



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FT. BELVOIR, VIRGINIA 22060-6221

DLMSO

REPLY
REFER TO

SEP 21 1998

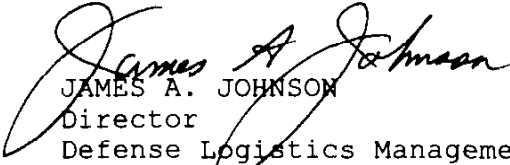
MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Approved Defense Logistics Management System (DLMS)
Change 8, Traceable Methods of Shipment (Supply/SDR)
(Staffed as Proposed Change 13)

The attached procedures are forwarded as Approved Change 8 to Supply Discrepancy Reporting (SDR) procedures (formerly Report of Discrepancy (ROD)) published in DoD 4000.25-M, DLMS, Volume 2, Chapter 18, and DLAR 4140.55/AR 735-11-2/SECNAVINST 4355.18/AFR 400-54, Reporting of Item and Packaging Discrepancies. This change is effective immediately. Formal publication will be deferred until reprinting of the governing regulation has been concluded.

When staffed, this change included instruction for recognizing traceable U.S. Postal Service shipments from the shipment confirmation transaction. However, with implementation of MILSTRIP Change 138, Revision of the Transportation Control Number (TCN) (with revised addendum), the customer loses visibility of traceable shipment information, specifically, Government Bill of Lading (GBL) numbers and certified, registered, and insured U.S. Postal Service numbers. These circumstances were discussed during the November 1998, Supply Process Review Committee (PRC) meeting (DLMSO memorandum dated December 3, 1997) and resulted in a decision to modify the SDR guidance to direct the U.S. Government customer to contact the ICP/depot for determination of which nonreceipts are traceable until automated access to shipment information is available to the reporting activity.

Addressees may direct their questions to Ellen Hilert, DSN 235-5271 or 703-275-5271, e-mail: ellen_hilert@hq.dla.mil. Others may direct questions/comments to their Service/ Agency designated representative.


JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
SDR Focal Points (Primary/Alternate)

cc:
DLMS Supply PRC
DUSD(L/MDM) (S. McNeil)

Approved DLMS Change 8
Traceable Methods of Shipment

1. ORIGINATOR:

- a. **Service/Agency:** DLMSO
- b. **Originator:** Headquarters Marine Corps

2. FUNCTIONAL AREA: Supply (Supply Discrepancy Report (SDR) Procedures)

3. REQUESTED CHANGE:

a. **Description of Change:** This change augments SDR procedures to appropriately identify various additional traceable methods of shipment.

b. **Procedures:** Make the following changes identified in ***bold italics***. SDR joint publication paragraph and page numbering below are based upon the DLAI 4140.55, et al, draft, May 1, 1998, available from the DLMSO Home Page: <http://www.dlms0.hq.dla.mil/>.

(1) Revise page 5, paragraph E2, U.S. Government Reporting Criteria, subparagraph a(4):

(4) An SDR should not be submitted for nonreceipt of shipments made by traceable means, e.g., Government Bill of Lading (GBL), Commercial Bill of Lading (CBL), unless nonreceipt is for other than a transportation discrepancy, or for damaged items shipped via modes other than U.S. Postal Service (***USPS***). Such nonreceipts or damages are reportable as transportation discrepancies under the ***DoD 4500.9-R, Defense Transportation Regulation, Part II, Cargo Movement***. ***Also, an SDR should not be submitted for nonreceipt of shipments made by traceable USPS registered, insured, certified mail until appropriate tracer action has been completed. If tracer action results confirm nonreceipt, then submit an SDR and include results of the tracer action in Block 12 and attach pertinent documentation. Customers without automated access to in-transit visibility information should contact the ICP/depot to determine which shipments are traceable.***

(2) Revise page 7, paragraph E2a(11):

(11) Total Nonreceipt. Report nonreceipt of items shipped via traceable means, e.g., GBL or CBL, ***registered, insured, certified USPS, or small package carrier shipments*** only when determined the nonreceipt is not a transportation discrepancy. U.S. Government customers may not submit an SDR for nonreceipt prior to receipt of a Military Standard Requisitioning and Issue Procedures (MILSTRIP) Supply/ Shipment Status transaction, or the equivalent

under DLMS 2.0. and/or employing Military Standard Transaction and Recording Procedures (MILSTRAP)/DLMS Material Follow-up procedures.

(3) Revise page 7, paragraph E2a(12):

(12) U.S. Postal Service. An SDR is required when items valued in excess of \$100 per line item, reported shipped by **nontraceable** U.S. Postal Service (***i.e., not shipped registered, insured, certified mail***) are not received or are received in a damaged condition.

4. REASON FOR CHANGE: Registered, insured, certified USPS shipments are traceable methods of shipment and should be traced prior to any SDR submissions. Traceable USPS shipments are not reportable as a Transportation Discrepancy (TDR), but are traceable under MILSTRIP procedures. Small package carrier shipments fall under TDR procedures.

5. ADVANTAGES/DISADVANTAGES:

a. **Advantages:** The change promotes resolution of discrepancies in traceable shipments prior to submission and processing of an SDR. Where successful, this will result in a cost avoidance for SDR processing by the item manager.

b. **Disadvantages:** None identified.

6. IMPACT:

a. May require modification of current Service/Agency implementing procedures.

b. Implementation:

(1) This change will become effective immediately upon publication.

(2) The above changes are structured in the SDR joint publication format. Equivalent changes will be incorporated in the DLMS.