

APPENDIX E-167 P

ISSUE TRANSACTION (TRANSSHIPMENT OF SUSPENDED RECEIPTS)

1. PURPOSE

a. This appendix is applicable to chapters 3 and 4 and describes the processing of appendix B-167, Issue Transaction for Transshipment of Suspended Receipts, DIC ZLD. This document is manually prepared in duplicate by DSC processing personnel when materiel received and suspended in Condition Code L is to be returned to the contractor (vendor) or transferred to the Property Disposal Office(r).

b. This appendix also describes the processing of appendix F-121C, Unconfirmed Redistribution/Disposal Transactions Over 100 Days Old, which is output monthly during the internal review of outstanding (unconfirmed) MRO/DRO(s) over 100 days old at time of check.

c. This appendix also describes the processing of appendix F-121D, Overage MRO/DRO for Condition Code L Assets, which is output both cyclic and monthly whenever a status document, DIC AE6, citing Status Code BE or BF, is received in reply to a DSC followup on a DIC A5E MRO document.

2. APPENDICES USED IN THIS PROCESS

a. Appendix B-167, Issue Transaction for Transshipment of Suspended Receipts, DIC ZLD.

b. Appendix E-398 P, Discrepancy Reports from Distribution Activities.

c. Appendix F-50, Distribution Exception List.

d. Appendix F-100, Document Number Cross-Reference Listing.

e. Appendix F-121C, Unconfirmed Redistribution/Disposal Transactions Over 100 Days Old.

f. Appendix F-121D, Overage MRO for Condition Code L Assets.

g. Appendix F-160, Discrepancy Report Notice.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The Inventory Accounting Branch, Stock Control Division, DSO, is responsible for the preparation and processing of the Issue Transaction Card, DIC ZLD and processing the appendices F-121C and F-121D IAW the instructions which follow.

4. PROCEDURES/INSTRUCTIONS, PROCESSING THE ISSUE TRANSACTION CARD, DIC ZLD

- a. This document is prepared in the format of appendix B-167.
- b. When damaged/unsatisfactory materiel, overages, or materiel with latent defects is received via procurement instrument source, the distribution activity will suspend the receipt and forward to the DSC a Report of Item Discrepancy, SF 364, and a Materiel Receipt Document, DIC D4_, with Condition Code L (Litigation) in pos. 71.
- c. The SF 364 will be received and processed as indicated in appendix E-398 P, for resolution of the discrepancy and preparation of disposition instructions for the materiel being held in litigation.
- d. The Issue Transaction Document, DIC ZLD, will be prepared when the annotated SF 364 cites disposition instructions which direct the distribution activity to return the materiel to contractor/vendor, ship to an appropriate consignee for repair, or rework or ship to a Property Disposal Office.
- e. The transaction is prepared from information contained on the SF 364 and from appendix F-160, Discrepancy Report Notice, which is mechanically prepared and forwarded to Supply Operations whenever a Materiel Receipt Document is received citing Condition Code L.
- f. When the discrepancy is processed against an Incremental Delivery Schedule, the DIC ZLD transaction must contain the Summary CLIN in pos. 45-50.
- g. One copy of the card will be forwarded to the ODS via data entry services for input into the applicable processing routines. The remaining copy will be filed with the SF 364.
- h. Input of an Issue Transaction, DIC ZLD, will result in the output of a Materiel Release Order (DIC A5E) or a Disposal Release Order (DIC A5J) as appropriate and appendix F-100, Document Number Cross-Reference Listing, which contains cross-reference data to relate the DIC A5_/A5J to the applicable SF 364. It is necessary to annotate exception data on the resultant MRO or DRO, DIC A5E or DIC A5J, with Z in pos. 72 to provide the holding depot a cross-reference to contract number and discrepancy report number. MROs and DROs, with Management Code Z in pos. 72, will be ejected from mechanical processing on appendix F-50, Distribution Exception List, and will be routed to the Inventory Accounting Branch, SCD, DSO, for annotation and forwarding to the appropriate distribution activity. Upon receipt of either of these documents, include any exception data, attach the DRO or MRO to the SF 364 and forward both the SF 364 and DRO/MRO to the Central Control Point (see appendix E-398 P) for processing discrepancy reports. Annotate on the file copy of the SF 364 the date the MRO/DRO was forwarded.
- i. The copy of the input which was initially filed with the SF 364 may be destroyed after receipt and subsequent mailing of the DRO/MRO.
- j. Processing of a DIC ZLD, with a Due-In Indicator of D, will either retain the TDIC SDS or reestablish a TDIC of ZDS if the Due-In reflected a TDIC of L.

5. PROCEDURES/INSTRUCTIONS, PROCESSING THE APPENDIX F-121D LISTING

a. When processing DIC AE6 status documents (in reply to a DSC followup) and the document contains either Status Code BE or BF, a check is made to determine if the original MRO was a DIC A5E (exception MRO) released as a result of a DIC ZLD input. If this condition exists, the DIC A5E is output on the appendix F-121D. The ARCSF record is coded, in the NO REC field with either a 4 or 8, as appropriate.

b. During the monthend review of unconfirmed MRO/DRO records, DIC A5E records which are still open and contain either a 4 or 8 in the NO REC field are again output on the appendix F-121D (monthly version) for review and resolution IAW the procedures/instructions which follow.

c. Upon receipt of the appendix F-121D, contact the appropriate Distribution Activity and/or Storage site and:

(1) Determine if the exception MRO (DIC A5E) has been received and recorded by the Distribution Activity subsequent to their release of the transaction indicating No Record (Code BF), or determine if shipment to the vendor is being finalized.

(2) If the Distribution Activity indicates the MRO has been received and recorded and/or that shipment is being finalized, request the Distribution Activity furnish the DSC with a Materiel Release Confirmation (MRC) document (DIC AR_) or a status document indicating that shipment is in process (DIC AE6, Status Code BA).

(3) If the Distribution Activity indicates that the MRO has not been received and recorded, inform the Distribution Activity that a duplicate MRO will be created and forwarded by mail or messenger (normally via messenger at collocated ICPs/Depots).

d. The monthend version of the appendix F-121D will contain DIC A5E records, which were output on the cyclic versions of the report, which are still open. The monthend version will be used as a control/review document to monitor the processing of the DIC A5Es output for resolution during the previous month(s) cyclic output. The unconfirmed DIC A5Es will be considered resolved and will not be printed on the monthend review output of the appendix F-121D when:

(1) A MRC (DIC AR_) from the Distribution Activity is received and processed or,

(2) A status transaction (DIC AE6, Status Code BA) from the Distribution Activity is received and processed.

6. PROCEDURES/INSTRUCTIONS, PROCESSING THE F-121C LISTING

a. During the monthend review of unconfirmed MRO/DRO(s) which are 100 or more days old, the records are extracted and printed IAW appendix F-121C.

b. Upon receipt of the appendix F-121C, contact the appropriate Distribution Activity and/or Storage site (RIC) and:

(1) Determine if the activity has a record of the MRO/DRO transaction (possibly received subsequent to their generation of a BF/BE status transaction).

(2) If the Distribution Activity indicates that a record of the MRO/DRO exists, advise the activity to finalize processing as soon as possible and notify the DSC, with appropriate status notification, of their action.

(3) If the Distribution Activity indicates that no record of the MRO/DRO exists, advise the activity to generate a DIC: AE_status document with Status Code BF in pos. 65-66. Data elements for inclusion in the AE_status document will be obtained from the F-121C record (refer to appendix B-94).

NOTE: R RDO records will be system force closed if unconfirmed and over 180 days old.

7. FLOWCHART

Flowchart not required.