from Military sources. In this case, from consignee to ICP and ILCO to ICP
AFX[19]	Disposal Shipment/Receipt Confirmation Follow-up	From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6
AFY[20]	Follow-up (Request for DoDAAC of Initial Transportation Shipping Activity)	A request to source of supply to obtain the DoDAAC of the initial (origin) transportation shipping activity for tracing shipments.
AFZ	Disposal Shipment Confirmation Follow-up (DIC ASZ not received)	From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6
AG6	Reply to Cancellation Request	To ICP from storage activity
AGJ	Reply to Disposal Release Cancellation	From storage activity to ICP
AK1	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By requisitioner (rp 30-35)

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[19] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

[20] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

CODE	DOCUMENT TITLE	EXPLANATION
AK2	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By SUPADD (rp 45-50)
AK3	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By rp 54
AK4	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By rp 55 (for intra-Service use only)
AK5	Follow-up on Cancellation Request (Process as cancellation if original cancellation not received)	By rp 56 (for intra-Service use only)
AK6	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	From ICP to storage activity
AKJ	Disposal Release Cancellation Follow-up	From ICP storage activity
AM1	Document Modifier (process as requisition if original document not received)	For overseas shipment/with NSN/NATO stock number

CODE	DOCUMENT TITLE	EXPLANATION
AM2	Document Modifier (process as requisition if original document not received)	For overseas shipment/with part number
AM4	Document Modifier (process as requisition if original document not received)	For overseas shipment/with other
AM5	Document Modifier (process as requisition if original document not received)	For overseas shipment/with exception data[21]
AMA	Document Modifier (process as requisition if original document not received)	For domestic shipment/with NSN/NATO stock number
AMB	Document Modifier (process as requisition if original document not received)	For domestic shipment/with part number
AMD	Document Modifier (process as requisition if original document not received)	For domestic shipment/with other
AME	Document Modifier (process as requisition if original document not received)	For domestic shipment/with exception data[22]

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[21] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[22] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
AMF[23]	Document Modifier (process only to change SUPPADD and signal code field)	From ICP to procurement activity. Changes SUPADD and signal code.
AMJ	Disposal Release Order Modification	To storage activity from ICP (Not applicable for MILSTRIP legacy formatted transactions; used for DLMS transaction exchange only).
AMP	Document Modifier (process only to change RDD field)	From ICP to procurement activity. Changes RDD field (rp 62-64) to Expedite Handling Signal 555.
AN1	Materiel Obligation Validation Request	To requisitioner (rp 30-35)
AN2	Materiel Obligation Validation Request	To SUPADD (rp 45-50)
AN3	Materiel Obligation Validation Request	To rp 54
AN4	Materiel Obligation Validation Request	To rp 55 (for intra-Service use only)
AN5	Materiel Obligation Validation Request	To rp 56 (for intra-Service use only)
AN9	Materiel Obligation Validation Control Document	Header document used when forwarding request documents by DMS or mail
ANZ	Materiel Obligation Validation Request Follow-up Control	Header document used when following up on request documents previously forwarded (DIC AN9) by DMS or mail
AP1	Materiel Obligation Validation Response	From requisitioner (rp 30-35)
AP2	Materiel Obligation Validation Response	From SUPADD (RP 45-50)
AP3	Materiel Obligation Validation Response	From rp 54

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[23] Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

CODE	DOCUMENT TITLE	EXPLANATION
AP4	Materiel Obligation Validation Response	From rp 55 (for intra-Service use only)
AP5	Materiel Obligation Validation Response	From rp 56 (for intra-Service use only)
AP8[24]	Materiel Obligation Validation Response	DAAS transaction to effect MOV response for specified activities. Also used by activities to have DAAS provide responses for validated MOV requests (Chapter 7, C7.1.11.2.)
AP9	Receipt Confirmation for Materiel Obligation Validation Requests	Return document for acknowledgment of documents transmitted either by DMS or mail
APR[25]	Materiel Obligation Validation Reinstatement Request	Notification to source of supply requesting reinstatement of a requisition canceled under MOV
APX	Notice of Non-receipt of Total Batch of MOV Documents	Notification to DAAS or the source of supply that the total number of documents indicated in the control document was not received
AR0	Materiel Release Confirmation	To ICP from storage. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARA	Materiel Release Confirmation	For release of quantity greater than requested (due to unit pack). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[24] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

[25] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

CODE	DOCUMENT TITLE	EXPLANATION
ARB	Materiel Release Confirmation	For release of quantity less than requested (due to unit pack). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARH	Force Closed Materiel Release Confirmation	For use by ICPs and storage activities to force close open MRO records. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARJ	Disposal Release Confirmation	From storage activity to ICP. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARK	Disposal Release Confirmation	From storage activity to ICP for release of quantity greater than requested. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARL	Disposal Release Confirmation	From storage activity to ICP for release of quantity less than requested. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AS1	Shipment Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity
AS2	Shipment Status	To SUPADD (rp 45-50) in U.S. requisition. To Security Assistance country status recipient from ILCO/monitoring activity

CODE	DOCUMENT TITLE	EXPLANATION
AS3	Shipment Status	To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions
AS4	Shipment Status	To rp 55 (for intra-Service use only)
AS5	Shipment Status	To rp 56 (for intra-Service use only)
AS6	Shipment Status	To ICP/IMM from reporting activities for LRO shipments of retail assets
AS8	Shipment Status	To DAAS from S/A for distribution by DAAS of AS_ shipment status under MILSTRIP distribution rules
ASH	Pseudo Shipment Status for Unconfirmed Materiel Release Orders	From ICP to DAAS for distribution under MILSTRIP rules. This transaction shall be used by the ICP as shipment status for unconfirmed MROs
ASY[26]	Shipment Status (DoDAAC of Initial Transportation Shipping Activity)	The source of supply response to the request for DoDAAC of the initial (origin) transportation shipping activity
ASZ	Disposal Shipment Confirmation	From shipping activity to DLA Disposition Services
AT1	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with NSN/NATO stock number
AT2	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with part number
AT4	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with other

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[26] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

CODE	DOCUMENT TITLE	EXPLANATION
AT5	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with exception data[27]
AT7	Follow-up (process as requisition if original requisition not received)	For overseas shipment/Overseas Dependent School System Requirement
ATA	Follow-up (process as requisition if original requisition not received)	For domestic shipment with NSN/NATO stock number
ATB	Follow-up (process as requisition if original requisition not received)	For domestic shipment with part number
ATD	Follow-up (process as requisition if original requisition not received)	For domestic shipment with other
ATE	Follow-up (process as requisition if original requisition not received)	For domestic shipment with exception data[28]
AU1	Reply to Cancellation Request-Shipment Status	To requisitioner (rp 30-35)
AU2	Reply to Cancellation Request-Shipment Status	To SUPADD (rp 45-50)
AU3	Reply to Cancellation Request-Shipment Status	To rp 54

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[27] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[28] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
AU4	Reply to Cancellation Request-Shipment Status	To rp 55 (for intra-Service use only)
AU5	Reply to Cancellation Request-Shipment Status	To rp 56 (for intra-Service use only)
AU8	Reply to Cancellation Request-Shipment Status	To DAAS from S/A for distribution by DAAS of status (AU_) under MILSTRIP distribution rules
AU0	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity same as requested
AUA	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity greater than requested (due to unit pack)
AUB	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity less than requested (due to unit pack)
AX1[29]	Inventory Control point Government-Furnished Materiel Validation Request	From ICP to MCA to validate GFM transactions to a valid contract. May be intercepted by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card.
AX2[30]	Management Control Activity Government-Furnished Materiel Validation Response	From MCA to ICP. Response to ICP validation request of GFM transactions. Also used by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card.
FTA	Automatic Return Notification	Customer or maintenance activity notification to a source of supply of an automatic return

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[29] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[30] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22..

CODE	DOCUMENT TITLE	EXPLANATION
FTB	Reply to Follow-up for Materiel Return Program Credit	Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures)
FTC	Cancellation of Customer Asset Report	Customer Cancellation of previously submitted asset report
FTD	Disposition Instructions	ICP/IMM status to customer advising of delay in response to asset report
FTE	Customer Asset Report	Customer report of available assets
FTF	Follow-up for ICP/IMM Reply to Customer Asset Report	Customer follow-up to ICP/IMM
FTG[31]	Customer Asset Report (Part-numbered items)	Customer report of available assets for part-numbered items. (Not authorized for asset reports directed to DLA.)
FTL	Materiel Returns Program Supply Status	Customer Status to ICP/IMM indicating estimated date of shipment
FTM	Shipment Status	Customer status to ICP/IMM indicating release of shipment to carrier
FTP	Follow-up for Materiel Return Program Credit	Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures)
FTQ	DAAS Customer Asset Report Information Status	DAAS status to customer indicating actions on reports of assets
FTR	Reply to Customer Asset Report	ICP/IMM reply to customer asset report
FTT	Follow-up for ICP/IMM Materiel Receipt Status	Customer follow-up due to non-receipt of ICP/IMM receipt acknowledgment

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[31] Use of part-numbers in the Materiel Returns Program last reported as not implemented by USMC. Refer to AMCL 167.

CODE	DOCUMENT TITLE	EXPLANATION
FTZ	ICP/IMM Materiel Receipt Status	ICP/IMM advice to customer of receipt or non-receipt of materiel
FT6	ICP/IMM Follow-up	ICP/IMM follow-up materiel authorized to be returned

AP7.2. APPENDIX 7.2

SERVICE AND AGENCY CODES[1]

DLMS SERVICE CODES

NUMBER OF
CHARACTERS: One or two

TYPE OF CODE: Alpha

EXPLANATION: Services/Agency (S/A) codes are designed to accommodate S/A identity in Defense Logistics Management Standards (DLMS) documentation. For this purpose, these codes are used in conjunction with other codes to identify the parent S/A of requisitioners and other addressees. The S/A codes shall be used in rp 4, 30, 31, 45, 46, 67, and 74 of the DD Form 1348 series of documents according to the following DLMS record position key:

    4   First position of the Routing Identifier Code (RIC)

    30   First position of the Document Number

    31   Second position of the Document Number

    45   First position of Supplementary Address

    46   Second position of Supplementary Address

    67   First position of RIC for U.S. storage activity preparing the DD Form 1348-1A or DD Form 1348-2

    74   First position of the RIC

By exception, two position combination codes using the authorized S/A code and a specified second position are authorized to identify contractor DoDAACs.[2] FEDSTRIP provides for the use of the two position codes, defined as civil Agency codes, to be entered in rp 30-31 and 45-46 of the Government Services Administration (GSA) Form 1348 series of documents. The DLMS Service codes[3] and the Federal Standard Requisitioning and Issue Procedure (FEDSTRIP) Agency codes[4] are listed below:

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[1] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the activity address code (AAC).

[2] Combination codes authorized for USCG and DLA. Refer to ADC 319.

[3] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.

[4] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the activity address code (AAC).

RECORD POSITION: 4, 30, 31, 45, 46, 67, and/or 74

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
A	A		A		A		A		A		Army	
B	B						B		B		Army	
B			B		B						Army	Security Assistance Use Only[5]
C	C						C		C		Army	
C			C		C						Army	Contractor Use Only
D	D						D		D		Air Force	
D			D		D						Air Force	Security Assistance Use Only[6]
E	E						E		E		Air Force	
E			E		E						Air Force	Contractor Use Only
F	F		F		F		F		F		Air Force	
G	G		G		G		G		G		GSA	
H	H		H		H						Other DoD Activities	Note: To designate other[7] DoD Activity contractors, you must use Service Code H with G. When code HG is used, rp 30-31 or 45-46 shall contain the HG code, as appropriate[8].
H			H	G	H	G					Other DoD Activity Contractors	
H							H		H		Not Assigned	
I				I							Missile Defense Agency	Security Assistance Use Only
J	J	J	J		J		J		J		Air Force	
K	K						K		K		Not Assigned	
K			K		K						Marine Corps	Security Assistance Use Only[9]
L							L		L		Not Assigned	
L	L		L		L						Marine Corps	Contractor Use Only

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[5] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

[6] Ibid.

[7] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[8] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.

[9] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
M	M	M	M		M		M		M		Marine Corps	
N	N	N	N		N		N		N		Navy	
O											Not Assigned	
P	P						P		P		Navy	
P			P		P						Navy	Security Assistance Use Only[10]
Q	Q						Q		Q		Navy	
Q			Q		Q						Navy	Contractor Use Only
R	R		R		R		R		R		Navy	
S	S		S		S		S		S		DCMA	See footnote[11]
S	S		S		S		S		S		DLA	See footnote[12]
S			S	D	S	D					DLA	Contractor Use Only
T	T						T		T		DLA	
T			T								DLA	Security Assistance Use Only[13]
T					T						(See Footnote[14])	
U	U						U		U		Not Assigned	
U			U	U							DLA	Contractor Use Only
V			V		V						Navy	
V	V						V		V		Navy	Contractor Use Only
V							V		V		Not Assigned	
W	W		W		W		W		W		Army	
X											Reserved	(Used internally by DLA Transaction Services)
Y					Y[15]						Reserved	See Footnote
Z	Z	Z	Z		Z		Z		Z		Coast Guard	

[10] Ibid.

[11] DCMA: DoDAACs begin with S and end with A; any character is allowed in between. RICs are in the format S-numeric-alpha, where the numeric value is 6, 7, or 8 only.

[12] DLA: S-series excluding those values that fall within the DCMA format rules identified in the previous footnote for DCMA.

[13] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

[14] S/A Code T entered in rp 45 may be used for any Foreign Military Service (FMS) country Defense organization which is not designated as an element of that country's Army, Navy, Air Force, or Marine Corps.

[15] Identifies Security Assistance Grant Aid when used in a Security Assistance requisition (as designated by rp 30). Otherwise, considered nonsignificant except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel. See Appendix 7.9 for details.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
Z			Z	0	Z	0					Coast Guard	Contractor Use Only

FEDSTRIP CIVIL AGENCY CODES[16]

NUMBER OF CHARACTERS: Two.

TYPE OF CODE: Numeric, Numeric.

EXPLANATION: Identifies civil agencies under FEDSTRIP

RECORD POSITION(S):   30-31 and 45-46.

SPECIAL PROGRAM ACTIVITY CODES[17]

NUMBER OF CHARACTERS: Two.

TYPE OF CODE: First-position Numeric, Second-position Alpha.

EXPLANATION: Identifies special program activities that are neither DoD or Federal Agencies

RECORD POSITION(S):   30-31 and 45-46.

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[16] Refer to the Treasury Financial Manual Supplement – FAST Book (Part II link to Independent Agencies) for linsitn of Federal civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the AAC.

[17] Request for Implementation Date for Approved DLMS Change (ADC) 384, Special Programs for NonDoD/No-Federal Agency Requisitioners and Administrative Change for Contractor DoDAACs, January 18, 2011

AP7.3. APPENDIX 7.3

ROUTING IDENTIFIER CODES

AP7.3.1. Routing Identifier Codes (RIC) (located in rp 4-6, 67-69, and 74-76 of transactions) are assigned by Service/Agencies (S/A) for processing inter-S/A, and intra-S/A logistical transactions. The codes serve multiple purposes in that they are supply source codes, intersystem routing codes, intrasystem routing codes and consignor (shipper) codes. Defense Automatic Addressing System (DAAS) maintains an electronic database of these codes; users with accounts[1] can access the database from the DAAS portal: https://www2.transactionservices.dla.mil/portal/portal.asp. Those without accounts can access the database, with limited functionality at https://www.transactionservices.dla.mil/DAASINQ.

AP7.3.2. To qualify for assignment of a RIC, the facility/activity must be an integral and predetermined element of an established logistical system and must perform a general logistical control, distribution and/or storage mission (to include bases, posts, camps, and stations, when applicable).

AP7.3.3. The use of a RIC on any one document does not infer, imply, or intend that follow-on documentation resulting from there must contain the same RIC or any element thereof. It is a fundamental premise of Military Standard Requisitioning and Issue Procedures (MILSTRIP) that any RIC serves as only one of the following:

AP7.3.3.1. An address to indicate the intended recipient of the document for logistical actions.

AP7.3.3.2. Identification of the actual consignor (shipper) on supply type release/receipt transactions originated within the distribution system(s).

AP7.3.4. All authorized RICs shall contain one of the characters depicting Service assignment as listed in Appendix 7.2, Service and Agency Codes, in the first position.

AP7.3.5. The second and third positions may be in any combination of alphanumerics, except as noted in Appendix 7.2. These positions may identify either a facility or activity of the S/A depicted by the first position.

AP7.3.6. Each S/A is responsible for the assignment of RICs to its facilities and activities. A S/A that has activities located at another S/A facility shall assign its own RIC to the activity. A S/A which has assets located at another S/A facility shall use the RIC assigned by the S/A owning/operating the facility. (An appropriate RIC may be assigned to identify these assets when requested by the S/A owning the assets.)

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[1] DAAS requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DAAS Website https://www.transactionservices.dla.mil/sar/sar_menu.asp

Washington Headquarters Service (WHS) shall make RIC H_ series assignments for "Other DoD Activities."

AP7.3.7. Each S/A shall designate a coordinator with the responsibility to control, monitor, and submit/validate all RIC additions, revisions, and deletions relative to its S/A. In most cases the DoDAAC and RIC coordinators (or monitors) are the same. S/A coordinators established for assignment of RICs are available at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/

AP7.3.8. DAAS maintains the RIC database and serves as the focal point for receipt of all RIC database revisions. DAAS will monitor RIC code assignment for compliance with the above assignment rules. RIC database is published electronically and updated from requests for additions, changes, and/or deletions as submitted by the Component RIC coordinators. Interested parties may interrogate the RIC database through the DAAS Website[2] at https://www.transactionservices.dla.mil/DAASINQ.

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[2] DAAS requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DAAS https://www.transactionservices.dla.mil/sar/sar_menu.asp.

AP7.4. APPENDIX 7.4

MEDIA AND STATUS CODES

AP7.4.1. General. This appendix delineates business rules for furnishing status on DLMS requisitions, Materiel Returns Program (MRP), and related transactions based upon the Media and Status (M&S) code. The M&S code is populated on the initiating transaction to identify the desired status recipient(s) and the type of status to be provided. Once assigned, the M&S code is perpetuated to subsequent transactions.

AP7.4.1.1. Based upon the status recipient profile, DLA Transaction Service's Defense Automatic Addressing System (DAAS) will determine the appropriate communication process/format, e.g., Defense Information System Network (DISN) using DLMS (X12/XML) or the legacy 80 record position (rp) format, or DLA Transaction Services Automatic Message Exchange System (DAMES). The original M&S code set defined the media for communication of status, as well as the type of status and required recipients. However, with the substitution of web portals for viewing status where transactional exchange is not available, document mailing has been terminated, thus eliminating the option for the user to specify a communication media by M&S code. Requisitioners without communication services supported by DAAS may use various web portals for supply and shipment status. Web portals include:

- DoD EMALL - registration required; provides visibility of status for orders sourced by DLA,
- GSA Advantage Requisition Status - no registration required; visibility of status on orders sourced by GSA or provided by any source via DAAS to civil agency customers, and
- Web Visual Logistics Information and Processing System (WebVLIPS) - registration required; provides visibility of status processed via DAAS for all sources of supply.

AP7.4.1.2. Selected requisition-related and MRP transactions that identify status recipients and are applicable to the procedures discussed in this appendix are identified in Table AP7.4.T1.

Table AP7.4.T1. Transactions Used for Identification of Status Recipients		
Transaction Name	DLMS Transaction	Document Identifier Code (DIC)
Transaction Category: Requisition-Related		
Requisition/ Requisition Passing Order/ Requisition Referral Order	511R with Transaction Type Code AN 511R with Transaction Type Code BM 511R with Transaction Type Code BN	A0_ A3_ A4_

Requisition Modification	511M	AM_
Requisition Follow-Up	869F	AT_
Materiel Obligation Validation (MOV) Requisition Reinstatement Request	517M with Transaction Type Code AW	APR
Transaction Category: Materiel Returns		
Customer Asset Report	180M with Transaction Type Code FT	FTE/FTG
Automatic Return	180M with Transaction Type Code FT and Action Code RF	FTA

AP7.4.1.3. Status transactions include supply and shipment status, as well as materiel obligation validation (MOV) and responses to MRP transactions. Selected transactions applicable to procedures discussed in this appendix are identified in Table AP7.4.T2.

Table AP7.4.T2. Status Transactions		
Transaction Name	DLMS Transaction	DIC
Supply Status	870S	AE_, AB_
	Supply status provided to DAAS	AE8, AB8
	Supply status to status recipients	AE1, AE2, AE3, AE9, AB1, AB2, AB3
Shipment Status	856S	AS_, AU_
	Shipment status provided to DAAS	AS8, AU8
	Shipment status to status recipients	AS1, AS2, AS3, AU1, AU2, AU3
MOV Response	517M with Transaction Type Code AP	AP_
	MOV Response provided to DAAS	AP8
	MOV Response to status recipients	AP1, AP2, AP3
Materiel Returns Supply Status/Follow-up	870M	FT6, FTD, FTR, FTQ, FTZ
Reply to Follow-Up for Credit Status (MILSBILLS)	812L	FTB

AP7.4.1.4. Status recipients may be identified by using the M&S code as a pointer to various organizations identified by coded data within the transaction:

Status Recipient	DLMS Location/Data Reference (X12 Segment/Code)	Signal Code	Legacy Location/Data Reference (RP)
	Table AP7.4.T3. Derivation of Status Recipients		
Requisitioner	Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)	Any	Document Number DoDAAC (30-35)
Reporting Activity	Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)	Any	Document Number DoDAAC (30-35)
Ship-To and/or Bill-To	Ship-To and/or Bill-To (when other than the requisitioner) (N1/ST – Ship To; BT – Bill- to-Party; or BS –Bill and Ship To) Perpetuated to the supplemental address (SUPADD) /data (LQ/A9 – Supplemental Data)	B, J, K, L, M	SUPADD (40-45)
Credit-To	Credit-To (when other than the reporting activity) (LQ/ZB – Party to Receive Credit) Perpetuated to the supplemental address (SUPADD)/data (LQ/A9 – Supplemental Data)	B or K	SUPADD (40-45)
Credit-To	Credit-To (when other than the reporting activity or SUPADD) equates to the DoDAAC associated with the Fund Code in the Fund Code to DoDAAC Conversion Table (see DLMS Volume 4, Finance, Appendix 1.01) May be perpetuated to the credit-to (LQ/ZB – Party to Receive Credit)	C or L	Fund Code (52-53)
Distribution Activity	Distribution Activity equates to the DoDAAC associated with a significant entry in first position of the Distribution Code in the Distribution Code Table (see	Any	Distribution Code (54)

Table AP7.4.T3. Derivation of Status Recipients			
Status Recipient	DLMS Location/Data Reference (X12 Segment/Code)	Signal Code	Legacy Location/Data Reference (RP)
	DLMS Appendix 7.12). (LQ/AK – Distribution Code)		

AP7.4.1.5. The M&S code is not used for all status distribution processing:

AP7.4.1.5.1. Services may provide status to distribution activities identified by the second or third position of the distribution code on an intra-Service basis.

AP7.4.1.5.2. Under the DLMS, not all status recipients are identified by the M&S Code. An enhancement to DLMS transactions allows for discrete identification of status recipients by DoDAAC when not specified by the M&S Code (see N1 Segment/Code Z1 – Party to Receive Status). DAAS will provide distribution to these activities when status distribution is required.

AP7.4.1.6. M&S codes are used in different ways on requisition-related and MRP transactions.

AP7.4.1.6.1. On requisition-related transactions:

AP7.4.1.6.1.1. M&S may indicate that status is to be furnished to the requisitioner and/or the ship-to/bill-to activity.

AP7.4.1.6.1.2. M&S may indicate that no status is to be provided to the requisitioner or the ship-to/bill-to activity (M&S O and Y).

AP7.4.1.6.1.3. M&S may indicate that status is restricted to the Secondary Inventory Control Activity (SICA) identified by the distribution code (first position) under all circumstances on transactions for nonconsumable items (M&S 8).

AP7.4.1.6.2. With the exception of M&S 8, M&S codes do not apply to:

AP7.4.1.6.2.1. The mandatory provision of shipment status to all valid status recipients.

AP7.4.1.6.2.2. Rejection or cancellation status.

AP7.4.1.6.2.3. Responses to follow-ups.

AP7.4.1.6.2.4. Status responses to MOV response documents.

AP7.4.1.6.3. M&S codes do not inhibit the mandatory furnishing of 100 percent supply and shipment status to the activity designated by a significant entry in the distribution code (first position).

AP7.4.1.6.4. M&S Y is an exception to the general requirement for 100 percent status to the activity designated by a significant entry in the distribution code (first position), and specifies that only exception status and shipment status are wanted.

AP7.4.1.6.5. M&S codes designate the following types or combinations of status is required:

AP7.4.1.6.5.1. Exception status.

AP7.4.1.6.5.2. One hundred percent supply status.

AP7.4.1.6.5.3. Exception status and shipment status.

AP7.4.1.6.5.4. One hundred percent supply status and shipment status

AP7.4.1.7. On MRP transactions:

AP7.4.1.7.1. M&S codes specify the activity to receive replies to asset reports and related transactions output by ICPs/IMMs.

AP7.4. 1.7.2. M&S codes may indicate that such replies must be routed to the credit-to activity associated with the Fund Code (M&S 9).

AP7.4. 1.7.3. When the SICA is identified as the credit-to activity associated with the fund code, M&S 9 will be entered (optional for automatic return notification).

AP7.4.1.8. DLA Transaction Services' Defense Automatic Addressing System (DAAS) Transmission Rules. Regardless of the M&S cited, sources of supply or designated activities must transmit all machine sensible status transactions via DAAS. Upon receipt of the status, DAAS will determine the appropriate business process for dissemination as follows:

AP7.4.1.8.1. For transmission services, refer to the DAAS Manual, DLM 4000.25-4, Chapter 5 and Appendix 1.1.

AP7.4. 1.8.2. When an addressee is not served by by DAAS, DAAS status cannot be provided directly to that addressee. These activities must rely on web portal visibility.

AP7.4. 1.8.3. DAAS will forward status addressed to a non-DoD agency addressee to GSA to provide visibility via the GSA Advantage web portal.[1]

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[1] Refer to PDC 1067.

AP7.4. 1.8.4. Activities requiring the specialized processing must submit written justification to DLA Transaction Services for consideration. These exception procedures apply only when DMS capability is not available.

AP7.4.1.8.5. When status is forwarded to DAAS for transmission to the appropriate status recipient, DAAS will furnish applicable status based on DLMS status distribution rules as prescribed in this appendix.

AP7.1.9. Activities requiring status must be encouraged in S/A implementing instructions to obtain and utilize full supply and shipment status. This requirement should be implemented to reduce the need for activities to submit follow-up inquiries.

AP7.1.10. M&S is a mandatory entry by the originator of the document and will not be altered during subsequent processing except under the procedures for SICA processing (See DLMS Volume 2, Chapter 4 and 11) or Service-level guidance for internet-based ordering applications.

AP7.4.1.11. M&S Codes are listed below.

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alpha-numeric.
EXPLANATION:	Indicates the status recipient and type of status required. One hundred percent supply status includes exception status.
DLMS LOCATION:	Industry Code (LQ01) DF – Media & Status Code
LEGACY RECORD POSITION:	7

M&S Codes Used with MRP Transactions

CODE	EXPLANATION
1	Reserved.
2	Reply to the reporting activity.
3	Reserved.
4	Reply to shipped from and/or credit-to as perpetuated to the SUPADD.
5, 6, 7, 8	Reserved.
9	Reply to credit-to activity as associated with the fund code.

M&S Codes Used with Requisition-Related Transactions

CODE	EXPLANATION
0	No status to requisitioner or ship-to and/or credit other than mandatory shipment status to the ship-to activity. One hundred percent supply status and shipment status to the activity designated by a significant entry in the distribution code (first position).
1	Reserved.
2	Exception supply status to requisitioner.
3	Reserved.
4	Exception supply status to ship-to and/or credit-to as perpetuated to the SUPADD.
5, 6, 7	Reserved.
8	One hundred percent supply status and shipment status to activity indicated in the distribution code (first position). Do not provide status to any other status eligible recipient under any other circumstances. (For use only by SICAs on transactions for nonconsumable items).
9, A	Reserved.
B	One hundred percent supply status to requisitioner.
C	Reserved.
D	One hundred percent supply status to ship-to and/or credit-to as perpetuated to the SUPADD.
E	Reserved.
F	One hundred percent supply status and shipment status to requisitioner and ship-to and/or credit-to as perpetuated to the SUPADD.
G, H	Reserved.
I	Not used.
J	Reserved.
K	Exception supply status and shipment status to requisitioner.
L	Reserved.

M&S Codes Used with Requisition-Related Transactions

CODE	EXPLANATION
M	Exception supply status and shipment status to ship-to and/or credit-to as perpetuated to the SUPADD.
N	Reserved.
O	Not used.
P, Q, R	Reserved.
S	One hundred percent supply status and shipment status to requisitioner.
T	Reserved.
U	One hundred percent supply status and shipment status to ship-to and/or credit-to as perpetuated to the SUPADD.
V, W, X	Reserved.
Y	No status to requisitioner or ship-to and/or credit-to as perpetuated to the SUPADD other than mandatory shipment status to the ship-to activity. Exception supply status and shipment status to the activity designated by a significant entry in the distribution code.
Z	Exception supply status and shipment status to requisitioner and ship-to and/or credit-to as perpetuated to the SUPADD.

AP7.5. APPENDIX 7.5

STOCK OR PART NUMBERS

AP7.5.1. Stock or part numbers are located in rp 8-22 of transactions. When a 13-digit national stock number (NSN) or non NSN assigned to the Overseas Dependent School System items is applicable:

AP7.5.1.1. The federal supply classification (FSC) will be entered in rp 8-11.

AP7.5.1.2. The national or NATO item identification number (NIIN) will be entered in record position (rp) 12-20.

AP7.5.1.3. Example:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NSN	8	3	2	0	0	0	3	1	2	3	4	1	2	BLANK	

AP7.5.1.4. Cognizance symbols, stratification codes, fraction symbols, condition codes, etc., are never to be entered in rp 8-20.

AP7.5.2. When codes are required in addition to the NSN to properly identify the item being requisitioned and these codes are recognizable to the initial processing source, the codes will be entered in rp 21 and 22. If one digit only, entry will be in rp 21. See examples below:

rp	8	9	10	11	12	13	14	25	16	17	18	19	20	21	22
NSN plus one code	8	3	2	0	0	0	3	1	2	3	4	1	2	3	BLANK
OR															
rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NSN plus two codes	1	5	6	0	0	0	3	1	2	3	4	1	2	B	C

AP7.5.3. When a 13-digit NATO NSN is applicable:

AP7.5.3.1. The North Atlantic Treaty Organization (NATO) FSC will be entered in rp 8-11.

AP7.5.3.2. A two-position NCB code which identifies the NATO country assigning the NIIN will be entered in rp 12-13. Examples of NCB codes are: (1) 00 and 01 - United States, (2) 99 - United Kingdom, (3) 21 - Canada, and (4) 12 - Germany. See Cataloging Data and Transaction Standards, Volume 10, Table 9 for a complete listing of NCB codes.

AP7.5.3.3. The seven-digit NATO NIIN will be entered in rp 14-20.

AP7.5.3.4. Example:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NATO NSN	5	3	4	0	0	0	1	2	3	1	2	3	4	BLANK	

AP7.5.4. When a manufacturer's part number is applicable:

AP7.5.4.1. The contractor and Government entity (CAGE) code will be entered in rp 8-12 (see example in paragraph AP7.5.4.5., below). If the CAGE code is not available, enter the in-the-clear description in the remarks section.

AP7.5.4.2. The manufacturer's part number, if 10 digits or less, will be entered in rp 13-22 progressing from left to right, with unused spaces, if any left blank. Use the Federal Logistics Information System (FLIS) Technical Procedures, Volume 4, Chapter 3, to verify the validity of part numbers.

AP7.5.4.3. When a manufacturer's part number exceeds 10 digits, the materiel will be requisitioned on DD Form 1348-6.

AP7.5.4.4. When requisitioning across Service lines (i.e., inter-Service, DLA Supply Center, GSA) the 5-digit CAGE code will always be entered in rp 8-12. When the requisitioner cannot determine the appropriate 5-digit CAGE, the manufacturer's name will be provided using DD Form 1348-6.

AP7.5.4.5. Example: (Applicable to paragraphs AP7.5.4.1, AP7.5.4.2., and AP7.5.4.4., above.)

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Part Number	1	2	3	4	5	1	2	3	4	5	6	7	8	9	0

AP7.5.5. If an NSN or manufacturer's part number is not known but a description or publication reference is available to adequately identify the item, and such reference is meaningful to the processing point, use DD Form 1348-6.

AP7.5.6. When other than an NSN or part number is applicable (i.e., a plant equipment code, DoD ammunition code, locally assigned number, etc.) and:

AP7.5.6.1. If 15 digit or less, it will commence in rp 8 and progress to the right, with unused spaces left blank. Example of less than fifteen digits:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Number	1	2	3	4	5	6	7	8	9	1	2	3	Blank		

AP7.5.6.2. If 15 digits, it will commence in rp8 and progress to the right. Example of Fifteen digits:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Number	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6

AP7.5.6.3. If 16 digits or more, the DD Form 1348-6 will be used and the entire number will be entered in block 1 thereof.

AP7.5.7. Brand name resale subsistence items are identified by special item identification numbers assigned by DLA Troop Support and configured to conform with the NSN, as explained below:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20
DLA Troop Support Number	8	9	1	5	0	0	A	1	6	1	0	9	9
	FSC (a)				NCB (b)		Alpha (c)	Supply Bulletin Number (d)			Item Number (e)		

AP7.5.7.1. Rp 8-11 will contain the FSC. Example: FSC 8915 is canned fruit and vegetables.

AP7.5.7.2. Rp 12-13 will contain NCB Code 00 or 01.

AP7.5.7.3. Rp 14 will contain an alpha character to distinguish brand name resale item numbers from NSNs. The letter A identifies item in 10-500 series of DLA supply

bulletins for brand name resale items. The letter B identifies items in the 10-600 bulletins. The letters S and J are assigned to certain brand name items not appearing in the 500 and 600 series bulletins. The latter are announced by DLA Troop Support in monthly master item lists.

AP7.5.7.4. Rp 15-17 will contain the supply bulletin number, which identifies the brand name supplier. Example: SB 10-500-161, the numeric 161 identifies the specific supplier by name for brand name resale items listed in that bulletin.

AP7.5.7.5. Rp 18-20 will contain the numerical sequence of items listed in the specific bulletin (0 thru 999), i.e., line item number in the bulletin.

AP7.5.8. Rp 3 of the document identifier code (DIC) (Appendix AP7.1) is significant to the type of number entered in rp 8-22. Any requisition containing special or locally assigned numbers (e.g., production equipment code (PEC), DoD Ammunition Code, Subsistence Brand Name Resale Item Identification Number) must contain a 4 or D unless additional data are entered in the remarks space.

AP7.5.9. Requisitions for perishable and nonperishable subsistence will contain the applicable subsistence type of pack code in rp 21.

AP7.6. APPENDIX 7.6

UNIT OF ISSUE AND QUANTITY

AP7.6.1. The unit of issue (located in rp 23-24 of transactions) is a two-letter abbreviation of the types of units under which materiel is issued. Unit of issue codes are contained in Cataloging Data and Transaction Standards (CDTS), Volume 10, Table 53.

AP7.6.2. The quantity (located in rp 25-29 of transactions) is a numerical designation of the number of units applicable to the transaction. If the quantity required exceeds 99,999,[1] additional requisition(s) with new document number(s) shall be prepared and submitted for the remaining balance.

AP7.6.3. Exception rule for ammunition and ammunition related items (federal supply group (FSG) 13 and federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6818 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities. This rule is only applicable when the initiating system is Defense Logisitcs Management System compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration of using the qualifier "M" in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[2]

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[1] For ammunition transactions only (FSG 13), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950.00 shall be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29). The "M" modifier is an optional feature that can be applied intraS/A and, by agreement, inter-S/A.

[2] Refer to ADC 441, Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits

AP7.7. APPENDIX 7.7

DOCUMENT NUMBER

AP7.7.1. The document number (located in record position (rp) 30-43 of transactions) is a nonduplicative number throughout the system. For support of U.S. Forces, it is constructed as follows: (See chapter 25 for document number construction for Security Assistance transactions.)

  AP7.7.1.1. Department of Defense activity address code (DoDAAC) or Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC) (rp 30-35).

  AP7.7.1.2. Four-position ordinal date (rp 36-39).

  AP7.7.1.3. Serial number (rp 40-43).

Service Agency Code						Ordinal Date				Serial Number			
Activity Address Code						Ordinal Date				Serial Number			
30	31	32	33	34	35	36	37	38	39	40	41	42	43

AP7.7.2. The entries in rp 30 and 31 will always be the appropriate character(s) from appendix AP7.2 that indicates the Service/Agency (S/A).

AP7.7.3. DoDAAC or FEDSTRIP AAC for each activity will be established and disseminated by each of the Services, DLA and the GSA. (See DLM 4000.25, Volume 6, Chapter 2, DoDAAD.) Each code so established will contain or serve as an address to permit shipping and billing for materiel and for mailing of documentation.

AP7.7.4. Entries in rp 36-39 (date) will always be numeric and will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

  AP7.7.4.1. Rp 36 will indicate the last numeric digit of the calendar year in which the document was originated. Example: 0 for 1990, 1 for 1991, etc.

  AP7.7.4.2. Rp 37-39 will indicate the numerical or consecutive day of the calendar year; for example, 035 is equal to February 4TH.

Additional Examples:

	RECORD POSITIONS				DATES
	36	37	38	39	
	0	0	0	5	- January 5, 2010
	9	0	5	2	- February 21, 2009
	2	2	7	9	- October 5, 2012

AP7.7.5. Document serial numbers, assigned at the discretion of the document originator, are entered in rp 40-43. The document serial number will not be duplicated on the same day. The serial number may be assigned to consist of alphanumeric characters, with the exception of alphas I and O (on inter-Service transactions) under the following criteria:

AP7.7.5.1. Rp 40 may consist of alpha or numeric characters with the utilization of certain alphas limited as specified in paragraph AP7.7.5.3., below. Under DLMS implementation, this embedded information will be carried as a distinct data element referred to as the utilization code.

AP7.7.5.2. Rp 41-43 may consist of alpha or numeric characters on inter-S/A requisitions. However, the entries in rp 41-43 will not be meaningful to the receiving S/A, but will be perpetuated on documentation initiated as a result of requisition processing.

AP7.7.5.3. The following alphabetic codes have been reserved for use in rp 40:

CODE	EXPLANATION
B[1]	Document number assigned by the Marine Corps Maintenance Center Bridge in conjunction with the changes required under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated within the Marine Corps systems and submission of the corresponding material release order is transmitted to the DLA managed warehouse. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
C	Use in the document number (unique control number) assigned for receipt of an item upgraded from scrap under DLA Disposition Services procedures. (This meaning is applicable only to DLA Disposition Services Field Office-prepared receipt transactions.)

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[1] Available under DLMS. Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice ((945A) and New Denial Management Code for Marine Corps BRAC Storage and Distribution Interface (SDI).

CODE	EXPLANATION
D[2]	Document number assigned by the depot on behalf of the Marine Corps Maintenance Center under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated without submission of a corresponding material release order. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
E	Navy exception "ship to" for deployed naval units.
G	Navy exception "ship to" for deployed naval units.
J	Inventory control point (ICP) interrogations or offers of excess, and requisitions resulting from the interrogations or offers (denotes inter-service supply support transactions between ICPs).
K	Reserved.
L	Use to identify requisitions submitted to DLA Disposition Services that result from physical screening of property at the DLA Disposition Services Field Office. This type of requisition is referred to as a "Walk-In Requisition."
M[3]	Use to identify Inventory Control Point/Integrated Materiel Manager directed disposal release orders resulting from Base Realignment and Closure (BRAC). This value is not currently approved for use on other transaction types.
N	Reserved.
P	Reserved for DoD assignment.
Q	Use to identify requisitions and related transactions/documents for items reclaimed from aircraft and equipment from the Aerospace Maintenance and Regeneration Center (AMARC).
R[4]	Use to identify document numbers generated within the DLA Disposition Services' Reutilization/Transfer/Donation (RTD) Web to accommodate processing of the individual lines associated with requisitioning a Disposition Services container.
S[5]	Use to identify requisitions submitted to DLA Disposition Services.
T	Use to identify Electronic Turn-In Document (ETID) prepared shipments/ transfers to DLA Disposition Services.[6]

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[2] Ibid.

[3] Use of modified definitions for codes M, R, and S in record position 40 last reported as not implemented by United States Navy (USN), United States Air Force (USAF), and United States Marine Corps (USMC). Refer to AMCL 145

[4] Ibid.

[5] Ibid.

[6] ADC 464 (PDC 484), Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940/ DIC AFX/AFZ) under RBI.

CODE	EXPLANATION
U	Product quality deficiency report (PQDR), storage quality control report (SQCR), and supply discrepancy report (SDR) related transactions when the original requisition number is not known. (See MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.)
V[7]	Nuclear Related Materiel Code 2305 material requires manual routine contact of Nuclear Engineering Department for delivery instructions.
W	Navy exception "ship to" for deployed naval units.
Z[8]	Nuclear related materiel code 2305 material requires manual immediate contact of Nuclear Engineering Department for delivery instructions.

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[7] Available under DLMS. Refer to ADC381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP
[8] Ibid.

AP7.8. APPENDIX 7.8

DEMAND AND SUFFIX CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Alpha/Numeric.

EXPLANATION: Has dual use and the meaning of the code entered is dependent upon the directional flow of the document.

RECORD POSITION: 44

AP7.8.1. Demand Codes.[1] Requisitions requiring demand codes shall be entered in this position by the activity creating the request. The demand code is a mandatory entry of an alphabetic character to indicate to the management element of a distribution system whether the demand is recurring or nonrecurring as follows:

CODE	EXPLANATION
I	INACTIVATED ITEM DEMAND. This code will be entered only in requisitions (document identifier code (DIC) A0_) applicable to inactivated items by DAAS.
N	NONRECURRING DEMAND. A request made for a requirement known to be a one-time occurrence; for example, a modification work order (MWO) kit for application or an initial request for storage. Requisitions shall be coded nonrecurring when the demand is anticipated to be nonrepetitive.
O (Alpha)	NO DEMAND. To be assigned by requisitioning activities in submitting requisitions for substitute items which are acceptable in lieu of previously requisitioned but delayed items and for initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements. Also applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received. May be prescribed by the program manager on the basis of a nonrepetitive program requirement for which use of Demand Code N or P is determined to be inappropriate.
P	NONRECURRING DEMAND FOR SPECIAL PROGRAM REQUIREMENTS. Entered in requisitions by a requisition initiator to identify a requisition for special program/requirements for which stocks were known to have been acquired by the ICP in anticipation of such demands.

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[1] When no demand code is entered in the requisition, the ICP shall consider such demand as R. (See DLMS Volume 2, Chapter 4.)

R   <u>RECURRING DEMAND</u>. A request made periodically or anticipated to be repetitive by an authorized requisitioner for consumption or use, or for stock replenishment. The occurrences encompass most demands; therefore, a demand shall be considered recurring when a doubt exists. Note: This requirement is not applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received; use Demand Code O for these requirements.

S   <u>COMMISSARY RESALE DEMAND</u>. A demand for perishable and nonperishable subsistence items only for resale. Commissary demands for troop issue subsistence shall be identified with Demand Codes R or N only.

AP7.8.2. <u>Suffix Codes – General</u>

AP7.8.2.1. Suffix codes shall be entered in this position by elements of the distribution system as transactions occur. The purpose of the suffix code is to relate and identify requisition and Materiel Returns Program (MRP) transaction "partial actions" taken on the original requisition or MRP transaction without duplicating or causing loss of identity of the original number.

AP7.8.2.2. Suffix codes do not relate to separate transportation units involved in the shipment of materiel. Neither do they identify final shipments nor differentiate between partial and final shipments.

AP7.8.2.3. Suffix codes shall be alphabetic or numeric with the exception that the following alpha and numeric characters shall never be used:

<u>ALPHA</u>   <u>NUMERIC</u>

I, N, O, P, R, S, and Z   1 and 0

AP7.8.2.4. Suffix Y is reserved for used by Navy and DLA only in their intra-Service action involving duplicate shipments.

AP7.8.2.5. Service/Agency (S/A) implementation of these instructions shall provide for block assignment of suffix codes in a decentralized system to preclude duplicate assignment of suffix codes against the same document number. Block assignment of the suffix codes should be accomplished essentially as follows:

<u>PROCESSING SOURCE</u>	<u>ASSIGNED SUFFIXES</u>
Initial Source	A through E
First Secondary Source	F through H, J and K
Second Secondary Source	L, M, Q, T, and U
Third Secondary Source	V through X
Fourth Secondary Source	2 through 9

AP7.8.2.6. Suffix assignment within centralized distribution systems shall be accomplished from the authorized codes as listed below:

<u>AUTHORIZED SUFFIXES</u>

Central Processing Source	A through Z and 2 through 9, exclusive of I, N, O, P, R, S, Y, and Z

AP7.8.2.7. Storage and other activities responsible for processing transactions containing suffixes shall always perpetuate the suffix code onto related transactions that they generate.

AP7.8.2.8. When assigned, suffix codes shall be sequentially advanced within code assignments as split actions occur. Recipients of status transactions containing suffix codes shall consider the suffix codes in combination with dates, status codes, and quantities when accounting for split transactions.

AP7.8.3. <u>Suffix Codes – Requisition Transaction</u>

AP7.8.3.1. Processing elements of the distribution system shall enter a suffix code in rp 44[2] of transactions involving partial quantities such as:

AP7.8.3.1.1. Referral actions for a partial quantity.

AP7.8.3.1.2. Passing actions for a partial quantity.

AP7.8.3.1.3. Release of a partial quantity.

AP7.8.3.1.4. Rejection of a partial quantity.

AP7.8.3.1.5. Backorder of a partial quantity.

AP7.8.3.1.6. Backorder release of a partial quantity.

AP7.8.3.1.7. Procurement of a partial quantity for direct delivery by a vendor.

AP7.8.3.1.8. Any other action applicable to a partial quantity.

AP7.8.3.2. Processing elements of distribution systems shall not enter suffix codes under the following conditions:

AP7.8.3.2.1. Referral actions for a total quantity.

AP7.8.3.2.2. Passing actions for a total quantity.

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[2] MILSTRIP supports the valid use of Suffix Code X, which may be perpetuated into the 15th character of the Transportation Control Number (TCN) (which is normally derived from the MILSTRIP suffix code). However, the Defense Transportation Regulation (DTR) also allows X as a default value when no suffix code is assigned. This redundancy in the significance of the X in the TCN is recognized and accepted.

AP7.8.3.2.3. Release of a total quantity.

AP7.8.3.2.4. Rejection of a total quantity.

AP7.8.3.2.5. Backorder of a total quantity.

AP7.8.3.2.6. Backorder release of a total quantity.

AP7.8.3.2.7. Procurement of a total quantity for direct delivery by a vendor.

AP7.8.3.2.8. Any other action applicable to a total quantity.

AP7.8.4. <u>Suffix Codes - Materiel Returns Program</u>

AP7.8.4.1. Processing elements of the distribution system shall enter a suffix code in rp 44 of MRP transactions involving partial quantities, such as:

AP7.8.4.1.1. Return partial quantity with credit.

AP7.8.4.1.2. Return partial quantity without credit.

AP7.8.4.1.3. Partial quantity authorized for disposal.

AP7.8.4.1.4. Effect lateral redistribution of partial quantity.

AP7.8.4.1.5. Effect split returns by separate priority.

AP7.8.4.1.6. Any other action applicable to a partial quantity.

AP7.8.4.2. Processing elements of distribution systems shall not enter suffix codes in MRP transactions for total quantity.

