Active Radio Frequency Identification (RFID) Tag Program

References: Refer to Enclosure 1.

1. PURPOSE. The intent of this Instruction is to provide DLA a method of implementing Under Secretary of Defense for Acquisition, Technology and Logistics (USD [AT&L]) policy directing the use, procurement, storage, and return of Active Radio Frequency Identification (RFID) tags, an Automatic Identification Technology (AIT) capability within the DoD supply chain. Active RFID technology is composed of transponders, or tags, which transfer data by means of electromagnetic energy (radio or microwave frequency) to readers/interrogators. The data is also transmitted in routine electronic documentation to In-Transit Visibility (ITV) servers and automated information systems to support the organization’s business processes.

   a. This Instruction provides procedures for HQ DLA, DLA FAs, and vendors, contractors, and suppliers (hereinafter referred to as “vendors”) under contract with DLA FAs. It meets USD (AT&L) requirements for concept of operations and implementation procedures, and focuses on active RFID operations which have been employed within DoD since the early 1990s. As currently deployed, Active RFID requires moderately expensive, high-data capacity tags, with a self-powered energy source that can be read up to a 300-foot radius.

   1) The DoD is transitioning the Air Interface Protocol for active RFID tags from the current proprietary American National Standards Institute (ANSI) 256 a non-proprietary International Standards Organization (ISO) 18000-7 protocol.

   2) The DoD is also transitioning to the use of a License Plate active RFID tag in lieu of the data rich tag currently in use in accordance with the DOD AIT CONOP of 2007.

   3) This Instruction will be revised accordingly when the above transitions are at an appropriate stage of implementation.

   b. This Instruction covers only active RFID tags used in sustainment distribution processes, as mandated by the USD (AT&L) RFID Policy Memorandum of July 30, 2004. Other active RFID tags programs (e.g., unit moves, tagging of preposition munitions, and passive tag technology) fall outside the scope of this policy.
c. The focus of this process is to ensure that containerized shipments comply with the DoD RFID policy. This process constitutes a tool for customers and logistics managers to maintain visibility of incoming shipments while they are in transit.

2. **APPLICATION**. This Instruction applies to all Headquarters (HQ) DLA, DLA Field Activities (FA) and vendors, contractors, and suppliers under contract with DLA FAs.

3. **POLICY**.

   a. The USD (AT&L) Policy Memorandum of July 30, 2004 established a DoD-wide requirement for RFID tags in support of outside the continental United States (OCONUS) Combatant Commanders’ In-Transit Visibility (ITV) requirements for contingency and military operations. The DoD policy directs the utilization, within prescribed business processes, of the high-data capacity active RFID currently used in the DoD operational environment. The Policy Memorandum further directs that DoD components take immediate action to implement active RFID tagging.

   b. It is DLA’s policy to continuously improve customer support through supply chain process improvements. This includes the application and use of AIT throughout the lifecycle of DoD materiel.

      1) Active RFID tags are under DLA wholesale management and shall be requisitioned from Defense Supply Center Philadelphia (DSCP) Inventory Control Point (ICP). DSCP will maintain a sufficient stock of active RFID tags to support sustainment requirements. Any Military Service or DoD agency requiring active RFID tags, may requisition them through supply channels using the National Stock Numbers (NSN) below. The Savi ST 410 RFID Tag, ICP RIC: S9I, NSN 6350-01-495-3040, is no longer available for new procurement. The ST 410 tag will be issued if available and when specifically requested, but may be substituted with the ST 654 tag. The DDC will continue to use the Savi ST 410 tag until stocks have been depleted, or it is determined to be obsolete. Currently available Active RFID tags are listed below. The ST 656 tag is designed for exclusive use on SeaVan and MilVan doors. The Savi ST 654 tag will be used for all other purposes until other specific use tags have been developed and are on hand.

