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IN REPLY
REFER TO DLMSO

AUG 27 2002

MEMORANDUM FOR: DISTRIBUTION

SUBJECT: MILSTRIP Interim Change 02-04

The attached interim change to DoD 4000.25-1-M, Military Standard Requisitioning and Issue Procedures (MILSTRIP), publishes approved changes as listed below. (A corresponding revision to the DoD 4000.25-M, Defense Logistics Management System (DLMS) manual, Volume 2, will also include these changes.)

Approved MILSTRIP Change Letter (AMCL) 32, dated February 1, 2001, subject: Mandatory Entry Blocks on Materiel Release Documents, requires the mandatory entry of the controlled inventory item code and the shelf-life code on the DD Form 1348-1A for issues from stock.

Approved DLMS Change (ADC) 55, dated March 4, 2002, subject: Revision to DLMS Supplement (DS) 856S, Shipment Status (Supply), includes numerous administrative and functional corrections (some to accommodate the DI Code AS6). In addition, ADC 55 includes minor administrative corrections to the MILSTRIP DI Code AS_ series (AP2.19 and AP2.20) formats.

Approved DLMS Change (ADC) 57, dated May 23, 2002, subject: Enhanced Edits for the Required Delivery Date (RDD) Data Field in Requisitions (Supply/MILSTRIP) (Staffed as PDC 65), clarifies and revises business rules relating to the use of the RDD field and its compatibility with the priority designator (PD). ADC 57 also revises the demand sequencing to eliminate providing precedence to requisitions with an RDD or required availability date earlier than the computed standard delivery date or containing an expedited transportation signal.

Approved DLMS Change 59, dated April 3, 2002, subject: Customer Identification on Automated Exception Requisitions (Supply/MILSTRIP) (Staffed as PDC 69), requires internal system generation of customer identification for processing of automated exception requisitions that include in-the-clear ship-to addresses.

Remove MILSTRIP pages and insert revised pages as indicated below. Changes are identified by ***bold-italicized*** text. Deleted text may not be identified.

Remove Old

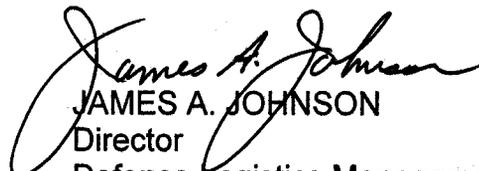
xxxvii
C2-1 thru C2-19
C3-1 thru C3- 40
C6-1 thru C6-17
C9-1 thru C9-15
AP2.14-1 thru AP2.14-11
AP2.16-1 thru AP2.16-17
none
AP3.19-1 thru AP3.19-4
AP3.20-1 thru AP3.20-2
AP3.48-1 thru AP3.48-4

Insert New

same
C2-1 thru C2-20
C3-1 thru C3- 41
same
C9-1 thru C9-17
AP2.14-1 thru AP2.14-13
same
AP2.25-1
AP3.19-1 thru AP3.19-3
AP3.20-1
same

This change is effective upon publication.

Addressees may direct questions to the DLMSO points of contact, Ms. Ellen Hilert, Co-Chair, Supply Process Review Committee, 703-767-0676, DSN 427-0676, or e-mail: ellen_hilert@hq.dla.mil or Ms. Vermella Saváge, DoD MILSTRIP System Administrator, 703-767-0674, DSM 427-0674, e-mail: vermella_savage@hq.dla.mil. Others must contact their Components designated Supply Process Review Committee representative (<http://www.dla.mil/j-6/dlms0/Committees/Supply/supplyPRC.htm>).


JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
Supply PRC Members/
MILSTRIP Focal Points

FIGURES

<u>FIGURE</u>	<u>TITLE</u>
C3-1	Requisition Processing and Related Actions <i>[text deleted]</i>
C4-1	Supply and Shipment Status Distribution Table
C5-1	Distribution of DD Form 1348-1A, Issue Release/Receipt Document, and Automated Packing List to all consignees other than Defense Reutilization and Marketing Offices and Security Assistance ¹
C5-2	Distribution of DD Form 1348-1A, Issue Release/Receipt Document, for Shipments to Defense Reutilization and Marketing Offices
C5-3	Instructions for Completion of DD Form 1348-1A (or DD Form 1348-2) used for Returns to Stock and Transfers (excluding Transfers to Defense Reutilization and Marketing Offices)
C6-1	Distribution of DD Form 1348-1A and Automated Packing List
C7-1	Cyclic Schedule for Materiel Obligation Validation (excludes Support of Military Assistance Program Grant Aid)
C7-2	Cyclic Schedule for Materiel Obligation Validation in Support of Military Assistance Program Grant Aid
C8-1	Component Mass and Universal Cancellation Contact Point List
C11-1	Management Control Activity Validation Process of Government-Furnished Materiel Transactions

¹For Security Assistance shipments, see Figure C6-1.

C2. CHAPTER 2

PREPARATION AND SUBMISSION OF REQUISITIONS, CANCELLATIONS, AND FOLLOWUPS

C2.1 PREPARATION OF REQUISITIONS

C2.1.1 Requisitions will be prepared in one of the following formats described under AP1, Forms/Message Format (Introduction), using the coding structures shown in AP2.2:

C2.1.1.1 DD Form 1348, DoD Single Line Item Requisition System Document (Manual).

C2.1.1.2 DD Form 1348m, DoD Single Line Item Requisition System Document (Mechanical).

C2.1.1.3 DD Form 173/2, Joint Message form.

C2.1.1.4 SF 344, Multiuse Standard Requisitioning/Issue System Document.

C2.1.1.5 DD Form 1348-6, DoD Single Line Item Requisition System Document (Manual-Long Form).

C2.1.1.6 DD Form 1348-1A, Issue Release/Receipt Document (acceptable and preferred as a requisition when requesting property directly from DRMOs).

C2.1.1.7 DD Form 1348-2, Issue Release/Receipt Document, with Address Label.

C2.1.2 The manual form (DD Form 1348, SF Form 344, or DD Form 1348-6) will be used only when:

C2.1.2.1 Facilities are not available to the requisitioning activity to enable electrical transmission of documents in data pattern format, formatted teletype messages, or when computer-readable machine-sensible facilities are not available to the requisitioning activity.

C2.1.2.2 The requisition coding structure does not provide sufficient data to assist the supply source in making supply decisions. Use of exception data¹ will cause delays in supply of materiel since each document containing such data must be withdrawn from routine processing, reviewed for the exception and continued in process after a decision

¹ Requirement to reduce the amount of exception data in requisitions last reported as not implemented by DLA (Subsistence). Refer to AMCL 2.

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has been made as a result of the review. Activities should not attempt to use exception data as a normal method for requisitioning materiel requirements. Limitations on the use of exception data are outlined in paragraph C2.2., below.

C2.1.3 Requisitions for conventional ammunition will contain Advice Code 3Q, 3V, 3W, 3X, 3Y, or 3Z, as applicable, when usable Condition E stock is acceptable.

C2.1.4 Non-NSN requisitions will be prepared with DI A02 or A0B in DD Form 1348m when the CAGE and part number do not exceed the part number field and the item can be identified by additional data in rp 70-80 as indicated in AP3.4. Otherwise, use DD Form 1348-6. This also applies to non-NSN lumber products.

C2.1.5 The manual forms (DD Form 1348 and 1348-6) will be used as exception mediums when there are no available mechanical methods of transmission. Use the AP3, Formats (Introduction), and AP3.2, AP3.5, and AP1.8 (for messages) to prepare manual forms of requisitioning and in the number of copies as specified by individual Components.

C2.1.6 The mechanical transaction will be used as the normal requisitioning medium and will be electrically transmitted to the supply source via DAAS. Use the AP3.2 format to prepare the mechanical transaction.

C2.1.7 The DD Form 173/2 will be used when:

C2.1.7.1 Data communication facilities are not available to permit document transmission by mechanized media.

C2.1.7.2 The document contains exception data and/or rapid document transmission is required under the assigned PD.

C2.1.8 Under exception circumstances, requisitions may be prepared on DD Form 1348 or 1348m, and read to the appropriate supply source by telephone in exact record position alignment. When requisitions are relayed by telephone, confirmation copies are not required and will not be forwarded.

C2.1.9 Requisitions for perishable and nonperishable subsistence will be prepared using the following special instructions:

C2.1.9.1 All subsistence requisitions will contain the applicable type of pack in rp 21. See codes in AP2.20.

C2.1.9.2 All subsistence requisitions will contain a specific RDD (day of year format) in rp 62-64².

C2.1.9.3 Brand name resale item requisitions will contain DI A04 or A0D in rp 1-3.

C2.1.9.4 Brand name resale item identification numbers will be entered in rp 8-20, using AP2.5, paragraph AP2.5.7.

C2.1.9.5 To accommodate a condition peculiar to brand name resale subsistence requisitioned by/for OCONUS activities. Advice Code 2C will be entered in rp 65-66 to convey advice to the supply source to fill or kill an unfilled quantity which cannot be shipped by a vendor to arrive overseas within 30 days after the RDD. To implement this authority, the supply source will contact the vendor to determine if shipment has been made when the item has not been received at the transshipping depot by the contract delivery date plus 15 days. If shipment has not occurred, procurement/requisition cancellation action will be initiated by the supply source and the customer will be furnished appropriate supply status. If the vendor has made shipment, cancellation of the procurement cannot be effected. Such shipments, which cannot be shipped to arrive at the OCONUS destination within 30 days after the RDD, will be put in stock by the transshipping depot to fill future requirements. The supply source will furnish appropriate rejection status to the customer.

C2.1.10 In the requisition document, follow-up (no supply status received) document and the cancellation (no supply status received) document, the identification code and the reference identification code will appear in documents applicable to part number requisitions (DIs A02 and A0B only). MRDs based on MROs issued by all activities will contain a fund code in rp 52-53. Referral order documents to DSCs from certain Navy stock points without computer capability may not include the date of receipt of demand in rp 67-69.

C2.1.11 The manual form (DD Form 1149, Requisition and Invoice/Shipping Document) is used as a requisition and shipping document as specified by other DoD regulations. The DD Form 1149 will not be used for any processes under MILSTRIP.

C2.1.12 Requisitions for conventional ammunition that should not be delivered before a specific date or later than a specific date may contain an RDP³ in rp 62-64. The formula for expressing an RDP is provided in AP2.14⁴.

C2.2 LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS⁵

² Use of the RDD to fill subsistence items last reported as not implemented by DLA (Subsistence). Refer to AMCL 7.

³ FMS and Grant Aid requisitions are excluded from RDP procedures.

⁴ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

⁵ See Footnote 1.

C2.2.1 To enable supply source to process requisitions in a timely manner to meet issue priority group, standard delivery dates, or required delivery dates, requisitioners should attempt to limit repetitive submission of requisitions which contain exception data, particularly those which are to satisfy high priority requirements. Requisitioners should use available MILSTRIP capabilities to ensure automated processes are used to the maximum extent possible. The processing of exception data requisitions is a resource intensive process that is prone to errors and generally delays required support. Supply source receiving requisitions with unnecessary exception data; such as: “ship by commercial air,” “do not use postal system,” “ship by fastest traceable means,” or “ship overnight delivery,” are authorized to delete such information, change the exception DI to a nonexception DI, and continue processing. Supply sources will process all requisitions under the standards of the UMMIPS (DoD 4140.1-R). Within the UMMIPS time segment for transporting the materiel, it is the shipper’s prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the TAC 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable Service focal point to develop procedures to automatically process requisitions.

C2.2.1.1 Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6.

C2.2.1.1.1 Sales/donations/loans/issues of materiel to qualifying Federal, state, or civil organizations or individuals approved by the Service Secretaries.

C2.2.1.1.2 Issues of nuclear assets as directed by DTRA DOE contractors.

C2.2.1.1.3 Materiel in Supply Condition Code L to contractors.

C2.2.1.1.4 Issues required by national emergency or natural disasters.

C2.2.1.1.5 Shipments of ammunition requiring special controls.

C2.2.1.1.6 Shipments to contractors for special testing.

C2.2.1.1.7 Requisitions from deployed Naval units with an R or V in rp 30; E, G, or W in rp 40; 01, 02, or 03 in rp 60-61; and 999 in rp 62-64.

C2.2.1.1.8 DoD EMALL-generated requisitions using an IMPAC card as the method of payment.

C2.2.1.2 Exception data will normally be limited to the following:

C2.2.1.2.1 Non-NSN requirements which exceed the stock or part number field and/or require additional information.

C2.2.1.2.2 Non-NSN lumber products and other commodities identified and ordered by description only.

C2.2.1.2.3 Authorization/identification for items when such requirement is imposed by the ICP or by the parent Service or the requisitioning activity.

C2.2.1.2.4 NSN items in FSCs 5510, 5520, and 5530 requiring specification data; such as, species and/or grade.

C2.2.1.2.5 NSN requirements needing additional identifying information; for example, requisitions initially rejected with Status Code CG or CJ.

C2.2.1.2.6 Requisitions for the Navy's LEVEL 1/SUBSAFE program and nuclear reactor plant materials.

C2.2.1.2.7 NSN items for chemicals for boiler water feedwater analysis.

C2.2.1.2.8 Requisitions used to establish a registered user with the ICP in a PICA/SICA situation.

C2.2.1.2.9 Requisitions for Marine Corps PWR or Pre-Positioning Ships Program.

C2.2.2 Commanders will approve, or delegate in writing to specific personnel to approve, the submission of exception data requisitions.

C2.2.3 Automated submissions of requisitions containing exception ship-to addresses may be authorized by agreement with the supply source. Automated submissions will include identification of the customer via a system-generated customer identification code that cannot be overridden by the user as described under Appendix AP1.35, Customer Identification. The DAAS will generate the customer identification for automated submissions (e.g. via DAMES) of the DLA-supported DI Code YRZ requisition trailer for ship-to exception data.

C2.3 PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS

C2.3.1 NMCS is a materiel condition indicating that systems and equipment are not capable of performing any of their assigned missions because of maintenance work stoppage due to a supply shortage (DoDI 3110.5). Individual Service condition reporting system (for example, Air Force MICAP or Navy CASREP) may require the same qualifying criteria as NMCS but do not automatically generate NMCS requisitions.

C2.3.2 Expedited Handling Signal 999

C2.3.2.1 PDs 01-03, requisitions for items causing mission-essential systems and equipment to be NMCS, will be prepared to contain code 999 in rp 62-64 in lieu of the RDD. Code 999 will provide identification of documents related to critical items and requiring expedited handling. When entered into requisitions, code 999 will be perpetuated on MROs and DD Form 1348-1A (or DD Form 1348-2.) This procedure applies only to materiel being shipped to U.S. Forces OCONUS and to **CONUS** Forces alerted **for OCONUS** deployment within 30 days of the date of the requisition for materiel involved.

C2.3.2.2 Code 999 will be used to identify the need for expedited handling only when the conditions specified below are met. (The Commanding Officer of the requisitioning activity will either personally review, or delegate in writing to specific personnel the authority to review, all requisitions identified for expedited handling to certify compliance with prescribed criteria.)

C2.3.2.2.1 The requisitioning unit must possess F/AD I, II, or III and

C2.3.2.2.1.1 the items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or

C2.3.2.2.1.2 the items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential system or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

C2.3.2.3 Expedited handling signal 999 does not apply to FMS and MAP Grant Aid requisitions.

C2.3.2.4 For NMCS conditions, other than 999, the following procedures will apply:

C2.3.2.4.1 PD must be 01-08.

C2.3.2.4.2 Enter N in rp 62 of requisitions applicable to NMCS conditions originating at activities where forces in CONUS are not alerted for deployment. *FMS requisitions applicable to NMCS conditions will contain an N in rp 62 which will identify transactions related to critical items and requiring expedited handling.*

C2.3.2.4.3 Entries in rp 63-64 ***[text deleted] are considered nonsignificant on inter-Component requisitions.***

C2.3.2.4.4 These documents will be processed using the PD in rp 60-61.

C2.3.2.5 ANMCS is a condition which is anticipated to occur within 15 days in the CONUS or 20 days OCONUS that will result in equipment becoming deadlined for parts,

engines going out of commission for parts, aircraft going out of commission for parts, and a ship's capability being impaired for parts. Requisitions for materiel to prevent degradation of the mission capability of such systems/equipment will be prepared as follows:

C2.3.2.5.1 PD must be 01-08.

C2.3.2.5.2 Enter E in rp 62 of requisitions applicable to ANMCS conditions. ***FMS requisitions applicable to ANMCS conditions will contain in E in rp 62 which will identify transactions related to critical items and requiring expedited handling.***

C2.3.2.5.3 Entries in rp 63-64 ***[text deleted] are considered nonsignificant on inter-Component requisitions.***

C2.3.2.5.4 These documents will be processed under the PD in rp 60-61.

C2.3.2.6 ⁶NMCS and ANMCS requisitions will be submitted only for materiel in the quantities needed to return the mission-essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.

C2.3.2.7 Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions in writing and submit the requisitions by the most expeditious means. NMCS/ANMCS requisitions will be submitted only for parts required for installation on or repair of mission-essential systems and equipment, without which the Commander is unable to perform assigned Service operation/mission.

C2.4 RESERVED

C2.5 RESERVED

C2.6 PREPARATION OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C2.6.1 Requisitions for the initial fill of PWRMS consumable item requirements will be prepared to contain Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59 and may be prepared as "funded" or "unfunded" requisitions except that unfunded requisitions are not to be submitted to the GSA by DoD activities. Replenishment PWRMS requisitions will contain Project Code 3PR.

⁶ See Footnote 1.

C2.6.2 Funded requisitions for PWRMS requirements will contain a signal other than “D” or “M” (AP2.10) in rp 51 and appropriate fund code entries in rp 52-53 (AP2.11). Normally, funded requisitions for PWRMS requirements will contain only PDs 11-15, as appropriate, except that PDs 01-03, as appropriate, may be entered when overriding; operational situation justifies immediate supply support.

C2.7 PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGER FOR CONVENTIONAL AMMUNITION-MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS

C2.7.1 Service owners of SMCA-managed items may grant authority to the SMCA ICP to issue assets below all established stock reservation levels. This authority will be conveyed to the SMCA ICP online by the Service owners with Advice Code 2S entered in rp 65-66 of the requisition or referral order.

C2.8 RESERVED

C2.9 SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS

C2.9.1 Frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items, the distribution systems will not prescribe scheduling. Requisitions will be submitted when necessary to meet requirements for stock or to meet specific requirements for immediate use. In order to make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.

C2.9.2 Methods of submission of requisitions will be as prescribed in chapter C1. Special requirements for submitted GFM requisitions are contained in chapter C11⁷.

C2.9.3 The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale supply source, e.g., ICP or stock point which maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.

C2.9.3.1 Date of requisition (as shown in requisition document number field) will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

⁷ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.9.3.2 Time consumed by review/approval of control offices which are intermediary between the requisitioner and initial supply source is counted in the time standard for this segment.

C2.9.4 The S/A implementation of this provision will provide for establishment of controls to ensure transmission of requisitions on the document number date. Controls will also be established to ensure nonduplicative transmission or receipt of requisitions.

C2.9.5 Requisitions with DIs A0E and A05 will be transmitted by methods other than data pattern or computer-readable fixed-length format. When these requisitions are mailed, the envelope will be conspicuously marked "MILSTRIP EXCEPTION DATA REQUISITIONS."

C2.9.6 DI AF_ followups and DI AC_ cancellations on DI A0E or A05 requisitions will not include the exception data.

C2.9.7 DI AT_ followups and DI AM_ modifier transactions will include the exception data. Message followups (DI AT_) on a requisition with exception data will be prepared as prescribed in AP1.9. Message modifier (DI AM_) with exception data will be prepared as prescribed in AP1.8.

C2.10 RESERVED

C2.11 MAINTENANCE OF REQUISITION AND DUE-IN FILES

C2.11.1 Procedures for maintenance of requisition and due-in files are the responsibility of each S/A.

C2.11.2 Requisitioners will ensure that status and materiel receipts are expeditiously processed to requisition and due-in files in order to preclude unnecessary followups.

C2.11.3 Receipt takeup time standards for the requisitioner are 1-calendar day for PDs 01-08 and 3 calendar days for PDs 09-15.

C2.12 RESERVED

C2.13 FOLLOWUPS

C2.13.1 Followups should be submitted by the requisitioner, SUPADD, or the activity designated by a significant entry in rp 54, based on a need for information and criteria prescribed herein.

C2.13.2 Follow-up inquiries consist of five types, as follows:

C2.13.2.1 Followups submitted to obtain the latest status of requisitions. These follow-up inquiries will be prepared to contain DI AF (one through three) as prescribed in AP2.1.

C2.13.2.2 Followups submitted to obtain the latest status on requisitions and which may be processed as requisitions when supply sources have no record of receipt of the original requisitions. These follow-up inquiries will be prepared to contain DI AT_ (one through five and seven or A through E) as prescribed in AP2.1.

C2.13.2.3 Followups submitted as requests to improve ESDs contained in previously furnished supply status documents. These follow-up inquiries will be prepared to contain DI AFC, as prescribed in AP2.1. These AFC follow-up inquiries will be prepared only for transactions applicable to PDs 01-08, and will be submitted only after receipt of supply status which reflects ESDs not commensurate with materiel usage or need dates.

C2.13.2.4 Followups submitted to obtain latest status on previously submitted cancellation requests and which may be processed as cancellation requests provided the original requests were not received. These followups will contain DIs in the AK_ series.

C2.13.2.5 Followups submitted to obtain the DoDAAC of the initial transportation shipping activity for tracing shipments under DoD 4500.9-R (DTR)⁸.

C2.13.3 Message followups will be prepared as prescribed in AP1.9.

C2.13.4 DI AFY follow-up inquiries will be submitted to the supply source when the initial shipment tracing action results in a negative response due to the inability to determine the initial (origin) transportation shipping activity⁹.

C2.13.5 DIs AF1, AF2, and AF3 and AT_ follow-up inquiries will be submitted only under the following criteria:

C2.13.5.1 Status data is not onhand to indicate a delay in receipt of materiel beyond the SDD or RDD (not applicable to follow-up inquiries requesting improvement in ESDs).

C2.13.5.2 The UMMIPS order and shipping time standard for receipt of materiel has elapsed for requisitions on which status had not been requested.

C2.13.5.3 Timeframes for submission of followups:

⁸ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by DLA (Subsistence) and GSA. Refer to AMCL 5.

⁹ See Footnote 8.

C2.13.5.3.1 For PD 01-08 demands - only after expiration of at least 3 days from date of the requisition or transaction date of the latest supply status.

C2.13.5.3.2 For PD 09-15 demands - only after expiration of at least 7 days from date of the requisition or transaction date of the latest supply status.

C2.13.6 Followups will be submitted to the supply source to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. When supply status has been received, the followup will be directed to the activity indicated as currently processing the requisition (for example, the last known supply source).

C2.13.7 Activities initiating follow-up documents will take into consideration the fact that the supply source may not have a record of having received the original requisition. When no positive supply status has been received and no previous cancellation request (DI AC_) has been submitted, the requisitioner or other authorized activity may follow up only with the appropriate document from the DI AT_ series. Such DI AT_ series documents will contain the same character in the third position of the DI as the original requisition and will be submitted under media and other rules applicable to such requisitions. The AT_ series of followups will be treated as requisitions if supply sources have no record of the original requisitions. Duplicate document number edits by supply sources will preclude duplicate processing and shipment if the original requisition is subsequently received by the supply source.

C2.13.8 When positive supply status has been received, the requisitioner or other authorized activity may use any type of followup, subject to restrictions contained elsewhere in this manual.

C2.13.9 Supply sources may follow up on a shipping activity, with the exception of followups requesting improvement in ESDs, utilizing the MRO format with DI AF6.

C2.13.10 DI AK_ followups may be submitted 10 days after submission of the original DI AC_ cancellation request if no acknowledgment of receipt of the DI AC_ is received. If status is not received within 10 succeeding days, another DI AK_ followup may be submitted. If status is received acknowledging receipt of the DI AC_ or DI AK_, no further followup may be submitted until 30 days after receipt of last status.

C2.14 RESERVED

C2.15 REQUEST FOR SUPPLY ASSISTANCE

C2.15.1 Requests for supply assistance may be initiated to the supply source on previously submitted PD 01-08 requisitions as shown in AP1.10. Authority to originate a supply assistance request will be prescribed in S/A regulations. The first line in the body of narrative messages will contain the words "Supply Assistance Request." Supply assistance includes status of requisitions, timely supply of requirements, item substitutability and interchangeability, release of cancellation of backordered requisitions, and diversion of materiel shipments. A request for assistance may be accomplished by electronic mail (computer-DISN), message, letter, or telephone to the appropriate supply source. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the supply source ability to record the items and initiate timely responses. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.

C2.15.2 The request should not be generated until supply status indicating open status has been received.

C2.16 RESERVED

C2.17 CANCELLATION OF REQUISITIONS

C2.17.1 Cancellation of requisitions may be initiated by the requisitioner, the SUPADD, the activity designated by the entry in rp 54, S/A headquarters, or by authorized command elements. If cancellations are initiated by other than the requisitioner, the responsibility for advising other interested activities of this action is vested in the activity having initiated the cancellation. Cancellation requests can be initiated as single line transactions or by narrative message containing one or more single line cancellation transactions.

C2.17.2 Events such as base closures, termination of special projects, ship and unit inactivations, termination of agreements, or termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation of multiple lines. In some instances, the S/A headquarters would be aware that a total project or total requirement for a single basis is no longer required and should be canceled. Thus, the S/A headquarters element could initiate the requests for mass or universal cancellation of multiple lines. Such requests will be submitted by message to the S/A designated focal points listed on chapter C8.

C2.17.3 Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Funds will not be deobligated and individual due-in records will not be updated until status has been received indicating that cancellation has been accomplished. Accordingly, single line requisition cancellation is the preferred method. Single line cancellation actions will be processed under chapter C3, paragraphs

C3.27. through C3.34. The preparation of single line cancellation requests will be accomplished using the format reflected in AP3.7.

C2.17.4 Single line cancellation requests will be submitted to the last known source holding the applicable requisitions.

C2.17.5 Single line item cancellation requests will not be submitted under the following circumstances:

C2.17.5.1 When a CONUS activity has received notice of shipment (DI AS_ or DD Form 250 (Material Inspection and Receiving Report)), advising that shipment from a contractor's facility or a depot has occurred.