AP7.9. APPENDIX 7.9

SUPPLEMENTARY ADDRESS

AP7.9.1. The supplementary address (SUPADD)/supplemental data field is a multi-purpose data element. Usage rules vary for U.S. Forces and Security Assistance, by the intent of the transaction originator, as well as based upon the transaction format (legacy MILSTRIP vs. DLMS) used to communicate the information. Regardless of usage or format, the originator's SUPADD/supplementary data shall be perpetuated in all subsequent transactions and documentation.

AP7.9.2. U.S. Forces

   AP7.9.2.1. Under legacy MILSTRIP, the SUPADD (located in rp 45-50) in transactions for support of U.S. Forces, when significant, will contain a DoD activity address code (DoDAAC). The entry in the first position (Service) or first and second position (Federal Agency, if numeric-numeric, or special program activity, if numeric-alpha) shall always be the appropriate character(s) identifying the Service/Agency (S/A) or program (see Appendix 7.2. Service and Agency Codes). The DoDAAC shall be established in the authoritative DLA Transaction Services DoD Activity Address Directory (DoDAAD) database by S/A designated DoDAAD Central Service Points for dissemination in a variety of formats. Each code so established will contain address(es) in detail to permit the shipping and billing of materiel. (See the DLM 4000.25, Volume 6, Chapter 2, DoD Activity Address Directory (DoDAAD).)

Service/Agency					
Activity Address Code					
45	46	47	48	49	50

   AP7.9.2.2. Under DLMS, the SUPADD shall be replaced by a generic supplemental data field. DoDAACs provided for the purpose of identifying a ship-to and/or bill-to activity are carried as discrete data elements in the DLMS transaction address segment with specific data qualifiers indicating the exact purpose.

      AP7.9.2.2.1. In a mixed legacy/DLMS environment, the supplemental data field is used to perpetuate/populate the legacy MILSTRIP SUPADD. During this time, field size for the supplemental data field is restricted to 6 positions. When containing a DoDAAC, the value carried in the supplemental data field must also be repeated in the applicable DLMS address segment to identify the ship-to/bill-to activity.

      AP7.9.2.2.2. Under full DLMS, the requirement to pass activity address information within the supplement data shall be terminated and the supplementary data

field will be used for miscellaneous data only. Under full DLMS, the field length shall be expanded to 30 positions.

AP7.9.2.3. Non-significant Supplemental Data. The Service/Agency Code Y in the first position shall be used to denote that the field is being used for data rather than a ship-to/bill-to DoDAAC. When the originator of the transaction uses the SUPADD/supplemental data field for data rather than addressing, the entry shall be considered non-significant to the receiving activity except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel.

AP7.9.2.4. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel

AP7.9.2.4.1 When used for inter-Service ownership transfer of ammunition or ammunition-related materiel located in a Single Manager for Conventional Ammunition (SMCA) storage activity where no physical movement of materiel or billing applies, the Referral Order (DLMS 511R/DIC A4_) shall cite Signal Code M and Project Code CYK in conjunction with a SUPADD/supplemental data field beginning with Service/Agency Code Y (a ship-to DoDAAC is not applicable). In a mixed DLMS/legacy environment, the required additional data content to support this process will be concatenated in the SUPADD/supplemental data field as follows:

- First position: Service/Agency Code Y
- Second position: Old (from) ownership code
- Third-fifth position: New owner RIC
- Last position: New/gaining (to) ownership code

AP7.9.2.4.2 Materiel release orders (MROs) (DLMS 940R/DIC A5_) directed to an SMCA storage activity for inter-Service transfer of ammunition or ammunition-related materiel with no physical movement or billing will cite the SUPADD/supplemental data constructed as in AP7.9.4.1 in combination with Signal Code M. All subsequent transactions will perpetuate this construct.

AP7.9.2.4.3 Under DLMS, the originating system will also provide the discrete data elements where applicable, mirroring those contained in the supplemental data. This redundancy will be retained until all parties are using DLMS and the supplemental data field may be repurposed for unrelated information.

AP7.9.2.5. When the first position of the document number contains a valid S/A alpha designator and the first position of the SUPADD/data field contains a zero (0), DAAS shall change the zero (0) to Y.

AP7.9.3. Security Assistance

AP7.9.3.1. For Security Assistance transactions, the legacy MILSTRIP SUPADD, as well as the mixed environment DLMS supplemental data field, is used for a concatenation of multiple distinct data elements.

AP7.9.3.1.1. For Foreign Military Sales (FMS), the first position (legacy format rp 45) shall contain the in-country Service designating the military service within the Security Assistance customer country. For Grant Aid, the first position shall contain Service/Agency Code Y. Note that the Y is subsequently converted to an X for establishment of the applicable Military Assistance Program Address Code (MAPAC).

AP7.9.3.1.2. The contents of the remaining positions vary for both FMS and Grant Aid, according to the Security Assistance country and the originator's intent. (See Chapter 25 and Appendix 8.3 or DLM 4000.25, Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD), for detailed guidance.)

AP7.9.3.2. In a mixed legacy/DLMS environment, the supplemental data field shall be interpreted during DLA Transaction Services' DAAS processing and separated into its discrete data elements for transmission to DLMS-compliant applications. Under full DLMS, the originating system shall provide the discrete data elements applicable to the transaction including: customer within country code, offer and release option code, FMS case number, program line number, record control number.

AP7.10. APPENDIX 7.10

SIGNAL CODES

AP7.10.1. General. This appendix provides guidance for legacy-formatted MILSTRIP requisitions and provides transition guidance for perpetuation of the signal code under DLMS. The long-term goal for DLMS procedures is to eventually terminate the use of the signal code, which is redundant to the use of discretely identified activities relevant to the transaction.

AP7.10.2. Legacy MILSTRIP Business Rules. The signal code (record position 51) in A series documents has two purposes; it designates the fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the Material Returns Program (MRP), Document Identifier Code (DIC) FT_ series, the signal code designates the fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP7.10.2.1. The coding structure and its meaning for DIC A_ series documents are shown in Table AP7.10.T1.

Table AP7.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules		
Code	Ship to . . .	Bill to . . .
A	Requisitioner	Requisitioner (rp 30-35)
B	Requisitioner	Supplementary address (rp 45-50)
C	Requisitioner	Bill-to party designated by the fund code (52-53)
D	Requisitioner	No billing required (free issue) (Not to be used by DoD activities when submitting requisitions on General Services Administration (GSA))
J	Supplementary address	Requisitioner (rp 30-35)
K	Supplementary address	Supplementary address (rp 45-50)

Table AP7.10.T1. <u>Legacy-Formatted Requisitioning Transaction Business Rules</u>

Code	Ship to . . .	Bill to . . .
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address[1]	No billing required (free issue). (Not to be used by DoD activities when submitting requisitions on GSA)
W	Requisitioner	For intra-Service use only
X	Supplementary address	For intra-Service use only

AP7.10.2.2. The coding structure and its meaning for applicable Materiel Returns Program (MRP) (DIC FT_ series documents) are shown in Table AP7.10.T2.

Table AP7.10.T2. <u>Legacy-Formatted Asset Reporting Transaction Business Rules</u>

Code	Ship from . . .	Credit to . . .
A	Requisitioner	Requisitioner (rp 30-35)
B	Requisitioner	Supplementary address (rp 45-50)
C	Requisitioner	Bill-to party designated by the fund code (52-53)
D	Requisitioner	No credit required
J	Supplementary address	Requisitioner (rp 30-35)
K	Supplementary address	Supplementary address (rp 45-50)
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address	No credit required
W	Requisitioner	For intra-Service use only
X	Supplementary address	For intra-Service use only

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[1] When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.

AP7.10.2.3. When the Signal Code is C or L, an additional use for the fund code is to indicate the bill-to office. The fund code to bill-to office conversion under MILSBILLS procedures is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.10.3 DLMS MILSTRIP Business Rules.[2] Pending future termination of the signal code under DLMS, the signal code remains as a required data element. Redundant mapping of the discretely identified activities is required during an extended transition period to ensure interoperability in a mixed DLMS/legacy environment.

AP7.10.3.1 Although identified in the transaction, the signal code in requisitions, including referral and passing orders, must also designate the role/placement of legacy fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the MRP, the signal code designates the role/placement of fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP7.10.3.2 The coding structure and its meaning for requisition documents are shown in Table AP7.10.T3.

Table AP7.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules			
Code	Ship to . . .	Bill to . . .	Notes
A	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Supplemental data non-significant (LQ01/Code A9)
B	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	Addressee (other than the requisitioner) designated by the bill-to (N101/Code BT)	Perpetuate bill-to DoDAAC to the supplemental data (LQ01/Code A9)

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[2] Refer to ADC 1009A.

	Table AP7.10.T3. <u>DLMS-Formatted Requisitioning Transaction Business Rules</u>		
Code	Ship to . . .	Bill to . . .	Notes
C	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Supplemental data non-significant (LQ01/Code A9) Bill-to DoDAAC must be associated with the fund code in the Fund Code to Billed DoDAAC Conversion Table[3]
D	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	No billing required (free issue)	Supplemental data non-significant (LQ01/Code A9)
J	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	Requisitioner Requisitioner DoDAAC perpetuated to the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)
K	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Perpetuate bill and ship-to DoDAAC to the supplemental data (LQ01/Code A9)
L	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9) Bill-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table[4]
M	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)[5]	No billing required (free issue)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)[6]

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[3] Refer to DLM 4000.25, Volume 4, Finance.

[4] Ibid.

[5] When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.

Table AP7.10.T3. <u>DLMS-Formatted Requisitioning Transaction Business Rules</u>			
Code	Ship to . . .	Bill to . . .	Notes
W	Requisitioner (N101/Code ST)	For intra-Service use only	
X	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	For intra-Service use only	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)

AP7.10.3.3. The coding structure and its meaning for MRP asset reports documents are shown in Table AP7.10.T4.

Table AP7.10.T4. <u>DLMS-Formatted Asset Reporting Transaction Business Rules</u>			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB) [7]	Notes
A	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	
B	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit	Perpetuate credit-to DoDAAC to the supplemental data (LQ01/Code A9)
C	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit based on the fund code.	Credit-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table[8]
D	Reporting activity identified in the document number perpetuated to the shipped from	No credit required	

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[6] Ibid.

[7] A single party to receive credit is used pending implementation of a DLMS enhancement to distinguish and discretely identify the party to receive credit for materiel; party to receive credit for packing, crating, and handling; and party to receive credit for transportation.

[8] Refer to DLM 4000.25, Volume 4, Finance.

	Table AP7.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules		
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB) [7]	Notes
J	Addressee (other than the reporting activity identified in the document number) discretely identified as the shipped from	Reporting activity identified in the document number perpetuated to the party to receive credit	Perpetuate reporting location to the supplemental data (LQ01/Code A9)
K	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Perpetuate party to receive credit DoDAAC to the supplemental data (LQ01/Code A9)
L	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	Addressee (other than the reporting activity identified in the document number or shipped from) designated by the party to receive credit based on the fund code	Perpetuate shipped from DoDAAC to the supplemental data (LQ01/Code A9) Credit-to DoDAAC must be associated with the identified fund code in the Fund Code to Billed DoDAAC Conversion Table
M	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	No credit required	Perpetuate shipped from DoDAAC to the supplementary data (LQ01/Code A9)
W	Reporting activity identified in the document number perpetuated to the shipped from	For intra-Service use only	
X	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	For intra-Service use only	

AP7.10.4. The coding structure and its meaning for shipments/transfers to DLA Disposition Service Field Office:

AP7.10. 4.1. For shipments/transfers of hazardous materiel and waste to DLA Disposition Service Field Offices, the Disposal Turn-In Document (DTID), DD Form 1348-1A, DD Form 1348-2, or authorized electronic equivalent, will reflect the designated consignee DLA Disposition Service Field Office as the ship-to (N1/Code ST) (MILSTRIP Legacy supplementary address (rp 45-50)) and the signal code will be as shown in Table AP7.10.T5.

Table AP7.10.T5. DTID Signal Code Business Rules	
Code	Bill to . . .
A	Turn-in activity identified in the document number (MILSTRIP legacy rp 30-35)
B	Bill to activity in block 27 of the DTID. If Signal Code B is present and no bill-to activity is provided in DTID block 27, the bill-to office will default to the turn-in activity identified in the document number (MILSTRIP legacy rp 30- 35).
C	Addressee designated by the fund code (MILSTRIP legacy rp 52-53). If Signal Code C is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code C, bill to activity must also be identified in block 27 of the DTID.
L	Addressee designated by the fund code (legacy rp 52-53). If Signal Code L is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code L, bill to activity must also be identified in block 27 of the DTID.

AP7.10.4.2. Only the signal codes in AP7.10.3.1 are applicable on the DTID for hazardous materiel or waste turn-in. Processing under Signal Codes C and L are redundant to allow perpetuation of legacy system procedures.

AP7.10.5. Designation of the DoD EMALL DoDAAC SC4210 as the bill-to indicates payment via Government purchase card or corporate credit card applies.

AP7.11. APPENDIX 7.11

FUND CODES

AP7.11.1. Fund codes (located in rp 52-53 of transactions) are two-position alpha/numeric codes used with the Service or Agency code of the billed office to designate the billing method (interfund or noninterfund). When interfund billing is indicated, the fund code also indicates the fund account to be charged (disbursed) or credited (refunded). The fund code to fund account conversion is prescribed in the MILSBILLS procedures fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.11.2. An additional use for the fund code is to indicate the DoDAAC of the "bill-to" office when the Signal Code is C or L. The conversion of fund code to billed office DoD activity address code (DoDAAC) conversion is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.11.3. Requisitions submitted to DoD activities and the Government Services Administration (GSA) shall always contain a fund code, unless the materiel requested has been offered without reimbursement, in which case the signal code (rp 51) shall be D or M (free issue) and the fund code shall have no meaning to the requisition processing point.

AP7.12. APPENDIX 7.12

DISTRIBUTION CODES

NUMBER OF CHARACTERS:	Three.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	An alpha or numeric entry in rp 54 requires a decision as indicated in this appendix.
RECORD POSITION(S):	54-56.
POSITION 54:	Activities eligible to receive additional status and assigned codes.
POSITION 55-56:	Internal Service/Agency (S/A) use.

AP7.12.1. Use of Distribution Codes. The distribution field is a three-position two-part field of which the first part (record position (rp) 54) is significant and will require a decision when the entry is alphabetic or an assigned numeric. When an alphabetic or assigned numeric entry is contained in rp 54, the activity designated by the entry will be furnished 100 percent supply and shipment status on all priorities in addition to status furnished using the media and status (M&S) entry in rp 7. When rp 7 is M&S 0, 8, or Y, the activity designated in rp 54 is responsible for furnishing status to other status eligible recipients. The second part of the field (rp 55-56) is discretionary for other types of internal control. The distribution code serves only to indicate an addressee is to receive status (including MOV requests) and may be changed only by submission of a DIC AM_ requisition modifier.

AP7.12.1.1. A numeric entry in rp 54 which is not assigned on an inter-Component basis by the DoD MILSTRIP System Administrator will be nonsignificant to the system but will always be perpetuated in other transactions.

AP7.12.1.2. An alpha character or assigned numeric entry is significant and will always be perpetuated in other transactions.

AP7.12.1.3. Alphabetic or numeric entries in rp 55 and 56 will not require decisions, but will always be perpetuated in other transactions.

AP7.12.2. Assignment and Maintenance of Distribution Codes. Distribution codes are assigned to identify the activities to receive 100 percent supply and shipment status for all priority designators in addition to the status to be furnished using the M&S entry in rp 7.

AP7.12.2.1. Alphabetic distribution codes are assigned by the Component coordinator as identified by the S/A code from appendix AP7.2. and a DoD activity address code (DoDAAC).

AP7.12.2.2. Numeric distribution codes are controlled and approved by Defense Logistics Management Standards and will not be used by the Components without prior approval. When a numeric code is assigned for inter-Service use, a Proposed Defense Logistics Management Standards (DLMS) Change (PDC) containing the required or desired implementation date will be staffed with the Components. In addition, numeric distribution codes are nonsignificant unless they are assigned by the DoD MILSTRIP Administrator for inter-Component use.

AP7.12.2.3. Each Component coordinator listed in AP7.12.4., will ensure currency in code assignments. Additional assignments, revisions, or deletions of distribution codes, with the exception of codes used with Service Code H, will be requested from the DAAS[1] for update of the central file. Requests for assignment of Service Code H distribution codes will be requested from the DoD MILSTRIP Administrator by mail to Defense Logistics Management Standards J627 Room 1650, Defense Logistics Agency J627, MILSTRIP Administrator, 8725 John J Kingman Road, STOP 6205, Fort Belvoir, VA 22060-6217, or by the Defense Enterprise Data Standards Office Website comment form.

AP7.12.2.4. The DAAS maintains the database of distribution codes[2] and will serve as the focal point for all database revisions. Use https://www2.transactionservices.dla.mil/edaasinq/ to interrogate the distribution code file. Assigned distribution codes are listed at https://www2.transactionservices.dla.mil/eDoDAAD_asearch/download_dodaaf.asp[3]. Select 'MILSTRIP Distribution Codes' from the drop-down menu box. The report displays the 'as of' date for the codes listed.

AP7.12.3. <u>Numeric Distribution Codes</u>. Current use of numeric distribution codes are as follows:

CODE	USE
1	Reserved for assignment by the DoD MILSTRIP System Administrator.
2	For use by IMMs to identify transactions associated with lateral redistribution of DoD consumable assets
3	For use by IMMs to identify transactions associated with lateral redistribution of DoD reparable assets
4	Use for DoD EMALL requisitions

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[1] DAAS requires a user authorization to obtain information from their website. If you do not currently have approved access to DAAS (user id and password), please complete a request for access by going to the following DAAS website: https://www.transactionservices.dla.mil/sar/warning.asp

[2] Ibid.

[3] Ibid.

CODE	USE
5	Inter-Component use with Service/Agency Code N to identify a DLA DoDAAC to receive supply and shipment status and materiel obligation validation (MOV) for DLA-funded Navy requisitions to other Services under industrial activity support agreement.
6	Inter-Component use with the Navy Service Codes N, V, and R
7 and 8	Inter-Component use with the transmission of MOV requests
9	DLA Disposition Services
	Federal Center
	Battle Creek MI 49016-3412
111	Inter-Component use for Retail Transportation and Supply Receipt and Acknowledgement Interchange (See DLM 4000.25, Volume 3, Chapter 2)

AP7.12.4. Component Coordinators. DoD Component coordinators are established for S/A assignment of distribution codes. See the Defense Enterprise Data Standards Office (DEDSO) Website
https://www.dla.mil/Defense-Data-Standards/Committees/Contacts/

AP7.13. APPENDIX 7.13

PROJECT CODES

NUMBER OF CHARACTERS:	Three.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	Identifies requisitions and related documentation as to special programs, exercises, projects, operations, or other purposes.
LEGACY RECORD POSITION(S):	57-59.
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Qualifier 78[1]

AP7.13.1. Project codes are used to distinguish requisitions and related documentation and shipments, and to accumulate Service/Agency (S/A) performance and cost data related to exercises, maneuvers, and other distinct programs, projects, and operations. If no project code is applicable, leave blank in the applicable transaction.

AP7.13.2. Project codes, other than Office of the Secretary of Defense (OSD)/ Chairman of the Joint Chiefs of Staff (CJCS) assigned codes, do not provide nor imply any priority or precedence for requisition processing or supply decisions. Project codes are not related to priority in any respect and, when used, do not alter nor override the priority assigned to a requisition or shipment. Requisitions containing project codes and shipments related thereto will be processed strictly under the assigned priority designator and implied/requested preferential treatment to the contrary will be disregarded.

AP7.13.3. Project codes will be perpetuated in all related documentation and will appear as a part of shipping container markings. Recognition of project codes by suppliers in another S/A and the resultant special handling afforded requisitions and shipments will be limited to:

AP7.13.3.1. <u>Shipment Consolidation</u>. Criteria for consolidation of project code materiel is published in DTR 4500.9-R.

AP7.13.3.2. <u>Container Marking</u>. Shipments will be marked as prescribed in MIL-STD-129, as amended.

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[1] ADC 1043 added the Standard Line of Accounting (SLOA) requirement for a project code element in the FA2 segment, but also noted that the SLOA project code may or may not be the same as the supply project code.

AP7.13.3.3. Shipment Release/Movement Control. At the time of project announcement for contingencies and similar rapid response situations, the initiating S/A will provide the instructions as to procedures to be followed on requisitions which must arrive at destinations within specified time periods.

AP7.13.4. Project codes are categorized into four groups and the authority to assign project codes varies by category. The following paragraphs provide the definitions of each category of project codes and identify the S/A which is authorized to assign each category of project code. The authoritative source for each category of project codes is either maintained with the Services or the Project Code Management System (PCMS) as part of DAAS logistics transaction processing infrastructure.

AP7.13.4.1. Category A. For use when no meaning of the code will be perpetuated outside the originating S/A. The code will be perpetuated in all related documentation and will appear as a part of the shipping container markings. Project codes in Category A may be assigned by those S/As identified in Appendix 7.2 by a distinct S/A code, Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC), and by those Agencies using the multiuse Service Code H. Category A project codes are managed by the Services and are not included in the PCMS.

AP7.13.4.2. Category B. For use when recognition and exceptional processing actions have been prearranged between specified S/As. Category B project codes will be announced by the managing S/A only to participating S/As, with the information described below in AP7.13.6.3. Assignment authority is the same as for Category A. Category B project codes are managed by the Services and are not included in PCMS.

AP7.13.4.3. Category C (3/alphanumeric/alphanumeric). Assigned for common purpose use by all or specified S/As. Category C project code(s) are assigned for a specified period of time, not to exceed two years initially, with an exception for project codes assigned to ongoing MILSTRIP procedures. The project code monitor/coordinator will evaluate the need to extend and update Category C project codes prior to expiration. All *C*ategory C codes are managed in PCMS by OSD, Office of CJCS, or the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator.

AP7.13.4.3.1. Assignment of Category C project codes may be requested by OSD/CJCS or by S/As. S/A requests will be forwarded by the Supply Process Review Committee (SPRC) representative to the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator. Such requests must:

AP7.13.4.3.1.1. Include a statement of the intended use.

AP7.13.4.3.1.2. Indicate the S/As which will be involved (including designator of applicable S/A codes).

AP7.13.4.3.1.3. Provide the effective date and termination date of the code.

AP7.13.4.3.1.4. Identify at least one monitor/coordinator.

AP7.13.4.3.1.5. Note any references.

AP7.13.4.3.2. Project Codes CYK, JZC, JZM, JZO, and RBB are designated as Category C and are authorized exceptions to the normal Category C 3/alphanumeric/alphanumeric structure.

AP7.13.4.4. Category D (9/alphanumeric/alphanumeric). OSD/CJCS project codes. Requisitions and materiel releases with Category D project codes will be ranked above all other requisitions with the same priority designators for processing purposes. Authorization for use of Category D project code(s) will be for a specified period of time, not to exceed two years initially. OSD/CJCS will evaluate the need to extend and update Category D project codes prior to expiration. All Category D codes are managed in PCMS by OSD and CJCS.

AP7.13.4.5. OSD and CJCS Assignment Requests

AP7.13.4.5.1. OSD project codes will be assigned only to projects and programs clearly of direct interest to the Secretary of Defense (SECDEF). Requests for assignment of OSD project code(s) will be submitted to the DASD (L&MR) SCI. An information copy of the request will be provided to the DoD MILSTRIP Administrator. Upon approval of the request by the DASD (L&MR) SCI, OSD will complete assignment of the project code in PCMS, or may request CJCS record the project code in PCMS on behalf of OSD.

AP7.13.4.5.2. CJCS project codes will be assigned only to projects and programs clearly of direct interest to the CJCS acting on behalf of the SECDEF. The Force/Activity Designators (F/AD) to be used in conjunction with the CJCS project code should be designated in the authorization. Requests for assignment of CJCS project code(s) will be submitted to the ***Joint Materiel Priorities and Allocation Board***, an agency of the Chairman, Joint Chiefs of Staff, and approved through the appropriate office listed below to authorize CJCS to complete assignment of the project code in PCMS:

AP7.13.4.5.2.1. Service Headquarters.

AP7.13.4.5.2.2. Unified or Service Command Headquarters.

AP7.13.4.5.2.3. The Joint Staff.

AP7.13.4.5.2.4. OSD.

AP7.13.5. Dissemination.   When Category C & D project codes are initially assigned, extended, or cancelled prior to the current expiration date, ***the change will be reflected on PCMS generated reports***.

AP7.13.5.*1*. Initial dissemination of Category C and D project codes will be accomplished as follows:

AP7.13.5.*1*.1. For OSD/CJCS project codes, OSD/CJCS are responsible for electronically disseminating the authorizing project code message (or the Execute Order containing project code assignment) to S/A Headquarters and other activities as appropriate.

AP7.13.5.*1*.2. The approved project code is finalized and made active **and will be available from the Defense Automatic Addressing System (DAAS) Logistics Data Gateway (LDG)**.

AP7.13.5.*2*. When an active project code is extended, **the extension will not exceed two years**.

AP7.13.5.3. When an active project code is cancelled early (i.e., before the currently published termination date) or reaches its termination date, *t*he prior termination date is to be crossed out **on the PCMS reports** and the actual expiration date distinctly displayed.

AP7.13.5.4. For those without **LDG** accounts, reports containing all Category C and D codes will be published electronically on the **Defense Enterprise Data Standards Office (DEDSO)** Website. The report includes active project codes and those that have expired in the six months prior of the report generation date.

AP7.13.*6*. Project Code Management System

AP7.13.*6*.1. System Administration

AP7.13.*6*.1.1. DAAS maintains the PCMS application for updating Category C & D project code data. It facilitates project code lifecycle management, and real-time project code validation for supply transactions processed through DAAS. Access to the PCMS application is controlled in accordance with DoD Public Key Infrastructure (PKI)/Common Access Card (CAC) requirements and requires an appointment letter submitted to the MILSTRIP Administrator, and a System Access Request (SAR) submitted to DAAS.

AP7.13.*6*.1.2. DAAS deactivates accounts when an account holder is no longer authorized or when the account has not experienced activity for a period of time determined by DAAS. OSD/CJCS and MILSTRIP Administrator accounts are restricted through access controls to project code categories appropriate to their role authorized in their appointment letter. S/A Project Code Representatives and SPRC representatives may submit a SAR to obtain a read-only access account to perform ad hoc queries.

AP7.13.*6*.2. Validation. Using project code data in PCMS, DAAS will edit all requisitions and related transactions (DLMS 511R / MILSTRIP Document Identification Code (DIC) A0_, AM_, DLMS 869F / MILSTRIP DIC AT_, and DLMS 517M / MILSTRIP DIC APR) for invalid/expired Category C & D project codes.

AP7.13.**6**.2.1. The edit check for valid project codes compares the project code in the transaction to the project codes recorded in PCMS and verifies the project code is present and currently active.

AP7.13.**6**.2.2. If the edit check determines the project code exists but has expired, PCMS compares the ordinal date from the requisition document number in the transaction to the beginning date and actual expiration date of the project code in PCMS to determine if the project code was active at the time of the original requisition.

AP7.13.**6**.2.3. If an invalid code is present or a project code is used on a requisition issued outside the active period for the project code, DAAS will blank the project code, forward the requisition for processing, and report this action back to the requisitioner in a supply status transaction (DLMS 870S / MILSTRIP DIC AE9) with BK status.

AP7.13.**6**.3. PCMS will track which project codes are reserved, pending active, and expired.

AP7.13.**6**.3.1. PCMS users may reserve a project code within their authority to assign for up to one year. If the project code is not made active or given a pending date to become active within the year it was reserved, then PCMS will no longer reserve the project code. During the time that a project code is reserved, it is only discoverable within PCMS by other users who could have been assigned the same code.

AP7.13.**6**.3.2. PCMS users can set a project code to automatically become active on a date up to 30 days in the future. In order to set a project code for future activation, the project code must have the required information for disseminating the project code as called for in AP7.13.6.3.. During the time that a project code is pending activation, it is only discoverable within PCMS by other users who could have assigned the same code.

AP7.13.**6**.3.3. PCMS will not offer a previously expired project code to be reused for another purpose until at least five years after the project code expired. When a user requests to create a new project code, PCMS will first offer the project code that has gone the longest since being used. The user will be able to request a specific project, so long as it is not already active or within five years since expiring.

AP7.14. APPENDIX 7.14

PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES

AP7.14.1. The priority designator (PD) is located in rp 60-61 of requisitions, and related transactions, and is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force or Activity Designator (F/AD), and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign F/ADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate F/AD is in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," Volume 8, "Materiel Data Management and Exchange," February 10, 2014. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND are in paragraph AP7.14.3., below.

AP7.14.2. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of required delivery dates (RDD) when assigned to requisitions. Commanding Officers of International Logistics Control Offices (ILCO), receiving requisitions from Security Assistance requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

AP7.14.2.1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

AP7.14.2.2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

AP7.14.3. The determination of the appropriate UND will be made as follows:

AP7.14.3.1. UND A will be used in requisitioning materiel:

AP7.14.3.1.1. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).[1]

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[1] Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information

AP7.14.3.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

AP7.14.3.1.3. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.[2]

AP7.14.3.1.4. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

AP7.14.3.1.5. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

AP7.14.3.1.6. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

AP7.14.3.1.7. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality Code of 1 or 2.

AP7.14.3.2. UND B will be used in requisitioning materiel:

AP7.14.3.2.1. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

AP7.14.3.2.2. Required for immediate installation on, repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.[3]

AP7.14.3.2.3. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

AP7.14.3.2.4. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

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systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

[2] Ibid.

[3] Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

AP7.14.3.2.5.   Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of the activity to perform its assigned missions is impaired.

AP7.14.3.2.6.   Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

AP7.14.3.2.7.   Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

AP7.14.3.2.8.   Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

AP7.14.3.2.9.   Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

AP7.14.3.3.   UND C will be used in requisitioning materiel:

AP7.14.3.3.1.   Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.

AP7.14.3.3.2.   Required for replenishment of stock to meet authorized stockage objective.

AP7.14.3.3.3.   Required for purposes not specifically covered by any other UND.

AP7.14.4.   Special Programs. All special programs requisitions (identified by requisitioner DoD activity address code (DoDAAC) using the 1st position numeric–2nd position alpha series, e.g. 1A) will be reviewed for appropriate PD assignment. These requisitions are authorized to use Uniform Materiel Movement and Issue Priority System (UMMIPS) priorities 8, 10, and 15, which corresponds to F/AD V and UND A, B, and C. DAAS will validate for appropriate use and downgrade any anuauthorized value to PD 15. Defense Automatic Addressing System (DAAS) will provide an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Abuse of FAD I will be output to the Unauthorized Priority Designator Report.

AP7.14.5.   Purpose. This section describes the assignment process for determining the appropriate PD based on the assigned F/AD and the validation process for those activities using the F/AD I assignment inappropriately.

AP7.14.5.1. Derivation of Priority Designators. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned F/AD and the UND determined by the requisitioning activity. Table AP7-14.T1 indicates the appropriate Arabic number PD derived from a combination of a given roman numeral F/AD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table AP7-14.T1. Derivation Of Priority Designators (Relating F/AD to UND)

FORCE OR ACTIVITY DESIGNATOR	URGENCY OF NEED		
	A	B	C
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

AP7.14.5.2. Validation of F/AD I Activities. By direction of the OSD, the DAAS will validate F/AD I usage through the requisitioning process. The DAAS will maintain an edit table consisting of activities authorized to use F/AD I. To preserve accuracy and timely update, the JCS will forward to DAAS and Government Services Administration (GSA) all OSD-approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include on-line update, with the DAAS and GSA is authorized for time sensitive updates; however, formal documentation will be forwarded to DAAS and GSA to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. DAAS will edit PD 01, 04, and 11 requisitions (DLMS 511R, 511M, 869F, and 517M or MILSTRIP legacy DICs A0_, AM_, AT_, A3_, A4_, and APR) to ensure that F/AD I requisitions identify an authorized activity in the document number (MILSTRIP legacy rp 30-43), supplementary address field (MILSTRIP legacy rp 45-50), or DLMS ship-to, bill-to, or mark-for party[4] DoDAAC. DAAS will identify PD 01 requisitions failing this edit for suspected abuse and subsequent investigation without interruption of normal requisition processing. DAAS will use Table AP7-14.T2, to downgrade PD 04 and 11 requisitions failing this edit. DAAS will report downgrading action back to the requisitioner in DLMS 870S/DIC AE9 transaction with BK status and will forward the modified requisition for processing. By agreement, all suspected F/AD I abuses found in US Coast Guard requisitions (document number beginning with Service/Agency Code Z) identified under above validation process will be automatically downgraded. In addition, DAAS will assess the validity of transactions which bypass

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[4] Refer to ADC 1009A. Automatic downgrade for PD 01 requisitions will not be authorized pending implementation of the mark-for party as an alternate location for the authorized activity DoDAAC.

the F/AD I validation process as a result of alternative requisition submission; such as, Defense Supply Expert System (DESEX) input, using the requisition image transaction (MILSTRIP legacy DICs CHI, CHA, BE9, and B99). Suspected abuses uncovered during the above edit process (to include those transactions downgraded by DAAS) will be output to the Unauthorized Priority Designator Assignment Report (Appendix 6.34).

Table AP7-14.T2. <u>DAAS Table For Automatic Downgrading Of Requisition Priority Designator</u>[5]

If PD is:	then DAAS will to change to:
01	03
(USCG, USAF JM accounts, and Security Assistance only)	
04	06
11	13

AP7.14.5.3. MILSTRIP requisitions submitted directly to GSA for GSA managed items will be reviewed for appropriate PD assignment prior to further processing. Any requisitions with PD 04 or PD 11 will be downgraded in accordance with table 2. PD 01 requisitions may be downgraded with the exception of AF (Service Code F) requisitions.[6] GSA will notify the requisitioner of the downgrade by generating a supply status, DIC AE8 with BK Status, and route to DAAS for distribution to the correct recipient(s) depending on the Media/Status and Distribution Code in the AE8. The modified requisition will be forwarded within GSA for processing based on the new PD. GSA will report downgrading action to DAAS on the DIC CHA/CH1 transaction using rp 78 as 'D' to indicate downgrade and rp 79-80 to report the original PD. In the case of PD 01 suspected abuse, both the PD in rp 60-61 and rp 79-80 would contain 01 on the DIC CHA/1 transaction. This action will allow DAAS to merge GSA priority abuse data into the Unauthorized Priority Designator Assignment Report on a monthly basis as described in DLM 4000.25, Volume 2, Appendix AP6.34. NOTE: MILSTRIP requisitions submitted directly to GSA for GSA managed items will not be revalidated by DAAS against the established edit table.

AP7.14.5.4. DAAS will apply automatic downgrading to DoD EMALL prepared requisitions unmatched to the Authorized DoDAAC List with the exception of AF PD 01 and MILSTRIP Order Entry Program (MOES) PD 01.

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[5] Effective November 3, 2003, DAAS implemented logic change to allow requisitions with DoDAAC N00421 in rp 30-35, Document Number Serial Numbers FQ and GQ (in rp 40-41) and PDs 04 and 11 to pass through DAAS processing without being downgraded. Requisitions with DoDAAC N00421, document number serial numbers beginning with FQ and GQ for PDs 01, 04, and 11 will not be included in the monthly Priority Designator Reports.

[6] Refer to ADC 279, Automated Downgrade for Priority Abuse and Reporting Procedures. The exception for the AF is an interim waiver pending better methodology for identification of the F/AD I authorized activity in AF requisitions.

AP7.14.5.5. Security Assistance Requisitions. All Security Assistance requisitions (identified by Service Code B, D, K, P, or T in rp 30/45) will be reviewed for appropriate PD assignment by the ILCO prior to release. The Security Assistance requisitions will not be revalidated by DAAS against the established edit table. However, any Security Assistance requisitions with PD 01, 04, or 11 will be downgraded in accordance withTable AP7-14.T2. DAAS will report downgrading action to the applicable ILCO in an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Suspected abuse will be output to the Unauthorized Priority Designator Report under the appropriate S/A heading with no activity name.

AP7.14.5.6. Participating Service/Agency Points of Contact and Responsibilities. DoDM 4140.01, Volume 8, requires DoD Components to designate a single office of primary responsibility to act as focal point for UMMIPS matters. To provide clear visibility of such points of contact, the JCS, the Military Services, the Defense Logistics Agency (if needed), and the General Services Administration, will provide contact information to DLA Logistics Management Standards for publication in this appendix. Contact information will include office name/symbol and communications numbers. Primary and alternate information should be included. DoD Component responsibilities for monitoring FA/D assignments and conducting annual reviews are delineated in DoDM 4140.01.

AP7.14.5.7. Service/Agency Points of Contact are listed on the DLA Logistics Management Standards Web site at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/.

AP7.14.6. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of F/AD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

AP7.14.6.1. PD 03 will be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

AP7.14.6.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

AP7.14.6.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

AP7.14.6.2. PD 03 will be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

AP7.14.6.3. PD 06 will be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

AP7.14.7. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

AP7.14.8. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the F/AD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

AP7.14.9. <u>ISSUE PRIORITY GROUPS (IPGs)</u>. PDs are grouped into IPGs as follows:

AP7.14.9.1. PDs 01, 02, and 03 form IPG I.

AP7.14.9.2. PDs 04, 05, 06, 07 and 08 form IPG II.

AP7.14.9.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

AP7.14.10. The key to achieving and maintaining a well balanced stock position is timeliness is submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a Security Assistance recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are the 9__ series. Control levels may be established to reserve assets for requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a Security Assistance recipient.

AP7.14.11. <u>RDD Data Field</u>. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the appropriate entry for the RDD data field.[7] The combination of the PD and the designation or non-designation of an RDD or other allowable entry for rp 62-64, as stated in this appendix, will determine the supply and transportation system response time requirements. Response times are referenced in DoDM 4140.01, Volume 8, DoD Supply Chain Materiel Management Procedures: Materiel Data Management and Exchange.

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[7] Non-date entries in the RDD field, i.e., Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirement Codes Under the DLMS.

AP7.14.11.1. A RDD which falls within 8 days of the requisition date will impact determination of the applicable UMMIPS time standard when the PD is 04-15. Otherwise, designation of a specific calendar day as the RDD will not influence response time; shipment will occur within the UMMIPS time standards for the assigned PD. When entered, the calendar day RDD may not precede the requisition date or exceed the requisition date or exceed the requisition date by more than 100 days.[8] Requisitions may also be coded using instructions below to indicate an extended RDD. To preclude shipment later than the RDD, submit requisition with Advice Code 2T.

AP7.14.11.1.1. Extended RDD (Code X). When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic X will be entered in rp 62. Use of the extended RDD will not preclude earlier delivery if the materiel is available or later delivery should back-ordered materiel become available at a later date. Enter the appropriate PD, consistent with the F/AD and UND, in rp 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the estimated shipping date (ESD) will be shown in rp 70-73. Supply source deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

AP7.14.11.1.2. Extended RDD (Code S). When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. No other entry will preclude earlier shipment if the materiel is available. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, 01 for the first month and 02 for the second month. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP[9] in rp 65-66 of the supply status transaction.

AP7.14.11.2. Expedited Transportation Signal. When expedited transportation is required, and the PD is 01-*15*, "777" may be entered in rp 62-64.

AP7.14.11.3. Collocated Stock. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of 444. The customer entering a "444" RDD should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD.

AP7.14.11.4. Non-Mandatory RDD Data-Field Requirements. If the customer does not specify an RDD or one of the allowable entries for rp 62-64 the RDD may be

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[8] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).
[9] Ibid

left blank and the customer should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD. When requisitions are received without entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

AP7.14.11.5. <u>Mandatory RDD Data-Field Requirements</u>. For subsistence, the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

AP7.14.11.5.1. When RDDs extend beyond order/ship times established by the ICP (for meals ready to eat (MRE) and other ration items), Paragraph AP7.14.10.1. will apply.

AP7.14.11.5.2. Provisions for work stoppage conditions identified below do not apply to subsistence.

AP7.14.11.5.3. During mass and universal cancellation situations, provisions of Chapters C4 and C27 take precedence over specific RDD requirements.

AP7.14.11.5.4. Expedited Handling Signal 999 and other not mission capable supply (NMCS) conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

AP7.14.11.6. <u>Not Mission Capable Supply/Anticipated Not Mission Capable Supply</u>. Not mission capable supply/anticipated not mission capable supply (NMCS/ANMCS) requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur; equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

AP7.14.11.6.1. <u>Expedited Handling Signal</u>. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for OCONUS deployment within 30 days of the requisition date only when the conditions specified below are met:

AP7.14.11.6.2. The requisitioning unit must possess F/AD I, II, or III, and

AP7.14.11.6.3. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

AP7.14.11.6.4. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

AP7.14.11.6.5. Expedited Handling Signal 999 does not apply to Security Assistance requisitions.

AP7.14.11.6.6. Requisitions for NMCS conditions other than 999, and all ANMCS conditions, must contain PD 01-08 with an N (NMCS) or E (ANMCS) in rp 62. [text deleted] Rp 63-64 are considered nonsignificant. Use UMMIPS time standards to ship materiel.

AP7.14.11.6.7. <u>Required Availability Date</u>. Security Assistance requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. Enter an A in rp 62 and use rp 63-64 to indicate the number of months remaining from the date of the requisition to the required availability date. (See Chapter C25.)

AP7.14.11.6.8. <u>Processing Precedence During Mass Cancellation</u>. Customers desiring to identify requisitions for continued supply and/or shipment processing during mass cancellation situations, will submit a requisition modifier (document identifier code (DIC) AM_ with 555 in the RDD data field (in rp 62-64). Requisitions containing or modified to contain 555 in the RDD data field and PD 01-08 (in rp 60-61) will receive processing precedence using the guidance in Volume 2, Chapter C4. Requisitions containing 555 in the RDD data field and PD 09-15 in rp 60-61 will be processed under the priority.

AP7.14.11.6.9. <u>Processing Precedence During Work Stoppage</u>. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP7.14.11.6.9.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel. Rp 63-64 is left blank.

AP7.14.11.6.9.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements. Rp 63-64 is left blank.

AP7.14.11.6.10. <u>Required Delivery Period</u>. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, a

required delivery period (RDP) may be established as outlined below and entered in rp 62-64:[10]

AP7.14.11.6.10.1. Decide the latest acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (in rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

AP7.14.11.6.10.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (in rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

AP7.14.11.6.10.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 2125, and the last acceptable delivery date is 30 days after the date of the requisition (2155), while the earliest acceptable delivery date is 2 days before the latest acceptable delivery date (2153). In this case two positions of the RDP would be 30, and the first position would be C (2 days before 2155–the last acceptable delivery date). The RDP would appear on the requisition as C30.[11]

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[10] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

[11] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

AP7.15. APPENDIX 7.15

ADVICE CODES

AP7.15.1. Advice codes are numeric/alphabetic or numeric/numeric and provide coded instruction to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible. The requisition transaction advice codes flow from requisition originators to initial processing points and are thereafter perpetuated into passing actions and release/receipt documents. The excess transaction advice codes flow from Defense Automatic Addressing System (DAAS) to an Inventory Control Point (ICP)/ Integrated Materiel Manager (IMM) to indicate that the excess transaction has been edited by DAAS. The method of assigning advice codes and listings of requisition/excess transaction advice codes are provided below:

CATEGORY ASSIGNMENTS OF ADVICE CODES		
RECORD POSITION(S)		
65	66	Numeric/Alphabetic and Numeric/Numeric
1	A thru Z (Except I and O) 1 thru 9	For Intra-Army usage.[1]
2	A thru Z (Except I and O) 1 thru 9	For DLA, inter-Service, and GSA transactions.
3	A thru Z (Except I and O) 1 thru 9	
4	A thru Z (Except I and O) 1 thru 9	For Intra-Marine Corps usage.[2]
5	A thru Z (Except I and O) 1 thru 9	For Intra-Navy usage.[3]
6	A thru Z (Except I and O) 1 thru 9	For Intra-Air Force usage.[4]

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[1] The codes assigned for DLA, inter-Service and Government Services Administration (GSA) transaction use will also be recognized and used for intra-Service transactions and will not be duplicated within the Service assignment latitude.

[2] Ibid.

[3] Ibid.

[4] Ibid.

CATEGORY ASSIGNMENTS OF ADVICE CODES		
RECORD POSITION(S)		
7	A thru Z (Except I and O) 1 thru 9	For Intra-GSA usage.[5]
8	A thru Z (Except I and O) 1 thru 9	For Intra-DLA usage.[6]
9	A thru Z 1 thru 9	Reserved - Not to be used.
0	A thru Z 1 thru 9	
NUMBER OF CHARACTERS:	Two.	
TYPE OF CODE:	Numeric/alphabetic or numeric/numeric.	
EXPLANATION:	Provides coded instructions by the requisitioner to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible.	
RECORD POSITION(S) (rp):	65-66.	

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[5] Ibid.

[6] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2A	Item is not locally obtainable through manufacture, fabrication, or procurement.
2B	Requested item only will suffice. Do not substitute/interchange. Also applies to "obsolete"/"inactivated" items previously rejected with Status CJ. When used in response to Status Code CJ, the submission of a new requisition will be on DD Form 1348-6 with all appropriate technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
2C	(1) Do not backorder. Reject any unfilled quantity not available to meet standard delivery date (SDD)/ required delivery date (RDD). Suitable substitute acceptable. (2) When entered in Brand name Resale Subsistence item, requisitions for overseas will be interpreted to authorize rejection of unfilled quantities not due to arrive in the overseas command by the RDD plus 30 days. Rejection status will be furnished the customer when it is determined by the supply source that unfilled requisitioned quantities cannot be shipped in time to arrive at the Outside Continental United States (OCONUS) destination by RDD plus 30 days. This may occur as a result of vendors' failure to ship required quantities to the CONUS transshipment depots by contract delivery date plus 15 days or upon receipt at the Continental United States (CONUS) transshipment depot, it is determined that the shipment could not reach the OCONUS destination by the RDD plus 30 days.
2D[7]	Furnish exact quantity requested (i.e., do not adjust to quantity unit pack unless adjustment is upward and the dollar value increase is not more than $5 over the requisition's extended money value.)
2E	Free issue. Stock lists or other publications offer this materiel without reimbursement. (To be used with Signal D or M on inter-Service requisitions.)
2F	Item known to be coded "Obsolete" but still required for immediate consumption. Service coordinated/approved substitute is acceptable. If unable to procure, reject requisition with Status CJ.

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[7] Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by GSA. Refer to AMCL 161.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2G	Multiple use: (1) Ship new stocks or stocks having new appearance; (2) Strategic mission requires latest model and configuration (for electronic tubes); (3) Strategic mission requires newest stock only (for photographic film or for aerial requirements for ammunition devices or cartridges); (4) Anticipated usage requires latest expiration dates only (for biological).
2H	Special textile requirement for use in airborne operations where personal safety is involved.
2J	Do not substitute or backorder any unfilled quantities.
2K	Item being requisitioned from CONUS pursuant to the balance of payments program. (To be used by OCONUS requisitioner.)
2L	Quantity reflected in quantity field exceeds normal demands; however, this is a confirmed valid requirement.
2M[8]	MCA validation process has revealed that the requested item is authorized by a valid contract.
2N	Item required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable.
2P	Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable.
2Q[9]	The management control activity (MCA) validation process has revealed that the quantity cited on the document identifier code (DIC) AX1 exceeds the contract authorized quantity. The total requisitioned quantity is to be rejected.
2R[10]	MCA validation process has revealed that the quantity cited on the DIC AX1 transaction exceeds the contract authorized quantity. The quantity field in this transaction (DIC AX2) reflects the quantity that may be supplied. The quantity difference between the DIC AX1 and this transaction will not be supplied.

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[8] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by United States Army (USA) (Retail). Refer to AMCL 1A.

[9] Ibid.

