DLA Chaplain Web site
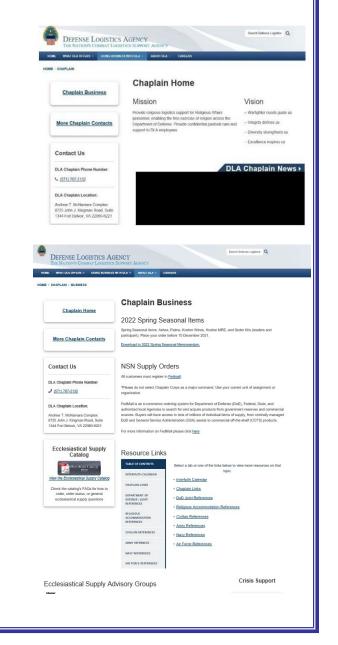
1) www.dla.mil/chaplain

2) https://www.dla.mil/Chaplain/Business/

- •Download the Holiday MOI
- •Download the NSN Catalogue
- •Interfaith Calendar
- •Chaplain Links
- •DoD Joint References
- •Religious Accommodation References
- •Civilian References
- •Army References
- •Navy References
- •Air Force References
- •Sign up for Ecclesiastical Supply Religious Group
- •Register for a Procurement Integrated Enterprise Environment Account @ https://piee.eb.mil/
- •Register for FEDMALL account @ https://www.fedmall.mil/ then order

"One Stop Shop" for all your Ecclesiastical Supply Item needs.

BEFORE ORDERING, REVIEW THIS ENTIRE BROCHURE.

FOR ANY REMAINING QUESTIONS, CONTACT THE FOLLOWING POCs **and cc dlachaplain@dla.mil:**
Customer Account Specialists:
Christine McCann
COM: (215) 737-5392, DSN: 444-5392
Christine.l.mccann@dla.mil
For questions on ordering Kosher and Halal rations, please contact Joe Zanolle
COM: 215-737-5648
Joseph.Zanolle@dla.mil
or Johanna Aponte
johanna.aponte@dla.mil
NOTE: Kosher and Halal meals are not stocked like an MRE. They need more lead time. See this link for must-have information:
https://www.dla.mil/TroopSupport/Subsistence/Operational-rations/relkoshhal/

Defense Logistics Agency

Ecclesiastical Supply Program

Religious Support Items...
... Right Time ...
... Right Place ...
... Right Cost ...

Command Chaplain's
VALUES

Spirituality
Accountability
Compassion
Religious leadership
Excellence
Diversity

VISION

World-class ecclesiastical and religious supply logistics in support of the spiritual well-being of the Armed Forces in peace and in war, around the clock, around the world…

MISSION

✦ Provide seamless military religious support logistics to America's Armed Forces across the full spectrum of operations by managing a world-class Ecclesiastical Supply Program to the Armed Forces.

✦ Provide for the religious support requirements and spiritual well-being of Defense Logistics Agency personnel world-wide…

How to Order

PIEE Procurement Integrated Enterprise Environment | **FEDMALL**

1. Login/Register at Procurement Integrated Enterprise Environment **(PIEE)** **https://piee.eb.mil/**

2. Login/Register for **FEDMALL at https://www.fedmall.mil/**.

3. Add shipping addresses that suits your needs:
   -click *"Admin"*
   -click *"My Account"*
   - then click *"Address Book"*
4. Build your shopping cart:
   -click *"Shop"*
   -click *"Catalog Search"*
   -enter either a Keyword or Item NSN Number and click *"Search."*
   -find the correct item you are looking for, enter the quantity you want and click *"Add."*
5. Checkout:
   -click *"Cart Summary"* near the top right of your screen
   -here you can modify your cart, print the cart, send the cart to another DOD FEDMALL user, or process your order.
   -click *"Checkout"*
   -select **Priority Code 3** and **Advice Code 2L** from the drop down arrows. Click *"Next."*
   -review order ensuring to change the shipping address as necessary.
   -write down the document number indicated next to the items then click *"Place Order."* You may also save the order for later, or print the order for your records.

DODAAC

Using the correct DODAAC is critical for delivery of supplies at the **RIGHT PLACE…**

The Department of Defense Address Activity Code (DODAAC) is a six position code that uniquely identifies a unit, activity or organization that has the authority to requisition and/or receive materiel.

The *Navy DODAACs* are the letter "N" followed by the five digit Unit Identification Code (UIC). *Example: N12345*

There may be up to three distinct addresses contained in the Department of Defense Activity Address Directory (DODAAD) for each DODAAC, as follows:

TAC1 - Identifies the mailing address for the activity (mandatory).
TAC2 - Identifies the 'ship to' (freight) address for the activity.
TAC3 - Identifies the billing address (The activity responsible for payment of bills.) If there is no TAC2 present, shipment will be made to the TAC1 address.

To determine your DODAAC contact your Unit Supply Officer, or go to https://www.drms.dla.mil/dodaac_lookup/ Or **EMAIL: DAASDODAAC@dla.mil**

For more Information Contact:
Defense Automatic Addressing System Center

COM: (937) 656-3227 - DSN: 986-3227
FAX: (937) 656-3900 - DSN: 986-3900

Priority Code, Advice Code, & Document

PRIORITY CODE

- Setting the MILSTRIP Priority is critical for delivery of supplies at the **RIGHT TIME…**

PRIORITY DESIGNATORS 1-3	PRIORITY DESIGNATORS 4-8
CONUS: 8 Days OCONUS: 12-13 Days	CONUS: 12 Days OCONUS: 16-17 Days

PRIORITY DESIGNATORS 9-15
CONUS: 31 Days OCONUS: 69-84 Days

Priority "1" – call-in only
Priority "2" – ongoing operations only
Priority "3" – recommended

- Set the Priority Code higher or forget to make a change and you may not see your supplies for 2 MONTHS!

ADVICE CODE

- When ordering Ecclesiastical Supply Items, ALWAYS use: *Advice Code 2L*
- Failure to do so may cause your order to be deleted.

DOCUMENT NUMBER

- After placing your order, ensure to write down the *document number*.
- You will need to provide the document number in order to receive a status or track the items.
- It is very difficult to locate an order in the system without a document number.