DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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September 07, 2017

MEMORANDUM FOR FINANCE PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Addendum to Approved Defense Logistics Management Standards
(DLMS) Change (ADC) 1213 (Staffed as ADC 1213A), Clarification of Bill
Numbers in DLMS for Materiel Returns Program Credit (Finance)

        The attached change to DLM 4000.25, Defense Logistics Management Standards is approved
for implementation September 30, 2017.

        Addressees may direct questions to Mr. Robert Hammond, Chair, Finance PRC, email:
financehq@dla.mil, phone: 703-767-2117. All others must contact their Component designated
Finance PRC representative:
http://www.dla.mil/HQ/InformationOperations/DLMS/DLMSPrograms/finance/

                                            HEIDI M. DAVEREDE
                                            Program Manager
                                            Enterprise Business Standards Office

Attachment
As stated

cc:
ODASD (SCI)
OUSD(C)

Attachment to ADC 1213A
Clarification of Bill Numbers in DLMS for Materiel Returns Program (MRP) Credit (Finance)

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:

   a. **Technical POC:** Defense Logistics Management Standards (DLMS) Program Office

   b. **Functional POC:** Robert Hammond, Chair, Finance PRC, email finance@hq.dla.mil

2. FUNCTIONAL AREA:

   a. **Primary/Secondary Functional Area:** Finance/Supply

   b. **Primary/Secondary Functional Process:** Logistics Billing Adjustment Request Reply to Logistics Adjustment Request for Credit/Materiel Returns Program

3. REFERENCES:

   a. ADC 1213, Clarification of Bill Numbers in DLMS, August 26, 2016

   b. DLM 4000.25, Defense Logistics Management Standards, Volume 4, Military Standard Billing System (MILSBILLS) – Finance, Chapters 2 (Billing Procedures) and 4 (Adjustment Procedures)

   c. DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), Appendix 2.16, Status Codes

4. REQUESTED CHANGE(S):

   a. **Brief Overview of Change:** This change corrects a gap in the DLMS 812L, Logistics Bill Adjustment Request Reply transaction, for Materiel Return Program (MRP) credit (legacy DIC FTB functionality). The DLMS 812L includes a scenario where the billing office approves the MRP credit, but the credit is pending and there is not an assigned credit bill number. For the DLMS 812L, American National Standards Institute (ANSI) X12 syntax rules require an entry in the data element field for the bill number. This change defines how to accommodate the syntax requirement even though a bill number is not yet available for the MRP credit. In MILS legacy 80 record position transaction format the bill number is blank.

   b. **Background:**

      (1) ADC 1213 (Reference 3.a.) revised the DLMS 812L IC notes to distinguish the different types of bill numbers in the DLMS billing and adjustment transactions and updated Logistics Data Resource Management System (LOGDRMS) with the definitions for these bill number types. ADC 1213 includes a table of DLMS transaction types and legacy mapping, noting when each type of bill number is relevant and how the bill number is populated. ADC 1213 did not address the procedures under MRP where the credit is pending and a bill number is not yet available. Enclosure 2 of this ADC contains an updated table.

(2) MILSBILLS (Reference 3.b.) provides the procedures for issuing MRP credit and following-up on promised credit. The issuer of the credit conveys credit information in a DLMS 810L, Logistics Bill, with a valid bill number and an optional type of bill code to explain the reason for the credit. MILSBILLS Appendix 2 lists authorized values for the type of bill code. When a billing office approves MRP credit, but the billed office does not have a record that the credit was issued, the billing office will send a DLMS 812R Request for Billing Adjustment (legacy DIC FTP functionality) to the applicable billing office to inquire about the status of the promised credit. Since the requesting party does not have a bill number to reference in the DLMS 812R, there is a DLMS note indicating that the value 'Z' is entered in the bill number field at 1/BCD07/020 to address ASC X12 syntax rules requiring a mandatory bill number entry. If the billing office has already provided the promised credit, the billing office will identify the bill number under which it processed the credit in the bill number field of the DLMS 812L at 1/BCD07/020.

(3) If the promised credit is still pending, the billing office will enter Customer Asset Reporting Transaction Status Code TW in legacy MILS record position (RP) 65-66 or DLMS 812L at 1/LQ01/156, but there is no bill number to enter in 1/BCD07/020. The billing office will provide the promised credit in a subsequent DLMS 810L.

(4) Legacy DIC FTB (Enclosure 1) notes that when credit is pending, the bill number in RP 76 – 80 is blank. However, ASC X12 syntax rules specify the bill number (1/BCD07/020) is mandatory in the DLMS 812L. However, there is no DLMS note to describe how the billing offices populate the field if the bill number has not yet been issued, or how billed offices will understand and translate any value conveyed in that field. This scenario is not common, but when it occurs, the DLMS 812L transactions fail Defense Automatic Addressing System (DAAS) edits, which causes the transaction to reject.

c. **Requested Change in Detail:**

(1) Modify the legacy DIC FTB format to clarify the value at record positions 65-66 is a MILSTRIP Customer Asset Reporting Transaction Status Code. MILSTRIP lists authorized codes in Appendix 2.16, Status Codes.

