IN REPLY
REFER TO   DLMSO

December 13, 2005

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC)
           187, Revise Supply Discrepancy Report (SDR) Reply Procedures for
           Forwarding SDRs to New Action Activity, E-mail Addresses, and Source of
           Supply (SoS) (Supply/SDR) (Staffed as PDC 191A)

        The attached change to DOD 4000.25-M, Defense Logistics Management System
(DLMS) and DLAI 4140.55, AR 735-11-2 SECNAVINST 4355.18A, AFJMAN 23-215,
Reporting of Supply Discrepancies, is approved for implementation. **The Defense
Automatic Addressing System Center will implement January 2006 or before. SDR
processing systems should incorporate changes as soon as feasible. Inclusion of the
approved qualifiers in the transaction format, even when non-significant to the
processing system, should not cause transactions to reject.   The Distribution
Standard System is scheduled to implement the forwarding portion of this change in
June 2006. The SoS revision will be implemented in the December 05-January 06
timeframe.** The updated DLMS Supplement will be posted to the DLMSO Web site
http://www.dla.mil/j-6/dlmso/eLibrary/Transformats/x12.asp within 10 days from the
above date for implementation planning.

        Addressees may direct questions to the Defense Logistics Management Standards
Office, point of contact, Ms. Ellen Hilert, Chair, Supply Process Review Committee,
703-767-0676, DSN 427-0676, or e-mail: Ellen.Hilert@dla.mil or Ms. Aundra Rhone-
Jones, DOD MILSTRIP System Administrator, 703-767-3630, or e-mail: aundra.rhone-
jones@dla.mil. Others must contact their Component designated representative.

                                    DONALD C. PIPP
                                    Director
                                    Defense Logistics Management
                                    Standards Office

Attachment

cc:
ADUSD(L)SCI
DOD SDR Subcommittee (U.S.)

Revise SDR Reply Procedures for Forwarding SDRs to
New Action Activity, E-mail Addresses, and SoS

1.   Originator

        a. Service/Agency: Defense Logistics Management Standards Office (DLMSO)

        b. Sponsor: SDR System Administrator, Ellen Hilert, DLMSO, DLA J-6251, 703-767-0676 (DSN 427), Ellen.Hilert@dla.mil

2.   Functional Area:

        Primary: Supply/SDR

3.   Requested change

        a. Title: Revise SDR Reply Procedures for Forwarding SDRs to New Action Activity, E-mail Addresses, and SoS

        b. Description of Change: This change documents current procedures for forwarding SDRs within the DOD WebSDR and proposed changes to accommodate more appropriate transaction design. This ADC documents use of WebSDR to generate/distribute a new report when the original was sent to the wrong action activity and distribution of reports and replies via e-mail based upon e-mail address extracted from the incoming transaction. This change also reflects identification of the source of supply on the reply transaction (added subsequent to proposal). Significant changes subsequent to proposal staffing are highlighted below.

        c. Background:

                (1) Functionality for forwarding SDRs received at the incorrect action activity were discussed during the design and early implementation of DOD WebSDR. The resulting agreement on procedures was constrained by available programming within the Distribution Standard System (DSS) and the DLA BSM. Because neither system could accommodate multiple addressing for identification of multiple activities to receive the transaction, a solution was proposed to identify the new action activity Routing Identifier in place of the original customer DODAAC on the reply transaction (1/N101/1200/Code ZD, Party to Receive Report). This was feasible because the database at DAAS already had the customer identification that would normally appear in this location. The reply code 504, "SDR Forwarded To New Action Activity As Shown," would trigger the DOD WebSDR process for forwarding whereby the customer (already known from the original report) would receive the reply with the designated message and the new action activity identified. A secondary action would be taken by WebSDR to generate a brand new report transaction from the original report substituting the new

action activity. All processes associated with a new report would follow, such as generation of appropriate information copies.

(2) A similar process was created for the web-based reply function. When the user selects the reply code 504, an addition window is provided for identification of the new action activity.