C2.17.5.2 When an OCONUS activity has received shipment status and

C2.17.5.2.1 the line item value of the cancellation is less than \$200, or

C2.17.5.2.2 the materiel has been shipped by air mail or parcel post, or

C2.17.5.2.3 the materiel was shipped more than:

C2.17.5.2.3.1 Ten days by air shipment to APOE.

C2.17.5.2.3.2 Forty-five days by surface shipment to WPOE.

C2.17.6 Single line item cancellation requests will normally be submitted for conditions not excluded by paragraph C2.17.5., when a discontinued need for a requisition quantity occurs regardless of line item dollar value or status received. Such submission will enable supply sources to properly adjust demand, when appropriate, as well as initiate cancellation action, when feasible.

C2.17.7 Single line item cancellation requests submitted against requisitions for which Status Code BV was received may result in billing for transportation charges and/or contract termination costs in the event the supply source is able to effect cancellation/diversion. (See chapter C3, paragraph C3.28.9.)

C2.17.8 The responsibility for the utilization or disposition of materiel for which cancellation or diversion to an alternate consignee could not be effected is that of the consignee, the appropriate commander or Service headquarters.

C2.17.9 When shortages occur for materiel previously canceled or rejected, new requisitions with new document numbers, citing appropriate issue PDs, will not be submitted to supply sources.

C2.18 RESERVED

C2.19 MODIFICATION OF REQUISITIONS

C2.19.1 A requisition modifier may be initiated by the requisitioner, SUPADD, or control office to modify previously submitted requisitions. Restrictions for modifying GFM requisitions and associated transactions are contained in chapter C11¹⁰.

C2.19.2 A requisition modifier may be used to change/modify the following fields in an original requisition document:

C2.19.2.1 Media and Status, rp 7.

C2.19.2.2 Supplementary Address, rp 45-50.

C2.19.2.3 Country FMS Offer/Release Option, rp 46 (FMS requisition).

C2.19.2.4 Freight Forwarder, rp 47 (FMS requisition).

C2.19.2.5 Signal, rp 51.

C2.19.2.6 Fund, rp 52-53.

C2.19.2.7 Distribution, rp 54.

C2.19.2.8 Project, rp 57-59.

C2.19.2.9 Priority Designator, rp 60-61.

C2.19.2.10 Required Delivery Date or Required Delivery Period (conventional ammunition only)¹¹, rp 62-64.

C2.19.2.11 Advice, rp 65-66.

C2.19.3 For requisitions which are identified for continued supply action and/or shipment processing during mass cancellation situations, modifiers (DI AM_) will be submitted at the earliest possible date and will contain an expedited handling signal "555" in the RDD field, rp 62-64. (See chapter C8.)

C2.19.4 A requisition modifier, DI AM_ will be prepared by originating activities completing all prescribed data element entries for a requisition. The requisition modifier is usually submitted when changes to existing fields are needed to expedite processing of the requisition.

¹⁰ See Footnote 7.

¹¹ See Footnote 4.

C2.19.4.1 Entries in the requisition modifier may differ from that in the original requisition only to reflect changes to one or any combination of the fields identified in subparagraph C2.19.2., above.

C2.19.4.2 When the SUPADD (rp 45-50), the project (rp 57-59), the RDD (rp 62-64), or the advice (rp 65-66) of the DI AM_ is blank, these fields of the original requisition will be modified accordingly (subsistence requisitions are excluded from RDD deletion provisions).

C2.19.5 The activity initiating a requisition modifier will be responsible for furnishing notification of such action to other interested activities, such as the requisitioner and SUPADD, when modifiers are initiated by control offices. The requisition modifier will be transmitted to the last known supply source.

C2.19.6 When the priority of an item previously requisitioned is modified and the quantity required is greater than the quantity previously requisitioned, a requisition modifier will be submitted for the original quantity and a new requisition will be submitted for the additional quantity required under the new priority. If the quantity required is less than the quantity previously requisitioned, a new requisition will be submitted for the quantity required under the new priority and if the quantity in the original requisition will be excess to needs, a cancellation request for this requisition should be submitted.

C2.20 RESERVED

C2.21 REQUISITIONING DoD EXCESS PERSONAL PROPERTY FROM THE DEFENSE REUTILIZATION AND MARKETING SERVICE¹²

C2.21.1 DoD activities and, under certain circumstances, authorized Federal civil agencies are authorized to requisition excess personal property through the DRMS or directly from a DRMO. Activities will request, through an accountable supply officer, only that property which is authorized by parent headquarters or command and will not request quantities of property which exceed authorized retention quantities. Each S/A will furnish DRMS the Federal condition codes that are acceptable in relation to the supply condition code being requisitioned. The DRMS maintains the IDMS, a standardized and centralized control and accounting system for all excess and surplus personal property location in the DRMOs, and provides visibility of such property through a variety of utilization screening procedures. (See DoD 4160.21-M for utilization policy and procedures.)

C2.21.1.1 Requisitions from DoD activities for excess personal property will normally be routed via DISN through the DAAS to the DRMS for processing or the

¹² Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

requisition may be hand-carried to the DRMO for property selected, scheduled for pickup, or required as a result of screening at the DRMO. The RI of the DRMO should be placed in rp 4-6 of DD Form 1348-1A (or DD Form 1348-2) requisitions hand-carried to a DRMO. Activities or units unable to submit requisitions through DISN may forward them directly to DRMS by mail or by narrative message but it should be understood that this is not the standard procedure and should be discontinued as soon as the ability to use DISN is realized.

C2.21.1.2 Requisitions submitted to DRMS will be in the format specified in AP3.2, DRMS RI (S9D) in rp 4-6, with K, L, R, S, or T in rp 40, Signal D or M in rp 51 to denote free issue; Advice Code 2J (fill or kill) in rp 65-66 or blank; and the appropriate supply condition code in rp 71. For a specific item, the requisition will contain the DTID number or ERN in rp 67-80 (DTID suffix, if applicable, in rp 21). For nonstock numbered items, the DI will be A0D or A04. Requisitions hand-carried to the DRMO for pickup of property will be prepared on a DD Form 1348-1A (or DD Form 1348-2), as specified in chapter C5, paragraph C5.3. Authorized Federal civil agencies may requisition excess/surplus property from DRMS using SF 122, Transfer Order-Excess Personal Property, or any other transportation order form approved by GSA under FPMR subchapter 4, part 101-43. All requisitions for small arms will be submitted under paragraph C2.23. PCH&T charges will be applied using DoDD 4140.1-R.

C2.21.1.2.1 DI A0_ requisitions submitted through DAAS will be edited by DAAS to determine if the requisition is for excess personal property. The DAAS edit is as follows:

C2.21.1.2.1.1 If the requisition contains K, L, R, S, or T in rp 40 and a condition code is entered in rp 71, DAAS will route the requisition to DRMS. If a condition code is not in rp 71 and a DTID number is entered in rp 67-80, DAAS will route the requisition to DRMS.

C2.21.1.2.1.2 If a condition code is not in rp 71 and a DTID number is not in rp 67-80 and RI S9D is entered in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating, "INVALID FORMAT FOR DRMS REQUISITION."

C2.21.1.2.1.3 If the conditions in subparagraphs C2.21.1.2.1.1. and C2.21.1.2.1.2., above, are false, DAAS will continue requisition processing.

C2.21.1.2.1.4 If the requisition RI S9D in rp 4-6 and a condition code is entered in rp 71 and rp 40 does not contain K, L, R, S, or T DAAS will route the requisition to DRMS.

C2.21.1.2.1.5 If a condition code is not in rp 71, and rp 40 does not contain K, L, R, S, or T and a DTID number is entered in rp 67-80, DAAS will route the requisition to DRMS.

C2.21.1.2.1.6 If a condition code is not in rp 71 and rp 40 does not contain K, L, R, S, or T and a DTID number is not in rp 67-80 and RI S9D is in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating "INVALID FORMAT FOR DRMS REQUISITION."

C2.21.1.2.2 For validated excess personal property requisitions, DAAS will provide the requisitioner DI AE9 supply status transaction with Status Code BM. Requisitions with DI A0B or A02 and RI S9D will not be processed by DAAS to obtain an NSN. DAAS will reject the requisition using a narrative message.

C2.21.1.3 Upon receipt of the requisition, DRMS will select the requested item for issue or provide appropriate supply status if not available. If rp 65-66 are blank and the requested materiel is not available, DRMS will place the requisition on the requisition retention file for 60 days and furnish Supply Status Code B1. If all of the requested materiel does not become available during the 60 days retention period, the remaining unfilled quantity will be canceled using Status Code D1.

C2.21.1.3.1 If stock is available, the DRMS will transmit an MRO, DI A5_ (DD Form 1348-1A), to the DRMO. In those instances where a specific item has been requisitioned, the DTID number or ERN will be perpetuated on the MRO. MROs received by a DRMO from DRMS will be confirmed or denied, as appropriate. Responses by DRMOs to followups (DI AF6) will be made using the MRO with DI AR0; MRDs with DI A6_; or the supply status document with DI AE6, as appropriate.

C2.21.1.3.2 The DRMS will process single-line cancellation requests or requisition modifiers if the MRO has not been transmitted to the DRMO or if the requisition is on the requisition retention file. The DRMS will not process mass cancellation requests.

C2.21.1.4 When the DRMO issues materiel as a result of DD Form 1348-1A (or DD Form 1348-2) being hand-carried to the DRMO, an MRC, DI AR0, will be prepared in the format of AP3.14 and transmitted to DRMS.

C2.21.2 The DRMS will respond to followups under procedures in chapter C3 and furnish status as outlined in chapter C4.

C2.21.3 Materiel will be shipped from DRMOs to authorized requisitioners using MILSTRIP.

C2.21.4 Requisitioner requests for modification, cancellation, or followup to DRMS will be processed under chapter C2.

C2.22 RESERVED

C2.23 REQUISITIONING CONVENTIONAL SMALL ARMS FROM THE DEFENSE REUTILIZATION AND MARKETING SERVICE

C2.23.1 Conventional small arms as identified in DoD 4000.25-2 (MILSTRAP) will generally fall into one of the following FSCs: 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095. However, this list is not to be considered all inclusive. The DRMS will treat any weapon meeting the general guidelines of a small arms accordingly regardless of the FSC. This covers all weapons meeting this criteria, regardless of origin (including foreign, commercial, confiscated, and nonappropriated funds weapons and museum pieces).

C2.23.2 All DoD requisitions for small arms will be submitted by an accountable supply officer to the CONUS IMM. Requisitions must include the following exception data: DTID number/ERN, as appropriate, and PCH&T citations. Such requisitions received directly by the DRMS or the DRMO will be rejected to the requisitioning activity. Requisitions approved by the IMM will be mailed to DRMS, Battle Creek, MI 49017-3092, ATTN: DRMS-U.

C2.24 RESERVED

C2.25 SHIPMENT TRACING

C2.25.1 When shipment status has not been requested and materiel has not been received in normal transit time, a followup (DIs AF1, AF2, or AF3) will be submitted.

C2.25.2 When shipment status has been received evidencing that shipment has been made, followups (DIs AF1, AF2, AF3, AT_, and AFC) will not be submitted. These actions would result only in receipt of another shipment status document with the same data.

C2.25.3 If materiel has not been received and the date of shipment cited in the shipment status transaction indicates that normal transit time has expired, a request for shipment tracing will be initiated using DoD 4500.9-R (DTR).

C2.25.4 When the shipment cannot be located or traced using information in the initial DI AS_ shipment status transaction, a DI AFY follow-up transaction will be submitted to the supply source to request the DoDAAC of the initial (origin) transportation shipping activity using the AP3.5 format. Upon receipt of the DI ASY response from the supply source, the requesting activity will furnish this DoDAAC information to their local transportation officer for shipment tracing under DoD 4500.9-R (DTR)¹³.

C2.26 RESERVED

¹³ See Footnote 8.

C2.27 SPECIAL GSA PROCEDURES ON NONMAILABLE ITEMS

C2.27.1 A requisition submitted to GSA with Advice Code 2A (item not available locally) will be processed regardless of possible excessive transportation costs.

C2.27.2 A requisition submitted to GSA without Advice Code 2A for an item valued at \$25 or less will be canceled (with Status Code CW) if, at time of shipment, transportation costs in excess of 50 percent of the item value would be incurred in shipping the order. GSA will notify the ordering activity when this condition exists and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, a new requisition should be submitted with Advice Code 2A. In response, GSA will supply the item regardless of transportation costs.

C2.27.3 MAP Grant Aid and FMS requisitions under these procedures will not be returned for local procurement.

C2.28 DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS

C2.28.1 The DAAS will edit all incoming requisitions and other MILSTRIP transactions for data errors and validity under procedures in DoD 4000.25-10-M (DAAS).

C2.28.2 As a result of these edits, DAAS will correct data entries or reject transactions. In the case of supply source errors, the correct supply source will be entered in the RI field and the transaction rerouted, as appropriate.

C2.28.3 The DAAS will reject all requisitions/EMALL orders containing GY/GZ series AACs. The DAAS will furnish DI AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.4 DAAS will pass all DI A02 and A0B transactions to the RI present in the incoming transaction.

C2.28.5 *The DAAS will use AP2.13 to validate requisitions for invalid/expired OSD/CJCS Category D project codes. The DAAS will blank out the inappropriate project code and furnish DI AE9/BK status to the customer.*

C2.28.6 *The DAAS will validate F/AD I usage through the requisitioning process. Requisitions containing an unauthorized priority designator according to AP2.14 will be downgraded. The DAAS will furnish DI AE9/BK status to the customer.*

C2.28.7 The DAAS will perform validation of requisitions (DI Codes A0_, AM_, AT_, A3_, A4_, and APR) for accuracy and reasonableness of the entry in the RDD field and its compatibility with the PD. The DAAS will furnish DI AE9/BK status to advise the requisitioner of the resulting modification. For Security Assistance requisitions forwarded to the applicable ILCO, DAAS will not blank out customer input. DAASC will perform PD and RDD edits according to Figure C3.1.2 supply source guidance.

C3. CHAPTER 3

REQUISITION PROCESSING AND RELATED ACTIONS

C3.1. GENERAL

C3.1.1. Supply sources receiving MILSTRIP requisitions, modifiers, passing orders, referral orders, followups, RDOs, and cancellations, regardless of the method of transmission, will process such transactions using these procedures. Supply sources will validate the data elements and codes in these transactions and accomplish changes, continue the processing action, or reject¹ the documents, as indicated in Figure C3-1. See AP2.16 for appropriate requisition transaction status codes.

C3.1.2. When supply sources and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing is to be performed as frequently as necessary in order to meet UMMIPS time standards, or specific RDD for subsistence requisitions², as applicable. In every such cycle, cancellation requests (DI AC_) including automatic cancellation initiated by the supply source) and MOV reconciliation requests (DI AP_) will be processed prior to backorder releases and new requisitions (DI A0_). Demands will be sequenced as follows:

C3.1.2.1. PD in rp 60-61.

C3.1.2.2. OSD/JCS project codes, when entered in rp 57-59.

C3.1.2.3. Expedited Handling Signal (999 in rp 62-64) with PD 01, 02, or 03 in rp 60-61.

C3.1.2.4. N (NMCS) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.5. E (ANMCS) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.6. Expedited Handling Signal (555 in rp 62-64) and PD 01-08 in rp 60-61.

C3.1.2.7. [paragraphs C3.1.2.7. and C3.1.2.8 deleted] Requisition document number date in rp 36-39.

¹Rejection of transactions will be accomplished only after an attempt has been made to correct the questionable data element or code. If rejection actions are applicable to more than one data element or code and no other reject status code applies, reject using Status Code CA.

² Use of the RDD to fill subsistence items last reported as not implemented by DLA (Subsistence). Refer to AMCL 7.

C3.1.2.8. RDP in rp 62-64, if later than the computed SDD - conventional ammunition only.³

C3.1.3. Backordered requirements will be merged (in above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit onhand adjustments.

C3.1.4. Processing points will record date of receipt on rp 67-69 of each requisition, redistribution order, and passing order received. The actual date of receipt shall be captured in requisitioning transactions. Manually prepared requisitions or mailed requisitions submitted by requisitioners shall be processed by the supply source to reflect the actual date of receipt of the manually prepared or mailed requisitions. The actual date of receipt shall also be indicated by the supply source in requisitions received via DISN. The date may be captured by supply or communications personnel in the individual requisitions and must be compatible with the applicable transmission transaction receipt date. This date will not be perpetuated into subsequent passing orders when moving between distribution systems but will be perpetuated into subsequent referral orders moving within the same distribution system. Date of receipt will enable supply sources to compute the requisition submission time. Computation will be made by subtracting the date in rp 37-39 of the demand transaction from rp 67-69, recognizing the year indicator in rp 36 when the value of rp 67-69 is less than that in rp 37-39. The submission time in the transactions will provide a basis for the ICPs to measure the first cycle segment of supply effectiveness. The RI "From," when utilized, will be placed in rp 74-76 of RDOs, referral, and passing orders.

C3.1.5. The transaction document number; such as, the entries in rp 30-43, and rp 44 when a suffix is applicable, will be used as a basis for determining duplicate transactions. The recipient will disregard duplicate requisitions, passing/referral orders, RDOs, and MROs.

C3.2. RESERVED

C3.3. EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING

C3.3.1. Each requisition will contain a PD assigned by the requisitioning activity, which will not be changed by processing points ***except as noted in this chapter***. The assigned PD dictates the precedence of internal supply processing actions (such as, from the receipt of a transaction until release to transportation) and determines the SDD. ***Mandatory time standards for processing of transactions are indicated in DoD 4140.1-R (DoD Materiel Management Regulation) Appendix AP8, UMMIPS Time Standards (published electronically at <http://198.3.128.177/superreq/>). [text deleted]*** For

³ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

subsistence requisitions, the assigned RDD is the primary processing criteria, while the assigned PD dictates the precedence of internal supply processing action for requisitions reflecting identical RDDs. Time standards, indicated in **UMMIPS**, do not apply to subsistence requisitions. See AP2.14.⁴

C3.3.2. On occasion, available assets will be insufficient to satisfy all current demands and backorders for specific items. The IMM will reserve assets of such critical items through the use of item control levels and criteria which will restrict issue to specific categories of requirements only; such as, those within designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to MAP recipients. Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks which may not be issued for PD 09-15 requirements.

C3.3.3. Control levels will also be established by the supply source to restrict issues against requisitions for the initial fill of PWRMS consumable item requirements to ensure that:

C3.3.3.1. Assets available below the AFAO are not issued against requisitions for PWRMS requirements which contain Signal D or M in rp 51 regardless of PD.

C3.3.3.2. Assets available below the ROP are not issued against requisitions for PWRMS requirements which contain a signal other than D or M in rp 51 and a PD of 11-15 during initial processing of the requisition. Subsequent processing of such requisitions is prescribed in paragraph C3.5., below.

C3.3.4. OSD/JCS project, when so designated, and PD 01-03 requisitions containing code 999 in rp 62-64, in lieu of the RDD/RDP⁵, will be ranked above all other requisitions with the same PDs for processing purposes. Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

C3.3.5. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/JCS project codes and code 999 in the RDD field as the respective most urgent. PD 01-08 requisitions, **including FMS requisitions**, containing Expedited Handling Signal 555 **[text deleted]** in the RDD field and other requisitions/materiel obligations will be processed for release under paragraph C3.1.2., this chapter.

⁴ See Footnote 2.

⁵ See Footnote 3.

C3.4. SUPPLY SOURCE PROCESSING OF REQUISITIONS WITH ADVICE CODE 2D, 27, OR 29⁶

C3.4.1. Upon receipt of any requisition displaying Advice Code 2D, 27 or 29, an edit will be performed to determine if an increase in the requisition quantity to the quantity unit pack is less or more than \$5. Disregard the advice code if less than \$5. If \$5 or more, honor the advice code and process for the exact quantity requested. When a quantity adjustment is made using the above criteria, notify the customer using BJ status.

C3.5. SUPPLY SOURCE PROCESSING OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C3.5.1. Supply sources, except GSA, will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. The GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

C3.5.2. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59), the supply source will determine asset availability in excess of the AFAO and:

C3.5.2.1. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue, regardless of the signal in rp 51.

C3.5.2.2. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue, regardless of the signal in rp 51, and the balance of the requisition quantity will be processed under subparagraph C3.5.3., below.

C3.5.3. When the supply source determines that assets are not available in excess of the AFAO, the signal in rp 51 of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59) will be checked and:

C3.5.3.1. If the signal is D or M, the unfilled quantity on the requisition will be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions will be processed as "fill or kill."

⁶ Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by DLA (Subsistence) and GSA. Refer to AMCL 161.

C3.5.3.2. If the signal is other than D or M, the PWRMS requisitions will be processed as containing Advice Code 2L in rp 65-66 and the PD in rp 60-61 will be checked to determine further processing routines.

C3.5.3.2.1. Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue UMMIPS supply source processing standards. Subsistence requisitions will be processed to meet a specific RDD.⁷

C3.5.3.2.2. Except for subsistence⁸, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and appropriate supply status will be provided with an ESD equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11 through 15 will be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PD 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

C3.6. SUPPLY SOURCE PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)⁹

C3.6.1. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD will be processed using the time period established for that PD.

C3.6.2. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.

C3.6.3. Requisitions that cannot be delivered within the RDP will be rejected with CB status.

C3.6.4. RDP procedures do not apply to FMS or Grant Aid requisitions.

C3.7. SUPPLY SOURCE PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER

⁷ See Footnote 2.

⁸ See Footnote 2.

⁹ See Footnote 3.

C3.7.1. If the PD is 01-08, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.2. If the PD is 09-15 and assets are available above the ROP, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.3. If the PD is 09-15 and assets are not available above the ROP, the requisition will be rejected with Status Code CC or CN, as appropriate.

C3.8. FURNISHING STATUS

C3.8.1. Chapter C4 prescribes and defines the various types of status data to be furnished on requisitions and in response to followups, cancellations, and modifier transactions.

C3.9. SUPPLY SOURCE PROCESSING OF SUBSISTENCE REQUISITIONS¹⁰

C3.9.1. Subsistence requisitions will not be backordered. Subsistence requisitions will be processed to meet specific RDD.

C3.10. MAINTENANCE OF REQUISITION HISTORY RECORDS

C3.10.1. Supply sources will retain accessible requisition history records for a minimum period of 6 months after closing of requisition records by cancellation, rejection, or shipment to provide responsive replies to follow-up inquiries.

C3.11. REJECTION OF REQUISITIONS

C3.11.1. Rejections of requisition transactions may be accomplished by supply sources using the appropriate status codes prescribed in AP2.16. Supply status transactions with appropriate status codes will be furnished requisitioning activities under chapter C4 as notices of requisition rejection, with the reason for such action indicated by status code.

C3.12. RESERVED

C3.13. RELEASE OF MATERIEL OBLIGATIONS

¹⁰ See Footnote 2.

C3.13.1. A materiel obligation is that quantity of an item requisitioned which is not immediately available for issue, but which is recorded as a stock commitment for future issue. Supply sources will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition involved.

C3.14. RESERVED

C3.15. PREPARING MATERIEL RELEASE ORDERS

C3.15.1. MROs, when used, are prepared by the supply source as a result of processing requisitions against inventory records and determination that materiel is available. MROs are issued to the storage site within the same supply distribution complex of the source having processed the requisition. MROs are used as a directive for release and shipment of materiel from stock and result in the preparation of DD Form 1348-1A. Preparation of MROs will be accomplished using the format reflected in AP3.12. The DD Form 1348-1A may be used in lieu of the MRO.

C3.15.2. Requisitions or MROs which contain Advice Code 2T and do not contain a date in rp 62-64 will be processed under the assigned PD without regard to the advice code.

C3.16. MATERIEL RELEASE CONFIRMATION

C3.16.1. The MRC transaction serves as advice from a nonaccountable storage site to the supply source which initiated the MRO, of supply action taken. MRC transactions will be prepared using the format contained in AP3.14.

C3.16.2. When the quantity shipped is:

C3.16.2.1. Greater than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DI ARA.

C3.16.2.2. Less than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DI ARB.

C3.16.3. When the quantity shipped has not been adjusted for unit pack characteristics, the MRC will always contain DI AR0 and shown the quantity actually shipped. DI AR0 will be used for confirmation of a partial quantity shipped when the remainder is being denied. Use subparagraph C3.21.4., to furnished MRCs, in response to DI AF6 followups.

C3.16.4. Supply sources will follow up on storage facilities at least once every 30 days for unconfirmed MROs which are 7 days old for PDs 01-08 and 15 days old for PDs 09-15.

C3.17. STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES

C3.17.1. MRDs are prepared by storage sites and transmitted to the supply source which initiated the MRO as notification of negative action on the MRO. MRDs will be prepared in the format reflected in AP3.17 and will show the quantity denied and appropriate management code.

C3.17.2. If the storage activity cannot meet the delivery timeframe specified by the RDP in rp 62-64, DI AE6/CB status will be provided to the supply source. The supply source will advise eligible status recipients (applies to conventional ammunition requisitions only).¹¹

C3.18. RESERVED

C3.19. INITIATING PASSING OR REFERRAL ORDERS

C3.19.1. Passing or referral orders are the transactions used by a supply source to pass or refer a requisition to another source for continued supply action. Supply sources receiving a passing or referral order will perpetuate the same DI when referring the requisition to another supply source for continued supply action or create an MRO for continued supply action and release of materiel. See appendices AP3.23 and AP3.24 for passing and referral order formats. The date of receipt of the original requisition will be entered in rp 67-69 of the referral order.¹²

C3.19.2. Non-NSN requisitions (mechanical), when passed or referred, will be forwarded to another supply source as follows:

C3.19.2.1. If there are no reference data in rp 70-80, via DISN transmission will be utilized.

C3.19.2.2. If there are reference data in rp 70-80, it will be the option of the passing/referring activity to omit either the reference data and forward via DISN or perpetuate pertinent reference data and forward by mail.

C3.19.3. When an SICA receives a requisition for a nonconsumable item from an SICA activity, the SICA may determine supply action if stocks are normally held for this

¹¹ See Footnote 3.

