

APPENDIX E-211 P

BACKORDER INQUIRY TRANSACTION

1. FORM USED

The Backorder Inquiry Transaction, DIC ZLH, appendix B-211, will be prepared using the Transcript for Manager Backorder Action, DLA Form 955.

2. REASON FOR PREPARATION

The Backorder Inquiry Transaction is prepared whenever a printout of all backorders, for a given NSN, against stock replenishment dues-in (i.e., BB Status Backorders) is required. See DLAM 4140.2, Volume II, Part 1, Chapter 42, and Appendix F-987.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

Inquiries for backorder records may be by any organizational element (or operational personnel) identified by a valid Output Routing Code, having a need for such data.

4. INSTRUCTION FOR PREPARATION

a. As the need for backorder data becomes apparent, operational personnel will prepare an inquiry document, DIC ZLH, citing the data elements shown in appendix B-211.

b. Approval requirements: Supervisory approval for input of the Backorder Inquiry Transaction, DIC ZLH, is not required.

c. Disposition of forms: The completed worksheets will be routed to data entry for the next scheduled SAMMS Entry process.

5. FLOWCHART

Flowchart not required.