[10] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2S	Issue below established stock reservation levels is authorized. (To be used by Service owners of single manager for conventional ammunition (SMCA) managed conventional ammunition items only.)
2T	Deliver to the ultimate consignee by the SDD or RDD entered hereon or cancel requirement.
2U[11]	MCA validation process has revealed that no valid contract/call or order number is registered at the MCA or Service/Agency required manufacturing directive number (MDN) or contract line item number (CLIN) is missing or invalid.
2V[12]	MCA validation process has revealed that the contract is valid; however, the requisitioned item, or requisitioner, or the DoD activity address code (DoDAAC) in rp 45-50, is not authorized government furnished materiel (GFM) under the contract.
2W	This requisition is submitted for free issue of assets above the approved force acquisition objective (AFAO) on a fill or kill basis. (Applicable to Grant Aid/ Military Assistance Service Funded (MASF) requisitions only.)
21	Combination of Advice Codes 2L and 2T.
22	Combination of Advice Codes 2C and 2L.
23	Combination of Advice Codes 2L and 2G.
24	Combination of Advice Codes 2B and 2G.
25	Combination of Advice Codes 2A and 2F.
26	Combination of Advice Codes 2B and 2L.
27	Combination of Advice codes 2D and 2L.
28	Combination of Advice Codes 2N and 2L.
29	Combination of Advice Codes 2D and 2G.
31	Combination of Advice Codes 2J and 2G.
32	Combination of Advice Codes 2C and 2T.
33	Combination of Advice Codes 2L and 2J.

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[11] Ibid.

[12] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
34	Requested item only will suffice. Do not substitute/interchange. Items required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable. (Combination of Advice Codes 2B and 2N.)
39	Requested item only will suffice. Do not substitute/interchange. Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable. (Combination of Advice Codes 2B and 2P.)
3A	This requisition is for assets located in the DLA Disposition Services Field Office activities, as advertised by DLA Disposition Services, for which the requisitioner desires to inspect materiel prior to shipment. Fill or kill. Use of this code is limited to requisitions with K, L, R, S, or T in rp 40.
3B	Item being requisitioned has been designated as a commercial type item. Unable to obtain from commercial sources. Request supply of requisitioned quantity be accomplished against Foreign Military Service (FMS) code reflected in rp 48-50.
3C through *3F*	Deleted.
3G	***For OCONUS requisitions only. Requisitioner will accept shelf life materiel with a minimum of 4 months shelf life remaining until expiration at time of issue/shipment from DLA Distribution Center. Supply Discrepancy Reports (SDRs) will not be accepted for expired materiel with the usage of Advice Code 3G.***
3H through 3J	**Deleted**
3L	Deleted.
3O	Deleted.
3Q	Requested item only will suffice. Do not substitute/interchange. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3R and 3S	Reserved.
3V	Deliver to the ultimate consignee by the SDD entered hereon or cancel requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
3W	Furnish exact quantity requested (i.e., do not adjust to unit pack quantity). Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3X	Requisition will accept Condition Code E stock (ammunition stock only).
3Y	Do not substitute or backorder any unfilled quantities. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3Z	The quantity reflected in the quantity field exceeds normal demand; however, this is a confirmed valid requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).

MATERIEL RETURNS PROGRAM ADVICE CODES	
CODE	EXPLANATION
3T	Document has been edited by DAAS. Records indicate that NSN is correct and that the activity identified in rp 4-6 is the managing ICP/IMM.
3U	The correct source of supply is in rp 4-6. Necessary action has been initiated to correct the FLIS source of supply file.

INTRANSIT CONTROL SYSTEM ADVICE CODES	
CODE	EXPLANATION
35	Deleted.
36	A DLA Disposition Services Field Office receipt exists for which a matching DIC AS3 has not been received. No response is required. (For use with DICs AFX and AFZ by DLA Disposition Services only.)
37	A DIC AS3 has been received for which a matching DLA Disposition Services Field Office receipt has not been received. (Only use with DICs AFX and AFZ by DLA Disposition Services.)

DLMS RECEIPT, RESPONSE TO RECEIPT INQUIRY, AND INVENTORY ADJUSTMENT TRANSACTION ADVICE CODES [13]	
CODE	EXPLANATION
3K	Storage activity response to inquiry for receipt status. Storage activity has the receipt in process. Refer to ADC 313.
3M	Storage activity response to inquiry for receipt status. Storage activity has no receipt in process but there is a prepositioned materiel receipt (PMR) file. Refer to ADC 313.
3N	Storage activity response to inquiry for receipt status. Storage activity has no receipt in process and no record of the due-in/PMR. Refer to ADC 313.
3P	Storage activity response to an inquiry for status on receipt, or in response to a follow-up for asset reclassification, to indicate that the transaction being submitted is a duplicate of the original receipt transaction, or inventory adjustment transaction, provided by the storage activity. Caution must be used by the recipient to assure that the transaction is not processed twice. Refer to ADC 313 and ADC 487.

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[13] DLMS enhancement. Not for use in corresponding MILSTRAP legacy 80 record position transactions. Refer to ADC 313. DOD Components must provide Defense Enterprise Data Standards Office with their Component implementation date for ADC 313.

AP7.16. APPENDIX 7.16

STATUS CODES

AP7.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from sources of supply to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from the Defense Automatic Addressing System (DAAS) to a DAAS subscriber or from storage activities to inventory control points (ICP) to furnish the status of materiel release orders (MRO). The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP7.16.2. Selected status codes are also used to provide status on or to reject Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) transactions (Volume 2, Appendix 3).

AP7.16.3. The method of assigning status codes and a listing of the codes is provided below:

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
A	A through Z (except I and O) 1 through 9	For Intra-Army
B	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and Government Services Administration (GSA)[1] transactions, excluding customer asset reporting transactions.
C	A through Z (except I and O) 1 through 9	
D	A through Z (except I and O) 1 through 9	
P	A through Z (except I and O)	

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[1] Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
F	A through Z (except I and O) 1 through 9	For Intra-Air Force
J	A 1	
G	A through Z (except I and O) 1 through 9	For Intra-GSA
H	A through Z (except I and O) 1 through 9	For Intra-DLA
M	A through Z (except I and O) 1 through 9	For Intra-Marine Corps
N	A through Z (except I and O) 1 through 9	For Intra-Navy
R	A 1	
E	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and GSA[2] customer asset reporting transactions.
S	A through Z (except I and O) 1 through 9	
T	A through Z (except I and O) 1 through 9	
U	A through Z (except I and O) 1 through 9	

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[2] Ibid

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alpha/Alpha or Alpha/Numeric.
EXPLANATION:	Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions.

Legacy Record Position   *65-66*

DLMS/Segment/Qualifier: *LQ Segment, LQ01 Data Element ID 1270 Qualifier 81 – Status Code*

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>   <u>EXPLANATION</u>

BA   (1) Item being processed for release and shipment on a requisition or requisition alert. The estimated shipping date (ESD) is contained in record position (rp) 70-73 when provided in response to a follow-up.

(2) For status messages with a Distribution Code in rp 54-56 = 111, this status indicates that it is used in support of the Retail Transportation and Supply Receipt and Acknowledgement Interchange in response to follow-ups and for initial physical in-check of cargo from a retail supply warehouse to a transportation system for movement, etc. See DLM 4000.25, Volume 3, Chapter 2.

BB   (1) Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73.

(2) Requisition alert has been backordered. Additional status will be provided to indicate action taken.

BC   Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the national stock number (NSN) field (or "remarks" field if NSN field cannot accommodate the item number), that is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition[3] for the offered substitute.

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[3] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

BD   Requisition is delayed:

(1) Delay due to need to verify requirements relative to authorized application, item identification, or technical data.

(2) Requisition alert fulfillment is delayed due to need to verify requirements relative to item identification. Re-identification of NSN materiel to unit of use LSN required.

(3) Requisition for government furnished materiel (GFM) is delayed pending validation by either contracting management control activity (MCA) or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.

(4) If used with Management Code R, delay due to storage activity denial on the identified suffix. Clear/update local records for suffix and quantity identified. Further action on the denied quantity is anticipated to occur on a subsequent suffix code.

BE   Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DIC AE6 only.)

BF   No record of your requisition or requisition alert for which your DIC AF_ follow-up or cancellation request was submitted. Also used by a source of supply to indicate no record of a GFM requisition for which a DIC AX2 transaction has been received.

(1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the source of supply with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.[4]

(2) If received in response to a follow-up (AF_) request, source of supply action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.[5]

(3) When used in response to DLA Disposition Services generated DIC AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DLA Disposition Services Field Office under the document number in question and has not received a signed copy of the disposal turn in document (DTID).

(4) MCAs/contractors/Service(s)/Agencies (S/A) in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DIC AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or source of supply, under Chapter C26 procedures.

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[4] Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>   <u>EXPLANATION</u>

BG   One or more of the following fields have been changed:

(1) Stock Number (as the result of a formal catalog change).

   (a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.

   (b) NSN is assigned to part number that was requisitioned.

   (c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (federal supply classification (FSC) and national item identification number (NIIN)) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to the source of supply.

   (d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.)

(2) Unit of Issue (as the result of a formal catalog change).

(3) Unit of issue: A requisition alert or funded requisition was requested in a unit of use. The requested quantity is equal to the units in a FLIS unit of issue (ex.: 100 EA equals 1 HD). Your document has been converted to the FLIS unit of issue, quantity, and price. The source of supply will provide additional status to indicate further action taken on this requisition.

(4) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The source of supply will provide additional status to indicate further action taken on this requisition

BH   Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied requisition or requisition alert. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.

BJ   Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.

BJ   Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.

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[5] If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

REQUISITION TRANSACTION STATUS CODES

BK   Modified.

(1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.

(2) Used by Transaction Services on DIC AE9 and by GSA on DIC AE_ to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.

(3) Used by Transaction Services on DIC AE9 to advise that the requisition contained an invalid/expired OSD/CJCS category D project code. The project code has been blanked out and the requisition forwarded for processing.

(4) Used by Transaction Services on DIC AE9 or by source of supply to advise the customer that the requisition priority designator and/or required delivery date (RDD) data fields continued invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.

BL   Notice of availability (NOA) was forwarded to the country representative or freight forwarder on date entered in rp 70-73.

BM   Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DIC DZ9 status notifications.)

BN   (1) Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.

(2) Requested free issue quantity on requisition can be provided. No change to signal and fund code. No need to adjust fund obligation records. Applies only to DLA requisitions directed to Navy's Real-time Reutilization Asset Management (RRAM) in support of 2005 BRAC.

BP   Requisition has been deferred per customer instructions. The ESD is in rp 70-73.

BQ   Canceled.

(1) Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of a DoDAAC identified as requisitioner, ship-to, bill-to activity from the DoDAAD. De-obligate funds, if applicable.

(2) For status messages under the Retail Transportation and Supply Receipt and Acknowledgement Interchange process, denotes cancellation request is confirmed and the release order is no longer being processed for shipment. See DLM 4000.25, Volume 3, Chapter 2.

BR   Cancelled. Requisitioning activity authorized cancellation in response to materiel obligation validation (MOV) request furnished by processing point.

BS   Canceled. Requisitioning activity failed to respond to MOV request from processing point.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

BT   Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.)

BU   Item being supplied against your FMS Case Designator reflected in rp 48-50 or you Grant Aid Program and record control number (RCN) reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.

BV   Requisition or requisition alert item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.

BW   Your Security Assistance Program requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to follow-up when ESDs are not available.)

BX   Transportation activity has received pre-positioned data on item for shipment from supply activity; item not yet arrived at transportation activity for check-in (Servicing retail transportation activity response to retail supply activity request for materiel release status for use with DIC AE6/AEJ only).

BY   Depot/storage has previously denied the MRO by DIC A6_. (Depot/storage activity response to ICP request for MRO status, for use with DIC AE6 only.)

BZ   Requisition or requisition alert is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. ESD is in rp 70-73.

B1   Assets not currently available. Requisition will be retained by DLA Disposition Services for 60 days from date of receipt awaiting possible arrival of assets. (DLA Disposition Services use only.)

B2   Status of supply or procurement action precludes requested modification.

B3   The required availability date (RAD) contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.

B4   Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.

B5   The activity identified by the code in rp 4-6 is in receipt of your follow-up request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>   <u>EXPLANATION</u>

B6   The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.

B7   Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.

B8   Quantity requested for cancellation or diversion was not accomplished.

B9   The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not de-obligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.

CA   Rejected.

     (1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection.

     (2) When provided in response to a follow-up, this status will be sent via Defense Information System Network (DISN) and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.

CB   Rejected. Rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. May be used by a reporting activity to advise the ICP/IMM that a DIC A4_ with Distribution Code 2 cannot be filled from reported materiel. May be used by the source of supply (Principal), to notify the maintenance activity that a requested asset is not available for induction.

CC   Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u> <u>EXPLANATION</u>

CD   Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields or inconsistency in data content.

(1) If received in response to a requisition and the materiel is still required, submit a new requisition[6] with correct data field entries.

(2) If other than FMS/Grant Aid or Navy initial outfitting, the requisition date will not exceed one calendar year from the transaction processing date (current date) or be more than one day in the future.

(3) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.

(4) If received in response to an FMS requisition, the Security Cooperation Customer Code and Security Cooperation Case Designator embedded in the document number and supplementary address must correspond exactly to the values contained in the separate data elements provided under SFIS/SLOA procedures. The Security Cooperation Customer Code must align properly with the Service/Agency Code identified in the document number.

CE   Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition[7] with correct unit of issue and quantity. The source of supply will enter the correct unit of issue in rp 79-80 of status transactions.

CF   Rejected. Failed SFIS Fund Code to Fund Account Conversion Table *or G-Invoicing Federal Intragovernmental Data Standards (FIDS) validation*.

(1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[8] with valid data entries.

(2) Invalid/missing fund code[9]

Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.

(3) One or more G-Invoicing FIDS data elements are missing or invalid.

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[6] Submit a new requisition using a new document number with a current ordinal date.

[7] Ibid.

[8] Ibid.

[9] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

CG   Rejected. Unable to identify requested items. Submit a new requisition[10] and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition[11] on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.)

CH   Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition.[12]

CJ   Rejected.

(1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80.

(2) If offered substitute is desired, submit a new requisition[13] with substitute item stock number. If only original item is desired, submit a new requisition[14] for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) Cite Advice Code 2B.

(3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.

CK   Rejected. Unable to procure. No interchangeable and substitute item (I&S) item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition[15] for components, kit, or next higher assembly.

CL   Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition.[16]

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[10] Ibid.

[11] Ibid.

[12] Ibid.

[13] Ibid.

[14] Ibid.

[15] Ibid.

[16] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

CM   (1) Rejected. Item is not or is no longer free issue. Submit a new funded requisition[17] with signal code other than D or M if materiel is still required.

(2) Rejected. Request has been identified as non-production materiel support and requires a funded requisition. Applies to requisition alert, when request is identified as a non-production materiel support.

CN   Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand, which cannot be satisfied. Support will be provided upon submission of a Military Interdepartmental Purchase Request (MIPR) by your Service ICP.

CP   Rejected. Source of supply is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition[18] with Advice Code 2A.

CQ   Rejected. Item requested is command or Service regulated or controlled. Submit new requisition[19] through appropriate channels.

CR   Rejected. Invalid DIC for a GFM transaction.

CS   Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition[20] for the required quantity using Advice Code 2L.

CT   Rejected. FMS requisition contains a "U" or "V" in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72[21].

CU   Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition [22] with substitute item stock number.)

CV   Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.

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[17] Ibid.

[18] Ibid.

[19] Ibid.

[20] Ibid.

[21] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.
[22] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

CW   Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition [23] using Advice Code 2A.

CX   Rejected.

(1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid.

(2) The Military Assistance Program Address Code (MAPAC) does not exist in MAPAD as a valid ship-to and/or mail-to address.

(3) GSA Advantage GY/GZ series activity address codes (AAC) are not authorized for use in DoD requisitions/orders.

(4) Activity identified in the requisition is not authorized as a requisitioning or bill-to activity.

(5) A discretely identified DLMS bill-to activity used with Signal Code C or L does not correspond to the Fund Code to Billed DoDAAC Conversion Table.

(6) Financial events associated with bill-to DoDAAC SC2410 must be initiated via DoD EMALL (indicating payment via purchase/credit card) and are otherwise invalid.

(7) Unable to identify the discretely designated mark-for party DoDAAC or RIC.

(8) If still required, submit a new requisition[24] with valid data entries.

(9) Notification of rejection due to lack of available funds or other criteria associated with the funds verification process. Provided in response to the internet ordering application's request for funds verification. The RIC-From associated with the internet ordering application used for submission of the requisition/referral order is identified in the DIC AE9. Rejection is provided by the DoD Component responding to the funds verification request under DoD and DoD Component-directed business rules, and not the DAAS or the Source of Supply.

CY   Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition[25] that item.

CZ   Rejected. Subsistence item not available for resale. Reserved for troop issue only.

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[23] Ibid.

[24] Ibid.

[25] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

C1   For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.

C2   Rejected. Security Assistance Program funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)

C3   Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.

C4   Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.

C5   Rejected. Requisitioner, upon inspection of materiel located in the DLA Disposition Services activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DLA Disposition Services and furnished to the appropriate status recipients.

C6   Rejected. Requisition is for commercial type item which is not authorized for supply under the Security Assistance Program. If unable to obtain desired item from commercial sources, submit a new requisition [26] containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.

C7   Rejected. DIC indicates this is a remarks/exception data document. Source of supply has no record of receipt of remarks/exception data. If still required, submit a new requisition.[27]

C8   Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition [28] for a quantity that is not less than that reflected in rp 76-80.

C9   Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition.[29]

DA   Rejected. Source of supply is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition[30] with Advice Code 2A.

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[26] Ibid.

[27] Ibid.

[28] Ibid.

[29] Ibid.

[30] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

DB   (1) Rejected.   No valid contract registered at MCA.

(2) Rejected. One or more of the following Service/Agency required data elements is missing or invalid: (1) call or order number, (2) manufacturing directive number (MDN), (3) contract line item number (CLIN).

DC   Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the ICP/IMM. Disposition on any remaining quantity will be communicated by separate status transaction.[31]

DD   Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the ICP/IMM. This quantity will not be delivered. Disposition of materiel will be under appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction.[32]

DE   Canceled. Although shipment status (DIC AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DICs AFX and AFZ with Advice Code 37.)

DF   Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)

DG   Shipment confirmed. The quantity in the DIC AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DLA Disposition Services receipt of that quantity is on file. DLA Disposition Services action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)

DH   Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)

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[31] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.
[32] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

DJ   Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity.

DK   Rejected. Your DIC APR transaction requesting reinstatement was received over 60 days after generation of the DIC AE_ transaction containing Status Code BS.

DL   Rejected. Your DIC APR transaction requesting reinstatement has been received. There is no record of a DIC AE_ transaction containing Status Code BS.

DM   Rejected. Your DIC APR transaction requesting reinstatement has been received. The DIC APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DIC AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29.

DN   Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.

DP   Rejected. The MAPAC does not exist in the DLM 4000.25, Volume 6, as a valid ship-to and/or mail-to address. If still required, submit appropriate codes (s) and address(es) under the procedures of the military assistance program address directory (MAPAD). Upon confirmation the code (s) and address(es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.)

DQ   Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.

DR   Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.

DS   Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual).

DT   Free Issue denied; either the complete or partial quantity of a post-post requirement (includes DIC Code C0_, CQ_, D7_) is not authorized for free issue. Fund code and/or signal code corrected as noted. Adjust local fund obligation records.

DY   Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DIC AFY follow-up was submitted. (Use on DIC ASY.)

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

D1   Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DLA Disposition Services use only.)

D2   Rejected. Item requested is Brand Name Resale and is in short supply.

D3   Rejected. Activity did not respond to source of supply request for additional information.

D4   Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.

D5   Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition[33] providing complete technical data (such as: Allowance Parts List (APL)/Allowance Equipment List (AEL), end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.

D6   Rejected. Manually prepared requisition contains unauthorized exception data.

D7   (1) Requisition modifier rejected because of errors in one or more data elements.

        (2) Requisition modifier may be rejected due to improper application of the RDD field and/or Priority Designator (PD). Check the original requisition RDD and PD data fields for compatibility with revised input. Resubmit with appropriate data.

D8   Rejected.

        (1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition[34] on a DD Form 1348-6 furnishing intended application and complete justification for the item.

        (2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition [35] with justification to the applicable Service ILCO.

        (3) Requisitioners associated with special programs (1st position numeric-2nd position alpha DoDAACs) must coordinate with their program sponsor/executive agent for authorization prior to re-requisitioning.

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[33] Submit a new requisition using a new document number with a current ordinal date
[34] Ibid.
[35] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

D9   Closed. Open order was administratively closed due to non-receipt of a materiel receipt acknowledgement (MRA).

        Source of Supply/Integrated Materiel Manager did not receive a materiel receipt acknowledgement within the prescribed timeframes per DLM 4000.25, Volume 2, Chapter 10, Materiel Receipt Acknowledgement. The SoS/IMM assumes materiel receipt by ordering activity, has closed the supply record, and considers the order complete. Ordering activities may submit follow up transactions including supply discrepancy reports and billing disputes as appropriate.
        (Refer to ADC 1343)

NL   Item received by the Logistics Support Center (LSC)/Material Processing Center (MPC) (MILSTRIP rp 4-6). Contact local LSC/MPC for delievery.

NY   Item transshipped by the receiving MPC to another destination MPC.

NW   Item delievered by the MPC (MILSTRIP rp 4-6).

PA   Item has arrived at the local industrial activity worksite and is ready for delivery to artisan. Applies to DLA/Navy industrial activity support procedures.

PC   Rejected. Unable to process requisition because the purchase/credit card exceeded its limit. Review records for corrective action and resubmit under new document number if still required.

PD   Item has been physically delivered to the artisan by the local industrial activity worksite. Applies to DLA/Navy industrial activity support procedures.

PF   Delayed shipment; item undergoing First Article Testing with the vendor. Failure to pass FAT will result in further delays.

PG   Rejected. Unable to process non-Federal requisition due to an unsuccessful purchase/credit card advance payment. Review records for corrective action and resubmit under new document number if still required.

PH   Rejected. Unable to process requisition due to unmatched purchase/credit card and order data within processing system. Resubmit under new document number if still required.

PJ   Rejected. Unable to process requisition due to systemic error/rejection from Pay.gov. Resubmit under new document number if still required.

PM   Mission support materiel (MSM) allocation notification. Provided in response to a requisition alert to indicate request for MSM has been processed by DLA and allocation of assets has occurred; no protection under the requisition alert document number has been applied. DLA will issue materiel upon receipt of a funded order. Applies to DLA/Navy industrial activity support procedures; not applicable for Fleet Readiness Centers (FRCs).

REQUISITION TRANSACTION STATUS CODES

CODE   EXPLANATION

PP   Pre-protection or re-warehousing notification. Provided in response to a requisition alert or requisition to indicate that materiel is being moved from the local distribution depot to the industrial activity or re-identified to unit of use. For requisition alerts, materiel will be protected upon confirmation completion of this action. For requisitions, materiel will be sourced and issued to the customer upon confirmation completion of this action. Applies to DLA/Navy industrial support procedures.

PQ   Item has been protected at the local industrial activity worksite as a result of a requisition alert in support of a projected maintenance job. Applies to DLA/Navy industrial activity support procedures.

PS   Pre-shipment notification. Provided in response to a requisition alert or requisition to indicate that materiel is being sourced from another Service/Agency source of supply to DLA and will be protected upon receipt. The source of supply-provided ESD is included when available. Applies to DLA/Navy industrial activity support procedures

PU   Rejected. Unable to process non-Federal requisition due to insufficient funds available via Advance Pay. Provide additional funding for Advance Pay requirement and resubmit under new document number if still required.

PW   Item is backordered. Request has been sent to an Engineering Support Activity for further support on this item. When available, the Engineering Support Activity Response Due Date is provided/extended (see rp 70-73 or DLMS DTM Segment, Qualifier 268).

SS   DLA supported requisition has been shipped. This status is only visible within DoD EMALL and other DLA systems; it is not transmitted via DLMS/MILSTRIP Supply Status transaction.

CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use the S series status codes on the DIC FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DICs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DIC FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DIC FTR.

CODE	EXPLANATION
CF	Rejected. Failed validation with SFIS Fund Code to Fund Account Conversion Table.
	(1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[36] with valid data entries.
	(2) Invalid/missing fund code[37]
	Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.
EP	Customer DoDAAC and reparable item being returned or item being issued are Army Exchange Pricing relevant and no unserviceable return has been received associated with an issue. The specific monetary amount shows any billing differences that result from the status of the turn-in, i.e., delta amount (Standard Price minus Exchange Price). The status code is authorized for intra-Army use only in the legacy format 80 rp MILSTRIPtransaction DIC FTZ/DLMS Transaction 870M.
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non- stocked; disposition is authorized under local directives. (Use on DIC FTR.)

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[36] Ibid.

[37] Ibid.

CODE	EXPLANATION
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new DIC FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new asset report with a new document number. Otherwise, no action is required.
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SJ	Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ or FTR.)
SK	Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ and FTR.)
SM	Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SN	Rejected. Materiel reported not authorized for return. Asset reports directed to GSA are not authorized. (Use on DIC FTR and FTQ.)
SP	Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DIC FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DIC FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DIC FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or FT6.)

CODE	EXPLANATION
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DIC FTR.)
TD	Not returnable. (I) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status. (2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DIC FTR.)
TE	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow. (Use on DIC FTR.)
TF	Materiel received. Status being investigated. (Use on DIC FTR.)
TG	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TH	Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DIC FTR or DIC FT6.)
TJ	Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or DIC FT6.)
TK	Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TL	Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DIC FTZ.)
TM	Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DIC FTZ.)
TN	Materiel received. Credit authorized for quantity in rp 25-29. (Use on DIC FTZ.)
TP	Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DIC FTZ.)

CODE	EXPLANATION
TQ	Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DIC FTZ.)
TR	DIC FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DIC FTD.)
TT	Materiel received and in process of inspection and classification. DIC FTZ will be provided upon completion. (Reply to DIC FTT.) (Use on DIC FTR.)
TU	Materiel not received. (Reply to DICs FTT and FTP.) (Use on DICs FTR and FTB.)
TV	Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DIC FTZ.)
TW	Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DIC FTB.)
TX	Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DIC FTP.) (Use on DIC FTB.)
TY	DIC FTZ generated on document number cited indicated no credit authorized for return. (Reply to DIC FTP.) (Use on DIC FTB.)
TZ	Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DIC FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DIC FTQ.)
T1	Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DIC FTZ.)
T3	DIC FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DIC FTC submitted, as appropriate. (Use on DIC FT6.)
T4	Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to Defense Industrial Plant Equipment Center (DIPEC) (SE 4300) under DLAM 4215.1/AR 700.43/NAVSUP PUB 5009/AFR 78-9.
T5	Deleted. (Use TZ.)
T6	DIC FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DIC FTR.)
T7	FSC has been changed by the ICP in rp 4-6. (Use on DIC FTR.)
T9	Part-numbered materiel reported is not authorized for return. DIC FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DIC FTQ.)

AP7.17. APPENDIX 7.17

SHIPMENT HOLD CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha (except I and O)

EXPLANATION: When MILSTRIP requisitioned materiel is delayed at a shipping activity after it has been picked, packed, marked, and made ready for shipment, the delay will be recorded on the shipment planning worksheet using the appropriate code below and will be reported for inclusion in the MILSTRIP shipment status and materiel release confirmation (MRC) transaction

RECORD POSITION: 51 (in MILSTRIP transactions).

CODE	EXPLANATION
A	Shipment unit held for consolidation.
B	Awaiting carrier equipment
C	Awaiting export/domestic traffic release.
D	Delay due to diversion to surface resulting from challenge by air clearance activity.
E	Delay resulting from challenge by air clearance activity for which no diversion to surface occurs and materiel was shipped by air.
F	Embargo.
G	Strikes, riots, civil commotion.
H	Acts of God.
J	Shipment delayed to process customer cancellation request(s).
K	Diversion to surface movement due to characteristics of materiel that preclude air shipment; for example, size, weight, or hazard clarification.
L	Delay requested and/or concurred in by consignee.
M	Delay to comply with delivery dates at Continental United States (CONUS) destinations/out loading terminal.
N	Delay due diversion to air (requisition priority upgraded).
O	Reserved
R	DLA Disposition Services receipt-in-place property held pending disposition and shipping instructions.

CODE	EXPLANATION
S	Invalid or missing Transportation Account Code (TAC). .
T-V	Reserved
W	Wood Packing Material (WPM) remediation/decontamination.
X	DLA Disposition Services Field Office redistribution order held pending release (inventory on hold; not available for alternate use).
Y	Reserved.
Z	Holding action of less than 24 hours from date materiel is available for shipment.

AP7.18. APPENDIX 7.18

SECURITY COOPERATION CUSTOMER CODES

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alpha-Alpha or Alphanumeric

EXPLANATION: SECURITY COOPERATION CUSTOMER CODE. A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.

RECORD POSITION(S):   31-32

AP7.19. APPENDIX 7.19

SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Alphanumeric.

EXPLANATION: Provides additional information concerning type of transaction applicable to Security Assistance shipments.

RECORD POSITION(S):   35.

AP7.19.1. GRANT AID

CODE	EXPLANATION
1	Grant Aid rendered under the authority of the Federal Aviation Administration (FAA) of 1961 for which the United States receives no reimbursement.
A	Grant transfers of Excess Defense Articles provided under the authority of the FAA of 1961 for which the United States receives no reimbursement for the value of the materiel.
C	Presidential determination to order defense articles from stock and performance of defense services to satisfy Grant Aid requirements with reimbursement from subsequent military assistance appropriations. (Section 506 of the FAA of 1961.) All requests for Working Capital Fund activities (to include transportation), shall include a funding source to allow Defense Working Capital Fund (DWCF) activities to be reimbursed by the military departments; orders will not be accepted without a funding source. (DoD FMR 7000.14R, Vol 12, paragraph 230502 and Vol 11B, paragraph 110106.A.
D	Military Assistance Service Funded (MASF). Grant Aid programs transferred to the DoD budget, which were not controlled and implemented through the Grant Aid documentation and automatic data processing (ADP) system.
H	Grant Aid share of cost sharing agreements.
K	Grant Aid-owned assets obtained through barter arrangements with Federal Republic of Germany (used in conjunction with Supply Source Code B only).

CODE	EXPLANATION
L	Grant Aid provided through the NATO Hawk Production and Logistics Office (NHPLO) for maintenance support of Hawk Missile system (use in conjunction with Supply Source Code N only).
P	Grant Aid programs transferred to the DoD budget which were controlled and implemented through the Grant Aid documentation and ADP system.
R	Grant Aid of U.S. recovered materiel resulting from liquidation of NATO Maintenance and Supply Agency (NAMSA) excess stockage.
S	Assigned to all records in the Repbulic of Korea (ROK) Equipment Transfer program authorized by Public Law 95-384 at no charge to Grant Aid. This code is also assigned to all PY 71 update and 72 equipment transferred to the ROK under Public law 91-652 at no cost to Grant Aid. This code is also assigned to ammunition transferred to the Royal Thai Government from Army foreign military sales (FMS) Case UEB. Transfer at no cost to Grant aid was authorized by Section 24, Public Law 96-92.

AP7.19.1.1. Type of assistance Codes used in other than Grant Aid transactions:

F	Training provided as a part of an FMS case. This data is maintained in the DSAA Grant Aid data base purely as a service to assist the Military Department in accounting for students and/or spaces provided under FMS. Not used in MILSTRIP.

AP7.19.2. FOREIGN MILITARY SALES. Terms of sale and accompanying type of assistance codes indicate the statutory authority for a foreign military sale; the time of payment for the sale; whether the sale is to be from DoD stocks or procurement; and whether the sale is to be financed on a cash or credit basis. The implementing agency enters the appropriate Terms of Sale and accompanying type of assistance codes in the "Terms" block of the letter of offer. The implementing agency uses type of assistance code for MILSTRIP requisitioning purposes. The following codes and definitions have been extracted from DSCA 5105.38-M, Security Assistance Management Manual (SAMM), for the convenience of MILSTRIP participants. A more complete definition of the codes shown below may be found in the SAMM.

CODE	EXPLANATION
3	Cash sale from Stock with Payment in Advance. This code applies to cash payments in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks.

CODE	EXPLANATION

4 Source of Supply Not Predetermined with Payment in Advance. This code applies to cash payment for a foreign military sale for which the Implementing Agency has not yet determined, at the time of the offer, the extent to which the supply source will be DoD stocks or procurement.

5 Cash Sale from Procurement with Payment in Advance. This code applies to cash payment in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD procurement.

6 Cash Sale from Stock with Payment on Delivery. This code applies to cash payment upon delivery of defense articles or initiation of performance of defense services which the implementing Agency determines at the time of offer will be from DoD stocks.

7 Cash sale from Procurement with 120-Day Payment. This code applies to cash payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale, which the implementing Agency determines at the time of the offer, will be from DoD procurement.

8 Cash sale from Stock with 120-Day payment. This code applies to cash Payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks.

M Grant Aid Merger. The Grant Aid, established under the mutual Defense Assistance Act of 1949, originally provided for the loan or grant if military equipment, materials, and services (including training) to eligible nations. Since FY 82, the authority of Section 503(a)(3) of the FAA of 1961 has been used to merge Grant Aid funds with recipient countries funds and/or with FMS financing credit in the FMS Trust Fund, to make adequate funds available to finance the country's FMS cases. In addition, since FY06, other authorized granting of US appropriations for use for FMS.

N Section 23 or 24 Arms Export Control Act (AECA) FMS, Credit (Non-Repayable).

U FMSO No. 1. This code applies to cash payment for a Foreign Military Sales Order (FMSO) No.1 Supply Support Arrangement (SSA). The purchasing government buys equity in a specified dollar amount of DoD stocks. DoD maintains that portion of its stocks for eventual delivery to the purchasing government under a FMSO No.2 requisition agreement.

CODE   EXPLANATION

V   FMSO No. 2. This code applies to cash payment for a FMSO No.2 SSA which permits the purchaser to submit requisitions for common repair parts and secondary items in the DoD stocks of which the purchaser has bought an equity under a FMSO No.1 agreement. The use of this code requires the input of Cooperative Logistics Program Support Code (CLPSC) 1 or 2 (Appendix 7.22) in rp 72 of Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions and passing orders by the applicable International Logistics Control Office (ILCO).

Z   Section 23 or 24, AECA, FMS Credit.

AP7.20. APPENDIX 7.20

SUBSISTENCE TYPE OF PACK CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Numeric.

EXPLANATION: Indicates in the requisition the degree of protection to be provided subsistence items by the pack or outside shipping container. Actual "type of pack" requested should be based on the degree of protection required.

RECORD POSITION: 21.

AP7.20.1. NONPERISHABLE TYPE OF PACK CODES

CODE	EXPLANATION
1	Protection required under known favorable conditions during shipment, handling and storage as in Continental United States (CONUS). Domestic fiberboard shipping containers are utilized and unitized in pallet loads bonded with strapping or shrink film.
2	Protection required under more severe conditions during shipment, handling, and storage as may be encountered in the support of Outside Continental United States (OCONUS) customers. Weather resistant fiberboard shipping containers are utilized. All OCONUS shipments do not necessarily require Type of Pack 2. This type of pack may also be used when Subsistence Type of Pack Code 7 is requested but not available.
3	(Not Applicable)
4	Protection required under conditions of open storage for an unknown duration in geographical areas where excessive rainfall, high humidity, and adverse environmental conditions may be encountered. V2s fiberboard shipping containers are utilized. Unitization consists of 40" x 48" standard, double wing, 4-way entry, wood pallet, with 4" flanged, V2s fiberboard cap, and strapped.

AP7.20.2. PERISHABLE TYPE OF PACK CODES

AP7.20.2.1. General Items:

CODE   EXPLANATION

1   Protection that must meet the minimum requirements for shipment, handling, and storage in Continental United States (CONUS).

2   Protection that must be sufficiently strong to permit shipment to an OCONUS designation. All OCONUS shipments do not necessarily require Type of Pack 2.

AP7.20.2.2. Meat Carcass and Cut Items Only:

CODE   EXPLANATION

3   Single Wrap, Kraft, Krinkle Paper

4   Single Wrap, Stockinette

5   Double Wrap, Kraft Krinkle Paper and Stockinette

6   Double Wrap, 1 Kraft Krinkle Paper and 2 Stockinette (Export Only)

AP7.20.2.3. <u>Fresh Eggs, Milk, Fruits, and Vegetables; Frozen Meats, Fish, and Poultry</u>:

CODE   EXPLANATION

7   Wax impregnated fiberboard containers. The conditions that justify customer requirement for this type of pack are defined as follows:

          a. Items are desired for specific operations involving shipment to remote areas, transfer at sea, ice or hydro cooling, prolonged storage, deploying ships, lengthy environmental exposure or multiple handling transshipment, or;

          b. At the option of the requisitioner when local demand and experience indicates upgrading of shipping container requirements as being essential to ensure adequate production protection, and;

          c. The items (for example, Fresh Fruits and Vegetables (FF&V)) have been approved by the cognizant Services/Agencies (S/A) for application and requisitioning of this type of pack.

AP7.21. APPENDIX 7.21

DISPOSAL AUTHORITY CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Alpha.

EXPLANATION: Entered on DLA Disposition Services-related documentation to indicate that the item(s) being transferred to a DLA Disposition Services Field Office are authorized to be transferred to a DLA Disposition Services Field Office based on instructions by the inventory control point (ICP)/ integrated materiel manager (IMM) relayed through the materiel returns program (MRP) or other proper authority.

RECORD POSITION(S):   64.

CODE	EXPLANATION
M	Items on this transaction are ICP/IMM stocks and are being transferred to DLA Disposition Services by authority of the responsible ICP/IMM.
N	Items on this transaction are not reportable by virtue of exclusion to the MRP or other specific criteria; such as, extended dollar value or condition limitations on asset reporting, and are duly authorized to be transferred to DLA Disposition Services.
R	Items on this transaction have been reported to the ICP/IMM under MILSTRIP MRP procedures and are considered over the ICP/IMMs authorized retention levels. Use Service/Agency (S/A) retention levels and instructions to manage this materiel.

AP7.22. APPENDIX 7.22

COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Numeric:

EXPLANATION: Provides information as to whether or not supply support on a Cooperative Logistics Supply Support Arrangement (CLSSA) requisition or passing order (national stock number (NSN) only) ("V" in rp 35) should be made on a programmed or un-programmed basis. This code will be entered by the applicable International Logistics Control Office (ILCO).

DLMS LOCATION: Industry Code (LQ01 Code 89)

LEGACY RECORD POSITION: 72.

CODE	EXPLANATION
1	Lead time necessary for the support source to augment U.S. stocks to support the CLSSA has passed. Assets can be released on a programmed basis.
2	Lead time necessary for the supply source to augment U.S. stocks to support the CLSSA has not passed. Assets can be released on an un-programmed basis..

AP7.23. APPENDIX 7.23

PRECIOUS METALS INDICATOR CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Alpha/Numeric.

SOURCE: Catalogin Data And Transaction Standards, Volume 10 Table 160

EXPLANATION: Identifies Defense materiel items that contain precious metals and the content value of the metal to will aid DLA Disposition Services Field Office's efforts to identify precious metal bearing items at the time such materiel is turned in.

RECORD POSITION: 62.

AP7.24. APPENDIX 7.24

AUTOMATED DATA PROCESSING IDENTIFICATION CODES

NUMBER OF CHARACTERS: One.

TYPE OF CODE: Numeric.

SOURCE: Cataloging Datqa and Transaction Standards, Volume 10, Table 159.

EXPLANATION: Identifies DoD automatic data processing equipment (ADPE)/ Automatic Data Processing (ADP) Components in the supply system and shall aid DLA Disposition Services Field Offices to identify these items at the time they are transferred to disposal.

RECORD POSITION: 63.

AP7.25. APPENDIX 7.25

CUSTOMER IDENTIFICATION

NUMBER OF CHARACTERS:	Thirteen.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	Provides customer identification on automated submission of requisitions containing exception ship-to addresses via a system-generated code that cannot be overridden by the user. The first three-charters may identify the preparing system followed by a 10-character identification of the individual customer keyed to the customer login/account. The originating organization must be able to identify the specific individual by this code. When constructed by the Defense Automatic Addresing System (DAAS), the customer identification will consist of the originator (the first position of the seven position communications routing identifier is dropped) plus the four-position serial number and the three-position date form the incoming message header. Originating systems are identified below.
RECORD POSITION(S):	67- 69[1]

CODE	EXPLANITION
OTS	Navy One Touch

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[1]Applicable only to DLA-supported Document Identifier Code YRZ-formatted requisition trailers that provide exception ship-to information as identified by Type Transaction Code ST.

AP7.26 APPENDIX 7.26

DELIVERY PRIORITY/SPECIAL PROCESSING CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha
EXPLANATION:	The delivery priority/special processing code communicates special processing and/or priority requirements to the Distribution Standard System for DLA Distribution Center shipments under agreements with DOD Components. Delivery priority/special processing codes carry no precedence in ICP asset allocation decisions. Asset allocation decisions are controlled by UMMIPS as defined in DoD 4140.01-M, DoD Supply Chain Materiel Management Procedures (February 10, 2014) and by DLM 4000.25, Defense Logistics Management Standards. This data element is found in MILSTRIP legacy DIC A5_ and DLMS Implementation Conventions (ICs) 511M, 511R, 869A, 869F, 870S, 856S, 940R, 940S, and 945A.[1,2,3]

- Only Code X is valid in the 511M, 511R, 869A, 869F, 870S, 856S, 940S, and 945A DLMS ICs.
- All codes are valid in the DLMS IC 940R.

RECORD POSITION:	73
DLMS SEGMENT/QUALIFIER	LQ Segment, LQ01 Qualifiers R3 and KJ[4]

CODE   EXPLANATION

A   Immediate release (all users)

B   Bearer Walk-Through (Navy)

C   Subscriptions (Mapping)

F   Allowance (Mapping)

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[1] Refer to ADC 141, Revise DLMS Supplement (DLMS IC) 940R, Material Release, to Accommodate Delivery Priority Codes and National Geospatial-Intelligence Agency (NGA) Product Codes

[2] Refer to ADC 381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP

[3] Refer to ADC 401, Procedures and Data Content for DLMS Warehouse Service Request (940S) and Warehouse Service Advice (943A) under Navy and Marine Corps BRAC

[4] A data maintenance action was approved in version 5030. The approved code/name is "DPC – Delivery Priority Code.

CODE   EXPLANATION

G   Flight Information Publications and Products (FLIPS) (Mapping)

H   Hot (Navy)

J   Disposal Release Order (Mapping) (Process order as free flow bypassing work bench for cycle releases)

M   Ammunition Transship via Customer Interface Control System (CICS) (Air Force)

O   Overnight (Navy)

P   Digital Point Positioning Data Base (DPPB) (Mapping)

Q   Quick (Navy)

R   Sectional (Mapping)

S   Standard Base Supply System (SBSS) Prepositioned Transship (Air Force)

T   Next Day Delivery (Air Force) (SBSS stock - Relates to Air Force Delivery Priority 7)

U   Twelve (12) Hour Delivery (Air Force) (Mission Impaired Capability (MIC) Stock Replenishment/Bench Stock - Relates to Air Force Delivery Priority 6)

V   Eight (8) Hour Delivery (Air Force) (Production Issues - Relates to Air Force Delivery Priority 5)

W   Four (4) Hour Delivery (Air Force) (Maintenance Line - Relates to Air Force Delivery Priority 4)

X   One (1) Hour Delivery
(Air Force) (Awaiting Parts (AWP)/Work Stoppage - Relates to Air Force Delivery Priority 3), or (Navy) (Navy Request to free flow BRAC Issues)

Y   Thirty (30) Minute Delivery (Air Force) (Anticipated Mission Impaired Capability Awaiting Parts (MICAP) - Relates to Air Force Delivery Priority 2)

Z   Thirty (30) Minute Delivery (Air Force) (MICAP - Relates to Air Force Delivery Priority 1)

AP7.27 APPENDIX 7.27

PRODUCT QUALITY DEFICIENCY REPORT (PQDR) RELEVANT DATA ELEMENTS

AP7.27. GENERAL. This appendix provides a consolidated reference resource for *transaction sets,* data elements and their associated code sets applicable to Product Quality Deficiency Report (PQDR) submissions, subsequent communication between trading partners, and responses. These *transaction sets and* data elements are applicable in all DoD PQDR applications under the DLMS. Within the context of PQDR procedures, these *transaction sets and* data elements may be recognized by abbreviated names as indicated. Refer to the DLMS Dictionary (Logistics Data Resources Management System (LOGDRMS) for additional PQDR data definitions and codes.

AP7.27.1. PQDR Transaction Set Purpose Codes.

AP7.27.1.1. General Opening, Closing and Related Codes. These codes process transactions that include but are not limited to; open, close, transfer, and return PQDRs to other PQDR processing points.

AP7.27.1.1.1. Original (Originator Forwards to Screening Point) (Transaction Set Purpose Code 00). Used when the Originator forwards to the Screening Point. Originators are required to execute this transaction set within 24 hours of discovery for Category I and three calendar days of discovery for Category II PQDRs.

AP7.27.1.1.2. Forward to Action (Forward from Screening Point to Action Point) (Transaction Set Purpose Code FA). Used when the Screening Point forwards a PQDR to an Action Point and the Action Point does not exist within the same AIS.

AP7.27.1.1.3. Forward to Support (Forward from Action Point to Support Point) (Transaction Set Purpose Code FS). Used when the Action Point forwards a PQDR to a Support Point and the Support Point does not exist within the same system.

AP7.27.1.1.4. Response (Final Reply from Support Point to Action Point) (Transaction Set Purpose Code 11). Used when the Support Point completes their investigation and returns the PQDR to an Action Point and the Action Point does not exist within the same system.

AP7.27.1.1.5. Completion Notification (Final Reply) from Action Point to Screening Point (Transaction Set Purpose Code CN). Used when the

Action Point completes their investigation and returns the PQDR to a Screening Point and the Screening Point does not exist within the same system.

AP7.27.1.1.6. <u>Not Processed (Misdirected) (Transaction Set Purpose Code 12).</u> Use to indicate that a PQDR was received by an incorrect Screening, Action, or Support Point and could not be processed. The transaction returns the misdirected PQDR to the previous processing point.

AP7.27.1.1.7. <u>Delete (Retraction) (Transaction Set Purpose Code 03).</u> Used by Screening Points and Action Points to request ownership of a PQDR be transferred back to them.

AP7.27.1.1.7.1. Where system capabilities exist within a single PQDR processing AIS, the AIS may be programmed to systemically move the PQDR back to the Screening Point or Action Point. Use of (T-03) will not be programmed to systemically transfer a PQDR back to the Screening Point or Action Point from different AIS's.

AP7.27.1.1.8. <u>Rebuttal (Transaction Set Purpose Code RR).</u> Used to rebut an investigation response. PQDR placed at the prior ownership level.

AP7.27.1.1.9. <u>Completion (Closure)(Transaction Set Purpose Code 53).</u> Used by Screening Point to close out and notify other PQDR processing points of PQDR process completion for a given PQDR. Note: Only the Screening Point may perform this transaction.

AP7.27.1.2. <u>Exhibit Movement Transactions</u>. PQDR exhibit movement transactions provide status and control over exhibit movements. All PQDR processing points can use exhibit movement transactions. Use of exhibit related transactions may not be used prior to Action Point acknowledgement of the PQDR. Additionally, exhibit related transaction workflows must start with either an Action Point exhibit request or exhibit disposition. The only exception to this rule will be when the PQDR is at the Support Point level after acknowledgment, where either the Action Point or Support Point may open the exhibit related workflows by sending an exhibit request transaction set. Use of this DLMS 842P for exhibit movement supplements the use of standard logistics transactions for receipt and shipment status. When information copies of the receipt and shipment status are provided to the PDREP-AIS, they will be used to update the exhibit movement and disseminated as appropriate.

AP7.27.1.2.1. <u>Exhibit Request (Transaction Set Purpose Code 13)</u> Used to request the exhibit and provide shipping information.

