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IN REPLY
REFER TO

DLMSO

September 16, 2008

MEMORANDUM FOR DOD ACTIVITY ADDRESS DIRECTORY (DODAAD)
PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC)
298, DOD Activity Address Directory (DODAAD) Enhancements (Staffed
as PDC 308)

The attached change to 4000.25-M, Defense Logistics Management System (DLMS), is approved for implementation by the Defense Automated Addressing System Center (DAASC) on or about October 1, 2008.

Addressees may direct questions to the DLMSO points of contact, Mr. Robert Hammond, DLMSO, DOD Activity Address Directory Process Review Committee Chair, 703-767-2117, DSN 427-2117 or email: robert.hammond@dla.mil. Others must contact their Component designated representative.

A handwritten signature in black ink that reads "Donald C. Pipp".

DONALD C. PIPP
Director
Defense Logistics Management
Standards Office

Attachment

cc:
ODUSD(L&MR/SCI)

ADC 298 DoDAAD Enhancements

1. **ORIGINATOR:**

- a. **Service/Agency:** Defense Logistics Management Standards Office (DLMSO)
- b. **Originator:** Mr. Robert Hammond, DLMSO, DOD Activity Address Directory Process Review Committee Chair, email Robert.Hammond@dla.mil

2. **FUNCTIONAL AREA:** DOD Activity Address Directory (DoDAAD)

3. **REFERENCE:**

- a. DoD 4000.25-M, Defense Logistics Management System (DLMS) DLMS Volume 6 (DoD Logistics Systems Interoperability Support Services), Chapter 2 - Department of Defense Activity Address Directory

4. **REQUESTED CHANGE:**

- a. **Description of Change:** This change documents the proposed procedures that are applicable to the reengineered DoDAAD. One change calls for adding the new GSA unique fields to the DAASINQ and enhanced eDAASINQ. One change establishes DoD policy that Component governing directives require that deploying units have current DoDAAC information prior to deployment. The remaining changes expand the capability of the DoDAAD web update page. DAASC will need to make both database and code changes to implement the new requirements. **STAFFING NOTE. The restriction of one contract number per DODAAC has been removed from the ADC due to Component non-concurrences, so a statement will be added to DAASINQ and eDAASINQ to indicate that the DODAAD database currently only supports one contract per DODAAC, but multiple contracts may be assigned to a single DODAAC. This issue will be discussed at the next DODAAD PRC, and if needed, a new change proposal will be staffed. Revisions subsequent to staffing have been highlighted in yellow.**
- b. **Background:** The DoDAAD Administrator continuously strives to enhance system capabilities based on the needs of the Military Services/Agencies. These enhancements are intended to further that goal, and to improve the overall quality of the DoDAAD data.
- c. **Procedures:** The following requirements outline the general enhancements required. For a detailed description see enclosure (1). Changes to procedures will be updated in the DoDAAD User Guide, and the updated guide will be published when the changes are moved to production.

- 1) **Add the new GSA data fields to the DAASINQ and eDAASINQ queries.**
 - There are 16 new GSA unique data fields associated with the GSA enhancement. These fields must be added to the results page of both the DAASINQ and eDAASINQ, and to the down loadable files (Excel and tab-delimited).
- 2) **Procurement Authority Flag**
 - A Procurement Authority Flag has been requested by the Acquisition Community to track which DoDAACs have been given procurement authority. The Procurement Authority Flag should be added to the “DoDAAC Info” block of the DoDAAC update page. The flag is a true/false indicator.
- 3) **Permanent DoDAACs**
 - There is a need for non-expiring DoDAACs for use in the Enterprise Unique ID (EUID) registry. The Permanent DoDAAC concept will require two new fields: “Cancelled/Never Reuse Flag” and “Enterprise Identifier Flag”. Neither field will be set within the DoDAAC update page, both will be system generated.
- 4) **Contractor DoDAAC requirement**
 - When the DoDAAC is a contractor DoDAAC the following fields are required for a **new/modified** contractor DoDAAC:
 - Contract Number
 - CAGE
 - Sponsor
 - Contract Expiration Date
 - Contract Admin Office
 - Existing DODAACS that do not have this information will not be rejected, but this information will be required if the DODAAC is later modified.
 - A date range option will be added to eDAASINQ to assist CSPs in monitoring contractor DoDAACs with expired or expiring contract expiration dates.
 - A statement will be added to DAASINQ and to eDAASINQ to indicate that the DODAAD database currently only supports one contract per DODAAC, but multiple contracts may be assigned to a single DODAAC
- 5) **CAGE Code validation**
 - The CAGE code entered in the DoDAAC will be validated against an active list of CAGE codes provided by DLIS via an extract from the CCR. The details of the actual transfer are still being evaluated. DLIS has supplied a document describing a Web Service.
- 6) **Add a Combatant Command (COCOM) field to the DoDAAD**
 - The COCOM field will allow DoDAACs to be categorized by Combatant Command. The COCOM field will be added and populated by DAASC in the background. DAASC should have all

the information necessary to create the COCOM data. There will be exceptions (e.g., Alaska and Hawaii). These exceptions will be evaluated once the extract file from USTRANSCOM is provided.

7) APOD and WPOD drop down list

- Both the APOD and WPOD should have a dynamic drop down box. If the country code is 'US', the port list should bring up the appropriate codes based on the city and port id code (A, W). For overseas, the list should be displayed based on the country for the appropriate data element.

8) APO/FPO Edit

- The current edit for APO/FPO keys off the user entering the "in the clear" text APO or FPO, but it must be changed to restrict APO and FPO to US only.

9) Validate Date Fields

- All date fields must be a valid date.

10) eDAASINQ Contract Date Range

- The Contract Date should accept: 1) a date range, 2) greater than, or 3) less than, or 4) blank date options to allow the CSP validation of expired contracts or contracts with no expiration date assigned.
- A field must be added to allow the inclusion of only active DoDAACs to assist the CSPs in validating contractor DoDAACs.

11) DoDAAC Assignment

- Requests for new DoDAACs and for DoDAAC changes must be requested in sufficient time to allow processing by the CSP in order to be implemented in time for their intended use, such as requisitioning, shipping, billing). CSPs are responsible for ensuring their Component DODAAC information is current and will establish submission timeframe requirements in their respective governing directives and will require that deploying units have current DoDAAC information prior to deployment.

