

CHAPTER 33

LOCAL MANAGEMENT DECISIONS IN SAMMS

SECTION I - GENERAL

233101 - PURPOSE

This chapter delineates the various decisions which must be made within the DSC on implementation of SAMMS.

233102 - SCOPE

These decisions will have a significant effect on the local operating procedures within the DSC and will involve various areas throughout the DSO.

233103 - REFERENCES

Various appendices are related and are referred to in subsequent sections of this chapter.

233104 - BACKGROUND

During the development of SAMMS, it became apparent that local conditions might require certain variations from the standard system; hence, DSC options have been provided in certain areas. These are described in this chapter.

233105 - POLICY

Standardized procedures prescribed under UADPS will be followed by all DLA field activities. The deviations included in this chapter are allowed.

233106 - RESPONSIBILITIES

Decisions required by this chapter are to be made by management personnel who are in positions of authority over the functions involved.

SECTION II - ESTABLISHMENT OF TABLES IN THE COMPUTER

233201 - STORAGE MISSION CODE TABLE

a. This table is required in the computer to provide storage location patterns to allocate MOB reserve stock and to accumulate demands, requirements, and assets to preferred or prime distribution activities which are the locations at which stocks from procurement or repair are to be positioned. There must be a record in this table with Storage Mission Code AA.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 001. Upon entry of one or more of these transactions, the entire table is printed as Storage Mission Code Table, appendix F-249.

#### 233202 - ADVANCE WARNING TABLE

a. This table is maintained to provide the monthly capability to output SSCSs on both Weapon System items with no stock on hand (WS Reason for Study Code) and Non-Weapon System items with stock on hand/approaching zero issuable assets (AW Reason for Study Code) that have either contracts past due or no contracts due-in within the specified period of time indicated in this table.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 002. Upon entry of one or more of these transactions, the entire table is printed as the Potential Out-of-Stock/ Backorder Listing, appendix F-456. An increase/decrease of the entries in this table will generate less/more SSCSs, appendix F-167, with Reason for Study Codes WS or AW.

#### 233203 - DIRECT DELIVERY TABLE

a. This table is required in the computer to establish 0 to 98 days or the Inhibitor Code 99 as the due-in period for IPG I requisitions (priorities 01-03) and 0 to 98 days or the Inhibitor Code 99 as the due-in period for IPG II requisitions (priorities 04-08).

b. This table is established and maintained by entry of Direct Delivery Table Card, appendix B-106. Upon entry of this transaction, the entire table is printed as Direct Delivery Table, appendix F-194.

#### 233204 - STANDARD PRICING REVIEW SCHEDULE TABLE

a. This table is required in the computer to provide a schedule of days of the calendar year on which specific groups of FSCs are to be reviewed for changes to standard price. A maximum of 12 groups may be scheduled for one date.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 003. Upon entry of one or more of these transactions, the entire table is printed as Standard Pricing Scheduled Review Listing, DLAM 7000.2, Appendix F-6-3.

#### 233205 - SOURCE PREFERENCE TABLE

a. This table is required in the computer by each DSC to establish for each prime customer the location of various support activities by preference sequence within a geographical area.

b. This table is established and maintained by entry of Source Preference Table Transaction, appendix B-123 as prescribed by MMSL. Upon entry of one or more of these transactions, the entire table is printed as the Source Preference Table, appendix F-93.



233206 - STANDARD PRICING FSC GROUP DESIGNATOR TABLE

a. This table is required in the computer to assign all FSCs to a specific group for annual review for changes to standard price.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 005. Upon entry of one or more of these transactions, the entire table is printed as Designation of FSC Group(s) for Standard Price Schedules, DLAM 7000.2, Appendix F-6-5.

233207 - STANDARD PRICING SURCHARGE RATES TABLE

a. This table is required in the computer to establish for each type of commodity a surcharge rate in XX.X% for standard pricing. Each DSC will include two surcharge rates in this table. One surcharge rate will be for NSNs with a Supply Status Code 3 and the other surcharge rate will be for all other SSCs.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 006. Upon entry of one or more of these transactions, the entire table is printed as Surcharge Rates to be Used in Standard Pricing, DLAM 7000.2, Appendix F-6-11.

