



**DEFENSE LOGISTICS AGENCY
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September 06, 2019

**MEMORANDUM FOR SUPPLY DISCREPANCY REPORT (SDR) PROCESS REVIEW
COMMITTEE (PRC) MEMBERS**

SUBJECT: Approved Administrative Addendum to Defense Logistics Management Standards (DLMS) Change (ADC) 1066C, Update Supply Discrepancy Reports (SDR) Rule Changes to Owner, Manager, and Source of Supply Data for Document Type Code 7 SDRs by Defense Logistics Agency (DLA) Distribution and New Defense Automatic Address System (DAAS) WebSDR Rejection Rule (SDR)

The attached change to DLM 4000.25, Defense Logistics Management Standards is approved with implementation no later than January 2020.

Addressees may direct questions to EBSO.SDR@dla.mil. Others must contact their designated SDR PRC available at:
<https://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/>.

DREXEL K. ROSS
Acting Director
Enterprise Business Standards Office

Attachment
As stated

cc:
ODASD(Logistics)

**Attachment to ADC 1066C,
Update SDR Rule Changes to Owner, Manager, and Source of Supply Data
for Document Type Code 7 SDRs by DLA Distribution and New DAAS
WebSDR Rejection Rule**

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION: Mr. Ben Breen,
DOD Supply Discrepancy Reporting (SDR) PRC Chair, e-mail: EBSO.SDR@DLA.MIL

2. FUNCTIONAL AREA LOGISTICS AND TRANSACTION CHANGES:

- a. **Primary/Secondary Functional Area:** Supply Discrepancy Reporting
- b. **Primary/Secondary Functional Process:** DOD WebSDR Processing
- c. **Logistics and Transaction Changes (Check All That Apply):**

<input checked="" type="checkbox"/>	Category	<input checked="" type="checkbox"/>	Category	<input checked="" type="checkbox"/>	Category
	Billing		Physical Inventory		Contract Admin
X	Discrepancies / Deficiencies		MILSTRAP		DoDAAD
	Serialization		MILSTRIP		MAPAD
	Small Arms/Light Weapons		MRA		LMARS
	pRFID		Disposition	X	DLM Publications
	GFP		DOD BRAC		

3. REFERENCES:

a. DLM 4000.25 DLMS Volume 2, Appendix 7.28 Supply Discrepancy Report Relevant Data Elements

b. DLM 4000.25, DLMS, Volume 2, Supply, Chapter 17, Supply Discrepancy Reporting

c. Approved DLMS Change (ADC) 1066, SDR Process Enhancements: Follow-up Time Standards, SDR Forwarding, Source of Supply Notification, Discrepancy Code D4 for Missing Quality Assurance Representative (QAR) Signature, use of Unique Item Tracking (UIT) Designator Code for Management Report Selection Criteria, January 9, 2014.

d. ADC 1066A, SDR Process Enhancements for Source of Supply Notification of SDR Updates, June 30, 2015.

e. ADC 1126, Revised Routing Rules for Non-Manager-Owned Suspended Stock Identified at Time of Receipt at DLA Distribution Centers and Improved Identification of Owner and Manager on SDR Transactions, December 16, 2014.

4. REQUESTED CHANGE(S):

a. **Brief Overview of Change:** This approved administrative addendum to ADC 1066C:

(1) Replaces approved addendum ADC 1066B in its entirety,

(2) Updates DOD WebSDR processing to limit changes to input made to the Owner/Manager/Source of Supply data entered on the original SDR submissions. This update applies only to the SDR processing rules for Document Type 7 SDR (Customer originated, depot/lateral shipment/other) and non-quality-related Document Type R (Depot originated, redistribution order receipt),

(3) Establishes a rule that only the DLA Distribution can change the Owner/Manager/Source of Supply data using a Reply (Transaction Set Purpose Code 11) submission when the customer leaves this field blank, or inputs an incorrect value input on the original submission, and

(4) Causes WebSDR to suppress any future Party to Receive (Qualifier/Code PK) distribution copies (Transaction Set Purpose Code 22) to an activity that received the Reply Code 450 (Administrative closure notification. SDR information copy sent to wrong source of supply).

(5) Adds new SDR Reply Code 948 - Transaction rejected. Unauthorized change in the Owner, Manager, or Source of Supply field, to DLMS 4000.25 Volume 2 Appendix 7.28 Supply Discrepancy Report Relevant Data Elements.

(6) Corrects a typo in the below paragraph c.(1).(b). that erroneously miss-numbered new Reply Code 948 as 947.

Note: The administrative updates are highlighted in green.

b. **Background:**

(1) Under ADC 1066A (Reference 3.c.), WebSDR established new rules associated with changes to the value of the source of supply routing identifier code (RIC). The source of supply RIC may be updated by a storage activity reply transaction on a Document Type 7, non-quality-related Document Type R, or non-quality-related Document Type N (WebSDR-entered, comparable to Type R) SDR.

(a) The most common scenario for source of supply corrections occurs when the distribution center processes a customer SDR and overlays an erroneous sentry provided by the submitter with the actual source of supply known by the Distribution Standard System (DSS) to have directed the shipment.

(b) A similar situation could occur when a storage activity generates an SDR to the shipping activity after an owner/manager-directed redistribution and identifies an incorrect RIC in the source of supply field. The shipping activity may overlay the incorrect owner/manager in its reply transaction.

(2) Upon processing a change to the source of supply RIC, WebSDR will notify the original source of supply to consider the SDR closed for that activity only (the SDR itself will remain open).

(a) The notification to the original source of supply will take the form of an SDR reply from the DAAS RIC, SGA, citing new Reply Code 450 (Administrative Closure Notification).