¹²For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 will contain 888.

purpose, or the SICA may forward the requirement to the PICA. If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity and recode the requirement, as necessary, with the PICA's RI and the appropriate combination of M&S, SUPADD, signal, fund, distribution, and/or project code which will ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA service's nonconsumable item program implementing instructions. If the SICA elects to use M&S 8, the SICA must identify itself in rp 54 and will not provide the SICA requisitioning activity with BM supply status. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

C3.20. RESERVED

C3.21. PROCESSING FOLLOWUPS

C3.21.1. Follow-up transactions will be processed to determine the current status of requisitions, cancellation requests previously submitted, or the DoDAAC of the initial (origin) transportation shipping activity when the shipment originated from a location other than the supply source. Time standards for dispatching status in reply to followups established for the distribution system (excluding DI AFC followups) are as follows:¹³

C3.21.1.1. For PD 01-08, dispatch status within 2 days from the date of receipt of the followup.

C3.21.1.2. For PD 09-15, dispatch status within 5 days from the date of receipt of the followup.

C3.21.2. Processing points, upon receipt of DI AT_ followups for which there is no record of the original requisitions, will process the followups as requisitions unless Status Code BF has been previously provided in response to an earlier cancellation request under chapter C4. This will be accomplished by changing the followup DI to the appropriate DI within the "A" series and following the normal processing routine for requisitions. However, the AT_ series transaction will only be processed as a requisition after a thorough review has been accomplished in order to preclude duplicate shipments. Status will be furnished under chapter C4.

C3.21.3. Processing points, in receipt of followups in the DI AT_ series for which there is a record of the original requisition, will furnish supply or shipment status under chapter C4.

¹³ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by DLA (Subsistence) and GSA. Refer to AMCL 5.

C3.21.4. A storage activity, in response to a DI AF6 followup by a supply source, will respond with shipment confirmation, denial, or supply status information, as appropriate.

C3.21.4.1. On an MRO being shipped, or which has been shipped, the storage activity will respond with an MRC, DI AR0, ARA, or ARB, after shipment.

C3.21.4.2. On an MRO in the process of being denied, the storage activity will respond with an MRD, DI A6_. When the MRO was previously denied, the response will be supply status, DI AE6, with Status Code BY in rp 65-66, the quantity denied expressed in rp 25-29, and the reason for denial expressed by the appropriate management code in rp 72.

C3.21.4.3. On an MRO for which both partial shipment and partial denial occur, the procedures in subparagraphs C3.21.4.1. and C3.21.4.2., above, apply for the appropriate respective quantities, except MRC; DI AR0 will be used for the partial quantity shipped or in the process of being shipped.

C3.21.4.4. On an MRO on which shipment is being delayed, the storage activity will respond with supply status, DI AE6, with Status Code BA in rp 65-66, and ESD in rp 70-73.

C3.21.5. Storage activities will use DI AE6 with Status Code BE to respond to supply source followups if the storage activity has a record of the MRO but no record of having taken action in response to the MRO. Supply sources, in receipt of this status or 60 days have passed from the MRO generation date without confirmation and no MILSTRAP MRA has been received, will generate a DI ASH shipment status transaction to DAAS. The DI ASH transaction will be in the AP3.20 format. For DI ASH transactions, the TCN and mode of shipment fields will be left blank and the generation date will be used as the date released to carrier.

C3.21.6. DoD Components will establish a management evaluation program which monitors storage activities' providing BE status. Goals should be established and the performance attained be a rating element of the activity commander.

C3.21.7. Storage activities responding to a followup initiated by a supply source on an MRO for which no record is held at the storage activity will utilize a DI AE6 with BF supply status.

C3.21.8. Supply sources in receipt of storage activity responses to DI AF6 followups will furnish appropriate status to eligible recipients using chapter C4.

C3.21.9. Requests for supply assistance and follow-up inquiries requesting improvement in ESDs (DI AFC) require management decisions relative to supply requirements which are not normally programmed in a manner to permit mechanical

processing. DI AFC transactions (on PD 01-08 requisitions only) should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of the AFC transactions at the supply source serves as a notification of the need for the concerned materiel to be received by consignees on dates earlier than those which would result from the shipments accomplished using the supply source ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by supply sources as an improvement. Management decisions, designed to improve ESDs, should include one or more of the following and/or any other additional actions which will cause improvement in ESDs:

- C3.21.9.1.** Cannibalization of existing equipment.
- C3.21.9.2.** Acceleration of repair programs.
- C3.21.9.3.** Offers of interchangeable or substitutable items.
- C3.21.9.4.** Diversion of materiel shipments.
- C3.21.9.5.** Supply from reserve assets.
- C3.21.9.6.** Supply from known station or depot excess stocks.
- C3.21.9.7.** Supply resulting from screening of materiel held pending classification.

C3.21.10. During the course of actions taken to improve ESDs, follow-up inquiries will not be construed by supply sources as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

C3.21.11. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the requisitions concerned. Responses to DI AFC followups may be in abbreviated message format (AP.1.11) at the option of the supply sources.

C3.21.12. Upon receipt of a followup on a previously submitted cancellation request (DI AK_), supply sources will:

C3.21.12.1. Provide status under the procedures of chapter C4, if the original cancellation request has been processed.

C3.21.12.2. Process the DI AK_ followup as a cancellation request and provide status under the procedures of chapter C4, if the original cancellation request was not received.

C3.21.13. Supply sources in receipt of followups on requisitions for which lateral redistribution action was taken will provide applicable status as follows:

C3.21.13.1. If the current status is BA and the ESD or the UMMIPS time frames, whichever applies, has not passed, provide BA status with the appropriate ESD to the requisitioner.

C3.21.13.2. If the current status is BA and the ESD or the UMMIPS timeframes, whichever applies, has passed, provide B5 status to the requisitioner and generate a DI AF6 with the RI of the reporting activity in rp 4-6 and a 2 in rp 54.

C3.21.13.3. If the current status is positive shipping status DI AS_, provide DI AS_.

C3.21.14. Supply sources in receipt of responses to DI AF6 followups will furnish appropriate status to eligible recipients using chapter C4.

C3.21.15. Processing points passing DI AF_, AT_, or AK_ follow-up transactions to another Supply source for continued action will place their RI code in rp 67-69 of the follow-up transaction. Processing points receiving such passed transaction will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.22. FORCE CLOSED MATERIEL RELEASE CONFIRMATION

C3.22.1. Subsequent to generating a DI ASH transaction under section C3.21.5., above, for unconfirmed MROs, supply sources will hold the MRO record open pending an MRA response (DoD 4000.25-2-M (MILSTRAP, chapter 6)). If an MRA response is received, it will be used to close the MRO record. For shipments to Security Assistance recipients, supply sources may elect to use the MRA data or generate a DI ARH transaction, entering the mode of shipment and date shipped from the MRA, to interface with billing. If an MRA response is not received within the initial and follow-up timeframes, the supply source may force close the MRO using a DI ARH transaction. For shipments to Security Assistance recipients, supply sources will ensure that proper inventory accounting and billing procedures are applied. In response to DI DRA transactions indicating nonreceipt, the supply source may force close the open MRO and bill for materiel, or reprocess (ship) the materiel based upon established dollar thresholds. The ARH transaction will be in the AP3.15 format.

C3.23. PROCESSING REDISTRIBUTION ORDERS

C3.23.1. RDOs are originated by an IMM to direct release of materiel from a supply distribution activity to another within the same distribution system.

C3.23.2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

C3.23.3. RDOs will be prepared in the AP3.25 format.

C3.24. RESERVED

C3.25. PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER TRANSACTIONS

C3.25.1. Supply sources will process requisition modifier transactions to provide for modification of requisitions on backorder or for which MROs have not been processed to storage activities. The corresponding original requisitions in process, and materiel obligations, will be recycled under S/A policy and normal processing actions will be continued to accommodate the modifier PD or RDD/RDP.¹⁴

C3.25.1.1. Modification of MROs is at the discretion of the S/As. However, modifications will not be processed against requisitions for which LROs of retail assets have been generated.

C3.25.1.2. Modification of requisitions which have been submitted to procurement sources for direct delivery is not required, except for requisition modifier documents which contain:

C3.25.1.2.1. A revised Country FMS offer/release option code (rp 46) and/or FF code (rp 47), in the format shown in AP3.22 (DI AMF).

C3.25.1.2.2. Expedited Handling Signal 555 in the RDD/RDP data field, rp 62-64, in the format shown in AP3.22 (DI AMP).

C3.25.1.2.3. Changes to the SUPADD and signal fields in the format shown in AP3.22 (DI AMF). The signal code will be indicated in rp 77.^{15 16}

C3.25.1.3. The application of modifiers on requisitions for which split actions have been taken by the supply source is at the option of the S/As.

C3.25.1.4. Supply sources will provide status after processing requisition modifier documents as follows:^{17 18}

¹⁴ See Footnote 3.

¹⁵ Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C

¹⁶ Requisition modifier status last reported as not implemented by USAF and USMC. Refer to AMCL 143.

C3.25.1.4.1. When the modifier transaction contains invalid entries for data elements listed in chapter C2, which would require rejection under requisition edits prescribed in paragraph C3.1.1., the modifier request will be rejected by means of D7 supply status (DI AE_). Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DI AM_ to rebuild the requisition as it appears on the supply source records.

C3.25.1.4.2. When the requisition modifier transaction is not honored because the requested modifications cannot be made, supply sources will provide B2 supply status to the activities designated on the unmodified requisition. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DI AM_ to rebuild the requisition as it appears on the supply source records.

C3.25.1.4.3. When the requested modifications have been successfully processed, BK supply status will be provided.

C3.25.1.5. In addition, when modifier transactions are processed, supply sources will use the M&S and distribution codes to provide the latest supply or shipment status.¹⁹

C3.25.1.6. Supply sources will process requested modifications only when all data fields can be modified, as requested. If this cannot be done, reject the modifier with B2 status.²⁰

C3.25.2. When S/As modify MROs, a modifier transaction will be prepared and transmitted to the applicable storage activity. The modifier transactions will be prepared as a result of processing requisition modifier transactions. The MRO will be identified with DI AM_ as prescribed in AP2.1.

C3.25.2.1. Storage activities, upon receipt of MRO modifier transactions, will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A. This will be accomplished by matching the document numbers of modifier transactions with document numbers of MROs having been previously received, including match of suffix codes.

C3.25.2.2. These modified transactions will be processed in the normal manner prescribed for MROs.

¹⁷ See Footnote 15.

¹⁸ See Footnote 16.

¹⁹ See Footnote 15.

²⁰ See Footnote 16.

C3.25.2.3. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

C3.25.2.4. Storage activities will provide supply status (DI AE6) to supply sources when requested modifications are or are not accomplished, citing Status Code B2 or BK.²¹

C3.25.3. When supply sources receive modifier transactions for which there is no record of the original requisition, process the requisition modifier transactions as a new requisition unless Status Code BF has been previously provided in response to an earlier cancellation request as specified in chapter C4.

C3.25.4. When modifiers are referred to another supply source, the referring activity will enter the RI of the activity to which the requisition was referred in rp 4-6 and their own RI in rp 67-69 of the DI AM_ transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of the activity.

C3.26. RESERVED

C3.27. PROCESSING SINGLE LINE CANCELLATION REQUESTS

C3.27.1. Supply sources, procurement, storage, and reporting activities will process single line cancellations (DI AC_) as prescribed herein and in paragraphs C3.28. through C3.34. Policies and procedures for processing requests for mass cancellation of multiple lines/requisitions are provided in chapter C8.

C3.27.2. Supply sources and procurement and storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, the dollar value, and location of materiel for which cancellation is requested.

C3.27.3. General rules for the disposition and diversion of materiel which has been shipped are as follows:

C3.27.3.1. Supply sources are responsible for providing diversion and/or disposition instructions for all items under their cognizance destined for OCONUS which have progressed to the point where procurement actions cannot be terminated or shipment

²¹ See Footnote 15.

into the DTS has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate commander, or Service headquarters.

C3.27.3.2. Supply sources may request diversion or disposition instructions from S/A contact points designated in chapter C8, Figure C8-1 column 1, for both nonstocked and non-NSN items. However, supply sources may, based on their stock position, divert materiel to depot stock.

C3.27.3.3. S/As may predetermine and designate alternate consignees so that the DoDAAC of these activities may be inserted in subsequent MILSTRIP and/or Transportation-related transactions. These predetermined destinations will be based on considerations in subparagraphs C3.27.2.2. and C3.27.3.1., above, and may vary by NSN, FSC, or FSG.

C3.27.3.4. When OCONUS shipments cannot be diverted or held for disposition, storage and procurement activities will advise supply sources when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The supply source will provide shipment status (DI AU_) to all eligible recipients of status. These transactions will contain a numerical day of the year in rp 57-59, as provided by the clearance authorities, indicating the day on which the shipment was lifted from the terminal for delivery OCONUS.

C3.27.3.5. When diversion of OCONUS shipments is accomplished by the DTS, supply sources will furnish all eligible recipients supply status (DI AE_) with Status Code B6. The advice of actions taken by the DTS will be provided under DoD 4500.9-M (DTR).

C3.27.3.6. Supply sources will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion of a DoDAAC from the DoD 4000.25-6-M (DoDAAD). Applicable supply and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

C3.27.3.7. Costs incurred in cancellations/diversion will be billed as provided in paragraph C3.28.9., below.

C3.27.3.8. No attempt will be made to stop or divert shipments to CONUS (domestic) consignees once released for shipment, regardless of mode of shipment.

C3.28. SUPPLY SOURCE PROCESSING OF SINGLE LINE CANCELLATION REQUESTS

C3.28.1. DIs, AC1, AC2, and AC3 cancellation requests (AP3.7) will be processed under subparagraph C3.1.2., above, including distribution of initial status, as follows:

C3.28.1.1. First, against backorders in the following order of assigned status codes: BB, BC, BD, BZ, and BV.²²

C3.28.1.2. Second, against unconfirmed shipments (Status Code BA).

C3.28.1.3. Third, against confirmed OCONUS shipments (DI AS_ and/or AR_), when shipped (to surface/aerial POEs and SEAVAN assembly points) prior to ICP receipt of DI AC_ transactions in less than 45 days for surface mode and 10 days for air mode.

C3.28.1.4. Fourth, against all other status.

C3.28.2. Processing points passing DI AC_ cancellation transactions to another Supply source for continued action will place their RI in rp 67-69 of the cancellation transactions. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (for example, the RI "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.28.3. Cancellation actions will be initiated/accomplished against the quantity in rp 25-29 of the DI AC_ transaction received. When the quantity in a cancellation request cannot be determined because of erroneous data, the requisition quantity or fill or backordered quantity will be edited for a quantity of one. If the quantity is equal to one, the cancellation request should be processed. Otherwise, the request will be rejected to the activity designated by the third position of the DI AC_ transaction using DI AE_ with Status Code CD.

C3.28.4. Cancellations processed will be edited to preclude duplicate cancellations. As a minimum this edit will compare quantity (rp 25-29), transaction document number (rp 30-43), suffix (rp 44), and the numerical day of the year of preparation (rp 62-64). Duplicates will be discarded. All other cancellations will be processed as received. When a DI AC_ transaction is received with a blank or garbled day of preparation (rp 62-64), the original day of receipt at the supply source will be entered and processing will continue.

C3.28.5. Regardless of dollar value or quantity, cancellation requests will be processed to immediately cancel quantities for which LROs or MROs (DD Form 1348-1A) and purchase requests have not been submitted to reporting activities or depot/storage and procurement activities.

C3.28.6. If the quantity in the cancellation request is equal to or less than the backorder quantity at the supply source (Status Code BB, BC, or BD), cancellation will be

²² Requirement to include Status Code BZ in processing sequence of cancellation requests last reported not implemented by DLA (Subsistence). Refer to AMCL 30.

immediately effected and supply status (DI AE_) with Status Code BQ will be provided all authorized recipients of status. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, supply status (DI AE_) with Status Code B9 will be furnished all authorized recipients of status.

C3.28.7. If the quantity in the DI AC_ cancellation request is greater than the backorder quantity (if any), but equal to or less than the recorded requisition quantity, the supply source will initiate cancellation action under criteria prescribed in subparagraph C3.28.1., above. This criteria and chapter C6 apply to FMS and MAP Grant Aid requisitions. When the cancellation request is greater than the recorded requisition quantity, cancellation action will be initiated on the recorded quantity.

C3.28.8. When cancellation requests are against released shipments or direct vendor deliveries with Status Code BV, the supply source will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

C3.28.9. In the event actions in subparagraph C3.28.8., above, are taken, Status Code B4 may be furnished to indicate that the activity designated by the signal code in the canceled requisition may be billed as follows:

C3.28.9.1. Transportation costs for returning the materiel to depot/storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

C3.28.9.2. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in DoD 4000.25-7-M (MILSBILLS).

C3.28.9.3. In addition to costs in subparagraph C3.28.9.1., above, when applicable, rebuilding costs and other expenses incurred in canceling FMS and MAP Grant Aid requisitions will be billed by the supply source, under DoD 5105.38-M (SAMM). (Also, see chapter C6.)

C3.28.10. Demand data previously recorded will be reversed by the quantity *[text deleted]* of the cancellation request. ***The demand data will always be adjusted regardless of the outcome of processing the cancellation request.***²³

C3.28.11. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients, identified in the original requisition under chapter C4. This notice will be in the format of supply status (DI AE_) or shipment status (DI AU_) as follows:

²³ *Deferred implementation authorized pending logistics system modernization.*

C3.28.11.1. Supply status (DI AE_) with Status Code B4, B6, BQ, BR, or BS applies to cancellation/diversions accomplished.

C3.28.11.2. Supply status (DI AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.28.11.3. Shipment status (DI AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.28.11.4. Supply status (DI AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.28.11.5. Supply status (DI AE_) with Status Code BF will be furnished to indicate no record of the document for which the cancellation request was submitted.

C3.28.11.6. Supply status (DI AE_) with Status Code B_, C_, or D_ will be furnished for those transactions where the supply source has a record of a previous cancellation or rejection.

C3.29. SUPPLY SOURCE SUBMISSION OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS TO PROCUREMENT

C3.29.1. These requests may be in mechanical record format or by manual instructions; however, the electronic submission of the requests is recommended.

C3.29.2. Prepare transactions using the AP3.9 format. Use DI ACP to identify the transactions submitted to procurement. Entry of the PIIN or PRN will be dependent upon whether a PIIN has been assigned to a contract and is known to the supply source at the time of receipt of cancellation requests. When the PRN is used, the DoDAAC of the consignee to which shipment is to be diverted should be reflected in rp 45-50. When the supply source does not desire diversion, rp 45-50 will be left blank.

C3.29.3. A manual request for cancellation/diversion submitted to the procurement activity will contain the following minimum information:

C3.29.3.1. Notification that the transaction is a request for cancellation or diversion.

C3.29.3.2. Identification of the supply source submitting the request.

C3.29.3.3. The stock or part number or description of the item involved.

C3.29.3.4. The quantity of the item to be canceled/diverted.

C3.29.3.5. The original requisition document number and the suffix code, if applicable.

C3.29.3.6. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.

C3.29.3.7. The PIIN, if known; otherwise, the PRN and date of the purchase request.

C3.29.3.8. Diversion or hold instructions to include coded and in-the-clear, ship-to, and mark-for addresses for shipment if diversion is to be accomplished.

C3.29.4. Cancellation/diversion requests will be submitted to procurement activities:

C3.29.4.1. Regardless of dollar value/quantity in the request, when purchase requests have been submitted but contracts have not been awarded. This applies to items/quantities in Status Code BZ. (See chapter C4.)²⁴

C3.29.4.2. For items/quantities on awarded contracts/purchase agreements and the dollar value of the cancellation/diversion action exceeds \$200.

C3.29.5. Supply sources will decide whether the cancellation/diversion or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by supply source." (See paragraphs C3.27.3.1. and C3.31.5.)

C3.29.6. Cancellation/diversion requests or requests for determination as to whether cancellation is in the best interest of the Government will not be submitted to procurement activities when:

C3.29.6.1. The dollar value of the request is less than \$200.²⁵

C3.29.6.2. DD Form 250, Materiel Inspection and Receiving Report, SPN, vendor shipment notice, or equivalent is on record indicating:

C3.29.6.2.1. Shipments to CONUS consignees were released to carriers regardless of dollar value.

C3.29.6.2.2. Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed in subparagraph C3.28.1.3., have elapsed. Chapter C6 applies to FMS and MAP Grant Aid requisitions.

C3.29.6.2.3. Shipment/delivery by priority mail or parcel post. In this case, shipment status (DI AU_) will be furnished in response to DI AC_ cancellations received.

²⁴ See Footnote 22.

²⁵As an exception for intra-Service use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

C3.29.7. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients, identified in the original requisition under the procedures of chapter C4. This notice will be in the format of supply status (DI AE_) or shipment status (DI AU_) as follows:

C3.29.7.1. Supply status (DI AE_) with Status Code B4, B6, BQ, or BS applies to cancellation/diversions accomplished.

C3.29.7.2. Supply status (DI AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.29.7.3. Shipment status (DI AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.29.7.4. Supply status (DI AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.30. RESERVED

C3.31. PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.31.1. DI ACP and manual cancellation/diversion requests will be processed in the sequence of PDs.

C3.31.2. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

C3.31.3. Procurement activities will advise the supply source of contractual agreements which may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Supply sources will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by supply source."

C3.31.4. The cost of diversion or shipment hold actions will be provided to the supply source for billing under subparagraph C3.28.9. Costs incurred in contract termination and diversion will also be furnished to supply sources to permit billing as prescribed in subparagraph C3.28.9.

C3.31.5. Procurement activities are required to initiate actions with clearance authorities to cause diversion of shipments at terminals. (Not applicable to transactions

resulting from mass cancellations.) (See chapter C8.) Procurement activities requiring diversion instructions in the instances when rp 45-50 are blank will request these instructions from the activity designated by the RI code in rp 78-80. Such requests will be accomplished by telephone or message.

C3.31.6. When the above cancellation/termination or diversion/hold action would not be in the best interest of the Government, the supply source will be so advised and requested to furnish a decision by a specified date.

C3.31.7. Actions to cancel, divert, or terminate contracts will be initiated within 1 working day from the receipt of cancellation requests. These actions will be completed as expeditiously as possible, but will not exceed 5 working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract involved.

C3.31.8. The procurement activity will advise the supply source that the attempted stop/diversion action has/has not been accomplished by the DTS within 2 working days of receiving the confirmation/denial notification from the DTS.

C3.32. SUPPLY SOURCE PRECESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.32.1. Supply source cancellation requests will be submitted to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but shipment status (DI AS6) has not been received. The DI AC6 will contain the RI of the reporting activity in rp 4-6 and Distribution Code 2 in rp 54. The supply source will provide DI AE_ with Status Code B9 to all eligible status recipients.

C3.32.2. If shipment status has been received, provide DI AU_ status to all eligible status recipients.

C3.32.3. Supply sources in receipt of responses to DI AC6 will furnish appropriate status to all eligible recipients.

C3.33. SUPPLY SOURCE SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES

C3.33.1. Supply source cancellation requests (DI AC6) or followups on cancellation requests (DI AK6), in the format of AP3.8, will be submitted to storage activities:

C3.33.1.1. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received. This applies to PD 01-15

requisitions/MROs/DD 1348-1A for U.S. Forces, CONUS and OCONUS, FMS, and MAP Grant Aid.

C3.33.1.2. When the MRC is recorded on an OCONUS shipment which was released to carrier for shipment to POE, less than 45 days by surface mode or less than 10 days by air mode, and the dollar value of the shipment exceeds \$200. Also, chapter C6 applies to FMS and MAP Grant Aid requisitions.

C3.33.2. The DI AC6 will contain the DoDAAC of the activity to which shipments will be diverted in rp 45-50, when shipment has already been released. When the supply source does not desire or cannot provide diversion to a specific activity, rp 45-50 will be left blank. In the latter case, the supply source will obtain and provide alternate destinations, if requested, by storage activities. (See paragraph C3.27.3.)

C3.33.3. In the case of an attempted diversion, supply status (DI AE_) with Status Code B9 will be furnished to eligible status recipients.

C3.33.4. Supply sources will not provide storage activities with requests for cancellation/diversion when:

C3.33.4.1. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line-item value of less than \$200 and is for an OCONUS shipment.

C3.33.4.2. Receipt of MRC and OCONUS shipment has been accomplished by parcel post, priority mail, or UPS.

C3.33.4.3. When the MRC is recorded on an OCONUS shipment which was released to the carrier for shipment more than 45 days by surface mode or 10 days by air mode prior to the receipt of the cancellation request.

C3.33.4.4. Receipt of the MRC and shipment to a CONUS activity was accomplished prior to the receipt of the cancellation request.

C3.33.5. In instances described in subparagraph C3.33.4., above, shipment status (DI AU_) will be furnished to eligible status recipients.

C3.33.6. A Followup on Cancellation Request, DI AK6, may be submitted to storage activities as a result of receipt of DI AK_ by the supply source from the requisitioner, SUPADD, or control activity (rp 54). A DI AK6 may be forwarded to the storage activity by the supply source as a result of nonresponse to a previous DI AC6.

C3.33.7. DRMS will forward cancellation requests (DI AC6) or followups on cancellation requests (DI AK6) to DRMOs when an MRC (DI AR_) has not been received

for item(s) requisitioned from property disposal. If the MRC has been received from the DRMO, shipment status (DI AU_) will be forwarded by DRMS to eligible status recipients.²⁶

**C3.34. STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/
DIVERSION REQUESTS**

C3.34.1. DI AC6 transactions will be processed in the sequence prescribed in subparagraphs C3.1.2.; C3.28.1.2.; C3.28.1.3.; and C3.28.1.4., above.

C3.34.2. Records will be maintained to allow a determination as to whether line items shipped were in single line or multiline shipment units and the respective dollar value of each. This will allow identification of shipment units which are susceptible to cancellation and determination as to whether cancellation actions should be continued under the following policies and procedures.

C3.34.3. To the extent that processing capability is available, the S/As will develop and maintain data to:

C3.34.3.1. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are as follows:

<u>COMPUTER</u>	<u>STORAGE</u>	<u>SHIPMENT PREPARATION</u>	<u>SHIPPING</u>
Mechanized processing of AC6s, and output of DD Forms 1348-1A and stop shipment	Bin Area Bulk Area	Preservation Packaging Packing Consolidation Parcel Post	Consolidation Air Freight Motor (Truck) Freight notices Rail Freight

C3.34.3.2. Include the maximum time experienced in processing DD Form 1348-1A (or DD Form 1348-2) shipments in each of the above work areas (within total time allowed by DoDD 4140.1R from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could most likely be taken on receipt of a DI AC6. Also, transaction priority should be considered as it affects processing time in hours versus days.

