



DEFENSE LOGISTICS AGENCY
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IN REPLY
REFER TO DLMSO

August 13, 2004

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE MEMBERS

SUBJECT: Proposed Defense Logistics Management System (DLMS) Change 129,
DLMS Submission of Electronic DD Form 1225, Storage Quality Control
Report (Supply)

We are forwarding the attached proposed change to DOD 4000.25-M, Defense Logistics Management System (DLMS), for evaluation and submission of a single coordinated Component position. The interface requirement relating to this proposed change is shown to assist in your internal coordination. However, omission of such a requirement does not relieve you of the responsibility to assure full coordination of the proposal within your Component.

Request you review the attached proposed change and provide your comments/concurrence to DLMSO not later than **45** days from the date of this memorandum. If non-concurrence is provided, please provide an alternate method to meet the requirement being addressed.

Addressees may direct questions to the DLMSO points of contact: Ms. Ellen Hilert, Chair, Supply Process Review Committee, 703-767-0676, DSN 427-0676, or e-mail: ellen.hilert@dla.mil. Others must contact their Component designated representative.

JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

cc:
ADUSD(L)SCI
SDR Subcommittee
JPIWG
Finance PRC
LMI

**Proposed Defense Logistics Management System (DLMS) Change 129
DLMS Submission of Electronic DD Form 1225,
Storage Quality Control Report (SQCR) (Supply)**

1. ORIGINATOR

a. Service/Agency: Defense Logistics Agency (DLA) and Defense Logistics Management Standards Office (DLMSO)

b. Sponsors:

(1) Supply Process Review Committee, Chair: Ellen Hilert, DLA DLMSO (J-6411), 703-767-0676 (DSN 427), ellen.hilert@dla.mil

(2) Defense Logistics Agency, Marge Sullivan (HQ DLA), 703-767-2527 (DSN 427), Marge.Sullivan@dla.mil

2. REFERENCE: The guidance for submission of SQCRs is joint Component publication: DLAI 4145.4/AR 740-3/AFJMAN 23-231/NAVSUPINST 4400.100/MCO 4450.15, Stock Readiness, available at http://www.dla.mil/dlaps/dlai/i4145_4/i4145.4_file1.htm

3. FUNCTIONAL AREA: Primary: Supply

4. REQUESTED CHANGE

a. **Title:** PDC 129, DLMS Submission of Electronic DD Form 1225, SQCR

b. **Description of Change:** This change creates two new DLMS transactions for use within the stock readiness function to pass DD Form 1225, Storage Quality Control Report, data between distribution depots and Inventory Control Points. It will eliminate use of a DLA-unique transaction and, eventually, eliminate the current process of exchanging hard-copies of the DD Form 1225 between the distribution depots and Service ICPs. This change includes a DLMS Supplement (DS) 842SQ, SQCR, and a DS 842SR, SQCR Reply. A single Federal Implementation Convention (IC) 842S will encompass both formats. Data content from the DLA unique transactions and data elements associated with the form only are included in the 842 formats. In addition, DLMS enhancements to include unique identification (UID) of items and point of contact information consistent with DLMS usage are also included.

c. **Background:** Following is an overview of the current procedures for creating the SQCR.

(1) At the Distribution Depot (DD) users complete an online version of the SQCR through two screens in the Depot Standard System (DSS) that capture the existing DD 1225 data. Through DSS, DLA users have the ability to: add; change; inquire; delete; and close SQCR records.

(2) DLA-Owned Material: The SQCR data is transmitted to the ICP to establish the Customer Depot Complaint System record using a CD5 transaction indicating a Document Type 5. The ICP disposition instructions are returned to DSS using the CD4 transaction. (BSM is temporarily using the CD4/5 interface, but will transition to the 842 during DLMS migration.)

