



DEFENSE LOGISTICS AGENCY
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IN REPLY
REFER TO

DLMSO

May 10, 2007

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC)
244, Definition for Reconciliation, Small Arms and Light Weapons and
Clarification of Procedure (Supply) (Staffed as PDC 244)

The attached change to DOD 4000.25-M, DLMS, and DOD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP), is approved. This change will be published in DLMS Formal Change 5, and in the MILSTRAP reissuance scheduled for calendar year 2007.

Addressees may direct questions to the DLMSO point of contact, Ms. Mary Jane Johnson, e-mail: Mary.Jane.Johnson@dla.mil. Others must contact their DOD Component designated Supply Process Review Committee or JSACG representative.

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

DONALD C. PIPP
Director
Defense Logistics Management
Standards Office

Attachment

cc:
DUSD(L&MR)SCI
JSACG

ATTACHMENT TO ADC 244
Definition for Reconciliation, Small Arms and Light Weapons and Clarification of Procedure (Supply)

1. ORIGINATOR:

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

b. Originator: Ms. Mary Jane Johnson, DLMSO, Joint Small Arms Coordinating Group (JSACG) Chair, e-mail: Mary.Jane.Johnson@dla.mil

2. FUNCTIONAL AREA: Supply and DOD Small Arms Serialization Program (DODSASP)

3. REFERENCES:

a. DOD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP)

b. DOD 4000.25-M, Defense Logistics Management System (DLMS)

c. DLMSO memorandum, August 30, 2006, subject: PDC 134A in Two Parts, Part I: Revise Definitions for Small Arms to Address Light Weapons, and Part II: Visibility and Traceability of Captured, Confiscated or Abandoned Enemy Small Arms and Light Weapons (PDC 134A will be published as ADC 220)

d. DLMSO memorandum, March 27, 2007, subject: Proposed DLMS Change (PDC) 244, Definition for Reconciliation, Small Arms and Light Weapons and Clarification of Procedure (Supply)

4. REQUESTED CHANGE:

a. Title: Definition for Reconciliation, Small Arms and Light Weapons and clarification of Procedure (Supply)

b. Description of Change: This change revises MILSTRAP and DLMS (references 3.a. and 3.b. respectively), as revised by PDC 134A (reference 3.c.), to:

(1) Provide a definition for Reconciliation, Small Arms and Light Weapons, based upon the intent of the Small Arms Reconciliation Request transactions (MILSTRAP Document Identifier (DI) Code DSR and DLMS Supplement 140A with 1/BGN07/20 Transaction Type Code W5 - Weapons Control Report Reconciliation). MILSTRAP DI Code DSR is defined in MILSTRAP AP2.1 as “used for annual reconciliation between all units/activities having possession or accountability of small arms and the Component registry”;

(2) clarify the reconciliation procedures;

(3) revise Small Arms Transaction Code E to acknowledge that when reconciling with a DLA Distribution depot, the reconciliation is inter-Component.

5. REASON FOR CHANGE: MILSTRAP and DLMS do not provide a definition for small arms reconciliation. The publications do define Location Reconciliation. This change is intended to define the small arms and light weapons reconciliation thereby clarifying its intent. This change also clarifies the intent in the associated procedures, and revises the small arms transaction code used with reconciliation to acknowledge that with DLA taking control of the depots many years ago, the reconciliation for weapons at a Defense Depot is an inter-Component. Reconciliation. Currently the code specifies that small arms reconciliation is intra-Component reflecting terminology not consistent with the reality of today's environment whereby small arms are stored at DLA's Defense Depot Anniston Alabama.

6. ADVANTAGES AND DISADVANTAGES:

a. Advantages: More clearly defines and explains in the procedures the intent of SA/LW reconciliation, which is currently referred to as "reconciliation" or "annual reconciliation".

b. Disadvantages: None identified.

7. INTERFACE/IMPACT:

a. Data Content: None.

b. Coordination: This change was discussed at the April 25, 2007, JSACG meeting.

c. Publications: MILSTRAP (reference 3a) and DLMS (reference 3b).

d. Procedures (changes are identified by *bold red italicized text*):

(1) Revise MILSTRAP and DLMS Definitions and Terms to add:

"Reconciliation, Small Arms & Light Weapons. The process of matching records between the activity(s) having physical custody and/or accountability of small arms and light weapons and the DoD Component Registry for the purpose of ensuring that the records are in agreement and/or adjusting the difference between the records so that the records agree."