C3.34.4. The storage activity, upon receipt of a DI AC6, will determine the appropriate work area(s) to which stop shipment notices would be sent when cancellation of an

²⁶ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

inprocess DD Form 1348-1A shipment is required. The stop shipment notices will include pertinent line item/transaction identification, priority, and information as to whether a single or multiline shipment unit, is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would subsequently be processed.

C3.34.5. Cancellation will be accomplished for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

C3.34.6. Cancellation will be attempted for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

C3.34.6.1. The dollar value is less than \$25 for a single line shipment unit.

C3.34.6.2. The dollar value of a single line packed in a consolidated shipment unit is less than \$200.

C3.34.7. The storage activity will advise the supply source and, if applicable, all eligible status recipients of actions taken in response to cancellation requests (see chapter C4). This notice will be provided as follows:

C3.34.7.1. When the storage activity has no record of the MRO receipt, the supply source will be provided DI AE6 status with Status Code BF.

C3.34.7.2. When the items have not left the depot and cancellation action is accomplished, respond only to the supply source in the same format as the cancellation request document with the exception that rp 4-6 will contain the RI of the supply source to which the transaction will be transmitted and rp 67-69 will contain the RI of the activity preparing the transaction. This transaction will contain DI AG6.

C3.34.7.3. When cancellation is not attempted under the less than \$25/\$200 criteria in subparagraphs C3.34.6.1. and C3.34.6.2., above, the storage activity will furnish the supply source DI AE6 status with Status Code B8.

C3.34.7.4. When the items have been released to a carrier in shipments destined to a CONUS customer, no action will be taken to stop/divert the materiel beyond the point of shipment. The supply source will be provided with Reply to Cancellation Request - MRC (DI AU0, AUA, or AUB) transactions in the format shown in AP3.14 and all eligible status recipients will be provided with Reply to Cancellation Request - Shipment Status (DI AU_) in the format shown in AP3.19.

C3.34.7.5. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under the DTR to stop

or divert shipments within the DTS. The supply source will be provided with DI AE6 status containing Status Code B9.

C3.34.7.6. The storage activity will not initiate action to stop/divert OCONUS shipments within the DTS when:

C3.34.7.6.1. The items are consolidated in a multiline shipment unit.

C3.34.7.6.2. The items were in OCONUS shipments released to carriers for shipment more than 45 days by surface or more than 10 days by air mode prior to receipt of the DI AC6.

C3.34.7.6.3. The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

C3.34.7.6.4. A single line item shipment has a total dollar value of less than \$200.

C3.34.7.6.5. The single line item shipment unit has a total dollar value of less than \$1,000 and was shipped in consolidation with other shipment units in larger containers; such as, CONEX and SEAVAN.

C3.34.7.7. Following receipt of confirmation that shipment stop/diversion action has been accomplished by the DTS, the storage activity will provide the supply source with DI AE6 status containing Status Code B6.

C3.34.7.8. When the storage activity does not initiate stop/diversion action with the DTS because of one of the conditions in subparagraph C3.34.7.6., above or, when notified that a requested stop/diversion action has not been accomplished by the DTS, the storage activity will provide Reply to Cancellation Request - Shipment Status (DI AU1, AU2, or AU3) to all eligible status recipients and Reply to Cancellation Request - MRC (DI AU0, AUA, or AUB) to the supply source. At the option of the supplying S/A, Reply to Cancellation Request - Shipment Status (DIs AU1, AU2, and AU3) may be provided to all eligible status recipients by the supply source rather than directly by the storage activity. In this latter case the storage activity will only generate the Reply to Cancellation Request - MRC (DI AU0, AUA, or AUB) to the supply source.

C3.34.8. Storage activities requiring diversion instructions when rp 45-50 of the DI AC6 cancellation is blank will request such instructions from the activity designated by the RI in rp 67-69. Such requests will be made by telephone or message.

C3.34.9. Actions under subparagraphs C3.34.3. through C3.34.7., above, will be completed in 2 working days for PDs 01-08 and 5 working days for PDs 09-15.

C3.34.10. The storage activity will advise the supply source that the attempted stop/diversion action has/has not been accomplished by the DTS within 2 working days of receiving the confirmation/denial notification from the DTS.

C3.35. REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.35.1. Reporting activities will attempt cancellation to the maximum extent possible.

C3.35.2. When the reporting activity has no record of the LRO, the supply source will be provided DI AE6 with Status Code BF and Distribution Code 2 will be entered in rp 54.

C3.35.3. If cancellation cannot be accomplished, the supply source will be provided DI AE6 with Status Code B8 and Distribution Code 2 will be entered in rp 54.

C3.35.4. If cancellation can be accomplished, the supply source will be provided DI AE6 with Status Code BQ and Distribution Code 2 will be entered in rp 54.

C3.35.5. The reporting activity will not attempt diversion of materiel confirmed shipped.

C3.36. DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS

C3.36.1. In instances where supply of a MILSTRIP requisition is to be accomplished by direct vendor delivery, an interface is required between MILSTRIP and the purchasing operations. This interface will result in an interchange of specific information and documentation between supply sources and procurement activities to ensure:

C3.36.1.1. Transmission of status to designated recipients in an orderly and timely fashion.

C3.36.1.2. Proper marking of shipment containers.

C3.36.1.3. Delivery of materiel using priorities or RDDs.

C3.36.1.4. Transmission of shipment status, within the time standard prescribed in chapter C4, paragraph C4.12., to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.36.2. Purchase requests will contain specific in-the-clear and coded data as specified below, which will be perpetuated on procurement instruments and related transactions:

C3.36.2.1. The original MILSTRIP requisition document number, including suffixes when assigned, SUPADD, and signal codes.

C3.36.2.2. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.

C3.36.2.3. MILSTRIP project code and project name, if applicable.

C3.36.2.4. Schedule of deliveries using RDDs or RADs, whichever is applicable. Items should be listed on procurement requests in descending sequence or delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence would provide for listing items with earliest dates first and will result in the required schedule of deliveries.

C3.36.2.5. Identification and address of the activity to receive the notice or evidence of shipment made by contractors as required by DoD FAR Supplement, appendix F-401, table 2.

C3.36.3. Requisitions to be supplied by direct delivery from sources will be identified separately from stock replenishment buys on purchase requests.

C3.36.4. Transmission of shipment status, within the time standard prescribed in chapter C4, section C4.12., to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.37. RESERVED

C3.38. PREPARATION OF SHIPMENTS TO DEFENSE REUTILIZATION AND MARKETING OFFICES²⁷

C3.38.1. Shipments/transfers to DRMOs will normally require a Disposal Turn-In Document (DTID), (DD Form 1348-1A or DD Form 1348-2) and documentation for intransit control of property identified by an NSN or local stock number (and excluding scrap [Supply Condition Code S], waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DRMO on a DTID from the time of release by a shipping activity until receipt of the property by the DRMO. Activities will furnish one DI AS3 shipment status transaction, under chapter C4, to the DRMS for each DTID sent to a DRMO, regardless of dollar value.

C3.38.1.1. Only those DI AS3 shipment status transactions applicable to shipments/transfers of usable property directed to DRMOs with a line-item value of \$800 or more per the Federal Logistics Information System (FLIS) and for all shipments/transfers of

²⁷ Requirement to provide shipment status to DRMS on all shipments regardless of dollar value. Refer to AMCL 16. Requirement to provide the unit price on shipment status to DRMS. Refer to AMCL 17. Establishing intransit control procedures for shipments to DRMOs. Refer AMCL 158B. AMCLs 16, 17, and 158B last reported as not implemented by USAF and USMC.

pilferable or sensitive items (based on CIIC code) regardless of dollar value will be entered into the intransit control system (ICS). The extended value of the shipment will be determined on the basis of the document number, quantity, and the unit price. The unit price will be obtained from the FLIS.

C3.38.1.2. The use of this system will provide a capability to monitor shipments/transfers to DRMOs. This system will also provide a capability for DRMS to furnish information to S/A headquarters concerning the shipment/transfer of property to DRMOs.

C3.38.2. These procedures do not negate the authority of the DRMO to refuse acceptance of accountability and physical receipt of certain types and classes of materiel as prescribed by DoD 4160.21-M, chapter 3. If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DRMO will provide notice of rejection to DRMS under existing procedures, thus purging the ICS suspense file. Guidance on shipment notices and ICS processing is applicable only to usable items being shipped/transferred to a DRMO.

C3.39. DIRECTING MATERIEL TO THE DEFENSE REUTILIZATION AND MARKETING SERVICE²⁸

C3.39.1. Supply sources will utilize the DRO (DI A5J) and related transactions to direct and control issue of supply system stocks on their accountable records to disposal. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1A (or DD Form 1348-2). Preparation of DROs will be accomplished under the AP3.13 format. When the quantity to be transferred to disposal exceeds the capability of the quantity field, rp 25-29, multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line.

C3.39.1.1. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

C3.39.1.1.1. The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

C3.39.1.1.2. If the quantity onhand is less than the quantity shown in rp 55-61, the storage site will respond under subparagraph C3.39.1.4., below.

²⁸ See Footnote 27.

C3.39.1.2. The DRC transaction serves as advice from a nonaccountable storage site to the Supply source having initiated the DRO of supply action taken. DRC transactions will be prepared in the AP3.16 format with DI ARJ when the quantity shipped is the same quantity requested in the DRO. The DRC will contain DI ARK when the quantity shipped is greater than the quantity requested in the DRO. The DRC will contain DI ARL when the quantity shipped is less than the quantity requested in the DRO. The supply sources will utilize the DRC with DI ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed off-line. ARJ/K/L transactions will be prepared and transmitted on the day material is delivered to the carrier for shipment to the DRMO. Preparation of ARJ/K/L will not wait for a signed receipt copy of the DTID to be returned. When a DRC (DI ARJ/K/L) is not used to confirm shipment of material to a DRMO, the DI AS3 transaction will be generated simultaneously with the DI A5J/FTR or other transaction authorizing/directing shipment to disposal. This procedure is authorized when circumstances (such as local transfers, use of available organic transportation, or other substantiating conditions) make the use of the ARJ/K/L unnecessary.

C3.39.1.3. The disposal release follow-up transaction (DI AFJ) will be used by the supply source to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release follow-up transaction will be prepared in the DRO format.

C3.39.1.3.1. If the DRO has been complied with, the storage facility will respond as indicated in subparagraph C3.38.4.2., above.

C3.39.1.3.2. If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the AP3.16 format with DI AEJ and the ESD in rp 57-59.

C3.39.1.3.3. If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DI AEJ using the AP3.16 format.

C3.39.1.3.4. If the DRO has been denied (DI A6J), the storage activity will respond with BY status/DI AEJ using the AP3.16 format.

C3.39.1.4. DRDs are prepared by the storage site and transmitted to the appropriate supply source having prepared the DRO as notification of negative action on the DRO. Preparation of the DRDs will be accomplished under the format referenced in AP3.18 and will contain DI A6J. Supply sources will utilize the DRD to make appropriate adjustments to the inventory records.

C3.39.1.5. Disposal release cancellations are prepared by supply sources having initiated DROs and transmitted to storage sites when it is determined that disposal actions should be discontinued. Supply source cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions

will be prepared in the same format as the original DRO and will contain DI ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

C3.39.1.5.1. When shipment has been made, response to the supply source will be a DRC.

C3.39.1.5.2. When cancellation is accomplished, response to the supply source will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RI of the supply source to which the transaction will be transmitted and rp 67-69 will contain the RI of the activity preparing the transaction. This transaction will contain DI AGJ.

C3.39.1.6. A disposal release cancellation follow-up transaction (DI AKJ) may be submitted by the supply source to obtain the latest status of a disposal releases cancellation. The disposal release cancellation follow-up transaction will be in the same format as the original disposal release cancellation (AP3.13) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation followup by duplicating the previously submitted documentation.

C3.39.2. Supply sources will utilize the Reply to Customer Asset Report (DI FTR) (AP3.34) to notify the reporting activity that the quantity reported is in excess to supply source requirements and that further action is authorized under appropriate S/A procedures. See chapter C9, this manual, for detailed instructions.

C3.40. PROCESSING MATERIEL TO THE DEFENSE REUTILIZATION AND MARKETING SERVICE²⁹

C3.40.1. The shipment/transfer of materiel to a DRMO on a DTID requires authority for disposal which must be indicated on the DTID by entry of the appropriate disposal authority code (AP2.21). Ensure property is reported to the IMM prior to DTID preparation, if required, per DoD 4140.1-R.

C3.40.2. Activities lacking an ability to prepare mechanically processable transactions and/or electrically transmit them to the ICS will arrange for such preparation and/or DMS transmission of the intransit control transactions by the nearest facility having such capabilities. When support from another activity cannot be obtained, transactions may be mailed, or transmitted electronically (e-mail, etc.), to DRMS. These must include the in-the-

²⁹ See Footnote 27.

clear address of the activity and a point of contact. DLA/DRMS will coordinate with the military services to determine options for any activities that consistently mail transactions.

C3.40.3. Activities will direct/process all accountable materiel to disposal using the DTID (DD Form 1348-1A or DD Form 1348-2). Some categories of nonaccountable property may be transferred to a DRMO without documentation. The servicing DRMO will provide guidance.

C3.40.4. For each DTID, activities will furnish one DI AS3 shipment status transaction, under chapter C4, to the DRMS for each shipment/transfer sent to a DRMO without regard to the dollar value. Only those DI AS3s applicable to shipments/transfers with a line-item value of \$800 or more per the FLIS and for all shipments/transfers of pilferable or sensitive items (based on CIIC code) regardless of dollar value will be entered into the ICS. Activities will prepare and transmit the DI AS3 shipment status transaction, with Distribution Code 9 in rp 54 and the unit price of the materiel in rp 62-68, in the AP3.19 format to the DRMS when a DRC (DI ARJ, ARK, or ARL) is created by the shipping activity reflecting the actual quantity shipped and the date delivered to the carrier for shipment. The DI AS3 shipment transaction, meeting the intransit control criteria, will initiate the suspense file at DRMS which will, as a minimum, contain the following data:

<u>DATA ELEMENT</u>	<u>SOURCE</u>
Document Number	DI AS3/DRMS Automated Information System (DAISY) Receipt
NSN/FSC/FSG (if available)	DI AS3/DAISY Receipt
Unit of Issue	DI AS3/DAISY Receipt
Extended Dollar Value of Shipment (if available)	Calculated from FLIS unit price
Controlled Inventory Item Code	FLIS
Quantity Shipped	DI AS3
Date of Shipment	DI AS3
Quantity Received	DAISY Receipt
Date of Receipt	DAISY Receipt
Extended Dollar Value of Receipt	DAISY Receipt
Dollar Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

C3.40.5. Procedures

C3.40.5.1. Defense Automatic Addressing System Center

C3.40.5.1.1. DAASC will edit the DI AS3s before passing them to DRMS:

C3.40.5.1.1.1. Reject, to the generating activity, those with invalid DoDAACs, invalid FSCs (FSC does not exist), and those with quantities of zero or blank. The rejected transaction will be returned to the originating station with a narrative explanation of the reason for return and instructions not to resubmit.

C3.40.5.1.1.2. Edit the unit price: if the transaction contains a local stock number with a blank or zero unit price, reject; if NSN and blank or zero unit price, insert the FLIS price.³⁰

C3.40.5.1.2. DAASC will "flag" ICS follow-up transactions (DI Code AFX/AFZ) to help the Services prioritize research and resolution of these transactions. These transactions will include "CRITICAL" in rp 67-74; identifying sensitive items, demilitarization required items, and all items in "critical classes." DAASC will make the determination for appending the critical flag as follows:

C3.40.5.1.2.1. To determine if a critical class. Match the FSG or FSC (as appropriate) to the table built from DoD 4160.21-M, chapter 3, attachment 1.

C3.40.5.1.2.2. To determine if demilitarization is required. Match the NSN to FLIS looking for a demilitarization code equal to C, D, E, or F.³¹

C3.40.5.1.2.3. To determine if a sensitive item. Match the NSN to FLIS for CIIC looking for a sensitive item code equal to 1, 2, 3, 4, 5, 6, 8, Q, R, or \$.³²

C3.40.5.2. Defense Reutilization and Marketing Office

C3.40.5.2.1. The DRMO will accept accountability of the shipment if the materiel is acceptable based on the established criteria in DoD 4160.21-M.

C3.40.5.2.2. The DRMO will furnish documentation of receipt of the DTID upon request by the shipping activity. NOTE: The DRMO will always furnish a copy of the signed DTID for all shipments containing quantity discrepancies. The DRMO will note the difference in the quantity received and the quantity shipped on the DTID.

C3.40.5.2.3. If an error exists because the quantity received is less than or greater than the quantity entered on the DTID, the DRMO shall notify the shipping activity. (See DoD 4160.21-M, chapter 3 and Joint Regulation DLA 4140.55, et al.)

³⁰FLIS interface for a unit price will not be available until April 2002.

³¹FLIS interface for a demilitarization code will not be available until April 2002.

³²FLIS interface for a CIIC will not be available until April 2002.

C3.40.5.3. Defense Reutilization and Marketing Service

C3.40.5.3.1. When the DRMS processes a DAISY “receipt of usable property” or “receipt,” it will be compared with the suspense file generated by the DI AS3 shipment status transaction. The DAISY receipt will open the ICS transaction if there is no matching DI AS3. The suspense file will remain on open file for a period of 1 year from the date it is initiated unless it is closed by one of the actions specified below. All transactions generated by ICS will be transmitted through DAAS to the activity in rp 30-35 of the DI AS3. ICPs/IMMs receiving these transactions will forward them to the shipping activity, as appropriate. (See AP3.6.)

C3.40.5.3.1.1. The DRMS will close the suspense file if the receipt matches a DI AS3 shipment status transaction previously recorded in the suspense file. A match is based on the DTID number and FSC.

C3.40.5.3.1.2. The DRMS will generate a follow-up transaction (DI AFX with Advice Code 36) if, after a period of 90 days from the date of DRMS posting of the receipt, there is no matching DI AS3 shipment status transaction, and the extended value is \$800 or more, or the item is recorded as pilferable or sensitive. This notification (DI AFX with Advice Code 36) will close the ICS suspense. The DRMS will generate a follow-up transaction (DI AFX with Advice Code 37) when, after a period of 90 days, there is no receipt applicable to a DI AS3 shipment status transaction and the extended value of the DI AS3 is more than \$800 or the item is recorded as pilferable or sensitive.

C3.40.5.3.2. If a disposal supply status transaction (DI AE3) or a disposal shipment confirmation transaction (DI ASZ) is not received within 30 days of transmission of the disposal shipment/receipt confirmation follow-up a second disposal shipment confirmation follow-up transaction using DI AFZ will be generated. The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the AFZ follow-up. When moved from the active suspense file, records will be placed on an accessible history file for an additional 2-year period.

C3.40.5.3.3. Receipt of DI AE3 supply status will direct further ICS processing as follows:

C3.40.5.3.3.1. DE Supply Status advises the ICS to terminate intransit control processing for the document number in question. If received in response to DI AFX/AFZ with Advice Code 37, a record of the DI AS3 transaction is not required.

C3.40.5.3.3.2. DF Supply Status advises the ICS to remove the record from the active suspense file and place the record in an accessible history file for a period of 2 years.

C3.40.5.3.3.3. DG Supply Status closes the record in ICS—processing is considered complete. DRMS will use its own procedures to determine why notification of

receipt of the materiel had not been sent by the DRMO to DRMS and the ICS will retain an accessible history file record for 2 years.

C3.40.5.3.3.4. DH Supply Status closes the record—intransit processing is considered complete and an accessible history file record will be retained by the ICS for a period of 2 years.

C3.40.5.3.3.5. BF Supply Status removes the record from the active suspense file and places it in the accessible history file for a period of 2 years.

C3.40.5.3.4. If a shipment status transaction (DI ASZ) is received by the ICS, intransit control for the document number in question is considered complete. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DRMOs.

C3.40.5.4. Shipping Activity

C3.40.5.4.1. Supply organizations in receipt of disposal shipment confirmation followups (DI AFX or AFZ) will ensure that applicable shipping activities review receipt documentation, and provide timely responses (within 30 working days of receipt of the followup). DI AFX transactions with Advice Code 36 do not require a response.

C3.40.5.4.2. Upon receipt of a followup, the shipping activity will respond to the followup, by supply status, DI AE3, or shipment status, as follows:

C3.40.5.4.2.1. Provide BF supply status when the shipping activity has no record of the shipment **or** of generating the DI AS3 shipment status and has not received receipt documentation of the DTID.

C3.40.5.4.2.2. Provide DE supply status when it is determined that although DI AS3 shipment status had been sent, no shipment had been made or no record of shipment, other than the DI AS3 transaction, can be located.

C3.40.5.4.2.3. Provide DF supply status when receipt documentation is not available, but investigation indicates that property was removed from the storage area and cannot be located. The shipping activity will perform additional research as determined by S/A procedures, including, if necessary, referral to the appropriate criminal investigative activity.

C3.40.5.4.2.4. Provide DI ASZ shipment status when the shipping activity (the activity in receipt of the (DI AFX/AFZ) has no record of generating a DI AS3 shipment status transaction but has received receipt documentation of the DTID.

C3.40.5.4.3. DRMS will provide a Quarterly Intransit to DRMO Report upon request. In addition, DRMS will provide tailored Special Extract Reports, as requested.

The format and explanation of the Quarterly Intransit to DRMO Report is contained in AP1.33 and is assigned RCS DD-A&T (AR) 1787.

C3.41. RESERVED

C3.42. SHIPMENT TRACING

C3.42.1. Supply sources (including depot or procurement activity when direct vendor delivery is applicable, but excluding small business firms or civilian contractors not required to process followups received from Military sources), upon receipt of a DI AFT, Request for Shipment Tracing on Registered, Insured, and Certified mail/parcel post, will:

C3.42.1.1. Initiate tracer action under USPS Regulations to the post office from which the parcel was mailed. Postal Service Form 1510 or other prescribed form will be used.

C3.42.1.2. On receipt of the post office response, initiate appropriate action as follows:

C3.42.1.2.1. If notified that the parcel was lost, destroyed, and/or that proof of delivery could not be furnished, notify the consignee by off-line narrative message to include advice to prepare discrepancy reports under Joint Regulation DLAI 4140.55, et al.

C3.42.1.2.2. If notified that the post office has proof of delivery, notify the consignee (based on the signal in rp 51) by off-line narrative message, including particulars concerning proof of delivery, with an information copy to supply source involved.

C3.42.1.3. When the supply source is a small business firm or civilian contractor not required to process followups received from military sources, the AFT Request for Shipment Tracing on registered, insured, and certified mail/parcel post will be forwarded to the ICP for processing.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Routing Identifier

Determine correct source and continue processing.

Media and Status

Process as zero (0).

Stock Number or Appropriate Item Identification³³

1. If blank, reject.

2. If incorrect, research to determine³⁴ if the stock number has changed (for example, FSC changed to match the NIIN). As a result of the review, take action as follows:

a. If the stock number cannot be identified, reject with appropriate supply status.

b. If the FSC is incompatible with the NIIN, check the FSC to determine if it matches a previously assigned FSC. If it matched, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If it does not match, reject with appropriate supply status.

c. If the stock number has changed (for example, FSC change), change the number to the new stock number and continue supply action. If the changed NSN is managed by another supply source, initiate a passing order and furnish appropriate supply status.

3. If manufacturer's part number, compare to FLIS to determine if a stock number is assigned. If assigned, change the manufacturer's part number to the stock number and continue supply action. If the NSN is managed by another supply source, initiate a passing order and furnish appropriate supply status.

Unit of Issue

Enter correct unit of issue or reject. If rejected, enter correct unit of issue in rp 79-80 supply status transaction.³⁵

Quantity

Reject.

Requisitioner

Discard.

Date

Reject.

³³ Requirement for supply source to reject requisitions if the FSC is incompatible with the NIIN last reported as not implemented by DLA. Refer to AMCL 11.

³⁴This edit does not apply to USN supply sources.

³⁵ Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by USN and DLA (Subsistence). Refer to AMCL 162.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Figure C3.1. Requisition Processing and Related Actions.
(Part 1 of 4)

Serial	Reject.
Demand	Process as recurring.
Supplementary Address ³⁶	Reject (CX status) if blank or invalid and the signal code is B, J, K, L, or M.
Signal	Reject.
Fund	No edit is required unless signal code is C or L. Reject (CX status) if signal code is C or L and fund code does not identify a valid bill-to activity as prescribed by MILSBILLS.
Distribution	Process as blank.
Project	1. Process as blank. 2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD. ³⁷
Priority Designator ³⁸	1. If Expedited Handling Signal 999 is present in the RDD field, requisition is for U.S. forces and the PD is not 01-03, enter PD 03 and furnish BK supply status. 2. If an OSD/JCS project code is present in rp 57-59 and the PD is not 01-05, enter PD 03 and furnish BK supply status. 3. If NMCS/ANMCS indicator (N/E) is present in rp 62 and PD is not 01-15, enter PD 08 and furnish BK supply status. 4. If special mass cancellation coding 555 is present in rp 62-64 and PD is not 01-15, enter PD 08 and furnish BK supply status. 5. If Expedited Transportation Signal 777 is in rp 62-64 and PD is not 01-15, enter PD 08 and furnish BK supply status. 6. If required availability period (A in rp 62) is present and PD not 01-15, enter PD 15.

³⁶ This data element is referred to as Supplemental Data under the DLMS.

³⁷ Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USAF, USMC, and DLA (Subsistence). Refer to AMCL 9.

³⁸ See Footnote 37.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Figure C3.1. Requisition Processing and Related Actions.
(Part 2 of 4)

Priority Designator
(Con't)

7. If extended RDD (S or X in rp 62) is present and PD is other than 09-15, enter PD 15, furnish BK supply status, and process.

8. If work stoppage indicator (F or R in rp 62) is present and PD is not 01-08, enter PD 15, furnish BK supply status, and process.