(b) The new source of supply may not be able to process the reply transaction containing the updated source of supply because that activity's SDR system has no record of the original SDR.

(c) An information copy of the SDR is provided to the correct/new source of supply prior to transmitting the storage activity reply to ensure that these will process successfully.

(3) The above process is not applicable to SDRs generated by storage activities when the action is directed to the owner/manager (e.g., Document Type 8, 9, or quality-related Type R or N). When these are generated with the incorrect owner/manager RIC, the SDR must be cancelled and resubmitted correctly.

c. Approved Change in Detail:

(1) SDR Changes to the Owner, Manager, and Source of Supply (O/M/S) Data Input from the Original Submission.

(a) For SDR Document Type 7, and non-quality-related Document Type R, only DLA Distribution can make updates to the O/M/S data field. If the submitter wishes to change this field, they must cancel the original SDR and submit a new SDR. Use of the Correction (Transaction Set Purpose Code (CO)) is not authorized in this scenario.

(b) If any activity other than the DLA Distribution Center, which is the current action activity, tries to update or change the O/M/S field, reject the update with new Reply Code 948. WebSDR will reject transactions with new Reply Code (SDR reply code additions are shown in red bold italics).

(c) Add new SDR Reply Code to DLMS 4000.25 Volume 2, Appendix 7.28 Supply Discrepancy Report Relevant Data Elements as shown below,

948 - Transaction rejected. Unauthorized change in the Owner, Manager, or Source of Supply field.

(d) Long text description of the rejection will state, "Only the current DLA Distribution Center can update the owner, manager, or source of supply field. If you need to change this field you must cancel this SDR and create a new SDR."

(2) **WebSDR Block on Distribution Copies to Reply Code 450.** WebSDR will suppress any future Party to Receive (Qualifier/Code PK) distribution copies (Transaction Set

Purpose Code 22) to an activity that received the Reply Code 450 (Administrative Closure Notification. SDR information copy sent to wrong source of supply) for only Document Type 7, and R SDRs.

d. Revisions to DLM 4000.25 Manuals:

(1) Update DLMS 4000.25 Volume 2, Appendix 7.28 Supply Discrepancy Report Relevant Data Elements as shown in paragraph c.(1).(c).

Update DLM 4000.25 Volume 2, Chapter 17, Supply Discrepancy Reporting, to incorporate revised procedures as follows:

(Preceding text not shown)

C17.3.3. SDRs Resulting from Redistribution Orders (RDOs). The following procedures are applicable to DLA Distribution Centers and may be applied to other storage activities as directed by the responsible Service/Agency. ***Only the current DLA Distribution Center can update the owner, manager, or source of supply field. Submitters must cancel and resubmit their SDR if they need to update this field.*** When a storage activity receives a shipment based upon a redistribution order and the materiel is short, over, wrong, quality deficient, or otherwise discrepant the receiving activity will:

(Intervening text not shown)

C17.3.20.4.2. If an SDR source of supply is updated to identify a different source of supply (based upon ***DLA Distribution updating the owner, manager, or source of supply field using a reply action-activity reply***) after an information copy was provided, ~~to the original,~~ an SDR closure notification (Reply Code 450 - ***Administrative Closure Notification. SDR information copy sent to wrong source of supply***) will be generated by WebSDR to the originally identified source of supply so that the open record can be administratively closed. ***WebSDR will suppress any future Party to Receive (Qualifier/Code PK) distribution copies (Transaction Set Purpose Code 22) to an activity that received the Reply Code 450 for only Document Type 7 and R SDRs.*** WebSDR will also provide an information copy (Transaction Set Purpose Code 22) of the original SDR to the newly identified source of supply (the information copy will contain the updated RIC value rather than perpetuating the original value).

e. Approved Transaction Flow: Normal SDR process flow applies.

f. Alternatives: None identified.

5. REASON FOR CHANGE:

a. This change will prevent SDR submitters from updating the original O/M/S data after they create the SDR, which causes further issues downstream while processing the SDR.

b. Suppressing party-to-receive copies of transactions from going to activities that received the Reply Code 450 (Administrative Closure Notification. SDR information copy sent

to wrong source of supply) will prevent activities from receiving transactions they no longer need.

6. ADVANTAGES AND DISADVANTAGES:

a. **Advantages:** These new rules will ensure Component systems and DAAS can receive and properly process SDR transactions to correct activities.

b. **Disadvantages:** None noted.

7. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: The target implementation date is January 2020.

8. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: Not able to quantify.

9. IMPACT:

a. **New DLMS Data Elements:** There are no new data elements.

b. **Changes to DLMS Data Elements:** There are no revised data elements.

c. **Automated Information Systems (AIS):** Revise SDR applications for revised SDR reply code list.

d. **Defense Automatic Addressing System (DAAS):**

(1) Update WebSDR tables for revised SDR reply code list.

(2) WebSDR will suppress any future Party to Receive (Qualifier/Code PK) distribution copies (Transaction Set Purpose Code 22) to an activity that received the Reply Code 450 Administrative closure notification.

e. **Non-DLM 4000.25 Series Publications:** DOD Components may need to update internal operating procedures and other published Receipt/SDR guidance.

10. PDC 1066B STAFFING RESPONSE/COMMENT RESOLUTION:

Originator	Response/Comment	Disposition
Army	Concurs as written.	As noted.
Air Force	Concurs as written.	As noted.
DAAS	Concur as written	As noted.
DLA	Concur without Comment	As noted.
USMC	Concurs as written.	As noted.
GSA	No impacts to GSA.	As noted.
Navy	Concur as written	As noted.

Originator	Response/Comment	Disposition
DCMA	Concurs as written.	As noted.
USTRANSCOM	Abstain.	As Noted.