Update DoD4000.25M, Defense Logistics Management System as shown in enclosure (2).

- 5. REASON FOR CHANGE:** Users of the DoDAAD have requested new fields be tracked with the DoDAAD (e.g., Procurement Flag, Permanent DoDAAC flag for IUID, COCOM, and 16 new fields specifically for GSA). Also, DLMSO is tightening some of the edits to ensure only quality data is entered into the system. The DoDAAD manual was changed to reflect procedural changes and to add language specifying deploying units must have current DoDAAC information prior to deployment.

6. ADVANTAGES AND DISADVANTAGES:

- a. **Advantages:**

- (1) The GSA data table has been associated with the DoDAAD database, but currently is not available through the DoDAAD query system. This data may benefit users other than GSA. The advantage is to grant access through a current available query to allow browsing of the GSA data.
- (2) The Procurement Authority Flag identifies DoDAACs that have been given the authority to enter into contracts with vendors.
- (3) The Permanent DoDAAC indicator is needed to support the use of a DoDAAC as an Enterprise Identifier. The DoDAAC would be embedded in the Enterprise Identifier code. To ensure the code is never reused, the DoDAAC needs to be marked as permanent.
- (4) **New or modified** contractor DoDAAC must contain values in the following fields: CAGE, Contract Number, Sponsor (i.e., Sponsoring Service) and contract expiration date. Making these required fields for contractor DoDAACs will ensure these fields are always completed for contractor DoDAACs, and will assist CSPs in retiring contractor DoDAACs at the expiration of the contract **or updating the DoDAAC to reflect new contract/contract expiration data.**
- (5) CAGE validation will not ensure the “right” CAGE is selected, but it will ensure the CAGE is valid.
- (6) The COCOM field will allow DoDAACs to be categorized by Combatant Command.
- (7) The APOD and WPOD drop down lists will allow for easier selection of APOD and WPOD data. There is currently a validation of the two port fields, but the lookup requires the user to launch the Table Management Distribution System (TMDS). A drop down will allow lookup and selection to be combined into one step.
- (8) The "APO" or "FPO" restriction to only the United States will enforce correct APO/FPO address maintenance.

b. Disadvantages:

- (1) None.

7. IMPACT:

a. Data Content/Procedures: These enhancements will require changes to the following:

- (1) DoDAAD Web Update.

- (2) DoDAAD query DAASINQ.
- (3) DoDAAD enhanced query eDAASINQ.

b. **Unresolved Issues:** None noted

- o **Implementation:** The changes should be incorporated into a single release.

c. **Publication:**

- i. This change will impact the DoDAAD User Guide maintained by DAASC, and the DLMS Volume 6, Chapter 2.

Enclosures:

- 1) Detailed Procedures
- 2) DoD 4000.25-M, Volume 6, Chapter 2

DETAILED PROCEDURES

The following outlines the specific requirements DAASC will need to complete.

1. **Add the new GSA data fields to the DAASINQ and EDAASINQ queries.**
 - a. There are 16 new GSA unique data fields associated with the GSA enhancement (listed below). These fields must be added to the results page of both the DAASINQ and eDAASINQ, and to the down loadable files (Excel and tab-delimited).
 1. Support Region Code – GSA has their own unique region requirements and the support region code is used for and initial contact point for Requisitioner
 2. GSA Purpose Code – GSA usage for address
 3. Agency Code – Numeric treasury assigned code
 4. Bureau Code – Number GSA internal bureau
 5. State/Country – FIPS location supplied by GSA
 6. City Code – GLC assigned city code
 7. Export Indicator – Export or Domestic
 8. CRP – Consolidated Receiving Point
 9. County/Province – GLC assigned code
 10. Parcel Post Allow Indicator – Parcel Post Allow (true/false)
 11. Inside Delivery – Inside deliver request
 12. Contact Point – agency control point
 13. Pay Station – Treasury assigned accounting station
 14. Commercial Phone number – Commercial telephone number
 15. FST Phone number – FST telephone number
 16. DSN Phone number – DSN telephone number
2. **Procurement Authority Flag**
 - a. The Procurement Authority Flag should be added to the “Additional DoDAAC Info” block (previously known as the “OTHERS” block) of the DoDAAC update page. The flag is a true/false indicator, and should be implemented as a character field in the database. A value of “Y” will indicate procurement authority is authorized, and “N” or null will indicate no procurement authority. No other values will be allowed.
 - (1) The Procurement Authority Flag should be added to the “Additional DoDAAC Info” block (previously known as the “OTHER INFORMATION” block) of the DAASINQ, and the “Additional DoDAAC Info” block (previously known as the “DODAAC INFORMATION” block) of the eDAASINQ. Also add the Procurement Authority Flag to the down loadable files (Excel and tab-delimited).
 - (2) The initial population of the data will be provided by Acquisition Community in the form of a spreadsheet containing a list of the DoDAACs that should have the Procurement Authority Flag set to true.

- (3) After implementation, DAASC will need to provide the Acquisition Community with a list of new DoDAACs added by month. This list will be created on the third business day of each month for DoDAACs added during the prior month. For example, on April 3, 2008 DAASC would provide the Acquisition Community of listing of the DoDAACs added in March, 2008. The Acquisition Community will notify the Central Service Points of changes that need to be made to the Procurement Authority Flag for applicable DODAACs, and the CSP will enter the changes.
- (4) Notification should be in the form on an email to the email address to be provided by the acquisition community.

3. **Permanent DoDAACs**

- a. The Permanent DoDAAC concept will require two new fields: “Cancelled/Never Reuse Flag” and “Enterprise Identifier Flag”. Neither field will be set within the DoDAAC update page, both will be system generated. The following describes the process that will need to be implemented:
 - (1) Once a month, the DoDAACs that are used as Enterprise Identifiers on the EUID registry will need to be matched to DoDAACs in the DoDAAD master file. Any DoDAACs that match will have a new data field flag “Enterprise Identifier Flag” set with a value of “Y” in the DoDAAD database to indicate it has been used as an enterprise identifier for the assignment of item unique identifiers. NOTE: "LD" is the code that identifies that the enterprise identifier portion of EUID as a DoDAAC.
 - (2) “Cancelled/Never Reuse Flag” will be set by DAASC at the time a DoDAAC is deleted if the DoDAAC being deleted has the “Enterprise Identifier Flag” set. These DoDAACs will never be physically removed from the database.
 - (3) The DoDAAD update application will need to be changed to disallow the establishment of a DoDAAC which has been previously used as an Enterprise Unique Identifier. If a CSP inadvertently deletes a DoDAAC which needs to be re-added DAASC will assist them in doing so, because the Never Reuse Flag will block the CSP from accessing the record once it is deleted.
 - (4) The “Enterprise Identifier Flag” and the “Cancelled Never Reuse Flag” should be added to the “Additional Info” block (previously known as the “OTHER INFORMATION” block) of the DAASINQ, and “Additional Info” block (previously known as the “DODAAC INFORMATION” block) of the eDAASINQ. Also, add both fields to the down loadable files (Excel and tab-delimited).