9. For all other conditions, if PD is not 01-15, enter PD 15.

Required Delivery Date³⁹⁴⁰

1. If NMCS/ANMCS indicator (N/E in rp 62) is present and PD is 01-08, process. If there is an N or E in rp 62 but PD 09-15 in rp 60-61, blank the entry in rp 62-64, furnish BK supply status and process using the priority. If there is an N or E in rp 62, blank any characters in rp 63-64 and furnish BK supply status. Exception: For Air Force requisitions, blank only numeric characters (01-99); do not blank special coding to fulfill an Air Force internal requirement for NMCS/MICAP justification. (Note: This eliminates short RDDs associated with NMCS/ANMCS and expressed as number of days from requisition date.)

2. If Expedited handling Signal 999 is present in rp 62-64 and requisition is not intended for U.S. forces, blank the expedited handling signal, furnish BK supply status, and process using the priority.⁴¹ If requisition is intended for U.S. forces, process.

3. If special mass cancellation coding 555 is present in rp 62-64 indicating continued processing during mass cancellation, process.

4. If Expedited Transportation Signal 777 is in rp 62-64 and PD 01-08 is in rp 60-61, process. If the PD is 09-15, blank the expedited transportation signal, furnish BK supply status, and process using the priority.

5. If Co-Located Customer Handling Service Indicator 444 is present in rp 62-64, process.

³⁹ Deferred implementation of PD/RDD compatibility edits and furnishing BK supply status under Approved DLMS Change 57 are authorized pending supply source system modernization.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

**Figure C3.1. Requisition Processing and Related Actions.
(Part 3 of 4)**

Required Delivery Date
(Con't)

6. If *RAD or extended RDD* (rp 62 is A, S, or X) and rp 63-64 are not equal to 01-99, blank entry in 62-64, furnish BK supply status, and process.

7. If work stoppage indicator (F or R in rp 62) is present and rp 63-64 are not blank, blank entry in 63-64, furnish BK supply status, and process. (Note: This eliminates short RDDs associated with work stoppage and expressed as number of days from requisition date.)

8. For subsistence, except for conditions *[text deleted]* above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.⁴²

9. For all other conditions, blank RDD field if entry *does not indicate* a calendar date *which falls no more than 100 days subsequent to the requisition date*⁴³, furnish BK supply status, and process.

Required Delivery Period
(Conventional Ammunition Only)⁴⁴

If rp 62 is B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and rp 63-64 contains 01-99, process.

Advice

Process as blank.

⁴⁰ ***Non-date entries in the RDD field; such as, Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirements Codes under the DLMS.***

⁴¹ ***See Footnote 39.***

⁴² Use of the RDD to fill subsistence items last reported as not implemented by DLA (Subsistence). Refer to AMCL 7.

⁴³ ***The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).***

⁴⁴ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

CODE OR DATA ELEMENT

ENTRY IS BLANK OR INCORRECT

Figure C3.1. Requisition Processing and Related Actions.
(Part 4 of 4)

[Figure C3-2 deleted]

C6. CHAPTER 6

SECURITY ASSISTANCE PROGRAM

C6.1. GENERAL

C6.1.1. The provisions of MILSTRIP apply to all phases of requisitioning and issue to support the Security Assistance Program; however, this chapter provides special procedures and instructions for preparing and processing FMS and MAP Grant Aid requirements (see AP2.19) which are exceptions to other areas of the manual.

C6.2. RESERVED

C6.3. REQUISITION FORMATS

C6.3.1. Requisitions for FMS and MAP Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and MAP Grant Aid requisitions are listed in the designated appendices and the DoD 4000.25-8-M (MAPAD) together with their meanings and applications. Specific FMS and MAP Grant Aid requisition entries are as follows:

C6.3.1.1. Military Assistance Program Grant Aid

C6.3.1.1.1. Requisitioner Field (rp 30-35)

C6.3.1.1.2. Rp 30 will contain the FMS and MAP Grant Aid S/A code (AP2.2) of the U.S. S/A responsible for administering the MAP Grant Aid Program line.

C6.3.1.1.3. Rp 31-32 will contain the country/international organization code (AP2.18).

C6.3.1.1.4. Rp 33 will contain the customer-within-country code to indicate the recipient or place of discharge within the country (see MAPAD), with the exception of requisitions containing DI A05 with special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a DI A05 requisition may contain a zero in rp 33. The special instruction will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of DI A05 requisitions will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in the MAPAD.

C6.3.1.1.5. Rp 34 will contain a numeric zero (0).

C6.3.1.1.6. Rp 35 will contain the appropriate MAP Grant Aid type of assistance/financing code (AP2.19).

C6.3.1.2. Supplementary Address Field (rp 45-50)

C6.3.1.2.1. Rp 45 will contain Y to indicate that the data entered in rp 46-50 are nonsignificant to the overall systems but are to be perpetuated in all subsequent documentation.

C6.3.1.2.2. Rp 46-50 will contain the RCN. This number is assigned by the appropriate Service activity and is constructed as follows:

C6.3.1.2.3. Rp 46 will contain the last digit of the program year in which the requisitioned item was approved and funded.

C6.3.1.2.4. Rp 47-50 will contain the four-position program line item number (alpha/numeric) or the program.

C6.3.2. Foreign Military Sales

C6.3.2.1.1. Requisitioner Field (rp 30-35)

C6.3.2.1.1.1. Rp 30 will contain the FMS and MAP Grant Aid Service assignment code (AP2.2) of the U.S. Service responsible for administering the FMS Case.

C6.3.2.1.1.2. Rp 31-32 will contain the country/international organization code (AP2.18).

C6.3.2.1.1.3. Rp 33 will contain the customer-within-country code. This code will be assigned and recognized in conjunction with entries in rp 46-47. The application of the customer-within-country code in relation to coded entries in rp 46-47 is explained in paragraph C6.3.2.3., below. When a customer-within-country code is not applicable, a zero will be entered.

C6.3.2.1.1.4. Rp 34 will contain the FMS delivery term code (see MILSTAMP) to convey the point of delivery condition negotiated under the case agreement and must correspond to delivery terms specified in the applicable Letter of Offer and Acceptance.

C6.3.2.1.1.5. Rp 35 will contain the appropriate FMS type of assistance/financing code (AP2.19).

C6.3.2.2. Supplementary Address Field (rp 45-50)

C6.3.2.2.1. Rp 45 will contain the FMS Service code (AP2.2) of the customer country's requisitioning Service, which is published in the MAPAD.

C6.3.2.2.2. Rp 46 will contain the applicable country FMS offer/release option code (A, Y, or Z) or code X to denote that the United States is responsible for transportation arrangements, as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the Case Agreement. Country FMS offer/release option codes are listed in the definitions and terms section of this manual with explanations of their application and recognition under FMS offer and release procedures.

C6.3.2.2.3. Rp 47 will contain a code to designate the recipient of shipments and documentation and will be the FMS CR/FF code as published in the MAPAD. This entry and the use of code X or W will be applied and recognized in conjunction with the entry in rp 33 as explained in paragraph C6.3.2.3., below.

C6.3.2.2.4. Rp 48-50 will contain the specific FMS case designator consisting of a three-position alpha/numeric code. The first position will always be alphabetic and the second and third positions may be alphabetic or numeric. All correspondence (such as letters and messages) will always include the appropriate case designator as part of the identification data.

C6.3.2.3. Designation of Shipment Addresses for Foreign Military Sales

C6.3.2.3.1. The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in rp 33 (customer-within-country) and rp 47 (CR/FF). The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes will not be utilized in requisitions until such time as the codes and corresponding addresses are published in the MAPAD.

C6.3.2.3.1.1. The DAAS will reject requisitions, referral orders, passing orders, DI AT_ followups, and DI AM_ modifiers, containing MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO. (Supply Status (DI AE9) with Status Code DP applies.)

C6.3.2.3.1.2. The ICPs may reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO. This includes remarks/exception type DI A05/A0E requisitions directing materiel to various shipping points. (DI AE_ with Status Code CX applies).

C6.3.2.3.2. When shipment is to be made to a CR/FF or to a point designated by a CR/FF in response to NOA, a specific code other than an X or W will be entered in rp 47. In this instance, the ship-to address will be the address listed in the MAPAD for the CR/FF or the address provided in response to the NOA. The mark-for address will be the address listed in the MAPAD for the code in rp 33. For those countries which have elected not to publish clear-text addresses for rp 33 codes, there will be no mark-for address, but supply and shipping activities will perpetuate the rp 33 code in all related documentation. When a customer-within-country code is not applicable, a zero will be entered.

C6.3.2.3.3. When shipment is to be made to an assembly point or staging area, a W will be entered in rp 47 and a clear-text address will be conveyed in an exception requisition. The rp 33, if required, will designate the mark-for address.

C6.3.2.3.4. When shipment is to be made to an address within the customer country, an X will be entered in rp 47 and the in-country ship-to address will be the address listed in the MAPAD for the code in rp 33.

C6.3.2.3.5. The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in rp 46 and 47.

C6.3.2.4. Country FMS Offer/Release Option Codes

C6.3.2.4.1. Country FMS offer/release option codes are used in requisitions for shipments to be made or offered to CR/FFs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements. Country FMS offer/release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both rp 46 and 47 are used to denote shipment addresses.

C6.3.2.4.2. Country FMS offer/release option codes and their explanations are contained in the definitions and terms section of this manual.

C6.3.2.4.3. If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments will be accomplished by the U.S. Service, an X will be entered in rp 46 in lieu of a country FMS offer/release option code. When an X is authorized and entered in rp 46, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in rp 47.

C6.4. RESERVED

C6.5. REQUIRED AVAILABLE DATES

C6.5.1. Requisitions for FMS and MAP Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until RADs become effective. In FMS cases the RAD will be computed by adding the lead time stated on the Letter of Offer and Acceptance to the date of receipt of the completed, funded, Letter of Offer and Acceptance. For MAP Grant Aid, the RAD will be computed by adding the ICP determined lead time to the date of the MAP order.

C6.5.2. The requisition RAD will be expressed as the number of months remaining from the date of the requisition to the computed RAD which will be entered in rp 63-64 of the requisition. The character A will be inserted in rp 62. This technique enables supply source, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps assure that materiel requirements are ready for delivery by the approved RAD. The actual date of materiel availability will be the last day of the month depicted by the rp 62-64 entries.

C6.5.3. For MAP Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the S/A Departments will place a RAD on the requisitions for major items, as determined by the S/A, and the associated support equipment and initial issue parts.

C6.5.4. RAD time begins with the date of the requisition.

C6.5.5. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DI AE_ with Supply Status Code BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's supply source will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished the ILCO by letter, message, or DI AE_ with Supply Status Code B3.

C6.6. RESERVED

C6.7. REQUISITION PREPARATION AND SUBMISSION

C6.7.1. Requisitions will be prepared and transmitted by FMS countries and SAOs to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and MAP Grant Aid requisitions to the appropriate supply source in the prescribed DoD MILSTRIP format.

C6.7.2. Requisitions prepared by the U.S. Service for FMS and MAP Grant Aid requirements will be transmitted to the appropriate supply source in the prescribed MILSTRIP format.

C6.7.3. ILCOs will enter a CLPSC (AP2.22) in rp 72 of applicable requisitions and passing orders, in order to convey programmed/nonprogrammed status of a requisition to an ICP/IMM. Supply support, provided under CLSSA agreements, is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces. However, such support cannot be provided if the combat effectiveness of U.S. Forces would be impaired thereby. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, supply sources will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead times are considered to be "unprogrammed" requirements. Unprogrammed CLSSA requisitions and passing orders will contain CLPSC 2 in rp 72 (AP2.27). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and pass order are considered to be "programmed" requirements and will contain CLPSC 1 in rp 72. If rp 72 is blank when the requisition is received by the ICP/IMM, the requisition will be processed as an unprogrammed requirement.

C6.7.4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP TCNs, which occurs when the number of shipment units exceeds 25 and which causes a loss of identity to the shipment. The Services will specify those items of equipment to which the quantity restriction applies. Generally, these items will be equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each will constitute a single shipment unit.

C6.8. RESERVED

C6.9. STATUS IN GENERAL¹

C6.9.1. Supply sources will provide status only to the ILCO or other monitoring activities identified in rp 54 of AP3 formats. DI AE3 will be used on supply status, and DI AS3 will be used on shipment status in response to followups. However, DI AE8/AS8 will be used in supply source initiated status. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

C6.9.2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through the DAAS.

C6.9.3. Status to FMS customers is sent to the MAPAD TAC 4 country status recipient.

C6.9.4. Status to Grant Aid customers is sent to the MAPAD TAC 3 country/in-country SAO status recipient.

C6.9.5. The M&S entry in rp 7 should be zero to preclude unnecessary status output. The transmission medium is determined by DAAS.

C6.10. STATUS UPON REQUISITION INITIATION OR SUBMISSION²

C6.10.1. General. Status is provided by the ILCO to the customer when the requisition enters the supply system.

C6.10.2. Service Initiated Requisitions. When FMS requisitions are prepared and introduced by a U.S. Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for CONUS generated MAP Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO. The supply status (DI Code AE_) will contain a code A thru E in the third position to reflect the type of stock number being requisitioned. It is desired that the latest available unit price be entered in rp 74-80; however, this is an optional entry depending on

¹ Revised FMS status procedures last reported as not implemented by DLA (Subsistence). Refer to AMCL 156.

² See Footnote 1.

the capability of the Service involved. Status Code BU will be entered in rp 65-66 and the ESD in rp 70-73 may be left blank.

C6.10.3. Customer Initiated Requisitions.

C6.10.3.1. When country prepared FMS requisitions are forwarded to supply sources by the ILCO, supply status with DI AE2 citing Status Code BW will be provided to the customer.

C6.10.3.2. When Grant Aid requisitions prepared by the in-country SAO are forwarded to supply sources by the ILCO, supply status with DI AE1 citing Status Code BW will be provided to the customer/SAO.

C6.10.3.3. The latest available unit price may be entered in rp 74-80, and the ESD in rp 70-73 may be left blank.

C6.11. FOLLOWUPS AND STATUS RESPONSES³

C6.11.1. As authorized, followups, modifiers, and cancellations for FMS and MAP Grant Aid transactions may be submitted by RCS or in-country SAOs to the source(s) designated by the individual U.S. Service administering the FMS case or MAP Grant Aid program line.

C6.11.2. When followups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

C6.11.3. FMS requisition status will contain DI AE2 or AS2.

C6.11.4. Grant Aid requisition status will contain DI AE1 or AS1.

C6.11.5. When current status information is not available on requisitions which have been submitted to the supply system, the ILCO/monitoring activity may transmit the followup to the appropriate supply source or provide interim status to the customer pending completion of ILCO/monitoring activity followup action. In either case, a supply status document containing Status Code BW or BM (as indicated by the U.S. Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated followups.

C6.12. CANCELLATION AND REJECTION STATUS⁴

C6.12.1. Cancellation and rejection status from the supply source will be provided to the ILCO/monitoring activity citing DI AE3 and the appropriate status code.

C6.12.2. DI AE1/AE2 supply status transactions will not be produced by the supply source on FMS and Grant Aid requisitions.

³ See Footnote 1.

⁴ See Footnote 1.

C6.13. STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY⁵

C6.13.1. When FMS requisitions are processed and an NOA is forwarded to the CR/FF, a DI AE2 supply status transaction containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded. The BL status advises that the item is available for shipment and was offered to the CR/FF on the date entered in rp 70-73.

C6.14. MODIFICATION OF COUNTRY FOREIGN MILITARY SALES OFFER/RELEASE OPTION OR FREIGHT FORWARDER⁶

C6.14.1. Unusual circumstances can require a change in the country FMS offer/release option code or freight forwarder code for an FMS case or for individual requisitions within an FMS case. When this condition exists, FMS customers or ILCO/monitoring activity may initiate DI AM_ requisition modifier to change the coded data in FMS requisitions which have been released to the supply system.

C6.14.2. FMS requisition modifier transactions will be initiated under chapter 2, paragraph C2.19. Entries in the requisition modifier transaction may differ from those in the original requisition only to reflect changes to one or any combination of the following:⁷

- C6.14.2.1.** Media and Status, rp 7.
- C6.14.2.2.** Country FMS Offer/Release Option, rp 46.
- C6.14.2.3.** Freight Forwarder, rp 47.
- C6.14.2.4.** Signal, rp 51.
- C6.14.2.5.** Fund, rp 52-53.
- C6.14.2.6.** Distribution, rp 54.
- C6.14.2.7.** Project, rp 57-59.
- C6.14.2.8.** Priority Designator, rp 60-61.
- C6.14.2.9.** Required Delivery Date, rp 62-64.
- C6.14.2.10.** Advice, rp 65-66.

C6.14.3. Modifiers which change the country FMS offer/release option or FF must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges which may accrue. To limit manual processing and avoid additional contract charges, modifiers which change the country FMS offer/release options or FFs should be submitted only when the change is mandatory. When U.S. Department of Defense Offer and Acceptance agreements, have not been amended to reflect the

⁵ See Footnote 1.

⁶ See Footnote 1.

⁷ Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

changes, FMS customers must coordinate with the Service ILCO/monitoring activity before requesting requisition modification.

C6.15. RELEASE OF FOREIGN MILITARY SALES SHIPMENTS

C6.15.1. General

C6.15.1.1. The procedures to be followed in releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in rp 46 of requisitions or related transactions. The exceptions to use of the country FMS offer/release option code in rp 46 in the release of shipments are:

C6.15.1.1.1. When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released automatically without an NOA regardless of the entry in rp 46 and should be either insured, certified, or registered. Evidence of shipment must be provided for all FMS shipments regardless of shipment size, weight, or value. Classified shipments always require use of an NOA, as indicated below.

C6.15.1.1.2. When an export release is required from MTMC under chapter 202 of AR 55-355 et al. (Reporting of Transportation Discrepancies in Shipments), the shipping activity will submit a request for export release to the MTMC Area Command before shipment. An NOA will be furnished to the CR/FF and will indicate that an export release has been requested. The export release provided by the MTMC releasing authority will include shipping instructions as coordinated with the CR/FF.

C6.15.1.1.3. When the shipping activity determines that the shipment includes materiel which is dangerous/hazardous, sensitive, or otherwise requires a high degree of protection or control within CONUS, but does not require an export release.

C6.15.1.1.4. From MTMC, an NOA will be furnished to the CR/FF regardless of the entry in rp 46 and the shipment will be held pending receipt of release and shipping instructions from the CR/FF. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD.

C6.15.1.1.5. For shipments not subject to the exceptions outlined in paragraph C6.15.1.1., above, the entry in rp 46 will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. When Country FMS Offer/Release Options Y and Z are entered in rp 46, notification to the designated CR/FF is required prior to release of the shipment. When rp 46 contains Country FMS Offer/Release Option A or X, the shipment will be released automatically, without providing an NOA to the CR/FF.

C6.15.1.1.6. U.S. shipping activities use the NOA to notify the designated CR/FF addressee that materiel is ready for shipment. A manual NOA will be prepared for all classified shipments and certain unclassified shipments for all countries except those countries specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, Defense Logistics Management Standards Office. All countries requesting the

mechanized NOA will be identified in this paragraph. Procedures for NOA preparation are contained in paragraphs C6.15.2. and C6.15.3., below. The NOA document, manual or mechanized, will be assigned a notice number. The FMS notice number will be the control number (such as the TCN or GBL) assigned to the shipment except when the shipment is made on a CBL and a TCN is not assigned; the shipping activity will assign their own FMS notice number which will be prefixed by the consignor's AAC beginning in rp 61 of the FMS notice number field. When rp 61-77 are not filled, those positions not used, will be blank.

C6.15.2. Manual Notice of Availability

The DD Form 1348-5, Notice of Availability/Shipment, will serve as a cover document for individual copies of the DD Form 1348-1A applicable to each line item in a shipment unit. Together, these documents will comprise the original NOA. The data to be entered on the DD Form 1348-5 are that which describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned "TO BE COMPLETED BY ADDRESSEE" will be completed by initiating activities when the applicable shipment units are consolidated. In instances of single-line item shipment units, the following data are not mandatory entries on the DD Form 1348-5 if they are contained in the accompanying copies of the DD Form 1348-1A; type pack, pieces, weight, and cube. All data blocks are self-explanatory, except that the NOA date (the date notice is transmitted) will be entered in the block titled "Notice of Availability/ Shipment." The "Notice Number" block will contain the control number (such as the TCN or GBL) assigned to the shipment. When an export release is required from the MTMC, the DD Form 1348-5 will be annotated or stamped in the lower left corner "EXPORT RELEASE REQUIRED." The shipping activity will also annotate or stamp brief notes applicable to materiel discussed in paragraph C6.15.1.1.3., when appropriate. The manual NOA will be mailed to the notice recipient specified in the MAPAD except that the NOAs covering classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 (AP1.4) will be as follows:

<u>COPY NO.</u>	<u>USE</u>
1	Retained by the shipping activity pending receipt of shipment release instructions.
2, 3	Furnished to the appropriate CR/FF address (as designated in the MAPAD to receive the NOA) with copies of the DD Form 1348-1A, for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the CR/FF.

C6.15.2.1. Replies to manual NOAs will be accomplished by two different methods. When an export release is required, the CR/FF will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with MTMC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instruction on the third copy

which will be returned to the issuing activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipment units identified by shipment unit number will not be split by shipping activities to accommodate shipments or deliveries to multiple points. Instructions to CR/FFs regarding replies to NOAs will specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

C6.15.2.1.1. The complete name and address of the consignee except when materiel will be picked up by the CR/FF.

C6.15.2.1.2. The date materiel is to be shipped or the date the materiel will be picked up by the CR/FF.

C6.15.2.1.3. The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

C6.15.2.2. In instances where the shipment does not require an export release or the shipping activity has determined that there is *no* requirement for a high degree of protection or control and Country FMS Offer/Release Option Y is contained in rp 46, the shipment will be released to the CR/FF on the 15th calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the MTMC releasing authority and if such instructions are not received within 15 calendar days after *the* NOA date, a followup only to MTMC will be made in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection of control or Country FMS Offer/Release Option Z is contained in rp 46, the shipment will be held pending receipt of release and shipping instructions from the CR/FF. Should such instructions not be received within 15 calendar days after the NOA date, a duplicate of the NOA will be transmitted to the designated notice recipient, with the same shipment unit number assigned. This duplicate NOA will be annotated to indicate that the shipment delay is caused by the CR/FF's failure to furnish release and shipping instructions. Two copies of the DD Form 1348-5, Notice of Availability/Shipment, together with the DD Form 1348-1A, will constitute the delay NOA.

C6.15.3. Mechanized Notice of Availability. Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when Country FMS Offer/Release Option Y or Z is entered in rp 46 of requisitions or when an export release is required pursuant to chapter 202 of AR 55-355, et al. The mechanized NOA consists of the following documents:

C6.15.3.1. The FMS NOA key document will contain shipment unit information and will accompany the FMS NOA detail document. The initial key document will contain DI AD1 when an export release is not required and DI ADR when an export release is

required. When release instructions have not been received within 15 days of the DI ADR NOA date, a followup will be made to the MTMC releasing authority and a delay NOA key document, DI AD3, will not be prepared or transmitted to the CR/FF. When Country FMS Offer/Release Option Z applies and release instructions have not been received within 15 calendar days of the DI AD1 NOA date, a delay NOA key document containing DI AD3 will accompany the delay NOA detail documents.

C6.15.3.2. The FMS NOA detail document will contain line item information as contained in the issue/release document; such as, the MRO or DD Form 1348-1A. The initial detail document will contain DI AD2. When Country FMS Offer/Release Option Z applies and release instruction have not been received within 15 calendar days of the NOA date, a delay detail document containing DI AD4 will be prepared for each initial detail document which accompanied the initial key document.

C6.15.3.3. The FMS reply document (DI AD5) will always be used when replying to a mechanized NOA other than DI ADR. When replying to a DI ADR NOA key document the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the MTMC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOA other than DI ADR, the following rules apply:

C6.15.3.3.1. When shipment release is to be made to the addresses identified by coded entries in the MAPAD, the AD5 document will contain an R in rp 60.

C6.15.3.3.2. When shipment release instructions are being mailed under separate cover, the AD5 document will contain an E in rp 60. The shipment release instructions which are mailed may be accomplished by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with Country FMS Offer/Release Option Y. Otherwise, the shipment will be release automatically to the appropriate address contained in the MAPAD. The S/A's implementation of these procedures will provide for such replies to be transmitted to the activity designated by the RI contained in rp 4-6 of the NOA documents.

C6.15.3.3.3. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel which will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new NOA (AD1 and AD2 or ADR and AD2).

C6.15.3.3.4. Shipments from Procurement (to be finalized).

C6.16. RESERVED

C6.17. CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES SHIPMENTS

C6.17.1. Consolidation. The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units. ***Requisitions with an N or E in rp 62, or 777 in rp 62-64, will not be held for consolidation, but the NOA requirements remain in effect.*** To assure compatibility of codes, rp 30-34, rp 45-50, and rp 57-61 must be considered for FMS nonassembly shipments; rp 55 and 56 must be considered in addition to rp 30-34, rp 45-50, and rp 57-61 for FMS assembly shipments; and rp 30-33, rp 35, and rp 57-61 must be considered for Grant Aid.

C6.17.1.1. FMS assembly shipments may be consolidated into containers or shipment units if under the same U.S. Service program manager, recipient country, customer within country, delivery term code, in-country service, offer/release option code, FF code, FMS case, case line number, project codes (if applicable), and PD. The criteria for FMS nonassembly shipments is the same as for assembly shipments with the following exception; nonassembly shipments may be consolidated regardless of CLN.

C6.17.1.2. Grant Aid assembly and nonassembly shipments may be consolidated into containers or shipment units if under the same U.S. Service program manager recipient country, customer within country, type of assistance, project code (if applicable), and PD.

C6.17.1.3. Consolidation will also be limited by the following conditions:

C6.17.1.3.1. Physical characteristics of items should be compatible with other items in the same shipment unit.

C6.17.1.3.2. Explosives or other dangerous articles will not be consolidated with other items

C6.17.1.3.3. Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction or requiring movement as a single shipment unit will not be consolidated with other line items.

C6.17.1.3.4. Radioactive or magnetic materiel will not be consolidated together or with other materiel.