AP7.27.1.2.1.1. When an exhibit is required to complete a PQD investigation, this transaction will open the ability to send exhibit shipped (T-14) and exhibit status update request (T-10) transactions. If the T-14 or T-10 are provided prior to T-13, it will result in a transaction rejection.

AP7.27.1.2.1.2. With exception to when the PQDR is at the Support Point level after acknowledgement, where either the Action Point or Support Point may transmit the request, _initial use_ of this transaction at any other level will be restricted to the Action Point. Action point use of this code will open the ability for the Screening Point to send the exhibit request transaction to Originator.

AP7.27.1.2.2. _Advance Notification (Exhibit Shipped Notification) (Transaction Set Purpose Code 14)._ Used to provide exhibit shipment information to the requestor.

AP7.27.1.2.2.1. When an exhibit is requested, the exhibit shipped transaction will open the ability to transmit the exhibit receipt (ER) transaction.

AP7.27.1.2.2.2. When the PQDR is at the Action Point level after acknowledgement, use of this transaction will be limited to the Originator and Screening Point.

AP7.27.1.2.2.3. If the PQDR has been assigned to a Support Point, and is at the Support Point after acknowledgement level, the Originator, Screening Point and Action Point may transmit the exhibit shipped transaction set.

AP7.27.1.2.2.4. If the PQDR has been assigned to a Support Point, and the PQDR has been moved to the Action Point from Support Point level, all PQDR processing points may transmit this transaction.

AP7.27.1.2.3. _Exhibit Receipt (Transaction Set Purpose Code ER)._ Used to document exhibit receipt. When the PQDR is located at the Action after acknowledgment level, only the Screening Point and Action Point may have use of this transaction. After this point, either the Screening Point, Action Point, or Support Point may transmit an exhibit receipt transaction. Note: If sent as a late exhibit receipt, PQDR is reassigned to the sender's level.

AP7.27.1.2.4. _Not Found Exhibit Tracer (Transaction Set Purpose Code 10)._ Used by exhibit requestor to request status or follow up on an exhibit request.

AP7.27.1.2.5. _Material Disposition (Final Materiel Disposition) (Transaction Set Purpose Code MD)._ Material Disposition must be provided prior to PQDR closure.

AP7.27.1.2.5.1. Used by the Screening Point, Action Point and Support Point after the investigation is complete to provide final materiel disposition instructions. If a Support Point has been assigned and the PQDR is at the Support Point after acknowledgment level, only the Support Point may use this transaction at this level.

AP7.27.1.2.6. Exhibit Disposition Confirmation) (Transaction Set Purpose Code ED). Used by the current exhibit holder to confirm compliance with materiel disposition instructions.

AP7.27.1.2.6.1. Use of this transaction may be used any time after Material Disposition (T-MD) has been provided and may continue to be used after the Screening Point closes the report (T-53). This allows for reports to continue to be updated in situations such as long-term overhaul corrective actions by vendors that will take place over months or years, while not unnecessarily keeping the report open.

AP7.27.1.3. General Information Transactions. The PQDR general information transactions provide information or status regarding the PQDR without changing ownership.

AP7.27.1.3.1. Status (Acknowledge)Transaction Set Purpose Code 08). Used to acknowledge that a PQDR was received and provide current status to the previous point. Screening Points, Action Points and Support Points are all required to provide this transaction set within 24 hours for Category I and three business days for Category II PQDRs.

AP7.27.1.3.2. Incremental (Interim Reply) (Transaction Set Purpose Code 25). Used by Support or Action Point to provide investigation status of the PQDR to the previous owner.

AP7.27.1.3.3. Corrected (General Correspondence) (Transaction Set Purpose Code CO). Used to transmit a general correspondence information concerning the PQDR status from the sender to the receiver, or to send corrections with an explanation of changes. For inter-service PQDRs, the Originating Point may only submit this transaction to the Screening Point. This transaction will also be used to inform other PQDR processing points when Major Data Element changes are required after they have acknowledged receipt of the PQDR.

AP7.27.1.3.4. Follow-up (Follow-up for Status) (Transaction Set Purpose Code 45). A systemically generated transaction used to request a status when a processing point has not provided investigation status via interim reply or the like.

AP7.27.1.3.5. Cancellation (Transaction Set Purpose Code 01). Used when a PQDR is cancelled.

AP7.27.1.3.5.1. Cancellations may take place at the request of the Screening Point when major data element changes are required to a PQDR. Major data element changes include the RCN, NIIN/NSN, contract number and CAGE. These data elements have the ability to change the scope and responsible parties associated with the investigation. Note: Only Screening Points may cancel a PQDR. and cancelled PQDRs cannot be reopened.

AP7.27.1.3.6. Delegate to Alternate (Delegate to Alternate Support Point) (Transaction Set Purpose Code DA). Used to document Action Point or responsible Support Point delegation to an entity that does not support PQDR investigations through a PQDR AIS, such as Engineering Support Activities (ESA).

AP7.27.1.3.7. Transaction Set Purpose Code DA. may be used by either the Action Point or responsible Support Point without systemically changing the initial responsible Support Point. Use of this transaction set in conjunction with the systemic assignment of a traditional Support Point, such as DCMA, will require PDREP-AIS to provide an information copy(T-22) to the Support Point assigned at the Support Point level for the PQDR.

AP7.27.1.3.8. Transfer (Redirect/Transfer) (Transaction Set Purpose Code 47). Used to redirect a PQDR to another Screening Point, Action Point, or Support Point within the component due to major data element changes when the Screening Point determines that a cancellation is not a preferred resolution.

AP7.27.1.3.9. Reopen (Transaction Set Purpose Code RO). Used when a PQDR is reopened by the system sending the transaction and a PQDR needs to be reopened in the receiving system. This transaction notifies other systems that a PQDR has been reopened by the Screening Point, or that the other PQDR processing points (Originator, Action, or Support Point) have requested that the PQDR to be reopened.

AP7.27.1.3.10. Status Update (Transaction Set Purpose Code SU). Used to send an update to correct or append specific data fields in another AIS. This element may be populated/updated by the Screening Point, Action Point or Support Point for minor changes. Only the Screening Point for minor changes. Only the Screening Point may use the SU transaction or make major data element changes (RCN, NIIN/NSN, Contract Number or CAGE Code). In order for the Screening Point to make a major data element change using the SU transaction, the PQDR must be at the Screening Point level. The use of the SU transaction other than specified will result in a (T-44).

AP7.27.1.3.11. Notice of Defect (Transaction Set Purpose Code FC). Used when Support Point sends PQDR investigation request to a contractor.

AP7.27.1.3.12. Information Copy (Transaction Set Purpose Code 22). Used to send information copy of PQDR to another system. Used for dissemination to non-action activities outside of the PQDR process in another system. Used to provide PQDR to other agencies with a need to know. All data fields should be sent to present the entire PQDR to the receiver.

AP7.27.1.4. System Transactions. System transactions are used to confirm data receipt and communicate transaction failures to the sending system.

**AP7.27.1.4.1. Rejection (Transaction Rejection) _(Transaction Set
Purpose Code 44)_. Used when the 842P transaction is non-compliant with this
standard or when a recipient system of an 842P is unable to process a
transaction due to its data requirements (i.e., duplicate RCN). This transaction is
both system generated, and user defined.**

**AP7.27.1.4.2. Confirmation (Confirmation of Transaction Receipt_)
(Transaction Set Purpose Code 06)_. Used by an automated IT system to confirm
transaction receipt from another system.**

**AP7.27.2. _PRODUCT QUALITY DEFICIENCY REPORT SPECIFIC DATA
ELEMENTS._**

AP7.27.2.1. Product Quality Deficiency Report (PQDR) Status Code.

AP7.27.2.1.1 Definition. A two-character alpha-numeric compound
code consisting of the PQDR STATE (active or closed) in the first position, and either
the active PQDR's LAST KEY EVENT CODE or the closed PQDR's CLOSURE
REMARK CODE in the second position.

AP7.27.2.1.1. PQDR STATE: A single character alphabetic code
indicating whether the status of a PQDR is "Active" (permitted value = A) or "Closed"
(permitted value = C)

AP7.27.2.1.2. LAST KEY EVENT CODE: A single character alpha-
numeric code used to indicate the last key event accomplished in processing an active
PQDR. Used with PQDR STATE = A.

AP7.27.1.1.3. CLOSURE REMARK CODE = A code used **with (T-
53)** to indicate the circumstances under which a PQDR was closed. Used with PQDR
STATE = C.

AP7.27.2.2. Usage. Facilitates workflow efficiencies for functional users, and
program management metrics for oversight and analyses of process performance and
production issues.

AP7.27.2.3. DLMS 842P Reference*: **2/LQ01/1050 Code PQS Product
Quality Deficiency Reporting Status Code.***

AP7.27.2.4. PQDR Status Codes are listed in Table AP7.27.T1:

Table AP7.27.T1. PQDR Status Codes

Code	Literal
<Blank>	Draft Record
A1	Child PQDR

Table AP7.27.T1. PQDR Status Codes

Code	Literal
A2	Screening Pt Request For Information
A3	Action Point Request For Information
A4	*Request for Support Point Investigation*
A8	Awaiting Verification Of Corrective Action
A9	Stock Screened PQDR
AA	*Request for Additional Information*
AB	Under Engineering Review
AC	Investigation Requested Of Action Pt
AD	Action Point Accepted PQDR for Investigation
AE	Exhibit Requested
AF	Exhibit Shipped
AG	Case/PQDR Reopened
AH	PQDR Rebutted Back To Support Pt
AI	Information Only/Trending Purposes
AJ	Awaiting Credit Recommendation Or Credit Reversal
AK	Awaiting Other Closing Delay
AM	Awaiting Final Materiel Disposition Instructions
AN	Awaiting Funds
AO	Record Returned To Originator
AP	Action Pt Inv Report Submitted
AQ	Investigation Requested Of Support Pt
AR	*Request for Additional Information*
AU	*Other*
CA	Invalid PQDR
CC	Nonresponsive Investigation
CD	Defect Previously Investigated
CE	Enhancement
CF	Exhibit Unavailable
CG	Investigation Completed Without Exhibit (Not Requested)

Table AP7.27.T1. PQDR Status Codes

Code	Literal
CH	No Investigation - Exhibit Damaged
CI	Information Only/Reliability Data
CJ	Investigation With Damaged Exhibit
CK	Contractor Unwilling To Investigate
CN	Manufacturing Sources Or Technical Data No Longer Available
CO	Child PQDR
CP	Investigation Completed With Exhibit
CR	Stock Screened PQDR
CS	No Closing Data Received From External System
CT	Missing Necessary Information
CU	Investigation Could Not Validate Defect
CV	Corrected And Verified
CW	Isolated Incident/Acceptable Risk
CX	Cancelled Record
CY	Closed Under Warranty Provisions
CZ	Administrative Closing

AP7.27.3. PRODUCT QUALITY DEFICIENCY REPORT (PQDR) REBUTTAL/ CONTROVERT CODE

AP7.27.3.1. Definition. A 2-character alpha compound code, consisting of the rebuttal "Point Of Origin" (Screening Point, or Action Point) in the first position, and the rebuttal "Reason" in the second position.

AP7.27.3.1.1. Point Of Origin: A single character alphabetic code indicating who generated the rebuttal: Action Point (permitted value = A) or Screening Point (permitted value = S). Originator's rebuttal generates an official correspondence to the screening point for review, but it does not open a closed record. Screening point may accept request to reopen for originator and reopen PQDR for further investigation.

AP7.27.3.1.2. Reason: A single character alphabetic code indicating the reason for the rebuttal being generated.

AP7.27.3.2. Usage. Provides mechanism to facilitate program oversight.

AP7.27.3.3. DLMS 842P Reference: 2/LQ01/1050 Code CW.

AP7.27.3.4. PQDR Rebuttal/Controvert Reason Codes are listed in Table AP7.27.T2:

Table AP7.27.T2. <u>PQDR Rebuttal/Controvert Reason Codes</u>

Code	Literal
C	Root Cause Not Addressed
D	Responsible Party Not Addressed
E	Corrective Action Not Addressed
F	Disposition Not Addressed
G	Credit Not Addressed
H	Preventive Action Not Addressed
I	Incomplete Or Incorrect PQDR Information On Closing Letter
M	Multiple Reasons For Rebuttal
N	Disagree With Closing Response/Findings
O	Other - Not Covered By A Defined Code
R	Repeat Rebuttal
S	Response Truncated Or Not Submitted In Proper Format
T	Case Reopened Due To Delayed Receipt Of Exhibit Or Data
U	Update Or Change Requested
V	Response Needs Clarification
W	Response Is For Wrong PQDR

AP7.27.4. <u>PRODUCT QUALITY DEFICIENCY REPORT (PQDR) CREDIT CODE</u>

AP7.27.4.1. <u>Definition</u>. A single character alpha code used to describe whether credit or other form of resolution is authorized.

AP7.27.4.2. <u>Usage</u>. Used by Screening/Action point to provide the originator with current status of financial liability on reported materiel. Secondary usage is to support management metrics.

AP7.27.4.3. DLMS 842P Reference: *2/LQ01/1050/P2C – PQDR Credit Code (new data element).*

AP7.27.4.4. PQDR Credit Codes are listed in Table AP7.27.T3

Table AP7.27.T3. PQDR Credit Codes

Code	Literal
F	***Repaired by User***
P	***Vendor Replacement***
R	***Vendor Repair***
S	***Source of Supply Replacement***
T	***Source of Supply Repair***
W	Credit Authorized
X	No Credit Authorized

AP7.27.5. PRODUCT QUALITY DEFICIENCY REPORT (PQDR) EXHIBIT CURRENT DISPOSITION CODE

AP7.27.5.1. Definition. A single character alpha code, used to identify the status of exhibit materiel from originator point of view on initial PQDR Submission.

AP7.27.5.2. Usage. Provide mechanism to identify exhibit initial locations.

AP7.27.5.3. DLMS **842P Reference: 2/LQ01/1050/CDC – Current Disposition Code (new data element).**

AP7.27.5.4. PQDR Exhibit Current Disposition Codes are listed in Table AP7.27.T5:

Table AP7.27.T5. PQDR Exhibit Current Disposition Codes

Code	Literal
H	Holding Exhibit
D	Disposed or Destroyed
R	Repaired
O	Other

AP7.27.6. PRODUCT QUALITY DEFICIENCY REPORT (PQDR) EXHIBIT ***DELIVERY REQUIREMENT*** CODE

AP7.27.6.1. Definition. A single character alpha code, used to identify the status of exhibit materiel from the action or support point of view.

AP7.27.6.2. Usage. Use to identify the Exhibit Delivery Requirement Code from the Action or Support Point. This provides verification that the exhibit is required and should be sent or held by originator.

AP7.27.6.3. ***DLMS 842P Reference: 2/LQ01/1050 Code PQR Product Quality Exhibit Delivery Requirement Code.***

AP7.27.6.4. PQDR Exhibit Delivery Requirement Codes are listed in Table AP7.27.T6:

Table AP7.27.T6. PQDR Exhibit Delivery Requirement Code

Code	Literal
H	Hold Exhibit
N	Exhibit Not Required
Q	Exhibit Required (but not Requested)
R	Exhibit Requested

AP7.27.7. PRODUCT QUALITY DEFICIENCY REPORT (PQDR) ***OPERATING TIME AT FAILURE*** CODE AP

AP7.27.7.1. Definition. A two character alphanumeric code, used for measure of time or events as listed in Table AP7.27.T7 for data elements: Operating Time at Failure, Time Since New/Overhaul, and Time Since Installation.

AP7.27.7.2. Usage. Use to identify the quantity of time a unit entered operational service as a new or overhauled item to time the deficiency was discovered. Operating Time Codes are mapped as Unit of Measure Codes associated with the applicable quantified value for Operating Time at Failure, Time Since New/Overhaul, or Time Since Installation.

AP7.27.7.3. DLMS 842P Reference: 2/QTY01/2700.

AP7.27.7.4. Operating Time Codes are listed in Table AP7.27.T7:

Table AP7.27.T7. Operating Time Codes[1]

Code	Literal	Notes
03	Seconds	

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[1] Codes 7A and 7C are established Local Codes. A data maintenance action has been submitted for establishment of "7A – Landings" and "7C – Flight Hours" in a future X12 Version. Refer to ADC 1007C.

Table AP7.27.T7. Operating Time Codes[1]

Code	Literal	Notes
14	Catapult Shots	Used to document the number of launches an aircraft has been launched, i.e. aircraft catapult systems and/or unmanned air vehicles.
7A	Landings	Used to document the number of landings an aircraft has completed.
7C	Flight Hours	Used to document the amount of time in hours that an aircraft/equipment has been flying.
1N	Starts	
B7	Cycles	Use to indicate cycles of equipment, e.g., engine start-up and stop, or take-off and landings.
DA	Days	
DH	Miles	
FT	Foot	
HR	Hours	
IS	Arrestments	Used to document the number of times an aircraft has engaged arresting gear to stop forward momentum of a routine or emergency landing or an aborted takeoff.
MJ	Minutes	
MO	Months	
RH	Running or Operating Hours	
RO	Rounds Fired	
T8	*Time Since New/Overhaul*	*New X12 data element*
T9	*Time Since Installation*	*New X12 data element*
YR	Year	
UN	Unit, other than listed above	

AP7.27.8. Product Quality Deficiency Report (PQDR) Reject Advice Code.

AP7.27.8.1. *Definition.* A two-position alpha code used with transaction set purpose code 44, identifying the reason a transaction was rejected.

AP7.27.8.2. *Usage.* Informs the originator of a transaction, the reason for rejection, and indicates return of the transaction for correction and resubmission.

AP7.27.8.3. DLMS 842P Reference: 2/LQ01/1050/RAC PQRD Reject Advice Code. (new data element)

AP7.27.8.4. PQDR Reject Advice Codes are listed in Table AP7.27.T8:

Table AP7.27.T8. *Reject Advice Code.*

Non-Security Assistance User Defined Reject Advice Codes	
Code	*Literal*
701	*PQDR rejected. Incorrect Screening Point assigned*
702	*PQDR rejected. Incorrect Action Point assigned – different IMM exists*
703	*PQDR Rejected. Report does not meet the requirements of a PQDR – invalid report.*
704	*PQDR Rejected. Acceptable substitute issued for materiel requisitioned.*
705	*PQDR rejected. Material shipped prior to cancellation request.*
706	*PQDR rejected. Report identifies a supply discrepancy. Resubmit as a SDR.*
707	*PQDR rejected. Requisition document is not from Action Point Source of Supply.*
Security Assistance User Defined Reject Advice Codes	
Code	*Literal*

80_	(Reserved for Future Use)

Systemic Reject Advice Codes	
Code	**Literal**
901	*Transaction rejected. Discrepancy report canceled.*
902	*Transaction rejected. Record is currently open and cannot be reopened until closed.*
903	*Transaction rejected. Missing or invalid requisition document number (or document number/suffix).*
904	*Transaction rejected. Missing or invalid report control number.*
905	*Transaction rejected. Duplicate report control number.*
906	*Transaction rejected. Missing or invalid discrepant quantity.*
907	*Transaction rejected. Missing or invalid point of contact name.*
908	*Transaction rejected. Missing or invalid point of contact phone number/email.*
909	*Transaction rejected. Missing or invalid transaction date.*
910	*Transaction rejected. Missing or invalid deficiency discovery date.*
911	*Transaction rejected. Narrative missing.*
912	*Transaction rejected. No record found.*
913	*Transaction rejected. Missing or invalid materiel identification.*
914	*Transaction rejected. Missing materiel nomenclature.*
915	*Transaction rejected. Missing PQDR category.*
916	*Transaction rejected. Missing, invalid, or unauthorized use of DoDAAC or MAPAC*
917	*Transaction rejected. Missing or invalid transaction set purpose code.*

918	*Transaction rejected. Missing action requested.*
920	*Transaction rejected. Exhibit shipment information provided prior to exhibit request.*
921	*Transaction rejected. Exhibit status information provided prior to exhibit request.*
922	*Transaction rejected. Exhibit receipt information provided prior to exhibit request.*
923	*Transaction rejected. Exhibit receipt information received prior to exhibit shipped transaction.*
924	*Transaction rejected. Exhibit shipping information missing exhibit shipped date.*
925	*Transaction rejected. Exhibit shipping information missing exhibit shipped quantity.*
926	*Transaction rejected. Exhibit shipping information missing exhibit shipped to address.*
927	*Transaction rejected. Exhibit shipping information missing exhibit shipped tracking number.*
928	*Transaction rejected. Exhibit receipt information missing exhibit receipt date.*
929	*Transaction rejected. Exhibit receipt information missing exhibit receipt quantity.*
930	*Transaction rejected. Exhibit Disposition (ED) transaction provided prior to Material Disposition (MD) transaction.*
931	*Transaction rejected. Invalid special character used.*
932	*Transaction rejected. Time to failure missing measurement code.*
933	*Transaction rejected. Final reply missing defect responsibility.*
934	*Transaction rejected. Final reply missing severity of the defect.*
935	*Transaction rejected. Final reply missing broad cause.*
936	*Transaction rejected. Final reply missing detailed cause.*

937	*Transaction rejected. Final reply missing preventative action.*
938	*Transaction rejected. Final reply missing corrective action.*
939	*Transaction rejected. Final reply missing final exhibit disposition.*
940	*Transaction rejected. Transaction 03 ~~RR~~ missing Retraction Reason Code.*
941	*Transaction rejected. Transaction CO missing General Correspondence Purpose Code.*
942	*Transaction rejected. Transaction 25 missing Interim Reply Code.*
943	*Transaction rejected. Transaction 01 missing Cancellation Code.*
944	*Transaction rejected. Transaction 00 missing Discovery Defect Codes.*
945	*Transaction rejected. Transaction 00 missing FMS case number.*
946	*Transaction rejected. Transaction 03 submitting after PQDR acknowledgement.*
947	*Transaction Rejected. T-SU submitted for major data element change when not at Screening Point.*

AP7.27.9. Product Quality Deficiency Report (PQDR) Retract Reason Code.

AP7.27.9.1. Definition. *A two-position alpha numeric code used with transaction set purpose code 03 to describe the reason for requesting the PQDR be returned to the previous level.*

AP7.27.9.2. Usage. *Request a PQDR be returned back to the previous level due to incorrect routing or to make major data element changes to the PQDR that could result in changes to the Screening Point, Action Point or Support Point. .*

AP7.27.9.3. DLMS 842P Reference: 2/LQ01/1050/PQC PQDR Retract Reason Code (new data element)

Table AP7.27.T9. PQDR Retraction Reason Code

Code	Literal
A1	Incorrect Screening Point Assigned
A2	Incorrect Action Point Assigned
A3	Incorrect Support Point Assigned
B1	Major Data Element Correction Required

AP7.27.10. Product Quality Deficiency Report (PQDR) General Correspondence Purpose Code.

AP7.27.10.1. Definition. A two-position alpha code used with transaction set purpose code CO, informing the purpose for the general correspondence.

AP7.27.10.2. Usage. Informs the recipient of the main purpose of the communication, i.e., gain in discrepant quantity, decrease in discrepant quantity, point of contact change, etc.

AP7.27.10.3. DLMS 842P Reference: 2/LQ01/1050/GCP PQDR General Correspondence Purpose Code (new data element)

Table AP7.27.T10. PQDR General Correspondence Purpose Code

Code	Literal
GN	Gain or increase in quantity reported
LS	Loss or decrease in quantity reported
CC	Change in point of contact information
IP	Requested information provided
MI	Minor Data Element Change Required
MJ	Major Data Element Change Required
MR	Follow Up Requested Due to Late/Missed Interim Reply
OT	Other

AP7.27.11. Product Quality Deficiency Report (PQDR) Interim Reply Codes.

AP7.27.11.1. Definition. A two- position alpha code describing the current interim status causing delay the delay in the PQDR investigation.

AP7.27.11.2. Usage. Informs the recipient of the status and reason that the investigation is pending final completion.

AP7.27.11.3. DLMS 842P Reference: 2/LQ01/1050/IRC PQDR Interim Reply Code (new data element).

Table AP7.27.T11. PQDR Interim Reply Codes

Code	Literal
AE	Pending for Engineering Response
AR	Pending Approving Official Review Prior to Completion Notification
CR	Pending Credit/Replacement Determination
ED	Pending Exhibit Disposition Confirmation
ER	Exhibit Requested, Awaiting Exhibit
IR	Awaiting IM Response
MD	Pending Material Disposition
OR	Awaiting Originator Response
PA	Pending Post Award Review
PM	Awaiting PM Review
PR	Pending Pre-positioned Materiel Request
RR	Pending Requisition Number request
SC	Awaiting Screening Pt Response
SP	Awaiting Support Pt Response
SR	Pending Shipment Received (Exhibit)
SS	Pending Stock Screening Results
TD	Awaiting Design Information
TR	Awaiting Test Results
VL	Pending Vendor Litigation
VR	Awaiting Vendor Response
VR	Pending Vendor Receipt of Exhibits

AP7.27.12. *Product Quality Deficiency Report (PQDR) Cancellation Codes.*

        AP7.27.12.1. *Definition.* *A two-position numeric code used with transaction set purpose code 01, describing the reason for PQDR cancellation.*

        AP7.27.12.2. *Usage.* *Informs the recipient why the PQDR was cancelled.*

        AP7.27.12.3. *DLMS 842P Reference: 2/LQ01/1050/PCC PQDR Cancellation Code (new data element).*

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AP7.27.T12 *PQDR Cancellation Codes*

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Code	Description
19	Exhibit Compromised
22	Exhibit Not Received by Customer Service
17	Exhibit Not Received by Supply
26	Exhibit Unavailable - Not Marked as a PQDR
27	Exhibit Unavailable - Released by Supply (BCM'd)
24	Exhibit not Received by DCMA
25	Exhibit not Received by Inter-Service Agency (Air Force, Army, etc...)
23	Request Cancellation by Submitting Unit
21	Wrong Exhibit Shipped
20	Cancelled due to non-responsiveness of Originator
18	Deficiency reported is an SDR

      AP7.27.13. *Defect Code. Originators are required to provide a Defect Code as part of the Transaction Set Purpose Code 00 data transmission, detailing what the Originator believes the cause of deficiency is.*

        AP7.27.13.1. *Definition.* *A three-position alpha numeric code detailing what the Originator of the PQDR believes is the detailed cause of the defect. These codes are identical to the Detailed Cause codes required to be used by Action Point or Support Points at the conclusion of the PQDR investigation.*

AP7.27.13.2. <u>Usage.</u> Informs the recipient what the Originator believes is the detailed cause of the quality deficiency.

AP7.27.13.3. <u>DLMS 842P Reference:</u> *2/LQ01/1050/PDD PQDR Discovery Code (new data element).*

Table AP7. 27.T13. <u>Discovery Defect Codes</u>

Code	Literal
1AA	Material, Incorrect
1AB	Blank Intentionally
1AC	Welding
1AD	Coating, Protective
1AE	Marking Improper
1AF	Installation Improper
1AG	Blank Intentionally
1AH	Manufacturing /Fabrication
1AI	Soldering Inadequate
1AJ	Lubrication Improper
1AK	Documentation Missing
1AL	Blank Intentionally
1AM	Damaged (Visual)
1AN	Component Failure
1AO	Blank Intentionally
1AP	Brazing
1AQ	Bonding
1AR	Potting
1AS	Heat Treat
1AT	Plating
1AU	Chemical Film
1AV	Impregnation
1AW	Kitting
1AX	Machining (Cutting, Grinding, Etc.)
1AY	Cleaning
1AZ	Clean Room
2AA	Technical Data Package, Incorrect/Incomplete
2AB	Blank Intentionally
2AC	Blank Intentionally
2AD	Test Procedures, Inadequate
2AE	Blank Intentionally
2AF	Blank Intentionally
2AG	Configuration Control, Inadequate
2AH	Instructions, Work
2AI	Design, Inadequate
2AJ	Operational Malfunction, Electrical

2AK	Material Defective, Electrical
2AL	Operational Malfunction, Electronic
2AM	Material Defective, Electronic
2AN	Operational, Malfunction, Mechanical
2AP	Blank Intentionally
2AR	Preservation/Packaging
3AA	QA Requirements, Inadequate
3AB	Blank Intentionally
3AC	Drawing, Procured
3AD	Maintenance Procedure, Improper
3AE	Overhaul, Incomplete
3AF	Torque, Improper
3AG	Blank Intentionally
3AH	Computer (Software) Quality Assurance / Software, Incomplete
3AI	Test Equipment, Automatic
3AJ	Calibration
3AK	Testing, Electronic
3AL	Testing, Mechanical
3AM	Testing, Nondestructive
3AN	Inspection, Final
3AO	Blank Intentionally
3AP	Chemical Analysis
4AA	Shelf-Life Expired
4AB	Shelf-Life Inappropriate
4AC	Blank Intentionally
4AD	Technical Manual Error
4AE	Field Fix, Improper
4AF	Electrostatic Sensitive Device Controls
4AG	Lead Free Solder
5AA	Purchasing Error
5AB	Certification, Vendor
5AC	Inspection, Receiving
5AD	Blank Intentionally
5AE	Material, Segregation of Nonconforming
5AF	Blank Intentionally
5AG	Blank Intentionally
5AH	Blank Intentionally
5AI	Test, Pressure
5AJ	Verification, Mechanical Properties
5AK	Material Defective, Mechanical
5AL	Material, Unauthorized Substitution
5AM	Specification Error
5AN	Material Identification/Mic
5AO	Mercury Free Requirement, Noncompliance
5AP	Contamination

5AQ	*Finish*
5AR	*Assembly, Improper*
5AS	*Counterfeit Parts, Suspect*
9XA	*Undetermined – Isolated Case*
9XB	*Undetermined – Info Only*
9XC	*Undetermined – Exhibit Unavailable*
9XD	*Undetermined – Defect Not Duplicated*
9XE	*Undetermined – Item Warranty Procedures*
9XX	*Undetermined - Other: The root cause of the defect could not be determined for reason other than listed. use of this code requires the reason(s) for inability to identify the root cause to be stated as part of the investigation report. (For Example: budgetary constraints, equipment or test procedures are no longer practical for investigation, etc.)*
9XY	*Other Than Listed: Use of this code requires the detailed cause be identified as part of the investigation report.*
9XZ	*Invalid Report: The PQDR did not meet the requirements of DLAR 4155.24 and is considered invalid.*

AP7. 27.14. Product Quality Deficiency Investigative Closing Codes.

AP7. 27.14.1. The information to be entered in each data element is dependent upon the type and cause of the deficiency and the information requested may not be appropriate in all cases. The information requested is typical when the cause of the deficiency is due to non-conformance with contract requirements. The investigative closing codes provide specific details about the findings of the investigation. Together these codes make up seven segments of investigation related data forming a nine-position code referred to as the Summary Code.

AP7.27.14.2. The seven segments of closing data include (1) defect responsibility, (2) severity of the defect, (3) broad classification of the cause, (4) detailed cause of the defect, (5) preventative action taken because of the defect, (6) corrective action taken for the defective materiel, and (7) disposition of the deficient materiel. Each segment and their corresponding codes can be found in 27.T14 through 27.T20.

AP7.27.T14. SEGMENT 1 – Deficiency Responsibility - 1st Position

842P Reference: *2/LQ01/1050/DRC – Deficiency Responsibility Code (new data element).*

Code	Literal	Notes

1	**Private Contractor**	**The cause of the defect occurred at a contractor-operated facility and was determined to be a contractor's error.**
2	**Procurement Agency**	**The defect was the result of a faulty procurement package and the responsibility of the buying command activity for contracting and procurement of the materiel.**
3	**Government Manufacturer (Organic Facility)**	**The defect was caused by a contractor manufacturing error at a government-operated manufacturing facility.**
4	**Design Agency**	**The cause of the defect was due to a faulty Technical Data Package (TDP) or performance and technical requirements and the responsibility of the design activity.**
5	**Government Overhaul Facility**	**The cause of the defect occurred at a government operated overhaul facility not including field maintenance.**
6	**Using Activity**	**The defect occurred as a result of user error and is the responsibility of the user activity.**
7	**Government Supply Activity**	**The defect occurred at a government supply facility for storing and requisitioning the materiel.**
8	**Unknown**	**Responsible party for the cause of the defect could not be determined. Use of this code requires the reason(s) for inability to identify responsibility to be stated as part of the investigation report. (For example: budgetary constraints, equipment or test procedures are no longer practical for the investigation, Exhibit Not Available, etc.).**
9	**Invalid Report**	**The PQDR did not meet the requirements of DLAR 4155.24 and is considered invalid.**
10	**Blank (Intentionally)**	
11	**Field Maintenance**	**The cause of the defect occurred during field maintenance, evaluation or operation and is the responsibility of the field activity.**

Table AP7.27.T15. <u>SEGMENT 2 - Severity of Defect - 2nd Position</u>

<u>842P Reference:</u> *2/LQ01/1050/SDC – Severity of Defect Code (new data element).*

Code	Literal	Description
1	Critical	A nonconformance that judgment and experience indicate is likely to result in hazardous or unsafe conditions for individuals using, maintaining, or depending upon the supplies or services or is likely to prevent performance of a vital agency mission.
2	Major	A nonconformance, other than critical, that is likely to result in failure, or to materielly reduce the usability of the unit of supplies or services for their intended purpose.
3	Minor	A nonconformance that is not likely to materielly reduce the usability of the supplies or services for their intended purpose or is a departure from established standards having little bearing on the effective use or operation of the supplies or services.
4	Unknown	
5	No Defect Found	

Table AP7.27.T16. <u>SEGMENT 3 - Broad Cause - 3rd Position</u>

<u>842P Reference:</u> *2/LQ01/1050/BCD – Broad Cause of Defect Code (new data element).*

Code	Literal	Notes
A	Normal Wear and Tear & Component (Worn Out)	Indicates that the reported deficiency is attributed to normal wear and tear of the item, within expected or designed performance levels. The PQDR is considered invalid.
C	Contract Error	The actual contract was in error, e.g., wrong part number called out, wrong specification cited, etc.
D	Technical Data Package (TDP)/Design Error	Contractor met requirements but the TDP or specified design requirements were inadequate and resulted in defective materiel.

M	Maintenance Error	Defect occurred during the repair, rework, modification, or overhaul of the item.
N	Contractor Noncompliance	Contractor (Government or private) failed to meet one or more contractual manufacturing requirements, resulting in defective materiel.
P	Part Application	Part Complies but is not usable in the application.
S	Shelf-Life Problem	The item's shelf-life was expired or inappropriate.
U	Misuse Of Item	The originator caused the defect through misuse.
V	Operated Beyond Life Limits	Component operated past life limits set by design or engineering
X	Undetermined	The cause of the defect could not be determined. Use of this code requires the reason(s) for inability to identify the broad cause to be stated as part of the investigation report. (For example: budgetary constraints, equipment or test procedures are no longer practical for investigation, Exhibit Not Available, etc.).
Z	Invalid Report	The PQDR did not meet the requirements of DLAR 4155.24 and is considered invalid. Invalid Report will not be used to closed Child PQDRs. Child PQDRs are VALID.

Table AP7.27.T17. SEGMENT 4 - Detailed Cause - 4th, 5th, and 6th Position

842P Reference: 2/LQ01/1050/PDC – PDQR Detailed Cause Code (new data element).

Code	Literal
1AA	Material, Incorrect
1AB	Blank Intentionally
1AC	Welding
1AD	Coating, Protective
1AE	Marking Improper
1AF	Installation Improper
1AG	Blank Intentionally
1AH	Manufacturing /Fabrication
1AI	Soldering Inadequate
1AJ	Lubrication Improper
1AK	Documentation Missing
1AL	Blank Intentionally

1AM	Damaged (Visual)
1AN	Component Failure
1AO	Blank Intentionally
1AP	Brazing
1AQ	Bonding
1AR	Potting
1AS	Heat Treat
1AT	Plating
1AU	Chemical Film
1AV	Impregnation
1AW	Kitting
1AX	Machining (Cutting, Grinding, Etc.)
1AY	Cleaning
1AZ	Clean Room
2AA	Technical Data Package, Incorrect/Incomplete
2AB	Blank Intentionally
2AC	Blank Intentionally
2AD	Test Procedures, Inadequate
2AE	Blank Intentionally
2AF	Blank Intentionally
2AG	Configuration Control, Inadequate
2AH	Instructions, Work
2AI	Design, Inadequate
2AJ	Operational Malfunction, Electrical
2AK	Material Defective, Electrical
2AL	Operational Malfunction, Electronic
2AM	Material Defective, Electronic
2AN	Operational, Malfunction, Mechanical
2AP	Blank Intentionally
2AR	Preservation/Packaging
3AA	QA Requirements, Inadequate
3AB	Blank Intentionally
3AC	Drawing, Procured
3AD	Maintenance Procedure, Improper
3AE	Overhaul, Incomplete
3AF	Torque, Improper
3AG	Blank Intentionally
3AH	Computer (Software) Quality Assurance / Software, Incomplete
3AI	Test Equipment, Automatic
3AJ	Calibration
3AK	Testing, Electronic
3AL	Testing, Mechanical
3AM	Testing, Nondestructive
3AN	Inspection, Final
3AO	Blank Intentionally

3AP	*Chemical Analysis*
4AA	*Shelf-Life Expired*
4AB	*Shelf-Life Inappropriate*
4AC	*Blank Intentionally*
4AD	*Technical Manual Error*
4AE	*Field Fix, Improper*
4AF	*Electrostatic Sensitive Device Controls*
4AG	*Lead Free Solder*
5AA	*Purchasing Error*
5AB	*Certification, Vendor*
5AC	*Inspection, Receiving*
5AD	*Blank Intentionally*
5AE	*Material, Segregation of Nonconforming*
5AF	*Blank Intentionally*
5AG	*Blank Intentionally*
5AH	*Blank Intentionally*
5AI	*Test, Pressure*
5AJ	*Verification, Mechanical Properties*
5AK	*Material Defective, Mechanical*
5AL	*Material, Unauthorized Substitution*
5AM	*Specification Error*
5AN	*Material Identification/Mic*
5AO	*Mercury Free Requirement, Noncompliance*
5AP	*Contamination*
5AQ	*Finish*
5AR	*Assembly, Improper*
5AS	*Counterfeit Parts, Suspect*
9XA	*Undetermined – Isolated Case*
9XB	*Undetermined – Info Only*
9XC	*Undetermined – Exhibit Unavailable*
9XD	*Undetermined – Defect Not Duplicated*
9XE	*Undetermined – Item Warranty Procedures*
9XX	*Undetermined - Other: The root cause of the defect could not be determined for reason other than listed. use of this code requires the reason(s) for inability to identify the root cause to be stated as part of the investigation report. (For Example: budgetary constraints, equipment or test procedures are no longer practical for investigation, etc.)*
9XY	*Other Than Listed: Use of this code requires the detailed cause be identified as part of the investigation report.*
9XZ	*Invalid Report: The PQDR did not meet the requirements of DLAR 4155.24 and is considered invalid.*

Table AP7.27.T18. SEGMENT 5 - Preventative Action 7th Position

***842P Reference:** 2/LQ01/1050/PAT – Preventative Action Taken Code (new data element).*

Code	Literal
A	Process Changed (Includes Changes to Process Instructions)
B	Initiated Engineering Change Proposal
C	Revised Test Procedures
D	Revise/Reviewed Specification/Drawing/Technical Order, Publication/Manual
E	Blank Intentionally
F	Issued Technical/Safety Bulletins
G	Improved Packaging
H	Change Contractual Requirements for Future Buys
I	Policy Changed
J	Quality Assurance Requirements Changed
K	Training Provided/Modified
L	Blank Intentionally
M	Further Investigation to Determine Root Cause And Corrective Action
N	Corrective Action Request Submitted
O	Contract Terminated
P	Source Qualification Revoked / Removed as Approved Source From Total Item Record.
Q	Blank Intentionally
R	No Preventative Action - Operational Risk Accepted – Use Of This Code Is Restricted To The PQDR Owner Or Service Only.
X	No Preventative Action - Use of This Code Requires The Reason(S) For No Preventative Actions To Be Stated As Part Of The Investigation Report
Z	Invalid Report

Table AP7.27.T19. __SEGMENT 6 - Corrective Action 8th Position__

***842P Reference:** 2/LQ01/1050/CAT – Corrective Action Taken Code (new data element).*

Code	Literal
A	To Be Repaired/Replaced by Contractor At No Cost To Government
B	Repaired By Using Activity - Not Contractor Representative
C	To Be Repaired/Replaced by Govt - Depot/Overhaul Facility
D	Exhibit(S) Scrapped Without Replacement
E	Use-As-Is
F	To Be Repaired/Replaced by Contractor At Government Expense
G	Exhibit Not Required, Turn in Through Normal Supply
H	Consideration Requested

I	*No Corrective Action – Acceptable Risk – Use of this code is restricted to the PQDR owner or Service only.*
X	*No Corrective Action - Use of This Code Requires The Reason(S) For No Corrective Action To Be Stated As Part Of The Investigation Report. (For example: budgetary constraints, equipment or test procedures are no longer practical for investigation, Exhibit Not Available, etc.)*
Z	*Invalid Report - The PQDR did not meet the requirements of DLAR 4155.24 and was considered invalid.*

Table AP7.27.T20. <u>SEGMENT 7 - Final Exhibit Disposition - 9th Position</u>

<u>DLMS 842P Reference:</u> 2/LQ01/1050/FEC – Final Exhibit Disposition Code (new data element).

Code	Literal	Notes
A	*Retained As Is by User*	*Indicates the user activity retained the exhibit for use as is.*
B	*Repaired by User for Use*	*Indicates the user activity maintained or repaired the exhibit for use by the user activity.*
C	*Return To Supply/User in SCC "A"*	*Indicates the exhibit was or will be returned to RFI Supply under RFI condition.*
D	*Return To Supply in SCC "F"*	*Indicates the exhibit was or will be returned to NRFI Supply under normal repair cycle.*
E	*Return To Supply in As Suspended/Controlled Assets In SCC "J", "L", Or "Q"*	*Indicates that exhibit was or is planned to be returned to NRFI Supply under a suspended condition.*
F	*Return To Supply in SCC "H/S" Condemn/Scrap*	*Indicates that the exhibit was or is planned to be returned to NRFI Supply to be scraped/destroyed.*
G	*Return To Vendor Without Re-Supply*	*Indicates that the exhibit was returned to and retained by the contractor, vendor, or SOS.*
H	*Holding Activity Authorized to Dispose/Scrap*	*Indicates the user or holding activity of the exhibit has or has been instructed to scrap or destroy the exhibit.*
I	*Disposition Not Necessary- No Exhibit Available*	*Indicates that final disposition of exhibit is not necessary for reasons such as invalid report,*

		info only report, materiel not received, etc.
J	*Removed For Conditioned Based Maintenance (CBM) Analysis*	*Indicates the exhibit was transferred to the CBM program and final Disposition will be executed by CBM.*
K	*Undetermined*	*Indicates that final disposition of exhibit is not known or identified as part of the PQDR report*

AP7.28 APPENDIX 7.28

SUPPLY DISCREPANCY REPORT RELEVANT DATA ELEMENTS

AP7.28.1. <u>GENERAL</u>

AP7.28.1.1. This appendix provides a consolidated reference resource for data elements and their associated code sets applicable to Supply Discrepancy Report (SDR) submissions and responses. These data elements are applicable in all DoD SDR applications under the DLMS. The following data elements are included in this appendix. Within the context of SDR procedures, these data elements may be recognized by abbreviated names as indicated.

- Shipping Packaging and Storage Discrepancy Code. Also referred to as Discrepancy Code.
- SDR Requested Action Code. Also referred to as Action Code.
- Discrepancy Status or Disposition (Reply) Code. Also referred to as Reply Code.
- Discrepancy Report Document Type Code. Also referred to as SDR Document Type.
- DLA Disposition Services SDR Type Code. Also referred to as Disposition Services Sub-Type.

AP7.28.2. <u>SHIPPING AND PACKAGING DISCREPANCY CODES</u>

AP7.28.2.1. The following codes are used to provide a description of the discrepant condition. Multiple codes may be used on a single report. Customer-prepared SDRs may use up to three discrepancy codes per SDR. SDRs associated with Distribution Center receipts may identify up to three discrepancy codes per SDR. Preprinted codes on the face of the SF 364 may be supplemented from this list of codes. Use of the expanded list of codes is encouraged to clearly identify the discrepant situation, reduce the reliance on narrative descriptions, and facilitate capture of SDR metrics.

DISCREPANCY CODES

Condition of Materiel

A1   Condition of stored materiel changed because of damage

A2   Condition of stored materiel changed because of deterioration

A3   Stored materiel is misidentified

A5   Stored materiel requires repair

C1   In a condition other than shown on supply document or on the supporting inspection/test certificate (if hazardous materiel use code H1)

C2   Expired shelf life item (if hazardous materiel use code H5)

C3   Damaged U.S. Postal Service shipment (Security Assistance customers are authorized to use this code for all types of damaged shipments)

C4   Materiel received stripped of parts or components (cannibalized) (applicable to materiel returns or repairs only)

C5   Incomplete item received. Do not use for incomplete sets/kits/outfits (See discrepancy S9)

Supply Documentation

D1   Supply documentation not received with materiel

D2   Supply documentation illegible or mutilated

D3   Supply documentation incomplete, improper, or without authority (use only when receipt cannot be properly processed)

D301   Defense Turn-In Document (DTID) for partial weapon lacks missing parts list or certification statement

D4   Missing Quality Assurance Representative (QAR) Signature in Wide Area Workflow (WAWF)

D401   Receiving Report/Material Inspection and Receiving Report/Receiving Report (DD 250 or equivalent) incomplete, incorrect, or hard copy missing

D5   Transportation related documentation discrepancy[1]

D501   Special Handling Data/Certification, DD Form 1387-2, omitted

D502   Special Handling Data/Certification, DD Form 1387-2, incomplete or incorrect

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[1] Two-position transportation-related documentation discrepancy code is not applicable for new submissions. Refer to ADC 1153.

DISCREPANCY CODES

D503	Transportation Control and Movement Document (TCMD), DD Form 1384, omitted
D504	TCMD, DD Form 1384, incomplete or incorrect
D505	Shipper's Declaration for Dangerous Goods omitted
D506	Shipper's Declaration for Dangerous Goods incomplete (including incomplete item description)
D507	Shipper's Declaration for Dangerous Goods not appropriate for transportation mode
D508	Department of Transportation Special Permit (DOT-SP) omitted
D509	Competent Authority Approvals (CAA) omitted
D510	Certificate of Equivalency (COE) omitted
D511	Inert certification omitted
D512	Drained and Purge Certificate/AFTO Form 20 omitted
D513	Explosives Classification Approval (CA) (EX-Letter) omitted
D599	Transportation-related documentation discrepancy (not identified by other code). See remarks.
D601	Hazardous Waste Profile Sheet omitted
D602	Hazardous Waste Profile Sheet incomplete or incorrect
D701	Hazardous Waste Manifest omitted
D702	Hazardous Waste Manifest incomplete or incorrect

Billing and Financial Discrepancies (Security Assistance Only)

B1	Requisitioned materiel received (no record of billing)
B2	Duplicate billing
B3	Wrong amount billed
F1	Financial discrepancy involving Security Assistance surcharge

Hazardous Material[2]

H1	Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
H2	Hazardous item in storage damaged or requires repair
H3	Lack of a Safety Data Sheet (SDS) in Hazardous Material Information Resource System (HMIRS)

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[2] Discrepancy Code H6, Shipper's Declaration for Dangerous Goods, has been re-assigned to the D-series. See D505 and D506.