         Savi ST 654 RFID Tag                     NSN 6350-01-523-1998
         Savi ST 656 RFID Tag                     NSN 6350-01-531-6358

      2). The Defense Distribution Center (DDC) will maintain an adequate supply of active RFID tags and batteries to support DLA vendor shipments, DDC distribution sites, and Container Consolidation Points (CCP). The inventory will support cargo movement shipped in 20 or 40-foot seavans, flat racks, 463L air pallets, or engines, as well as other large components in their own containers. DDC will take necessary actions to fund and instrument RFID at the appropriate distribution sites. RFID instrumentation is defined as the capability at designated sites to have necessary hardware, software, and
peripherals to read and/or write RFID tags, and transmit required data to In-Transit Visibility (RITV) servers.

3) Continental United States (CONUS) DDC distribution sites and CCPs will write and affix active RFID tags to containerized shipments of sustainment cargo destined for overseas locations. Distribution sites located outside CONUS (OCONUS) will conform to appropriate Combatant Commander policies.

4) The DDC will requisition tags for all DLA vendors. Defense Supply Centers (DSC) will take action to contractually require larger volume vendors to become RFID-instrumented, enabling them to write and affix tags. Smaller volume vendors will not be RFID-instrumented, but DSCs will contractually require smaller volume vendors to affix RFID tags to seavan containers. The DDC will provide the tags to larger volume DLA vendors and will also write tags for smaller volume DLA vendors not having RFID capability. DDC will ship pre-written tags to smaller volume vendors via overnight or expedited delivery service. DDC is not required to write tags for other agencies, Military Services, or vendors which are not under a DLA contract. Criteria for vendor RFID-instrumentation capability are defined as follows:

a) Larger volume DLA vendors under contract will be required to become RFID-instrumented, i.e., develop the capability to read and write RFID, write active RFID tags in accordance with prescribed formats, and affix them to seavan containers prior to shipping to OCONUS military customers. Larger volume vendors are defined as those who ship 10 or more seavans a month, or an aggregate of 120 seavans a year, to OCONUS military customers. Larger volume vendor criteria for DSCP are expanded to include the vendors referenced and any vendor shipping at least 70 seavans per year to OCONUS military customers. Vendors under contract will be required to write RFID tags in the proper format in accordance with forthcoming Defense Federal Acquisition Regulations Supplement (DFARS) guidance and, if applicable, DLA acquisition policy issued by Procurement Letters (PROCLTR), and to affix tags to the seavan prior to shipment. DSCs will take necessary action to budget for and fund RFID instrumentation at vendor sites, e.g., hardware, software, and peripheral equipment necessary to read and write tags. RFID instrumentation of larger volume vendors must be arranged through the Program Executive Office (PEO) for Enterprise Information Systems (EIS), Product Manager (PM) for Joint AIT (PEO EIS, PM J-AIT).

b) Smaller volume vendors will obtain active RFID tags from DDC. Smaller volume vendors are defined as those who ship fewer than 10 seavans a month to OCONUS military customers or those who ship irregular, high volumes at various intervals, but do not warrant RFID instrumentation. At the time of shipment, vendors will provide shipping data in the required format to DDC in accordance with DLA acquisition policy issued by PROCLTRs. Shipping data will be provided electronically to the DDC, which will write data to the tags and ship them via overnight delivery service to smaller volume vendors. Vendors will
affix RFID tags to seavan containers prior to shipping. The DDC will take any required actions to budget for and fund RFID tags and shipment thereof.

4. **RESPONSIBILITIES.**

   a. The DSCP procures and stocks sufficient quantities of RFID tags based on demand history.

   b. The DDC requisitions RFID tags based on past usage of the tags at distribution sites and vendor locations.

   c. DSCs coordinate with DDC tag requirements for RFID-instrumented vendors.

   d. DDC requisitions, ships, and replenishes tag stock for RFID-instrumented vendors.

   e. DDC or vendor receives order for materiel.

      1) DDC receives shipping information through DSS.