(2) Revise MILSTRAP, paragraph C12.3.4 (and corresponding guidance in DLMS Volume 2, chapter 18, paragraph C18.3.4) as shown below:

"C12.3.4. Provide *small arms and light weapons records* reconciliation procedures."

(3) **Revise MILSTRAP, paragraph C12.5.2.10** (and corresponding guidance in DLMS Volume 2, chapter 18, paragraph C18.5.2.10) as shown below:

“C12.5.2.10. Perform an annual *small arms and light weapons* reconciliation with all activities recorded on the registry as having possession and/or accountability of reported small arms by serial number, stock number, and quantity. The method of performing the reconciliation will depend on the DoD Components' capability of utilizing DISN/NIPRNET transactions or listings. When listings are used to perform the annual reconciliation, identify them by the appropriate transaction DI code either as header information or reflected with each line entry (see paragraph C12. 7.8).”

(4) **Revise MILSTRAP, paragraph C12.7.8** (and corresponding guidance in DLMS Volume 2, chapter 18, paragraph C18.7.8) as shown below:

“C12.7.8. The annual reconciliation of all small arms *and light weapons* on the Component Registry will be performed utilizing DI Code DSR (appendix AP3.37) and transaction code E (appendix AP2.12). *This is a bottoms up records reconciliation, i.e., matching records from the activity having physical custody and/or accountability of the weapon to the DoD Component registry records.* Matching records will be considered reconciled. Duplicate small arms serial numbers detected during the reconciliation will require modification instructions from the DoD Registry. DoD Component Registries that perform the annual reconciliation utilizing other than transaction reporting will ensure that listings contain DI Code DSR in the heading. Transaction code E need not be identified on the listing or posted to the Component Registry.”

(5) **Revise Small Arms Transactions Codes** (MILSTRAP AP2.12 and DLMS data dictionary). Revise code E as follows:

<u>CODE</u>	<u>EXPLANATION</u>
E	Used for intra-Component reconciliation of small arms serial numbers, <i>and for inter-Component reconciliation when reconciling with DLA Defense Distribution Depots.</i>

8. PDC 244 (REFERNCE 3.d.) COMMENTS AND DISPOSITION.

	COMMENT	DISPOSITION
USMC SPRC representative	<p>NWSC, Crane, Ind. maintains the Marine Corps Registry and are responsible for updating the DoD Registry for small arms and light weapons owned by this Service Component. Their system is not currently automated, so the annual reconciliation and periodic updates are conducted using a by unit asset listing. They (Crane) then update the DoD registry. NWSC, Crane is in the process of updating their website to ease the paper shuffle and allow for digital signature. However, it still won't allow for supply transactions to be run at the unit level. The ability to induct supply transactions to update the Marine Corps and DoD Registries will be part of a future update in GCSS-MC. GCSS-MC (block 1) is scheduled for IOC 2nd quarter of FY-08. We (Marine Corps) do not have a firm timeframe on when that will happen.</p> <p>With that said, the Yellow Highlighted statements in PDC 244 are required to support the Marine Corps current process for reconciliation of small arms and light weapons and updating the DoD Registry.</p>	<p>Noted. USMC comment relates to the use of listings which the JSACG Chair had highlighted in PDC 244 for possible deletion if not being used. USMC response and JSACG discussion at the 4/25/07 meeting verified that there was still a requirement for the use of listings by some Components during annual reconciliation. Accordingly, that portion of the procedures will not be revised by this change.</p> <p>Specific text being addressed in MILSTRAP subparagraphs C12.5.2.10 and C12.7.8 follows: “The method of performing the reconciliation will depend on the DoD Components' capability of utilizing DISN/NIPRNET transactions or listings. When listings are used to perform the annual reconciliation, identify them by the appropriate transaction DI code either as header information or reflected with each line entry”</p>