(2) Modify the DLMS 812L implementation convention (IC) to specify that the bill number field is populated with 'Z' when sent as a reply to a request for status of MRP credit and the credit is pending with no credit bill number currently available.

(3) Update the DAAS DLMS 812L map.

d. **Revisions to DLM 4000.25 Manuals:**

(1) Refer to Enclosure 1 for edits to DLM 4000.25, Volume 4, MILSBILLS, Appendix 3, DIC FTB.

(2) Refer to Enclosure 2 for modifications to the DLMS 812L map.

(3) Refer to Enclosure 3 for modifications to DLMS 812L IC.

e. **Alternatives:** None.

5. REASON FOR CHANGE: Provides procedures for the DLMS 812L (legacy DIC FTB functionality) MRP credit scenario where the promised credit is pending and the bill number is not available to meet ASC X12 syntax; else transactions will continue to fail DAAS edits. During DLA's implementation of the DLMS 812L for legacy FTB functionality, they discovered this syntax gap. DLA awaits the changes identified in this DLMS change in order to submit the required system change.

6. ADVANTAGES AND DISADVANTAGES:

      a. <u>Advantages</u>: Provides procedures for the DLMS 812L (legacy DIC FTB functionality) MRP credit scenario where the promised credit is pending and the bill number is not available to meet ASC X12 syntax to preclude transactions failing DAAS edits.

      b. <u>Disadvantages</u>: None noted.

7. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: Target is September 30, 2017. Upon issuance of an approved change for this requirement, DLA will submit their system change with high priority. In the responses to the PDC, Components either have yet to implement the 812L or did not note any issue with implementation.

8. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: N/A.

9. IMPACT:

      a. <u>New/Changed DLMS Data Elements</u>: None.

      b. <u>Automated Information Systems (AIS)</u>: Apply the DLMS 812L Reply to Request for Billing Adjustment, (legacy DIC FTB functionality), change at Enclosure 3.

<u>Staffing Note</u>: Components were asked in staffing to ensure that a value of "Z" in the bill number field at 1/BCD07/020 will process correctly in receiving financial systems. No issues identified in Component responses.

      c. <u>Defense Automatic Addressing System (DAAS)</u>: Update map for DLMS 812L map from FTB to apply Z to 1/BCD07/020 when record positions 65-66 is TW (credit pending, no bill number), and drop the Z where mapping from DLMS to legacy in the same scenario.

      d. <u>PDC Staffing Comment Resolution</u>:

#	Component/ Agency	Response/Comment	Disposition
1	Air Force	Concur.	Noted.
2	Marine Corps	Concur.	Noted.
3	Navy	Not currently programmed for 812L.	Noted.

#	Component/ Agency	Response/Comment	Disposition
4	DLA	Concur.	Noted.
5	OUSD(C)	Concur.	Noted

Enclosure 1

DIC FTB FORMAT

REPLY TO FOLLOW-UP FOR MATERIEL RETURN PROGRAM CREDIT

Field Legend	Position(s)	Entry and Instructions
DI Code	1-3	Enter FTB
RI Code	4-6	Perpetuate from the DI code FTP, *Follow-up for MRP Credit* (hereafter referred to as follow-up.
Media and Status Code	7	Perpetuate from the follow-up.
Stock Number	8-22	Perpetuate from the follow-up.
U/I Code	23-24	Perpetuate from the follow-up.
Quantity	25-29	Perpetuate from the follow-up.
Document Number	30-43	Perpetuate from the follow-up.
Suffix	44	Perpetuate from the follow-up.
Supplementary Address	45-50	Perpetuate from the follow-up.
Signal Code	51	Perpetuate from the follow-up.
Fund Code	52-53	Perpetuate from the follow-up.
Blank	54-56	Leave blank.
Project Code	57-59	Perpetuate from the follow-up.
Priority Code	60-61	Perpetuate from the follow-up.
Day of Year	62-64	Enter the Julian day the reply is prepared.
Customer Asset *Reporting* Transaction Status Code	65-66	Enter the applicable code *from MILSTRIP Appendix 2.16, Status Codes*.
Blank	67-75	Leave blank.
Bill Number	76-80	Enter the bill number under which the credit was processed. When the credit has not been processed, leave blank.