(3) The WebSDR programs to support above concept have been completed. However, neither DSS nor BSM completed programming as described. Since this process was intended as a "work-around" due to limitations at the time, this proposal is provided to modify the above agreement and establish more appropriate structure in the 842 reply transaction.

(4) Background for E-mail Distribution

(a) Currently, the 842A/W transaction allows for PER segments with the CZ, Claim Recipient qualifier. The Air Force Security Assistance Command AFSAC-A SDR application is currently programmed to send PER segments with the CZ qualifier to identify the e-mail address of the FMS focal points intended to receive the transaction via e-mail under special routing rules requested by AFSAC. This is sufficient for AFSAC's primary POC information. However, they would like to send additional POC information for use as a backup when a secondary e-mail copy of the transaction is required. AFSAC is currently programmed to send PER segments with the secondary e-mail address using the FC, Forwarder Contact qualifier. This is not the intended use for the FC qualifier. A new qualifier is needed to better reflect the use of the backup POC information. This proposal clarifies the use of the CZ and adds a new secondary qualifier. Both are added to the 842A/W and 842A/R formats.

(b) If an SDR is submitted to the action activity outside of WebSDR and the original report is not available, the action activity's reply could still be processed and distributed by WebSDR if the reply included the e-mail address of the customer. This situation may occur at BSM where the SDR is submitted via the Warfighter interface or key entered manually. This proposal provides a unique qualifier for the report initiator which would trigger an e-mail from the reply when only the reply information is available. [Under current processing, the e-mail distribution to the report initiator is provided based upon the original SDR input.]

(5) Under WebSDR design the report carries the identification of the source of supply (SoS). When the SDR is input by the user the SoS is inserted by DAAS from logistics transaction history under defined business rules. When the necessary records are not located in history the SoS is left blank. It is also possible that a blank SoS may be caused by an SDR transaction from a Service SDR application. When the SDR is directed to the Distribution Standard System (DSS) because the shipper is a Distribution Depot (DD), the SoS is usually available and can be included in the reply format which DSS returns to DAAS for transmission to the customer. The WebSDR design provides an information copy of the DSS response to the SoS under established business rules

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d. Procedures:

(1) **Reply Code 504**. Modify SDR reply transaction to include a new qualifier to identify the new action activity for use with Reply Code 504. The new qualifier for this purpose will be TT, Transfer To. The customer will be identified as the ZD, Party to receive Report, as normally done in a reply transaction.   When Reply Code 504 is designated, the WebSDR process will recreate and transmit the original report to the designated new action activity. The new report transaction (BNR01=00) will include the three additional pieces of information to distinguish it from the original version:

- Reply Code 504. The new report will retain the reply code 504, SDR forwarded to new action activity as shown.
- Date Forwarded. The Preparation Date will be the same as the original report, but a new date will be added to indicate the date the SDR was forwarded by the original action activity. This data element is generated by DOD WebSDR for the new report transaction based on the date of the 504 reply.
- Forwarding Action Activity. The new report will identify the party responsible for forwarding the SDR.   This data element is generated by DOD WebSDR for the new report transaction based on the where the original report was sent for action.
- For future consideration.   These additional changes are not urgent, but would improve procedures and data integrity. The first two item are approved for implementation pending resource availability.
    - If SDR reply containing 504 provides both new action activity (TT) and identifies a new shipper (2/N101/2800/SH), update the new report with the new shipper (as a replacement if applicable).
    - If both the original report and the reply containing 504 identifies BSM as the source of supply (2/N101/2800/SUS=SMS), suppress sending an info copy of the new report to SMS. The new report will not post to BSM since it contains the same WebSDR control number and it is considered a duplicate. Manual effort is required to research and resolve. BSM will capture the new action activity from the 504 reply transaction and does not need additional info copy.
    - <mark>During discussion, it was identified that future consideration should be given to perpetuating the original action activity's reply comments to the new forwarded report. This will be evaluated separately.</mark>

(2) **E-mail Address.** As a separate unrelated change, modify the SDR report and reply to specifically identify new qualifiers for contact information including e-mail address. These new codes will be used to trigger a DAAS/DOD WebSDR process which will push the transaction to be distributed to the e-mail address listed in the transaction. This allows for specific transactions to be targeted for distribution to specific e-mail

addresses derived from the transaction (rather than from a table/database or external source when this is appropriate.

