

APPENDIX B-294

SPECIAL PROJECT ACTIVITY REPORT DOCUMENT

1. The Special Project Activity Report Document is prepared mechanically on a weekly basis. Totals provided are cumulative within the month, with Year-to-Date Totals. There is one basic format containing four data fields. The Report-ID and line numbers designate which data fields are used and correspond to a specific line of the F-454 Report.

2. The following are the fields in the transaction:

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC CIS.
Routing Identifier Code (To)	4-6	Enter S9H.
Defense Supply Center ID	7	Enter applicable DSC ID as follows: C - DCSC E - DESC G - DGSC I - DISC M - DPSC-MED T - DPSC-C&T S - DPSC-SUB
Report Identification Code	8	Enter appropriate Report Identification Code as follows: A - Weapon Items B - Non-Weapon Items
Service Report Identification Code	9	Enter appropriate Service Report Identification Code as follows: A - ARMY N - NAVY F - USAF M - USMC O - OTHER
Report Submission Date	10-14	Enter the five position Julian date (YYDDD) for which the data elements are submitted.

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
Transaction Code	15	Leave blank on mechanically generated document for current reporting period. Enter an R to denote replacement of previously submitted transactions, or I to insert data missing on previous submitted transactions. See appendix E-370 P for manual instructions.
Data Entry Fields	16-67	There are four data fields in a record; Stocked, Nonstocked, Non-NSN and Year-to-Date Totals.
	(16-28)	Enter applicable quantitative values of Stocked items identified to the specific line number in positions 77-80.
	(29-41)	Enter applicable quantitative values of Nonstocked items identified to the specific line number in positions 77-80.
	(42-54)	Enter applicable quantitative values of Non-NSN items identified to the specific line item number in positions 77-80.
	(55-67)	Enter cumulative Year-to-Date totals for Stocked, Nonstocked and Non-NSN items as identified to the specific line item number in positions 77-80.
Blank	68-76	Leave blank.
Line Number	77-80	Enter appropriate four digit Line Number as identified on the format pages of appendix F-454.

NOTE 1: With the caption of Year-to-Date Totals, the submission of horizontal and vertical totals to HQ DLA is not required. These data elements will be computed by HQ DLA.

NOTE 2: Submission of all data lines is required for each Report Identification and Service Code.