4. **Contractor DoDAAC requirement**

- a. When the DoDAAC is a contractor DoDAAC the following fields are required for a **new or modified** contractor DoDAAC:
- (1) Contract Number
 - (2) CAGE
 - (3) Sponsor
 - (4) Contract Expiration Date
 - (5) Contract Admin Office
 - ~~(6) DoDAACs can share a single contract number. Multiple DoDAACs can be assigned by the CSPs for the same contract to accommodate the situation where more than one contractor or contractor location has been given the authority to requisition supply system material under the terms of a single contract.~~
 - ~~(7) Multiple contract numbers will NOT be allowed to be associated with a single DoDAAC for new DoDAACs. A Contractor DoDAAC should not be associated with more than one Contract Number. Therefore, if a Contractor has more than one contract with the Government that authorizes requisitioning from the supply system the CSPs will assign separate DoDAACs for each Contract Number. Note that this policy does not require that existing DoDAACs that are associated with multiple Contract Numbers with the same contractor be changed.~~
 - (8) A contractor DoDAAC determination is dependent on the type of DoDAAC. The following indicates how to determine a contractor DoDAAC by Component:
 1. Army – C in the first position of the DoDAAC
 2. Navy – Q in the first position of the DoDAAC
 3. Air Force – E in the first position of the DoDAAC
 4. Marine Corp – L in the first position of the DoDAAC
 5. Coast Guard – 0 (zero) in the second position of the DoDAAC
 6. DLA – U in the first position of the DoDAAC
 7. GSA – N/A
 8. Others – HG in the first two positions of the DoDAAC
 - (9) A statement will be added to DAASINQ and to eDAASINQ to indicate that the DODAAD database currently only supports one contract per DODAAC, but multiple contracts may be assigned to a single DODAAC.

5. CAGE Code validation

- a. The CAGE code entered in the DoDAAC will be validated against a validation table of CAGE codes provided by DLIS. The validation will be handled in the background. If a CAGE code is entered, when the user attempts to save the record the CAGE code will be compared to a CAGE table (provided by DLIS). If a match is found, the save

will be allowed to be completed. If there is no match, an error message will popup and warn the user the CAGE was not found and the save aborted. The user will have to correct the CAGE before the record can be saved.

6. Add a COCOM field to the DoDAAD

- a. There has been a request for a COCOM field to be added to the DoDAAD, to identify all DODAACs for a COCOM, so that the DoDAACs can be queried in other systems for requisition status. It would also allow COCOM staff to look for on-hand assets within its COCOM.
- b. The COCOM information will be retrieved from USTRANSCOM, and DAASC will coordinate with Transportation for data retrieval. More research is required to determine how to handle COCOMs that are split for one country (e.g., Alaska and Hawaii are in different COCOMs than the CONUS).
- c. The COCOM field must also be added to the DAASINQ and eDAASINQ to allow this field to be searched through a dropdown selection.

7. APOD and WPOD drop down list

- a. Both the APOD and WPOD should have a dynamic drop down box. If the country code is 'US', the port list should bring up the appropriate codes based on the city and port id code (Air or Water). For overseas, the list should be displayed based on the country for the appropriate data element. The country code used should be based on the TAC 2 record. If no TAC 2 record exists, use the country from the TAC 1.
- b. If the TAC 2 is deleted and the TAC 1 contains a different continent (e.g., TAC 2 was CONUS and TAC 1 is OCONUS), the APOD/WPOD field should be blanked out.

8. APO/FPO Edit

- a. The current edit for APO/FPO keys off of the user entering the "in the clear" text APO or FPO. This should be changed to restrict APO and FPO to US only. If the user picks a country other than the US, they should not be able to input the APO/FPO address. Some guidance online should be provided to guide the end users in the correct direction. For APO/FPO address, the user must select US. Within the US only three APO/FPO "state" values are valid: AE/AP/AA. If AE/AP/AA is entered in the state field, the city should be restricted to "APO" or "FPO". Also, the user should not be allowed to input the string "APO" or "FPO" in the city field for any country other than the United States. Likewise, the user should not be allowed to select "AA", "AE", or "AP" in the state/region field for any country other than the United States. This edit will enforce correct APO/FPO address maintenance. The exception to this rule is if the "free form" flag is true.

9. Validate Date fields

- a. All date fields must be a valid date. This edit already exists for online data entry, but is passing through the batch update unchecked.

10. eDAASINQ Contract Date Range

- a. The Contract Date should be changed to accept a date range. If only the

begin date is entered, the query is assumed to be for just the single date. If begin and end are both entered, the query will test both conditional and the report will include all ranges within the range (including the begin and end dates). This field should also allow searches for greater than or less than dates to assist the CSPs in determining which contractor DoDAACs have expired. Last, the date field should allow for querying a blank date, so missing contract dates can be queried.

- b. A field must also be added to allow inclusion of only active DoDAACs to assist the CSPs in validating contractor DoDAACs.

C2. CHAPTER 2

DoD ACTIVITY ADDRESS DIRECTORY

C2.1 GENERAL

C2.1.1. Purpose. This chapter establishes information requirements for the DoDAAD. The DoDAAD is an interactive database table located at the Defense Automatic Addressing System Center (DAASC). The DoDAAD provides a single authoritative source of address information for DoD Component application system's data requirements. The address data is used for shipping, billing, and identification purposes by Military Services, Federal Agencies, and civil agencies. Business application systems requiring DoDAAD data to support their business processes include (but not limited to): supply chain, material management, distribution, transportation, maintenance, financial, and acquisition systems.