- (3) **Component-Owned Material:** When a component ICP is involved, processing the DD-1225 data for non-DLA managed materiel uses the same two screens as DLA material and an additional screen. The DLA depot completes the SQCR in DSS and prints the DD Form 1225 which is either mailed or faxed/E-mailed to the non-DLA ICPs. The disposition instructions from the non-DLA ICPs are not transmitted automatically to the DLA depot. The DLA depot personnel must update and close SQCR records for non-DLA managed materiel in DSS.

d. **Procedures:** Modify DOD 4000.25-M, Defense Logistics Management System Manual as follows:

- (1) Update DLMS manual front matter. The following definitions are taken from DLAI 4145.4, et al, and provide background to understand the purpose of stock readiness and usage of the SQCR by the Components.

Terms and Definitions:

Stock Readiness. A DOD program involving the tasks needed to assure that the proper condition of materiel in storage is known and reported, that the condition is properly recorded, and that the materiel is properly provided with adequate packaging protection to prevent any degradation to lower condition codes. Stock Readiness concerns itself with the in-storage inspection, minor repair, testing, exercising of materiel, and packaging aspects associated with these efforts. Stock Readiness includes the elements of COSIS plus the functions related to the receipt, identification, classification, and packaging of materiel during the receipt process. Stock Readiness excludes those actions that fall under the area of general warehouse care and depot maintenance, including the use of proper storage aids, identification of materiel/storage locations, and rewarehousing actions.

Care of Supplies in Storage (COSIS). A program composed of a set of processes and procedures whose purpose is to ensure that materiel in storage is maintained in ready-for-issue condition or to prevent uneconomic deterioration of unserviceable materiel. With proper COSIS, supplies and equipment in storage will be preserved and maintained in a serviceable condition through inspection and actions taken to correct any forms of deterioration and to restore materiel to ready-for-use condition. The COSIS includes in-storage inspection, minor repair, testing, exercising, preservation, and packing of materiel, and all intra-depot materiel movement to perform those tasks.

(a) **Standard COSIS.** Standard COSIS inspections are included in the discrete pricing rate and as a minimum, consist of an annual survey of the materiel in storage. The instructions in DLAI 4145.4/AR 740-3/AFJMAN 23-231/ NAVSUPINST 4400.100/MCO 4450.15, Stock Readiness, provide specifics for various materiel types and categories.

(b) **Reimbursable COSIS.** Those COSIS activities such as testing, exercising, preservation, and packing of materiel in storage resulting from COSIS inspections and not funded under discrete pricing and, in general, entails those actions necessary to correct the problems with the materiel, and/or packaging identified by the routine COSIS. Reimbursable COSIS Includes the costs for any component parts required in performing minor repairs. This applies to both receipts from Military Service activities as well as

materiel in storage, and includes both minor repairs and necessary packaging that will maintain the stored materiel in assigned materiel condition codes. Funding for this work is outside of the scope of the discrete pricing as defined in the Defense Capital Working Fund.

Acronyms and Abbreviations:

COSIS Care of Supplies in Storage
DD Distribution Depot
SQCR Storage Quality Control Report

(2) Update DLMS procedures, Volume II. Insert new Chapter 21, Stock Readiness Program, to provide general procedures and provide a cross-reference to the prescribing joint Component guidance (Enclosure 1).

(3) Publish DLMS Supplement (DS). Add new DS 842S, SQCR. Mapping and associated notes for ANSI ASC X12 formats are identified at Enclosure 2. An equivalent XML transaction will be created upon approval.

5. REASON FOR CHANGE: These new DLMS transactions will provide the capability to replace the paper copy DD Form 1225, Storage Quality Control Report, and the DLA-unique transactions used to communicate SQCR information between the Distribution Depot and the DLA Inventory Control Point.

6. ADVANTAGES AND DISADVANTAGES

a. **Advantages:** Supports implementation of this process in within DLA and will add a degree of automation to a process currently being done using paper forms. Will provide a migration target for Services modernization efforts.

b. **Disadvantages:** None specifically identified; however, any change from a primarily paper-based process to automated could have unanticipated consequences if the component systems impacted are not identified during this review.

7. IMPACT Publication(s):

a. DOD 4000.25-M, DLMS, a Federal IC does not exist and will need to be developed and submitted to the EDISMC/Logistics Functional Work Group for coordination/approval.

b. Joint Component guidance should be updated to reference electronic version of DD 1225 as acceptable alternative to hard copy form.

Enclosure