C6.17.1.3.5. When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container will be marked under the multipack requirements of MIL -STD-129.

C6.17.2. Address Marking. The manner of designating ship-to and/or mark-for addresses in requisitions is described in subparagraph C6.3.2.3. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings will be obtained from the MAPAD.

C6.18. RESERVED

C6.19. DOCUMENT DISTRIBUTION

C6.19.1. Military Assistance program Grant Aid Documents

C6.19.1.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the DD Form 1348-1A, Issue Release/Receipt Document and one copy of the APL, if produced. See Figure C6-1.

C6.19.1.2. DD Form 250. On direct deliveries from vendors, a copy of the DD Form 250, Material inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

C6.19.2. Foreign Military Sales Documents

C6.19.2.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD and one copy of the APL, if produced. See Figure C6-1. For shipments requiring and NOA, three copies of the DD Form 1348-1A will accompany the NOA.

C6.20. RESERVED

C6.21. SPECIAL MILITARY ASSISTANCE PROGRAM GRANT AID PROCEDURES

C6.21.1. When issues of excess materiel are made in support of reimbursable MAP Grant Aid requisitions, the following action will be initiated:

C6.21.1.1. Change signal code to D.

C6.21.1.2. Furnish BN supply status to designated address(es).

C6.22. RESERVED

C6.23. CANCELLATION OF REQUISITIONS

C6.23.1. The same rules governing cancellation of requisitions for Troop Support (see chapter 2, paragraph C2.17.; chapter 3, paragraph C3.27.; and chapter 8) will apply to FMS and Grant Aid except for special procedures herein.

C6.23.2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/program are to be canceled, the canceling Agency/activity will submit single-line cancellation requests under the appropriate Service policy.

C6.23.3. FMS/Grant Aid single-line cancellation requests will be processed under chapter 3, paragraph C3.27 except that:

C6.23.3.1. No tracer action will be initiated for FMS shipments to foreign countries which move in commercial transportation channels to commercial FFs and are therefore not available for cancellation after turnover to the carrier, post office, or FF. Storage activities will furnish supply sources with shipment status documents (DI AU_).

C6.23.3.2. Supply sources will advise the ILCO of contractual agreements which will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided the supply

source by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

C6.23.4. FMS/Grant Aid mass cancellation requests will be processed under chapter 8, except that Security Assistance Program mass cancellation requests will be submitted with the required codes for identification of one of **the** following, for which cancellation of all requisitions is requested:

C6.23.4.1. U.S. MAP Service code and country/activity code (rp 30-32).

C6.23.4.2. U.S. MAP Service code and country/activity code (rp 30-32) and project code (rp 57-59).

C6.23.4.3. FSC or FSG when associated with U.S. MAP Service code and country/activity code (rp 30-32).

C6.23.5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incident to actual diversion/cancellation of FMS requisitions will be charged under DoDI 7220.9 (DoD Accounting Policy).

C6.23.6. Grant Aid shipments which meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the predesignated storage sites of the canceling Service by the DTS. Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as MAP suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of DoD 5105.38-M (Part II).

C6.23.7. Navy sponsored FMS shipments from vendor sources will be diverted to predesignated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/GSA storage activities will be diverted under chapter 8, paragraph C8.5.1.

C6.24. RESERVED

C6.25. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

C6.25.1. Discrepancies in FMS shipments are reported on SF 364, Report of Discrepancy, by the receiving FMS customer. The required data entries and procedures for processing SDRs are provided by the joint regulation DLAR 4140.60, et al.

C6.25.2. When it is determined that materiel reported of SF 364 is to be returned to U.S. supply systems stocks, the U.S. supply source, in addition to completing the reverse side of the SF 364, will prepare the DD (or GSA) Form 1348-1A, to be used to return the materiel. The DD Form 1348-1A, in five copies, will be forwarded to the U.S. ILCO indicated by the first position of the requisitioner's document number (Block 8, SF 364) along with the SF 364 and contain entries shown in AP3.50.

C6.25.3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways.

C6.25.3.1. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

C6.25.3.2. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

C6.25.3.2.1. The transshipment point should be a U.S. activity located in the FMS country which submitted the SDR and/or be reasonably accessible to the FMS country.

C6.25.3.2.2. The transshipment point will, as a minimum, provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. supply source identified in rp 67-69, the appropriate CR listed in the MAPAD, and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the supply source.

C6.25.3.2.3. Coordination between the U.S. supply source and the focal point listed in DLAR 4140.60, et al. is required prior to initial designation as transshipment point of an S/A other than that of the supply source.

C6.25.3.2.4. When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the CR/FF to the activity designated in Block 3 of the DD Form 1348-1A. CONUS inland shipments will be effected by the use of a collect CBL convertible to a GBL upon receipt. Reimbursement of transportation charges between the holding FMS country and the CR/FF will be requested by the CR to the U.S. supply source identified in rp 67-69 of the DD Form 1348-1A.

C6.25.3.2.5. Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A.

<u>DOCUMENT</u>	<u>NO. OF COPIES</u>	<u>DISTRIBUTION</u>
DD Form 1348-1A	Three	Two copies will accompany all shipments. (One copy must be the first carbon copy.) A minimum of one copy will be on the outside if not in conflict with other applicable directives. The original will be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).
Automated Packing List	One	If an APL is produced, it will be attached to the outside of the shipping container.

Figure C6-1. Distribution of DD Form 1348-1A and Automated Packing List

C9. CHAPTER 9

MATERIEL REPORTING PROGRAM (MRP) AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

C9.1. GENERAL

C9.1.1. This chapter provides procedures for the interchange of information, between the owning organization and the item manager, on the reporting and disposition of assets. In addition, this chapter provides procedures for ICP/IMM directed lateral redistribution of retail assets identified by an Inter- or Intra-Service retail asset visibility system. These procedures also establish the necessary controls to ensure timely processing of related transactions and provide for the automatic return of materiel under specified conditions.

C9.1.2. Policy regarding the reporting, transfer, lateral redistribution, and use of assets as an alternative to procurement (also known as the procurement offset portion of Total Asset Visibility (TAV)) is contained in DoD 4140.1-R, DoD Materiel Management Regulation.

C9.1.3. Customer Asset Reports (DI FTE) and follow-on documentation transmitted by electronic means will always be routed through DAAS.

C9.1.4. Credit for materiel returns is granted on the basis of receipt and classification by the consignee. Policy for granting credit is covered under DoD 4140.1-R. Procedures for the timeframes and transactions for providing credit for materiel returns, lateral redistributions, and materiel provided for the procurement offset portion of TAV are contained in DoD 4000.25-7-M (MILSBILLS). MILSBILLS also cover credit procedures for packing, crating, and handling (PC&H) and transportation (T). In addition, MILSBILLS provides formats for Followup for MRP Credit (DI FTP) and Reply to Followup for Credit (DI FTB).

C9.1.5. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported and validated using SDR procedures (DLAI 4140.55 et al. and DLAI 4140.60 et al.). This includes returns made in violation of prescribed materiel returns procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity such as repackaging, marking, and disposal.

C9.2. APPLICABILITY AND SCOPE

C9.2.1. The provisions of this chapter are applicable to all activities offering or returning materiel to a Service ICP, DoD IMM, or the GSA. These procedures also apply to activities receiving and processing lateral redistribution orders of retail assets. Policy regarding utilization and redistribution of MAP materiel is contained in DoD 5105.38-M, chapter 11, section II. These procedures also apply to the processing of nonconsumable items.

C9.3. EXCLUSIONS

C9.3.1. The DLA does not accept part-numbered customer asset reports. (All other part-numbered asset reports will be passed to the RI indicated in the incoming transaction.) Customer asset reports identified by part numbers¹ exceeding rp 8-22 of the stock or part number field are excluded from the DAAS processing of DI FTG transactions. Other customer asset reports for items not identified by an NSN; for example, locally assigned stock numbers, are excluded from these procedures on an inter-Component basis.

C9.3.2. Perishable subsistence items, with the exception of perishable subsistence returns (other than FF&V) from Navy mobile logistics, support fleet ships in the Pacific area.

C9.3.3. IPE identified only by plant equipment code/manufacturers part number. Report these items to RI S9R using DD Form 1342, DoD Property Record.

C9.3.4. Class V (W) ground (surface) ammunition.

C9.3.5. Lumber products (with exception of lumber product items stocked by GSA).

C9.3.6. Items under DTRA management (such as, FSG 11, DOE special design and quality controlled items identified by CAGE 87991 in the FLIS master item file) and all DoD items designed specifically for use on or with special weapons (identified by CAGE 57991, 67991, or 77991 in the FLIS master item file). (These items will be processed under DOE-DNA TP 100-1 et al.)

C9.3.7. ADPE under DoD 4160.21-M.

¹ Use of part-numbers in the Material Returns Program last reported as not implemented by USMC. Refer to AMCL 167.

C9.4. RESERVED

C9.5. REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS (DI FTE/FTG)

C9.5.1. Reporting of assets will be determined by the existing retention and reporting policy under DoD 4140.1-R, DoD Materiel Management Regulation. This includes the reporting policy for the procurement offset portion of TAV as described in DoD 4140.1-R. In response to the Asset Status/Transaction Reporting Request (DI DZE under MILSTRAP), submit a Customer Asset Report (DI FTE/FTG) using the appropriate project codes from paragraph C9.6.7.

C9.5.2. The reporting activity will forward customer asset reports to the ICP/IMM. Direct all GSA customer asset reports to RI GG0.² Customer Asset Reports (DI FTE/FTG) transmitted by electronic means will always be routed through DAAS.

C9.6. PREPARATION OF CUSTOMER ASSET REPORTS (DI FTE/FTG)

C9.6.1. Customer Asset Reports (DI FTEs) will be prepared using one of the following mediums with data elements shown in the AP3 appendices. Part-numbered Customer Asset Reports (DI FTGs) will only be prepared using the mechanical format on DD Form 1348m.

C9.6.1.1. DD Form 1348m, DoD Single Line Item Requisition System Document (Mechanical).

C9.6.1.2. DD Form 1348, DoD Single Line item Requisition Document (Manual).

C9.6.1.3. DD Form 173/2, DoD Joint Messageform.

C9.6.2. Use the mechanical DD Form 1348m as the normal reporting transaction and transmit to the supply source via the DAAS. Prepare the DD Form 1348m using the format contained in AP3.33.

C9.6.3. The manual DD Form 1348 will be prepared as reflected in AP3.33. The manual form will be used only when:

C9.6.3.1. Facilities are not available to the reporting activity to permit electronic transmission of reports or when machine-processing facilities are not available.

² Requirement to use a single RI on Customer Asset Reports directed to the GSA last reported as not implemented by USA. Refer to AMCL 26.

C9.6.3.2. The report coding structure does not provide sufficient data to assist the ICP/IMM in making decisions on disposition of materiel or the granting of credit to the reporting activity. In these instances, the exception data will be entered in remarks portion of the manual DD Form 1348. Reporting activities should not attempt to use exception data as a normal method for reporting materiel, as this necessitates off-line processing by both the reporting activity and the ICP/IMM.

C9.6.3.3. The report must be accompanied by technical data including special forms.

C9.6.3.4. Manually prepared reports will be submitted by priority mail with containers conspicuously marked MILSTRIP ASSET REPORTS.

C9.6.4. The joint message form (DD Form 173/2) will be prepared using AP1.22. The message form will be used only when message communication facilities are not available and rapid transmission is required to expedite processing of the asset report.

C9.6.5. Reports of serviceable NIMSC 5 items from SICA reporting activities to the appropriate Service SICA will be submitted under Service implementing instructions. Quantities, which are not required by the SICA, will be forwarded to the PICA using DI FTE, the PICA's RI in rp 4-6, M&S 9, Signal Code C or L, the SICA's fund code in rp 52-53, and the SICA's RI in 67-69. If appropriate, the SICA will provide DI FTD delay status to the materiel holder for the quantity referred to the PICA, under paragraph C9.13.5, below. The date in rp 70-73 of the DI FTD, if used, will be 35 days subsequent to the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA, designated by rp 52, and the M&S. The SICA, in turn, will provide disposition instructions to the reporting activity under Service implementing instructions.

C9.6.6. When the SICA has NIMSC 5 serviceable stocks on hand which exceed the retention limit, the SICA will prepare the DI FTE using the guidelines above but with the SICA's own document number.

C9.6.7. The Services/Agencies will use one of the following project codes for the procurement offset portion of TAV in rp 57-59 of their Customer Asset Report (DI FTE/FTG):

C9.6.7.1. RBB for consumables,

C9.6.7.2. 3AG for reparable, or

C9.6.7.3. 3AU for DRMO assets.

C9.7. CANCELLATION OF CUSTOMER ASSET REPORTS (DI FTC)

C9.7.1. Use AP3.38 to prepare cancellation of asset reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions;

C9.7.1.1. When a determination is made that materiel is not available in the quantity reported on the asset report.

C9.7.1.2. Upon determination that materiel directed for return will not be returned.

C9.7.2. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary followup actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

C9.8. PROCESSING REPLIES TO CUSTOMER ASSET REPORTS (DI FTR)

C9.8.1. The Reply to Customer Asset Report (DI FTR), prepared under AP3.34, is used by the ICP/IMM to respond to all Customer Asset Reports (DI FTE/FTG). The reporting activity will process the DI FTR reply using the asset transaction status code (AP2.16) and take the following actions:

C9.8.1.1. Use paragraph C9.7., above, to submit a cancellation (DI FTC) when it is determined that materiel directed for return will not be returned.

C9.8.1.2. Use AP3.39 to prepare a shipment status (DI FTM) and promptly submit to the ICP/IMM after materiel directed for return is released to the carrier. Prepare a separate DI FTM for each shipment. Exercise care to ensure that appropriate data content, including suffix (rp 44) of the individual DI FTR reply, is perpetuated in the DI FTM.

C9.8.2. When DI FTR is transmitted to the SICA designated by rp 52, the SICA will forward the disposition instructions to the materiel holder under Service implementing instructions. The materiel holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under Service implementing instructions, and the SICA will provide DI FTM or FTC to the PICA. If the SICA receives DI FT6 from the PICA and has no record of shipment, the SICA will follow up to the materiel holder and submit an interim DI FTL to the PICA containing a future ESD to preserve the PICA's due-in record pending a firm reply to the DI FT6.

C9.8.3. All DI FTR replies Customer Asset Reports (DI FTE/FTG) containing Project Code RBB 3AG, or 3AU denoting the procurement offset portion of TAV and Status Code TC in rp 65-66, require reevaluation prior to disposal since these assets may not be above an activity's retention limit. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.9. FOLLOWUPS ON REPORTED ASSETS (DI FTF/FTT/FTP/FT6)

C9.9.1. Reporting Activity Followups Consist of Three Types:

C9.9.1.1. Followup for ICP/IMM Reply of Asset Report (DI FTF). This type followup will be used to obtain intelligence regarding status of the original asset report (DI FTE) and will be prepared using AP 3.37. DI FTF will be submitted no earlier than 30 days from date of submission of the DI FTE and will contain the same data as reflected in the DI FTE. If a DI FTD has been received, the DI FTF will be submitted at the expiration of the expected reply date and a DI FTR has not been received.

C9.9.1.2. Followup for ICP/IMM Materiel Receipt Status (DI FTT). This type followup will be used when materiel to be returned has been shipped as directed by a Reply to Asset Report (DI FTR) but an ICP/IMM Materiel Receipt Status (DI FTZ) has not been received. This followup will be prepared using AP3.43. DI FTT will be submitted no earlier than 70 days (CONUS) or 130 days (OCONUS) after shipment. This data for the DI FTT will be the same as reflected in the DI FTM.

C9.9.1.3. Followup for Credit (DI FTP). This type followup will be used when materiel to be returned has been shipped and credit allowance was indicated by ICP/IMM Materiel Receipt Status (DI FTZ) but no credit billing has been received. This followup will be prepared under MILSBILLS procedures.

C9.9.2. Followup will be submitted to the ICP/IMM to whom the original asset report (DI FTE) was submitted, except when information has been received in a DI FTQ status that the DAAS has rerouted the asset report to the correct ICP/IMM. In this case, the followup will be submitted to the activity identified in the DI FTQ status received from the DAAS.

C9.9.3. ICP/IMM Followups on Directed Returns (DI FT6). Upon receipt of a DI FT6 followup on a DI FTR from the ICP/IMM, the reporting activity will review records to determine whether or not a DI FTR had been received. If there is no record of having received a DI FTR, the DI FT6 will be converted to a DI FTR and processed. If shipment has not occurred, a DI FTL citing the ESD will be submitted. If records indicate that shipment has occurred, the transportation activity will be queried to ensure the materiel has actually been shipped. If the materiel has been shipped, a new DI FTM will be created. If the materiel has not been shipped, ascertain when the shipment will be made and follow the above procedures.³ When less than the total quantity contained in the original DI FTR is to be shipped, the reporting activity will respond to the DI FT6 with a DI FTL for the quantity to be shipped and a DI FTC for the quantity which will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to the DI FT6 with DI FTM for the quantity which has been shipped and with DIs FTL and/or FTC for the remaining portions of the originally reported quantity, as appropriate.

³ *Modification of Materiel Returns Program reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.*

C9.10. AUTOMATIC RETURNS (DI FTA)

C9.10.1. DI FTA is used for items designed by a supply source for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. DI FTA format is contained in AP3.40.

C9.10.2. All NIMSC 5 unserviceable (Supply Condition E or F) items are designated for automatic return on an inter-Service basis. PICAs will notify SICAs of the NSN and the storage activity to which such items are to be shipped. PICAs will also notify the receiving storage activity of such items which are to be returned. The SICAs will perpetuate this information to the SICA activities using intra-Service procedures. If there is no S/A SICA for the items identified for automatic return by a PICA (for example, the Coast Guard), the PICA will provide the information to the appropriate S/A designated activity.

C9.10.3. Use Project Code 3AL in the DI FTA and in subsequent documentation when an unserviceable NIMSC 5 item is automatically returned or when requisitioning a replacement item. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (for example, the returned item exceeds the returning activity's authorization or requirement), the DI FTA and related documentation will not contain Project Code 3AL. Use the data elements specified under paragraph C9.6.5 in the DI FTA. This does not include the M&S which may be assigned using S/A instructions. Enter the SICA RI in rp 67-69 if M&S 9 is assigned. Subsequent to the generation of DI FTA, processing will occur as though there has been a DI FTE report and a DI FTR reply, along with other provisions of this chapter, except for DIs FTF and FTD.

C9.10.4. No other inter-S/A use of DI FTA is currently authorized.

C9.10.5. S/As may use DI FTA internally for intra-S/A programs that do not conflict with other provisions of this manual.

C9.11. RESERVED

C9.12. DEFENSE AUTOMATIC ADDRESSING SYSTEM

DAAS will accomplish the following:

C9.12.1. DIs FTL, FTM, FTP, and FTT will be passed to the activity represented by the RI in rp 4-6.

C9.12.2. DIs FTB, FTD, FTQ, FTR, FTZ, and FT6 will be routed using the M&S code.

C9.12.3. *DI FTA will be passed to the RI in 4-6. DIs FTC, FTE, and FTF containing M&S 9 will be passed to the RI in rp 4-6. [text deleted]*⁴

C9.12.4. When DIs FTC, FTE, and FTF do not contain M&S 9, DAAS will perform a *n* NSN/NIIN validation and supply source edit as follows:

C9.12.4.1. If the NSN is correct and managed by the ICP/IMM identified in rp 4-6, Advice Code 3T will be entered in rp 65-66 and the DI FTC, FTE, or FTF will be transmitted to that ICP/IMM.

C9.12.4.2. If the NSN is correct but is not managed by the ICP/IMM identified in rp 4-6, the correct ICP/IMM RI will be entered in rp 4-6, Advice Code 3T will be entered in rp 65-66, and the DI FTC, FTE, or FTF will be transmitted to the correct ICP/IMM. DAAS will furnish the reporting activity a DAAS Customer Asset Report Status (DI FTQ) with Status Code TZ in rp 65-66.

C9.12.4.3. If the FSC/NIIN/NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RI of the ICP/IMM in rp 4-6 will be changed where applicable. Advice Code 3T will be entered in rp 65-66 and the DI FTC, FTE, or FTF will be transmitted to the managing ICP/IMM. DAAS will furnish the reporting activity and DI FTQ with Status Code TZ in rp 65-66.

C9.12.4.4. If routing to an ICP/IMM cannot be accomplished by DAAS, the DI FTC, FTE, or FTF will be passed to the activity identified in rp 4-6.

C9.12.5. *DAAS will validate DI FTA, FTE, and FTF transactions for valid ship-from and credit-to addresses as designated by the signal code. When the signal code is C or L, the code in rp 52 must identify a valid credit-to activity as prescribed by MILSBILLS. If DAAS cannot identify the ship-from or credit-to address, the transactions will be rejected to the originating activity using DI FTQ with SK status.*⁵

C9.12.6. The DLA will not accept DI FTG part-numbered asset reports. DAAS will reject all such reports with Status Code T9. DAAS will pass all other DI FTG part-numbered asset reports to the RI present in the incoming transaction. Components may reject (Status Code T9) part-numbered assets not acceptable or recognized under internal procedures. Nonmechanical part-numbered transactions will not be processed by DAAS but will be rejected for processing under intra-Component procedures.

C9.12.7. DAAS will edit DI FTR rejects containing Status Codes SC and SD for correct ICP/IMM and FSC as follows:

⁴ *Procedures included under MILSTRIP IC 00-04 (from ADC 20) were inadvertently omitted from publication in the MILSTRIP manual.*

⁵ *See Footnote 1.*

C9.12.7.1. If the NSN is correct and belongs to the rejecting ICP/IMM, the DI FTR will be converted to DI FTE with Advice Code 3T in rp 65-66 and returned to the rejecting ICP/IMM. When DAAS converts DI FTRs to DI FTEs and returns the DI FTEs to the rejecting ICP/IMM, DAAS will enter code D in rp 70 of the DI FTE to provide the ICP/IMM with a duplicate document override edit.

C9.12.7.2. If the FSC is incorrect, the DI FTR will be converted to DI FTE with the correct FSC; Advice Code 3T will be entered in rp 65-66 and the document will be returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM.

C9.12.7.2.1. When DAAS converts DI FTRs to DI FTEs and routes the DI FTEs to an ICP/IMM other than the rejecting ICP/IMM, DAAS will furnish the reporting activity with DI FTQ status containing Status Code TZ in rp 65-66.

C9.12.7.2.2. When the converted DI FTE is routed back to the rejecting ICP/IMM, code D will be inserted into rp 70 to provide the ICP/IMM with a duplicate document override edit and DAAS will furnish the reporting activity a DI FTQ containing Status Code TZ in rp 65-66.

C9.12.7.3. If a DLA, GSA, or Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code in rp 65-66 to TC and forward the DI FTR to the reporting activity.

C9.12.8. DAAS will edit DI FTR rejects from GSA with Status Code SC as follows:

C9.12.8.1. If the NSN is correct and it is managed by GSA, DAAS will change the status code in rp 65-66 to TC and forward the DI FTR to the reporting activity.

C9.12.8.2. If the NSN is correct but not managed by GSA, DAAS will convert the DI FTR to FTE, enter Advice Code 3T in rp 65-66, and transmit the document to the appropriate ICP/IMM. In addition, DAAS will furnish the reporting activity a DAAS Customer Asset report Status (DI FTQ) with Status Code TZ in rp 65-66.

C9.12.8.3. If the NIIN is valid and the FSC is incorrect, DAAS will convert DI FTR to DI FTE with the correct FSC; enter Advice Code 3T in rp 65-66 and transmit the FTE document back to GSA or to the managing ICP/IMM. When the converted FTE is routed back to GSA, code D will be inserted in rp 70 to provide a duplicate document override edit. DAAS will furnish the reporting activity a DI FTQ with Status Code TZ in rp 65-66.

C9.12.8.4. If the NSN cannot be identified, DAAS will change the status code to SD and transmit the DI FTR to the reporting activity.

C9.12.9. DAAS will automatically route all DI FTE transactions for GSA-managed items to RI GG0.⁶

**C9.13. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
PROCESSING OF CUSTOMER ASSET REPORTS (DI FTE)**

C9.13.1. The ICP/IMM will process asset reports to determine disposition. Asset reports containing project codes assigned for specific returns program purposes (such as rollbacks and automatic returns) will be processed under the assigned controls. (See paragraph C9.6.7., above). Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.13.1.1. The Reply to Customer Asset Report (DI FTR) will be prepared using AP3.34 to respond to asset reports no later than 30 days from date of receipt of the DI FTE.⁷

C9.13.1.2. If a DI FTR cannot be provided within 30 days, send a DI FTD (AP3.36) with Status Code TR and enter a date in rp 70-73 when final disposition instructions are expected to be provided.⁸

C9.13.1.3. Suffixes, as indicated in AP2.8, will be used to identify partial actions.⁹

C9.13.2. If it is determined that the materiel is required, the IMM will forward a DI FTR citing Status Code TA, TB, TH, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of materiel to be returned and generate a MILSTRAP PMR transaction to the receiving depot.¹⁰

C9.13.2.1. The time allowed for shipment and return of materiel is 120 (CONUS) and 180 (OCONUS) days and the counting starts with the day of posting the receipt of the customer DI FTM by the ICP/IMM.¹¹

C9.13.2.2. If the materiel is not received within 120 (CONUS) or 180 (OCONUS) days from the ICP/IMM receipt posting date of the DI FTM, or 30 days have elapsed since the transmission of a DI FT6 without receiving a response, the ICP/IMM will take action to cancel the due-in and delete the PMR transaction. The due-in and PMR transaction will also be canceled when a DI FTC is received from the customer activity. The MILSTRAP estimated delivery date required for the due-in will be 120 (CONUS) and 180 (OCONUS)

⁶ See Footnote 2.

⁷ See Footnote 3.

⁸ See Footnote 3.

⁹ See Footnote 3.

¹⁰ See Footnote 3.

¹¹ See Footnote 3.

days from the processing date of the DI FTR. The due-in estimated delivery date will be updated upon receipt of the DI FTL or DI FTM.¹²

C9.13.2.3. Action taken to cancel the due-in and delete the PMR transaction does not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports, such as a TDR or SDR, on shipments not received but for which shipment status has been received.¹³

C9.13.3. Enter PDs in DI FTR replies as follows:

C9.13.3.1. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local stocks).

