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IN REPLY REFER TO DLMSO

SEP 10 1998

MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Request for a Revised Implementation Date for Approved MILSTRAP Change Letter (AMCL) 49A, Reconciliation and Followup Procedures for Dues-in After Logistics Reassignment (LR)

The attached change to DoD 4000.25-M, Defense Logistics Management System (DLMS), Volume 2, and DoD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP), is forwarded for evaluation and submission of the earliest coordinated Service/Agency implementation date.

This change is one of approximately 26 MILSTRIP and MILSTRAP approved changes which the Components were unable to implement on schedule as resources were shifted to support the Corporate Information Management (CIM) single standard system effort. With the demise of that effort, the Defense Logistics Management Standards Office (DLMSO), with the DoD Supply Process Review Committee (PRC), has agreed to establish revised implementation dates. AMCL 49A was initially published as an approved change on November 4, 1988, with implementation scheduled for May 1, 1989. AMCL 49A is published in MILSTRAP. However, since DLA was the only Component to fully program this change, DLMSO included it with the outstanding AMCLs. The Components agreed to the submission of AMCL 49A for a revised implementation date at the June 16-18, 1998 DoD Supply PRC meeting. We will use the dates provided in response to this request to establish a mutually satisfactory revised implementation date. This change is a candidate for staggered implementation based on agreement of the Components involved.

Procedures associated with this approved change have been incorporated in the DoD 4000.25-M, DLMS, Volume 2 based upon the original AMCL.

Please review the attached change and provide your earliest implementation date to DLMSO no later than 60 days from the date of this memorandum. Addressees may direct questions to the DLMSO

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point of contact Ms. Mary Jane Johnson, 703-275-5266, DSN 235-5266, or e-mail: maryjane_johnson@hq.dla.mil. Others must contact their Service or Agency designated representative.

James A. Johnson

JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

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APPROVED MILSTRAP CHANGE LETTER 49A,
RECONCILIATION AND FOLLOW-UP PROCEDURES FOR DUES-IN AFTER LOGISTICS REASSIGNMENT (LR)

1. REFERENCES:

a. DoD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures, May 1, 1987, as amended.

b. DLA-OSC letter, February 22, 1984, subject: Request for Change to MILSTRAP, Add Due-in Reconciliation and Follow-up Procedures.

2. CHANGE CONCEPT/RATIONALE:

a. CONCEPT:

(1) Provide a standard procedure to mechanically reconcile the due-in records of the Gaining Item manager (GIM) and the Losing Item Manager (LIM) 90 days after the Effective Transfer Date (ETD) and then semi-annually as necessary.

(2) Provide a standard procedure for the GIM to mechanically follow up to the LIM when the estimated delivery date is 30 days past due and materiel has not been received. Provide the LIM with a transaction to revise due-in dates based on the changes and revisions from procurement sources for materiel on order pending delivery.

b. RATIONALE:

(1) Currently there are no prescribed procedures for the GIM to obtain additional due-in information after the initial Logistics Transfer/Decapitalization Follow-up request (DI Code DLA) which may be transmitted 10 days after LR. Request for additional information is currently performed in a manual mode by letter or telephone. While this method may be acceptable for LRs involving only a few items on procurement, it is not manageable when large volumes are involved.

(2) Will assist in reconciling dues-in to identify all valid open actions and provide the LIM with mechanized procedures for updating Estimated Delivery Dates (EDDs) as changes occur.

(3) As a result of the revised procedures the GIM will be able to make a more accurate decision regarding new procurement actions.

3. INTERFACE/IMPACT:

a. *INTERFACE:*

Will require interface between DoD Components and GSA, pertaining to LR procedures to allow for due-in/reconciliation information interchange.

b. IMPACT:

(1) Requires changes to DoD Component and GSA procedures for the LIM to maintain visibility of items still pending procurement/contract action, dues-in, and in litigation and to respond to follow-up reconciliation request by the GIM after accountability is transferred. The full impact on internal programs and systems is unknown.

