



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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June 26, 2019

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Addendum to Defense Logistics Management Standards (DLMS) Change (ADC) 1322A, Administrative Alignment of Defense Logistics Manual (DLM) 4000.25-1 Military Standard Requisitioning and Issue Procedures (MILSTRIP) with the DLM 4000.25, Defense Logistics Management Standards Manual (Supply/MILSTRIP)

We are forwarding the attached approved administrative change to DLM 4000.25-1, MILSTRIP for implementation effective immediately. The following changes to the DLM 4000.25-1, MILSTRIP Table of Contents documents incorporating the relevant MILSTRIP procedures in the corresponding DLMS volume and chapter. This change will not actually be published in an update to the MILSTRIP Manual. Enterprise Business Standards Office (EBSO) will post an archived version of the last complete MILSTRIP Manual on the EBSO Website for research purposes.

Addressees may direct questions to Mr. Eric Flanagan, DOD MILSTRIP Administrator, email: EBSO.Supply@dla.mil. Others must contact their designated Supply PRC representative available at <http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/>.

HEIDI M. DAVEREDE
Director
Enterprise Business Standards Office

Attachment
As stated

cc:
ODASD(Logistics)

Attachment to ADC 1322A
Administrative Alignment of DLM 4000.25-1 Military Standard
Requisitioning and Issue Procedures with the DLM 4000.25, Defense
Logistics Management Standards Manual

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION: Enterprise Business Standards Office (EBSO), email: EBSO.Supply@dla.mil.

2. FUNCTIONAL AREA LOGISTICS AND TRANSACTION CHANGES:

- a. **Primary/Secondary Functional Area:** Supply
- b. **Primary/Secondary Functional Process:** MILSTRIP
- 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
	Discrepancies / Deficiencies		MILSTRAP		DoDAAD
	Serialization	X	MILSTRIP		MAPAD
	Small Arms/Light Weapons		MRA		LMARS
	pRFID		Disposition	X	DLM Publications
	GFP		DOD BRAC		

3. REFERENCES:

- a. DLM 4000.25-1 Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012.
- b. DLM 4000.25, Defense Logistics Management Standards (DLMS) Volume 2, Supply Standards and Procedures, May 2014.
- c. Approved DLMS Change (ADC) 1322, Administrative Alignment of DLM 4000.25-1 Military Standard Requisitioning and Issue Procedures with the DLM 4000.25, Defense Logistics Management Standards Manual, December 26, 2018
- d. ADC 1332, Administrative Alignment of Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) and Military Standard Requisitioning and Issue Procedures (MILSTRIP) with DLMS Volume 1, Appendix 2 and Appendix 3, January 16, 2019

e. ADC 1346, Approved Administrative DLMS Change 1346, Move MILSTRIP and MILSTRAP Appendices to DLMS Manual Volume 2, June 17, 2019

4. APPROVED CHANGE(S):

a. **Brief Overview of Change:**

(1) This change is part of a series of DLMS changes to align the DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP) (Reference 3.a.) with the companion procedures in DLM 4000.25 Volume 2 (Reference 3.b.) to support retiring the DLM 4000.25-1.

(2) This administrative change documents removal of MILSTRIP content from the table of contents to reflect that all relevant parts of the MILSTRIP procedures are aligned with the DLMS Manual. This was inadvertently left out of ADC 1322.

(3) EBSO will post the last published version of DLM 4000.25-1, MILSTRIP and DLM 4000.25-2 MILSTRAP as archived manuals on the EBSO Website. EBSO will no longer update the MILSTRIP or MILSTRAP Manuals.

b. **Background:**

(1) For the past 10 years, the ADCs included changes to align relevant text between the MILSTRIP/MILSTRAP and DLMS Manuals. This effort validates the alignment between the two manuals to ensure the underlying procedures are included in the relevant DLMS Manual chapters. The MILSTRIP alignment supports the effort to sunset DLM 4000.25-1, MILSTRIP Manual. DLM 4000.25 (primarily Volume 2) is now the primary source for DLMS guidance regarding military requisitioning and issue procedures.

(2) ADC 1322 (Reference 3.c.) documents the alignment of MILSTRIP Chapters with DLMS Volume 2.

(3) ADC 1332 (Reference 3.d.) incorporates Terms/Definitions; and Acronyms/Abbreviations from the MILSTRIP and MILSTRAP Manuals into the relevant DLMS Volume appendix files as part of the content alignment.

(4) ADC 1346 (Reference 3.e.) moves the MILSTRIP and MILSTRAP appendices to DLMS Volume 2

(5) This change documents administrative changes that are necessary for this effort. This change does not modify or alter the underlying procedures that were identified in MILSTRIP Chapters.

c. Requested Change in Detail: This administrative ADC documents the reference between the MILSTRIP and DLMS Volume 2 chapters:

Chapter 1 - General Information – Reserved (ADC 1280 (Reference 3.f.)

Chapter 2 - Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups (See DLMS Volume 2, Chapter 4 Requisitioning)

Chapter 3 - Requisition Processing and Related Actions
(See DLMS Volume 2, Chapter 4 Requisitioning)

Chapter 4 – Status (See DLMS Volume 2, Chapter 5 Status Reporting)

Chapter 5 - Release and Receipt of Materiel
(See DLMS Volume 2, Chapter 29 Release and Receipt of Materiel DD Form 1348-1A)

Chapter 6 - Security Assistance Program
(See DLMS Volume 2, Chapter 25 Security Assistance Program)

Chapter 7 - Validation of Materiel Obligation
(See DLMS Volume 2, Materiel Obligation Validation)

Chapter 8 - Mass or Universal Cancellation of Requisitions
(See DLMS Volume 2, Chapter 27 Mass or Universal Cancellation of Requisitions)

Chapter 9 - Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets
(See DLMS Volume 2, Chapter 11 Materiel Returns, Redistribution of Assets, Directed Discrepant/Deficient Materiel Returns and Retrograde Returns)

Chapter 10 - Installation Closure Procedures
(See DLMS Volume 2, Chapter 15 Installation Closure Procedures)

Chapter 11 - Contractor Access to Government Sources of Supply
(See DLMS Volume 2, Chapter 26 Contractor Access to Government Sources of Supply)

d. Revisions to DLM 4000.25 Manuals: DLM 4000.25-1, MILSTRIP. Update the MILSTRIP Manual Table of Contents to mark the aligned chapters as “Reserved” and show the primary DLMS equivalent. See Enclosure 1.

e. Approved Transaction Flow: This ADC does not create new or modify existing transaction flows.

f. Alternatives: None identified.

5. REASON FOR CHANGE: This change supports the retirement of DLM 4000.25-1 MILSTRIP.

6. ADVANTAGES AND DISADVANTAGES:

a. **Advantages:** This change will allow EBSO to retire DLM 4000.25-1, MILSTRIP and administer future changes in one publication.

b. **Disadvantages:** None identified.

7. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: Implementation will take effect immediately upon the approval of this change.

8. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: There is no cost or impact associated with this change.

9. IMPACT:

a. **New DLMS Data Elements:** N/A

b. **Changes to DLMS Data Elements:** N/A

c. **Automated Information Systems (AIS):** N/A

d. **Defense Automatic Addressing System (DAAS):** N/A

e. **Non-DLM 4000.25 Series Publications:** DOD Components and participating Federal agencies should update publications as needed.

Enclosure 1

The following changes to the DLM 4000.25-1, MILSTRIP Table of Contents, documents incorporating the relevant MILSTRIP procedures in the corresponding DLMS volume and Chapter. This change will not actually be published in an update to the MILSTRIP Manual.

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