C9.13.3.2. PD 06 will be used in the return of materiel identified by the ICP/IMM as qualified for automatic return to the DoD distribution system.

C9.13.3.3. PD 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local stocks to supply sources.

C9.13.4. Customer Asset Reports (DI FTEs) received by the ICP/IMM which cannot be processed will be rejected to the reporting activity using DI FTR status with the appropriate S_ series reject status code from AP2.16.

C9.13.5. Customer Asset Reports (DI FTEs) received for items requiring extended screening/review will be suspended. The reporting activity will be furnished a DI FTD with Status Code TR containing an estimated date of reply in rp 70-73.

C9.13.6. All manually prepared asset reports (DI FTEs) received by an ICP/IMM for which it is not the prime manager will be forwarded to the responsible ICP/IMM for processing. The correct ICP/IMM RI will be entered in rp 4-6 of the DI FTE. The ICP/IMM will furnish the reporting activity DI FTR containing Status Code T6 in rp 65-66. The RI of the forwarding ICP/IMM will be entered in rp 4-6 and the RI of the ICP/IMM representing the last known source will be entered in rp 67-69.

C9.13.7. If the determination has been made that a FSC change is required on a manually prepared Customer Asset Report (DI FTE), the correct FSC will be entered, the RI of the ICP/IMM in rp 4-6 will be changed, where applicable, and the DI FTE will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be furnished a DI FTR containing Status Code T7 in rp 65-66. The RI of the forwarding ICP/IMM will be entered in rp 4-6 and the RI of the ICP/IMM representing the last known holder will be entered in rp 67-69.

¹² See Footnote 3.

¹³ See Footnote 3.

C9.14. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
MATERIEL RECEIPT STATUS (DI FTZ)

C9.14.1. The ICP/IMM will prepare DI FTZ documents using AP3.42 to provide reporting activities with notification of materiel receipt or nonreceipt on returns. The DI FTZ will be provided upon processing of the receipt for other than suspended condition materiel, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 days after DI FT6 when no receipt or DI FTM has been processed. Multiple DI FTZ documents will be provided when a single shipment is received in more than one materiel condition. Use status codes in the DI FTZ documents as follows:

C9.14.1.1. Enter Status Code TN when credit is granted for the condition and quantity of materiel received.

C9.14.1.2. Enter Status Code TM when reduced or no credit is allowed because the condition of materiel received is less than that authorized for return.

C9.14.1.3. Enter Status Code TL when the materiel received is other than that authorized for return and no credit is allowed.

C9.14.1.4. Enter Status Code TP when the materiel is not received within prescribed timeframes, followup action has been unsuccessful, and the credit authorization is canceled.

C9.14.1.5. Enter Status Code TQ when the materiel has been received for an authorized noncreditable return.

C9.14.2. DI FTZ will always reflect the document number, including the suffix code, contained in the DI FTA or FTR. When multiple DI FTZ documents are required for materiel received in different conditions, each DI FTZ produced will retain the document number and suffix of the DI FTA/FTR.

C9.15. PROCESSING OF SHIPMENT STATUS (DI FTM)

C9.15.1. Shipment status provides information and normally requires no subsequent generation of documentation. ICPs/IMMs will receive the DI FTM shipment status and update appropriate ICP/IMM records. The shipment date indicated in the DI FTM is available to ICPs/IMMs to verify intransit status and provide information on expected receipts. DI FTMs received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DI FTR with reject Status Code SC. DI FTMs which do not pass data field validity checks will be rejected to the reporting activity using DI FTR with the appropriate S_ series status code.

C9.15.2. In the event that the ICP/IMM requires advice of shipment to support related supply decisions and the DI FTM has not been received, an ICP/IMM followup (DI FT6) will be prepared using AP3.41 and forwarded to the reporting activity. The DI FT6 will not be generated until at least five days have elapsed from the transmission of the DI FTR (PD 03) or 50 days (PD 13) and no DI FTM nor receipt has been posted. A DI FT6 with Status Code T3 may be generated upon expiration of the due-in timeframe when a DI FTM has been received, but receipt has not been posted.¹⁴ The ICP/IMM is authorized to follow up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements.

C9.16. PROCESSING FOLLOWUPS FROM REPORTING ACTIVITIES (DI FTF/FTT/FTP)

C9.16.1. Followups submitted by reporting activities consist of three types:

C9.16.1.1. Followup for ICP/IMM Reply Customer Asset Report (DI FTF).

C9.16.1.2. Followup for ICP/IMM Materiel Receipt Status (DI FTT).

C9.16.1.3. Followup for Credit (DI FTP).

C9.16.2. On receipt of a DI FTF, the ICP/IMM will determine if there is a record indicating that the original DI FTE was received.

C9.16.2.1. If a record is established and a DI FTD indicating delayed response was furnished to the customer, a duplicate DI FTD or FTR will be provided. If a record is established and a DI code FTD or FTR was not provided, one of the following actions will be initiated

C9.16.2.1.1. If the DI FTE transaction is in process, a DI FTD will be provided to the customer with Status Code TR in rp 65-66 indicating the DI FTE is in process and a DI FTR will be provided at a later date.

C9.16.2.1.2. If the DI FTE was rejected by the ICP/IMM as invalid, the DI FTF will produce a DI FTR to the reporting activity with the same status code utilized in the original DI FTR.

C9.16.2.2. If no record of receipt of the DI FTE exists, the ICP will process the DI FTF as a new DI FTE and provide a DI FTR, as appropriate, to the reporting activity.

C9.16.3. On receipt of a DI FTT, the ICP/IMM will review records and take action as follows:

¹⁴ See Footnote 3.

C9.16.3.1. If the record indicates materiel has been received and classified, a DI FTZ will be transmitted to the customer.

C9.16.3.2. If the records indicate that materiel has been received but not classified, the ICP/IMM will provide a DI FTR with Status Code TT to the customer.

C9.16.3.3. If the records indicate that materiel has not been received, and if materiel is not located after investigation, the reporting activity will be furnished a DI FTR with Status Code TU.

C9.16.4. On receipt of a DI FTP, the ICP/IMM will take action under MILSBILLS.

C9.16.5. DI FTF received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DI FTR with reject Status Code SC. A DI FTF which does not pass data field validity edits will be rejected to the reporting activity using the DI FTR with an appropriate reject status code.

C9.17. CANCELLATION (DI FTC/FTZ)

C9.17.1. Upon receipt of customer cancellation (DI FTC), the ICP/IMM will take necessary action to cancel or reduce the quantity in all applicable transactions affected by the DI FTC including decision to return, due-in record, PMR, and credit suspense, if applicable.

C9.17.2. The ICP/IMM will initiate cancellation action (DI FTZ) when materiel is not received and no response has been received within 30 days after the DI FT6 followup. The ICP/IMM will also initiate cancellation action when a DI FTM is not received within 120 (CONUS) or 180 (OCONUS) days after the receipt of the DI FTL.¹⁵

C9.17.3. Cancellations initiated by the ICP/IMM or in response to a DI FTC will be accomplished as follows:

C9.17.3.1. For creditable returns, notification of cancellation to the reporting activity will be made using DI FTZ with Status Code **TP**.

C9.17.3.2. For noncreditable returns, notification of cancellation to the reporting activity will be made using DI FTZ with Status Code TV.

C9.17.4. The ICP/IMM will follow these same cancellation procedures when materiel has not been received within 120 days (CONUS) or 180 days (OCONUS) from the action

¹⁵ See Footnote 3.

date in rp 62-64 of the DI FTR or from the receipt posting date of the DI FTM, whichever is later.¹⁶

**C9.18. INVENTORY CONTROL POINT/INTREGRATED MATERIEL MANAGER
PROCESSING OF DI FTE/FTC/FTF TRANSACTIONS WHEN SUPPLY SOURCE
HAS CHANGED**

C9.18.1. Upon receipt of a DI FTE, FTC, or FTF transaction from DAAS with Advice Code 3T when the supply source has been changed, the losing ICP/IMM will arrange to change the FLIS and DAAS supply source files.

C9.18.2. The losing ICP/IMM will then prepare and transmit through DAAS DIs FTE, FTC, and/or FTF transactions containing Advice Code 3U to the gaining supply source in rp 4-6.

C9.18.3. DAAS will pass the DI FTE, FTC, or FTF transactions to the gaining supply source.

**C9.19. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
LATERAL REDISTRIBUTION OF RETAIL ASSETS (DI A4 /AE6/AF6/AS6)**

C9.19.1. This paragraph outlines procedures for filling backorders by generating lateral redistribution orders for retail materiel that has been identified through Inter- or Intra-Service retail asset visibility systems. Service/Agencies may elect to exclude GFM, SA, and CFM backorders from these procedures under the DoD 4140.1-R procedures.

C9.19.2. If a backorder is to be supplied by lateral redistribution of materiel identified by an Inter- or Intra-Service retail asset visibility system, the LRO will contain appropriate data from the requisition, DI A4_ in rp 1-3, the RI of the reporting activity in rp 4-6, Distribution Code 2 for consumable materiel or Distribution Code 3 for reparable materiel in rp 54, and the ICP/IMM's RI in rp 74-76. The LRO will be forwarded through DAAS to the reporting activity. A DI AE6 with BA status will be provided to eligible status recipients. LROs for lateral redistribution of retail assets will be prepared in the AP3.24 format.

C9.19.3. The reporting activity will:

C9.19.3.1. Process the LRO on a fill and kill basis. Provide DI AE6/BA status for the quantity being filled and/or CB status for the quantity not being filled (killed) to the activity identified in rp 74-76 of the LRO and include Distribution Code 2 or 3 in rp 54.

¹⁶ See Footnote 3.

C9.19.3.2. Substitutions (I&S) are allowed if the requiring/requisitioning activity and the supplying/holding activity are the same Service. Do not substitute if the requiring/requisitioning activity and the supplying/holding activity are different Services.

C9.19.3.3. Ensure materiel is shipped, using DD Form 1348-1A or DD Form 1348-2, to the activity identified in the LRO as the "ship-to" addressee. When the materiel is shipped, transmit a DI AS6 to the activity identified in rp 74-76 of the LRO. The DI AS6 will include the DoDAAC (rp 45-50) and fund code (rp 52-53) of the activity to which the credit for the materiel and reimbursement for the PCH&T costs are to be provided, Signal Code B (rp 51), and Distribution Code 2 or 3 (rp 54). ***Retail activities will use UMMIPS time standards for processing LROs directed by the ICP/IMM. Refer to DoD 4140.1-R (DoD Materiel Management Regulation) Appendix AP8, UMMIPS time Standards (published electronically at <http://198.3.128.177/supreg/>).***

C9.19.3.4. Establish internal records to receive credit for the materiel and reimbursement for the PCH&T costs and not generate billing transactions.

C9.19.4. The ICP/IMM will:

C9.19.4.1. Utilize the DI AE6 with BA status and Distribution Code 2 or 3 in rp 54 to update estimated ship dates.

C9.19.4.2. Generate DI AF6 followup with Distribution Code 2 or 3 in rp 54 to the reporting activity as follows:

C9.19.4.2.1. When the initial supply status (BA or CB status) is not received on LROs within 10 days.

C9.19.4.2.2. Upon receipt of BA supply status without an ESD and 10 days have elapsed since the transaction date of the DI AE6/BA status.

C9.19.4.2.3. Upon receipt of BA supply status with an ESD and the ESD has expired.

C9.19.4.2.4. When no response is received to the previous followup and 10 days have elapsed. Continue to followup until status is received, backorder is re-established, or final disposition is determined.

C9.19.5. Reinstate the requisition and provide appropriate status to eligible status recipients upon receipt of DI AE6/CB status with Distribution Code 2 or 3 in rp 54.

C9.19.6. Upon receipt of the DI AS6 with Distribution Code 2 or 3 in rp 54, generate billing transactions to the requisitioner and provide crediting transactions for the materiel and PCH&T, under the procedures of MILSBILLS, to the activity identified in rp 45-50 of

the DI AS6. In addition, the ICP/IMM will generate a DI AS8 shipment status transaction to DAAS.

C9.19.7. When creating customer supply status transactions as a result of processing DI AE6/AS6 transactions with Distribution Code 2 or 3 in rp 54, always use the distribution code which was in the original requisition.

AP2.14 APPENDIX 2.14

PRIORITY DESIGNATORS,

STANDARD AND REQUIRED DELIVERY DATES

(RECORD POSITIONS 60-61 AND 62-64)

AP2.14.1. The priority designator (PD) is located in rp 60-61 of requisitions, and related transactions, and is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force or Activity Designator (F/AD), and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign F/ADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate F/AD is in DoD 4140.1-R (DoD Materiel Management Regulation), Appendix I. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND **are** in paragraph AP2.14.3., below.

AP2.14.2. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of RDDs when assigned to requisitions. Commanding Officers of ILCOs, receiving requisitions from Security Assistance requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

AP2.14.2.1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

AP2.14.2.2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

AP2.14.3. The determination of the appropriate UND shall be made as follows:

AP2.14.3.1. UND A shall be used in requisitioning materiel:

AP2.14.3.1.1. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).¹

¹Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

AP2.14.3.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

AP2.14.3.1.3. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.²

AP2.14.3.1.4. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

AP2.14.3.1.5. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

AP2.14.3.1.6. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

AP2.14.3.1.7. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality code of 1 or 2.

AP2.14.3.2. UND B shall be used in requisitioning materiel:

AP2.14.3.2.1. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

AP2.14.3.2.2. Required for immediate installation on, repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.³

AP2.14.3.2.3. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

AP2.14.3.2.4. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

²See Footnote 1.

³Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and **tasks** but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

AP2.14.3.2.5. Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of the activity to perform its assigned missions is impaired.

AP2.14.3.2.6. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

AP2.14.3.2.7. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

AP2.14.3.2.8. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

AP2.14.3.2.9. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

AP2.14.3.3. UND C will be used in requisitioning materiel:

AP2.14.3.3.1. Required for on-schedule repair, maintenance, *manufacture*, or replacement of all equipment.

AP2.14.3.3.2. Required for replenishment of stock to meet authorized stockage objective.

AP2.14.3.3.3. Required for purposes not specifically covered by any other UND.

AP2.14.4. This section describes the assignment process for determining the appropriate PD based on the assigned F/AD and the validation process for those activities using the F/AD I assignment inappropriately.

AP2.14.4.1. Derivation of Priority Designators. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned F/AD and the UND determined by the requisitioning activity. Table 1 indicates the appropriate Arabic number PD derived from a combination of a given roman numeral F/AD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table 1

DERIVATION OF PRIORITY DESIGNATORS

(Relating F/AD to UND)

<u>FORCE OR ACTIVITY DESIGNATOR</u>	<u>URGENCY OF NEED</u>		
	<u>A</u>	<u>B</u>	<u>C</u>
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

AP2.14.4.2. Validation of F/AD I Activities. By direction of the OSD, the DAASC (DSDC-SSL) will validate F/AD I usage through the requisitioning process. The DAASC will maintain an edit table consisting of activities authorized to use F/AD I. To preserve accuracy and timely update, the JCS will forward to DAASC all OSD-approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include on-line update, with the DAASC is authorized for time sensitive updates; however, formal documentation shall be forwarded to DAASC to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. DAASC will edit PD 01, 04, and 11 requisitions (DIs A0_, AM_, AT_, A3_, A4_, and APR) to ensure that F/AD I requisitions identify an authorized activity in the document number (rp 30-43) or supplemental address field (rp 45-50). DAASC will identify PD 01 requisitions failing this edit for suspected abuse and subsequent investigation without interruption of normal requisition processing. DAASC will use table 2, below, to downgrade PD 04 and 11 requisitions failing this edit. DAASC will report downgrading action back to the requisitioner in an AE9 transaction with BK status and will forward the modified requisition for processing. By agreement, all suspected F/AD I abuses found in US Coast Guard requisitions (rp 30 equal to Z) identified under above validation process will be automatically downgraded. In addition, DAASC will assess the validity of transactions which bypass the F/AD I validation process as a result of alternative requisition submission; such as, Defense Supply Export System (DESEX) input, using the requisition image transaction (DIs CHI, CHA, BE9, and B99). Suspected abuses uncovered during the above edit process (to include those transactions downgraded by DAASC) will be output to the Unauthorized Priority Designator Assignment Report (appendix AP1.34).

AP2.14.4.3. Security Assistance Requisitions. All Security Assistance requisitions (identified by Service Code B, D, K, P, or T in rp 30/45) will be reviewed for appropriate PD

assignment by the ILCO prior to release. Specific procedures to accomplish this may be deferred until implementation of the DSAMS. The Security Assistance requisitions will not be revalidated by DAASC against the established edit table. However, any Security Assistance requisitions with PD 01, 04, or 11 will be downgraded in accordance with table 2. DAASC will report downgrading action to the applicable ILCO in an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Suspected abuse will be output to the Unauthorized Priority Designator Report under the appropriate S/A heading with no activity name.

Table 2

**DAASC TABLE FOR AUTOMATIC DOWNGRADING OF
REQUISITION PRIORITY DESIGNATOR**

If PD is	then DAASC will to change to
01 (USCG, USAF JM accounts , and SA only)	03
04	06
11	13

AP2.14.4.4. Participating Service/Agency Points of Contact and Responsibilities. DoD 4140.1-R (DoD Materiel Management Regulation), appendix 9, requires DoD Components to designate a single office of primary responsibility to act as focal point for UMMIPS matters. To provide clear visibility of such points of contact, the JCS, the Military Services, the Defense Logistics Agency (if needed), and the General Services Administration, will provide contact information to DLMSO for publication in this appendix. Contact information shall include office name/symbol and communications numbers. Primary and alternate information should be included. DoD Component responsibilities for monitoring FA/D assignments and conducting annual reviews are delineated in DoD 4140.1-R.

AP2.14.4.5. Service/Agency Points of Contact.

	<u>PRIMARY</u>	<u>ALTERNATE</u>
CJCS	LTC <i>Dominic D. Archibald</i> Joint Staff/J4- SMD DSN 225.5189 COMM 703. 695.5189 E-mail archibdd@js.pentagon.mil	
Army	Ms Sharon Dunfrond DALO-SMP DSN 224.6753 COMM 703.614.6753	LTC Mark Early DAMO-SSW DSN 224.7956 COMM 703.614.7956
Navy	CAPT William Kowba OPNAV N41 DSN 664.9954 COMM 703.604.9954	
Air Force	LTC Russ Virostko AF/ILSP DSN 227.5980 COMM 703.697.5980 E-mail virostko@pentagon.af.mil	LTC Michael Melendrez AF/ILSP DSN 227.5938 COMM 703.697.5938
Marine Corps	Mr Keith Rineaman USMC/LPP 2 DSN 225.8939 COMM 703.695.8946 E-mail Rineamankc@hqmc.usmc.mil	
DLA	Mr Robert Vitko J-3322 DSN 427.1601 COMM 703.767.1601 E-mail robert_vitko@hq.dla.mil	Ms Brenda Meadows J-3322 DSN 427-1606 COMM 703.767.1606 E-mail brenda_meadows@hq.dla.mil
GSA	<i>Ms Shirley Jacks</i> FSS/FSCI COMM 703.305.7473 E-mail shirley_jacks@gsa.gov	

PRIMARY

ALTERNATE

Coast Guard Ms Sherry Larkin
 US CG/G SLP
 COMM 202.267.4516
 E-mail slarkin@comdt.uscg.mil

AP2.14.5. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of F/AD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

AP2.14.5.1. PD 03 shall be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

AP2.14.5.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

AP2.14.5.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

AP2.14.5.2. PD 03 shall be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

AP2.14.5.3. PD 06 shall be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

AP2.14.6. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

AP2.14.7. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the F/AD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

AP2.14.8. ISSUE PRIORITY GROUPS (IPGs). PDs are grouped into IPGs as follows:

AP2.14.8.1. PDs 01, 02, and 03 form IPG I.

AP2.14.8.2. PDs 04, 05, 06, 07 and 08 form IPG II.

AP2.14.8.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

AP2.14.9. The key to achieving and maintaining a well balanced stock position is timeliness is submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a Security Assistance recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are the 9__ series. Control levels may be established to reserve assets for requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a Security Assistance recipient.

AP2.14.10. Required Delivery Date (RDD) Data Field. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine ***the appropriate entry for the RDD data field.***⁴ ***The combination of the PD and the designation or non-designation of an RDD or other allowable entry for rp 62-64, as stated in this appendix, will determine the supply and transportation system response time requirements. Response times [text deleted] are located in DoD 4140.1-R, DoD Material Management Regulation, Appendix AP8, UMMIPS Time Standards (available at <http://198.3.128.177/supreg/>).***

AP2.14.10.1. *An RDD which falls within 8 days of the requisition date will impact determination of the applicable UMMIPS time standard when the PD is 04-15. Otherwise, designation of a specific calendar day as the RDD will not influence response time; shipment will occur within the UMMIPS time standards for the assigned PD. When entered, the calendar day RDD may not precede the requisition date or exceed the requisition date or exceed the requisition date by more than 100 days.*⁵ ***Requisitions may also be coded using instructions below to indicate an extended RDD. To preclude shipment later than the RDD, submit requisition with Advice Code 2T.***

AP2.14.10.1.1. Extended RDD (Code X). When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic "X" will be entered in rp 62. ***Use of the extended RDD [text deleted] will not preclude earlier delivery if the materiel is available or later delivery should back-ordered material become available at a later date. Enter the appropriate PD, consistent with the F/AD and UND, in rp 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the ESD will be shown in rp 70-***

⁴ Non-date entries in the RDD field, i.e., Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirement Codes Under the DLMS.

⁵ The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

73. Supply source **deferring** supply support to the requisitioner will enter Status Code BP⁶ in rp 65-66 of the supply status transaction.

AP2.14.10.1.2. Extended RDD (Code S). When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. No other entry will preclude earlier shipment if the material is available. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, 01 for the first month and 02 for the second month. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP⁷ in rp 65-66 of the supply status transaction.

AP2.14.10.2. Expedited Transportation Signal. When expedited transportation is required, and the PD is 01-08, "777" may be entered in rp 62-64.

AP2.14.10.3. Collocated Stock. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of "444." The customer entering a "444" RDD should expect the total time from order placement to delivery to be within the ~~[text deleted]~~ **UMMIPS time standards** for the assigned PD.

AP2.14.10.4. Non-Mandatory RDD Data-Field Requirements. If the customer does not specify a **RDD** or one of the allowable entries for rp 62-64 ~~[text deleted]~~ the RDD will **may** be left blank and the customer should expect the total time from order placement to delivery to be within the ~~[text deleted]~~ **UMMIPS time standards** for the assigned PD. When requisitions are received **without** entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

AP2.14.10.5. Mandatory RDD Data-Field Requirements. For subsistence,⁸ the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

AP2.14.10.5.1. When RDDs extend beyond order/ship times established by the ICP (for MREs and other ration items), paragraph AP2.14.10.1., above, will apply.

⁶ *Providing Status Code BP for planned program requirements indicating a requisition is deferred with an estimated shipping date last reported as not implemented by DLA (Subsistence). Refer to AMCL 166.*

⁷ *See Footnote 6.*

⁸ *Use of the RDD to fill subsistence items last reported as not implemented by DLA (Subsistence). Refer to AMCL 7.*

AP2.14.10.5.2. Provisions for work stoppage conditions identified below do not apply to subsistence.

AP2.14.10.5.3. During mass and universal cancellation situations, provisions of Chapters C3 and C8 take precedence over specific RDD requirements

AP2.14.10.5.4. Expedited Handling Signal 999 and other NMCS conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

AP2.14.10.6. Not Mission Capable Supply/Anticipated Not Mission Capable Supply (NMCS/ANMCS). NMCS/ANMCS requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur; equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

AP2.14.10.6.1. Expedited Handling Signal. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for **OCONUS** deployment within 30 days of the requisition date only when the conditions specified below are met:

AP2.14.10.6.2. The requisitioning unit must possess F/AD I, II, or III, and

AP2.14.10.6.3. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

AP2.14.10.6.4. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

AP2.14.10.6.5. Expedited Handling Signal 999 does not apply to Security Assistance requisitions.

AP2.14.10.6.6. Requisitions for NMCS conditions other than 999, and all ANMCS conditions, must contain PD 01-08 **[text deleted] with an N (NMCS) or E (ANMCS) in rp 62. [text deleted] Rp 63-64 are considered nonsignificant. Use UMMIPS time standards to ship material.**

AP2.14.10.6.7. Required Availability Date (RAD). Security Assistance requisitions may contain a RAD in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. **Enter an A in rp 62 and use rp 63-64 to indicate the number of months remaining from the date of the requisition to the required availability date.** (See Chapter C6.)

AP2.14.10.6.8. Processing Precedence During Mass Cancellation. Customers desiring to identify requisitions for continued **supply** and/or shipment processing during mass cancellation situations, will submit a **requisition** modifier (DI AM_) with 555 in the RDD data field (in rp 62-64). Requisitions containing or modified to contain 555 in the RDD data field and PD 01-08 (in rp 60-61) will receive processing precedence under Chapter C3, paragraph A.2. Requisitions containing 555 in the RDD data field and PD 09-15 in rp 60-61 will be processed under the priority.

AP2.14.10.6.9. Processing Precedence During Work Stoppage. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP2.14.10.6.9.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel. Rp 63-64 is left blank.

AP2.14.10.6.9.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements. Rp 63-64 is left blank.

AP2.14.10.6.9.3. [text deleted]

AP2.14.10.6.10. Required Delivery Period (RDP). For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, an RDP may be established as outlined below and entered in rp 62-64:

AP2.14.10.6.10.1. Decide the latest acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (*in* rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

AP2.14.10.6.10.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (*in* rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

AP2.14.10.6.10.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 2125, and the last acceptable delivery date is 30 days after the date of the requisition (2155), while the

earliest acceptable delivery date is 2 days before the latest acceptable delivery date (2153). In this case two positions of the RDP would be 30, and the first position would be C (2 days before 2155– the last acceptable delivery date). The RDP would appear on the requisition as C30.

AP2.14.11. When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, an "01" for the first month and "02" for the second. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction⁹.

AP2.14.12. Security Assistance requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. **Enter an A in rp 62** with the number of months remaining from the date of the requisition to the required availability date entered in rp 63-64. (See Chapter C6.)