      2) Vendor receives information through contract and/or direct vendor delivery processes.

   f. DDC writes and affixes tag to containerized cargo.

   g. RFID-instrumented vendors write and affix tags to containerized cargo.

   h. Non-RFID-instrumented vendors submit shipping data electronically to DDC. Required data elements from vendors when DDC writes active RFID tags for vendors are described in enclosure 2 of this Instruction.

      i. DDC writes and ships tags to non-instrumented vendor via expedited delivery service.

      j. Non-instrumented vendor affixes tag to container.

   h. Customers query RITV server to determine the whereabouts and contents of containers.

5. **PROCEDURES.** Additional information is located at [Enclosure 2](#).

Enclosure 1
References

1. 2004 OSD RFID Policy
2. 2006 USTRANSCOM appointed as lead proponent for AIT
3. 2007 DoD AIT CONOPS
4. 2008 DoD AIT Implementation Plan
5. DOD 4140.1-R DOD Supply Chain Materiel management Regulation
6. DFAR
7. MIL-STD 129P
8. DoD RFID Supplier Implementation Plan
9. DoD Suppliers’ Passive RFID Information Guide
Enclosure 2

Procedures

1. Required data elements from vendors, when DDC writes active RFID tags for vendors, are as follows.

   a. Port Call File Number – The number is provided by the Surface Deployment and Distribution Command (SDDC), formerly the Military Traffic Management Command.
   
   b. Booking Number – The number is provided by SDDC if the tag is booked under Integrated Booking System or by the carrier if the tag is the result of direct booking.
   
   c. Vessel Name – The name is provided by SDDC or the ocean carrier.
   
   d. Cutoff Date – The last day a seavan container will be accepted at the port for booked sailing.
   
   e. Sailing Date – The date a vessel will sail.
   
   f. Container Number – A four-position, alphanumeric ownership code, plus a seven-position numeric code.
   
   g. Container Type – The container may be dry or refrigerated.
   
   h. Container Transportation Control Number (TCN) or Lead TCN – A 17-position, alphanumeric code.
   
   i. Port of Embarkation – A three-position, alphanumeric code that must be compliant with DoD Regulation 4500.9, Appendix MM-3.
   
   j. Port of Debarkation – A three-position, alphanumeric code that must be compliant with DoD Regulation 4500.9, Appendix MM-3.
   
   k. “Ship to Consignee” DoD Activity Address Code (DoDAAC) – A six-position, alphanumeric code designating the addressee.
   
   l. Transportation Priority (TP) Code:
   
   1) TP 1 = Total Order Ship Time of fewer than 13 days, or the request must be expedited.
   
   2) TP 2 = Total Order Ship Time of more than 13 days and fewer than 18 days.
   
   3) TP 3 = Routine Ship Time of more than 18 days.
m. Consignor DoDAAC – The DoDAAC of the shipper, a six-position, alphanumeric code.

n. Standard Carrier Alpha Code – A four-position, alphanumeric code as defined by the National Motor Freight Traffic Association.

o. Shipped Date – A three-position, numeric code indicating the Julian date when the material will be shipped.

p. National Stock Number (NSN) – An assigned four-position, alphanumeric code; plus a two-position, alphanumeric code; plus a three-position, alphanumeric code; plus a four-position, alphanumeric code for each item.

q. Nomenclature – A description of each item shipped.

r. Pieces, Weight, Cube – Numeric code for pieces, weight, and cube of each item shipped.

s. Value – The total dollar value of items in container.

t. Unit of Issue – A two-position code assigned to the NSN.

u. Quantity – The quantity is based on the unit of issue.

v. Seal Number – An alphanumeric code up to eight positions is shown exactly as it appears on the Seal. There must be a space between the letter and number.

w. Van Size – A van measures 20 or 40 feet.

x. Temperature – A range is indicated.

y. Required Delivery Date – The date consists of a three-position Julian date.

z. Gross Weight – The gross weight is indicated in pounds.

aa. Purchase Order Number – The number is taken from the contract.


ac. Transportation Account Code – Identification of the bill payer by a four-position, alphanumeric code.