

APPENDIX E-161 P

SPECIAL ITEM REVIEW INQUIRY TRANSACTIONS

1. PURPOSE

This appendix is applicable to chapter 2 and describes the processing of Special Item Review Programs. This off-the-shelf program may only be used upon request by DLA or DSO. The input DIC ZLA (appendix B-161) will be prepared by MSO, DSO utilizing the NSNs provided by DLA.

2. REFERENCES

- a. Appendix B-161.
- b. Appendix F-182.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The Management Support Office, Directorate of Supply Operations, is responsible for processing all Special Item Review Inquiry transactions.

4. PROCEDURES/INSTRUCTIONS

a. The Special Item Review Program interrogates the Transaction History File for the specified time period (not to exceed one year) for those NSNs on the DIC ZLA (appendix B-161). The program selects all D7_ transactions for the requested NSNs, sorts them by document number and then each document is summarized on quantity. If a reversal is equal to or greater than the issue quantity, the record is deleted. If the reversal quantity is less than the issue quantity, the difference will be counted and the record will be included for further processing.

b. The summarized records are then sorted by Military Service, NSN, Unit of Issue (UI), and Activity Advice Code (AAC). The total lines, total quantity and total dollar value of materiel shipped is aggregated by Military Service, UI and AAC.

c. Generic groups of NSNs are further aggregated within the generic group number (pos. 20-22 of DIC ZLA). The generic group number can be any number from 001-999, but the same number must be assigned to all NSNs within a generic group being interrogated. The same generic nomenclature (pos. 23-42 of DIC ZLA) must also be assigned to all NSNs within a generic group. The generic nomenclature will be shown on the F-182 listing in lieu of the NSN.

d. The F-182 Special Item Review Program listing is printed for each Military Service as follows:

<u>SERVICE CODE</u>	<u>SERVICE</u>
A,B,C,W	Army
D,E,F,J	Air Force

<u>SERVICE CODE</u>	<u>SERVICE</u>
K, L, M	Marine Corps
N, P, Q, R, V	Navy
S, T, U	DLA
Z	Coast Guard

NOTE 1: The Service Code is determined by the Signal Code. If the Signal Code is A, C, C or D, the first position of the Document Number is checked. If the Signal Code is J, K, L or M, the first position of the Supplementary Address is checked.

NOTE 2: This data will be provided to the DSO or requesting Military Services on a semiannual basis, for their use in responding to Congressional as well as GAO investigations.

e. Upon notification from HQ DLA or at the direction of the Director of Supply Operations, MSO, DSO will prepare the input DLA transactions (appendix B-161) and an IOM to ODS requesting that the Special Item Review Program be run. This IOM will also state the time period to be covered.

f. Forward original coding document and IOM through the data entry facility to ODS for processing.

g. As a result of processing the Special Item Review Inquiry transactions, DIC ZLA, appendix B-161, a Special Item Review Program listing, appendix F-182 is prepared. Two copies of this listing will be forwarded to MSO, DSO. MSO, DSO will distribute one copy only to the requesting Military Service, e.g., Air Force will receive only that portion of F-182 that pertains to Air Force, etc., retain other copy in MSO, DSO. Retain nonrequesting Services' copies in MSO, DSO for a minimum of 90 days.

5. FLOWCHART

Flowchart not required.