

APPENDIX E-185 P

DEMAND HISTORY MAINTENANCE DOCUMENT

1. PURPOSE

These procedures are applicable to chapter 52 and describe the manual preparation of the Demand History Maintenance Document (DHMD), DIC ZRZ, appendix B-185. The use of this document is to establish or adjust Demand/ Returns history records.

2. APPENDICES USED IN THIS PROCESS

- a. Appendix A-2, Routing Identifier Codes (RIC).
- b. Appendix A-4, Type of Pack Codes.
- c. Appendix A-5, Service Assignment Codes.
- d. Appendix A-6, Demand Codes.
- e. Appendix A-20, FEDSTRIP Agency Codes.
- f. Appendix A-89, Period Codes.
- g. Appendix A-128, Customer Zone Codes.
- h. Appendix A-130, MILSTRIP Service Conversion Codes for Accumulating Demand>Returns Data.
- i. Appendix B-185, Demand History Maintenance Document.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

Commodity Branches of the Directorate of Supply Operations (DSO) are responsible for preparing the DHMC. They are responsible also for processing in accordance with E-185 V any violation resulting from the manual input.

4. PROCEDURES/INSTRUCTIONS

- a. The Item Manager (IM) prepares the DHMC in the format of appendix B-185 and then sends it to the Office of Data Systems (ODS). Further, the IM will prepare the DHMC in the format of appendix B-185 whenever information is received from a Service that local purchase has been effected for a centrally managed item. Computer procedures detect errors and procedural violations. Documents failing to pass all checks are returned to the IM via the violation output selected by the DSC (refer to paragraph 5 of appendix E-185 V).
- b. Demand Code field (pos. 26) will accept MILSTRIP Demand Codes, non-MILSTRIP codes M for demand data or T for returns data.

c. Customer Zone Code entries (pos. 27) must be compatible with those in the DoDAAD. Refer to appendix A-128 and chapter 47 for DoDAAD procedures. Coding is DSC responsibility.

d. Service Codes (appendix A-130) are composed of a MILSTRIP Service Code in the first position and a zero in the second position or a two-character FEDSTRIP Agency Code in the first and second positions. Refer also to appendices A-5 and A-20.

5. FLOWCHART

Flowchart not required.