C2.1.2. Assignment. The Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization. If you are a Government Service/Agency employee, contact your Central Service Point (CSP) or local DoDAAC Monitor at your location to have a DoDAAC assigned. If a DoDAAC Monitor does not exist at your Service/Agency, contact an appropriate DoDAAC Service Point (link below):

<https://www.dla.mil/j-6/dlmso/eLibrary/Restricted/SvcPointsPOC/allpoc.asp>

Requests for new DoDAACs and for DoDAAC changes must be requested in sufficient time to allow processing by the CSP in order to be implemented in time for their intended use, such as requisitioning, shipping, billing). CSPs are responsible for ensuring their Component DODAAC information is current and will establish submission timeframe requirements in their respective governing directives and will require that deploying units have current DoDAAC information prior to deployment.

For more information, please refer to the Military Standard Requisitioning and Issue Procedures (MILSTRIP) manual at: [http://www.dla.mil/j-](http://www.dla.mil/j-6/dlmso/eLibrary/Manuals/MILSTRIP/Reissue2004/word/0202-AP2-02.doc)

[6/dlmso/eLibrary/Manuals/MILSTRIP/Reissue2004/word/0202-AP2-02.doc](http://www.dla.mil/j-6/dlmso/eLibrary/Manuals/MILSTRIP/Reissue2004/word/0202-AP2-02.doc)

C2.1.2.1. Civilian government organizations (e.g., local government agencies or police department), contact the appropriate General Services Administration (GSA) DoDAAC Service Point to have a DoDAAC assigned.

C2.1.2.2. Private organizations (e.g., contractors) contact the Service/Agency with whom you have a contract. That Service/Agency will have to sponsor DoDAAC assignment through their DoDAAC Monitor or Service Point. For example, Company X needs a DoDAAC because of a business relationship with the Air Force. The Air Force would have to request the DoDAAC for Company X; Company X is not authorized to make the request themselves.

C2.1.2.3. DAASC is the official repository for DoDAACs, Distribution Codes, and Routing Identifier Codes (RICs) and is also responsible for the editing,

routing and electronic transmission of logistics transactions to the Military Services, federal agencies, and contractors. Customers establishing, or changing, DoDAACs or RICs need to contact DAASC to receive logistics transactions, for example: requisitions and supply/shipment status, routed according to Military Standards to their DoDAACs and RICs. Customers that already have DAASC accounts must let DAASC know the DoDAAC(s) or RIC(s) to load to their accounts, which are uniquely identified by a 7 character Communication Routing Identifier (CommRI). Customers without accounts can learn more about the various types of accounts, and input a System Access Request for an account, from the DAASC Homepage at: <https://www.daas.dla.mil/daashome>, or by contacting the DAASC helpdesk at 1-937-656-3247.

C2.2. GENERAL ARCHITECTURE: The DoDAAD architecture provides the capability to control, maintain, and provide access to the most accurate and current data related to DoDAACs in near real-time. This is accomplished by using database of codes and address data maintained and available 24x7 at Defense Automatic Addressing System Center (DAASC).

C2.2.1. Functional Architecture: DLMSO is the DoDAAD System Administrator and is responsible for ensuring that the DoDAAD directory meets the requirements of authorized DoDAAD users. DAASC is the DoDAAD repository and is responsible for meeting the requirements of the DoDAAD System Administrator and maintaining the hardware, software, and help desk resources to ensure DoDAAD user's operational requirements are met. The CSPs are responsible for ensuring the accuracy and currency of the DoDAAD data for the DoDAACs assigned to them. The CSPs can, if they choose, establish DoDAAD Monitors delegating portions of their responsibilities (defined in the PROCEDURES section of this document) for review and approval of DoDAAD maintenance actions; however, the CSPs are ultimately responsible for the accuracy and currency of the data pertaining to the DoDAACs assigned to them. The technical architecture below supports the CSP DoDAAD data currency and accuracy. The complete list of roles and responsibilities for each of the organizations above is discussed under the responsibilities in this chapter.

C2.2.2. Technical Architecture:

C2.2.2.1. DoDAAD Data Maintenance: The CSPs or their designated CSP Monitors update the DoDAAD via the Web. This applies only to the directory entries the CSP is responsible for and authorized to update. The Army CSP uses the Army DoDAAD Web maintenance application. The Air Force CSP uses the Air Force DoDAAD Web maintenance application. All other CSPs use the DAASC DoDAAD Web maintenance application to perform maintenance actions. Regardless of the Web application used, the data validation is consistent and completed maintenance actions update the single authoritative source database at DAASC in near real-time. Access controls are built into the technical architecture to control who and what can be updated based on user ID and level of access granted (see PROCEDURES for access levels). The details for maintenance of the DoDAAD can be found at: https://today.dla.mil/j-6/dlms0/eLibrary/Documents/DODAAD/DoDAAD_SOP_for_CSPs.doc.

C2.2.2.2. Database Structure: The DoDAAD database is supported by Commercial-Off-The-Shelf (COTS) software that easily supports the addition of new data types as requirements dictate. The current database dictionary of data elements available on the DoDAAD can be found at: <http://www.dla.mil/j-6/dlms/eLibrary/Documents/DoDAAD/DoDAADMasterFileLayout.doc>.

C2.2.2.3. DoDAAD Application System Access: The DoDAAD authoritative source database is available 24 hours a day, 7 days a week. Application systems requiring access to DoDAAD data to support their processing have three options that can be exercised. First, database replication can be put in place for the application so that application has near real-time access to a copy of the authoritative source. Through the use of a replication process maintained by DAASC, the replicated copy is constantly in synchronization with the authoritative source database. Second, direct connect access to the authoritative source database can be established. Both of the above access methods ensure that the application is always using the exact same data contained on the DoDAAD authoritative source database. Components who desire near real-time access can establish a replication link to the DoDAAD by contacting DAASC. The third and least preferred option is batch processing and DAASC will continue to support batch transaction processing for the foreseeable future. However, the goal is to encourage all users of the DoDAAD to switch to real-time replication processing (if possible). The batch broadcast transaction formats can be found at:

Insert: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchInsert.doc>

Update: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchUpdate.doc>

Delete: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/V6/BatchDelete.doc>

Message: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchMessage.doc>

C2.2.2.4. At the point when the aging DoDAAD batch system is retired, the batch update option and the batch transaction format information (above) can be removed.