DISCREPANCY CODES

H4	Non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous
H5	Expired hazardous shelf life item

Lumber

L1	Moisture exceeds allowable percentage
L2	Not treated in accordance with specification
L3	Product off grade
L4	Improper size
L5	Improper tally
L6	Improper or no grade mark on product
L7	Rotten product
L8	Splits, excessive wane, scant, or not end trimmed (one or all)

Misdirected

M1	Materiel improperly addressed and shipped to wrong activity

Overage, Duplicate, Or Receipt of Canceled Materiel

O1	Quantity received is more than quantity shown on the supply document.
O2	Quantity received is more than quantity requested plus variance, if applicable (other than unit of issue or unit of pack)
O3	Quantity duplicates another shipment
O4	Materiel received after cancellation
O5	Concealed overage discovered in a sealed shipping container
O6	Overage due to unit of issue/unit of pack incompatibility (use only when requisition specified no unit of issue/unit of pack variance)

Packaging Discrepancy Codes

P1	***Improper preservation[3]***
P101	Cleaning inadequate, incorrect, or omitted
P102	Preservative inadequate, incorrect, or omitted
P103	Barrier materiel inadequate, incorrect, or omitted
P104	Unit pack cushioning inadequate, incorrect, or omitted
P105	Unit container inadequate, incorrect, omitted or oversized

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[3] Two-position packaging discrepancy codes are not applicable for new submissions after September 1, 2013. Refer to ADC 1059.

DISCREPANCY CODES

P106   Desiccant incorrect, improperly located, or omitted

P107   Tape/closure of unit container incorrect or inadequate

P108   Hazardous materiels not removed as required

P109   Improper preservation of hazardous materiels (includes ammunitions/ explosives)

P110   Level of protection excessive or inadequate

P111   Minimum protection not applied (materiel returns)

P112   Non-conformance to specified requirements for preservation (explanation required)

P113   Electrostatic/electromagnetic device preservation inadequate or omitted

P114   Concealed preservation defect found in storage (retail only)

P116   Preservation inadequate or incorrect resulting in item corrosion

P199   Improper preservation (not identified by other code). See remarks.

Packaging Discrepancy Codes

P2   ***Improper packing[4]***

P201   Container inadequate, incorrect, or oversized

P202   Intermediate container inadequate, incorrect, oversized, or omitted

P203   Exterior container inadequate, incorrect, oversized, or omitted

P204   Blocking and bracing inadequate, incorrect, or omitted

P205   Cushioning inadequate, incorrect, or omitted

P206   Level of protection excessive or inadequate

P207   Container deteriorated

P208   Skids incorrect or omitted

P209   Improper packing of hazardous materiels (includes ammunitions/explosives)

P210   Non-conformance to specified requirements for packing (explanation required)

P211   Improper foam-in-place

P212   Reusable container not used or improperly prepared

P213   Closure incorrect or inadequate

P214   Concealed packing defect found in storage (retail only)

P215   Non-conformance to specified requirements for wood packaging materiel (WPM)

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[4] Ibid.

DISCREPANCY CODES

P216   Packaging inadequate or incorrect resulting in item corrosion

P299   Improper packing (not identified by other code). See remarks.

Packaging Discrepancy Codes

P3   ***Improper markings[5]***

P301   Identification markings omitted, incomplete, incorrectly located, or not legible

P302   Improper marking of hazardous materiels (includes ammunitions/explosives)

P303   Labels omitted or improperly affixed

P304   Contract data omitted, incomplete, incorrectly located, or not legible

P305   Precautionary or handling markings omitted, incomplete, or not legible

P306   Shelf-life markings omitted, incorrect, or not legible

P307   Bar code markings omitted, or not legible

P308   Incorrect lot number

P309   Set or assembly markings omitted

P310   Address incorrect or not legible

P311   Non-conformance to specified requirements for marking (explanation required).

P312   Electrostatic/electromagnetic device markings inadequate or omitted

P313   Packing list omitted or incorrectly located

P314   Passive RFID tag is missing

P315   Passive RFID tag is visibility damaged and unreadable

P316   Passive RFID tag is present but unreadable (not visibility damaged)

P317   Passive RFID tag read has no corresponding advance shipment notification

P318   Passive RFID tag read duplicates previously used tag identification

P319   Military Shipment Label (MSL), DD Form 1387, omitted; no Transportation Control Number (TCN)

P320   MSL, DD Form 1387, improperly affixed, incorrect, or incomplete

P399   Improper markings (not identified by other code). See remarks.

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[5] Ibid.

DISCREPANCY CODES

Packaging Discrepancy Codes

P4   ***Improper unitization (includes palletization and containerization)[6]***

P401   Cargo not unitized

P402   Shrink/stretch wrap inadequate or omitted

P403   Strapping inadequate or omitted

P404   Multiple consignees in single consignee consolidation container

P405   Protective covering/wrapping inadequate, improper, or omitted

P406   Contents of multipack container inadequately packaged, stuffed or missing unit packs

P407   Improper unitization/palletization/containerization of hazardous materiels (includes ammunitions/explosives)

P499   Improper unitization (not identified by other code). See remarks.

Product Quality (Item) Deficiency (Security Assistance Only)

Q1   Product Quality Deficiency

Q2   Quality deficiency, contractual noncompliance

Q3   Design deficiency, item requires change in design

Q4   Contracting deficiency, specification, and/or technical data deficient.

Q7   Safety hazard

Q8   Latent defect

Quality - Related Receipts/Stock Screening (Storage Activity Only)

Q11   Returned or stock screen item, PQDR exhibit deficiency

Q22   New procurement receipt, customer return, redistribution order, or stock screen item quality deficiency, contractual non-compliance, including specification and/or technical data deficiency[7]

Q33   Returned, redistribution order, or stock screened item suspected materiel deficiency (DLA Customer Returns Improvement Initiative (CRII) items only)

Q55   Item under investigation

Q66   Customer return or stock screen item failed under use

Q77   New procurement receipt, customer return, or redistribution order receipt of stock screen item identified as a suspected critical safety item (CSI) discrepancy

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[6] Ibid.
[7] ADC 1126, not yet implemented.

DISCREPANCY CODES

Q99   New receipt item received for First Article Testing

Shortage or Nonreceipt

S1   Quantity received less than quantity indicated on supply documentation

S2   Quantity received is less than quantity requested minus variance, (other than unit of issue or unit of pack)

S3   Total nonreceipt of U.S. Postal Service shipment.

S4   Total nonreceipt; not transportation related. (U.S. only)

S5   Total nonreceipt (Security Assistance only)

S6   Shortage due to unit of issue/ unit of pack incompatibility

S7   Shortage or nonreceipt of an item in a multipack or sealed shipping container

S8   Concealed shortage discovered upon opening a sealed vendor's pack (not applicable to Security Assistance)

S9   Incomplete component, assembly, sets, kit, outfit (CASKO) (do not use to report cannibalization of Supply System Responsibility Item (SSRI), Components Of End Item (COEI), or Basic Issue Item (BII); see Discrepancy Code C4)

Technical Markings (Name Plates, Log Books, Operating Handbooks, Special Instructions)[8]

T1   Technical data markings missing

T2   Technical data markings illegible or mutilated

T3   Precautionary operational markings missing

T4   Inspection data missing or incomplete

T5   Serviceability operating data missing or incomplete

T6   Warranty data missing

T7   Missing part number on bare item

T9   Operating handbooks, log books, and/or special instructions missing

Item Unique Identification (IUID) of Serially-Managed/Tracked Materiel

U01   Unique identification (UII/serial number) on label missing, damaged, or unreadable

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[8] Discrepancy Code T8 discontinued. See W7 and W8.

DISCREPANCY CODES

U02   Unique identification (UII/serial number) on item missing, damaged, or unreadable

U03   Unique identification (UII/serial number) on supply documentation missing, damaged, or unreadable

U04   Unique identification (UII/serial number) not provided on shipping notice/ returns notice

U05   Non-conformance to unique identification requirements under terms of contract

U06   Multiple containers without separate unique identification (UII/serial number) listings

U07   Mismatch between unique identification (UII/serial number) on item and label

U08   Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated shipping documentation

U09   Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated due-in/shipping notice

U10   Mismatched or missing unique identification (UII/serial number) discovered upon opening a sealed pack

U12   Duplicate UII or serial number (applicable to UII/serial number)

U13   Serial number unknown/missing for serially-tracked item.

U14   Serial number convention invalid.

U15   Missing shipping/return notice

Incorrect Item

W1   Incorrect item received.

W2   Unacceptable substitute received.

W3   Incorrect item received, but not identifiable to an NSN or part number.

W4   Misidentified item received.

W5   Mixed stock received.

W6   Incorrect item discovered upon opening a sealed vendor's pack (Not applicable to Security Assistance)

W7   Part number unmatched to FEDLOG/FLIS

W8   Incorrect part number for NSN received

Other Discrepancies

Z1   Other discrepancy - see remarks

DISCREPANCY CODES

Z2   Repetitive discrepancy (must use in combination with other codes or describe in remarks)

Z3   Distribution Center receipt not due-in; no prepositioned materiel receipt (PMR)

Z4   No record exists for document number cited on supply document (not used by distribution center; not applicable to Security Assistance)

Z5   Immediate resolution/replacement of discrepant item under inter-Service support agreement (restricted use per Service guidance)[9]

Z7   Property not authorized or not acceptable for turn-in to DLA Disposition Services

Z8   Materiel unidentifiable; stock number missing or damaged.

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[9] Refer to ADC 1062 and 1174. Not authorized for use by DLA Distribution Centers.

AP7.28.3. <u>SDR REQUESTED ACTION CODES</u>. The SDR Requested Action Code is used to provide a description of the action requested by the initiator of the SDR. This data element may be referred to as the SDR Action Code. This is a two position alphanumeric code. Only one action code may be used per SDR under DLMS. Preprinted codes on the face of the SF 364 may be supplemented from this list.

SDR ACTION CODES

1A	Disposition instructions for discrepant materiel requested; financial action not applicable
1B	Materiel being retained
1C	Supporting supply documentation requested
1D	Materiel still required; expedite shipment using premium transportation. Not applicable to Security Assistance (Use Action Code 1F if materiel is still required, but premium transportation is not justified.)
1E	Local purchase materiel to be returned at supplier's expense unless disposition instructions to the contrary are received within 15 calendar days (not applicable to Security Assistance or DLA customers)
1F	Replacement shipment requested
1G	Reshipment not required; item to be re-requisitioned
1H	No action required; information only
1Z	Other action requested (see remarks)
2A	Disposition of materiel and financial adjustment (credit) requested.
2B	Materiel being retained. Financial adjustment (debit) requested.
2C	Technical documentation/data requested.
2F	Materiel being held for disposition instructions, request funds citation. Not applicable to Security Assistance
2J	Financial adjustment requested
2K	Evidence of shipment requested (Security Assistance only)
2L	Request billing status (Security Assistance only)
2Z	Additional information is being submitted off-line (use with electronic SDR submission only)
3A	Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated
3B	Discrepancy reported for corrective action and trend analysis; no reply required.
3C	Receiving activity not authorized to accept property (pick-up by original owner required) (Disposition Services use only)

SDR ACTION CODES

4A   Manager disposition requested for non-manager owned suspended stock per receipt/stock screening; no action by owner pending manager response.[10]

4B   Action transferred to manager subsequent to return of non-manager owned suspended materiel to the manager.[11]

AP7.28.4. <u>DISCREPANCY STATUS OR DISPOSITION (REPLY) CODES</u>. Action activities use the Discrepancy Status or Disposition (Reply) Codes to codify a response to an SDR. This data element may be referred to as an SDR Reply Code. It is a three position numeric code. Up to three reply codes may be used on a single report to provide complete financial and materiel disposition instructions and provide additional information as needed. Codes may be used to replace or supplement preprinted information on the reverse side of the SF 364. System design should accommodate clear text for ease of use and interpretation.

<u>Reply Codes</u>

The 100-series codes provide status of financial resolution, materiel disposition instructions, or other appropriate information:[12]

101   Credit authorized by source of supply/item manager.[13]

102   Credit not authorized; see remarks.

105   Forward materiel received to location identified. Must use traceable and most economical means available.

106   Forward materiel received to contractor location identified (must use traceable and most economical means available).

109   Credit authorized by source of supply/item manager for repackaging costs.[14]

110   Disposal authorized in accordance with local procedures.

111   Disposal authorized, monetary reimbursement from contractor.

112   Disposal authorized, contractor will provide replacement.

113   Provide disposal documentation as requested.

114   Provide disposal documentation by date indicated as requested. Credit will be authorized upon receipt.

115   Turn in materiel received to DLA Disposition Services Field Office.

116   Turn in hazardous materiel received to DLA Disposition Services Field Office (MIPR or bill-to DoDAAC provided to cover disposal costs).

117   Materiel will be billed if not returned by date indicated.

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[10] Refer to ADC 1126 and 1084. Not authorized for use pending implementation; target implementation is 1Q FY 2017.

[11] Ibid.

[12] Exception: Reply Codes 103, 104, 107, and 108 have been moved to interim reply grouping.

[13] No longer authorized for use by storage activities upon implementation of ADC 1160.

[14] Refer to ADC 1203.

Reply Codes

118   Debit authorized for material retained.

119   Retain materiel received at no charge.

120   Retain materiel with consideration from contractor.

121   Retain materiel without consideration from contractor.

122   Retain materiel for future supply decision.

123   Materiel will be shipped/reshipped (estimated date of shipment provided, when known).

124   Materiel is no longer procurable.

125   Incomplete part/missing component being forwarded.

126   Stock not available or will not be reshipped in response to SDR.

127   Contractor to reship.

128   Balance of contract materiel will not be shipped.

129   Reimbursement for repackaging discrepancy cannot be authorized until submitter provides cost for repackaging.

130   Place materiel in stock as is.

131   Remark/repackage materiel.

132   Inspect and place in depot stock.

133   Upgrade materiel to Condition Code A, correction made by government with reimbursement from contractor.

134   Upgrade materiel to Condition Code A, correction made by government without reimbursement from contractor.

135   Documentation/technical data is being forwarded.

136   Confirmed canceled requisition shipped.

137   Additional comments provided; see remarks.

138   Shipment shortage based on pieces, weight, and cube.

139   Warehouse denial total shipment.

140   Warehouse denial partial shipment.

141   Duplicate shipment from stock or procurement.

142   Proof of Delivery/Evidence of Shipment not available.

143   SDR *Cancellation acknowledged by action activity*.[15]

144   Recorded for information, trend analysis, and/or process correction where applicable.

145   No contractor liability found.

146   Material return acknowledged.

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[15] Refer to ADC 1456

Reply Codes

147   Corrected shipment document (DD Form 250) provided.

148   Representative will contact you for discussion concerning disposition.

149   Material will be picked up in number of days indicated.

150   Your requisition will be reinstated and placed on backorder.

151   Replacement/revised disposition/status; prior response is superseded.

152   Discrepancy validated by storage activity; credit processing associated with issue reversal [16]

The 200-series codes provide additional information relevant to Security Assistance SDRs:

201   Incorrect information provided by U.S. Government contract.

202   MAPAD information not current by U.S. Government error.

203   Material erroneously returned to U.S. Government stock.

204   Overage of Repair and Replace material.

205   Shortage of Repair and Replace material.

206   Administrative write-off recommended.

207   No financial adjustment required. Excess Defense Articles (EDA). Overage not billed.

208   Repaired in-country by contractor or U.S. Government personnel.

The 300-series codes indicate storage activity or initial action activity status on SDRs forwarded to the owner/manager for action:

301   Interim reply; SDR forwarded to USA for disposition instructions or final resolution.

302   Interim reply; SDR forwarded to USAF for disposition instructions or final resolution.

303   Interim reply; SDR forwarded to USMC for disposition instructions or final resolution.

304   Interim reply; SDR forwarded to USCG for disposition instructions or final resolution.

305   Interim reply; SDR forwarded to USN for disposition instructions or final resolution.

306   Interim reply; SDR forwarded to GSA for disposition instructions or final resolution.

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[16] Refer to ADC 1160.

Reply Codes

307   Interim reply; SDR forwarded to DLA for disposition instructions or final resolution.

308   Interim reply; SDR forwarded to the identified Item Manager for disposition instructions or final resolution.

309   Interim reply; SDR forwarded to owner for disposition instructions or final resolution.

320   Reclassification of materiel complete. (Use only with Status Update.)

321   Documentation/technical data/other information are being forwarded. (Use only with Status Update.)

The 400-series codes indicate the SDR has been closed for the reason provided:

400   SDR closed. Non-compliance with disposition instructions.

401   SDR closed. Non-response to additional information request.

402   SDR closed. Wrong material returned.

410   SDR closed. Disposition action complete.

411   SDR closed SDR closed due to zero balance on record.

412   SDR closed. Materiel disposition could not be completed due to zero balance at storage location.

450   Administrative closure notification. SDR information copy sent to wrong source of supply

The 500-series (and some 100-series) codes indicate an interim reply:

103   Discrepancy report receipt acknowledgment.

104   Additional information required from submitter; see remarks.

107   Forward materiel to address shown for inspection/exhibit analysis (must use traceable and most economical means available).

108   Forward materiel to contractor address shown for inspection/exhibit analysis (must use traceable and most economical means available).

504   SDR forwarded to new action activity as shown.

520   Discrepancy report materiel undergoing test/evaluation.

521   Discrepancy report resolution pending PQDR review.

525   Discrepancy validated by storage activity; credit recommended (use with 300-series forwarding reply code)[17]

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[17] Refer to ADC 1160.

Reply Codes

The 600-series codes indicate an ICP reply to the storage activity:

601   Change supply condition code and submit as new complaint (original complaint cannot be modified to show new supply condition code).

602   Item(s) unsuitable; destroy.

603   Remark and return to stock.

604   Repackage and return to stock.

605   Reidentify and return to stock.

606   Safety hazard; destroy.

607   Safety hazard; dispose.

608   Reclassify materiel as instructed; final disposition instructions will be provided upon confirmation of reclassification. (Do not use in combination with other reply codes.)

609   Reclassify materiel; disposition instructions provided (see remarks/ additional reply code(s)).

610   Materiel previously dispositioned; close SDR with no further action. (Provide remarks to explain circumstances for use of this code.)[18]

611   Reidentify unique identification (UII/serial number) and return to stock.

612   Reverse associated receipt and reprocess to correct owner as identified.

The 700-series codes indicate SDR rejection:

701   Discrepancy report rejected. See remarks.

702   SDR rejected. Material shipped as requisitioned.

703   SDR rejected. Overage/shortage is within contract variation clause.

704   SDR rejected. Evidence of shipment/proof of delivery forwarded.

705   SDR rejected. Records indicate the inspection or test date or this shelf-life item has been extended to date indicated.

706   SDR rejected. Shelf-life not applicable for this item.

707   SDR rejected. Acceptable substitute issued for material requisitioned.

708   SDR rejected. Material shipped prior to cancellation request.

709   SDR rejected. Discrepant quantity shipped after SDR submission.

710   SDR rejected. Discrepant quantity on backorder.

711   SDR rejected. Material shipped via insured/certified/registered mail. Request you contact local postal authority to verify delivery of material.

712   SDR rejected. Submit offer of material under material returns program.

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[18] Refer to ADC 1174.

Reply Codes

713   SDR rejected. Discrepancy does not meet required minimum dollar value.

714   SDR rejected. Billing adjustments may not be requested on a SDR (except Security Assistance). Contact local finance office.

715   SDR rejected. Discrepancy report/follow-up not submitted within authorized timeframe.

716   SDR recorded for information and possible corrective action.

717   SDR identifies a carrier discrepancy. Resubmit as a Transportation Discrepancy Report (TDR).[19]

718   SDR identifies a quality deficiency. Resubmit as a PQDR.[20]

719   Discrepancy report rejected. Duplicate of previously submitted SDR.

The 800-series codes provide additional rejection notices relevant to Security Assistance SDRs:

800   SDR rejected. No U.S. Government liability.

801   SDR rejected. No billing discrepancy exists.

802   SDR rejected. Bill reflects pre-positioning costs/non-recurring costs.

803   SDR rejected. Bill reflects contract termination charge.

804   SDR rejected. Item proven serviceable when shipped (repair & return, exhibits).

805   SDR rejected. Freight forwarder tracking system indicates material received. Customer should challenge freight forwarder.

806   SDR rejected. Repair/adjustment procedures provided by source.

807   SDR rejected. Material shipped to address specified on LOA in lieu of country.

808   SDR rejected. SDR does not meet latent defect criteria and is, therefore, beyond the allotted timeframe for submission

809   SDR returned without action. Credit cannot be granted since debit billing has not processed. (ILCO use only.)

810   Freight forwarder notification not submitted for total nonreceipt.

The 900-series codes are intended for system/application use in processing transactions. When SDRs are processed manually, these codes may be user assigned as appropriate:

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[19] Use of this code is discouraged. Every effort should be made to process the discrepancy report and resolve the situation without requiring the initiator to resubmit. See preferred codes 518 and 519.
[20] See footnote 1.

Reply Codes

901   Transaction rejected. Discrepancy report submitted to wrong activity. Resubmit to the correct action activity (identified in remarks when known). When applicable, use with Reply Code 612 or receipt rejection transaction (DLMS 824R/MILSTRAP DZG) to reverse/reject the original receipt for reprocessing.

902   Transaction rejected. Invalid action code for type of discrepancy submitted.

904   Transaction rejected. Open suffix must be closed before SDR can be reopened.

906   Transaction rejected. Record already closed.

907   Transaction rejected. Discrepancy report canceled.

908   Transaction rejected. Record is currently open and cannot be reopened for reconsideration until closed.

909   Transaction rejected. SDR must be reopened for reconsideration before it can be contested.

910   Transaction rejected. Missing or invalid document number (or document number/suffix).

911   Transaction rejected. Missing or invalid case designator.

912   Transaction rejected. Missing or invalid discrepancy report number.

915   Transaction rejected. Missing or invalid type of discrepancy code.

916   Transaction rejected. Missing or invalid action desired code.

917   Transaction rejected. Missing or invalid discrepant quantity.

918   Transaction rejected. Missing or invalid quantity received.

919   Transaction rejected. Invalid Security Assistance materiel location code.[21]

920   Transaction rejected. Missing or invalid point of contact name.

921   Transaction rejected. Missing or invalid point of contact phone number/email.

923   Transaction rejected. Missing or invalid transaction date.

924   Transaction rejected. Narrative missing.

926   Transaction rejected. No record found.

927   Transaction rejected. Missing or invalid disposition/reply code

928   Transaction rejected. Missing or invalid condition code.

929   Transaction rejected. Missing, invalid, or unauthorized use of DoDAAC, MAPAC, or RIC.

930   Transaction rejected. Missing information associated with disposition/reply

931   Transaction rejected. Missing or invalid materiel identification.

932   Transaction rejected. Missing or invalid wrong item information.

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[21] Refer to ADC 1203.

Reply Codes

933   Transaction rejected. Discrepancy report follow-up submitted before action activity response time has elapsed.

934   Transaction rejected. Forwarding action not authorized. Submit new SDR.

935   Transaction rejected. Forwarding action cannot be processed due to incomplete SDR history. Contact originator to resubmit with updated action activity.

936   SDR processing suspended. Request DoD WebSDR provide an information copy of the original report.

937   Transaction rejected. DoD WebSDR/WebSQCR unable to provide requested SDR information copy.

938   Transaction rejected. Missing or invalid transaction set purpose code.

939   Transaction rejected. Missing, invalid, or inappropriate discrepancy report document type code.

940   Transaction rejected. Improper or Missing either contract number or contractor-assigned shipment number on SDR associated with vendor shipment.

941   Transaction failed during processing. SDR cannot be transmitted electronically to the designated action activity because no systemic e-mail routing is in place.

942   Transaction rejected. Unauthorized use of reply code. The 200-series reply codes may only be used for Security Assistance SDRs.

943   Transaction rejected. Fund Code or Standard Line of Accounting (SLOA) data elements do not match SFIS Fund Code to Fund Account Conversion Table.[22]

944   Transaction rejected. Forwarding transaction not properly formatted.

945   SDR rejected. Invalid 500-series SDR Reply Code used; see remarks.

946   Transaction rejected. Missing serial number for serially-tracked item.

947   Transaction rejected. Invalid serial number length or convention.

948   Transaction rejected. Unauthorized change in the Owner, Manager, or Source of Supply field.

949   Transaction rejected. Reply Code 504 can only be used for SDR Document Type Code 7 or R, and cannot be used with any other reply code.

950   Transaction rejected. Unauthorized generation of completion notice (CN). Only the submitter of the SDR is authorized to generate a CN.

951   Transaction rejected. Unauthorized change of data value using a Correction. Submit a new SDR.

952   Transaction rejected. A completion notice (CN) has processed against this SDR, no further transactions will process.

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[22] Refer to ADC 1043A/1043E. Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.

AP7.28.5 <u>DISCREPANCY REPORT DOCUMENT TYPE CODES</u>

AP7.28.5.1. The following codes are used to identify report categories for appropriate automated processing. Discrepancy Report Document Type Codes and DLA Disposition Services SDR Type Codes are one position alphanumeric codes.

AP7.28.5.2. The Discrepancy Report Document Type Code (DLMS Qualifier D) is used on SDRs to identify the type of discrepancy report and type of shipment involved. In the context of SDR processing, this data element may be referred to as an SDR Document Type; however, there are many other code values assigned that are not applicable to SDRs. This data element is mandatory on SDR transactions.

AP7.28.5.3. The DLA Disposition Services SDR Type Code (DLMS Qualifier ST) is used as a sub-type code in conjunction with the SDR Document Type to further clarify the shipment scenario. This data element may be referred to as an SDR Sub-Type Code. This data element is conditional; it is used when applicable.

SDR DOCUMENT TYPE CODES

Available for DoD WebSDR and Component-Sponsored SDR applications:

5   Storage Quality Control Reports

6   Customer originated, direct vendor/contractor delivery

7   Customer originated, depot/lateral shipment/other

Restricted Use. Authorized user only:

A   Storage Site receipt, customer return/Other

N   Storage site receipt, depot shipment (RDO)

P   Storage site procurement source receipt

V   Customer originated, lateral shipment under TAV

W   Transshipment SDR

Available for Distribution Standard System Originated SDRs only:

8   Depot originated, depot receipt from non-procurement source (other than or RDO)

9   Depot originated procurement source receipt

R   Depot originated, redistribution order receipt

D   DLA Disposition Services Field Office originated[23]

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[23] SDR Document Type Code D must be used in conjunction with the applicable DLA Disposition Services Document Type Code.

SDR DOCUMENT TYPE CODES

DLA DISPOSITION SERVICES DOCUMENT TYPE CODES

Available for Distribution Standard System Originated SDRs only. Must use in conjunction with SDR Document Type Code D:

B   Distribution Center shipment to a Field Office

E   Field Office Redistribution

T   DLA Disposition Services Field Office Turn-in

Available for DoD WebSDR only. Restricted Use. Must use in conjunction with SDR Document Type Code 7:

D   Disposition Services donated materiel

F   Disposition Services transferred materiel

O   Other Disposition Services shipment

R   Disposition Services reutilization

S   Disposition Services sale

Restricted. No longer available for new submissions after March 30, 2012:

L   Disposition Services DEMIL

P   Disposition Services Field Office SDR, depot shipment

AP7.29 APPENDIX 7.29

STOCK READINESS RELEVANT DATA ELEMENTS

AP7.29.1. <u>GENERAL</u>

　　AP7.29.1.1. This appendix provides a consolidated reference resource for data elements and their associated code sets applicable to Stock Screening Request and Storage Quality Control Report (SQCR) submissions and responses. These data elements are applicable in all Stock Screening Requests and SQCR processing under the DLMS. The following data elements are included in this appendix. Within the context of stock readiness procedures, these data elements may be recognized by abbreviated names as indicated.

- Shipping, Packaging, and Storage Discrepancy Code. Also referred to as Discrepancy Code.
- SDR or SQCR Requested Action Code. Also referred to as Action Code.
- Discrepancy Status or Disposition (Reply) Code. Also referred to as Reply Code.
- Discrepancy Report Document Type Code. Also referred to as Document Type.

AP7.29.2. <u>IN-STORAGE DISCREPANCY CODES.</u> The following codes are used to provide a description of the discrepant condition. Up to two discrepancy codes may be used on a single report.

DISCREPANCY CODES

Condition of Materiel

A1　　Condition of stored materiel changed because of damage

A2　　Condition of materiel changed because of deterioration

A3　　Stored materiel is misidentified

A4　　Stored materiel is incomplete

A5　　Stored materiel requires repair

A6　　Improper storage conditions resulting in item corrosion

C1　　In a condition other than shown on supply document or on the supporting inspection/test certificate (if hazardous materiel use code H1)

C2　　Expired shelf life item (if hazardous materiel use code H5)

C6　　Damage caused by pilferage, vandalism, or theft

Hazardous Material

D601　　Hazardous waste profile sheet omitted

D602　　Hazardous waste profile sheet incomplete or incorrect

DISCREPANCY CODES

D701	Hazardous waste manifest omitted
D702	Hazardous waste manifest incomplete or incorrect
H1	Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
H2	Hazardous item in storage damaged or requires repair
H3	Lack of a Safety Data Sheet (SDS) in Hazardous Material Information Resource System (HMIRS)
H4	Non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous
H5	Expired hazardous shelf life item

Lumber

L1	Moisture exceeds allowable percentage
L2	Not treated in accordance with specification
L3	Product off grade
L4	Improper size
L5	Improper tally
L6	Improper or no grade mark on product
L7	Rotten product
L8	Splits, excessive wane, scant, or not end trimmed (one or all)

Overage

O5	Concealed overage discovered in a sealed shipping container
O6	Overage due to unit of issue/unit of pack incompatibility

Packaging Discrepancy Codes[1]

P1	**Improper preservation**
P101	Cleaning inadequate, incorrect, or omitted
P102	Preservative inadequate, incorrect, or omitted
P103	Barrier materiel inadequate, incorrect, or omitted
P104	Unit pack cushioning inadequate, incorrect, or omitted
P105	Unit container inadequate, incorrect, omitted or oversized
P106	Desiccant incorrect, improperly located, or omitted
P107	Tape/closure of unit container incorrect or inadequate
P108	Hazardous materiels not removed as required

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[1] Two-position packaging discrepancy codes are not applicable for new submissions after September 1, 2013. Refer to ADC 1059.

DISCREPANCY CODES

P109	Improper preservation of hazardous materiels (includes ammunitions/ explosives)
P110	Level of protection excessive or inadequate
P112	Non-conformance to specified requirements for preservation (explanation required)
P113	Electrostatic/electromagnetic device preservation inadequate or omitted
P114	Concealed preservation defect found in storage (explanation required)
P116	***Preservation inadequate or incorrect resulting in item corrosion***
P199	Improper preservation not identified by other code; see remarks
P2	**Improper Packing**
P201	Container inadequate, incorrect, or oversized
P202	Intermediate container inadequate, incorrect, oversized, or omitted
P203	Exterior container inadequate, incorrect, oversized, or omitted
P204	Blocking and bracing inadequate, incorrect, or omitted
P205	Cushioning inadequate, incorrect, or omitted
P206	Level of protection excessive or inadequate
P207	Container deteriorated
P208	Skids incorrect or omitted
P209	Improper packing of hazardous materiels (includes ammunitions/explosives)
P210	Non-conformance to specified requirements for packing (explanation required)
P211	Improper foam-in-place
P212	Reusable container not used or improperly prepared
P213	Closure incorrect or inadequate
P214	Concealed packing defect found in storage (explanation required)
P215	Non-conformance to specified requirements for wood packaging materiel (WPM)
P216	***Packaging inadequate or incorrect resulting in item corrosion***
P299	Improper packing (not identified by other code); see remarks
P3	**Improper markings**
P301	Identification markings omitted, incomplete, incorrectly located, or not legible

DISCREPANCY CODES

P302   Improper marking of hazardous materiels (includes ammunitions/explosives)

P303   Labels omitted or improperly affixed

P304   Contract data omitted, incomplete, incorrectly located, or not legible

P305   Precautionary or handling markings omitted, incomplete, or not legible

P306   Shelf-life markings omitted, incorrect, or not legible

P307   Bar code markings omitted, or not legible

P308   Incorrect lot number

P309   Set or assembly markings omitted

P311   Non-conformance to specified requirements for marking (explanation required).

P312   Electrostatic/electromagnetic device markings inadequate or omitted

P313   Packing list omitted or incorrectly located

P399   Improper markings not identified by other code; see remarks

P4   **Improper unitization (includes palletization and containerization)**

P405   Protective covering/wrapping inadequate, improper, or omitted

P499   Improper utilization not identified by other code; see remarks

Quality-Related Stock Screening (Storage Activity Only)

Q11   Returned or stock screen item, PQDR exhibit deficiency

Q22   New procurement receipt, customer return, redistribution order or stock screen item quality deficiency, contractual non-compliance including specification and/or technical data deficiency

Q33   Returned, redistribution order, or stock screened item suspected materiel deficiency (DLA Customer Returns Improvement Initiative (CRII) items only)

Q55   Item under investigation

Q66   Customer return or stock screen item failed under use

Q77   New receipt, customer return, redistribution order to stock screen item identified as a Critical Safety Item (CSI)

DISCREPANCY CODES

Shortage or Nonreceipt

S6	Unit of issue/unit of pack incompatible
S9	Incomplete component, assembly, set, kit, outfit (CASKO) (do not use to report cannibalization of Supply System Responsibility Item (SSRI), Components Of End Item (COEI), or Basic Issue Item (BII); see Discrepancy Code C4)

Technical Markings (Name Plates, Log Books, Operating Handbooks, Special Instructions)

T1	Technical data markings missing
T2	Technical data markings illegible or mutilated
T3	Precautionary operational markings missing
T4	Inspection data missing or incomplete
T5	Serviceability operating data missing or incomplete
T6	Warranty data missing
T7	Missing part number on bare item
T9	Operating handbooks, log books, and/or special instructions missing

Unique Identification and Unidentifiable Materiel

U01	Unique identification data on label missing, damaged, or unreadable
U02	Unique identification data on item missing, damaged, or unreadable
U05	Non-conformance to unique identification requirements under terms of contract
U06	Multiple containers without separate unique identification data listings
U07	Mismatch between unique identification data on item and label
U10	Mismatched or missing unique identification discovered upon opening a sealed pack
U11	Materiel unidentifiable; stock number missing or damaged

Other Discrepancies

Z1	Other discrepancy - see remarks
Z5	Immediate resolution/replacement of discrepant item under DLA industrial activity support agreement
Z6	<u>Discrepancy report</u> resubmitted following cancellation must use with other codes

AP7.29.3. SQCR REQUESTED ACTION CODES. The Requested Action Code is used to provide a description of the action requested by the initiator of the SQCR. Only one action code may be used per SQCR under DLMS.

ACTION CODES

1A Disposition instructions for discrepant materiel requested; financial action not applicable.

1Z Other action requested (see remarks).

2C Technical documentation/data requested.

3B Discrepancy reported for corrective action and trend analysis; no reply required.

4A Manager disposition requested for non-manager owned suspended stock per receipt/stock screening; no action by owner pending manager response.[2]

4B Action transferred to manager subsequent to return of non-manager owned suspended materiel to the manager.[3]

AP7.29.4. DISCREPANCY STATUS OR DISPOSITION (REPLY) CODES. Action activities use the Discrepancy Status or Disposition (Reply) Codes to codify a response to an SQCR. This data element may be referred to as a Reply Code. Up to two reply codes may be used on a single SQCR reply to provide complete disposition instructions and additional information as needed. WebSQCR and WebSS may also use reply codes on automatic reject replies for transactions that fail edit criteria. System design should accommodate clear text for ease of use and interpretation. The following Reply Codes may be used on the SQCR.

Reply Codes

The 100-series codes provide status of financial resolution, materiel disposition instructions, or other appropriate information:[4]

105 Forward materiel received to location identified. Must use traceable and most economical means available.

106 Forward materiel received to contractor location identified (must use traceable and most economical means available).

110 Disposal authorized in accordance with local procedures.

111 Disposal authorized, monetary reimbursement from contractor.

112 Disposal authorized, contractor will provide replacement.

119 Retain materiel received at no charge.

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[2] Refer to ADC 1084. Not authorized for use pending implementation; target implementation is 1Q FY 2017.
[3] Ibid.
[4] Reply Codes 103, 104, 107, and 108 have been moved to interim reply grouping.

Reply Codes

120   Retain materiel with consideration from contractor.

121   Retain materiel without consideration from contractor.

122   Retain materiel for future supply decision.

129   Reimbursement for repackaging discrepancy cannot be authorized until submitter provides cost for repackaging.

130   Place materiel in stock as is.

131   Remark/repackage materiel and place in stock.

133   Upgrade materiel to Condition Code A, correction made by government with reimbursement from contractor.

134   Upgrade materiel to Condition Code A, correction made by government without reimbursement from contractor.

135   Documentation/technical data is being forwarded.

137   Additional comments provided; see remarks.

144   Recorded for information only; no action taken.

145   No contractor liability found.

148   Representative will contact you for discussion concerning disposition.

151   Replacement/revised disposition/status; prior response is superseded.

152   Discrepancy report recorded for information and possible corrective action.

The 300-series codes indicate Distribution Center status on SDRs/SQCRs forwarded to the owner/manager for action:

320   Reclassification of materiel complete. (Use only with Status Update.)

321   Documentation/technical data/other information are being forwarded. (Use only with Status Update.)

The 400-series codes indicate the SDR/SQCR has been closed for the reason provided:

410   Discrepancy report closed. Disposition action complete.

411   Discrepancy report closed due to zero balance on record.

412   Discrepancy report closed. Materiel disposition could not be completed due to zero balance at storage location.

The 500-series (and some 100-series) codes indicate an interim reply:

103   Discrepancy report receipt acknowledgment.

104   Additional clarification required from submitter; see remarks.

Reply Codes

107 Forward materiel to address shown for inspection/exhibit analysis (must use traceable and most economical means available).

108 Forward materiel to contractor address shown for inspection/exhibit analysis (must use traceable and most economical means available).

503 Discrepancy report currently under investigation.

514 Discrepancy report forwarded to the packaging specialist for research.

520 Discrepancy report materiel undergoing test/evaluation.

521 Discrepancy report resolution pending PQDR review.

522 Discrepancy report resolution pending investigation/response from item manager.[5]

523 Manager notification to owner: return materiel to manager at current location.[6]

524 Owner notification to manager: materiel returned at current location for credit.[7]

The 600-series codes indicate an ICP reply to the Distribution Center:

602 Item(s) unsuitable; destroy.

603 Remark and return to stock.

604 Repackage and return to stock.

605 Reidentify and return to stock.

606 Safety hazard; destroy.

607 Safety hazard; dispose.

608 Reclassify materiel as instructed.

611 Reidentify unique identification (UII/serial number) and return to stock.

The 700-series codes indicate SDR/SQCR rejection:

701 Discrepancy report rejected. See remarks.

719 Discrepancy report rejected. Duplicate of previously submitted discrepancy report.

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[5] Refer to ADC 1084. Not authorized for use pending implementation; target implementation is 1Q FY 2017.
[6] Ibid.
[7] Ibid.

Reply Codes

The 900-series codes are intended for system/application use in processing transactions. When SDRs/SQCRs are processed manually, these codes may be user assigned as appropriate:

901   Transaction rejected. Discrepancy report submitted to wrong owner/manager. Resubmit to the correct action activity.

902   Transaction rejected. Invalid action code for type of discrepancy submitted.

904   Transaction rejected. Open suffix must be closed before discrepancy report can be reopened.

906   Transaction rejected. Record already closed.

907   Transaction rejected. Discrepancy report canceled.

908   Transaction rejected. Record is currently open and cannot be reopened for reconsideration until closed.

910   Transaction rejected. Missing or invalid document number (or document number/suffix).

912   Transaction rejected. Missing or invalid discrepancy report system-assigned control number.

915   Transaction rejected. Missing or invalid type of discrepancy code.

916   Transaction rejected. Missing or invalid action desired code.

917   Transaction rejected. Missing or invalid discrepant quantity.

920   Transaction rejected. Missing or invalid point of contact name.

921   Transaction rejected. Missing or invalid point of contact phone number/email.

923   Transaction rejected. Missing or invalid transaction date.

924   Transaction rejected. Narrative missing.

926   Transaction rejected. No record found.

927   Transaction rejected. Missing or invalid disposition/reply code

928   Transaction rejected. Missing or invalid condition code.

929   Transaction rejected. Missing, invalid, or unauthorized use of DoDAAC, MAPAC, or RIC.

930   Transaction rejected. Missing information associated with disposition/reply

931   Transaction rejected. Missing or invalid materiel identification.

933   Transaction rejected. Discrepancy report follow-up submitted before action activity response time has elapsed.

937   Transaction rejected. DoD WebSDR/WebSQCR unable to provide requested Discrepancy report information copy.

938   Transaction rejected. Missing or invalid transaction set purpose code.

Reply Codes

939   Transaction rejected. Missing, invalid, or inappropriate discrepancy report document type code.

941   Transaction failed during processing; it cannot be transmitted electronically to the designated action activity.

943   Transaction rejected. Fund Code or Standard Line of Accounting (SLOA) data elements do not match Standard Financial Information Structure (SFIS) Fund Code to Fund Account Conversion Table.

AP7.29.5. <u>DISCREPANCY REPORT DOCUMENT TYPE CODES</u>. The following codes are used to identify report categories for appropriate automated processing.

DOCUMENT TYPE CODES

5   Storage Quality Control Report/Reply

S   Stock Screening Request/Reply

AP7.30. APPENDIX 7.30

HAZARDOUS WASTE/MATERIAL CODE

NUMBER OF CHARACTERS:	One (Generator Communication Legacy)/Two (DLMS)
TYPE OF CODE:	Alpha
EXPLANATION:	Entered on the DTID Record supporting a Hazardous Material/Hazardous Waste Turn-In to DLA Disposition Services to identify the nature of the hazard and service request. The Generator Communication (GenComm) legacy format is one alpha character. Under the DLMS, this value is converted to a two position alpha character for alignment with the Disposition Services Indicator DLMS data element.
RECORD POSITION(S):	GENCOMM DTID Record Format (8th data element)
DLMS SEGMENT/QUALFIER	LQ Segment, LQ01 Data Element ID 1270 Qualifier "DSI – Disposition Services Indicator"

CODE	EXPLANATION
HM	Hazardous Material. GenComm legacy equivalent code is M.
HW	Hazardous and Non-Regulated Waste. GenComm legacy equivalent code is W.
SC	Scrap Property. GenComm legacy equivalent code is S.
SS	Special Services Request. GenComm legacy equivalent code is P.
US	Useable Property. GenComm legacy equivalent code is N.

AP7.31 APPENDIX 7.31
Mapping Product Relevant Data Elements

AP7.31.1. <u>GENERAL</u>. This appendix provides a consolidated reference resource for mapping product relevant data elements and their associated code sets. The following data elements are included in this appendix.

AP7.31.1.1. Mapping Product Type

AP7.31.1.2. Mapping Product Procurement Type

AP7.31.2. <u>MAPPING PRODUCT TYPE</u>

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphanumeric

EXPLANATION: Identifies the type of mapping product.

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270
Qualifier "MPT – Mapping Product Type Code"

<u>CODE</u>	<u>EXPLANATION</u>
1	Lithographs
2	Digital Data Products/ Plastics
3	Publications
4	Catalogs
5	Download Only
6	Download/Lithographic
7	Video Laser Disc Products
8	Flip - Flight Information Program
9	Navigational Filmstrips
P	Gridded Air Photos

AP7.31.3. <u>MAPPING PRODUCT PROCUREMENT TYPE</u>

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphanumeric

EXPLANATION: Identifies the type of procurement for mapping
products.

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270
                               Qualifier "MPP – Mapping Product
                               Procurement Type Code"

<u>CODE</u>   <u>EXPLANATION</u>

  0   Redistribution Action

  1   New Item

  2   Revision of existing item

  3   Reprint of existing item

  4   Reprint of new item

  5   Corrected reprint

  6   Procured Item with Same Edition

AP7.32 APPENDIX 7.32

REASON FOR REVERSAL CODE

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha
EXPLANATION:	Identifies the reason for reversal in applicable transaction
LEGACY RECORD POSITION:	73 for DEE/DEF; 80 for D7_
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Data Element ID 1270, Qualifier Z – Cancellation
MILSTRAP Document Identifier Code (DIC):	D7_; DEE/DEF
DLMS Implementation Convention:	867I Issue 846D Logistics Reassignment Transfer/ Decapitalization (Report Type Code TL)

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
A	Reversal of logistics transfer/decapitalizati on transaction	846D/DEE/DEF	Logistics reassignment transfer and decapitalization transaction (when the quantity is not available for transfer/decapitalization)[1]
B	Reversal of issue transaction – shortage	867I/D7_	Reversal of issue transaction when amount shipped is determined to be less than amount requested on a materiel/disposal release order (MRO/DRO)/issue transaction.
C	Reversal of issue transaction – condition	867I/D7_	Reversal of issue transaction when the condition of materiel shipped is not consistent with that requested on an MRO/DRO/issue transaction[2]

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[1] Refer to Request for Implementation Date for ADC 12. Not authorized for use; implementation pending.
[2] Refer to ADC 1160.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
D	***Reversal of receipt – SDR after receipt***	***527R Receipt/ D4_/D6_***	***Reversal of receipt reported due to supply discrepancy report (SDR) after receipt[3]***
E through Q	Not assigned.		Reserved for future DoD assignment.
R	Reversal of receipt – wrong owner	527R Receipt/ D4_/D6_	Reversal of receipt erroneously reported to wrong owner due to missing/unmatched pre-positioned materiel receipt (PMR). [May be associated supply discrepancy report (SDR) reply disposition requesting reversal and reprocessing of receipt to the correct owner.][4]

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[3] ***Refer to ADC 1323***.
[4] Refer to ADC 1273.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
S	Reversal of issue transaction - cancellation	867I/D7_	Navy use only. Reversal of issue transaction when a cancellation request has been issued for a material/disposal release order (MRO/DRO) and the item was not yet shipped. Reversal requirement stems from a timing issue. The MRO/DRO is in process, the depot accountable balance has been decremented and the issue transaction has been sent to the ICP to decrement to the owner balance. Subsequent to this action, but prior to the material being physically shipped and a confirmation being generated, the MRO/DRO issue action is cancelled and the material is returned to stock, if necessary. A D7_issue reversal transaction is then required to increment the depot's accountable balance and the ICP's balance to the original quantity.[5]
T	Reversal of issue transaction - other	527R Receipt/ D4_/D6_ 867I Issue/D7_	Reversal of transaction for a reason not otherwise identified, inclusive of incorrectly entered data, (e.g., transposed characters).[6]
U through V	Not Assigned		Reserved for future DoD assignment.

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[5] Refer to ADC 259, Revise DLMS Supplement 867I and MILSTRAP Issue Transactions to Support Navy Requirement for Reason for Reversal Code.
[6] Refer to ADC 1160 and ADC 1273.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
W	Reversal of issue transaction – wrong item	867I/D7_	Reversal of issue transaction when materiel shipped is determined to be other than the type of materiel (e.g. wrong stock number) requested on an MRO/DRO/issue transaction.[7]
X through Y	Not Assigned		Reserved for future DoD assignment.
Z	Reserved		Not available for assignment as a reason for reversal code.

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[7] Ibid.

AP7.33 APPENDIX 7.33

Demand Planning Status Code

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	Used in response to a Demand Data Exchange (DDE), Gross Demand Plan (GDP), or Army Supply Plan (ASP) transaction. The status code will report to the originator, acceptance or rejection of the forecasting request.
LEGACY MILSTRIP and MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	Not Applicable
RECORD POSITION:	Not Applicable
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Data Element ID 1270 Qualifier DV Demand Planning Status Code

CODE	EXPLANATION
00	Forecast received; awaiting evaluation.
01	Forecast accepted, processed, and planned.
02	Rejected. Unit of Measure/Unit of Use does not match.
03	Rejected. Item does not exist in Source of Supply Item Master.
04	Rejected. Nuclear or reparable item. For DLA use only.
05	Rejected. Non-stocked item by Source of Supply Item.
06	Rejected. Invalid submitter DoDAAC/Sold-To DoDAAC combination. DLA managed for Fleet Readiness Center (FRC) requirements use only
07	Reserve for future use.
08	Reserve for future use.
09	Rejected. Item has future requirements with no requisition history within the past 12 months. FRC use only.
10	Rejected. Hazardous item. FRC use only.
11	Rejected. Item planned via other business processes as agreed upon with Formal Collaborative partners. DLA managed items only.
12	Rejected. Item excluded by Supply Chain or Profit Center from the Formal Collaborative Process. DLA managed items only.
13	Rejected. Item not managed by Source of Supply.

