



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221**

April 01, 2020

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

**SUBJECT: Approved Defense Logistics Management Standards (DLMS) Change (ADC)
1331A Addendum to ADC 1331 Documenting and Expanding DAAS Rejection
Criteria for Supply Discrepancy Reports (SDR)**

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

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

TERESA W. SMITH
Director, Strategic Data Services
DLA Information Operations

Attachment
As stated

cc:
ODASD(Logistics)

**Attachment to ADC 1331A,
Addendum to ADC 1331 Documenting and Expanding DAAS Rejection
Criteria for Supply Discrepancy Reports (SDR)**

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

2. FUNCTIONAL AREA LOGISTICS AND TRANSACTION CHANGES:

a. Primary/Secondary Functional Area: SDR

b. 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 |
| <input checked="" type="checkbox"/> | Discrepancies / Deficiencies | | MILSTRAP | | DoDAAD |
| | Serialization | | MILSTRIP | | MAPAD |
| | Small Arms/Light Weapons | | MRA | | LMARS |
| | pRFID | X | Disposition | X | DLM Publications |
| | GFP | | DOD BRAC | X | DLMS ICs |

3. REFERENCE:

a. Approved DLMS Change 1331, Documenting and Expanding DAAS Rejection Criteria for Supply Discrepancy Reports, March 21, 2019

b. DLM 4000.25, Defense Logistics Management Standards (DLMS), Volume 2, Supply Standards and Procedures, Chapter 17, Supply Discrepancy Reporting.

4. REQUESTED CHANGE(S):

a. Brief Overview of Change: This Approved DLMS Change (ADC):

(1) Documents and expands upon the procedures currently approved by ADC 1331 to address those events known as a DAAS Rejects or failed SDRs employed by WebSDR.

(2) Provides updates to the DLMS Implementation Convention (IC) 842A/W and 842A/R with notes to clarify qualifiers F8 and NN (submitting system control/reference numbers), which must only contain alphanumeric entries and cannot contain special characters.

(3) Clarifies the requirement for new original 00 SDRs to have comments with the exception of info only SDRs (Action Codes 1H/3B).

b. Background:

(1) USAF Integrated Logistics Supply-System (ILS-S) team in coordination with the DAAS WebSDR team identified a batch of records where the SDR submission from the originating system (DLA Distribution Standard System (DSS)) transmitted an unauthorized special character (apostrophe) within the DLMS 842A/W, submitting system control number X12 data. As a result, this error prevented WebSDR to pass the 182 record transactions to the receiving system USAF ILS-S as special characters are not allowed.

(2) The DAAS WebSDR team identified an issue when implementing the edits in ADC 1331 (Reference 3.a) regarding the requirement for 00 SDRs to have comments. ADC 1331 stated that comments are required for new 00 SDRs with the exception of info only SDRs (Action Code 1H/3B). However, the DLMS 842A/W transactions allows for comments to be provide in two separate locations:

- (International Logistics Control Office (ILCO) Comments 2/NTE02/2400 where NTE01=TPO, and
- Original remarks are found in 2/NTE02/2400 where NTE01=RPT.

DAAS initially implemented the DAAS reject only when SDRs did not contain comments in 2/NTE02/2400 where NTE01=RPT. However, Air Force Security Assistance Command received DAAS rejections for missing comments in 2/NTE02/2400 where NTE01=TPO was populated with comments. This addendum will allow DAAS WebSDR to scan for comments in both fields and will not reject the SDR if one of these fields is populated with comments.

c. Requested Change in Detail:

(1) This change adds new DLMS notes for the submitting system's control numbers (qualifier F8 Original Reference Number and NN Nonconformance Report Number) when transmitted to WebSDR to state the field will only allow alpha/numeric and that special characters are not authorized. This applies to both the original SDR submission and reply.

(2) Add new DLMS notes specifying mandatory use of alphanumeric characters for the submitting systems control number in the DLMS 842A/W SDR Report and 842A/R SDR Reply ICs.

(3) Add a new DLMS notes stating that no special characters are allowed in the DLMS 842A/W SDR Report and 842A/R SDR Reply ICs for qualifiers NN and F8. DAAS WebSDR will reject as a DAAS Reject upon submission.