233208 - SAFETY LEVEL FACTORS FOR CRITICAL WEAPON SYSTEMS TABLE

a. This Requirements Subsystem table is required in the computer to provide the capability of increasing the Variable Safety Levels for Weapon Systems items meeting certain criteria (see chapters 51 and 56). Two-digit Supply Availability percentages are paired with Weapon System Indicator Codes, Weapon System Designator Codes, and/or combinations of the two for providing better Supply performance for the Weapon System NSNs supporting those particular Weapon Systems.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 005. Upon entry of one or more of these transactions, the entire table is printed as Safety Level Factors for Critical Weapon Systems Table, appendix F-333.

233209 - VARIABLE SAFETY LEVEL TABLE

a. This table is required in the computer to establish backorder formulae for use in calculating variable safety levels. Source for entry into this table is obtained from use of appendix F-62, Safety Level Cost Listing.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 007. Upon entry of one of these transactions, the entire table is printed as Variable Safety Level Table, appendix F-82.

233210 - ALPHA FACTOR TABLE

a. This table is required in the computer to provide the capability of selecting the normal or correcting alpha factors by VIP and non-VIP

for individual FSCs or for all the DSC commodities in computing established replenishable demand.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 008. Upon entry of one or more of these transactions, the entire table is printed as Alpha Factor Table, appendix F-262.

233211 - SYSTEM DUE-IN REVIEW LEVEL TABLE

a. This table is required in the computer to provide the monthly capability of comparing stock item requirements by FSC whose assets stratify beyond either the procurement cycle plus a percentage of the procurement cycle for ICC 1 or P items, or a designated multiple (known as the NSO Due-In Review Level Factor) of the last 12 months unit demand (Demand Codes R, N and I) for ICC 2 or B items.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 009. Upon entry of one or more of these transactions, the entire table is printed as the System Due-In Review Level Table, appendix F-260. An increase/decrease of Dollar Value of Restriction on this output will generate less/more SSCSS, appendix F-167, with Reason Code DI.

233212 - PROGRAM CHANGE FACTOR TABLE

a. This table is required in the computer to provide Program Change Factors which adjust expected demands for Services/Agencies over the forecast period for high, medium, and low value items related to a specific Service/Agency program.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 010. Upon entry of one or more of these transactions, the entire table is printed as Program Change Factor Table, appendix F-155.

233213 - PROCUREMENT GROUP CODE TABLE

a. This table is required in the computer to provide the capability of placing under one PGC, the NSNs which are advantageous to procure concurrently. When a ROP Review Level is breached for one NSN in a group, all other NSNs in the same group will be reviewed to determine if these ROPs will be breached in the minimum procurement period.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 011. Upon entry of one or more of these transactions, the entire table is printed as Procurement Group Table, appendix F-116.

233214 - MINIMUM DISPOSAL VALUE TABLE

a. This table is required in the computer to establish dollar values by FSC to be used in determining when disposal actions are economical. A dollar value is established for IM review following computer generated disposal recommendation. DSCs will load table 012. DIC ZRBs for the disposal value range will be directed to the IM for review.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 012. Upon daily entry of one or more of these transactions, the entire table is printed as Minimum Disposal Value Table, appendix F-259.

233215 - FORECAST RETURN PERCENTAGE TABLE

a. This table is required in the computer to indicate for each FSC the factor to be used to adjust forecasts of returns which are considered in the generation of recommended procurements.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 014. Upon entry of one or more of these transactions, the entire table is printed as Forecast Return Percentage Table, appendix F-72.

233216 - MATERIEL RETURNS ACCEPTABLE CONDITION CODE TABLE

a. This table is required in the computer to provide the capability of accepting the condition codes and their authorized percentages of standard unit price for credit returns computations.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 015. Upon entry of one or more of these transactions, the entire table is printed as Excess Returns Acceptable Condition Code Table, appendix F-195.

233217 - MATERIEL RETURNS AUTHORIZED SUPPLY STATUS CODE AND MMAL TABLE

a. This table is required in the computer to indicate by FSC and SSC the maximum dollar value that can be mechanically acceptable. In processing Reports of Customer Returns and Output/Input ORC/RRC Summaries, appendix F-47, this value is used to ensure that customers are returning and/or reporting for disposition materiel IAW DLA policy.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 016. Upon entry of one or more of these transactions, the entire table is printed as Materiel Returns Authorized SSC and MMAL Table, appendix F-197.

