DEFENSE LOGISTICS AGENCY
DEFENSE AUTOMATIC ADDRESSING SYSTEM CENTER
5250 PEARSON ROAD, Area C, Bldg. 207
WRIGHT-PATTERSON AIR FORCE BASE, OHIO 45433-5328

IN REPLY
REFER TO: DAASC-S

March 31, 2000

MEMORANDUM FOR JOINT ELECTRONIC COMMERCE PROGRAM OFFICE
ATTN: Defense Logistics Management Standards Office

SUBJECT: Proposed Change to the DAASC Mailing Process

References:

a. DoD 4000.25-10-M, Defense Automatic Addressing System (DAAS).

b. DoD 4000.25-1-M, Military Standard Requisitioning and Issue Procedures (MILSTRIP).

c. DoD 4000.25-7-M, Military Standard Billing System (MILSBILLS).

In its business process improvement initiatives, DAASC has identified the process of mailing MILS transactions to the Military Services, Federal and Civil Agencies as a prime candidate for review. As required, DAASC currently provide logistical and billing information, on a paper mailer or diskette, via the U. S. Postal Service to DoD, Federal and Civil Agency activities that have no established means for the electronic receipt of data from DAASC. The Federal/Civil Agency activities receive their data on a GSA mailer Form 10050 and the DoD activities receive their data on a DAASC mailer or diskette. It has been determined that a significant number of the mailings to DoD activities are to the Navy Afloat Units. Our assumption is that most, if not all, of the delivered data are outdated when eventually received by recipients; since the DAASC mail production process is only executed on a weekly basis.

Delays in delivery or actual non-delivery of data are currently experienced due to incorrect DoDAAF mailing addresses or damaged/lost mailings in the postal system. In FY99 alone, over 5,000 paper mailers and diskettes were returned to DAASC, marked as non-deliverable, by the postal service. The processing of these returns has proven to be labor intensive, since contact with the responsible Service/Agency DoDAAF Service Point is necessary to secure an address correction for subsequent re-mailing purposes. During FY 99, DAASC produced and distributed 14,237 diskettes, 102,043 DAASC mailers and 242,736 GSA mailers to activities via the U. S. Postal Service. The DAASC FY00 estimated outsource cost for the paper mailer production process is $102,000; which is exclusive of organic resources, diskette production, supplies, and maintenance cost. Additionally, DAASC postage costs average around $7,000 per month for mailings to DoD activities. GSA has their own permit to pay the postage costs for the mailings to Federal/Civil activities.

Federal Recycling Program Printed on Recycled Paper

With the growth and popularity of the Internet, the increased use of electronic information exchange, and in an effort to reduce delivery time and to eliminate costly manual processing; DAASC recommends the following as viable alternatives to its current distribution of paper mailers and diskettes to customers:

a. DAASC products and services that will allow them to submit and/or respond to logistics data electronically. The DIELOG (E-mail based), DAMES (using modem or Internet access) and WEBREQ (using Internet access) services are currently available to implement an electronic interchange capability for the exchange of MILS data with DAASC. These products are briefly described in Attachment 1.

b. DAASC would send, electronically, the MILS data for Navy Afloat Units to their respective Type (TYCOM) who would then assume responsibility for the actual delivery of the data to the unit. This process would require the Navy to submit additional information to DAASC whenever units change their TYCOM's. During the quarterly MILSTRIP MOV Cycle, a number of these units receive their MOV data on a mailed diskette; therefore we would recommend they be included in the Navy's list of activities that DAASC is authorized to automatically issue MOV responses.

c. DAASC would send all Foreign Military Sales (FMS) data to the appropriate Service/Agency ILCO who would then assume responsibility for distribution to recipients. Foreign Military Sales data would be sent to Service/Agency ILCO's for distribution. Data for contractors and other low volume activities (i.e. ROTC and Guard/Reserve Units) would be sent to a Service/Agency designated central point for further distribution.

d. Since some of the DAASC mailers support the Inter-Fund MILSBILLS process, it may be feasible for DAASC to send the data to a DFAS activity for processing. In that regard, we request that this proposal be staffed to both the Supply and Finance Process Review Committees (PRCs) for review and consideration.

e. DAASC would continue the GSA mailer process, on a fee-for- service basis, for the remainder of FY 00; however, beginning in FY01, GSA would be responsible for securing a contractor to perform the GSA printing/mailing function. DAASC would deliver the GSA data, via FTP, to their designated contractor.

If the above recommendations were acceptable to all concerned, DAASC would plan to have the alternative(s) in place by the end of third quarter of FY00 (Jun 2000).

A list of activities, by Service/Agency, to which mail was sent during the month of January 2000, will be submitted in separate e-mail correspondence due to size constraints.

Request you give this information the widest dissemination possible.

The DAASC POC is Bill Strickler, DAASC-SLS, at DSN 986-3745, (937) 656-3745; FAX (937) 656-3800, E-mail: <wstrickler@daas.dla.mil>.

CURTIS E. BAILEY
Director
DAASC

1 Attachment

DAASC Developed Alternatives for Data Exchange

DAASC Integrated E-Mail Logistics (DIELOG)

Provides a user the capability to send and receive Military Standard (MILS) transactions, via their established Electronic Mail (e-mail) System. DIELOG is recommended for low data volume customers who do not have dial-up (modem) or NIPRNET (Internet) access capability.

DAASC Automated Message Exchange System (DAMES)

DAMES is a user-friendly PC based application that provides a user the capability to send and receive Military Standard (MILS) transactions and narrative text via either dial-up (modem) or NIPRNET (Internet) access.

WEB Requisitioning (WEBREQ)

Web Requisitioning (WEBREQ) is a World Wide Web (WWW) application that provides a user the capability to send and receive Military Standard (MILS) transactions. The recommended Web Browser is Netscape Navigator Version 3.0 or higher.

Defense Data Network (DDN)

DAASC has developed a capability, and associated message formats, that provide a user the means to send and receive Military Standard (MILS) transactions or user defined variable length message data via the NIPRNET using the File Transfer Protocol (FTP). DDN is recommended for large data volume customers.

For Additional Information

Contact the DAASC Information Center at DSN 986-3247, Com'l (937) 656-3247,
E-mail: <infocenter@daas.dla.mil>.

Attachment 1