(2) Reprogramming to generate and accept the new Document Identifier (DI) codes and asset transfer status codes.

4. ADVANTAGES/DISADVANTAGES:

a. ADVANTAGES:

(1) Would provide a mechanized procedure for updating delinquent due-in records to assist the GIM in decision making for items with long lead time and high priority back orders.

(2) Would provide for verifying that due-in records at the GIM include all dues-in recorded at the LIM thereby avoiding unnecessary buys or cancellation of procurement for items not required to satisfy the demands.

(3) Bring to the attention of the LIM procurement community materiel that has delinquent EDDs or open action on NSNs that are pending procurement. The GIM will assign a document number for dues-in that do not have a procurement instrument number.

b. DISADVANTAGES. None known except for those stated in the impact statement above.

5. PROCEDURES.

a. Add the following to Acronyms and Abbreviations: "EDD, Estimated Delivery Date."

b. Add the following to Appendix B1, Document Identifier Codes:

CODE	DOCUMENT TITLE	EXPLANATION
DLC	Logistics Reassignment Delinquent Due-in Followup	Logistics Reassignment Delinquent Due-in Followup from the GIM to the LIM to request status on items due in at time of reassignment to the GIM
DLD	Logistics Reassignment Delinquent Due-in Response	Reply from the LIM to a GIM Logistics Reassignment Delinquent Due-in Followup to advise on the status of items. Also used by the LIM to provide the GIM revised due-in estimated delivery dates as changes occur.
DLE	Logistics Reassignment Due-in Reconciliation Request	Used from GIM to the LIM to request reconciliation of dues-in
DLF	Logistics Reassignment Due-in Reconciliation Response	Reply from the LIM to a GIM logistics reassignment due-in reconciliation request to reconcile the LIM and GIM due-in records.

c. Revise Chapter 11, Logistics Reassignments, as indicated below:

"H. FOLLOW-UP FOR ASSET DATA. The GIM will transmit DI Code DLA, Logistics Transfer/Decapitalization Followups, for all items logistically reassigned for which the LIM transferred no assets and/or provided no due-in data within 10 days of the ETD. The GIM will prepare the DI Code DLA follow-up in the appendix C20 format. For additional follow-up procedures, see section J.

I. REPLY TO FOLLOW-UP FOR ASSET DATA

1. The LIM will submit DI Code DLB Replies to Logistics Transfer/Decapitalization Followups, prepared in the appendix C21 format, to the GIM in response to DI Code DLA followups.

2. The DI Code DLB replies will contain the appropriate asset transfer status codes, from appendix B11, to advise the GIM of the action being taken.

J. FOLLOW-UP FOR DUE-IN DATA

1. To follow up for due-in data, the GIM will transmit a DI Code DLC Logistics Reassignment Delinquent Due-In Followup, prepared in the appendix C22 format.

2. Followup for Dues-In with Expired EDDs. The GIM will initiate a due-in followup when the EDD for delivery of materiel is delinquent by more than 30 calendar days. The delinquent date will be computed from the DI Code DDX/DFX memorandum due-in which the LIM provided on the ETD. The GIM will also initiate a due-in followup when a revised due-in date subsequently becomes delinquent by 30 calendar days.

3. Followup for Dues-In with Blank or Invalid EDDs. The GIM will initiate a due-in followup 30 calendar days after the ETD when the DI Code DDX/DFX memorandum due-in, which the LIM provided on the ETD, contains a blank or invalid EDD (e.g., for materiel pending procurement/contract action by the LIM). The GIM will initiate a second followup 60 calendar days after the ETD for all dues-in with invalid or blank EDDs. The second followup will have code 2 in record position 7. Nonresponse to the second followup will result in off-line intervention by the GIM. All dues-in with invalid or blank EDDs 90 calendar days after the ETD will be included in the reconciliation (see section L). Based on the response, the GIM will determine if additional follow-up/reconciliation action is required.