233218 - AUTHORIZED MATERIEL RETURN PROJECT CODE TABLE

a. This table represents agreements entered into by HQ DLA with a customer to return materiel regardless of the DSC stock position. A maximum of 243 MRPCs may be applied for one DSC.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 017. Upon entry of one or more of these transactions, the entire table is printed as Authorized Materiel Return Project Code Table, appendix F-199.

233219 - AGENCY DEMAND, MINIMUM SYSTEM DOLLAR BUY, MAXIMUM RELEASE QUANTITY, SAFETY LEVEL, OWRMRP AND PROCUREMENT CYCLE PERIOD TABLE

a. This table permits the option to select agencies (or Services) other than mandatory Services, for which demands would be reflected on lines 5, 6, and 7 of the SSCS, appendix F-167. It also provides mandatory minimum dollar values for system buy, dollar value for

automatic provisioning, replenishment, and NSO buys; T Factor and  
Breakpoint Value entries, MRQ Factors for Low, Medium, High Value and

NSO items, Safety Level and OWRMRP reduction Factors and Reduced Procurement Cycle Period in Months for Low, Medium, High 1 (\$4,500-15,000) and High 2 (over \$15,000) demand items. Procurement cycle periods established by this table will be reflected in all types of SSCSs, RP/RG/IB and others.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 018. Upon entry of one or more of these transactions, the entire table is printed as Agency Demand, Minimum System/Minimum Location Dollar Buy, MRQ, Safety Level, OWRMRP and Procurement Cycle Period Table, appendix F-261.

#### 233220 - SSD/DSSP CONTROL LEVEL TABLE

a. This table is required in the computer to indicate the percentage used for each family of replenishment demand items for which a PRDA has been established for SSD/DSSPs.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 019. Upon entry of one or more of these transactions, the entire table is printed as SSD/DSSP Control Level Table, appendix F-223.

c. Whenever table 019 is updated, the total chapter 32, appendix D-173, SSD/DSSP Control Level process will be implemented at the end of the month.

#### 233221 - NEW ITEM/SAFETY LEVEL POLICY TABLE

a. This table is required in the computer to assign SMCs and prime or preferred distribution activities to new items coded with AIC N. The SMC and locations must be compatible with those in the Storage Mission Code Table, Management Policy Table 001. Additionally, this table provides the ALT and PLT in days for new items. Table 020 contains the ALT/PLT Computational Value Factor which establishes the value to use in the mechanical computational update of the Leadtime process and the ALT/PLT Parameter Factor which controls the mechanical update to the SCF and the printing of the ALT/PLT Listing (appendix F-111). This table provides selective Fixed Safety Level Months for VIP and non-VIP Replenishment Demand items which will be input into table 020, and is used in the chapter 29 Quarterly Item Review Procedure. This procedure is for items:

(1) Reclassified from New Item status to Established Item status, or

(2) Migrating from Established Medium or High Value Demand items to Low Value Demand items, or

(3) Migrating from Established NSO items to Low Value Demand items.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 020. Upon entry of one or more

of these transactions, the entire table is printed as New Item Table, appendix F-34.

233222 - STRATIFICATION POLICY TABLE

a. This table is required in the computer upon implementation of stratification to designate dollar value of items, type of items, and summary of items desired for the Stratification Worksheet and dollar value of items to be selected for the Item Procurement Program Listing.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 021. Upon entire of one or more of these transactions, the entire table is printed as Stratification Policy Table, appendix F-221.

233223 - PROJECT CODE REFERENCE TABLE

a. The Project Code Reference Table is a random access Policy File Table that contains all the DLA assigned Project Codes, all MILSTRIP Category Codes, and all Project Codes required in the distribution process (e.g., 3AA by Basic Service Code) assigned IAW appendix A-11 and/or MILSTRIP Manual 4140.17M, Appendix B-13. This table is established and maintained by the entry of Project Code Reference Card, appendix B-126.

b. It also contains the instructions that must appear on Direct Delivery Procurements for those Project Codes published in the MILSTRIP Manual 4140.17M that are recorded with a Project Code Category of B or C by BSC. This part of the table is established and maintained by the entry of Project Code Reference Table Message Card, appendix B-131. This table is also used to assign GACs (Edit Search Sequence Patterns) for requisitions containing a Project Code designating a Materiel Assembly Point.

c. This table permits a maximum of 31 entries for each Project Code.