Enclosure 2, Updated matrix of MILSBILLS DIC Bill Numbers

Summary Billing Records (SBRs)								
Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FS_/GS_	40-44	Created	N/A	N/A	N/A	N/A	810L	1/BIG02/020

Detail Billing Records (DBRs)								
Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FA_/GA_		SBR						
FB_/GB_		SBR						
FC_/GC_		SBR						
FD_/GD_		SBR						
FE_/GE_		SBR						
FF_/GF_		SBR						
FG_/GG_		SBR						
FJ_/GJ_	54-58	SBR	N/A	N/A	N/A	N/A	810L	Not mapped into 810L, FS_/GS_ bill number mapped into the header applied to all detail bills in the 810L.
FL_/GL_		SBR						
FN_/GN_		SBR						
FP_/GP_		SBR						
FQ_/GQ_		SBR						
FR_/GR_		SBR						
FU_/GU_		SBR						
FW_/GW_		SBR						
FX_/GX_		SBR						

Request Summary Bill Adjustment Follow-up on Request for Summary Bill Adjustment									
Legacy DIC	BAC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	Mapped
FDE/FDF	42		Duplicate SBR	N/A	N/A			812R	1/BCD07/020
	43, 44	11-13	Duplicate SBR	25-29	Prior SBR duplicated by bill cited in RP11-13			812R	RP11-13 = 1/BCD07/020 RP25-29 = 2/N901/200 (Code: OI)

Reply to Summary Bill Adjustment Request Reply to Summary Bill Adjustment Request Follow-up								
Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	Mapped
FDR/FDS	11-15	Request	25-29	Request	51-55	When status codes AI & DD	812L	RP11-15 = 1/BCD07/020 RP25-29 = 2/N901/200 (Code: OI) RP74-78 = 2/N901/200 (Code: C9)

Request for Detail Bill Adjustment Follow-up on Request for Detail Bill Adjustment									
Legacy DIC	BAC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FAE/FAF	Default	54-58	DBR	N/A	N/A	N/A	N/A	812R	1/BDC07/020
	11		Duplicate DBR	74-78	Prior DBR duplicated by bill cited in RP54-58				RP54-58 = 1/BCD07/020 RP74-78 = 2/N901/200 (Code: OI)
	19, 51		SBR	N/A	N/A				1/BDC07/020
	23		From last reply						
	24		From bill (if known)						
	27		May be blank						
	34		None						1/BDC07/020 is 'Z'
	35		AS_ (RP56-58)						
	41		Requestor						1/BDC07/020
FJE/FJF	Default	54-58	DBR	N/A	N/A	N/A	N/A		1/BDC07/020
	11		Duplicate DBR	74-78	Prior DBR duplicated by bill cited in RP54-58				RP54-58 = 1/BCD07/020 RP74-78 = 2/N901/200 (Code: OI)
	19, 51		SBR	N/A	N/A				1/BDC07/020
	23		From last reply						
	24		From bill (if known)						
	27		May be blank						
	34		None						1/BDC07/020 is 'Z'
	35		AS_ (RP56-58)						
	41		Requestor						1/BDC07/020

Reply to Detail Bill Adjustment Request
Reply to Follow-up for Detail Bill Adjustment Request

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FAR/FAS	54-58	Request			N/A	N/A	812L	1/BDC07/020
FJR/FJS	54-58	Request (Except for status codes AI & DD = Actual bill number)	N/A	N/A	54-58	Adjustment Bill (For status codes AI & DD)	812L	1/BDC07/020

Follow-up for MRP Credit

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FTP	N/A	N/A	N/A	N/A	N/A	N/A	812R	1/BDC07/020.

Reply to Follow-up for MRP Credit

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FTB	76-80	Created	N/A	N/A	N/A	N/A	812L	1/BCD07/020 *If RP 65-66 = TW (credit pending, no bill number) then 1/BCD07/020 = "Z"*

Request for Retransmission of Bill (Copy)

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
QBR	40-44	SBR	N/A	N/A	N/A	N/A	812L	1/BCD07/020

Enclosure 3, DLMS Implementation Convention (IC) Revision

Item #	Location	812L Logistics Bill Adjustment Request Reply	Reason
1.	DLMS Introductory Notes	<u>Add PDC 1213A</u> *- PDC 1213A, Clarification of Bill Numbers in DLMS for Materiel Returns Program Credit (MRP)*	Identifies DLMS Changes included in the DLMS IC
2.	1/BCD07/020	<u>Modify the existing DLMS Note:</u> **Invoice Number** **DLMS Note:** 1. Cite the bill number, which applies to both the request and reply. 2. If the request did not cite a bill number (i.e. Materiel Returns Program credit requests) the reply will cite a generated bill number conforming to DLM 4000.25, Volume 4, MILSBILLS and may not be duplicated by the issuer within a calendar year. ***If the credit is pending and lacks a bill number (i.e., DLMS Supply Status Code (1/LQ01/156) is TW), cite "Z" to satisfy syntax requirements.*** 3. When replying to an adjustment request for credit due to a duplicate bill (i.e. Billing Advice Code = 11, 43 or 44) cite the original bill in 2/N9/200, code OI. 4. When the requested adjustment has already been furnished previously (Bill Status Code = AI or DD), cite the adjustment bill number in 2/N9/200, code C9.	Clarify how to populate this mandatory field when a bill number is not yet assigned.