K. REPLY TO FOLLOW-UP FOR DUE-IN DATA

1. The LIM will reply to DI Code DLC followups using DI Code DLD Logistics Reassignment Delinquent Due-In Responses, prepared in the appendix C23 format. The DI Code DLD response will contain the appropriate asset transfer status code from appendix B11.

2. To preclude the need for follow-up transactions by the GIM, the LIM will provide revised due-in dates as changes occur using DI Code DLD transactions with Asset Transfer Status Code AF.

L. SERVICE/AGENCY DUE-IN RECONCILIATION

1. The reconciliation process is used to verify that the GIM is in receipt of all procurement/contract award data for assets due in and the most current EDDs available. This process will also insure that all items still pending procurement/ contract award on ETD are still valid.

2. The GIM will initiate reconciliation of dues-in for logistically reassigned materiel 90 calendar days after the ETD and semiannually thereafter for all materiel which has not been received.

3. To initiate the reconciliation, the GIM will submit DI Code DLE Logistics Reassignment Due-In Reconciliation Requests for all items with materiel still due in to the LIM, regardless of the presence of a current EDD for delivery of the materiel. The DI Code DLE requests may be submitted by magnetic tape in lieu of transceived via DAASC when agreed to by the GIM and the LIM.

4. The LIM will ensure that due-in information for all items still pending procurement/contract action, pending delivery, or in litigation is readily available to respond to the reconciliation request. The LIM will prepare replies to due-in reconciliation requests using DI Code DLF Logistics Reassignment Due-In Reconciliation Responses containing the appropriate asset transfer status code (appendix B11)."

d. Revise Appendix B11, Asset Transfer Status Codes, and add Appendices C22 through C25 as indicated in Enclosures 1 through 5 respectively.

Enclosures:
As stated

ENCLOSURE 1 TO THE RFRID FOR AMCL 49A

APPENDIX B11
ASSET TRANSFER STATUS CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	For response to the GIM followup request for asset data. Also used for followup and reconciliation requests for due-in information pertaining to logistically reassigned items.
RECORD POSITION:	65-66

CODE	EXPLANATION
AA	No assets are available for transfer. (Applies to DI Code DLB.) No record of due-in; cancel memorandum due-in record. (Applies to DI Codes DLD and DLF.)
AB	DI Code DEE/DEF Logistic Transfer/ Decapitalization transactions and DI Code DD_/DF_ due-in transactions (provided due-in existed) submitted previously. LIM will submit duplicate transactions. (Applies to DI Code DLB.) Due-in (full or partial quantity) has been received. LIM will provide duplicate DI Code DEE/DEF logistics transfer/decapitalization transactions and DI Code D4X/D6X memorandum receipt transactions. (Applies to DI Codes DLD and DLF.)
AC	DI Code DEE/DEF Logistics Transfer/Decapitalization transaction will be submitted. (Applies to DI Code DLB.)
AD	No assets are available for transfer but due-ins exist. Due-in transactions will be submitted. (Applies to DI Code DLB.) Delinquent due-in exists. Routine followup action being taken by the LIM. (Applies to DI Codes DLD and DLF.)
AE	Additional due-in available for transfer. LIM will provide memorandum due-in. (Applies to DI Code DLF when additional due-in is available for transfer or when no DI Code DLE was received.)
AF	Change to estimated delivery date. Revised delivery date is provided. (Applies to DI Codes DLD and DLF.)
AG	Original due-in transaction has been reversed (i.e., cancelled). Cancel delinquent due-in. (Applies to DI Codes DLD and DLF.)
AH	Original preaward procurement due-in has been awarded on a contract. LIM will submit DI Code DDX reversal for the preaward due-in and a new DI Code DDX with contract number, quantity, EDD, etc. (Applies to DI Codes DLD and DLF.)

AH Original preaward procurement due-in has been awarded on a contract. LIM will submit DI Code DDX reversal for the preaward due-in and a new DI Code DDX with contract number, quantity, EDD, etc. (Applies to DI Codes DLD and DLF.)