233224 - SERVICE/AGENCY OWNED ASSETS REPORTING TABLE

a. This table is required in the computer to identify by Service/Agency those FSC/FSG for which ADP transaction reporting, asset reporting, and financial billing/credit actions are to be forwarded.

b. This table is established and maintained by entry of Service/Agency Owned Assets Reporting Table Card, appendix B-160. Upon entry of one or more of these transactions, the entire table is printed as Service/Agency Owned Assets Reporting Table, appendix F-14.

233225 - ENTRY DOCUMENT CONTROL TABLE

These four tables are established and maintained by use of a data record in the format of DIC ZBS as explained in chapter 30. These tables A, B, C or D will be output on appendix F-53, Document Control Table and Reject List. This listing is reviewed as described in appendix E-333 P.

233226 - EXIT DOCUMENT CONTROL TABLE

This table is established and maintained by use of a data record in the format of DIC ZBT, as explained in chapter 30. This table will be output on appendix F-53, Document Control Table and reject list as Table D. This listing is reviewed as described in appendix E-333 P.

233227 - AREA RETURNS TABLE

a. This table is required to provide the capability to monitor/evaluate the return of materiel by Service in select areas. Source for entry into this table is obtained from the use of appendix F-47, Report of Customer Returns.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 023. Upon entry of one or more of these transactions, this table will print in the format of appendix F-156 and will be used in the preparation of the Area Returns Listing, appendix F-157.

233228 - EMERGENCY REQUIREMENTS TABLE

a. This table is required in the computer quarterly to establish an increase or decrease to the established replenishment demand Quarterly Forecast of Demand quantities based on yearly item frequency. Procedures to be added in the future are:

(1) An ROP Factor to daily increase or decrease the ROP for recommended buy purposes, a procedure which is currently accomplished only during monthend requirements processing for VIP items and during quarterend requirements processing for Non-VIP items.

(2) A UMMIPS Factor to be used in the daily, monthly and quarterly Requirements processes to determine the UMMIPS Control Level for requisition processing.

b. This table is established and maintained by entry of Management Policy Table Cards, appendix B-70, table 022. Upon entry of this transaction, the entire table is printed as Emergency Requirement Table, appendix F-69.

233229 - CATALOG ACTIVITY CODE TO ROUTING IDENTIFIER CODE CROSS-REFERENCE

a. The CAC to RIC Cross-Reference Table is used in requisition processing routines to pass requisitions for NSNs not recorded in the NIR to Service/Agency ICPs or DSCs based on IMRC and CAC as recorded in the IIF.

b. This table is established and maintained by input of the CAC to RIC Cross- Reference Table Card, DIC ZMR, appendix B-224. Processing is as depicted in appendix D-228. A printout of this table may be obtained in the format of appendix F-241.

233230 - FEDSTRIP - FSC SUPPORT TABLE

a. This table is required in the computer to indicate which FSCs/Part Numbers are authorized for requisitioning by a FEDSTRIP activity IAW agency/activity agreements.

b. This table is established and maintained by entry of FEDSTRIP - FSC Support Table Maintenance Cards, appendix B-201. Upon entry of one or more of these transactions, the entire table is printed as FEDSTRIP - FSC Support Table, appendix F-142.

233231 - PERFORMANCE REPORT SCHEDULE TABLE

a. The Performance Report Schedule Table provides the ability to establish and maintain a variable schedule and mechanical trigger for the preparation of the Supply Operations Report, appendix F-40, and a frequency as specified by DSC management echelons or HQ DLA. The established schedule may be on a daily, weekly, biweekly, or monthly basis, or may be variable within a report period dependent upon the current world and/or agency exigencies. The Schedule Table will assure that report totals extracted from the F-40 Reports output during the month are equal to the total months statistics extracted from the Supply Availability and Workload Analysis Report, appendix F-67.

b. This table is established and maintained by input of the Performance Report Schedule Table Card, DIC ZMM, appendix B-225. Processing is as depicted in appendix D-229. A printout of this table may be obtained in the format of appendix F-253.