C2.2.2.5. DAASINQ. Individuals can view, **and** query, ~~and download~~ DoDAAD query results via Defense Automatic Addressing Inquiry (DAASINQ) at anytime. The procedures for accessing and using DAASINQ can be found at: <https://www.daas.dla.mil/daasing/>

C2.2.2.6. eDAASINQ. Individuals can view, query, and download DoDAAD query results via enhanced Defense Automatic Addressing Inquiry (eDAASINQ) at anytime. The procedures for accessing and using eDAASINQ can be found at: <https://www.daas.dla.mil/daasing/>. If the download file formats are changed, DAASC will post a notification on the eDAASINQ page prior to the change.

C2.3. POLICY

C2.3.1 Under provisions of [DoD 4140.1-R](#), "Supply Chain Materiel Management

Regulation”, it is the policy of the Department of Defense that:

C2.3.1.1. The DoDAAD shall be disseminated, as required, to DoD Component user levels. Supplemental procedural issues by DoD Components or Federal Agencies are authorized to internally use the DoDAAD and additional detailed instructions, as long as the internal instructions do not conflict with the DoDAAD’s core purpose.

C2.3.1.2. Recommended changes to the DoDAAD shall be forwarded to the DoDAAD System Administrator for review and coordination with Services/Agencies. Approved changes shall be scheduled for implementation in the quarterly update following the date agreed upon by the Services/Agencies. Implementation dates for approved changes shall be coordinated with Services/Agencies or as directed by the Deputy Under Secretary of Defense Logistics and Materiel Readiness (DUSD/L&MR).

C2.3.2. DLMSO is responsible for the enhancement and maintenance of the functional documentation for the DoDAAD. DAASC is responsible for system documentation, security access, and web control for the DoDAAD.

C2.4. ROLES AND AUTHORITIES

C2.4.1. User Access. There are multiple levels of access governed by the roles of the user. The DoDAAD System Administrator (DLMSO) shall set the access governing policy and ~~the DoDAAD CCP (DAASC)~~ shall maintain the access controls to the system. All update access is user ID and password controlled, in addition to DoD Public Key Infrastructure (PKI) requirements.

C2.4.2. Potential Users. DAASC provides a WEB screen from which potential users can request access. This screen requests information regarding the type of access required (drop down list), information about the requestor (fill in the blanks), need for access (drop down), Component affiliation (drop down), and requests that they enter and verify their desired password (fill in blanks).

C2.4.2.1. Passwords are assigned by DAASC, but must be changed to a new password the first time the user logs into the system. Passwords must comply with the following:

C2.4.2.1.1. Must contain at least one upper case letter, one lower case letter, one numeric character, and one of the following non-alphanumeric characters "%&()*+,-.;<=>?_|

C2.4.2.1.2. Must contain at least eight and not more than 25 characters

C2.4.2.1.3. Dictionary words should be avoided

C2.4.2.1.4. Must be changed every 90 days

C2.4.2.1.5. Passwords are case sensitive

C2.4.2.2. Accounts not used in 180 consecutive days will be deleted.

C2.4.3. Permission Requests. All access permission requests are forwarded via email to both the DoDAAD System Administrator and ~~DoDAAD-CCP~~ DAASC for approval. Upon approval DAASC, ~~the DoDAAD-CCP,~~ DAASC will send an email back to the requestor notifying them of the approval or denial. If access has been granted, DAASC will send two separate emails back to the requestor: one containing the user identification, and another for the password.

C2.4.4. Database Profiles. The system provides a database profile of all users with access by access level and maintains statistics on the number of accesses and types of access (update, query, download) by user. The system maintains data on attempted unauthorized accesses, and notifies the DoDAAD System Administrator and ~~DoDAAD CCP~~ DAASC via email for each unauthorized access attempt.

C2.4.5. Access Levels and Authorities

C2.4.5.1. System Administration Level. This highest level of access is provided only to the DoDAAD System Administrator and ~~DoDAAD-CCP~~ (DAASC). They will have access to all data and will be able to download any information in the data base. They will also have access to all user profiles and usage data.

C2.4.5.2. Component CSP Level. This level of access is granted to the individual designated in writing by each DoD Component as their CSP. Each Component shall provide the name of their CSP to the DoDAAD System Administrator, who will notify ~~the DoDAAD-CCP~~ (DAASC). The user ID will be structured such that, when a CSP logs into the system, the system recognizes the CSP and the DoDAACs and related information for which that CSP has responsibility. The CSP has the ability to access all information in the database and can update any information for the Component for which they have responsibility. A CSP will not be able to update information on other Component DoDAACs, i.e., the Army CSP will not be able to update Navy DoDAACs or the information related to them. The CSP also has access to all data relating to the user profiles and usage data for the users affiliated with the Component for which they are responsible.

C2.4.5.3. Component Sub-Delegation CSP Levels. Component level CSPs can delegate/sub-divide their responsibility for file maintenance of the DoDAACs for which they are responsible. A maximum of 20 delegations (or Monitors) per CSP are allowed. Each CSP must identify to the DoDAAD System Administrator and ~~DoDAAD CCP~~ DAASC the individuals to whom sub-delegations are being made and the DoDAACs that each is responsible for in the DoDAAD. The user identification (ID) shall be structured such that, when a CSP Administrator or Monitor logs into the system, the system recognizes the CSP Administrator or Monitor, the DoDAACs, and related information for which that CSP Administrator or Monitor has responsibility. The CSP Administrator or Monitor shall have the ability to access all information in the database and can update any information for the Component for which they have been assigned responsibility by their CSP. A CSP Administrator or Monitor will not be able to update

information on other Component DoDAACs, or DoDAACs assigned to another CSP Administrator or Monitor within their Component.

C2.4.5.4. General Access Level. This level provides user access to view any general information in the database via DAASINQ (query) program. This access level is public and open to all users.

C2.4.5.5. Application Access Level. This level is the Component business application level access to the database. Application users will have no ability to change the database but will have unlimited access to the data. The initial business application access arrangements shall be made by ~~DoDAAD CCP DAASC~~ in consultation with the DoDAAD System Administrator.

C2.4.6. DoDAAD Program Management. DLMSO is responsible for the program management of the DoDAAD. Tasks include (but are not limited to):

C2.4.6.1. Preparation of requirements and functional specifications.