AP7.34 APPENDIX 7.34

WAREHOUSE PROJECT CODE

NUMBER OF CHARACTERS:	Three
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Identifies materiel release and redistribution orders related to specific programs, projects, or operations.
LEGACY RECORD POSITION:	N/A
DLMS SEGMENT/QUALIFIER:	N9 Segment, N901 Data Element ID 1270, Qualifier P4 – Project Code
DLMS IMPLEMENTATION CONVENTIONS:	DLMS 940R Materiel Release Order, Redistribution Order
	DLMS 945A Materiel Release Advice

AP7.34.1. Warehouse project codes distinguish materiel release and redistribution orders related to support of specific programs, projects, or operations. Applicable transactions include:

AP7.34.1.1. Lateral redistribution orders

AP7.34.1.2. Materiel release orders

AP7.34.1.3. Materiel release confirmations

AP7.34.1.4. Materiel release denials

AP7.34.1.5. Redistribution orders

AP7.34.2. A Service/Agency (S/A) may assign a warehouse project code when no meaning of the code will be perpetuated to another S/A. If multiple S/As are involved, the originating S/A may assign a warehouse code for inter-Component use if participating S/As agree to recognize the code value for a shared purpose.

AP7.34.3. Warehouse project codes are not related to requisition project codes (Refer to DLM 4000.25, Volume 2, AP7.13, Appendix 7.13.).

AP8. APPENDIX 8

FORMATS INDEX

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[1] Use of Document Identifier Code (DIC) AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

[2] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

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[3]Procedures to control access to DOD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[4] Ibid.

[5] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP8.1. APPENDIX 8.1

FORMATS INTRODUCTION

AP8.1.1. General. The AP8 series of appendices prescribe the record position alignment and data entries for the DoD Issue Release/Receipt Document and such other transactions that are utilized in the complete processing of a requisition through the supply system, including materiel obligation validation (MOV) formats, regardless of the organizational structure of the system

AP8.1.2. Formats. Legacy MILSTRIP formats are described in AP8.2 through AP8.55.

AP8.1.3. Special Explanation/Instruction.

AP8.1.3.1 Expressing Ammunition and Ammunition Related Quantities Exceeding 99,999. For ammunition and ammunition related items Federal supply group (FSG) 13 and Federal supply Classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140), quantities exceeding 99,999 may be expressed in thousands by placing an M in record position 29. Example: A quantity of 1,950,000 would be expressed as 1950M (1950 in record positions 25-28 and an M in record position 29. Quantities not evenly divisible by thousands shall require two transactions. The first transaction shall reflect the rounded thousands using the M modifier and the second transaction shall reflect the residual quantity. For example, for a quantity of 100,001, the first document shall reflect a quantity of 0100M and the second document shall reflect a quantity of 00001.

AP8.1.3.2. Exception Rule for Ammunition and Ammunition Related Items. Exception rules exist for ammunition and ammunition related items (FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities in identified transactions. This rule is only applicable when the initiating system is DLMS compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration using the qualifier M in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[1]

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[1] Refer to ADC 441 and ADC 441A, Exception Rules to Accommodate Communication of Ammunition/ Ammunition Related Quantities in Excess of Five Digits

<u>AP8.2. APPENDIX 8.2</u>

<u>REQUISITION</u>

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL)	RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Send to	Block A[1]	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC, if applicable.
Requisition Is From	Block B	Not Applicable	Enter the appropriate in-the-clear name and address of the requisitioner, if applicable.
Document Identifier Code	Block 1	1-3	Enter DIC A0_ or AM_.
Routing Identifier Code	Block 2	4-6	Enter RIC indicating the source of supply to which the document is being submitted.
Media and Status	Block 3	7	Enter the M&S code.
Stock Number[2]	Blocks 4, 5, 6	8-22	Enter the stock or part number of the item being requisitioned. For subsistence items, enter the type of pack in rp 21.
Unit of Issue	Block 7	23-24	Enter the unit of issue.
Quantity	Block 8	25-29	Enter the quantity requisitioned. For ammunition and ammunition related requisitions only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).

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[1] See the AP2 series of appendices for an explanation of the data fields.
[2] Requisitions to DLA Disposition Services (RIC S9D) cannot reflect an entry in rp 21-22

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Document Number	Blocks 9-12	30-43	Enter document number as assigned by the preparing activity.
Demand[3]	Block 13	44	Enter the demand code; otherwise, leave blank.
Supplementary Address	Blocks 14-15	45-50	When applicable, enter the coded SUPADD of the ship-to or bill-to activity; otherwise, leave blank. When coded data is not significant to the source of supply (other than an activity address code (AAC)), enter an alphabetic Y in rp 45.
Signal	Block 16	51	Enter the signal code.
Fund	Block 17	52-53	Enter the fund code as directed by the Component.
Distribution	Block 18	54	When applicable, enter the distribution code of the activity to receive status information in addition to the requisitioner or the SUPADD.
		55-56	Enter the code as directed by the Components.
Project	Block 19	57-59	When applicable, enter the appropriate project code under Component instructions.
Priority	Block 20	60-61	Enter priority designator.
Required Delivery Date/Required Delivery Period[4]	Block 21	62-64	Enter data requirements from AP2.14, as applicable; otherwise, leave blank.
Advice	Block 22	65-66	Enter advice code to convey instructions to the source of supply; otherwise, leave blank.

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[3] On an Intra-Army basis, a suffix code entry is authorized for identification of post-post partial issues of materiel by Army Single Stock Fund Activities. These requisitions will contain Army Edit Action Code IV in rp 74-75.

[4] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Date of Receipt of Requisition[5,6,7]	Block 23	67-69	Leave blank.
Blank	Block 23	70-80	Leave blank on inter-Component requisitions forwarded to the DLA and Government Services Administration (GSA) sources of supply.
			a. This field is optional for intra-Component use.[8, 9, 10, 11, 12, 13, 14]
			b. This field may be used for internal purposes on retained copies of requisitions.

[5] Processing Points passing DIC AM_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

[6] The DLA Distribution Mapping System (DDMS) will enter the DDMS RIC SD7 in A0_ transactions returned to Mapping Enterprise Business System (MEBS)(HM8) for processing. This will indicate to MEBS that this is not the initial processing of the requisition (requisition was previously reviewed and forwarded to DDMS, which was unable to fulfill).

[7] On Intra-Army basis a RIC entry is authorized for identification of the storage site related to post-post issues of materiel by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

[8] On Intra-Army requisitions rp 70 will contain the ownership/purpose code and rp 71 will contain the supply condition code of the material post-post issued by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

[9] On Intra-Army basis both post-post and image Single Stock Fund Activity requisitions may contain a management code in rp 72 to facilitate processing.

[10] On Intra-Army basis requisitions may contain an Army Edit Action Code in rp 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only and is used on both post-post and image requisitions.

[11] On Intra-Army basis requisitions may contain the date generated in rp 77-80. This date is required to accurately process transactions relative to image, post-post and working requisitions submitted by Army Single Stock Fund activities.

[12] For intra-Air Force lateral requisitions, the source of supply identified in rp 4-6 is another Air Force base, the RIC of the requisitioner is identified in rp 73-75, and the RIC of the DoD source of supply is identified in rp 78-80. Refer to ADC 266.

[13] For intra-Air Force requisition modification, the unit price may be identified in rp 71-80. Refer to ADC 263.

[14] For intra-Navy organic maintenance requisitions (citing Project Code Z5X), used to identify the storage activity from which the requisitioned item is requested in rp 74-76.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Supply Condition Code (SCC)	(71)	c. When requisitioning specific reparables for induction under Depot Maintenance Inter-Service Agreement (DMISA) or comparable inter-Service agreement, cite the SCC applicable to the reparable item requested. Authorized SCCs include D, F, G, and Q. Requisitions for induction of a Product Quality Deficiency Report (PQDR) exhibit for warrantied maintenance will cite SCC Q.[15]

GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES.[16]

Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component contracts, enter the appropriate contract legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID. This entry is mandatory.[17, 18] When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.

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[15] Refer to ADC 1176.

[16] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[17] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

[18] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS

MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel.[19]

Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Routing Identifier Code	74-76	If required by the Component, enter the RIC of the validating MCA in rp 74-76.

DLA DISPOSITION SERVICES ENTRIES: Entries Required When Requisitioning a Specific Item From Disposal.[20]

Disposal Turn-in Document Number	67-80	This entry is optional on DIC A01/A0A/A05/A0E requisitions and is mandatory on DIC A04/A0D requisitions. If applicable, the DTID suffix will be entered in rp 21.

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[19] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A

[20] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS

<u>DLA DISPOSITION SERVICES ENTRIES</u>: Entries Required on Requisitions to Disposal When a Specific Item is Not Required.[21]

Blank	70	Leave blank.
Condition Code	71	Enter lowest acceptable supply condition code under Component criteria furnished to DLA Disposition Services. See Chapter16.2.1.1, for requirement.
Blank	72-80	Leave blank.

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[21] Ibid.

AP8.3. APPENDIX 8.3

SECURITY ASSISTANCE PROGRAM REQUISITION

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Send To[1]	A	Not Applicable	Enter the appropriate in-the-clear name and address of the activity designated to receive the requisition.
Requisition Is From	B	Not Applicable	Enter the in-the-clear name and address of the requisitioner.
Document Identifier Code		1-3	Enter DIC A0_ or AM_.
Routing Identifier Code		4-6	Enter RIC indicating the source to which the document is submitted.
Media and Status		7	Enter M&S code.
Stock Number		8-22	Enter the stock or part number of the item requisitioned.
Unit of Issue		23-24	Enter the U/I.

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[1]See the "AP6" series of appendices for the explanation of data fields.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Quantity	25-29	a. Enter quantity requisitioned.
		b. When quantity restriction applies; for example, total requirements for an item will result in more than 25 shipment units for specified items, see Chapter 25.4.4.
		c. For ammunition and ammunition related requisitions only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter the document number as assigned by the preparing activity.
Service/Agency Code	30 (First Position)	Enter the alphabetic code of the SC implementing agency designated as the recipient of the Security Assistance order.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	31-32 (Second and Third Position)	Enter the appropriate SC Customer Code (recipient country/organization for the Security Assistance materiel).
Mark-For (In-Country Code)	33 (Fourth Position)	a. For Grant Aid, enter the one-digit alpha or numeric code to indicate the country recipient and place of discharge within the country.

b. For foreign military sales (FMS), enter the one-digit alpha/numeric code that identifies the countries' selected mark-for addresses, that will be part of shipment container markings selected mark-for addresses, that will be part of shipment container markings. When rp 46-47 contains code XX, the address identified by the code in rp 33 will be the ship-to address. When a code is not applicable, a numeric zero (0) will be entered.

c. An XW entry in rp 46-47 indicates instances where the materiel is to be delivered to an assembly point or staging area. In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related materiel release orders (MRO).

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Foreign Military Sales Delivery Term	34 (Fifth Position)	a For FMS requisitions, enter the numeric code to identify delivery term for type of shipment. b The above entry is not applicable to Grant Aid requisitions. For Grant Aid requisitions, always enter a 0 (zero).
Security Assistance Program Type of Assistance/ Financing	35 (Sixth Position)	Enter the one-digit alpha or numeric code to identify the type of assistance.
Date	36-39	Enter the year and three-position day of year.
Serial Number	40-43	Enter the serial number of the requisition. The number is assigned at the discretion of the requisition initiator and will not be duplicated on any one day.
Demand	44	Enter the demand code, as applicable.
Supplementary Address	45-50	Contains entries indicated below:

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Security Assistance Program Customer Service Designator (In-Country Service)	45 (First Position)	a. For FMS, this code, must be the Service/Agency Code B, D, K, P, or T since these are the only codes with addresses published in the Military Assistance Program Address Directory (MAPAD). b. For Grant Aid, enter an alpha Y to indicate that the contents in Block 15 or rp 46-50 are not meaningful to the system, but are to be perpetuated in the ensuing documentation.
Address	46-47 (Second and Third Position)	a. For FMS, enter the appropriate type of FMS offer release options in rp 46 and FF in rp 47 designated by the recipient country (see the MAPAD). When the shipments are to be made under U.S. sponsored transportation, alpha XX will be entered. An XW entry in rp 46-47 indicates the materiel is to be delivered to an assembly point or staging area In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related MROs.
	48-50 (Fourth, Fifth and Sixth Position)	b. For FMS, enter the applicable three-position case number assigned to the FMS transaction.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
	46-50	c. For Grant Aid in the first position or rp 46, enter the last numeric digit of the SAP year, for example, 1999 is expressed as 9, 2000 as 0, etc.). The remaining four positions of Block 15 or rp 47-50 will indicate the program line item (alpha, numeric, or alpha/numeric).
Signal	51	Enter the signal code.
Fund	51-53	Enter the fund code as directed by the Service.
Distribution	54-56	Enter the distribution code of the activity to receive status as directed by the Service.
Project	57-59	When applicable, enter the appropriate project code under Service instructions.
Priority	60-61	Enter the priority designator.
Required Delivery Date	62-64	This field will normally be left blank. (The ordinal day or Required Availability Date (RAD) entry will be made when conditions meet the established criteria.)
Advice	65-66	Enter the advice code to convey instructions to the supply source. When entry is not required, leave blank.
Date of Receipt of Requisition[2]	67-69	Leave blank on submission. Processing points will enter date of receipt.

---

[2] Processing points passing DIC AM_ modifiers to another supply source for continued processing will enter their RIC in rp 67-69.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Blank	70-80 (FMS 70-71, 73-80)	Leave blank on inter-Service requisitions forwarded to the DLA and Government Services Administration (GSA) supply sources. a. This field is optional for intra-Service/Agency (S/A) use. b. This field may be used for internal purposes on retained copies of requisitions.
Cooperative Logistics Program Support Category	72	FMS only. The applicable International Logistics Control Office (ILCO) will enter the appropriate Cooperative Logistics Program Support Code (CLPSC) if rp 35 contains a V on Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions or passing orders. If blank, or incorrect, reject with Status Code CT.[3]
Remarks Field of Requisition	L-V	This field will be used to convey required additional information not provided for in the requisition format.

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[3] Requirement to expand the CLPSC to differentiate a Foreign Military Sales Order (FMSO) I requisition from a FMSO II requisition was not implemented. Refer to AMCLs 7 and 22.

AP8.4. APPENDIX 8.4

NON-NATIONAL STOCK NUMBER REQUISITION (MECHANICAL)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A02 or A0B.
	(rp 4-7 entries are the same as AP8.2)	
Manufacturer's Code and Part No.[1]	8-22	Enter the contractor and Government entity (CAGE) from the DoD and Part No. Cataloging Handbook H4-1 and the part number assigned to the item by the manager.
	(rp 23-43 entries are the same as AP8.2)	
Demand	44	Enter appropriate demand code from AP2.8.
	(rp 45-69 entries are the same as AP8.2)	
Identification	70[2]	Enter the applicable code to designate the entry in rp 71-80 (if not applicable, leave blank): A – Technical Order (TO) or Technical Manual (TM) B – End Item Identification C – Noun Description of Item D – Drawing or Specification No.

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[1] If the CAGE and part number cannot be entered in rp 8-22, use DD Form 1348-6 (AP1.6) to requisition the part number or non-NSN items.

[2] Air Force part-numbered requisitions use rp 67-80 (without the identification code in rp 70. to provide descriptive information. This may not be recognizable on an inter-Service basis. Refer to ADC 264.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Reference Identification	71-80	Enter the identification of the reference specified in rp 70.

GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES:[3]

(rp 23-67 entries are the same as AP8.2)

Part Number Designation	68	Enter an E in the GFM requisition when a part number is requisitioned.
Call/Order Number	69-72	If required by an Service/Agency (S/A) contract, enter the appropriate contract legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	At the option of the S/A, enter last eight positions of the PIID in lieu of the Manufacturing Directive Number (MDN) in rp 54-56. This entry is mandatory.[4, 5] When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.

MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel.

Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.
Routing Identifier Code	74-76	If required by the S/A, enter the RIC of the validating MCA in rp 74-76.

---

[3] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by Army vice USA (Retail). Refer to AMCL 1A.

[4] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

[5] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

AP8.5. APPENDIX 8.5

REQUISITION FOLLOW-UP

AP8.5.1. The following entries will apply when no positive supply status has been received from the supply source:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AT_.
All Other Fields[1, 2]	4-80	Duplicate entries from the original requisition.

AP8.5.2. The following entries will apply when positive supply status has been received from a supply source:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AT_ or AF_.
Routing Identifier Code	4-6	Enter RIC identifying the last known source of supply[3] indicated in the supply status in rp 67-69.
All Other Fields	7-80	Duplicate entries from the last status received.

AP8.5.3. The following entries apply when a shipment status transaction is received but it does not contain adequate information for shipment tracing under DTR 4500.9-R, "Defense Transportation Regulation[4]:

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[1] On Intra-Army basis AT_ transactions may contain an Army Edit Action Code in rps 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only.

[2] On Intra-Army basis AT_ transactions may contain the date generated in rp 77-80. This date is required to accurately process transactions submitted by Army Single Stock Fund activities.

[3] Processing points passing DIC AF_ or DIC AT_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

[4] Procedures requesting and/or providing the Department of Defense Activity Address Code (DoDAAC) of the initial shipping activity last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 5.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFY.
Routing Identifier Code	4-6	Enter the RIC identifying the last known supply source (rp 4-6 of the shipment status transaction).
All Other Fields	7-80	Duplicate the entries from the last shipment status received.

AP8.6. APPENDIX 3.6

DISPOSAL SHIPMENT CONFIRMATION FOLLOW-UP

AP8.6.1. The following entries shall apply when shipment status has been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received.
Routing Identifier Code	4-6	See Paragraph AP8.6.3. instructions.
All Other Fields	7-61	Duplicate entries from the DIC AS3 shipment status.
Blank	62-64	Leave blank.
Advice	65-66	Enter the advice code from AP2.15 indicating the reason for followup.
Research Guidance	67-74	Identify as "CRITICAL" or leave blank, as appropriate.
All Other Fields	75-80	Leave blank.

AP8.6.2. The following entries shall apply when shipment status has not been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received.
Routing Identifier Code	4-6	See Paragraph AP8.6.3. instructions.
Media and Status	7	Leave blank.
Stock Number	8-22	Enter stock number/data as shown in the DLA Disposition Services Field Office receipt of usable property document.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Unit of Issue	23-24	Enter unit of issue as shown in the DLA Disposition Services Field Office receipt of usable property document.
Quantity	25-29	Enter quantity as shown in the DLA Disposition Services Field Office receipt of usable property document.
Document Number	30-43	Enter document number as shown in the DLA Disposition Services Field Office receipt of usable property document.
Suffix	44	Enter suffix code as shown in the DLA Disposition Services Field Office receipt of usable property document or leave blank when none is entered by DLA Disposition Services Field Office.
Supplementary Address	45-50	Enter DoDAAC of receiving DLA Disposition Services Field Office.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54	Enter 9.
All Other Fields	55-64	Leave blank.
Advice	65-66	Enter advice code from AP7.15 indicating the reason for the followup.
Research Guidance	67-74	Identify as "CRITICAL" or leave blank, as appropriate.
All Other Fields	75-80	Leave blank.

AP8.6.3. DIC AFX/AFZ Routing Instructions:

AP8.6.3.1. DLA Disposition Services shall generate DIC AFX/AFZs with rp 4-6 always blank.

AP8.6.3.2. Defense Automatic Addressing System (DAAS) shall route DIC AFX/AFZs to rp 4-6 or to rp 30-35 if rp 4-6 are blank.

AP8.6.3.3. Inventory Control Points (ICP)/Integrated Material Managers (IMM) receiving DIC AFX/AFZs (based on the entry in rp 30-35) shall:

AP8.6.3.3.1. Enter the shipping activity RIC in rp 4-6 of the DIC AFX/AFZ and route them to the shipping activity via DAAS for the shipping activity to answer directly to DLA Disposition Services using DIC ASZ; or

AP8.6.3.3.2. Perform research with the shipping activity in order to provide either an ICP/IMM or storage activity DIC ASZ answer to DLA Disposition Services.

AP8.7. APPENDIX 8.7

REQUISITION CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AC_ or AK_.
Routing Identifier Code	4-6	Enter RIC for the last known source of supply[1].
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter the NSN or part number as shown in the requisition or in supply status, when such status has been received.
Unit of Issue	23-24	Enter the U/I as shown in the requisition or status.
Quantity	25-29	Enter the quantity for which cancellation is requested. For ammunition and ammunition related item cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number of the requisition for which cancellation is requested.
Suffix	44	Enter the suffixcode as shown on the supply status, when applicable. Otherwise, enter demand code from the requisition.

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[1] Processing points passing DIC AC_ or DIC AK_ transactions to another supply source for continued processing will enter their RIC in rp 67-69.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
All Other Fields[2]	45-61	Enter data from the requisition or supply status.
Date of Preparation	62-64	Enter the ordinal day of preparation.
All Other Fields	65-80	Enter data from the requisition or supply status.[3]

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[2] On Intra-Army basis cancellations may contain an Army Edit Action Code in rp 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only.

[3] For intra-Air Force requisition cancellation/follow-up, the reason for cancellation (Excess Cause Code) maybe identified in rp 71. Refer to ADC 265.

AP8.8. APPENDIX 8.8

SOURCE OF SUPPLY CANCELLATION REQUEST OR REPLY TO SOURCE OF SUPPLY CANCELLATION REQUEST (ISSUES FROM STOCK)

FIELD LEGEND	RECORDS POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AC6/AC7. Also used by storage activity in reply to cancellation request from the ICP (DIC AG6).
Routing Identifier Code	4-6	Enter RIC applicable to the activity to which the DIC AC6/7 is directed. When the DIC is AG6, enter the RIC of the source of supply that created the DIC AC6/7.
Media and Status	7	Enter the M&S code as shown in the materiel release order (MRO) or lateral redistribution order (LRO).
Stock or Part Number	8-22	Enter NSN or part number from original requisition.
Unit of Issue	23-24	Enter U/I from original requisition.
Quantity	25-29	Enter quantity for which cancellation is requested. For ammunition and ammunition related cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number of the MRO or LRO for which cancellation action is requested.

FIELD LEGEND	RECORDS POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter suffix code shown in the MRO or LRO; otherwise, leave blank. (For DIC AG6, enter the suffix code from the DIC AC6/AC7.)
New Consignee DoDAAC	45-50	Enter Department of Defense activity address code (DoDAAC) to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank.
Signal	51	Enter signal code as shown in the MRO or LRO.
Fund	52-53	Enter fund code as shown in the MRO or LRO.
Distribution	54-56	When used to cancel an LRO, enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the MRO.
Project	57-59	Enter the project code as shown on the MRO or LRO or from the 1348-1A (or 1348-2).
Priority	60-61	Enter the priority designator as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Required Delivery	62-64	Enter data as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Advice	65-66	Enter the advice code as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Routing Identifier Code	67-69	Enter the RIC to identify the activity preparing the document.
Blank	70-80	Leave blank.

AP8.9. APPENDIX 8.9

SOURCE OF SUPPLY CANCELLATION
(DIRECT DELIVERY FROM PROCUREMENT)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ACP or ACM.
Routing Identifier Code	4-6	Enter RIC of the activity to which the transaction is to be transmitted.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter the NSN or part number from original requisition, as applicable.
Unit of Issue	23-24	Enter U/I from original requisition, as applicable.
Quantity	25-29	a. Enter the quantity for which cancellation is requested. b. For ammunition and ammunition related cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter the requisition document number as in the procurement request.
Suffix	44	Enter the suffix code as shown in the procurement request; otherwise, leave blank.
New Consignee DoDAAC	45-50	Enter the DoDAAC to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank.
Multiple Use	51-69	
Procurement Request Number	(51-64)	Enter PRN, when applicable.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	(65-69)	When procurement request number (PRN) is applicable, leave blank.
OR		
Procurement Instrument Identifier (PIID)	(51-63)	Enter PIID.[1] Enter the PIID call/order number (F in 9th position) if applicable.
Contract Line Item Number	(64-67)	Enter CLIN.
Contract Subline Item Number	(68-69)	Enter contract subline item number, if applicable.
Project	70-72	Enter the project code from original requisition.
Priority	73-74	Enter priority from original requisition.
Blank	75-77	Leave blank.
Routing Identifier Code	78-80	Enter the RIC to identify the activity preparing transaction.

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[1] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

AP8.10. APPENDIX 8.10

SUPPLY STATUS
(ISSUES FROM STOCK)

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Document Identifier Code[1]	1-3	Enter DIC AE_.
Routing Identifier Code	4-6	Enter RIC of the source of supply furnishing the supply status (RIC From). If used as a DIC AE6 transaction, enter the RIC of the source of supply to which the transaction will be sent (RIC To).[2]
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter NSN or part number.
Unit of Issue	23-24	Enter U/I.
Quantity[3]	25-29	a. Enter quantity for which status is provided.
		b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply slassification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the requisition.

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[1] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

[2] When used by the material processing center (MPC) to notify the Navy customer that materiel has arrived (NL Status), been delivered (NW or Navy-unique BA Status), or transshipped (NY Status), rp 4-6 will identify the MPC that originated the transaction.

[3] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3.

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Suffix	44	a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions. b. When the requisition quantity is not divided, leave this field blank.
Supplementary Address	45-50	Enter data from original requisition.
Signal/Shipment Hold Code	51	Enter data from original requisition.[4]
Fund	52-53	Enter fund code from original requisition.
Distribution	54-56	When used as an AE6 to provide status on the processing on an lateral redistribution order (LRO), enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the requisition.[5]
Project	57-59	Enter project code from original requisition.
Priority	60-61	Enter data from the original requisition.
Transaction Date	62-64	Enter the day that corresponds with the date of this reply.
Status	65-66	Enter the status code to convey the information regarding the status of this transaction.
Routing Identifier Code	67-69	Enter the "last known source" to which authorized follow-up action will be directed. If used as a DIC AE6 transaction, the RIC will be the activity preparing the document.[6]
Estimated Shipping Date	70-73	When designated by the status code, enter the four-position ordinal day by which it is estimated the materiel will be shipped.[7,8]

[4] If the Distribution Code in rp 5556 = 111 and the Status Code (rp 65-66) is blank, rp 51 contains the hold code; if a status code is present, then rp 51 is the signal code.

[5] When used by transportation and supply receipt and acknowledgement interchange, insert Distribution Code = 111.

[6] When used by the MPC to notify the Navy customer that materiel has arrived (NL Status) or been delivered (NW or Navy-unique BA Status), rp 67-69 will repeat the identification of the MPC that originated the transaction in rp 4-6. When used for transshipment notification (NY Status), rp 67-69 will identify the MCP to which materiel is transshipped.

[7] When used by the MPC, this will be the date associated with the materiel arrival (NL Status) or delivery (NW or Navy-unique BA Status), or transshipment (NY Status).

[8] When used with PW Status, this will be Engineering Support Activity Response Due Date indicating the date established by the IMM/ICP waiting for a response from the Engineering Support Activity. A revised date may

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Multiple Use[9,10]	74-80	
Unit Price	74-80	Enter unit price of the stock or part number shown in rp 8-22. When the status code in rp 65-66 relates to an erroneously routed requisition, this field will be left blank.

OR

| Blank | (74-75) | Leave blank. |
| Minimum Order Quantity | (76-80) | For C8 Status, enter the minimum order quantity. |

OR

Blank	(74-75)	Leave blank.
Federal Supply Schedule Number[11]	(76-80)	For DA Status, enter Federal supply schedule number constructed as follows:
		rp 76-77 Group (numeric) rp 78-79 Part (numeric) rp 80 Section (alphabetic).

For DIC AE6 Transactions with Status Code BY

	70-71	Leave blank.
Management Code	72	If status code (rp 65-66) is BY (previously denied material release order (MRO)), enter appropriate denial management code.
	73	Leave blank.
Unit Price[12]	74-80	Enter unit price of the stock or part number shown in rp 8-22.

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be provided in a second transmission of Supply Status PW if additional time is required to coordinate with the ESA. Refer to ADC 1049.

[9] When used by the storage activity in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

[10] DIC AE9 transactions generated by Defense Automatic Addressing System (DAAS) shall always be blank in rp 74-80.

[11] Requirement to use DA requisition rejection status to indicate the supply source is direct ordering from the Federal Supply Schedule last reported as not implemented by United States Air Force (USAF). Refer to AMCL 132B.

[12] When used by storage in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS

For DIC AE_ Transactions with Status Code CE

	79-80	For transactions containing rejection Status Code CE in rp 65-66, source of supply will enter the correct unit of issue in rp 79-80[13].

For DIC AE Transactions with Status Code BD (Army only)

Management Code	72	Cite Management Code R with Status Code BD (rp 65-66) when communicating to the customer that a storage site denial has occurred against an MRO. The status transaction will be for the denied quantity and suffix.[14]

For DIC AE6 Transactions with Distribution Code 2 and Status Code CB (Army/DLA Interface Only)

Management Code	72	If Status Code (rp 65-66) is CB, enter Management Code S, indicating LRO under Total Asset Visibility (TAV) procedures was denied because it matched an existing suffix for the document number.

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[13] Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by United States Navy (USN). Refer to AMCL 162.

[14] Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

AP8.11. APPENDIX 8.11

DIRECT DELIVERY NOTICE[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AB_.
Routing Identifier Code	4-6	Enter the RIC of the source of supply furnishing the status.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter stock or part number to which the status applies.
Unit of Issue	23-24	Enter U/I.
Quantity	25-29	a. Enter quantity for which the status is provided b. For status on ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands and quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter the document number as shown in the requisition.
Suffix	44	Enter the suffix code applicable to the quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD from the original requisition or modified transaction.
Signal	51	Enter signal code from the original requisition or modified transaction.

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[1] Use of DIC Code AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 155.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Fund	52-53	Enter fund code from the original requisition or modified transaction.
Distribution	54-56	Enter distribution code from the original requisition or modified transaction.
Project	57-59	Enter project code from the original requisition or modified transaction.
Procurement Instrument Identifier (PIID)	60-72	Enter the PIID.[2] Enter the PIID call/order number (F in 9th position) if applicable.
Call/Order Number	73-76	Enter the legacy four-position call/order number associated with the PIIN, if applicable; otherwise; leave blank.
Estimated Shipping Date	77-80	Enter the four-position ordinal date.

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[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

AP8.12. APPENDIX 8.12

MATERIEL RELEASE ORDER/ FOLLOW-UP FOR MATERIEL RELEASE ORDER/LATERAL REDISTRIBUTION ORDER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A5_/AF6.
Routing Identifier Code	4-6	Enter the RIC indicating the source to which the material release order (MRO)/followup is directed.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter NSN or part number of the item ordered for release. For subsistence items, enter type of pack in rp 21.
Unit of Issue	23-24	Enter U/I.
Quantity[1]	25-29	a. Enter quantity for which MRO/followup is provided. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the requisition.
Suffix	44	a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions. b. When the requisitioned quantity is not divided, this field shall be left blank.

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[1] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Enter data from original requisition.
Signal	51	Enter data from original requisition.
Fund	52-53	Enter data from original requisition.
Distribution	54-56	When used as a followup to an lateral redistribution order (LRO) of retail assets, enter "2" for consumables or "3" for reparables in rp 54; otherwise, enter data as shown in the material release order (MRO).
Project	57-59	Enter data from original requisition.
Priority	60-61	Enter data from original requisition.
Required Delivery Date/Required Delivery Period[2]	62-64	Enter data from original requisition.
Advice	65-66	Enter data from original requisition.
Routing Identifier Code	67-69	Enter RIC applicable to the activity originating the MRO/followup. When the MRO format is used as a followup, enter the inventory control point (ICP) RIC if shipment status in reply is to be furnished to the supply source.
Ownership	70	Enter ownership code, as applicable.
Supply Condition	71	Enter appropriate condition code.
Management	72	Enter management code applicable to the transaction.
Intra-Service/Agency	73	For use under intra-Service/Agency (S/A) procedures. Leave blank for inter-S/A transactions.
Unit Price	74-80	Enter unit price applicable to the NSN or part number shown in rp 8-22.

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[2]Use of RDP for conventional ammunition last reported as not implemented by united States Air Force (USAF). Refer to AMCL 148.

AP8.13. APPENDIX 8.13
DISPOSAL RELEASE ORDER, FOLLOW-UP, OR CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A5J for disposal release order (DRO), DIC AFJ for ICP follow-up on a DRO, DIC ACJ for inventory control point (ICP) cancellation of a DRO, DIC AKJ for ICP follow-up on DRO cancellation, or DIC AGJ for reply to DRO cancellation.
Routing Identifier Code	4-6	Enter the appropriate code applicable to the facility to which the DRO is directed. (If used as a DIC AGJ transaction, will contain RIC of the source of supply to which the document shall be transmitted).
Media and Status	7	Enter 0 or leave blank.
Stock or Part Number	8-22[1]	Enter the NSN or part number of the item ordered for disposal. For subsistence items, enter the type of pack in rp 21.
Unit of Issue	23-24	Enter the unit of issue applicable to the stock or part number.
Quantity	25-29	Enter the quantity to be transferred, based on the inventory control record balance. Quantity actually transferred shall be dependent on the entry in rp 55-61 if applicable. (For DIC ACJ/AKJ, enter DIC A5J quantity to be canceled. For DIC Code AGJ, enter quantity canceled.)
Document Number	30-43	Enter document number as assigned by the preparing activity.
Suffix	44	Leave blank.

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[1] For subsistence transactions, rp 22 and 52-53 shall contain the date packed indicator code.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Leave blank in DRO. The shipping activity shall enter the Department of Defense activity address code (DoDAAC) of predesignated DLA Disposition Services Field Office.
Signal	51	Enter applicable signal code if required; otherwise, leave blank. For hazardous materiel or waste, use Signal Code A, B, C, or L. For Signal Code B, identify the bill-to activity to be included on the disposal turn-in document (DTID), Block 27, using an off-line communication with the activity to which the DRO is directed.
Fund	52-53	Enter the fund code to be credited with proceeds from the sale by DLA Disposition Services Field Office. If no credit is desired, leave blank. For hazardous materiel or waste, this shall be the bill-to fund code for reimbursable actions associated with disposal.
Distribution	54	Enter Distribution Code 9.
Retention Quantity	55-61	Enter quantity to be retained in stock by activity in rp 4-6. When the quantity to be retained exceeds the retention quantity field, the transaction shall be processed offline.
Precious Metals Indicator	62	Enter applicable code from AP7.23.
Automated Data Processing Equipment Identification	63	Enter applicable ADPE code from AP7.24.
Disposal Authority	64	Enter applicable code from AP7.21.
Demilitarization	65	Enter the demilitarization code assigned by the ICP/IMM as required by DoD Manual 4160.21, "Defense Materiel Disposition"
Reclamation	66	Enter Y if reclamation is required prior to release to DLA Disposition Services Field Office. Enter N if reclamation is not required.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code	67-69	Enter RIC of ICP/IMM originating the DRO. (For DIC AGJ transaction, enter RIC of the activity preparing the transaction.)
Ownership	70	Enter ownership code, if applicable, otherwise, leave blank.
Supply Condition	71	Enter the condition code of the materiel to be transferred.
Management	72	Enter management code, if applicable; otherwise, leave blank.
Flight Safety Critical Aircraft Parts[2]	73	Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP.
Unit Price	74-80	Enter the unit price for the NSN or part number shown in rp 8-22.

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[2] Identification of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.

AP8.14. APPENDIX 8.14

MATERIEL RELEASE CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARA, ARB, AR0, AUA, AUB or AU0.
Routing Identifier Code	4-6	Enter RIC of thesource of supply from which the materiel release order (MRO)/cancellation request was received.
Media and Status	7	Enter the M&S code as shown in the MRO/cancellation request.
Stock or Part Number	8-22	Enter NSN or part number of the item supplied.
Unit of Issue	23-24	Enter the unit issue.
Quantity[1]	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 (and Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the MRO/cancellation request.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If no code is in rp 44 of the MRO/cancellation request, leave blank.
Supplementary Address	45-50	Enter SUPADD as shown in the MRO/cancellation request.
Hold	51	Enter shipment hold code, when applicable. Leave blank in response to follow-up when item has not been selected for shipment.
Fund	52-53	Enter the fund code as shown in the MRO.

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[1] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3

Port of Embarkation	54-56	a. For shipments moving to Outside Continental United States (OCONUS) destinations via the Defense Transportation System (DTS) Government Bill of Lading (GBL)/Commercial Bill of Lading (CBL), enter the POE.
		b. For deliveries to Ports of Embarkation (POE), or parcel post entering the DTS at a POE (other than the Army/Air Force Post Office (APO)/FPO postal system), enter the POE or SEAVAN CCP. See DTR 4500.9-R, "Defense Transportaion Regulation" (DTR).
		c. Leave blank for parcel post movement through an APO or FPO.
		d. Enter the POE for Foreign Military Service (FMS) transactions moving via the defense transportation system (DTS). If not moving via the DTS, leave blank.
		e. Enter the POE for Grant Aid transactions except parcel post.
		f. For Continental United Stated (CONUS) shipments, leave blank.
Date Shipped	57-59	Date released/tendered to carrier.
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR.
Mode of Shipment	77	Enter code identifying the mode of shipment.[2] Leave blank in response to a follow-up when shipment has not occurred.
Date Available for Shipment	78-80	Enter the date available for shipment.

For Local Issues From Disposal[3]

Mode of Shipment	77	Enter the code identifying the mode of shipment.[4]
Routing Identifier Code	78-80	Enter the RIC of the DLA Disposition Services Field Office processing the local issue requisition and releasing the materiel.

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[2] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

[3] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

[4] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

AP8.15. APPENDIX 8.15

FORCE-CLOSED MATERIEL RELEASE CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARH.
Routing Identifier Code	4-6	Enter the RIC of the source of supply generating this transaction.
Media and Status	7	Enter the M&S code from the materiel release order (MRO).
Stock or Part Number	8-22	Enter the NSN or part number from the MRO.
Unit of Issue	23-24	Enter the U/I from the MRO.
Quantity	25-29	Enter the quantity from the MRO.
Document Number	30-43	Enter the document number as shown in the MRO.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If rp 44 in the MRO is blank, leave blank.
Supplementary Address	45-50	Enter the SUPADD as shown in the MRO.
Blank	51-56	Leave blank.
Date Shipped[1]	57-59	Enter date released/tendered to carrier; otherwise, leave blank.
Blank	60-76	Leave blank.
Mode of Shipment[2]	77	Enter the code identifying the mode of shipment[3]; otherwise, leave blank.
Blank	78-80	Leave blank.

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[1] For U.S. forces, leave blank. For Security Assistance, may contain the release date from the materiel receipt acknowledgement (MRA).

[2] For U.S. forces, leave blank. For Security Assistance, may contain the mode of shipment from the MRA.

[3] Refer to the TRDM for available code list at URL: https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

AP8.16. APPENDIX 8.16

DISPOSAL RELEASE ORDER CONFIRMATION OR SUPPLY STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARJ, ARK, ARL, or AEJ, as applicable.
Routing Identifier Code	4-6	Enter RIC of the source of supply from which the DRO or follow-up was received.
Media and Status	7	Leave blank.
Stock or Part Number	8-22[1]	Enter NSN or part number of the item released.
Unit of Issue	23-24	Enter the U/I from the DRO.
Quantity	25-29	a. Enter the quantity for which release is confirmed (DIC AR_) or the quantity appropriate to the status being provided (DIC AEJ).
		b. For ammunition and ammunition related items only (items in FSG 13 and for FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the DRO.
Suffix	44	Leave blank.
Retention Quantity	45-51	Enter quantity actually retained.
	52-54[2]	Perpetuate from DRO.
Blank	55-56	Leave blank.

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[1] For subsistence transactions, rp 22 and 52-53 will contain the date packed/expiration date indicator code.

[2] Ibid.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Estimated Shipping Date or Date Shipped	57-59	Enter date delivered/shipped to DLA Disposition Services Field Office. When used in response to follow-up and shipment has not occurred, enter ESD.
Blank	60-61	Leave blank.
Precious Metals	62	Enter applicable code from AP2.23.
ADPE Identification	63	Enter applicable code from AP2.24.
Disposal Authority	64	Enter applicable code from AP2.21.
Supply Status	65-66	Enter supply status from AP2.16, if applicable; otherwise, leave blank.
Routing Identifier Code	67-69	Enter the RIC (From).
Ownership	70	Enter the ownership code, as applicable.
Supply Condition	71	Enter the supply condition code, as applicable.
Management	72	Enter the management code, as applicable.
All Other Fields	73-80	Leave blank.

AP8.17. APPENDIX 8.17

MATERIEL RELEASE ORDER DENIAL (WAREHOUSE REFUSAL)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A6_.
Routing Identifier Code	4-6	Enter RIC as indicated in rp 67-69 of the MRO. This is the code of the accountable point that originated the MRO.
Media and Status	7	Enter the M&S code as shown in the MRO.
Stock or Part Number	8-22[1]	Enter NSN or part number as shown in the MRO.
Unit of Issue	23-24	Enter U/I as shown in the MRO.
Quantity	25-99	a. Enter quantity denied. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the MRO.
Suffix	44	Enter the suffix code as shown in the MRO.
Supplementary	45-50	Enter SUPADD as shown in the MRO.
Signal	51	Enter the signal code as shown in the MRO.
Fund	52-53[2]	Enter the fund code as shown in the MRO.
Distribution	54-56	Enter the distribution code as shown in the MRO.

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[1]For subsistence transactions, rp 22 and 52-53 shall contain the date packed/expiration date indicator code.

[2] Ibid

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter the project code as shown in the MRO.
Priority	60-61	Enter the priority as shown in the MRO.
Required Delivery	62-64	Enter data as shown in the MRO.
Advice	65-66	Enter the advice code as shown in the MRO.
Routing Identifier Code	67-69	Enter the RIC identifying the activity preparing the denial.
Ownership	70	Enter the ownership code, as applicable.
Supply Condition	71	Enter the supply condition, as applicable.
Management	72	Enter the management code indicating reason for denial.
Intra-Service/Agency	73-80	For use with intra-S/A procedures; otherwise, leave blank for inter-S/A transactions.

AP8.18. APPENDIX 8.18

DISPOSAL RELEASE ORDER DENIAL

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A6J.
Routing Identifier Code	4-6	RIC or the source of supply from which the disposal release order (DRO) was received.
Media and Status	7	Leave blank.
Stock or Part Number	8-22	Enter the stock or part number of the item denied.
Unit of Issue	23-24	Enter U/I.
Quantity	25-29	a. Enter quantity denied; for example, the difference between the quantity transferred and the quantity shown in the DRO. b. For ammunition and ammunition related items only Federal supply group ((FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the DRO.
Suffix Code	44	Leave blank.
Retention Quantity	45-51	Enter quantity actually retained.
Fund	52-53	Perpetuate from the DRO.
Distribution	54	Perpetuate from the DRO.
Blank	55-56	Leave blank.
Denial Date	57-59	Enter date DRO is denied.
Blank	60-66	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (From)	67-69	Enter RIC identifying the activity preparing the denial.
Ownership	70	Enter ownership code, as applicable.
Supply Condition	71	Enter appropriate supply condition code.
Management	72	Enter management code indicating the reason for denial.
Blank	73-80	Leave blank.

AP8.19. APPENDIX 3.19

SHIPMENT STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter the DIC applicable to the shipment status (DIC AS1-6, AS8, or ASY) or reply to cancellation request-shipment status (AU1-5 or AU8).[1]
Routing Identifier Code[2, 3]	4-6	Enter the RIC of the source of supply that generated the lateral redistribution order (LRO)/materiel release order (MRO)/cancellation request/disposal release order (DRO)/DIC FTR or the shipping activity if the shipment was not initiated by a supply source LRO/MRO cancellation request/DRO/DIC FTR. If a disposal shipment was not initiated by a source of supply DRO/DIC FTR and the shipping activity has no RIC, leave blank. If used as a DIC AS6, indicate the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the transaction will be sent.
Media and Status	7	Use the M&S code from the MRO/LRO/DRO or cancellation request.
Stock or Part Number	8-22	Enter the NSN or part number of the item supplied.
Unit of Issue	23-24	Enter the U/I.

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[1] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

[2] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3

[3] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity	25-29	a. Enter the quantity shipped.
		b. For ammunition federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140 items only, enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Use the document number from the MRO/LRO/DRO or cancellation request.
Suffix	44	Use the suffix code from the MRO/LRO/DRO or cancellation request. If no suffix code, leave blank.
Supplementary Address	45-50	Use SUPADD from the MRO/DRO or cancellation request. The shipping activity will all enter the DoDAAC of the predesignated DLA Disposition Services Field Office for shipments to DLA Disposition Services Field Offices. If used as a DIC AS6, enter the DoDAAC of the activity to which the credit for the materiel and reimbursement for the packing, crating, handling and transportation (PCH&T) costs is to be provided.
Hold	51	If used as a DIC AS6, enter Signal Code B. Otherwise, enter the shipment hold code, when applicable.
Fund	52-53	Enter the fund code as shown in the MRO/DRO or cancellation request. If used as a DIC AS6, enter the fund code to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided.
Distribution	54-56	Enter the distribution code as shown in the MRO/LRO/DRO or cancellation request.
Release Date	57-59	Enter the date the materiel is released to the carrier.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR 4500.9-R, "Defense Transportation Regulation".
Mode of Shipment	77	Enter the code identifying the mode of shipment.[4] (Leave blank when transmitting DIC AS3 through DAAS to DLA Disposition Services.)
Port of Embarkation	78-80	a. CONUS. Leave blank. b. OCONUS: (1) For shipments moving to OCONUS designations through the DTS, GBL/CBL, parcel post (except APO/FPO); and small package carrier shipments entering the DTS at the POE, enter the POE or SEAVAN CCP. (See DTR 4500.9-R, Part II, Appendices CC, MM, and PP.) (2) Leave blank for parcel post movement through an APO or FPO. (3) Enter the POE for Security Assistance Program transactions moving through the DTS; otherwise, leave blank.

ENTRIES REQUIRED FOR DoDAAC INFORMATION – DIC ASY TRANSACTIONS[5]

Blank	57-64	Leave blank.
Status Code	65-66	Enter Status Code DY if the DIC AFY follow-up transaction is being rejected; otherwise, leave blank.
Blank	67-74	Leave blank.
DoDAAC of Initial Transportation Activity	75-80	Enter the DoDAAC of the initial (origin) transportation shipping activity. If the DIC AFY follow-up transaction is being rejected with Status Code DY, leave blank.

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[4] Refer to the TRDM for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

[5] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS

ENTRIES REQUIRED FOR SHIPMENTS TO DISPOSAL

Unit Price	62-68	Enter the unit price of the item identified in rp 8-22. Enter an estimated unit price if pricing information is not available. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 shipment status transaction and forward off-line to the DLA Disposition Services for manual processing.
Blank	69-76	Leave blank.

AP8.20. APPENDIX 8.20

PSEUDO SHIPMENT STATUS FOR UNCONFIRMED MATERIEL RELEASE ORDERS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ASH.
Routing Identifier Code	4-6	Enter the RIC of the source of supply generating this transaction.[1]
Media and Status	7	Enter the M&S code from the material release order (MRO).
Stock or Part Number	8-22	Enter the stock or part number from the MRO.
Unit of Issue	23-24	Enter the U/I from the MRO.
Quantity	25-29	Enter the quantity from the MRO.
Document Number	30-43	Enter the document number as shown in the MRO.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If the MRO rp 44 is blank, leave blank.
Supplementary Address	45-50	Enter the SUPADD as shown in the Address MRO.
Signal	51	Enter the signal code from the MRO.
Fund	52-53	Enter the fund code as shown in the MRO.
Distribution	54-56	Enter the data as shown in the MRO.
Date Shipped	57-59	Enter the date this transaction was generated.
Blank	60-66	Leave blank.
Routing Identifier Code (From)	67-69	Enter the RIC of the source of supply generating this transaction.
Blank	70-80	Leave blank.