233232 - ROUTING IDENTIFIER CODE (RIC) TO REUTILIZATION MARKETING OFFICER (RMO) ACTIVITY ADDRESS CODE (AAC) CROSS-REFERENCE TABLE

a. This table is used in the processing of Disposal Cards, DIC ZLC, appendix B-31, IAW appendix D-46, to mechanically assign the SHIP TO (supplementary address) on output Disposal Release Orders, DIC C5J, appendix B-32.

b. Maintenance (i.e., establish, change, and/or delete a record) of this table is accomplished by input of a RIC to RMO AAC Cross-Reference Table Card, DIC ZLJ, appendix B-124, for processing as depicted in appendix D-206. Instructions for preparation/correction of this input document are contained in appendices E-124 P and E-124 V. The contents of this table are shown on appendix F-124.

233233 - STRATIFICATION ADJUSTMENTS AND RESTRICTIONS

a. This table is maintained to designate item adjustments and restrictions associated with the output of the Stratification Worksheet, appendix F-161 and as such is processed quarterly in conjunction with Table 021.

b. This table is established by the entry of Management Policy Table Cards, appendix B-70, table 026. Upon entry of one or more of these transactions, the entire table is printed as Stratification Policy Table 026, appendix F-310.

233234 - SELECTIVE EDIT CONTROL TABLE

a. This table is used in requisition processing routines to control/regulate automatic issue of selected NSNs/PGCs as agreements with Service/Civil Agencies are consummated or as deemed appropriate by the DSC.

b. Requisitions and related documents subjected to the Selective Edit routine and the resultant directed action will be based upon Activity Data contained in the Selective Edit Control Table, appendix F-406 as depicted in appendix D-33.

c. Only transactions input to the Selective Edit Control Table by NSN will generate an internal transaction to place a Y in the Command Controlled Regulated (CR) field in the NIR, appendix F-109. Requisitions submitted for items input to Selective Edit Control Table by PGC will match PGC in NIR to PGC in Selective Edit Control Table.

d. This table is established and maintained by input of Selective Edit Control Table Transaction, DIC ZNC as outlined in appendix E-289 P. Processing of this transaction is depicted in D-271. Instructions for correction and reentry of Selective Edit Control Table Violations are contained in appendix E-289 V.

#### 233235 - CONTROLLED SUBSTANCES TABLE

a. This table is required in the computer to provide nomenclature for NSNs appearing on the Listing of Requisitions for Controlled Substances, appendix F-293, that is provided the Services, civilian agencies, and other DoD Agency Control Points as required to conform with provisions of the Comprehensive Drug Abuse Prevention and Control Act of 1970 (Public Law 91-513). The table contains the NSN, nomenclature, and special item code for each item designated as Controlled Substance.

b. This table is established and maintained by entry of Controlled Substances Table Maintenance Card, DIC ZMV, appendix B-263. Upon entry of one of these transactions with Action Code CR in pos. 79-80, the entire table is printed and output as Controlled Substances Table Printout, appendix F-409.

#### 233236 - MINIMUM PROCUREMENT DELIVERY ALLOCATION FACTORS TABLE

a. This table is used in the requirements Daily process to determine when recommended system procurements will be consigned to one depot in lieu of multiple depots, and to determine the economic procurement delivery quantity to a given depot in cases of multiple consignments. This table may be loaded by FSC or a 9999 entry may be used for all classes assigned to the DSC.

b. This table is established and maintained by entry of Management Policy Table Cards, DIC ZTA, appendix B-70, table 032. Upon entry of one or more of these transactions, the entire table is printed as Minimum Procurement Delivery Allocation Factor, Table 032.

#### 233237 - SPECIAL PROGRAM REQUIREMENTS MAXIMUM ACCEPTANCE QUANTITY

a. This table is used to store and maintain those factors which govern the acceptance of Special Program Requirements (SPRs) by the DSC. Initial loading and subsequent updates are provided by HQ DLA. The table is used in the daily requirements process and determines acceptance by the following factors:

- (1) Dollar Value of the SPR.