C2.4.6.2. Scheduling and transition planning.

C2.4.6.3. Test cases.

C2.4.6.4. Policy and procedural documentation.

C2.4.7. DoDAAD Program Execution. DAASC is responsible for program execution. Tasks include (but are not limited to):

C2.4.7.1. Hardware and software acquisition

C2.4.7.2. Technical design and database maintenance

C2.4.7.3. Testing and system interface connectivity

C2.4.7.4. Hardware and software maintenance and refreshment

C2.4.8. CSP. CSPs are individuals, assigned by Service/Component, who can assign and/or maintain the DoDAAD. Since these individuals change frequently the current version of the list is included as a reference link to the DLMSO website (link below): <https://www.dla.mil/j-6/dlms0/eLibrary/Restricted/SvcPointsPOC/allpoc.asp>

C2.5. PROCEDURES

C2.5.1. Creation of DoDAAC. The DoDAAC is a six-position code that uniquely identifies a unit, activity, or organization. The first position designates the particular Service/Agency element of ownership. Alpha character in first position indicates DoD, numeric character in the first position indicates non-DoD. Specific code meaning can be found on the CSP page of the DLMSO website at: <https://www.dla.mil/j-6/dlms0/eLibrary/Restricted/SvcPointsPOC/allpoc.asp>

C2.5.1.1 Permanent DODAACs. Once a DODAAC is used as an Enterprise Identifier as part of a Unique Enterprise Identifier assignments, that DODAAC can never be reused (reactivated). The DODAAD update application will not allow CSPs to reactivate a DODAAC that has been designated as a permanent DODAAC and has previously been deleted. DODAACs that are designated as permanent DODAAC and mistakenly deleted by a CSP can only be re-added by contacting the DODAAD administrator and DAASC. When a DODAAC has been used as an Enterprise Identifier, DAASC will set the “Enterprise Identifier” flag within the DODAAC. If a DODAAC that has been used as an Enterprise Identifier is deactivated, DAASC will set the “Cancelled/Never Reuse” flag in the DODAAC.

C2.5.1.2 Contractor DODAACs. Contractor DODAACs are assigned by the CSP of the Component that signed the contract with the Contractor.

~~C2.5.1.2.1 Multiple DODAACs associated with a single Contract Number. Multiple DODAACs can be assigned by CSPs for the same contract to accommodate the situation where more than one contractor or contractor location has been given the authority to requisition supply system material under the terms of a single contract.~~

~~C2.5.1.2.2 Multiple Contract Numbers associated with a single DODAAC. A contractor DODAAC should never be associated with more than one contract number. Therefore, if a contractor has more than one contract with the Government that authorizes requisitioning from the supply system the CSPs will assign separate DODAACs for each contract number. Note that this policy does not require that existing DODAACs that are associated with multiple contract numbers with the same contractor be changed.~~

~~C2.5.1.2.3 Deletion of Contractor DODAACs. The CSPs will review contract expiration dates and ensure that DODAACs are deleted (inactivated from requisitioning) as of their respective contract expiration dates.~~

C2.5.1.3 DODAACs having Procurement Authority. Activities that have the authority to enter into contracts with commercial vendors will have an indicator set indicating that their DODAAC can appear as the first 6 characters of a contract number. The Component Procurement Authority Acquisition Control Points (PAACPs) designated by the Acquisition Community will review newly added DODAACs and advise their respective CSP of DODAACs that should have their Procurement Authority Indication turned on. The details for maintenance of the Procurement Authority Indication can be found at: https://today.dla.mil/j-6/dlmso/eLibrary/Documents/DODAAD/DoDAAD_SOP_for_CSPs.doc.

C2.5.2 Addresses. There may be up to four distinct addresses contained in the DoDAAD for each DoDAAC. These distinct delineations are “Type of Address Code” (TAC) designations. The term TAC will be used when referring to the different types of address information available on the DoDAAD. TAC and Point of Contact (POC)

follows:

C2.5.2.1. Owner Identification. Also referred to as a “TAC 1”, identifies the mailing address of the owner.

C2.5.2.2. POC Information. Name, telephone number, and email address of the POC. This information **mandatory-optional**.

C2.5.2.3. Ship-To Information. Also referred to as a “TAC 2”, identifies the ship-to or freight address for the activity. If no ship-to information is entered, the TAC 1 address is used.

C2.5.2.4. Bill-To Information. Also referred to as a “TAC 3”, identifies the billing address or the activity responsible for payment of bills. If no bill-to information is entered, the TAC 1 address is used.

C2.5.2.5. Commercial Small Parcel Shipping Information. Also referred to as a “TAC 4”, identifies the commercial shipping address (e.g., address used by USPS, UPS (United Parcel Service), FedEx (Federal Express), etc.). If no Commercial Shipping information is entered, the TAC 2 address is used. If the TAC 2 address does not exist, the TAC 1 address is used.

C2.5.3. DoDAAD Maintenance

C2.5.3.1. Master File Maintenance

C2.5.3.1.1. Revisions. Revisions to the DoDAAD result from release or revision of DoD instructions, directives, policy changes, and recommendations of the DoDAAD System Administrator and the Services/Agencies.

C2.5.3.1.2. Submitting Proposed DoDAAD Changes. The Service/Agency focal points: Army, Navy, Air Force, Marine Corps, Coast Guard, Defense Information System Agency, National Geospatial-Intelligence Agency (NGA), Defense Nuclear Agency, GSA, DLA, and the Heads of DoD logistics task groups shall forward proposed DoDAAD functionality or publication changes to DLMSO, ATTN: DoDAAD System Administrator for required processing as required by DLMS, Volume 1, Chapter 5. For more information about change management, refer to DoD 4000.25.M, Volume 1, Chapter 5 at: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v1/v1c5.doc>

C2.5.3.2. DoDAAC Structure

C2.5.3.2.1. The DoDAAC for DoD organizations and organizations of other Federal Agencies consists of a six-position alphanumeric code. The first position designates the Military Service or other Government element of ownership or sponsorship. The remaining five positions are assigned in accordance with established procedure by the CSP of the participating Service/Agency.

C2.5.3.2.2. The DoDAAC for non-Federal organizations consists of a six-position alphanumeric code. The first position designates the Service which enters into agreements with commercial activities. The remaining five positions are assigned by the Service Point (SP) of the Service involved. As a result, a commercial activity may be identified by different DoDAACs assigned by each of the Services.