A1 Contract delivery action is complete. LIM will submit DI Code DDX reversal for the portion of the due-in quantity not received. (Applies to DI Codes DLD and DLF.)

AJ Materiel pending litigation or returned to contractor. GIM will retain due-in pending resolution by ACO. (Applies to DI Codes DLD and DLF.)

AK Invalid due-in. Original due-in transaction will be reversed (i.e., cancelled). (Applies to DI Codes DLD and DLF.

ENCLOSURE 2 TO THE RFRID FOR AMCL 49A

APPENDIX C22
LOGISTICS REASSIGNMENT DELINQUENT DUE-IN FOLLOWUP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DI Code DLC.
Routing Identifier (TO)	4-6	Enter RI code of the LIM to which this transaction is being forwarded.
Second Followup Indicator	7	Enter 2 if second followup; otherwise leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros. [1/2]
Various Fields	30-50	Perpetuate from DI Code DDX or DFX memorandum due-in.
Call/Order Serial Number	51-54	Enter call/order serial number, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DI Code D4X or D6X memorandum receipt quantity reported to the GIM. Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier (Storage Activity)	67-69	Enter RI code of the storage activity to which the item is due-in.

[1]See Appendix C - Formats Introduction, Paragraph 3.a.

[2]See Appendix C - Formats Introduction, Paragraph 3.b.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Due-In)	72-76	Enter EDD of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of the calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier (FROM)	77-79	Enter RI code of the GIM preparing this transaction.
Blank	80	Leave blank.

ENCLOSURE 3 TO THE RFRID FOR AMCL 49A

APPENDIX C23
LOGISTICS REASSIGNMENT DELINQUENT DUE-IN RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DI Code DLD.
Routing Identifier (TO)	4-6	Enter RI code of the GIM to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.
Various Fields	30-50	In reply to followup, perpetuate from DI Code DLC transaction. When providing revised due-in EDDs as they occur, perpetuate data provided in DI Code DDX or DFX memorandum due-in.
Call/Order Serial Number	51-54	Enter call/order serial number, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DI Code D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix B11 of this manual.
Routing Identifier (Storage Activity)	67-69	Enter RI code of the storage activity to which the item is due-in.
Blank	70	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Due-In)	72-76	For Asset Transfer Status Code AF, enter the last two digits of the calendar year and ordinal day of the calendar year of the revised EDD; otherwise, leave blank.
Routing Identifier (FROM)	77-79	Enter RI code of the LIM preparing this transaction.
Blank	80	Leave blank.

ENCLOSURE 4 TO THE RFRID FOR AMCL 49A

APPENDIX C24
LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DI Code DLE.
Routing Identifier (TO)		Enter RI code of the LIM to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.
Various Fields	30-50	Perpetuate from the DI Code DDX or DFX memorandum due-in.
Call/Order Serial Number	51-54	Enter call/order serial number, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DI Code D4X or D6X memorandum receipt quantity reported to the GIM. Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier (Storage Activity)	67-69	Enter RI code of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date (Due-In)	72-76	Enter EDD of delinquent due-in (i.e.,last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available,leave blank.
Routing Identifier (FROM)	77-79	Enter RI code of the GIM preparing this transaction.
Blank	80	Leave blank.

ENCLOSURE 5 TO THE RFRID FOR AMCL 49A

APPENDIX C25
LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DI Code DLF.
Routing Identifier (TO)	4-6	Enter RI code of the GIM to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.
Various Fields	30-50	Perpetuate from the DI Code DLE request. If no request received, perpetuate from DI Code DD_ or DF_ due-in record.
Call/Order Serial Number	51-54	Enter call/order serial number, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DI Code D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix B11 of this manual.
Routing Identifier (Storage Activity)	67-69	Enter RI code of the storage activity to which the item is due-in.
Blank	70	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Due-In)	72-76	Enter EDD of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier (FROM)	77-79	Enter RI code of the LIM preparing this transaction.
Blank	80	Leave blank.