(2) Maximum Acceptance Quantity (MAQ), expressed as a multiple of the QFD, for:

(a) The submitting Service.

(b) Specific Project Codes.

b. This table is established and maintained by the entry of a Management Policy Table Card, appendix B-70, table 033. Upon entry of one of these transactions, the table is printed as SPR MAQ Table, appendix F-115.

233238 - GLOBAL UMMIPS CONTROL TABLE

a. The Global UMMIPS Control Table maximizes the ability of the DSC to reserve or restrict assets for issues against specified priorities. This table may be updated by preparing the Global UMMIPS Control Table Document, DIC ZCF, in the format described in appendix B-356. This document may also be used to obtain a printout of the table in the format described in appendix F-356.

b. The Global UMMIPS Control Level is mechanically computed during requisition processing and will be used to compute the level of assets that will be protected as described in chapter 32. The Global UMMIPS Control level is equal to the Global UMMIPS Control Factor reflected in the Global UMMIPS Control Table times the UMMIPS Control Level reflected in the NIR. At the minimum, the Global UMMIPS Control Factor entered in pos. 10-13 of DIC ZCF, should represent a percent ranging from zero (00.00) to 20 (00.20) in increments of 5.

233239 - DEFINITION UNIT OF ISSUE CONVERSION TABLE

a. This table is required by each DSC to provide a list of Unit of Issue Conversion factors for use in processing of requisition documents. The table conversion factors are applied when a requisition is received containing an old Unit of Issue.

b. This table is normally updated and maintained as result of processing catalog transactions from DLSC. DSCs are provided the capability to perform maintenance of this table via DIC ZQC, appendix B-114. This maintenance action should only occur when the Definitive Unit of Issue Table does not coincide with DLSC conversion factors. Input of DIC ZQC with Action Code AC will result in output of the F-25, Definitive Unit of Issue Conversion Table Listing.

SECTION III - ESTABLISHMENT OF SIGNIFICANT CONSTANTS

233301 - FSC/RIC CROSS-REFERENCE

a. The assignment of all FSCs to cognizant DSCs is required in the computer.

b. Establishment and maintenance of this information is by entry of FSC/RIC Maintenance Cards, appendix B-200. Upon entry of one or more of these transactions, the entire table is printed as the FSC Table Printout, appendix F-206 and should correspond to FSC/RIC Table, appendix A-119, which is maintained by DLA-OPP.

233302 - DSC CONTROLS

a. This table is required in the computer to permit automatic assignment of MILSTRIP Document Numbers, Recommended Buy Numbers and Violation Control Numbers.

b. This table is established and maintained by entry of DSC Control Table Card, appendix B-245. Upon entry of one or more of these transactions, the entire table will print as DSC Control Table Printout, appendix F-254.

233303 - DESIGNATION OF ITEM MANAGERS

a. Each DSC must indicate to the computer the ORC as the symbol to identify the overall IM responsible for each FSC.

b. The ORC of IM may be entered or revised along with other data for an NSN, in the SCF by use of the Supply Control Data Change Card, appendix B-189. When entered in this manner, the ORC will be changed also in the NIR File, Due-In File, Backorder File and Logistics Reassignment Gain File (LRGF).

c. Mass ORC changes provide ODS with the ability to accomplish changes of the ORC with a greater degree of flexibility and expediency. This process is designed primarily to facilitate mass changes of ORCs as a result of large migrations of items from one DSC to another or necessary realignment of IMs. This program is designed to provide ODS with two options. These options can be exercised depending upon the Action Code (GN/GM), contained in the ORC Change Card (DIC ZRF), see appendix B-232 and appendix D-251. Action Code GM will result in the generation of Supply Control Data Change Cards (DIC ZR3) for all items which are to be reassigned. Action Code GN will produce an ORC Report (F-250) containing a count of items by category within an FSC. The ORC will be utilized in the assignment of items. It will provide ODS with a count of items within FSC by ORC and ORC category. The ORC Change Card is applicable to a specific FSC and ORC. For each ORC being assigned to items of a specific FSC, one or more ORC Change Cards will be required for each ORC.