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[1]The Defense Automatic Addressing System (DAAS) will overlay transactions containing the DAAS RIC (SGA) to show the RIC (From) in rp 67-69. (NOTE: This allows DAAS to overlay original entries of the DAAS RIC so that Component systems may be modified over time.)

AP8.21. APPENDIX 8.21

DISPOSAL SHIPMENT CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ASZ.
Routing Identifier Code	4-6	Enter RIC of the source of supply from which the materiel release order (MRO) or disposal release order (DRO) received.
Media and Status	7	Enter the M&S code as shown in the DIC AFX or DIC AFZ.
Stock or Part Number	8-22	Enter the NSN or part number as shown in the DIC AFX or DIC AFZ.
Unit of Issue	23-24	Enter the U/I as shown in the DIC AFX or DIC AFZ.
Quantity	25-29	Enter quantity receipted for by the DLA Disposition Services Field Office.
Document Number	30-43	Enter the document number as shown in the DIC AFX or DIC AFZ.
Suffix	44	Enter the suffix code as shown in the DIC AFX or DIC AFZ.
Supplementary Address	45-50	Enter the SUPADD as shown in the DIC AFX or DIC AFZ.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54	Enter 9.
All Other Fields	55-64	Leave blank.
Advice	65-66	Enter the advice code as shown in DIC AFX or DIC AFZ.
All Other Fields	67-80	Leave blank.

AP8.22. APPENDIX 8.22

DOCUMENT MODIFIER
(INVENTORY CONTROL POINT TO PROCUREMENT)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AMF (to change the SUPADD field) or DIC AMP (to change the required delivery date (RDD) field to 555).
Routing Identifier Code	4-6	Enter the code of the activity to which the document is to be transmitted.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter data as shown in the procurement instrument or procurement request.
Unit of Issue	23-24	Enter the unit of issue.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter the requisition document number as shown in the procurement request.
Suffix	44	Enter the suffix code as shown in the procurement request; otherwise, leave blank.
Supplementary Address	45-50	Enter the SUPADD in the DIC AMF; otherwise, leave blank in the DIC AMP.
Procurement Instrument Identifier (PIID) or Procurement Request Number	51-69	Enter the PIID when available, otherwise enter the PRN. Enter the PIID call/order number (F in 9th position) if applicable.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Procurement Instrument Identifier (PIID)	(51-63)	Enter the PIID.[1] Enter the PIID call/order number (F in 9th position) if applicable.
Contract Line Item Number	(64-67)	Enter the CLIN.
Contract Subline Number	(68-69)	Enter the contract subline item number, if applicable.
Procurement Request	(51-64)	Enter the PRN.
Blank	(65-69)	Leave blank when a PRN is entered.
Project	(70-72)	Enter the project code as shown in the original requisition.
Priority	(73-74)	Enter the priority designator as shown in the original requisition.
Procurement Document Indicator	75-76	Enter PR in rp 75-76 when the entry in rp 51-64 is a PRN; otherwise, leave blank.
Signal[2]	77	Enter the signal code in the DIC AMF; otherwise, leave blank in DIC AMP.
Routing Identifier Code	78-80	Enter RIC to identify the activity preparing the transaction.

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[1] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

[2] Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

AP8.23. APPENDIX 8.23

PASSING ORDER[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A3_.
Routing Identifier Code	4-6	Enter the RIC of the activity to which the document is being passed.
All Fields	7-66	Enter data as shown in the requisition.
Date of Receipt of Demand	67-69	Leave blank on submission. Processing points shall enter date of receipt when received from another distribution system.
Blank	70-71	Leave blank.
Cooperative Logistics Program Support Code	72	Enter data as shown in the requisition, if applicable.
Blank	73	Leave blank.
Routing Identifier Code	74-76	Enter the RIC of the activity from which the document is being passed.
Blank	77-80	Leave blank.

GOVERNMENT-FURNISHED MATERIEL PASSING ORDER ENTRIES.[2]

Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component, enter the appropriate legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID. This entry is mandatory.[3, 4] When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions

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[1] Entries from the remarks field shall be made only when it is necessary to report that data when it is entered on the requisition. In all such instances, rp 3 of the DIC shall identify the document as containing exception data and the passing order shall not be transmitted.

[2] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[3] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS

MANAGEMENT CONTROL ACTIVITY ENTRIES. Entries Required for passing orders for Government-Furnished Materiel.[5]

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the management control activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.
Routing Identifier Code	74-76	If required by the Component, enter the RIC of the validating MCA in rp 74-76.

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[4] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

[5] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

AP8.24. APPENDIX 8.24

REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A4_.
Routing Identifier Code	4-6	Enter the RIC of the activity to which the transaction is being sent.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	a. When no change or substitution is made, enter the stock or part number shown in the requisition. b. When a change or substitution is made, enter the corrected stock or substituted stock or part number.
Unit of Issue	23-24	Enter U/I.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number as shown in the requisition.
Suffix	44	a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions. b. When the requisitioned quantity is not divided, leave this field blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Enter data from the original requisition.[1]
Signal	51	Enter data from the original requisition.
Fund	52-53	Enter data from the original requisition.
Distribution	54-56	When used to effect lateral redistribution of retail assets, enter 2 for consumables and 3 for reparables in rp 54; otherwise, enter data from the original requisition.
Project	57-59	Enter data from the original requisition.
Priority	60-61	Enter data from the original requisition.
Required Delivery Date/Required Delivery Period[2]	62-64	Enter data from the original requisition.
Advice	65-66	Enter data from the original requisition.
Date of Receipt of Demand	67-69	Enter the date of receipt of the demand document as recorded in that document by the initial recipient in the supply distribution system. Note: Referral orders generated as a result of backorder releases and submitted to the (Single Manager for Conventional Ammunition) SMCA shall contain code 888 in rp 67-69.
Management Data	70-71	Enter management data, as authorized.
Demand Code/ [3] Management Data[4]	72	Enter demand code from rp 44 of original requisition or management data, as authorized. Note: Intra-Air Force Foreign Military Service (FMS) DIC A4_ transactions may use a Cooperative Logistics Program Support Code (CLPSC) (program/non-program) code in rp 72.

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[1] When used on a referral order to initiate an inter-Service ammunition-related ownership transfer with no physical movement of materiel and no billing, cite Signal Code M and Project Code CYK in conjunction with the supplementary address constructed as follows: Service/Agency Code Y followed by the old (from) ownership code, the RIC to which ownership is transferred, and the new/gaining (to) ownership code. Refer to ADC 1020.

[2] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

[3] Deferred implementation authorized. The revised format of the referral order to include the demand code of the original requisition may be deferred for DLMS/logistics systems modernization.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Management Data	73	Enter Management data, as authorized.
Routing Identifier Code	74-76	Enter RIC applicable to the activity generating the transaction.
Management Data	77-80	Enter management data, as authorized.

LATERAL REDISTRIBUTION ORDER ENTRIES: Entries applicable when rp 54 equals 2 or 3:

Purpose code	70	Enter the purpose code of the materiel being issued if required based on Component agreement (derived from DIC DZF, Asset Status Reporting Transaction); otherwise leave blank.
Condition Code	71	Enter the applicable condition code.
Blank	72-73	Leave Blank.

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[4] On an Intra-Navy basis, a management code may be used to identify the reason a requisition is referred to the Navy Inventory Control Point (ICP) when the requisition cannot be filled by the referring system. Refer to ADC 363.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS

<u>GOVERNMENT-FURNISHED MATERIEL REFERRAL ORDER ENTRIES</u>.[5]

Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component, enter the appropriate legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID. This entry is mandatory.[6, 7] When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions

<u>MANAGEMENT CONTROL ACTIVITY ENTRIES</u>. Entries Required for referral orders for Government-Furnished Materiel.[8]

Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the management control activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.
Routing Identifier Code	74-76	If required by the Component, enter the RIC of the validating MCA in rp 74-76.

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[5] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[6] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

[7] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

[8] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

AP8.25. APPENDIX 8.25

REDISTRIBUTION ORDER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A2_.
Routing Identifier Code To	4-6	Enter RIC of the source to which the document is directed.
Media and Status	7	Enter the M&S code.
Stock or Part Number	8-22	Enter the NSN or part number.
Unit of Issue	23-24	Enter the U/I.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number assigned by the preparing activity.
Demand/Suffix[1]	44	For intra-DLA, enter suffix code, if appropriate; all others leave blank.
Supplementary Address	45-50	Enter the SUPADD of the consignee.
Signal	51	Enter the signal code, as appropriate.
Fund	52-53	Enter the fund code, if appropriate.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.

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[1] Suffix Code authorized for intra-DLA use in support of Industrial Product-Support Vendor (IPV) program. Refer to ADC 1152.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter the project code, when applicable.
Priority	60-61	Enter the priority designator.
Required Delivery Date/Required Delivery Period[2]	62-64	Normally left blank. Enter three-position ordinal day when conditions meet prescribed requirements.
Advice	65-66	Use an advice code to convey instructions to the supply source. When code is not required leave blank.
Date of Receipt of Order	67-69	Leave blank on submission. Processing points will enter date of receipt.
Ownership	70	Enter ownership code, as appropriate.
Supply Condition	71	Enter supply condition code, as appropriate.
System Management	72-73	Enter system management codes applicable to this transaction.
Routing Identifier Code From	74-76	Enter the RIC of initiating activity.
Inventory Control Data	77-80	Enter inventory control codes as prescribed.

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[2]Use of Required Delivery Period (RDP) for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

AP8.26. APPENDIX 8.26

SOURCE OF SUPPLY MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AN_.
Routing Identifier Code From	4-6	Enter RIC (From) of the source of supply initiating the request.
Media and Status	7	Grant Aid transaction submitted to security assistance organization (SAO) by Service; international logistics control office (ILCO) may, at Service option, contain a program originator code. Otherwise, this field shall be left blank. The program originator code shall not be perpetuated in DIC AP_ responses transmitted to inventory control points (ICP).
Stock or Part Number	8-22	Enter stock or part number of the item on which validation is required. This number should be in agreement with the number included in latest status furnished recipient activities prior to validation requests.
Unit of Issue	23-24	Enter U/I from original requisition.
Quantity	25-29	a. Enter quantity of MOV request, unfilled quantity of items being validated that is on the source of supply record. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number of original requisition for item being validated.
Suffix	44	Enter the suffix code assigned to the document number at time backorder was established or leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Enter SUPADD from original requisition for item being validated.
Signal	51	Enter the signal code from original requisition for item being validated.
Fund	52-53	Enter the fund code from original requisition for item being validated.
Distribution	54-56	Enter the distribution code from original requisition for item being validated.
Project	57-59	Enter the project code from original requisition for item being validated.
Priority	60-61	Enter the priority designator from original requisition for item being validated.
Estimated Shipping Date	62-64	When ascertainable, enter the numerical day corresponding to the date that the source of supply estimates materiel shall be released for shipment.
Status	65-66	Enter status code to convey the information regarding the status of the materiel obligation.
Blank	67-70	Leave blank.
Cutoff Day	71-73	Enter ordinal day of the year of the cutoff date for validation; for example, use 121 for the April 30th cycle.
Blank	74	Leave blank.
Reply Due Day	75-77	Enter the ordinal day corresponding to the day on which the supply source must receive a response.
Blank	78-79	Leave blank.
Multi-Use	80	Reserved for ILCO entry of internal control data on Grant Aid transactions. Otherwise, this rp shall be left blank. ILCO code data shall not be perpetuated in DIC AP_ responses transmitted to ICPs.

AP8.27. APPENDIX 8.27

MATERIEL OBLIGATION VALIDATION REQUEST CONTROL DOCUMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AN9 when transmitting request. Enter DIC ANZ when following up on DIC AN9 request.
Routing Identifier Code	4-6	Enter address of source of supply making the request. Use as address-to when making response.
Batch Control No.	7-10	Enter a control number assigned each batch of DIC AN_ transactions forwarded to a single activity for validation. Rp 7-8 shall contain the batch number and rp 9-10 shall contain the total number of batches being forwarded. For example, if two batches are sent, the first DIC AN9 would contain "01" in rp 7-8 and "02" in rp 9-10 (for example, "1" of "2"). The second DIC AN9 would contain "02" in rp 7-8 and "02" in rp 9-10.
Number of AN_ Documents in Batch	11-13	Enter actual number of DIC AN_ detail requests in this batch (under control number in rp 7-10) from 001 to 493 maximum.
Blank	14-29	Leave blank.
Address (To)	30-35	Enter the Department of Defense activity address code (DoDAAC) of recipient of requests. Identifies acknowledging activity in responses. Enter DoDAAC of rp 54 activity when recipient of DIC AN_ transactions.
Cutoff Date	36-39	Enter prescribed cutoff date of the validation cycle. (One position for last digit of calendar year and three positions for numerical day of year.)
Blank	40	Leave blank.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Receipt Acknowledgment Date	41-44	When computer-readable documents are used in responding, enter date documents were received at responding activity.
Blank	45	Leave blank.
Response Due Date	46-49	Enter prescribed date the DIC AP_ document is due at the source of supplye. (Year and ordinal day configured as in rp 36-39 above).
Blank	50-53	Leave blank.
Distribution	54-56	Enter the distribution code when applicable; otherwise, leave blank.
Blank	57-80	Leave blank.

AP8.28. APPENDIX 8.28

RECEIPT CONFIRMATION FOR MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP9 or APX.
Other Fields	4-40	Duplicate from AN9/ANZ received.
Receipt Acknowledgment	41-44	Enter ordinal day DIC AN9/ANZ were received by validating activity. (Enter one position for last digit of calendar year and three positions for numerical day of year.)
Other Fields	45-80	Duplicate from DIC AN9/ANZ received.

AP8.29. APPENDIX 8.29

MATERIEL OBLIGATION VALIDATION RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP_.
Routing Identifier Code	4-6	Enter the RIC indicating the source of supply to which the response is submitted.
Other Fields	7-24	Enter data from the request for which the response is prepared.
Quantity	25-29	a. Enter quantity still required. If total cancellation is desired, zero fill this field.
		b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Other Fields	30-59	Enter data from the request for which the response is prepared.
Priority	60-61	Enter validated priority designator.
Blank	62-70	Leave blank.
Transaction Day	71-73	Enter ordinal day of year on which the response is prepared.
Blank	74-80	Leave blank.

AP8.30. APPENDIX 8.30

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY KEY DOCUMENT

AP3.30.1. The mechanized foreign military sales (FMS) notice of availability (NOA) is provided to Freight Forwarders/Country Representatives having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is entered in rp 46 of requisitions. This FMS NOA Key document will accompany the FMS NOA detail documents.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD1 for the initial key NOA document when an export release is not required. b. Enter DIC ADR for the initial key NOA document when an export release is required. c. Enter DIC AD3 for the delay key NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Number of Line Items	7-10	Enter the number of line items included in the shipment unit as represented by NOA detail documents transmitted with the NOA key document.
Commodity/Cargo Exception/Special Handling	11-17	a. Rp 11-15 will always contain the appropriate water commodity and cargo exception code to be used to describe the predominant commodity within the shipment unit for ocean manifesting. (See DTR 4500.9-R, "Defense Transportation Regulation") b. Rp 16-17 will always contain the appropriate air commodity and special handling code to be used for all shipments via air. Identifies materiel for manifesting and customs requirements and denotes cargo requiring special handling or reporting (see DTR 4500.9-R).
Air Dimension	18	Identifies dimensional characteristics of air shipments by relating the dimensions of the largest piece to the minimum size cargo door opening of an aircraft (see DTR 4500.9-R).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	19-20	Enter SC Customer Code.
Blank	21-22	Leave blank.
Mode of Shipment	23	Identifies the intended mode to be used from shipping activity to designated consignee.[1]
Type of Pack	24-25	Identifies the type of pack code used for the shipment unit[2].
Pieces	26-29	Enter total pieces in shipment unit.
Weight	30-35	Enter total weight of shipment unit. This entry will be rounded to the next whole number.
Cube	36-39	Enter total cubic feet of shipment unit. This entry will be rounded to the next whole number.
Blank	40-44	Leave blank.
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	51-52	Leave blank.
Transportation Priority	53	See DTR 4500.9-R.
Blank	54-56	Enter data same as the issue release/receipt document (materiel release order (MRO), DD Form 1348-1A, DD Form 1348-2, etc).
Project Code	57-59	Enter the same project code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	60	Leave blank.
Transportation Control Number[3]	61-77	Identifies the number assigned to the shipment that controls the shipment from shipper to consignee. See DLM 4000.25, Chapter 25, Paragraph C25.11.

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[1] Refer to the TRDM for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data).

[2] Ibid.

[3] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date of Offer	78-80	a. For DICs AD1, ADR, and AD3 documents, enter the ordinal day the initial NOA is transmitted.
		b. When new NOAs are prepared, because the original NOA contained items that were rejected, the date of offer will be the transmission date of the NOA.

AP8.31. APPENDIX 8.31

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY DETAIL DOCUMENT

AP3.31.1. The mechanized foreign military sales (FMS) notice of availability (NOA) detail document will be prepared from the issue release/receipt documents (materiel release order (MRO), DD Form 1348-1A, and DD Form 1348-2) contained in the shipment unit and shall accompany the FMS NOA key document.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD2 for the initial detail NOA document. b. Enter DIC AD4 for the delay detail NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Media and Status	7	Enter the same M&S code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Stock or Part Number	8-22	Enter the stock or part number of the item supplied.
Unit of Issue	23-24	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Quantity	25-29	a. Enter data same as the issue release/receipt documents (MRO, DD Form 1348-1A, DD Form 1348-2). b. For ammunition and ammunition related items only (items in Federal Supply Group (FSG) 13 and for Federal Supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	51-53	Leave blank.
Required Delivery Date/Required Availability Date	54-56	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Project	57-59	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	60	Leave blank.
Transportation Control Number[1]	61-77	Enter data same as rp 61-77 of the initial FMS NOA key document.
Date of Offer	78-80	a. For DIC AD2 and DIC AD4 documents, enter the ordinal day the initial NOA is transmitted. b. When new NOAs are prepared because the original NOA contained items that were rejected, the date of offer shall be the transmission date of the new NOA.

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[1] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

AP8.32. APPENDIX 8.32

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY REPLY DOCUMENT

AP3.32.1. The mechanized foreign military sales (FMS) notice of availability (NOA) reply document is used when replying to a mechanized NOA. When shipment release is to be made to the addresses identified by coded entries in the requisition and the DLM 4000.25 Volume 6, Chapter 3 (Military Assistance Program Address Directory (MAPAD)), the DIC AD5 shall contain the shipment release code (SRC) R in rp 60. When shipment release is to be made to an address that is not coded or contained in the MAPAD, the DI AD5 shall contain SRC E in rp 60.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AD5.
Routing Identifier Code through Cube	4-39	Enter data same as rp 4-39 of initial or delay FMS NOA key document.
Customer Transportation Order Number	40-44	When customer (CR/FF) assigns a number for internal control of shipments, the number shall be entered in these columns.
Other Fields	45-59	Enter data same as rp 45-59 of initial or delay FMS NOA key document.
Shipment Release	60	Enter codes as follows:
		a. Enter R when shipment to be released to appropriate ship-to address contained in the MAPAD as identified by address codes in the FMS requisition.
		b. Enter E when release instructions are being mailed under separate cover on the date of this reply.
Transportation Control Number[1]	61-77	Enter data same as rp 61-77 of initial or delay FMS NOA key document.
Date of Reply	78-80	Enter ordinal day reply to NOA is transmitted.

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[1] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

AP8.33. APPENDIX 8.33

CUSTOMER ASSET REPORT
(MATERIEL RETURNS PROGRAM)

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Report is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTE or FTG.[1]
Routing Identifier Code		4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) to which the document is directed. For Government Services Administration (GSA), the RIC shall always be GG0 (golf-golf-zero)[2].
Media and Status		7	Enter M&S code.

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[1] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.

[2] Requirement to use a single RIC on customer asset reports directed to the GSA last reported as not implemented by USA. Refer to AMCL 26.

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Stock or Part Number		8-22	Enter NSN (DIC FTE) or part number (DIC FTG)[3]. (Part-numbered materiel not authorized for asset reports directed to DLA). For subsistence items only, rp 21 shall be type of pack and rp 22 shall be the last digit of the calendar year the item, was packed.
Unit of Issue		23-24	Enter the U/I.
Quantity		25-29	a. Enter the quantity.
			b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), items only, enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number		30-43	Enter the document number.
Blank		44	Leave blank.
Supplementary Address		45-50	When applicable, enter the activity address code (AAC) of the credit to and/or ship from activity. Field may be left blank when code entry is not applicable. When code entry is not significant to the ICP, enter a Y in rp 45.
Signal		51	Enter the signal code.

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[3] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Fund		52-53	Enter the fund code.
Blank		54-56	Leave blank.
Project		57-59	When applicable, enter project code using Service instructions; otherwise, leave blank.
Blank		60-64	Leave blank.
Advice		65-66	Enter 3T to indicate to the ICP/IMM that the document has been edited by DAAS. When code is not required, leave blank.
Routing Identifier Code		67-69	Enter the RIC of the activity preparing the document, if assigned; otherwise, leave blank.
Blank or Intra-Air Force Use		70	Leave blank or use for intra-Air Force to display asset position code.
Supply Condition		71	Enter supply condition code.
Blank		72-80	Leave blank.
Remarks Field	L-V	Not Applicable	This field shall be used to convey any additionally required information not provided for in the report format.

AP8.34. APPENDIX 8.34

REPLY TO CUSTOMER ASSET REPORT
(MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTR.
Routing Identifier Code	4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) furnishing the reply.
Media and Status	7	Enter data as contained in the customer asset report unless modified by the ICP.
Stock Number	8-22	Enter data as contained in the customer asset report unless modified by the ICP.
Unit of Issue	23-24	Enter data as contained in the customer asset report unless modified by the ICP.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-34	Enter data as contained in the customer asset report (DIC FTE).
Suffix	44	Enter the suffix, when applicable.
Supplementary Address	45-50	Enter data as contained in the customer asset report (DIC FTE).
Signal	51	Enter data as contained in the customer asset report (DIC FTE).
Fund	52-53	Enter data as contained in the customer asset report (DIC FTE).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Receiving Depot	54-56	Enter the RIC of the receiving activity to which materiel is directed for return, or leave blank when no return is directed.
Project	57-59	Enter data as contained in the customer asset report (DIC FTE).
Priority Designator	60-61	Enter priority designator of the materiel return as directed by the ICP.
Action Date	62-64	Enter the ordinal day of document preparation.
Status	65-66	When Status Code SM is entered, rp 70-73 will contain the date when further action should be taken.
Routing Identifier Code	67-69	Enter the last known source to which all future DIC FT_ transactions will be directed.
Multi-Use	70-73	
On SM Status Date	70-73	On SM status, enter date when further action should be taken by the reporting activity.
On Other Status		
Blank	70	Leave blank.
Supply Condition	71	Enter code from the customer asset report (DIC FTE).
Demilitarization	72-73	Rp 72 will contain code assigned by the ICP/IMM as required by DODM 4160.21, "Defense Materiel Disposition", when available. Entry not required on rejected transactions. Rp 73 is reserved for reclamation code, special reports, etc.
Unit Price	74-80	Enter the unit price applicable to the stock number shown in rp 8-22, when available. Entry not required on rejected transactions.

AP8.35. APPENDIX 8.35

DEFENSE AUTOMATIC ADDRESSING SYSTEM CUSTOMER ASSET REPORT STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTQ.
Routing Identifier Code	4-6	Enter the RIC for the DAAS facility.
Media and Status	7	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Stock Number	8-22	Enter data as contained in DIC FTC, DIC FTE, or DI FTF.
Unit of Issue	23-24	Enter data as contained in DI FTC, or DI FTF.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply froup (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Suffix	44	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Supplementary Address	45-50	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Signal	51	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Project	57-59	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	60-64	Leave blank.
Status	65-66	Enter status code.
Routing Identifier Code	67-69	Enter the RIC of ICP to which all future DIC FT_ transactions shall be directed.
Blank	70-80	Leave blank.

AP8.36. APPENDIX 8.36

DISPOSITION INSTRUCTIONS DELAY STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTD.
Routing Identifier Code	4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) or Defense Automatic Addressing System (DAAS) facility furnishing the status.
Media and Status	7	Enter data as contained in DIC FTE or DIC FTF.
Stock Number	8-22	Enter data as contained in DIC FTE or DIC FTF.
Unit of Issue	23-24	Enter data as contained in DIC FTE or DIC FTF.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter data as contained in DIC FTE or DIC FTF.
Suffix	44	Enter data as contained in DIC FTE or DIC FTF.
Supplementary Address	45-50	Enter data as contained in DIC FTE or DIC FTF.
Signal	51	Enter data as contained in DIC FTE or DIC FTF.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Fund	52-53	Enter data as contained in DIC FTE or DIC FTF.
Blank	54-56	Enter data as contained in DIC FTE or DIC FTF.
Project	57-59	Enter data as contained in DIC FTE or DIC FTF.
Blank	60-61	Leave blank.
Action Date	62-64	Enter the ordinal day of document preparation.
Status	65-66	Enter the status code.
Routing Identifier	67-69	Enter data as contained in DIC FTE or DIC FTF.
Expected Reply Date	70-73	Enter the ordinal day disposition instructions from the ICP may be expected.
Blank	74-80	Leave blank.

AP8.37. APPENDIX 8.37

FOLLOW-UP FOR INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Follow-up is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code	1	1-3	Enter DIC FTF.
Other Fields	2-23	4-80	Enter data as contained in the customer asset report (DIC FTE).
Remarks Field	L-V	Not Applicable	This field will be used to convey any additional required information not provided for in the follow-up format.

AP8.38. APPENDIX 8.38

CANCELLATION OF CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

TYPE CANCELLATION

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Cancellation is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTC.
Routing Identifier Code		4-6	Enter data as contained in the customer asset report (DIC FTE).
Media and Status		7	Enter data as contained in the customer asset report (DIC FTE).
Stock Number		8-22	Enter data as contained in the customer asset report (DIC FTE).
Unit of Issue		23-24	Enter data as contained in the customer asset report (DIC FTE).

TYPE CANCELLATION

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity		25-29	a. Enter quantity being canceled.
			b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Other Fields		20-80[1]	Enter data as contained in the customer asset report (DIC FTE).
Remarks	L-V	Not Applicable	This field shall be used to convey any additional required information not provided for in the cancellation format.

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[1] Indicate suffix code (rp 44), when applicable, for split actions indicated in DIC FTR.

AP8.39. APPENDIX 8.39

SHIPMENT STATUS
(MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTM.
Routing Identifier Code	4-6	Enter data as contained in the DIC FTR/FTA.
Media and Status	7	Enter data as contained in the DIC FTR/FTA.
Stock Number	8-22	Enter data as contained in the DIC FTR/FTA.
Unit of Issue	23-24	Enter data as contained in the DIC FTR/FTA.
Quantity	25-29	a. Enter quantity released to the carrier for shipment. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter data as contained in the DIC FTR/FTA.
Suffix	44	Enter data as contained in the DIC FTR/FTA.
Supplementary Address	45-50	Enter data as contained in the DIC FTR/FTA.
Signal	51	Enter data as contained in the DIC FTR/FTA.
Fund	52-53	Enter data as contained in the DIC FTR/FTA.
Routing Identifier	54-56	Enter data as contained in the DIC FTR/FTA.
Release Date	57-59	Enter the date materiel was released to the carrier.
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR 4500.9-R, "Defense Transportation Regulation".

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Mode of Shipment	77	Enter the code identifying the mode of transportation used to move the materiel.[1]
Blank	78-80	Leave blank.

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[1] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data).

AP8.40. APPENDIX 8.40

AUTOMATIC RETURN NOTIFICATION (MATERIEL RETURNS PROGRAM)

TYPE STATUS

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Status is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTA.
Routing Identifier Code		4-6	Enter the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the document is directed.
Media and Status		7	Enter the M&S code.
Stock Number		8-22	Enter the stock number.
Unit of Issue		23-24	Enter the U/I.
Quantity		25-29	a. Enter quantity released to the carrier for shipment.
			b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).

TYPE STATUS

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Number		30-43	Enter the document number.
Blank		44	Leave blank.
Supplementary Address		45-50	When applicable, enter the activity address code (AAC) of the credit-to and/or ship-from activity. Field may be left blank when a code entry is not applicable. When a code entry is not significant to the ICP, a Y shall be entered in rp 45.
Signal		51	Enter the signal code.
Fund		52-53	Enter the fund code.
Routing Identifier Code		54-56	Enter the RIC of receiving activity to which automatic shipment is made.
Project		57-59	When applicable, enter appropriate project code.
Priority Designator		60-61	Enter the priority designator 03 or 06.
Blank		62-66	Leave blank.
Routing Identifier Code (From)		67-69	Enter the RIC of the submitter, if applicable.
Blank		70	Leave blank.
Supply Condition		71	Enter supply condition code.
Blank		72-80	Leave blank.

AP8.41. APPENDIX 8.41

INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER FOLLOW-UP (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FT6.
Routing Identifier Code	4-6	Enter data as contained in DIC FTA or FTR.
Media and Status	7	Enter data as contained in DIC FTA or DIC FTR.
Stock Number	8-22	Enter data as contained in DIC FTA or DIC FTR.
Unit of Issue	23-24	Enter data as contained in DIC FTA or DIC FTR.
Quantity	25-29	Enter quantity from DIC FTA or DIC FTR or lesser quantity due to cancellation.
Document Number	30-43	Enter data as contained in DICFTA or DIC FTR.
Suffix	44	Enter data as contained in DIC FTA or DIC FTR.
Supplementary Address	45-50	Enter data as contained in DIC FTA or DIC FTR.
Signal	51	Enter data as contained in DIC FTA or DIC FTR.
Fund	52-53	Enter data as contained in DIC FTA or DIC FTR.
Routing Identifier Code	54-56	Enter data as contained in DIC FTA or DIC FTR.
Project	57-59	Enter data as contained in DIC FTA or DIC FTR.
Priority	60-61	Enter data as contained in DIC FTA or DIC FTR.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Action Date	62-64	Enter data as contained in DIC FTA or DIC FTR.
Status	65-66	Enter appropriate status code from Appendix AP2.16.
Other Fields	67-80	Enter data as contained in DIC FTA or DIC FTR.

AP8.42. APPENDIX 8.42

INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTZ.
Routing Identifier Code	4-6	Enter IMM RIC.
Media and Status	7	Enter data as contained in the shipment status (DIC FTM) or receipt document.
Stock Number	8-22	Enter stock number of materiel received.
Unit of Issue	23-24	Enter UI of materiel received.
Quantity	25-29	a. Quantity of materiel received in a single materiel condition. Multiple DIC FTZ documents are provided when a single shipment is received in more than one materiel condition.
		b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Perpetuate from DIC FTM.
Suffix	44	Perpetuate from DIC FTM.
Supplementary Address	45-50	Perpetuate from DIC FTM.
Signal	51	Perpetuate from DIC FTM.
Fund	52-53	Enter data as contained in the shipment status (DIC FTM).
Receiving Depot	54-56	Enter data as contained in the shipment status (DIC FTM).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Release Date	57-59	Enter data as contained in the shipment status (DIC FTM).
Priority Designator	60-61	Enter Data as contained in DIC FTA or DIC FTR
Materiel Receipt Date	62-64	Enter date materiel received or date credit authorization canceled.
Status	65-66	Enter status code from Appendix AP2.16 .
Routing Identifier Code	67-69	Enter the RIC of the reporting activity.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code indicating condition of materiel received.
Expected Credit	72-80	Enter credit to be granted in dollars and cents. When no credit is granted, zero fill.
Expected Credit	80[1]	For intra-Army return of reparables only:

To designate amount of credit granted, enter:		To designate amount of credit reversal, enter:	
Code	Value	Code	Value
{	0	{	0
A	1	J	1
B	2	K	2
C	3	L	3
D	4	M	4
E	5	N	5
F	6	O	6
G	7	P	7
H	8	Q	8
I	9	R	9

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[1] Refer to ADC 215, Material Receipt Status (material returns program (MRP)) Credit Reversal Amount.

AP8.43. APPENDIX 8.43

FOLLOW-UP FOR INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

	TYPE FOLLOW-UP		
	(MANUAL)	(MECHANICAL)	
FIELD LEGEND	BLOCK NO.	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC).
Followup is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code	1	1-3	Enter DIC FTT.
Other Fields	2-23	4-80	Enter the data as contained in the materiel shipment status (DIC FTM).
Remarks Field	L-V	Not Applicable	This field shall be used to convey any additionally required information not provided for in the followup format.

AP8.44. APPENDIX 8.44

FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4 (MILSBILLS), Appendix 3)

AP8.45. APPENDIX 8.45

REPLY TO FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4, Appendix 3)

AP8.46. APPENDIX 8.46

REQUEST FOR SHIPMENT TRACING ON REGISTERED, INSURED, AND CERTIFIED PARCEL POST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFT.
Routing Identifier Code	4-6	Enter RIC (To), Consignor.
Other Entries	7-80	Duplicate of DIC AS_ or DIC AU_ document received.

AP8.47. APPENDIX 8.47

SUPPLY STATUS
(MATERIEL RETURNS PROGRAM)

	TYPE STATUS		
FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC).
Status is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTL.
Routing Identifier Code		4-6	Enter data as contained in DIC FTR.
Media and Status		7	Enter data as contained in DIC FTR.
Stock Number		8-22	Enter data as contained in DIC FTR.
Unit of Issue		23-24	Enter data as contained in DIC FTR.
Quantity		25-29	a. Enter quantity to be shipped. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply cassification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).

TYPE STATUS

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Number		30-43	Enter data as contained in DIC FTR.
Suffix		44	Enter data as contained in DIC FTR.
Supplementary Address		45-50	Enter data as contained in DIC FTR.
Signal		51	Enter data as contained in DIC FTR.
Fund		52-53	Enter data as contained in DIC FTR.
Routing Identifier Code		54-56	Enter data as contained in DIC FTR.
Estimated Shipping Date		57-59	Enter estimated date of shipment.
Priority		60-61	Enter data as contained in DIC FTR.
Action Date		62-64	Enter ordinal day of document preparation.
Blank		65-80	Leave blank.

AP8.48. APPENDIX 8.48

MATERIEL RELEASE DOCUMENT
DD FORM 1348-1A OR DD FORM 1348-2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3[1]	Perpetuate from requisition or source document unless otherwise indicated.
Routing Identifier Code (From)	4-6[2]	Enter the RIC of the shipping activity.
Media and Status	7	Enter the M&S code assigned to the requisition or source document.
Stock or Part Number	8-22	Indicate the NSN or part number being released. See Block 25.
Unit of Issue	23-24	Indicate the U/I of the NSN or part number being released.
Quantity	25-29	Indicate the quantity being released. See Block 26.
Document Number	30-43	Enter the document number of requisition. See Block 24.
Suffix Code	44	Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24.
Supplementary Address	45-50[3]	Perpetuate from the original requisition or source document. See Block 26.
Signal	51[4]	Perpetuate from the original requisition or source document.
Fund	52-53[5]	Perpetuate from the original requisition or source document.

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[1] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

[2] Ibid.

[3] Ibid.

[4] Ibid.

[5] Ibid.

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56[6]	Perpetuate from the original requisition or source document.
Project	57-59[7]	Perpetuate from the original requisition or source document.
Priority	60-61[8]	Perpetuate from the original requisition or source document.
Required	62-64[9]	Perpetuate from the original requisition or source document.
Advice	65-66[10]	Perpetuate from the original requisition or source document.
Routing Identifier Code	67-69[11]	Perpetuate from the original requisition or source document.
Management	70-73	Perpetuate from the original requisition or source document.
Unit Price[12]	74-80	Indicate the unit price of item being released. See Block 26.

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[6] Ibid.

[7] Ibid.

[8] Ibid.

[9] Ibid.

[10] Ibid.

[11] Ibid.

[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents.   If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
1	Total price (10 digits dollars and 2 digits cents).[13]
2	Department of Defense Activity Address Code (DoDAAC) of shipping activity/DLA Disposition Services Field Office. If reduced print in used, in-the-clear address may be entered in addition to the DoDAAC.
3	DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
4	Mark-for Party, if applicable. The mark-for party may be identified by DoDAAC, RIC, clear text, or a combination of these. Up to 24 characters may be displayed as two lines of 12 each. The DoDAAC or RIC (when provided) will appear in the first line and must be separated from clear text with a slash (/). Reduced print may be used.
5	Document preparation date (enter numerical day of year).
6	National motor freight classification commodity code.
7	Freight rate for the shipment.
8	Type of cargo code (See DTR 4500.9-R "Defense Transportation Regulation)
9	Enter applicable controlled inventory item code (CIIC) that describes the classified and/or sensitive or pilferage classification of the shipment from DoD Cataloging Data and Transaction Standards (CDTS), Volume 10, Chapter 3, Table 61. (Mandatory Entry)[14]
10	Actual quantity received.
11	Unit pack of item shipped.
12	Unit weight of item shipped.
13	Unit cube of item shipped.
14	Uniform freight classification (UFC) commodity code.
15	Shelf life of item shipped. Enter SL (for shelf life) followed by applicable shelf-life code from DoD Cataloging Data and Transaction Standards (CDTS) Volume 10, Chapter 3, Table 50. (Mandatory Entry)[15]
16	Freight classification nomenclature.
17	Item nomenclature.
18	Type of container used for the shipment.
19	Number of containers that make up the shipment.

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[13] Ibid.

[14] Mandatory requirement to enter the controlled inventory item code (CIIC) and shelf-life code on the DD Form 1348-1A for issues from stock last reported as not implemented by USN. Refer to AMCL 32.

[15] Ibid.

BLOCK(S)	ENTRIES
20	Total weight of all containers that make up the shipment.
21	Total cube of all containers that make up the shipment.
22	Received by, signature of receiver, or call sign/code of individual authorized access to the automated file.
23	Date received, date shipment was received.
24	Document Number - The document number assigned to the requisition.[16]
	Suffix Code - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released.
25	National Stock Number - Enter the stock or part number being released.
	Add - For subsistence items, enter the type of pack code in position 21.
FOR OTHER THAN FMS SHIPMENTS	
26	Routing Identifier Code - The RIC code of the shipping activity.
	Unit of Issue - The unit of issue of the stock or part number being released.
	Quantity - The quantity being released.
	Condition Code - The supply condition code of materiel being released.
	Distribution - Perpetuate from record positions 55 and 56.
	Unit Price[17] - The unit price for the NSN/part number being released.
27	This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified.
	See Appendix 6.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 6.36 for the Block 27 continuation page requirements.
	For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.

[16] Prepare data from blocks 24-26 in two configurations: (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, do not include bar code.

[17] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents.   If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	<u>DTID</u> - On issues from DLA Disposition Services Field Office, enter Disposal Turn-In Document (DTID).[18]

	<u>For Issues of DLA Disposition Services-owned property</u> :
	
	Warehouse/Shipping Instructions:
	
	    <u>Exception Shipping Address</u>: If the ship to address is an exception address, print the exception address (up to five lines).
	
	    <u>Special Shipping Instructions</u>: Print any special shipping instructions. Some examples of shipping instructions can include:
	
	        Do not ship. Customer will arrange for transportation.
	
	        Do not ship property. Contact customer for transportation instructions.
	
	        Contact customer to obtain transportation fund cite and TAC.
	
	        Fax this 1348 and shipping document to [insert point of contact].
	
	    <u>Fund Citation</u>: Print line of accounting in a single text field.
	
	    <u>Foreign Military Sales Information</u>: For FMS shipments, print "FMS COSTS".
	
	    <u>Type of Property Being Shipped</u>: Indicate if the property is either "Hazardous Property" or a "Small Arms Issue".
	
	Other Instructions:
	
	    <u>Instructions for Return of Unneeded Property</u>: Print applicable instructions if customer is required to return material to DLA Disposition Services, when they no longer require the property and/or it requires demilitarization.

	<u>USML Items</u> - This block will contain clear-text information to identify shipments of USML items which may require filing of export licenses and shipper export declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED."
	<u>Purchase Order (PO) Number</u> - Perpetuate the customer's internal PO number when provided on the release order. The PO number must be prefaced by text "PO #" to clarify the usage.[19]

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[18] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

[19] Refer to ADC 473A

BLOCK(S)	ENTRIES

	For IUID to support UIT/serialized item management:[20]
	
	    Unique Item Identifier (UII) and/or Serial Number
	
	    The following additional data elements may be included in support of IUID:
	
	        Manufacturer's commercial and Government entity (CAGE)
	        Current Part Number (PN)
	        Batch/Lot (BT/LT)
	        Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

	<u>FOR OTHER THAN FMS SHIPMENTS</u>
26	Unit of Issue - two positions - the unit of issue of the stock or part number being released.
	Quantity - five positions - the quantity being released.
	Condition - one position - the supply condition code of materiel being released.
	Unit Price[21] - the unit price for the NSN/part number being released.
	Supplementary Address - the first position and last three positions of the supplementary address.
27	This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D barcode which contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified. See Appendix 6.35 for Code 39 linear bar code and PDF417 2D barcode format information. See Appendix 6.36 for the Block 27 continuation page requirements.
	USML Items – This block will contain clear-text information to identify shipments of United States Munitions List (USML) items which may require filing of export licenses and Shipper Export Declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED.

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[20] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/399A. Components have not reported implementation at this time.

[21] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	<u>For FMS Repair/Return and Repair/Replace Items</u> – Include the estimated or actual unit cost for the repair service; perpetuate from the release order when provided. This block will contain the following statement: "Unit repair value of $XXXXXXXX.XX is provided for United States Customs export purposes. [22]
	<u>For IUID to support UIT/serialized item management</u>:[23]
	Unique Item Identifier (UII) and/or Serial Number (S/N)
	The following additional data elements may be included in support of IUID:
	Manufacturer's CAGE
	Current Part Number
	Batch/Lot
	Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

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[22] Refer to ADC 1031.

[23] Ibid.

AP8.49. APPENDIX 8.49

TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICE ON 1348-1A OR DD FORM 1348-2 (SINGLE LINE-ITEM TURN-INS)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Perpetuate from the source document. For locally determined excesses generated at a base, post, camp, or station, assign a DIC as determined by Service/Agency (S/A) procedures.
Routing Identifier Code	4-6	Enter the RIC of the shipping activity or leave blank when the shipping activity is not assigned an RIC.
Media and Status	7	Leave blank.
Stock or Part Number	8-22	Enter the stock or part number being turned in. For subsistence items, enter the type of pack in rp 21. See Block 25.
Unit of Issue	23-24	Enter the unit of issue of the stock or part number being turned in.
Quantity	25-29	Enter the quantity being turned in to DLA Disposition Services Field Office.
Document Number	30-43	Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excess generated at base, post, camp, or station, assign as determined by S/A procedures. See Block 24.
Suffix	44	Leave blank.
Supplementary Address	45-50	Enter DoDAAC of predesignated consignee DLA Disposition Services Field Office .

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Signal	51	For hazardous materiel and waste turn-ins, enter the applicable signal code; otherwise, leave blank. Signal Codes A, B, C, and L are authorized; if using Signal Code B, bill-to office must be identified in block 27. Refer to Appendix AP7.10, Signal Codes, for bill-to identification rules associated with disposal turn-in document (DTID).
Fund	52-53	For Hazardous materiel and waste turn-ins, enter the bill to fund code for reimbursable actions associated with disposal.
Distribution	54	Perpetuate from source document or leave blank.
Retention Quantity	55-61	Enter the quantity to be retained in inventory or leave blank.
Precious Metals	62	Enter applicable precious metals code from appendix AP7.23.
Automated Data Processing Equipment Identification	63	Enter applicable ADPE code from appendix AP7.24.
Disposal Authority	64	Enter applicable disposal authority code from Appendix AP7.21.
Demilitarization	65	Enter code assigned as required by DoD 4160.21-. Note: When demilitarization has been accomplished prior to transfer to DLA Disposition Services Field Office, the appropriate demilitarization certification, as required by DoD 4160.21 , must be reflected in Block 27.
Reclamation	66	Enter Y if reclamation was performed prior to release to a DLA Disposition Services Field Office. Enter R if reclamation is to be performed after turn-in to DLA Disposition Services Field Office. Enter N if reclamation is not required.
Routing Identifier Code	67-69	Perpetuate from disposal release order (DRO).
Ownership	70	Enter applicable ownership code or leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter the applicable MILSTRAP supply condition code.
Management	72	Perpetuate from source document or leave blank.
Flight Safety Critical Aircraft Parts	73[1]	Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP.
Unit Price	74-80	Enter the unit price for the NSN or part number in rp 8-22[2].

BLOCK(S)	ENTRIES
1	Enter the extended value of the transaction[3].
2	Enter the shipping point by Department of Defense activity address code (DoDAAC); if reduced printing is used, in-the-clear address may be entered in addition to the DoDAAC.
3	Enter the consignee DLA Disposition Services Field Office by DoDAAC. This will be the predesignated DLA Disposition Field Office and will be entered by the shipping activity; if reduced printing is used, the in-the-clear address may be entered in addition to the DoDAAC.
4	Insert HM, if the turn-in is hazardous materiel or HW, if the turn-in is hazardous waste.
5	Enter the date of document preparation, if required by the shipper.
6	Enter the national motor freight classification (NMFC), if required by the shipper.
7	Enter the freight rate, if required by the shipper.
8	Enter coded cargo data, if required by the shipper.
9	Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment from DoDM Cataloging Data and Transaction Standards (CDTS), Volume 10, Chapter 3, Table 61.

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[1] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.

[2] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221A.

[3] If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)   ENTRIES

BLOCK(S)	ENTRIES
10	Enter the quantity actually received by the DLA Disposition Field Office, if different from positions 25-29.
11	Enter the number of units of issue in a package, if required by the shipper.
12	Enter the unit weight applicable to the unit of issue, if required by the shipper.
13	Enter the unit cube applicable to the unit of issue, if required by the shipper.
14	Enter the uniform freight classification, if required by the shipper.
15	Enter the shelf life, if appropriate; otherwise, leave blank.
16	Enter in-the-clear freight classification nomenclature, if required by the shipper.
17	Enter the item nomenclature. For non-NSN items; enter as much descriptive information as possible. Specified additive data or certification from the generating source for specific types of property should be entered.
18	Enter type of container, if required by the shipper.
19	Enter number of containers that makes up the shipment, if required by the shipper.
20	Enter total weight of shipment, if required by the shipper.
21	Enter total cube of shipment, if required by the shipper.
22	Received By - Enter the signature of person receiving the materiel.
23	Date Received - Enter date materiel was received and signed for.
24	Document Number - Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excesses generated at base, post, camp, or station, assign a document number as determined by Service/Agency procedures. Suffix Code - Leave blank.[4]
25	National Stock Number - Enter the stock number or part number being turned in. Additional - For subsistence items, enter the type of pack code rp 21.
26	For turn-in to DLA Disposition Services Field Office - This block will not contain bar code data, it is reserved for internal DLA Disposition Services Field Office use.

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[4] Data from blocks 24-25 will be displayed in two configurations; (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, bar code will not be included.

BLOCK(S)　　ENTRIES

27　　　　　This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Enter data in this block as required by the shipping activity or the DLA Disposition Services receiving the materiel. When data is entered in the block, it will be clearly identified. See Appendix 6.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 6 .36 for the Block 27 continuation page requirements.

HM/HW Turn-Ins – For hazardous materiel and waste turn-ins, enter the DoDAAC of the bill-to office (required for Signal Code B), the contract line item number (CLIN) for the item on the disposal contract, the total cost of the disposal, Hazardous Waste Profile Sheet Reference Number, the Material Safety Data Sheet 5-digit alpha code from the Hazardous Material Information Repository System, the Chemical Name of Hazardous Contaminant(s), and the Noun Name of Non-Hazardous Contaminant(s).