- Customer. Specifically indicate the contact information including e-mail address of the customer on the reply transaction. If there is no history of the SDR in the DAAS database, the e-mail address from the reply would be used to route the response to the customer if the qualifier CT, Claimant, is used to identify the customer. [The customer POC information is not normally identified in the reply transaction, because it was provided on the original report.]
- Special Routing SDR Recipient. Specifically indicate the contact information including e-mail address of parties requiring e-mail distribution by DAAS/WebSDR. This is beyond the standard business rules distribution where WebSDR determines where to distribute SDRs. As defined here, this will be a new standard process available to any using application. It will allow for e-mail recipients identified as primary using qualifier CZ, Claim Recipient, and an alternate/backup using qualifier ES, Electronic Submission Recipient. This will be applicable to the report and the reply formats.
- These new contact information qualifiers are provided for optional use. They are intended for communication with DAASC to trigger outgoing e-mail distribution. The e-mail address may be provided without other contact information (name, phone, etc.) if this is functionally desirable. The contact information associated with CZ or ES qualifiers on a transaction received by a Component application need not be stored by the receiving system if not necessary for Component processes.

(3) **Source of Supply (SoS)** . The DD will include the SoS in the reply when available. The SoS in the reply will be used to trigger an information copy to the SoS. The information copy of the reply from WebSDR is required when the SoS is BSM (not other DLA SoS), USAF, or Navy (does not impact SDRs processed under the direct Navy-DSS interface). The DD does not provide direct responses to the customer on behalf of USA and USMC SoS, so these are not affected by this process. Other SoS not specifically mentioned here should receive the WebSDR transmitted information copy. When SoS is left blank on a response from the DD, an e-mail information copy will be generated to a default address (to be determined) with the SoS field filled with the message "SoS not identified."

e. **DLMS 842 Changes**:

(1) Revise the DLMS Supplements 842A/R, DOD SDR Reply, as follows:

SDR Reply			
#	Location	Revisions	Reason
1	2/N101/4100	Add new qualifier and note: **TT Transfer To** DLMS Note: *Use to designate the Routing Identifier of the new action activity to which the original SDR is to be forwarded (use with Reply Code 504 (2/LQ01/4650/HD)).*	Specifically identifies new party involved in SDR resolution. Identified as a new N1 loop in the transaction detail.
2	1/PER01/1700	Add new qualifier and note: **CT Claimant** DLMS Note: *Use to identify the contact information of the customer. Include an e-mail address for distribution of the SDR reply via e-mail by DOD WebSDR. Use when the original report was not entered in WebSDR and, therefore, a customer e-mail address is not otherwise available. If an e-mail address is associated with the customer, WebSDR will make e-mail distribution of the reply to the address provided. (Use with 1/N101/4100/ZD).*	Adds flexibility. Will permit use of WebSDR distribution when the original report was not submitted in WebSDR. WebSDR will be able to send the transaction to the customer via e-mail using this address. Any contact information provided using this qualifier will be displayed as the customer/report preparer would be. The only difference is this qualifier will trigger an outgoing e-mail when no e-mail would ordinarily be provided due to the absence of the initiator's e-mail address. CT qualifier used to distinguish intended purpose to trigger outgoing e-mail (PU qualifier used on incoming report transaction would not trigger an outgoing e-mail).