Example: An FSC contains 2000 items. Four IMs are assigned 500 items, each within the FSC; a minimum of four ORC Change Cards are required to change the ORCs of the 2000 items. When items being assigned to an IM are so dispersed throughout an FSC, it is possible that more than one ORC Change Card will be required for the same ORC within that FSC. Example: The assignment of the same ORC to the six series of NIINs within an FSC, as listed below, will require two ORC Change Cards:

<u>FSC</u>	<u>BEGINNING NIIN</u>	<u>ENDING NIIN</u>
1111	000-0000	100-9999
1111	300-0000	300-9999
1111	450-0000	450-9999
1111	500-0000	600-9999
1111	750-0000	800-9999
1111	950-0000	950-9999

233304 - PROCESSING CONTROLLED VIOLATIONS

a. Normally violations are processed as prescribed in chapter 49; however, local management of the DSC may make the following optional determinations:

(1) For specific VRCs occurring with specific DICs, a particular individual or activity may be designated to process, rather than the IM of the NSN in the NIR.

(2) The number of days allowed before a followup is initiated by the computer on controlled violations.

b. These determinations are entered by use of the Output Routing Table Update Card, appendix B-159. Upon entry of one or more of these transactions, the entire table will print as Output Routing Table, appendix F-20.

#### 233305 - NONWORKING DAYS TABLE

This table is initially established and maintained by DSAC for use in mechanically determining various processing times giving recognition to nonworking days. It is self-building, self-perpetuating, and requires no maintenance action unless a change to an established nonworking day is designated (e.g., a legal holiday added, canceled, or changed).

#### SECTION IV - OPTIONAL USE OF CERTAIN FORMS

##### 233401 - LABELS/ENVELOPES FOR MAILING

a. Each DSC has the option of having the computer address either labels or envelopes, appendix C-84, for the mailing of output.

b. Each DSC will, prior to implementation of SAMMS, advise DSAC of the selected option so that programs may be set accordingly.

##### 233402 - STANDARD CODING SHEETS

a. Standard coding sheets (or transcripts) have been prepared for use by the DSCs. These forms are to be handscripted, from which certain input transactions are keyed.

b. DSCs are required to utilize these standard forms which may be requisitioned through normal forms purchasing channels; however, if the DSC determines not to utilize any of these forms, an 80-position blank coding sheet may be used.

#### SECTION V - FORMAT OF OUTPUTS

##### 233501 - GENERAL

The DSCs may prescribe certain aspects of the format of reports/printouts or keyed transactions produced by SAMMS. The extent of control over the format is prescribed below. The appropriate DIC for Reports Header and Format File update is ZLP.

##### 233502 - REPORT FORMAT FILE (RFF)

a. In the computer is established an RFF containing identification data and a set of controls for most printed and punched outputs of SAMMS except some which are printed on preprinted forms (certain C appendices) and some which required unique headings.

b. For each printed output, a record in the RFF contains (along with certain instructions to computer operators) the following:

(1) REPORT HEADER which is printed across the top of each page of the output:

(a) F-XXX - Number of the related F appendix in this volume.

(b) ORC - Two digit indicator assigned by the DSC of the organizational component or individual designated to receive the printout from ODS and perform prescribed actions or further distribution, if necessary.

(c) Title - Centered on the page.

(d) Date - Five digits: Two digits for year, followed by three digit Julian date on which output is prepared.

(e) Page XX - All pages of the printout are sequentially numbered.

(f) Captions, formatted as required for the printout, of the data elements to appear in the content of the printout. Certain programs may insert additional captions, if desired, or if the five line limit for Header Record in the RFF is exceeded.

(2) SEPARATOR SHEETS may specify six lines (132 characters each) of instruction applicable to each printout. This information will be printed, in duplicate, on two pages preceding the related output. Included may be specific routing instructions for distribution of the original and all copies of the printout, instructions on removal or retention of carbons, or other instructions to ODS or recipient ORC.

(3) PRIORITY GROUP - Each output may be assigned by the DSC to a Priority Group numbered 0 through 9. When computer operating time is at a premium and certain reports are required from a prepared tape more urgently than others, all outputs in a specified Priority Group can be produced separately.