AP2.14.13. When a requisitioner desires to identify requisitions for continued document and/or shipment processing during mass cancellation situations, a document modifier (DI AM_) will be submitted with "555" in the RDD data field, rp 62-64. Requisitions containing or modified to contain "555" in the RDD data field, and containing PD 01-08 in rp 60-61, will receive processing precedence, under Chapter C3, paragraph A.2. Requisitions containing "555" in the RDD data field and PD 09-15 **in rp 60-61** will be processed under the priority.

AP2.14.14. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP2.14.14.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel.

AP2.14.14.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements.

AP2.14.14.3. Entries in rp 63-64 may indicate short RDDs expressed in number of days from the requisition dates for those requisitions containing F or R in rp 62.

AP2.14.15. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, an RDP may be established as outlined below and entered in rp 62-64:¹⁰

⁹ **Providing Status Code BP for planned program requirements indicating a requisition is deferred with an estimated shipping date last reported as not implemented by DLA (Subsistence). Refer to AMCL 166.**

¹⁰ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

AP2.14.15.1. Decide the last acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)¹¹

AP2.14.15.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date)¹².

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

AP2.14.15.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of **2125**, and the last acceptable delivery date is 30 days after the date of the requisition (**2155**), while the earliest acceptable delivery date is 2 days before the last acceptable delivery date (**2153**). In this case two positions of the RDP would be 30, and the first position would be C (2 days before **2155**— the last acceptable delivery date). The RDP would appear on the requisition as C30¹³.

¹¹ See Footnote 11.

¹² See Footnote 11.

¹³ See Footnote 11.

AP2.16 APPENDIX 2.16

STATUS CODES

AP2.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from supply sources to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from a DAAS facility to a DAAS subscriber or from storage activities to ICPs to furnish the status of MROs. The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP2.16.2. Selected status codes are also used to provide status on or to reject DoD 4000.25-2-M (MILSTRAP) transactions.

AP2.16.3. The method of assigning status codes and a listing of the codes is provided below:

CATEGORY ASSIGNMENTS OF STATUS CODES

RECORD POSITION(S)

65 66

For DLA, Inter-Service, and GSA transactions, excluding *customer* asset reporting transactions.

B A through Z (except I and O)

B 1 through 9

C A through Z (except I and O)

C 1 through 9

D A through Z (except I and O)

D 1 through 9

For DLA, Inter-Service, and GSA customer asset reporting transactions.

S A through Z (except I and O)

S 1 through 9

T A through Z (except I and O)

T 1 through 9

U A through Z (except I and O)

U 1 through 9

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For Intra-Army

A A through Z (except I and O)

A 1 through 9

For Intra-Air Force

F A through Z (except I and O)

J A

F 1 through 9

J 1

For Intra-Navy

N A through Z (except I and O)

R A

N 1 through 9

R 1

For Intra-Marine Corps

M A through Z (except I and O)

M 1 through 9

For Intra-GSA

G A through Z (except I and O)

G 1 through 9

For Intra-DLA

H A through Z (except I and O)

H 1 through 9

NOTE: The codes assigned for DLA, inter-Service, and GSA transactions use will also be recognized and used for intra-Service transactions and will not be duplicated within the Service assignment latitude.

NUMBER OF CHARACTERS: Two
TYPE OF CODE: Alpha/Alpha or Alpha/Numeric.
EXPLANATION: Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions.
RECORD POSITION(S): 65-66

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
BA	Item being processed for release and shipment. The ESD is contained in rp 70-73 when provided in response to a follow-up.
BB	Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73.
BC	Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the NSN field (or "remarks" field if NSN field cannot accommodate the item number), which is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition ¹ for the offered substitute.
BD	Requisition is delayed due to need to verify requirements relative to authorized application, item identification, or technical data. Requisition for GFM is delayed pending validation by either contracting MCA or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.
BE	Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DI AE6 only.)

¹Submit a new requisition using a new document number with a current ordinal date.

- BF** No record of your document for which your DI AF_ follow-up or cancellation request was submitted. Also used by a supply source to indicate no record of a GFM requisition for which a DI AX2 transaction has been received.
- (1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the supply source with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.²
- (2) If received in response to a follow-up (AF_) request, supply source action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.³
- (3) When used in response to DRMS generated DI AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DRMO under the document number in question and has not received a signed copy of the DTID.
- (4) MCAs/contractors/S/As in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DI AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or supply source, under chapter C11 procedures.

- BG** One or more of the following fields have been changed:
- (1) Stock Number (as the result of a formal catalog change).
- (a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.
- (b) NSN is assigned to part number that was requisitioned.
- (c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (FSC and NIIN) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to Supply source.
- (d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.)

²See Footnote 1.

³If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

- BG (2) Unit of Issue (as the result of a formal catalog change).
(3) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The supply source will provide additional status to indicate further action taken on this requisition
- BH Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.
- BJ Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.
- BK Modified.
(1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.
(2) Used by DAASC on DI AE9 to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.
(3) ~~Also u~~ **Used** by DAASC on DI AE9 to advise that the requisition contained an invalid/expired OSD/CJCS Category D Project code. The project code has been blanked out and the requisition forwarded for processing.
(4) Used by DAASC on DI AE9 or by supply source to advise the customer that the requisition priority designator and/or RDD data fields contained invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.
- BL NOA was forwarded to the CR or FF on date entered in rp 70-73.
- BM Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DZ9 status notifications.)
- BN Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.
- BP Requisition has been deferred per customer instructions. The ESD is in rp 70-73.

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- BQ Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of an activity from the DoDAAD. Deobligate funds, if applicable.
- BR Cancelled. Requisitioning activity authorized cancellation in response to MOV request furnished by processing point.
- BS Canceled. Requisitioning activity failed to respond to MOV request from processing point.
- BT Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.)
- BU Item being supplied against your FMS Case Designator reflected in rp 48-50 or your Grant Aid Program and RCN reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.
- BV Item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.
- BW Your SAP requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to followup when ESDs are not available.)
- BX Reserved.
- BY Depot/storage has previously denied the MRO by DI A6_. (Depot/storage activity response to ICP request for MRO status, for use with DI AE6 only.)
- BZ Requisition is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. The ESD is in rp 70-73.
- B1 Assets not currently available. Requisition will be retained by DRMS for 60 days from date of receipt awaiting possible arrival of assets. (DRMS use only.)
- B2 Status of supply or procurement action precludes requested modification.
- B3 The RAD contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.
- B4 Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.

- B5 The activity identified by the code in rp 4-6 is in receipt of your followup request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.
- B6 The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.
- B7 Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.
- B8 Quantity requested for cancellation or diversion was not accomplished.
- B9 The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.
- CA Rejected.
- (1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection.
- (2) When provided in response to a followup, this status will be sent via DISN and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.
- CB Rejected. Initial requisition requested rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. Also used by a reporting activity to advise the ICP/IMM that a DI A4_ with distribution code 2 cannot be filled from reported materiel.
- CC Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.
- CD Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields.
- (1) If received in response to a requisition and the materiel is still required, submit a new requisition⁴ with correct data field entries.
- (2) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.

⁴See Footnote 1 on page AP2.16-3.

- CE Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition⁵ with correct unit of issue and quantity. Supply source will enter the correct unit of issue in rp 79-80 of status transactions.
- CG Rejected. Unable to identify requested items. Submit a new requisition⁶ and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition⁷ on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. **(See AP1.5.)**
- CH Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition.⁸
- CJ Rejected.
- (1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80.
- (2) If offered substitute is desired, submit a new requisition⁹ with substitute item stock number. If only original item is desired, submit a new requisition¹⁰ for procurement on DD Form 1348-6. **(See AP1.6.)** SF 344 may be submitted by authorized activities. (See **AP1-15.**) Cite Advice Code 2B.
- (3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
- (4) Rejected. DoD MILSTRAP DTA Asset Support Request submitted for obsolete/inactive NSN which cannot be supported. (Applies to MILSTRAP DZG transaction rejects only.)
- CK Rejected. Unable to procure. No I&S item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition¹¹ for components, kit, or next higher assembly.

⁵See Footnote 1 on page AP2.16-3.

⁶See Footnote 1 on page AP2.16-3.

⁷See Footnote 1 on page AP2.16-3.

⁸See Footnote 1 on page AP2.16-3.

⁹See Footnote 1 on page AP2.16-3.

¹⁰See Footnote 1 on page AP2.16-3.

¹¹See Footnote 1 on page AP2.16-3.

- CL Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition.¹²
- CM Rejected. Item is not or is no longer free issue. Submit a new funded requisition¹³ with signal code other than D or M.
- CN Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand which cannot be satisfied. Support will be provided upon submission of an MIPR by your Service ICP.
- CP Rejected. Supply source is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition¹⁴ with Advice Code 2A.
- CQ Rejected. Item requested is command or Service regulated or controlled. Submit new requisition¹⁵ through appropriate channels.
- CR Rejected. Invalid DI for a GFM transaction.
- CS Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition¹⁶ for the required quantity using Advice Code 2L.
- CT To be used when AMCL 22 is implemented.
- CU Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition¹⁷ with substitute item stock number.)
- CV Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.

¹²See Footnote 1 on page AP2.16-3.

¹³See Footnote 1 on page AP2.16-3.

¹⁴See Footnote 1 on page AP2.16-3.

¹⁵See Footnote 1 on page AP2.16-3.

¹⁶See Footnote 1 on page AP2.16-3.

¹⁷See Footnote 1 on page AP2.16-3.

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- CW Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition¹⁸ using Advice Code 2A.
- CX Rejected.
- (1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid.
- (2) The MAPAC does not exist in the DoD 4000.25-8-M, MAPAD, as a valid ship-to and/or mail-to address. (Applicable to ICP/IMM processing only.)
- (3) GSA Advantage GY/GZ series AACs are not authorized for use in DoD requisitions/orders
- (4) If still required, submit a new requisition¹⁹ with valid data entries
- CY Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition²⁰ that item.
- CZ Rejected. Subsistence item not available for resale. Reserved for troop issue only.
- C1 For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.
- C2 Rejected. SAP funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)
- C3 Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.
- C4 Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.
- C5 Rejected. Requisitioner, upon inspection of materiel located in the DRMO activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DRMO and furnished to the appropriate status recipients.

¹⁸See Footnote 1 on page AP2.16-3.

¹⁹See Footnote 1 on page AP2.16-3.

²⁰See Footnote 1 on page AP2.16-3.

- C6 Rejected. Requisition is for commercial type item which is not authorized for supply under the SAP. If unable to obtain desired item from commercial sources, submit a new requisition ²¹ containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.
- C7 Rejected. DI indicates this is a remarks/exception data document. Supply source has no record of receipt of remarks/exception data. If still required, submit a new requisition. ²²
- C8 Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition ²³ for a quantity that is not less than that reflected in rp 76-80.
- C9 Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition. ²⁴
- DA Rejected. Supply source is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition ²⁵ with Advice Code 2A.
- DB Rejected. No valid contract registered at MCA.
- DC To be used when AMCL 22 is implemented.
- DD To be used when AMCL 22 is implemented.
- DE Canceled. Although shipment status (DI AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DIs AFX and AFZ with Advice Code 37.)
- DF Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)

²¹See Footnote 1 on page AP2.16-3.

²²See Footnote 1 on page AP2.16-3.

²³See Footnote 1 on page AP2.16-3.

²⁴See Footnote 1 on page AP2.16-3.

²⁵See Footnote 1 on page AP2.16-3.

- DG Shipment confirmed. The quantity in the DI AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DRMO receipt of that quantity is on file. DRMS action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 37.)
- DH Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 37.)
- DJ Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity.
- DK Rejected. Your DI APR transaction requesting reinstatement was received over 60 days after generation of the DI AE_ transaction containing Status Code BS.
- DL Rejected. Your DI APR transaction requesting reinstatement has been received. There is no record of a DI AE_ transaction containing Status Code BS.
- DM Rejected. Your DI APR transaction requesting reinstatement has been received. The DI APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DI AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29.
- DN Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.
- DP Rejected. The MAPAC does not exist in the DoD 4000.25-8-M, MAPAD, as a valid ship-to and/or mail-to address. If still required, submit appropriate code (s) and address (es) under the procedures of the MAPAD. Upon confirmation the code (s) and address (es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.)
- DQ Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.
- DR Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.

- DS Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual).
- DY Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DI AFY followup was submitted. (Use on DI ASY.)
- D1 Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DRMS use only.)
- D2 Rejected. Item requested is Brand Name Resale and is in short supply.
- D3 Rejected. Activity did not respond to supply source request for additional information.
- D4 Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.
- D5 Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition²⁶ providing complete technical data (such as: APL/AEL, end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.
- D6 Rejected. Manually prepared requisition contains unauthorized exception data.
- D7 Requisition modifier rejected because of errors in one or more data elements.
- D8 Rejected.
- (1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition²⁷ on a DD Form 1348-6 furnishing intended application and complete justification for the item.
- (2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition²⁸ with justification to the applicable Service ILCO.

²⁶See Footnote 1 on page AP2.16-3.

²⁷See Footnote 1 on page AP2.16-3.

²⁸See Footnote 1 on page AP2.16-3.

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CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use these S series status codes on the DI FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DIs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DI FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DI FTR.

<u>CODE</u>	<u>EXPLANATION</u>
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non-stocked; disposition is authorized under local directives. (Use on DI FTR.)
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new <i>asset</i> report with a new document number. Otherwise, no action is required.
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SJ	Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DI FTQ or FTR.)

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SK	Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DI FTQ and FTR.)
SM	Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DI FTR.)
SN	Rejected. Materiel reported not authorized for return. (Use on DI FTR.)
SP	Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DI FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DI FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DI FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DI FTR or FT6.)
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DI FTR.)
TD	Not returnable. (1) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status. (2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DI FTR.)
TE	Materiel required for lateral redistribution. DI A4_ referral(s) will follow. (Use on DI FTR.)
TF	Materiel received. Status being investigated. (Use on DI FTR.)
TG	Materiel required for lateral redistribution. DI A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DI FTR.)

- TH Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DI FTR or FT6.)
- TJ Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DI FTR or FT6.)
- TK Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DI FTR.)
- TL Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DI FTZ.)
- TM Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DI FTZ.)
- TN Materiel received. Credit authorized for quantity in rp 25-29. (Use on DI FTZ.)
- TP Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DI FTZ.)
- TQ Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DI FTZ.)
- TR DI FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DI FTD.)
- TT Materiel received and in process of inspection and classification. DI FTZ will be provided upon completion. (Reply to DI FTT.) (Use on DI FTR.)
- TU Materiel not received. (Reply to DIs FTT and FTP.) (Use on DIs FTR and FTB.)
- TV Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DI FTZ.)
- TW Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DI FTB.)
- TX Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DI FTP.) (Use on DI FTB.)
- TY DI FTZ generated on document number cited indicated no credit authorized for return. (Reply to DI FTP.) (Use on DI FTB.)

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- TZ Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DI FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DI FTQ.)
- T1 Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DI FTZ.)
- T3 DI FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DI FTC submitted, as appropriate. (Use on DI FT6.)
- T4 Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to DIPEC (SE 4300) under DLAM 4215.1, et al.
- T5 Deleted. (Use TZ.)
- T6 DI FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DI FTR.)
- T7 FSC has been changed by the ICP in rp 4-6. (Use on DI FTR.)
- T9 Part-numbered materiel reported is not authorized for return. DI Code FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DI FTQ.)

AP2.25 APPENDIX 2.25

CUSTOMER IDENTIFICATION

NUMBER OF CHARACTERS: Thirteen.

TYPE OF CODE: Alpha/Numeric.

EXPLANATION: Provides customer identification on automated submission of requisitions containing exception ship-to addresses via a system-generated code that cannot be overridden by the user. The first three-characters may identify the preparing system followed by a 10-character identification of the individual customer keyed to the customer login/account. The originating organization must be able to identify the specific individual by this code. When constructed by the DAAS, the customer identification will consist of the originator (the first position of the seven position communications routing identifier is dropped) plus the four-position serial number and the three-position date form the incoming message header. ***Originating systems are identified below.***

RECORD POSITION(S): 67- 69¹

<u>CODE</u>	<u>EXPLANATION</u>
OTS	Navy One Touch

¹Applicable only to DLA-supported DI Code YRZ-formatted requisition trailers that provide exception ship-to information as identified by Type Transaction Code ST.

AP3.19 APPENDIX 3.19

SHIPMENT STATUS

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter the code applicable to the shipment status (DI AS1-6, AS8, or ASY) or reply to cancellation request-shipment status (AU1-5, AU7, or AU8). ¹
Routing Identifier	4-6	Enter the RI of the supply source which generated the LRO/MRO/cancellation request/DRO/DI FTR or the shipping activity if the shipment was not initiated by a supply source LRO/MRO cancellation request/DRO/DI FTR. If a disposal shipment was not initiated by a supply source DRO/DI FTR and the shipping activity has no RI, leave blank. If used as a DI AS6, indicate the RI of the ICP/IMM to which the transaction will be sent.
Media and Status	7	Use the M&S from the MRO/LRO/DRO or cancellation request.
Stock or Part Number	8-22	Enter the NSN or part number of the item supplied.
Unit of Issue	23-24	Enter the U/I.
Quantity	25-29	a. Enter the quantity shipped. b. For ammunition FSG 13 items only, enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an "M" in rp 29).

¹Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by DLA (Subsistence) and GSA. Refer to AMCL 5.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Number	30-43	Use the document number from the MRO/LRO/DRO or cancellation request.
Suffix	44	Use suffix from the MRO/LRO/DRO or cancellation request. If no code, leave blank.
Supplementary Address	45-50	Use SUPADD from the MRO/DRO or cancellation request. The shipping activity will enter the DoDAAC of the predesignated DRMO for shipments to DRMOs. If used as a DI AS6, enter the DoDAAC of the activity to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided.
Hold	51	If used as a DI AS6, enter Signal Code B. Otherwise, enter the shipment hold code, when applicable.
Fund	52-53	Enter fund as shown in the MRO/DRO or cancellation request. If used as a DI AS6, enter the fund code to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided.
Distribution	54-56	Enter the distribution as shown in the MRO/LRO/DRO or cancellation request.
Release Date	57-59	Enter the date the materiel is released to the carrier.
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DoD 4500.9-R.
Mode of Shipment	77	Enter the code identifying the mode of shipment. (See DoD 4500.9-R.) (Leave blank when transmitting DI AS3 through DAAS to DRMS.)

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Port of Embarkation	78-80	<p>a. CONUS. Leave blank.</p> <p>b. OCONUS:</p> <p>(1) For shipments moving to OCONUS designations through the DTS, GBL/CBL, parcel post (except APO/FPO); and small package carrier shipments entering the DTS at the POE, enter the POE or SEAVAN CCP. (See <i>DoD 4500.9-R, Part II, Appendices DD-4, DD-14, and EE-2.</i>)</p> <p>(2) Leave blank for parcel post movement through an APO or FPO.</p> <p>(3) Enter the POE for SAP transactions moving through the DTS; otherwise, leave blank.</p>

ENTRIES REQUIRED FOR DoDAAC INFORMATION – DI ASY TRANSACTIONS²

Blank	57-64	Leave blank.
Status Code	65-66	Enter Status Code DY if the DI AFY follow-up transaction is being rejected; otherwise, leave blank.
Blank	67-74	Leave blank.
DoDAAC of Initial Transportation Activity	75-80	Enter the DoDAAC of the initial (origin) transportation shipping activity. If the DI AFY follow-up transaction is being rejected with Status Code DY, leave blank.

ENTRIES REQUIRED FOR SHIPMENTS TO DISPOSAL

Unit Price	62-68	Enter the unit price of the item identified in rp 8-22. Enter an estimated unit price if pricing information is not available. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DI AS3 shipment status transaction and forward off-line to the DRMS for manual processing.
Blank	69-76	Leave blank.

² See Footnote 1.

AP3.20 APPENDIX 3.20

PSEUDO SHIPMENT STATUS FOR UNCONFIRMED MATERIEL RELEASE ORDERS

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter DI ASH.
Routing Identifier	4-6	Enter the RI of the supply source generating this transaction. ¹
Media and Status	7	Enter the M&S from the MRO.
Stock or Part Number	8-22	Enter the stock or part number from the MRO.
Unit of Issue	23-24	Enter the U/I from the MRO.
Quantity	25-29	Enter the quantity from the MRO.
Document Number	30-43	Enter the document number as shown in the MRO.
Suffix	44	Enter the code contained in rp 44 of the MRO. If the MRO rp 44 is blank, leave blank.
Supplementary Address	45-50	Enter the SUPADD as shown in the Address MRO.
Signal	51	Enter the signal code from the MRO.
Fund	52-53	Enter the code as shown in the MRO.
Distribution	54-56	Enter the data as shown in the MRO.
Date Shipped	57-59	Enter the date this transaction was generated.
Blank	60-66	Leave blank.
Routing Identifier (From)	67-69	Enter the RI of the supply source generating this transaction.
Blank	70-80	Leave blank.

¹The DAAS will overlay transactions containing the DAAS RI (SGA) to show the RI (From) in rp 67-69. (NOTE: This allows DAAS to overlay original entries of the DAAS RI so that Component systems may be modified over time.)

AP3.48 APPENDIX 3.48

MATERIEL RELEASE DOCUMENT

DD FORM 1348-1A OR DD FORM 1348-2

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3 ¹	Perpetuate from requisition or source document unless otherwise indicated.
Routing Identifier (From)	4-6 ²	Enter the RI code of the shipping activity.
Media and Status	7	Enter the M&S code assigned to the requisition or source document.
Stock or Part Number	8-22	Indicate the NSN or part number being released. See Block 25.
Unit of Issue	23-24	Indicate the U/I of the NSN or part number being released.
Quantity	25-29	Indicate the quantity being released. See Block 26.
Document Number	30-43	Enter the document number of requisition. See Block 24.
Suffix Code	44	Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24.
Supplementary Address	45-50 ³	Perpetuate from the original requisition or source document. See Block 26.
Signal	51 ⁴	Perpetuate from the original requisition or source document.

¹ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

² See Footnote 1.

³ See Footnote 1.

⁴ See Footnote 1.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Fund	52-53 ⁵	Perpetuate from the original requisition or source document.
Distribution	54-56 ⁶	Perpetuate from the original requisition or source document.
Project	57-59 ⁷	Perpetuate from the original requisition or source document.
Priority	60-61 ⁸	Perpetuate from the original requisition or source document.
Required	62-64 ⁹	Perpetuate from the original requisition or source document.
Advice	65-66 ¹⁰	Perpetuate from the original requisition or source document.
Routing Identifier	67-69 ¹¹	Perpetuate from the original requisition or source document.
Management	70-73	Perpetuate from the original requisition or source document.
Unit Price	74-80	Indicate the unit price of item being released. See Block 26.

BLOCK(S) ENTRIES

- 1 Total price.
- 2 DoDAAC of shipping activity/DRMO. If reduced print in used, in-the-clear address may be entered in addition to the DoDAAC.
- 3 DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
- 4 DoDAAC of the MARK FOR recipient, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
- 5 Document preparation date (enter numerical day of year).
- 6 National Motor Freight Classification Commodity Number.

⁵ See Footnote 1.

⁶ See Footnote 1.

⁷ See Footnote 1.

⁸ See Footnote 1.

⁹ See Footnote 1.

¹⁰ See Footnote 1.

¹¹ See Footnote 1.

BLOCK(S) ENTRIES

- 7 Freight rate for the shipment.
- 8 Type of cargo code (see DoD MILSTAMP, DoD 4500.32-R, Vol. 1).
- 9 Enter applicable controlled inventory item code which describes the ***classified and/or sensitive or*** pilferage classification of the shipment from DoD 4100.39-M (FLIS Procedures Manual), volume 10, chapter 4, ***Table 61***. (Mandatory Entry)¹²
- 10 Actual quantity received.
- 11 Unit pack of item shipped.
- 12 Unit weight of item shipped.
- 13 Unit cube of item shipped.
- 14 Uniform Freight Classification (UFC) Commodity Number.
- 15 Shelf life of item shipped. Enter "SL" (for shelf life) followed by applicable shelf-life code from DoD 4100.39-M (FLIS Procedures Manual) Volume 10, Chapter 4, Table 50. (Mandatory Entry)¹³
- 16 Freight classification nomenclature.
- 17 Item nomenclature.
- 18 Type of container used for the shipment.
- 19 Number of containers that make up the shipment.
- 20 Total weight of all containers that make up the shipment.
- 21 Total cube of all containers that make up the shipment.
- 22 Received by, signature of receiver, or call sign/code of individual authorized access to the automated file.
- 23 Date received, date shipment was received.
- 24 Document Number - The document number assigned to the requisition.¹⁴
Suffix Code - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released.
- 25 National Stock Number - Enter the stock or part number being released.
Add - For subsistence items, enter the type of pack code in position 21.¹⁵

¹² ***Mandatory requirement to enter the controlled inventory item code (CIIC) and shelf-life code on the DD Form 1348-1A for issues from stock last reported as not implemented by USN. Refer to AMCL 32.***

¹³ ***See Footnote 12.***

¹⁴ Prepare data in two configurations: (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, do not include bar code.

¹⁵ See Footnote 14.

BLOCK(S) ENTRIES

FOR OTHER THAN FMS SHIPMENTS

- 26 Routing Identifier - The RI code of the shipping activity.
Unit of Issue - The unit of issue of the stock or part number being released.
Quantity - The quantity being released.
Condition Code - The supply condition code of materiel being released.
Distribution - Perpetuate from record positions 55 and 56.
Unit Price - The unit price for the NSN/part number being released.¹⁶
- 27 ***DTID or ERN - On issues from DRMO, enter DTID or ERN, if applicable.***¹⁷

FOR FMS SHIPMENTS¹⁸

- 26 Unit of Issue - two positions - the unit of issue of the stock or part number being released.
Quantity - five positions - the quantity being released.
Condition - one position - the supply condition code of materiel being released.
Unit Price - seven positions - the unit price for the NSN/part number being released.
Supplementary Address - the first position and last three positions of the supplementary address.
- 27 This block may contain additional data including bar coding for internal use. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified.

¹⁶See Footnote 14.

¹⁷ See Footnote 1.

¹⁸ Requirement to add bar-coded Foreign Military Sales data to the Issue Release/Receipt Document last reported as not implemented by USN and USMC. Refer to AMCL 8.