

APPENDIX E-088 V

SPECIAL REQUIREMENT INQUIRY DOCUMENT VIOLATIONS

1. INPUT DOCUMENT

Appendix B-88, Special Requirement Inquiry Document, DIC ZR7.

2. INPUT TO PROCEDURE DECISION CHARTS

Special Requirement (SPR) Inquiry.

3. PURPOSE, CONTENTS AND RESPONSIBILITIES

This appendix is applicable to chapter 58 and provides instructions for the research, correction, and reentry of Special Requirement Inquiry Documents, DIC ZR7, which have been rejected from computer processing. Reasons for computer rejection, by VRC, are listed below in alphabetical sequence. The Commodity Branch IM and the MSO within the DSO is responsible for processing the violations.

VIOLATION

REASON CODE

DEFINITION

AI	Document Number Invalid.
AY	NSN Invalid.
CF	Action Code Invalid or Blank.
OG	Mass Cancellations and System Inquiry Verification Request.
PF	Output Routing Code Invalid.
ST	Support Date Invalid.
T7	No Record in SCF.
YY	No Record of SPR in Forecast SPR Record.

4. PROCESSING/RESEARCH INSTRUCTIONS

a. VRC AI.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC AI indicates that a Special Requirement Inquiry Document with an Invalid/Incomplete Document Number, pos. 30-43, has been received.

(2) PROCESSING/RESEARCH REQUIRED

(a) The violation document provides the original Document Number error as it appeared when the violation was detected. Check pos. 30-43.

(b) Processing personnel will review the violation output document to detect and correct any obvious format error. If correction cannot be accomplished, examine the source document which necessitated the inquiry to obtain the correct Document Number. Prepare a reentry document as directed in paragraph 5.

b. VRC AY.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC AY indicates that a Special Requirement Inquiry Document has been received with an invalid NSN, pos. 8-20.

(2) PROCESSING/RESEARCH REQUIRED

(a) The violation document provides the original NSN error as it appeared when the violation was detected. Check NSN, pos. 8-20.

(b) Processing personnel will review the violation output document to detect and correct any obvious format error. If correction cannot be made, refer to the documents which were the basis for the original input. Determine the correct NSN and prepare reentry as directed by paragraph 5.

c. VRC CF.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC CF indicates that an invalid Action Code has been entered in pos. 79-80 of the Inquiry Document, DIC ZRY.

(2) PROCESSING/RESEARCH REQUIRED

(a) Valid Action Codes are GA, GB, GC, GD, and GF.

(b) Determine the correct Action Code for the desired inquiry and prepare reentry as directed by paragraph 5.

d. VRC OG.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC OG indicates that either a mass cancellation or a system inquiry verification is required for Action Codes GB, GD, or the documents are identified in the entry process as having an invalid Action Code assigned.

(2) PROCESSING/RESEARCH REQUIRED

The Chief, MSO, DSO will see if there is an IOM for this DIC and Action Code.

(a) If there is an IOM, specific format and data elements will be checked and reentry action will be accomplished for further processing by using Reentry Code ER.

(b) If there is no IOM, the applicable division will be queried to see if this is a valid requirement. If it is not valid, reentry will be accomplished for deletion by using Reentry Code D_. If it is a valid requirement, the requesting division will furnish the Chief, MSO, all pertinent facts relating to this action by IOM and reentry action will be accomplished for further processing by using Reentry Code ER.

(c) Those documents identified in the entry edit of having an invalid/blank entry in the Action Code field will violate under Reason Code OG. Those OG violations will be deleted and a new input document prepared and entered.

e. VRC PF.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC PF indicates that an invalid ORC was used on Inquiry Document, DIC ZR7.

(2) PROCESSING/RESEARCH REQUIRED

(a) The violation document provides the original invalid ORC error as it appeared when the violation was detected. Check ORC, pos. 77-78.

(b) Processing personnel will review the output document to determine if the invalid data was the result of a Data Entry or coding error. Based on ORC assigned to initiator of input document, select correct ORC and prepare reentry as directed by paragraph 5.

f. VRC ST.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC ST indicates that an invalid Support Date was used on Inquiry Document, DIC ZR7.

(2) PROCESSING/RESEARCH REQUIRED

(a) The violation document provides the original invalid Support Date error as it appeared when the violation was detected. Check Support Date, pos. 62-65.

(b) Processing personnel will obtain the documents which were the basis for the original input. Determine the correct Support Date and prepare the entry as directed in paragraph 5.

g. VRC T7.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC T7 indicates that an NSN for Special Requirement Inquiry Document has been submitted for which there is no SCF record. This violation is generated when the NSN is valid in the NIR, but not in the SCF.

(2) PROCESSING/RESEARCH REQUIRED

(a) Processing personnel will ascertain if the correct NSN has been queried by referring to the data from which the Data Entry source document was prepared.

(b) If the correct NSN was queried and that NSN is a Family Head/Member, check the family relationship for inconsistencies, correct these inconsistencies, and reinput document.

(c) If the violation was caused by other than Data Entry error or inconsistent family relationships, the T7 violation will be taken to the MSO, DSO, where research will be conducted as to why the item has an NIR but no SCF and the necessary corrective action will be taken.

h. VRC YY.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC YY indicates that a Special Requirement Inquiry Document has no matching record in the SPR Trailer Record, appendix F-251, or the nonrecurring SPR Trailer Record, appendix F-256.

(2) PROCESSING/RESEARCH REQUIRED

(a) The Violation Document indicates there is no matching document number in the SPR Trailer Record.

(b) No reinput is required by processing personnel, however the possibility of an erroneous SPR document number input should be considered.

5. REENTRY INSTRUCTIONS

a. Review remaining data elements contained in violation output to detect any other invalid data and correct as necessary.

b. Reentry methods for violations are contingent upon type of violation output. Type of output is an option recorded in the ORC Table, appendix F-20. The following codes are the various options with their reentry instructions:

<u>CODE</u>	<u>OUTPUT</u>	<u>REENTRY</u>
1	ZLR - Controlled Violation Listing, appendix F-122	Corrected data and/or reentry code (appendix A-62) will be entered on appendix F-122 with colored pencil or ink and submitted as provided in appendix E-066 P.
3	Uncontrolled Violation Listing, appendix F-117	Reentry, when required, will be accomplished as prescribed in appendix E-346 P.

6. FLOWCHART

Flowchart not required.