	COMMENT	DISPOSITION
DLA SPRC and JSACG representatives	<p>DLA concurs with PDC 244, and also had the following comments which were addressed at the 4/25/07 JSACG meeting</p> <p>Regarding PDC 244. There is a concern that DDC brought up in regards to whether LOGSA will be able to handle the volume of transactions.</p> <p>In paragraph 2 comments below, I suggest that we request that all use the same transactions, which in this case would be the DSR-E.</p>	<p>As discussed at the JSACG meeting, LOGSA does not believe the USAF/DLA annual reconciliation will impact LOGSA. LOGSA further noted that the volume being addressed in the USAF/DLA reconciliation would not negatively impact LOGSA if they were involved.</p> <p>Under current procedures, either listings or transactions may be used for the annual small arms reconciliation depending on Component capabilities.</p>
DLA DDC	<p>DDC J3/J4-TP has reviewed PDC 244, and the following comments and/or concerns were raised:</p> <ol style="list-style-type: none"> 1. C12.5.2.10-An actual annual reconciliation between DDAA and USAF has never been accomplished. However, what has been attempted is that DLA has provided NIINs/Weapon Serial Numbers via email listings for USAF to attempt to synchronize their records with the records on file at DDAA. 2. C12.7.8-Attempts to explain the Bottoms Up Recon process with U.S. Air Force at Warner Robbins and Wright Patterson AFB have failed. The Air Force, rather than performing reconciliation, does a file overlay with the DoD Central Registry to bring records into sync. However, with DDAA, it has been by DLA providing an email of NIIN/WSN with a pre discussed condition that the email would contain either shipments or receipts. Air Force would then attempt to adjust their records to match DLA. AF does not use a DSR-E transaction to accomplish this process 3. The volume that would be generated would overload LOGSA. 	<p>JSACG chair notes these comments do not impact PDC 244 specifically, but are addressed to the current effort for small arms reconciliation between USAF and DLA at Defense Distribution Depot Anniston Alabama (DDAA).</p> <p>The USAF/DLA reconciliation effort is ongoing with all parties working closely to resolve the issues.</p> <p>Disposition as noted in disposition to DLA SPRC comment above regarding LOGSA and volume.</p>
USA JSACG	JSACG meeting participants from LOGSA and Army Executive Agent for Small Arms concurred with PDC 244 at the JSACG meeting	Noted.
USN JSACG Alternate providing comments for the USMC, USN and USCG Small Arms Registries	<p>USMC: USMC response given by USMC Supply PRC representative is concurred with by USMC Small Arms Registry. It is important to understand about USMC SPRC comment - which was further stated by USMC JSACG alternate [at the JSACG meeting], that the USMC units report all movement to the USMC Small Arms Registry. Whether the units utilize the data from the website or a valid Annual Reconciliation Report obtained by website or mail from NSWC Crane, the only data on that is what has been provided to the USMC Small Arms Registry.</p> <p>The new wording or changes proposed are fine and have no bearing upon the work currently done in support of the USMC Small Arms reporting and annual asset verification. USMC regs further require tighter data than at the DOD level, so not only are we complying with these requirements but meet an even stricter set of regs.</p> <hr/> <p>USN: USN response is herein given by alternate Navy member of the JSACG. We are fully cognizant of the differences between the physical inventory/custody and the asset accountability and the annual reconciliation as we</p>	FOLLOWING COMMENTS ARE NOTED:

	COMMENT	DISPOSITION
	<p>manage the USN Small Arms Registry. We are in close working relationship with the Navy units authorized to hold Navy small arms. They report receipts of small arms and shipments of small arms to the USN Small Arms Registry. In turn we keep them apprised of any open shipments, etc. via their access to our website (as we also provide the USMC). This work always requires the record of the unit before any action is taken on the Small Arms Registry.</p> <p>The new wording or changes proposed are fine and have no bearing/require no change to the work currently done in support of the USN Small Arms reporting and annual asset verification. We also must comply with the Navy Reg, the NAVSEA INSTRUCTION 8370.2a, an even stricter interpretation and regulation.</p> <hr/> <p>USCG: USCG directs NSWC Crane to manage their required USCG Small Arms Registry. The USCG records are what are utilized to comprise the USCG Small Arms Registry record. The Registry works closely with the Coast Guard Units and a very stringent set of records is maintained.</p> <p>The new wording or changes proposed are fine and have no bearing/require no change to the work currently done in support of the USCG Small Arms reporting and annual asset verification.</p> <hr/> <p>The USMC and USN Small Arms Registries are moving to on-line interactive reporting capability. By the time of the 2008 JSACG meeting, this should be a reality.</p>	