

# CHAPTER 4

## CIVIL AGENCY ADDRESSES - PART III

### A. PURPOSE

1. This chapter relates to civil agencies and their contractors authorized to participate in the MILSTRIP/FEDSTRIP logistics system. All civil agencies are listed in part III of the DoDAAD.
2. The applicability, scope, policy, and responsibilities are prescribed in chapter 1.

### B. PROCEDURES

1. The GSA acts as the SP for all civil agencies. Assignment, change, and deletion of civil agency codes are accomplished in accordance with Federal Property Management Regulation 101-26.2, FEDSTRIP Operating Guide, (reference (j)). The GSA SP address is as follows:

GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
ATTN FCSI  
WASHINGTON DC 20406  
Telephone: 703-305-7977

2. The AAC for civil agencies consists of a six-position alphanumeric code. The first two positions are numeric and designate the Federal Agency to which the code has been assigned. The remaining four positions are assigned in accordance with prescribed SP procedures. The procedures for updating the DAASC master DoDAAF are contained in chapter 1. The transaction formats are in appendices B1, B2, and B3.
3. Civil agency activities desiring copies of the DoDAAD should contact their publications liaison officers, who should in turn make arrangements with the publications office of the Defense Logistics Agency. The address is:

**ATTN DASC-VC PUBS**  
**DLA ADMINISTRATIVE SUPPORT CENTER**  
**8725 JOHN J KINGMAN ROAD SUITE 0119**  
**FORT BELVOIR VA 22060-6220**