3.	1/PER01/1700	Add new qualifiers and notes: **CZ Claim Recipient** DLMS Note: *Use to identify the recipient of the SDR reply transmitted by e-mail. DoD WebSDR will make e-mail distribution of the SDR transaction to any party identified as a claim recipient. If both qualifiers CZ and ES are used, CZ will be considered the primary recipient and ES will be considered the alternate/backup recipient. (May be used with any 1/N101 addressee.)* **ES Electronic Submission Recipient** DLMS Note: *Use to identify the recipient of the SDR reply transmitted by e-mail. DOD WebSDR will make e-mail distribution of the SDR transaction to any party identified as an electronic (e-mail) submission recipient. If both qualifiers CZ and ES are used, CZ will be considered the primary recipient and ES will be considered the alternate/backup recipient. (May be used with any 1/N101 addressee.)*	Adds flexibility. Adds CZ qualifier for specific use to trigger outgoing e-mail. This code is used by AFSAC-A SDR application to designate an e-mail recipient of the SDR reply. May be used by others as part of a standard process. Adds flexibility. Adds ES qualifier for specific use to trigger outgoing e-mail. This code is used by AFSAC-A SDR application to designate an e-mail recipient of the SDR reply. May be used by others as part of a standard process.
4.	2/N101/4100	Add new qualifier and note: **SUS Supply Source** DLMS Note: *Use to identify the supply source by Routing Identifier; this is the party that directed the shipment.*	Perpetuates SoS to the reply. Allows the action activity to include the SoS in the reply when not present in the report. Facilitates WebSDR generation of required information copy to the SoS when appropriate.

(2) Revise the DLMS Supplements 842A/W, DOD Standard SDR, as follows.

		SDR Report	
#	**Location**	**Revisions**	**Reason**
1	**2/DTM01/0600**	Add new qualifier and note: **514 Transferred** **DLMS Note:** *Use on forwarded SDRs to identify the date the SDR was forwarded to a new action party by the action party designated on the original submission.*	WebSDR/DAASC will include in new SDR (BNR01=00) when forwarded to a new action activity as a result of a Reply Code 504. This code identifies the date forwarded to distinguish it from the date the customer created the report.
2	**2/N101/2800**	Add new qualifier and note: **Z6 Transferring Party** **DLMS Note:** *Use on forwarded SDRs to identify the Routing Identifier of the previous action party. This is the party forwarding the SDR.*	WebSDR/DAASC will include in new SDR (BNR01=00) when forwarded to a new action activity as a result of a Reply Code 504. This code identifies the original action party that forwarded the report and is retained for information only. The system receiving the 00 report does not need to store this information.
3	**1/PER01/1700**	**CZ Claim Recipient** DLMS Note: *Use to identify the recipient of the SDR report or follow-on action transmitted by e-mail. WebSDR will make e-mail distribution of the SDR transaction to any party identified as a claim recipient. If both qualifiers CZ and ES are used, CZ will be considered the primary recipient and ES will be considered the alternate/backup recipient. (May be used with any 1/N101 addressee.)* **ES Electronic Submission Recipient** DLMS Note: *Use to identify the recipient of the SDR report or follow-on action transmitted by e-mail. WebSDR will make e-mail distribution of the SDR transaction to any party identified as an electronic submission recipient. If both qualifiers CZ and ES are used, CZ will be considered the primary recipient and ES will be considered the alternate/backup recipient. (May be used with any 1/N101 addressee.)*	Adds flexibility. Qualifier CZ was included in prior format, but context of its use was slightly different. Clarifies use of CZ qualifier for specific use to trigger outgoing e-mail. This code is used by AFSAC-A SDR application to designate an e-mail recipient of the SDR transaction. May be used by others as part of a standard process. Adds flexibility. Adds ES qualifier for specific use to trigger outgoing e-mail. This code is used by AFSAC-A SDR application to designate an e-mail recipient of the SDR transaction. May be used by others as part of a standard process.

     f. Alternatives: No alternatives identified.

    4.   **Reason for change**: This change will improve DOD WebSDR processing/business rules by ensuring the transactional communication between all parties is clear and includes required functionality.

5.   **Advantages and Disadvantages**:

     a. Advantages: This will improve SDR processing allowing DLA systems to trigger specific actions related to SDR resolution.

     b. Disadvantages: None specifically identified other than expense of system modification.

6.   **IMPACT:**

     a. Data Content/Procedures: This change will impact current processing of DAAS/DOD WebSDR and DLA ISDR/DSS, DLA BSM system, and any pending SDR transaction exchange by other parties.

     b. Publications: This change will also impact DOD 4000.25-M, DLMS publication and 842A and corresponding DLMS Supplement.