(4) REJECT CODE - DSCs may determine that certain outputs are not required by including an R (reject) in the RFF. This will cause the output to be bypassed and the action indicated by message on the Input/Output Control Officer's Report. Certain outputs may NOT be bypassed; for these the operating computer program contains a signal which will override the R in the RFF, if there, disallowing suppression of the production of the printout.

(5) PRINT OPTIONS are as follows:

(a) Code 1 - For preprinted forms. Additional captions may be printed by the operating computer program and number of lines per page is predetermined. This code is assigned by DSAC and may not be changed by DSC.

(b) Code 2 - Normal listings. Caption headings are inserted on each page from RFF and content lines are formatted. DSCs may specify and change number of lines per page and spacing between the lines of content data.

(c) Code 3 - All other. Caption headings are inserted for each page from RFF and content lines are formatted. DSCs may specify and change number of lines per page.

(6) SPACING may be determined by each DSC as single, double, or triple for each printout bearing Print Option Code 2 (see subparagraph (5)(b) above).

(7) LINES PER PAGE may be indicated (from 000 to 199) for all printouts other than those with Print Option Code 1.

(8) NUMBER OF COPIES of each printout may be specified except for preprinted forms. When stock paper is being used, one to nine copies may be requested but only the first six are considered readable.

(9) Each output is assigned a code which is used to presort the outputs to be produced. These are grouped by type of form and number of part paper required to print on or card stock to punch.

c. For each punched output, the record in the RFF contains, along with certain instructions to the computer operator, the Priority Group, Reject Code and blank card stock required. (See subparagraphs b(3), (4) and (9) above.)

#### 233503 - PRINTOUT OF RFF

To examine the data recorded in the RFF for each output and to revise the RFF, a printout entitled RFF CROSS-REFERENCE AND ANALYSIS may be obtained through ODS by requesting same.

### SECTION VI - MANAGEMENT INFORMATION RETRIEVAL SYSTEMS

#### 233601 - GENERAL

DLA Management Information Retrieval Systems (MIRS) are comprised of a series of prewritten computer programs which can be readily used to obtain specific data from computerized files. These techniques are convenient for one-time data retrievals but they are costly vis-a-vis computer run time. Careful judgement must be exercised to ensure a MIRS is not being used when a MAADS/SAADS is more appropriate.

#### 233602 - OBJECTIVES

a. Provide the user with a tool to enable the retrieval of selected information from computer files in a simple, inexpensive and expeditious manner.

b. Eliminate the need for the design and development of a new computer program each time selected information must be retrieved from computerized files.

c. Provide an easily understood, universally used and nontechnical method of data retrieval for the user.

d. Provide a simple and standard method for performing mathematical computations, for requesting routine statistics and for generating desired reports from machine readable data.

#### 233603 - TECHNIQUES

a. The Automated Uniform Data Inquiry Technique (AUDIT) integrates the information provided by users via control cards into a series of

prewritten computer programs. The AUDIT Retrieval System can be used to retrieve and manipulate data arranged on magnetic tape or disk. Principal features of AUDIT are: File search and data retrieval, selection of samples and sampling size, execution of mathematical computations, statistical summerization and reporting and report printing.

b. The Standard Information Retrieval Capability for Users System (SIRCUS) is a programming language rather than a control card oriented system. This allows tremendous flexibility and capability in producing the desired results. SIRCUS has incorporated some features of COBOL, FORTRAN IV and PL/I programming languages. SIRCUS capabilities include: arraying and indexing, columnar data positioning, storing alpha or numeric data in separate accumulators, multiple report generation and sorting. SIRCUS may also access multiple files and in some cases merge data from one file to another.

#### 233604 - RETRIEVAL REQUEST PROCEDURES

The Office of Data Systems at each PLFA has been entrusted with the responsibility of determining the best way to satisfy a data retrieval request, i.e., use AUDIT, SIRCUS or the development of a one-time computer program. Local procedures will be established to communicate the originator's requirement to ODS. Requests for recurrent retrievals/reports and ADP system modifications/improvements will continue to be processed as outlined in DLAR 4730.3. Unless locally delegated to the contrary, ODS will determine the feasibility of using a MIRS to satisfy the request, program or prepare control cards, ensure other program priorities are not impaired and report MIRS operating deficiencies to DSAC.