C2.5.3.2.3. The system provides for the assignment of four types of address information for each activity: mail, freight, billing, and commercial small parcel. The DoDAAC is identical for all four types of addresses. Each of the four addresses types are distinguished by the field location on the DoDAAD master file (located at the following link): <http://www.dla.mil/j-6/dlmso/eLibrary/Documents/DoDAAD/DoDAADMasterFileLayout.doc>

These field locations correspond to the TAC 1, 2, 3, 4 code designations in the DoDAAD.

C2.5.3.2.4. Users of the directory will enter the proper address based on the applicable TAC on a letter, label, or box marking in accordance with applicable mode of transportation. Care should be exercised to ensure only one type of address is used for each of the 4 address types. Combining part of an APO address with a commercial postal standard will create an invalid address. It is extremely important that precautions be taken to avoid possible violations in this area, because of the sensitive nature of certain addresses.

C2.5.3.2.5. Addresses listed for freight purposes contain sufficient information for use of the in-the-clear portion of package markings and for insertion in the consignee block of transportation documents. The geographic location in the destination block of transportation documents may vary depending upon the mode of transportation. In addition to the address itself, there are two geographic location indicators: Aerial Port of Debarkation (APOD), and Water Port of Debarkation (WPOD). The APOD and WPOD are adjuncts to the address information, and depending on the values in these fields it may require a variance in the address. Supplemental information concerning railheads, airports, etc., serving a given installation in CONUS is contained in the Defense Transportation Regulation (DTR) DoD Regulation 4500.9-R at: http://www.transcom.mil/j5/pt/dtr_part_ii.cfm

C2.5.3.2.6. Addresses for commercial small parcel shipping should be entered in the TAC 4 section of the DoDAAD. Commercial small parcel shipping information must follow the format established by the USPS. It consists of certain elements such as recipient name, street name, and house number, and city, state, and ZIP Code. APO, FPO and other military unique qualifiers should not be used in the TAC 4 commercial small parcel shipping section.

C2.5.3.2.7. The procedures provide for the dissemination of address data in three forms: a machine readable files of daily transaction changes, a machine readable copy of the complete DODAAD; and the preferred method which is automated database-to-database replication. The daily transaction changes (TA_) formats will not

contain new or enhanced fields. The daily transaction change format is for backward compatibility only.

C2.5.3.3. ZIP Code Sequence

C2.5.3.3.1. All mail address entries are alphabetized within ZIP code sequence. The full nine digit ZIP code is shown, where available. Addresses within ZIP codes are listed alphabetically at the end of the ZIP code sequence listing. To enhance the application of the DoDAAD and to facilitate the cross reference process of a clear text address to a DoDAAC, a nine digit ZIP code, where appropriate, will be submitted as part of the address by the designated CSP to the CCP DAASC for input to the DoDAAD. CSPs must update existing five digit ZIP codes to nine digits. The ZIP code sequence will be based on the basic five digits that identify state and city. The expanded four digits will appear, as applicable, within the in the clear address. STAFFING NOTE. This section is being removed because it refers to hard copy microfiche documentation no longer produced.

C2.5.3.3.2. To facilitate the location of activities in the ZIP code listing when the geographic location is known, but not the ZIP code, a list of ZIP code prefixes and ZIP code by State is provided at the following web links:

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/ZipCodePrefixes.doc>

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/ZipCodeByState.doc>

For activities not located in the United States and its possessions, or otherwise not provided with a ZIP code, the entry will be located in one of the following manners:

C2.5.3.3.2.1. For overseas addresses, in numeric sequence, prefixes for APO or FPO will no longer contain the name of the city but will be revised as follows: for New York will be APO/FPO AE 090-098, for Miami will be APO/FPO AA 340, for San Francisco will be APO/FPO AP962-966, and for Seattle will be APO or FPO AP 987).

C2.5.3.3.2.2. The last line of an overseas address must contain the APO or FPO designation. The two character location designations (AA, AE, or AP) are stored in the State field of the DoDAAD master file, and the appropriate 5-digit ZIP Code or ZIP+4 (the 3-digit ZIP Code prefix for AA is 340, for AE it is 090-098, and for AP it is 962-966). The two character APO/FPO locations translate to "AE" for "NY", "AP" for "CA", and "AA" for "FL". The delivery address line must contain Street Addressing Post Offices Serving DOD Installations 28 Handbook PO-630 show the ship name, unit number, Consolidated Mail Room (CMR) number or PSC number, and box number (if assigned).

C2.5.3.3.3. DoDAAD currently contains activity address codes and addresses which encompass organizational activities within the DoD logistics system; commercial activities which enter into material and service contracts with the Department of Defense; and activities of other Federal Agencies which maintain logistics support

arrangements with the Department of Defense.

C2.5.3.3.4. Internal Service/Agency requirements for additions, revisions, and deletions will be brought to the attention of their respective CSP. The CSPs are listed at the following URL: <https://www.dla.mil/j-6/dlmso/eLibrary/Restricted/SvcPointsPOC/allpoc.asp>

C2.5.3.3.5. Addition, revision, and deletion transactions to the master activity address file will be made only by the designated CSPs.

C2.5.3.3.6. The DAASC serves as the repository for the DoDAAD.

C2.5.3.3.7. Classified Addresses. DoDAACs representing activities and addresses which are designated “CLASSIFIED” and indicated in the clear-text address field address file, and DoDAAD as “CONTROLLED, FOR SHIPPING INFORMATION CALL DSN XXX-XXXX.” To enter this type of DoDAAC, the “Free Form” checkbox must be selected to bypass the city, state, and zip code edits. The shipping activity will telephone the DSN number for shipping instructions. The shipping instructions will be provided to the shipping activity in the form of a classified message.

C2.5.3.3.8. Inquiries/Changes. Address data in the DoDAAD are submitted and updated by designated CSPs. Accordingly, inquiries regarding unlisted DoDAACs (DoDAACs not found on the master file), documentation changes, additions, and or changes to address data must be directed to the CSPs of the sponsoring Service/Agency.

C2.5.3.4 Civil Agency Addresses

C2.5.3.4.1. Purpose. Relates to civil agencies and their contractors authorized to participate in the MILSTRIP/FEDSTRIP logistics system.

