

APPENDIX E-137 V

COMMUNICATIONS ROUTING INDICATOR (CRIN) VIOLATIONS

1. INPUT DOCUMENT

Appendix B-137, Communications Routing Indicator (CRIN), DICs STA and STD.

2. INPUT TO PROCEDURE DECISION CHART

None.

3. PURPOSE, CONTENTS, AND RESPONSIBILITIES

This appendix provides instructions for the research, correction, and reentry of CRIN Documents, DICs STA and STD, which have been rejected from computer processing IAW chapter 47. Reasons for rejection by VRC, in alphabetical order, are listed below. The Digital Communications Branch, Communications Division, Office of Installation and Services (or ODS where authorized), will be responsible for processing all violations described herein. Reentry instructions are covered in paragraph 5.

VIOLATION

REASON CODES

DEFINITION

GA	Department of Defense Activity Address Directory (DoDAAD) Code Invalid or blank; Code not in record.
KZ	Effective Date Invalid (not all numerics) or blank; Effective Date is equal to or less than master file effective date of CRIN; Date of input CRIN is equal to or greater than last day of year or is blank and/or zeros; Input date of CRIN is greater than processing date.
LW	CRIN Invalid or blank; Code not in record.

4. PROCESSING/RESEARCH INSTRUCTIONS

a. VRC GA.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC GA indicates that the DoDAAD Code, pos. 8-13, is invalid (not alpha/numeric), blank, or is not in the record.

(2) PROCESSING/RESEARCH REQUIRED

(a) Review entries in pos. 8-13 of the violated document to determine the invalid or blank positions.

(b) Research DoD 4000.25-D (DoDAAD) or other local source documentation. If necessary, contact Defense Automated Addressing Systems Office (DAASO), Dayton, Ohio, by telephone or message.

(c) If input contained incorrect DoDAAD Code, reflect correct DoDAAD Code on required reentry document.

(d) If the input DoDAAD Code is valid, but did not find a matching activity address record and it is an STA transaction (add or change), contact the DoDAAD Monitor (at DSCs other than DSCP, in the Requisition Processing Branch, DSO; at DSCP, in the MSO, ODS). Determine if the TA1 transaction (the transaction which should enter the DoDAAD Code into the file) has violated. If so, request that it be corrected expeditiously. If not, request that an Interim TA1 transaction be prepared in accordance with appendix E-133 P. In both instances request that processing personnel be notified upon receipt of the resultant DIC ZGE transaction, at which time the DIC STA transaction should be reentered in accordance with paragraph 5.

b. VRC KZ.

(1) REASON FOR VIOLATION/ERROR CONDITION

Violation Reason Code KZ indicates that Effective Date, pos. 39-42, of CRIN input is:

(a) Invalid (not all numeric), or blank.

(b) Equal to master file effective date of CRIN (possibility of a duplicate transaction).

(c) Less than master file effective date of CRIN (possibility that the date is in error or another transaction superseded the one in question).

(d) Equal to or greater than last day of year or is blank and/or zeros.

(e) Greater than processing date.

(2) PROCESSING/RESEARCH REQUIRED

(a) Review entries in pos. 39-42 of the violated document to determine invalid or blank positions.

(b) Research local source data, if manager initiated transaction to ensure the attempted entry is valid.

(c) If necessary, on DAASO input, solicit the correct Julian date from DAASO, Dayton, Ohio, by telephone or message.

(d) If the date appears to be correct, research appendix F-226 for the specific DoDAAD Code, (if necessary, request a printout of the specific DoDAAD Code, appendix F-226, in accordance with appendix E-135 P) to determine if the effective date of the CRIN is equal to or less

than the record date. If it is equal to the record date, compare balance of the data to determine if it is a duplicate transaction. If it is a duplicate transaction, delete the violation in accordance with paragraph 5.

(e) If the effective date is less than the record date and the input CRIN is different than the record CRIN, contact DAASO to determine course of action.

(f) If the effective date is greater than the processing date, but it is determined to be correct, hold the transaction until the effective date and then reenter the transaction.

(g) Reflect correct effective date on required reentry document.

c. VRC LW.

(1) REASON FOR VIOLATION/ERROR CONDITION

Violation Reason Code LW indicates that the CRIN, pos. 26-31, is invalid (not a 6-character alpha code), blank.

(2) PROCESSING/RESEARCH REQUIRED

(a) Review entries in pos. 26-31 of violated document, appendix B-137, to determine the invalid or blank positions.

(b) Research the Joint Routing Indicator Book (U.S. Supplement No. 2) ACP 117 to determine the valid CRIN Code.

(c) If necessary, request a printout of the specific DoDAAD Code, appendix F-226, in accordance with instructions in appendix E-135 P.

(d) If necessary, solicit the valid CRIN Code entry from the DAASO by telephone or message.

(e) Determine if the CRIN, pos. 26-31, and DoDAAD, pos. 8-13, are correct and compatible.

(f) Reflect correct CRIN or correct DoDAAD on required reentry document.

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 Output Routing Code Table (see appendix F-20). Reentry instructions may be found in DLAH 4745.2, Volume 1, Part 1, Chapter 3, Verb SVRR.

6. FLOWCHART

Flowchart not required.