



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

IN REPLY
REFER TO

DLMSO

AUG 14 2006

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC) 206,
Discrepancy Reporting for Wood Packing Material (WPM) (Supply/SDR) (Staffed by
PDC 221)

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. Components should make every effort to expedite adoption of the procedures associated with WPM within automated processing systems. The effective date for inter-Component reporting under the new Discrepancy Code P215, Non-conformance to specified requirements for WPM, is established as September 1, 2006.

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. Others must contact their Component designated representative.

A handwritten signature in black ink, appearing to read "Donald C. Pipp".

DONALD C. PIPP
Director
Defense Logistics Management
Standards Office

Attachment

cc:
SDR Committees (U.S. & SA)
DUSD(L&MR)SCI
DPPG

ADC 206
Discrepancy Reporting for WPM

1. ORIGINATOR:

- a. **Service/Agency:** Defense Logistics Management Standards Office (DLMSO)
- b. **Originator:** 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. REFERENCE: DUSD(L&MR) Memorandum dated February 13, 2006, Interim Policy on Phytosanitary Measures for Wood Packaging Material (WPM) Transiting International Borders

4. REQUESTED CHANGE:

- a. **Title:** Discrepancy Reporting for WPM
- b. **Description of Change:** This change establishes procedures and a new discrepancy code to be used for reporting shipments containing non-compliant WPM under reference 3.a.
- c. **Procedures:** Update DLAI 4140.55, AR 735-11-2 SECNAVINST 4355.18A, AFJMAN 23-215, Reporting of Supply Discrepancies and the DLMS Manual as follows. Paragraph numbering below follows the DLAI. Changes are indicated in *bold italics*.

(1) Insert new references under section A, References:

A.7. DUSD(L&MR) Memorandum dated February 13, 2006, Interim Policy on Phytosanitary Measures for Wood Packaging Material (WPM) Transiting International Borders¹

¹ *This reference to interim policy will be replaced by the DOD WPM directive when it is published. The interim policy memorandum is available in the electronic documents library located at <http://www.dla.mil/j-6/dlmsso/eLibrary/Documents/default.asp>.*

(2) Insert new subparagraph E.2.c.(13) and renumber existing subparagraph (13):

c. Packaging Discrepancies

(13) Wood Packaging Material (WPM). Report WPM which is not consistent with the international standards for the regulation of WPM transiting international boarders and Department of Agriculture regulations governing importation of regulated WPM. Compliant WPM must display certification marking as prescribed in reference. Use discrepancy code P215 and provide remarks as applicable.

(3) Insert new subparagraph E.4.c. and renumber remaining subparagraphs:

Corrective Action for Packaging Discrepancies.

c. Corrective Action for Non-compliant WPM. Action activities in receipt of SDRs reporting WPM non-compliance under generic packaging discrepancy codes, must reassign the discrepancy code to P215 on their response. This will support mandatory tracking and trend analysis using automated SDR applications. In the event the shipment becomes frustrated, the action activity will provide instructions for corrective action in order to bring the shipment into conformance or otherwise direct remedial action. Corrective actions and options shall be based upon the circumstances of the quarantined/frustrated shipment, value and priority of the shipment, access to the shipment by DOD personnel, and location of the consignee. Alternatives include: (1) inspection, certification, and marking of compliant WPM; (2) replacement of the WPM; (3) consignee pick-up of the material only; (4) return to origin or designated location. Costs for repacking and appropriate disposal of the WPM will be the responsibility of the source of supply. Photographic evidence may be requested to substantiate a claim for the recoupment of funds expended in bringing the shipment into compliance. Where applicable, the reporting activity may submit an SF 1080, Voucher for Transfers between Appropriations and/or Funds. Refer to reference A.7 for further guidance on WPM.

(4) Add the following definition to Enclosure 1, Definitions:

Wood Packaging Material (WPM). Wood or wood products (excluding paper products) used in supporting, protecting, or carrying a commodity (includes dunnage). Examples of WPM include but are not limited to pallets, skids, pallet collars, containers, crates, boxes, cases, bins, reels, drums, load boards, and dunnage. Wood packaging made of exempt materials but combined with solid wood components must still be treated and marked. WPM does not include processed wood materials and manufactured wood products.

(5) Add the following discrepancy code and re-title Enclosure 4, Shipping and Packaging Discrepancy Codes:

P215 Non-conformance to specified requirements for wood packaging material (WPM)

d. Reason for Change: Phytosanitary requirements for WPM imposed by the UN guidelines protect forests worldwide against pest infestation. DOD Components engaged in packaging of materiel for transnational shipments are required to comply with DOD guidance for WPM in order to gain access to aerial and water ports. If these procedures are not followed, there is a strong risk improperly marked materiel will become frustrated cargo, destroyed at the port, or be required to be repacked at the port of debarkation, causing increased cost and time delays to DOD.

5. ADVANTAGES AND DISADVANTAGES:

- a. Advantages:** Publishes SDR guidance in support of DOD and international policy on WPM
- b. Disadvantages:** None identified

6. IMPACT:

a. Data Content/Procedures:

(1) Procedures and guidance must be consistent with recommendations of the Defense Packaging Policy Group (DPPG).

(2) The new Discrepancy Code P215 must be incorporated in DOD WebSDR and all Component SDR processing systems.

b. Publication(s):

- (1) DoD 4000.25-M, Defense Logistics Management System (DLMS)
- (2) DLAI 4140.55, AR 735-11-2 SECNAVINST 4355.18A, AFJMAN 23-215, Reporting of Supply Discrepancies
- (3) WPM Manual (under development)
- (4) DOD procedures associated with WPM shall be incorporated in any applicable Component implementing guidance.