C2.5.3.4.2. The applicability, scope, policy, and responsibilities are prescribed in section C2.1, above.

C2.5.3.4.3. Procedures. GSA acts as the CSP for all civil agencies, *with the exception of the USPS*. Assignment, change, and deletion of civil agency codes are done in accordance with Federal Property Management Regulation 101-26.2, [FEDSTRIP Operating Guide](#). The GSA CSP address is as follows:

GENERAL SERVICES ADMINISTRATION FEDERAL ACQUISITION SERVICE ATTN: GLOBAL SUPPLY (QS) 2200 CRYSTAL DRIVE, ROOM 904 ARLINGTON, VA 22202

C2.5.3.4.4. The DoDAAC for civil agencies consists of a six-position alphanumeric code. The first two positions are numeric and designate the Federal Agency to which the code has been assigned. The remaining four positions are assigned in accordance with prescribed CSP procedures. The procedures for updating the DAASC master DoDAAD are contained earlier in this chapter. The batch broadcast transaction formats can be found at:

Insert: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchInsert.doc>

Update: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchUpdate.doc>

Delete: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/V6/BatchDelete.doc>

Message: <http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/BatchMessage.doc>

C2.5.3.5 Delayed Implementation Dates. There are two delayed implementation dates for use in the DoDAAD system: Effective Date and Delete Date.

C2.5.3.5.1. Effective Date is used to schedule changes in the future. When a DoDAAC is entered or updated and an Effective Date is supplied for a given TAC, the data entered for that TAC will not be effective or published until the current date matches the Effective Date entered. Multiple changes can be entered using this technique, as long as the Effective Date entered does not duplicate an already entered Effective Date.

C2.5.3.5.2 When an Effective Date is pending for a given TAC, the system will indicate the pending date by flagging the TAC with a graphic above the Effective Date field indicating “Future DoDAAD information available”. To view the pending changes, the user may click the “Future data available” graphic.

C2.5.3.5.3 Delete Date is used to delete a TAC of the DoDAAC. Individual TACs may be deleted, however, a Delete Date entered on TAC 1 will delete the entire DoDAAC.

C2.5.3.5.4 When a Delete Date is pending for a given TAC, the system will indicate the pending date by flagging the TAC with a graphic above the Delete Date field indicating “Future data available”. To view the pending changes, the user may click the “Future data available” graphic.

C2.5.3.5.5 Once the Delete Date has passed, the DoDAAC will remain on the DoDAAD master file for **5 years**, before the record is physically removed from the master file. This is done so the pipeline of pending actions is given sufficient time to clear before the DoDAAC is actually removed from the master file. The only indicator a DoDAAC has been deleted during those three years is the existence of a Delete Date on the master record for the given DoDAAC.

C2.5.4. Authority Codes. Authority codes have been established to restrict requisitioning, shipment, and billing by DoDAAC. DoDAAC authority codes are applicable to all Services.

C2.5.4.1. Initially, DAASC will assign Authority Code “00” (full authority to requisition, ship-to and bill-to) to all DoDAACs, unless a more restrictive code is already known for a DoDAAC, based upon existing DAAS edits. Following initial implementation, CSPs will update DoDAAC authority codes, as appropriate, and will assign authority codes to all new DoDAACs.

C2.5.4.2. The eight authority codes are defined in table C2.T1, below. The first code (00), will allow total unrestricted use of the DoDAAC. The remaining codes limit the use of the DoDAAC for unique and specific purposes.

Table C2.T1. Authority Codes

Code	Description	Definition
00	Requisition	Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to.
	Required ¹ : POC ² , TAC ³ 1	
	Business Rules: No restrictions	
01	Ship-To Only	Can only be used as a ship-to address with no other implicit authority.
	Required: POC , TAC 1, (TAC 2 and/or TAC 4)	
	Business Rules: Not authorized to requisition or bill-to	
02	Finance (Bill-to Only)	DoDAAC can only be used as a bill-to
	Required: POC , TAC 1, TAC 3	
	Business Rules: Can not requisition, can not be used as a ship-to designation	
03	Do Not Ship to	Can not be used as a ship-to destination
	Required: POC , TAC 1	
	Restriction: TAC 2 and TAC 4 are not allowed	
	Business Rules: Can not be used as a ship-to designation	
04	DRMS Only	Defense Reutilization and Marketing Service (DRMS) (e.g., State agencies surplus). Used by DRMS to identify their customers.
	Required: POC , TAC 1	
	Business Rules: Can not requisition new material. Only authorized to obtain materials from DRMS (DoD excess only)	
05	Non-Requisition	Can not initiate a purchase or request

¹ Required means minimum required data element(s)

² ~~POC~~ is the ~~Point of Contact~~

³ TAC means Type of Address Code

Code	Description	Definition
		for goods and services
	Required: POC , TAC 1	
	Business Rules: Can not requisition/purchase any good/services.	
06	Free Issue	No cost option. This item is given away with no associated costs (e.g., DRMS, NGA Maps)
	Required: POC , TAC 1	
	Business Rules: Can not requisition/purchase any good/services. Similar to DRMS, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA))	
07	Administrative	Administrative only. This code is used for information/identification purposes only (e.g., Defense Courier Service (DCS), or contingency/emergency use)
	Required: POC , TAC 1	
	Business Rules: Can not requisition, can not be used as a ship-to- designation, and can not be used for billing. Information/identification use only.	

C2.6. OTHER PROCESSING AND INFORMATION. Other DoDAAC processes and information are managed in non-appendix-version electronic files available on the DLMSO web site as indicated in the paragraphs below.

C2.6.1. U.S. Army Unique Processing

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/USA.doc>

C2.6.2. U.S. Navy Unique Processing

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/USN.doc>

C2.6.3. U.S. Air Force Unique Processing

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/USAF.doc>

C2.6.4. U.S. Marine Corps Unique Processing

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/Dlms/msw/v6/USMC.doc>

C2.6.5. U.S. Coast Guard Unique Processing

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/USCG.doc>

C2.6.7. Defense Logistics Agency Information

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/DLA.doc>

C2.6.8. General Services Administration Information

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/GSA.doc>

C2.6.9. Department Of Defense Dependents Schools (DoDDS) Information

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/DoDDS.doc>

C2.6.10. Other Information

<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/DLMS/msw/v6/Other.doc>