FSCAP Items –This block will contain both coding and clear-text information to identify Flight Safety Critical Aircraft Parts (FSCAP) shipments to DLA Disposition Services Field Offices using Criticality Code E or F as follows: FSCAP E - Flight Safety Critical Aircraft Part-Nuclear Hardened or FSCAP F – Standard Flight Safety Critical Aircraft Part.[5]

Scrap Reimbursement – This block will contain the fund citation for reimbursement of scrap proceeds minus Disposition processing costs.

For IUID to support UIT/serialized item management[6]

Unique Item Identifier (UII) and/or Serial Number

The following additional data elements may be included in support of IUID:
　　Manufacturer's CAGE
　　Current Part Number
　　Batch/Lot
　　Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

Small Arms/Light Weapons (SA/LW) Turn-In[7] – Ship serialized weapons and serialized weapon parts to the Anniston, Alabama, DEMIL Center. Do not mix partial and complete weapons on a single IRRD. For partial/incomplete weapon turn-in, identify missing parts in this block. If there is insufficient space, use an attached continuation page (refer to

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[5] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6,

[6] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC44B and ADC 399/399A. Components have not reported implementation at this time.

[7] Refer to ADC 1175 and https://www.dla.mil/DispositionServices/.

BLOCK(S)   ENTRIES

Appendix 1.36). If the shipment includes multiple weapons, associate each list of missing parts with the serial number of the whole weapon. In lieu of listing the missing parts, the owning Component may authorize including aa signed statement certifying that the weapons have missing parts. Provide the name and contact information of the authorizing official. If prepared electronically, provide a digital signature.

AP8.50. APPENDIX 8.50

RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Leave blank.
Routing Identifier Code From	4-6	Leave blank.
Media and Status	7	Leave blank.
Stock Number	8-22	Enter the stock or part number of the item authorized to be returned.
Unit of Issue	23-34	Enter the UI.
Quantity	25-29	Enter the quantity authorized to be returned.
Document Number	30-43	Enter the requisitioner's document number from block 8, SF 364.
Suffix	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54-56	Leave blank.
Project	57-59	Leave blank.
Priority	60-61	Leave blank.
Required Delivery Date	62-64	Leave blank.
Advice	65-66	Leave blank.
Routing Identifier Code	67-69	Enter the RIC of U.S. source of supply preparing the DD Form 1348-1A or DD Form 1348-2.
Blank	70-73	Leave blank.
Unit price	74-80	Enter the unit price for the NSN or part number shown in rp 8-22. (This should be the same price as used on the issue document.)

BLOCK(S)	ENTRIES
A	Leave blank.
B	The consignee by account number, name, and address.
C-D	Enter words "Transshipment point" and account number, name, and address of activity designated to receive the transshipped materiel. If not designated, leave blank.
E	The extended value of the transaction.
F-N	Leave blank.
O	Date of document preparation.
P	Supply condition of the materiel authorized for return.
Q-Y	Leave blank.
1-10	Leave blank.
AA-BB	Enter the "SDR number" from Block 2, SF 364.
CC-GG	Leave blank.
11-12	Leave blank.
13	Transportation fund cite applicable to the shipment.
14-15	Leave blank.

AP8.51. APPENDIX 8.51

MATERIEL OBLIGATION VALIDATION REINSTATEMENT REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC APR.
Routing Identifier Code	4-6	Enter the RIC of the source of supply that canceled the requisition.
Other Fields	7-24	Enter the data from the supply status transaction (DIC AE_) with Status Code BS.
Quantity	25-29	Enter the quantity required; this quantity cannot be greater than the original quantity canceled
Other Fields	30-61	Enter the data from supply status transaction (DIC AE_) with Status Code BS.
Blank	62-64	Leave blank.
Advice Code	65-66	Enter the advice code from the original requisition; otherwise, leave blank.
Blank	67-70	Leave blank.
Transaction Day	71-73	Enter the ordinal day of year of the reinstatement request.
Blank	74-80	Leave blank.

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[1] Established procedures to reinstate canceled requisitions last reported as not implemented by United States Navy (USN). Refer to AMCL 150C.

AP8.52. APPENDIX 8.52

INVENTORY CONTROL POINT GOVERNMENT FURNISHED MATERIEL VALIDATION REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AX1.
Routing Identifier Code (From)	4-6	Enter the RIC identifying the inventory control point (ICP) creating the DIC AX1 transaction.
Media and Status	7	Perpetuate from the requisition.
Stock Number	8-22	Perpetuate from the requisition.
Unit of Issue	23-24	Perpetuate from the requisition.
Quantity	25-29	Perpetuate from the requisition.
Document Number	30-43	Perpetuate from the requisition. If perpetuating from a referral order, use suffix code.
Demand/Suffix Code	44	Perpetuate from the requisition.
Supplementary Address	45-50	Perpetuate from the requisition.
Signal	51	Perpetuate from the requisition.
Fund Code	52-53	Perpetuate from the requisition.
Distribution	54	Perpetuate from the requisition.
Project Code	57-59	Perpetuate from the requisition.
Priority Designator	60-61	Perpetuate from the requisition.
Supply Source Origination Date	62-64	Enter the date the DIC AX1 was created.
Advice	65-66	Perpetuate from the requisition.
Blank	67-68	Leave blank.

---

[1] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Call Number	69-72	Perpetuate from the requisition.
Contract Identification	73-80	Perpetuate from the requisition.
OR		
Management Control Activity Routing Identifier Code	74-76	Perpetuate from the requisition.

AP8.53. APPENDIX 8.53

MANAGEMENT CONTROL ACTIVITY GOVERNMENT FURNISHED MATERIEL VALIDATION RESPONSE[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AX2.
Routing Identifier Code (To)	4-6	Perpetuate from the DIC AX1 transaction.
Media and Status	7	Perpetuate from the DIC AX1 transaction.
Stock Number	8-22	Perpetuate from the DIC AX1 transaction.
Unit of Issue	23-24	Perpetuate from the DIC AX1 transaction.
Quantity	25-29	If Advice Code 2R is entered in rp 65-66, enter quantity to be supplied. If Advice Code 2Q is entered in rp 65-66, enter total quantity to be rejected.
Document Number	30-43	Perpetuate from the DIC AX1 transaction.
Demand	44	Perpetuate from the DIC AX1 transaction.
Supplementary Address	45-50	Perpetuate from the DIC AX1 transaction.
Signal	51	Perpetuate from the DIC AX1 transaction.
Fund Code	52-53	Perpetuate from the DIC AX1 transaction.
Distribution	54-56	Perpetuate from the DIC AX1 transaction.
Project Code	57-59	Perpetuate from the DIC AX1 transaction.
Priority	60-61	Perpetuate from the DIC AX1 transaction.
Validation Date	62-64	Enter date validated or rejected by the MCA.
Advice or Status	65-66	Enter the applicable advice code from Appendix AP7.15 or status code from Appendix AP7.16 .
Blank	67-68	Perpetuate from the DIC AX1 transaction.

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[1] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

	RECORD	
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Call Number	69-72	Perpetuate from the DIC AX1 transaction.
Contract Identification	73-80	Perpetuate from the DIC AX1 transaction.
OR		
Management Control Activity Routing Identifier Code	74-76	Perpetuate from the DIC AX1 transaction.

AP8.54. APPENDIX 8.54

DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE TRANSACTION[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP8.
Routing Identifier Code	4-6	Enter RIC SGA.
Submitting Activity	7-12	Enter Department of Defense activity address code (DoDAAC) of applicable activity.
Blank	13-80	Leave blank.

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[1] Use of revised Materiel Obligation Validation (MOV) temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP8.55. APPENDIX 8.55

NOTIFICATION OF CUSTOMER NONRESPONSE TO MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AV_.
Routing Identifier Code	4-6	Enter RIC of supply source initiating the request.
Media and Status	7	Enter the program originator code; otherwise, leave blank. This code may be entered by the international logistics control office (ILCO), at Service option, on Service initiated foreign military service (FMS) and grant aid transactions to security assistance organizations (SAO).
Stock or Part Number	8-22	Enter the stock or part number of item on which validation is required. This number should be in agreement with the number included in the latest status transaction furnished to the recipient activities prior to the notification request.
Unit of Issue	23-24	Enter data from original requisition.

Quantity	25-29	A. Enter quantity in BZ status not responded to in Materiel Obligation Validation (MOV). b. For ammunition items and ammunition related item only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1, 950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp29).
Document Number	30-43	Enter the document number of the original requisition for the item being validated.
Suffix	44	Enter the suffix assigned; otherwise, leave blank.
Other Fields	45-56	Enter the data from the original requisition for the item being validated.
Blank	57-79	Leave Blank.
Multi-Use	80	Reserved for the ILCO's entry of internal control data on FMS and grant aid transactions; otherwise, leave blank.

AP8.56 APPENDIX 8.56

WEBSDR CONTRACTOR NONCOMPLIANCE DATA EXTRACT[1]

Data Element Name	A=Alpha N=Numeric S=Special Characters	Field Length Min/Max	M=Mandatory O=Optional
Submitting Activity (DoDAAC)	A/N	6/6	M
SDR Document Type	A/N	1/1	M
Customer Preparation Date (YYYYMMDD)	N	8/8	M
Action Activity (DoDAAC assigning Cause Code)	A/N	6	M
DoD WebSDR Control Number	N	11/11	M
Contract Administration Office	A/N	6/6	O[2]
Procurement Instrument Identifier (PIID) (Contract Number)	A/N	13/19[3]	M
Vendor Commercial and Government Entity (CAGE) Code[4]	A/N	5/5	M
Action Activity Reply Date (YYYYMMDD)	N	8/8	M
Materiel Identification:	A/N	(variable)	M
National Stock Number		13/13	
Part Number[5]	A/N/S	32	
Manufacturer's CAGE Code		5	
LSN/Other Materiel Identification		13/25	
Cause Code	A	2/2	M

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[1] Refer to ADC 1181A.
[2] Refer to ADC 1181B.
[3] Refer to ADC 1161A, Update Uniform Procurement Instrument Identifier (PIID) Numbering System.
Note: If only the PIID call/order number is available, it will be provided in this data field.
[4] Populated by the shipper field in WebSDR.
[5] Refer to ADC 1181B.

Quantity Discrepant (not included when Document Type W)	N	1/7	O
Discrepancy Code 1	A/N	2/4	M
Discrepancy Code 2	A/N	2/4	O
Discrepancy Code 3	A/N	2/4	O
Contract Line/Subline Item Number	A/N	4/6	O
Call/Order Number	A/N	4[6]	O
Vendor-Assigned Shipment Number	A/N	7/22	O
Disposition Reply Code 1	N	3/3	M
Disposition Reply Code 2	N	3/3	O
Disposition Reply Code 3	N	3/3	O
Document (Requisition) Number (only included when Document Type 6)	A/N	14/14	O
Document Number Suffix	A/N	1/1	O

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[6] Refer to ADC 1161A, Update Uniform PIID Numbering System. The call/order number will only be provided as a discrete data field when populated with the legacy four-position data element. Otherwise, the PIID call/order number will be reflected in the PIID data field.

AP9. APPENDIX 9

GENERATOR COMMUNICATIONS INTERFACE STANDARD 5.0.0

AP9.1 General.

AP9.1.1. Generator Communications (GenComm) basically serves as an interpreter, allowing DLA Disposition Services to read automated data submitted from the generator's system, which meets the standard set forth in this document. Data can be submitted in bar delimited format or in XML.

AP9.1.2. GenComm allows for the electronic transfer of the Waste Profile Sheet (WPS, DRMS 1930 and the Disposal Turn-In Document (DTID, DD1348-1A) data.

AP9.1.2.1. It expedites the transfer of accountability from the Generator to the DLA Disposition Services Field Office.

AP9.1.2.2. It expedites the ultimate disposal of hazardous waste from the DoD supply chain by reducing keystroke errors and lowering data entry costs by decreasing paper handling.

AP9.2. Procedure.

AP9.2.1. The generator uses their system to create either an ASCII or an XML file.

AP9.2.2. The generator transfers their file to the GenComm server by using one of the following methods:

AP9.2.2.1. E-mail file to: gencomm@gencomm.dla.mil

AP9.2.2.2. Upload the file to: Gencomm Upload Page

AP9.2.2.3. Use secure shell/secure FTP

AP9.2.3. Generator checks the GenComm Log file to check for problems or errors. The log file lists the WPS numbers and DTID numbers, which processed. Items rejected show the WPS/DTID number and a reason for the reject. Items rejected need to be resubmitted in a new file, with a different name. Note: the individual records reject – not the entire file.

AP9.2.4. To receive the GenComm Log file submit the following via e-mail:

AP9.2.4.1. DoDAAC

AP9.2.4.2. E-mail Address for system or individual(s) to receive the log.

AP9.2.4.3. To: mailto:DRMSShipHQ@dla.mil

AP9.3. <u>File Format for Generator Communications (Version 5.0.0 – 04/17/08)</u>. The basic structure for communicating this data is to use sections and subsections in a text file. The record format for each text line is determined by a combination of its sequence in the outline and its first field.

AP9.3.1. Structure.

AP9.3.1.1. The required outline is as follows:

- File Header
- WPS Section, if any
- DTID Section, if any

AP9.3.1.2. Each WPS section is as follows:

- WPS Section Header
- WPS Subsection(s), if any
- WPS Section Trailer

AP9.3.1.2.1 Each WPS Subsection is as follows:

- WPS Record
- Chemical Composition Subsection, if any
- EPA Waste Number Subsection, if any.

AP9.3.1.2.2. Each Chemical Composition Subsection is as follows:

- Chemical Composition Section Header
- Chemical Composition Record(s)
- Chemical Composition Section Trailer.

AP9.3.1.2.3. Each EPA Waste Number Subsection is as follows:

- EPA Waste Number Subsection Header
- EPA Waste Number Record(s)
- EPA Waste Number Subsection Trailer.

AP9.3.1.3. Each DTID section is as follows:

- DTID Section Header
- DTID Subsection(s), if any
- DTID Section Trailer.

AP9.3.1.3.1. Each DTID Subsection is as follows:

- DTID Record
- DTID Container Subsection, if any
- DTID EPA Waste Code Subsection, if any
- DTID State Waste Code Subsection, if any

AP9.3.1.3.2. Each DTID Container Subsection is as follows:

- DTID Container Subsection Header
- DTID Container Record(s)
- DTID Container Subsection Trailer.

AP9.3.1.3.3. Each DTID Container Subsection is as follows:

- DTID EPA Waste Code Subsection Header
- DTID EPA Waste Code Record(s)
- DTID EPA Waste Code Subsection Trailer.

AP9.3.1.3.4. Each DTID State Waste Code Subsection is as follows:

- DTID State Waste Code Subsection Header
- DTID State Waste Code Record(s)
- DTID State Waste Code Subsection Trailer.

AP9.3.2. Fields are restricted to a maximum of the length indicated, unless noted as variable (V).

AP9.3.3. Fields will be delimited by the pipe symbol ("|") in the bar delimited files. However, there will not be a trailing pipe ("|").

AP9.3.4. Records will be delimited by the carriage return <CR>, technically stored as the carriage return line feed (LF) combination. This will be represented as End of Record Indicator in the record formats.

AP9.3.5. At the end of any record there are three options:

AP9.3.5.1. Continue with the next record.

AP9.3.5.2. Terminate the section or subsection with its trailer and start a new section or subsection.

AP9.3.5.3. Terminate the section or subsection with its trailer and quit (End of file).

AP9.3.6. The following codes are used in defining record formats:

- Mandatory (M)
- Optional (O)

- Alpha (A)
- Numeric (N)
- Alpha/Numeric (A/N)

AP9.4. Record Formats for Generator Communications (Version 5.0.0 - 04/17/08)

AP9.4.1. <u>File Header Format</u>. The header record will be followed by one or two sections: Waste Profile Sheet (WPS) Section or Disposal Turn In Document (DTID) Section. Each section can contain one or more records. A section must have a section header and a section trailer. Permissible combinations are: File Header (FH) and WPS and DTID Sections (in that order), FH and WPS Section only, or FH and DTID section only. Note: The Routing Identifier Code (RIC) SFX must be coordinated with your environmental contact to ensure proper routing.

M/ O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	*Generator's File Transfer* DoDAAC	A/N	6	6	The Generator DoDAAC i.e. FB2020
M	*Transaction* Date	N	7	7	Julian date the file was created i.e. 1994332
M	*Transaction* Time	N	4	4	In the format HHMM
M	DLA Disposition Services *Site ID (RCCC)*	A/N	4	3	DLA Disposition Services *Site ID*
O	*Generator's Software Release* Version *Number*	A/N	*50*	1	Generator Software Release Version Number
M	End of Record Indicator				

AP9.4.2. WPS Section Header Format.

M/ O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	WPS Section Header	A/N	12	12	A constant of "beg_wps_sect"
M	End of Record Indicator				

AP9.4.3. WPS Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style	DRMS 1930 Block # Correlating Data Elements
M	Waste Profile Number	A/N	20	5		Part 1 – A
M	Generator Name	A/N	30	2		Part 1 – A-1
M	Facility Address Line 1	A/N	30	3		Part 1 – A-2
O	Facility Address Line 2	A/N	30	0		Part 1 – A-2
M	Facility Address Line 3	A/N	30	2	City & State	Part 1 – A-2
M	Facility ZIP Code	A/N	10	5	NNNNN-NNNN	Part 1 – A-3
O	Generator USEPA ID	A/N	13	0		Part 1 – A-4
O	Generator State ID	A/N	13	0		Part 1 – A-5
M	Technical Contact **Name**	A/N	30	2		Part 1 – A-6
O	Technical **Contact** Title	A/N	30	0		Part 1 – A-7
M	Technical **Contact** Phone	A/N	21	4	XXX(NNN)NNN-NNNNxNNNN	Part 1 – A-8
O	**Waste** Profile Established Date	N	7	0	Julian YYYYDDD	
O	Name of Waste	A/N	60	0		Part 1 – B-1
O	Process Generating Waste	A/N	60	0		Part 1 – B-3
O	Projected Annual Volumes	N	10.4	0	NNNNNNNNNN.NNNN	Part 1– B-3
O	Projected Annual Units	A	10	0		Part 1 – B-4
O	Mode of Collection	A	15	0		Part 1 – B-5
O	Dioxin Waste	A	1	0	Y/N	Part 1 – B-6
O	Land Disposal Restrictions **Indicator**	A	1	0	Y/N	Part 1 – B-7-A
O	Exemption Granted **Indicator**	A	1	0	Y/N	Part 1 – B-7-B
O	Meets Treatment Standards **Indicator**	A	1	0	Y/N	Part 1 – B-7-C
O	Treatment Standard Reference	A/N	30	0		Part 1 – B-7-C
O	Color	A	30	0		Part 2 – 1-1
O	Density	*A/N*	*15*	0		Part 2 – 1-2
O	BTU/LB	*A/N*	*15*	0		Part 2 – 1-3
O	Total Solids	*A/N*	*15*	0		Part 2 – 1-5
O	Ash Content	*A/N*	*15*	0		Part 2 – 1-4

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style	DRMS 1930 Block # Correlating Data Elements
O	Layering	A	12	0	MULTILAYERED, BILAYERED, SINGLE PHASE	Part 2 – 1-6
O	Physical State	A	10	0	S = SOLID, L = LIQUID, SS = SEMISOLID, G = GAS, O = OTHER	Part 2 – 2
O	Treatment Group	A	1	0	W=Wastewater, N = Nonwastewater	
O	Ignitable *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Flash Point (*Degrees Fahrenheit*)	A/N	9	0		Part 2 – 2
O	High T*OC* (> 10 %) *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Low T*OC* (< 10 %) *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Reactive *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Water Reactive *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Cyanide Reactive *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Sulfide Reactive *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Corrosive *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Ph	A/N	8	0	Example: >= 12.5	
O	Toxicity Characteristic *Indicator*	A	1	0	Y/N	Part 2 – 2
O	Corrodes Steel *Indicator*	A	1	0	Y/N	
O	Copper Quantity	N	*20*	0		
O	Copper Units	A/N	*5*	0		
O	Phenolics Quantity	N	*20*	0		
O	Phenolics Units	A/N	*5*	0		
O	Nickel Quantity	N	*20*	0		
O	Nickel Units	A/N	*5*	0		
O	Total Halogens Quantity	N	*20*	0		
O	Halogens Units	A/N	*5*	0		
O	Zinc Quantity	N	*20*	0		
O	Zinc Units	A/N	*5*	0		

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style	DRMS 1930 Block # Correlating Data Elements
O	Volatile Organics Qty	N	**20**	0		
O	Volatile Organics Units	A/N	**5**	0		
O	Chromium Hex Quantity	N	**20**	0		
O	Chromium Units	A/N	**5**	0		
O	PCB Quantity	N	**20**	0		
O	PCB Units	A/N	**5**	0		
O	Other ***Chemical Component*** Description	A/N	30	0		
O	Other ***Chemical Component*** Quantity	N	**20**	0		
O	Other ***Chemical Component*** Units	A/N	**5**	0		
O	Dot Hazardous Material	A	1	0	Y/N	Part 2-4
O	Proper Shipping Name	A/N	**200**	0		Part 2-4
O	Hazard Class	A/N	18	0		Part 2-4
O	UN or NA Number	A/N	6	0		Part 2-4
O	Additional Description	A/N	60	0		Part 2-4
O	***Packing Type***	A/N	30	0	BULK, DRUM or OTHER (Describe)	Part 2-4
O	DoT Reportable Q*uant*ity	N	5	0		Part 2-4
O	DoT Unit of Issue	A/N	5	0		
O	Packing Group	A	3	0		Part 2-4
O	Emerg*ency* Resp*onse* Guide Page N*umber*	N	4	0		Part 2-4
O	Edition (YR)	N	4	0		
O	Special Handling Info*rmation*	A/N	90	0		Part 2-5
O	Basis For Information	A	4	0	USER for user knowledge LAB for chemical analysis	Part 2-6
O	RCRA Requirements	A/N	255	0		
O	Add*itiona*l RCRA Requirements	A/N	255	0		Part 2-6
O	Certifier Name	A	45	0		Part 2-6
M	End of Record Indicator					

AP9.4.4. Chemical Composition Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style	DRMS 1930 Block # Correlating Data Elements
M	Composition Subsection Header	A/N	13	13	A constant of "beg_comp_sect"	
M	End of Record Indicator					

AP9.4.5. Chemical Composition Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style	DRMS 1930 Block # Correlating Data Elements
M	Chemical Name	A	60	2		Part 2-3
M	Chemical Concentration	A/N	*30*	1		Part 2-3
M	Chemical Range	A/N	30	2		Part 2-3
M	CAS *Identifier*	A/N	11	2	Chemical Abstract Service Number	Part 2-3
M	*Underlying Hazardous Constituent*	*A/N*	*1*	*1*	*Y for Yes; N for No; or Blank*	
M	End of Record Indicator					

AP9.4.6. Chemical Composition Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Composition Subsection Trailer	A/N	13	13	A constant of "end_comp_sect"
M	End of Record Indicator				

AP9.4.7. EPA Waste Number Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	EPA Waste No Subsect Header	A/N	12	12	A constant of "beg_ewn_sect"

M	End of Record Indicator				

AP9.4.8. EPA Waste Number Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	EPA HW Number	A/N	4	4	EPA HW Number i.e. D001
M	EPA Units	A/N	5	2	
M	End of Record Indicator				

AP9.4.9. EPA Waste Number Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	EPA Waste No Subsection Trailer	A/N	12	12	A constant of "end_ewn_sect"
M	End of Record Indicator				

AP9.4.10. WPS Section Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	WPS Section Trailer	A/N	12	12	A constant of "end_wps_sect"
M	End of Record Indicator				

AP9.4.11. DTID Section Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	DTID Section Header	A/N	12	12	A constant of "beg_dtid_sect"
M	End of Record Indicator				

AP9.4.12. DTID Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Federal Supply Class	N	4	4	
M	NIIN/Local Stock Number	A/N	9	*9*	
O	Additional Data	A/N	2	0	
M	Document Number	A/N	15	14	Disposal Turn In Document Number
M	Unit of Issue	A	2	2	
M	*Issued* Quantity	N	*7*	1	
O	Disposal Authority C*ode*	A	1	0	M=Approved, N=Not Reqd., R=Auth. Received
M	Hazardous Waste/Mat*erial* Code	A	1	1	"W" for hazardous and non-regulated waste, "M" for hazardous material, and "N" for *usable* property, *"P" for Special Services request, and "S" for scrap property* turn-ins to DLA Disposition Services Field Office
M	*Issue* Unit Price	N	5.2	1	NNNNN.NN (Acquisition Unit Price)
M	Item Nomenclature	A/N	60	2	
M	Supply Condition Code	A	1	1	
M	Demil*itarization* Code	A	1	1	
O	Accumulation Start Date	N	7	0	Julian Date i.e. 1994320
O	Waste Profile Sheet N*umber*	A/N	20	*5*	
O	MSDS Number	A/N	15	0	
O	Receipt Manifest Number	A/N	17	0	Only used for property received at the DLA Disposition Services Field Office from an off-site facility. Put in the 12 digit EPA Manifest Number.
O	Type of Container	A/N	60	0	
O	*Disposal* Total *Weight/Volume*	N	6	0	
O	*Disposal Total Weight/Volume Unit*	A	1	0	P= Pounds, T= Short Tons (2000 LB), G= Gallons, Y= Cubic Yards, K= Kilograms, M= Tonnes (1000KG), L= Litres, C= Cubic Meters
O	Org*anization* Code	A/N	6	0	

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
O	Building	A/N	6	0	
O	Type Operation	A/*N*	60	0	i.e. Motor Pool, Spill Residue, Degreasing etc.
M	Contact Name	A	18	4	
M	Contact Phone	A/N	21	4	
O	Waste Description *L*ine 1	A/N	60	0	
O	Waste Description *L*ine 2	A/N	60	0	
O	Waste Description *L*ine 3	A/N	60	0	
O	Waste Description *L*ine 4	A/N	60	0	
O	Contract Number	A/N	13	0	
O	HIN	A/N	6	**6**	
M	Total Disposal Cost	N**2**	5.2	4	NNNNN.NN
M	Fund Code	A/N	2	2	
O	Bill to DoDAAC	A/N	6	0	
O	Pickup DoDAAC	A/N	6	0	
O	Number of Containers	N	4	0	Count of containers in DTID
M	End of Record Indicator				

AP9.4.13. DTID Container Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Container Subsection Header	A/N	13	13	A constant of "beg_cont_sect"
M	End of Record Indicator				

AP9.4.14. DTID Container Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Document Number	A/N	15	1	Disposal Turn In Document Number
M	Container Number	A/N	15	*1*	Alias "Drum Number"
O	Storage Location Code	A/N	*16*	0	Location within the building
O	Container *Weight/Volume*	N	6	0	
O	Accumulation Start Date	N	7	0	Julian Date i.e. 1994320
M	End of Record Indicator				

AP9.4.15. DTID Container Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Container Subsection Trailer	A/N	13	13	A constant of "end_cont_sect"
M	End of Record Indicator				

AP9.4.16. DTID EPA Waste Code Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	EPA Waste Code Subsection Header	A/N	16	16	A constant of "beg_dtidepa_sect"
M	End of Record Indicator				

AP9.4.17. DTID EPA Waste Code Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Document Number	A/N	15	14	Disposal Turn In Document Number
M	DTID EPA Waste Codes	A/N	4	4	EPA waste code for DTID

M	End of Record Indicator				

AP9.4.18. DTID EPA Waste Code Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	EPA Waste Code Subsection Trailer	A/N	16	16	A constant of "end_dtidepa_sect"
M	End of Record Indicator				

AP9.4.19. DTID State Waste Code Header Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	State Waste Code Subsection Header	A/N	16	16	A constant of "beg_dtidsta_sect"
M	End of Record Indicator				

AP9.4.20. DTID State Waste Code Record Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	Document Number	A/N	15	14	Disposal Turn In Document Number
M	DTID State Waste Codes	A/N	10	4	State waste code for DTID
M	End of Record Indicator				

AP9.4.21. DTID State Waste Code Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	State Waste Code Subsection Trailer	A/N	16	16	A constant of "end_dtidsta_sect"

M	End of Record Indicator				

AP9.4.22. DTID Section Trailer Format.

M/O	Field Name	A, N or A/N	Field Length	Min Field Length	Example, Format or Style
M	DTID Section Trailer	A/N	13	13	A constant of "end_dtid_sect"
M	End of Record Indicator				

AP10. APPENDIX 10

RESERVED

AP11. APPENDIX 11.

CORRELATION OF MILSTRAP LEGACY DIC FUNCTIONALITY TO DLMS IMPLEMENTATION CONVENTION CODING

AP11.1. This appendix provides a user aid for Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP). The aid consists of correlation tables between MILSTRAP legacy document identifier code (DIC) series, (e.g., D4_, D6_, D7_, etc.) and DLMS implementation conventions (IC), which provide general functional equivalency between each MILSTRAP DIC and DLMS IC. In addition to identification of the DIC/DLMS basic cross-references, physical location of the applicable transaction type code(s) within each DLMS IC and clarifying information required to define a valid correlation are provided:

AP11.2. Correlation of MILSTRAP legacy DIC Functionality to DLMS Transactions (legacy DIC Sequence)

Correlation of MILSTRAP DIC Functionality to DLMS Transactions:

http://www.dla.mil/Portals/104/Documents/DLMS/eApplications/LogDataAdmin/MILSTRAP_DI_Code_Function_DI_Code_sequence.doc

AP11.3. Correlation of DLMS Transaction to MILSTRAP legacy DIC Functionality (DLMS Sequence)

Correlation of DLMS Transaction to MILSTRAP DIC Functionality:

http://www.dla.mil/Portals/104/Documents/DLMS/eApplications/LogDataAdmin/MILSTRAP_DI_Code_Function_InDLMSsequence.doc

AP12. APPENDIX 12

MATERIEL RECEIPT ACKNOWLEDGMENT REPORT BUSINESS RULES

AP12.1. Materiel Receipt Acknowledgement Report – Business Rules

AP12.2. Background.

AP12.2.1.   MRA reports show shipments and the percentage of shipments for which the DAAS receives and does not receive the associated MRA transactions. Qualifying Shipments included in the report are determined by the date released to carrier (recorded at DLA Transaction Services) plus **25** calendar days to accommodate the **17** calendar days MRA reporting period and the **10** calendar days MRA follow-up response timeframes (if CONUS); **or plus 43 calendar days to accommodate the 34 calendar days MRA reporting period and the 10 calendar days MRA follow-up response timeframe (if OCONUS – Transportation Category 1 or 2);** or plus **90** calendar days to accommodate the **81** Calendar days MRA reporting period and the **10** calendar days MRA follow-up response timeframe (if OCONUS **– Transportation Category 3**).[1] Security assistance program requisitions are not captured for inclusion in LMARS or MRA Reports based on the Security Cooperation Implementing Agency code in the first position of the document number.

AP5.12.2.2. The MRA report is created at the end of each month to reflect the MRA transactions as received/not received in the preceding month. Receipt of an MRA citing Discrepancy Code B or F updates the Logistics Metrics Analysis Reporting System (LMARS) reports to reflect the current status of MRA transactions received. The MRA Reports are created monthly and reflect the MRA data at the end of the month and will not be adjusted retroactively when an MRA is submitted following receipt of materiel after an MRA citing Discrepancy Indicator Code B or F is received.

AP12.3. TRANSACTIONS

AP12.3.1. Transactions identified in the MRA Business Rules by DLMS Transaction and Legacy Document Identifier Code (DIC)

AP12.3.1.1. The Requisition transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0). This transaction provides the

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[1] Per DLM 4000.**25**, Chapter **10**, the reporting period is defined as **17** calendar days for CONUS*; 34 calendar days for OCONUS Transportation Category 1 and 2 shipments; and 81* calendar days for OCONUS **Transportation Category 3** shipments. The follow-up response timeframe for both is **10** days. **Refer to ADC 1114.**

functionality of MILSTRIP legacy Document Identifier Codes (DIC) A01, A02, A04, A05, A07, A0A, A0B, A0D, and A0E.

AP12.3.1.2. The Requisition Follow-up transaction (process as requisition if original requisition not received) is identified by the DLMS 869F by the beginning segment (1/BSI08/020 Code IN). This transaction provides the functionality of MILSTRIP legacy DIC AT1, AT2, AT4, AT5, AT7, ATA, ATB, ATD and ATE.

AP12.3.1.3. The Requisition Modification transaction (process as requisition if original document not received) is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM). This transaction provides the functionality of MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

AP12.3.1.4. The Passing Order transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BM). This transaction provides the functionality of MILSTRIP legacy DIC A31, A32, A34, A35, A37, A3A, A3B, A3D, and A3E.

AP12.3.1.5. The Referral Order transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A47, A4A, A4B, A4D, and A4E. The exception is where Distribution Code 2 or 3 is present to indicate the transaction is; 2 – lateral redistribution of consumable, or 3 – repairable assets.

AP12.3.2. Service Specific Transactions

AP12.3.2.1. The Requisition Image transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BN and 1/BR06/020 Code FI). This transaction provides the functionality of DLA, Air Force, and GSA unique legacy DIC CH1 and CHA. This transaction is used where the original transaction has bypassed the normal DAAS transaction flow.

AP12.3.2.2. The DLA post-post issue from forward stock at recruit training centers is identified by the DLMS 867I by beginning segment (1/BPT04/20 Code 01). This transaction provides the functionality of MILSTRAP legacy DIC D7_.

AP12.3.2.3. The Image of an Activated Prepositioned Requisition (Army) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 and 1/BR06/020 Code FI). This transaction provides the functionality of Army unique transaction DIC BE9 (Image of an Activated Pre–Positioned Requisition). This transaction is created by the Army National Inventory Control Point/Service Item Control Center (NICP/SICC) at the same time a pre-positioned requisition in support of Operation Plans, or mobilization station/training base installation requirements is released. The transaction is forwarded to the requisitioner (routed by DAAS), and is

used by the requisitioner to establish a due-in record for receipt processing of materiel issued by the NICP/SICC from processing of a pre-positioned requisition.[2]

   AP12.3.3. Original Source Transaction Is An Equivalent A5_ Materiel Release Order (MRO)

      AP12.3.3.1. The MRO is identified by the DLMS 940R by the shipping order identification segment (1/W0506/0200 Code NA). This transaction provides the functionality of MILSTRIP legacy DIC A51, A52, A54, A55, A57, A5A, A5B A5D, and A5E.

      AP12.3.3.2. The Lateral Redistribution Order is identified by the DLMS 940R by the shipping order identification segment (1/W0506/0200 Code NI and 1/W0507/0200 Code RG). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A47, A4A, A4B, A4D, and A4E with Distribution Code 2 or 3 present to indicate the transaction is a lateral redistribution of consumable or repair assets.

      AP12.3.3.3. The DLA Post-Post Directed Material Release Order (MRO) (Requisition) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 and 1/BR06/020 Code J). This transaction provides the functionality of the DLA unique transaction C0A/C01).

      AP12.3.3.4. The DLA Post-Post Directed MRO (Referral) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN and 1/BR06/020 Code J). This transaction provides the functionality of the DLA unique transaction CQA/CQ1).

      AP12.3.3.5. The Army Offline MRO Image is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NA, and 1/W0507/0200 Code FI). This transaction provides the functionality of the Army unique transaction B99.

      AP12.3.3.6. Intra Navy Issue (MRO) is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NA). This transaction provides the functionality of the Intra Navy use of MILSTRIP DIC A4. The Intra Navy A4_ does not have a Distribution Code of 2 or 3[3] however it is treated as an MRO. The other transaction used in the Navy Issue (MRO) scenario is identified by the DLMS 867I by the beginning segment (1/BPT04/20 Code 01). This transaction provides the

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[2] The Army advised that with the transition to Army LMP, this functionality is not currently in use, but the DAAS processing rules should be retained for potential future use.

[3] Standard A4_ transaction with a Distribution Code = 2 or 3 is treated as a lateral redistribution order. Navy A4_ is treating this A4_ as an MRO and not a requisition, thus a special rule is required so LOTS can flag appropriately. The internal rule in LOTS for categorizing these D7s is: If there is no other requisition DIC equivalent as defined in decision blocks 2 and 3, then flag the D7 as a requisition equivalent; if there is a requisition equivalent, but no traditional MRO, then treat the D7 as an MRO; if there is a requisition equivalent and MRO equivalent, but no shipment status, then treat the D7 as shipment. Summary: Navy – No Shipment; D7_ is a shipment; No MRO, D7_ is an MRO; No Reqn, D7_ is a Requisition.

functionality of the Intra Navy use of MILSTRIP legacy DIC D7_. These two transactions are primarily from Navy Enterprise Resources Planning (ERP) to Commercial Asset Visibility (CAV) sites to issue A condition materiel from a CAV site.

AP12.3.3.7. Air Force Redistribution Order (RDO) is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NI). This transaction provides the functionally of the MILSTRIP legacy A2_. This Air Force RDO is generated only for AF wholesale (owned) assets that are being shipped to another DSS storage site or being sent to an Air Force site for storage. If no record of the RDO (no shipment suspense or RDO/Referral suspense record then the Air Force will use an RDO Follow-Up identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NI and 1/W0507/0200 Code 82). This transaction provides the functionality of the Air Force Unique BF7 transaction. The Air Force system will reformat BF7 as an A2_ and either ship or create a B7_ (Denial). For issues to depot maintenance, the A5_ is sent to DSS.[4]

AP12.4. <u>MRA Business Rules derived from the MRA Decision Tree</u>. The following list identifies the decision blocks and key transactions and business rules used to identify the presence of a requisition or MRO type transactions to determine MRA Report eligibility. The decision blocks identify transactions unique to Component specific processes. Figure AP12. F1 is a graphical version of the MRA Decision Tree.

Decision Block 1. Is the Source of Supply a wholesale ICP? There must be a Wholesale ICP in the To_RIC of the Requisition or the From_RIC of the MRO.[5] The authoritative list of wholesale ICPs is found on the LMARS master data record, available on the DLMS Website.

   a. If No, terminate MRA decision tree (No MRA Required)

   b. If Yes, proceed to Decision Block 2

Decision Block 2. Is the original source transaction a requisition, requisition modification, or requisition follow-up transaction? This business rule applies to all Services/Agencies.

   a. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP. Note: If there is no associated shipment status, there is no MRA tracking for that transaction.

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[4] Some of the Air Force A2_, BF7 process was identified in ADC 405 to support ECSS development.

[5] DLA Transaction Services records the ICP (To RIC) for requisition type transaction, passing, referral and redistribution order transactions. When an MRO type transaction is received, the ICP is re-recorded and the From RIC is used. If and MRO is received by DLA Transaction Services, unless they receive a denial, the recorded ICP is never changed. A denial and new MRO will change the ICP.

b. If No, proceed to Decision Block 3

Decision Block 3. Is the original source transaction a passing order or referral order, where the Distribution Code does not equal 2 or 3 in the first position?[6] This business rule applies to all Services/Agencies.

　　a. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP

　　b. If No, proceed to Decision Block 4

Decision Block 4. Is the original source transaction one of the following Service/Agency-specific transaction types? These transactions are functioning similar to a requisition.

　　a. Army: Activated Prepositioned Requisition citing Service/Agency Code A, C or W in the first position of the document number

　　b. DLA: Requisition Image CONUS or OCONUS?

　　c. DLA: Post-Post issues (D7_) from forward stock at recruit training centers?

　　d. GSA: CH1, CHA (image transactions)?

　　　　i.　　If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP

　　　　ii.　　If No, proceed to Decision Block 5

Decision Block 5. Is the original source transaction an MRO or equivalent transaction?

　　a. All Services/Agencies: MRO or Lateral Redistribution Order citing Distribution Code 2 or 3 in the first position

　　b. DLA ICPs: Post-Post Directed MRO (Requisition)[7]

　　c. Army: Offline MRO Image

　　d. Navy: Intra-Navy Issue (MRO)

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[6] Distribution Code:
　2 – For use by IMMs to identify transactions associated with lateral redistribution of DoD consumable assets.
　3 – For use by IMMs to identify transactions associated with lateral redistribution of DoD reparable assets.
[7] DLA will not generate an A5_ unless it is for a customer requisition.

e. Air Force: RDO and RDO Follow-Up [8]

    i.   If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP

    ii.   If No, terminate MRA decision tree (No MRA Required)

Decision Block 6. Is there a shipment status from a Wholesale ICP? The authoritative list of wholesale ICPs is found on the LMARS master data record, available on the DLMS Website.

    a. If No, terminate MRA decision tree (No MRA Required)

    b. If Yes, proceed to Decision Block 7 to determine if any additional MRA exclusions apply

Decision Block 7. Do any of the following exclusions apply?

    a. Requisition DoDAAC or the ship-to DoDAAC is GSA or FEDSTRIP

    b. Security Cooperation Implementing Agency code B, D, I, K, P or T in the first position of the document number

    c. DoDAAC in document number begins with HX

    d. Distribution Code is 9 in first position indicating the requirement is for DLA Disposition Services

    e.   Non-ICP/IMM Directed Inter-Service Lateral Redistributions. ADC 1062 established procedures to support Non-ICP/IMM Directed Inter-Service Lateral Redistributions. [9]

    i.   If No, proceed to Decision Block 8 to determine if a follow-up for delinquent MRA was sent by the wholesale ICP

    ii.   If Yes, terminate MRA decision tree (No MRA Required)

Decision Block 8. Did the ICP generate a follow-up for delinquent MRA transaction (DRF) within the required time limit? [10]

    a. If Yes, track for Receipt of MRA Transaction

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[8] Air Force BF7 was only used between D035A and SBSS (ILS-S and base retail). It is an RDO follow-up to the shipping activity. Air Force plans to continue using A2_ and has no plan to convert to A5_.

[9] See ADC 1062 – Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order.

[10] See ADC 1087 – Revise Materiel Receipt Acknowledgement (MRA) Report Selection Criteria to Reflect the MRA Process Exclusion for Receipt Transaction Reporting.

b. If No, No MRA Tracking required

AP12.5. <u>Requirements for Generating MRA Reports</u>

AP12.5.1. <u>Data Included in Reports</u>

AP12.5.1.1. The initial rule for reports that must be met is the document numbers that yielded the requirement for MRA Tracking are based on the business rules identified in the MRA Decision tree (Enclosure 3).

AP12.5.1.2. If Signal Code = J, K, L or M, then the Supplementary Address (SUPPADD) is considered the Ship-To DoDAAC. If signal Code = A, B, C, or D, then the activity address code in the document number is the Ship-To DoDAAC.

AP12.5.1.3. Parsing the data by Service/Agency is determined by the Service/Agency code in the first position of the document number.
Source: LMARS Table H – Service and/or Report Affiliation.

AP12.4.1.4. Location (CONUS/OCONUS) is determined by the Ship-To DoDAAC. The CONUS/OCONUS is obtained from the Combatant Command (COCOM) designation in the DoDAAC file and stored in the LMARS/Logistics Response Time (LRT) file.

AP12.5.1.5. <u>Direct Vendor Delivery (DVD)</u>. DVD is identified one of two ways:

AP12.5.1.5.1. Supply Status DLMS 870S beginning segment (1/BSR01/20 Code 5). This transaction provides the functionality of MILSTRIP legacy DIC AB1, AB2, AB3, and AB8.

AP12.5.1.5.2. Supply Status DLMS 870S beginning segment (1/BSR01/20 Code 4 and logistics qualifier (2/LQ01/330 Code 81) citing Status Code BV or BZ. This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

AP12.5.1.6. Dollar Value is determined by multiplying the unit price on the Source of Supply field by the quantity in the requisition.

AP12.5.1.7. Suffixed document numbers are treated as individual requisitions and MRA is applied using the 15 position document number, if present. If no match, a match is made on the 14-position document number and quantity.

AP12.5.1.8. Split/Partial Shipments

AP12.5.1.8.1. <u>Existing Business Rule</u>. Split Shipments at the distribution center (multiple TCNs), the first receipt will be counted as the receipt.

AP12.5.1.8.2. <u>Revised Business Rule</u>. DLM 4000.25, Volume 2, C10.2.6. Acknowledgement of Split or Partial Shipments. When a shipped line item (requisition document number and suffix code) is consigned as a split or partial shipment, submit an MRA for the shipment segments as they are received. The split or partial shipment codes are part of the transportation control number (TCN) structure in accordance with DTR 4500.9-R, Defense Transportation Regulation. Accordingly, reporting activities must include the TCN in the MRA transaction when it is available (ADC 247). If the total quantity for the shipped line item is not received by the due-in date, report the missing quantity, citing Discrepancy Indicator Code F, in accordance with the guidance in the MRA transaction.

AP12.5.2. <u>Categories of Reports</u>. Existing DLA Transaction Services documentation requires update to remove descriptions for reports that were removed by previous ADCs. (MRA04 (ADC 1086 (Reference 3.h.)), MRA05, MRA06, and MRA31 (ADC 482).

AP12.5.3. <u>Invalid, Y-Series, or clear-text exception Ship-To</u>. Existing DAAS edits should prevent successful processing of transactions containing invalid or Y-Series ship-to values. However, if successfully processed, these shipments will be counted against the requisitioner's DoDAAC (ADC 482).[11] In no ship-to DoDAAC is associated with the exception address, these shipments will be counted against the requisitioner's DoDAAC.

AP12.6. Figure AP12.F1 shows a graphic representation of the MRA Report business rules identified in the previous sections.

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[11] Existing requisition edits are addressed in Chapter 4, Table C4.T4, Requisition Processing and Related Actions, and the DoDAAC authority code edits identified in Chapter 4, paragraph C4.10.2. Table C4.T3. DoDAAC Authority Codes.

Figure AP12.F1. MRA Report Business Rules

Capture Shipments out of Wholesale Assets that Qualify for MRA Reporting

Update MRA Business Rules/Report Logic to require the presence of a requisition or MRO type document to determine MRA report eligibility[1]

1
SoS = Wholesale ICP? (Refer to master list)

LMARS processes first to look for a valid SoS in either the Requisition or MRO.

2
All:
Is the initial supply transaction a requisition? A0_, AT_ or AM_

3
All:
Is the initial supply transaction an A3_ or A4_? (and not 2 or 3 in RP54)

4
Service Specific:
Is the initial supply transaction one of the following?
Army: BE9, (RP30 = A, C, W)
DLA: CH1, CHA, D7_[2]
Air Force: CH1, CHA
GSA: CH1, CHA

7
Do any of the Following Exclusions Apply?[3]
Reqn or Ship-To DoDAAC = GSA or FEDSTRIP
FMS docs start w/B, D, I, K, P or T
Shipment to state, civil or Federal Agencies
Shipments of FF&V
DoDAAC[4] begins with HX
Distribution Code = 9_

6
Is there Shipment Status (from a Wholesale ICP)? (DIC AS_)

5
Is the Initial supply transaction an equivalent A5_MRO?
All: A5_ (except A5J) and A4_ with 2 or 3 in RP54
DLA ICPs: C0_, CQ_
Intra Navy: A4_, D7_
Air Force: A2_[4], BF7
Army: B99

No MRA tracking

8
Did the ICP Generate a Follow-Up For Delinquent MRA transaction (DRF) within the require time limit? (Intra-Component shipments) PDC1087

No MRA tracking

Track for Receipt of MRA Transaction

[1] This will eliminate redistribution orders from being included in MRA Reports
[2] DLA post-post issues (D7_) from forward stock at recruit training centers
[3] Exclusions noted in DLA Transaction Services Business rules from 2/2003 and clarified in PDC 1088
[4] AF uses A2_ as an equivalent MRO, no plans to change to A5_.
Key: Blue text = Proposed new selection criteria.

Gaps
Offline DLA processes for Subsistence, Medical; and Maintenance Repair and Operations. These are known MRA gaps because no shipment status is created.

A2 – Redistribution Order (RDO), A3 – Passing Order, A4 – Referral Order, Lateral Redistribution Order (LRO),
A5 – Materiel Release Order (MRO), A5J – Materiel Release Order,   Image Transactions – (CH_), Post Post (CO_, CQ_).

Revised: October 31, 2014 (Corrected text in Step 7 to add "Reqn or Ship-To DoDAAC and remove associated footnote).