(4) Replaces the term "originator" with "submitting system" in impacted DLMS notes for qualifiers F8 and NN.

(5) WebSDR will DAAS reject 00 SDRs when they do not contain comments (exception is that info only SDRs Action Code 1H/3B do not require comments). In addition, WebSDR will scan for comments in both the ILCO Comments 2/NTE02/2400 where NTE01=TPO and Original remarks found in 2/NTE02/2400/where NTE01=RPT fields. If comments are populated in either field, WebSDR will not DAAS reject the SDR. For clarity, users do not need to enter comments into both fields for the SDR to pass the edit.

d. Revisions to DLM 4000.25 Manuals: Revise the DLMS notes in DLMS IC 842A/W, SDR transaction and 842A/R SDR Reply as shown in the Enclosure.

e. Approved Transaction Flow: Standard SDR business transactions apply.

f. Alternatives: None noted.

5. REASON FOR CHANGE: This change provides clarity and updates SDR characters used for the submitting system's control number when transmitting to WebSDR as either/or original and reply SDR transactions. Also, clarifies rules for when WebSDR rejects SDRs for missing comments.

6. ADVANTAGES AND DISADVANTAGES:

a. Advantages: These changes will systemically enforce current SDR business process and procedures, and provide the SDR community better clarity to the business and system requirements in various scenarios.

b. Disadvantages: None

7. ASSUMPTIONS USED OR WILL BE USED IN THE CHANGE OR NEW

DEVELOPMENT: If no valid new original 00 SDR is on file due to being DAAS Rejected, then all subsequent transactions for the original SDR, which was submitted but was subsequently failed, will be DAAS Rejected as well and will not process. Additionally, a WebSDR control number will not be assigned and resubmission will be required.

8. ADDITIONAL COMMENTS TO CONSIDER: None

9. ADDITIONAL FUNCTIONAL REQUIREMENTS: None

10. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: EBSO will update the applicable DLMS ICs within 10 working days of the approval of this change to include the DLMS 842 data elements added by this change. DAAS will apply the WebSDR edits on transactions and in WebSDR no later than May 1, 2020.

11. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: None identified.

12. IMPACT:

a. New DLMS Data Elements: None identified.

b. Changes to DLMS Data Elements: None identified.

c. Automated Information Systems (AIS): Revise SDR submitting applications to prevent rejections as outlined above.

d. Defense Automatic Addressing System (DAAS): Update WebSDR DAAS rejection criteria as outlined above.

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

**13. PROPOSED DLMS CHANGE (PDC) 1331A RESPONSE/COMMENT
RESOLUTION:**

| | Component | Response/Comment | Disposition |
|----|------------------|-------------------------|--------------------|
| 1. | DAAS | Concur without comment. | As noted. |
| 2. | DLA | Concur without comment. | As noted. |
| 3. | US Air Force | Concurs as written. | As noted. |
| 4. | US Army | Concurs as written. | As noted. |
| 5. | USMC | Concur. | As noted. |
| 6. | US Navy | Concur without comment. | As noted. |
| 7. | USTRANSCOM | N/A | No response. |
| 8. | ODASD(Logistics) | Concur without comment. | As noted. |
| 9. | GSA | No comment. | As noted. |

Enclosure, Revise the DLMS Implementation Conventions (IC) 842A/W and 842A/R SDR transactions as shown below.

| Item | Location | Revision to 4030 842A/W Standard Supply Discrepancy Report (SDR), Follow-up, Correction, Cancellation, & Reconsideration Request | Reason |
|------|-------------------------|--|---|
| 1. | DLMS Introductory Notes | <p><u>Add ADC 1331A to the DLMS Introductory Note:</u></p> <p>- ADC 1331A, Addendum to ADC 1331 Documenting and Expanding DAAS Rejection Criteria for Supply Discrepancy Reports</p> | To identify DLMS changes included in IC. |
| 2. | 2/REF01/0700 | <p><u>Revise DLMS Notes for Qualifier F8:</u></p> <p>F8 Original Reference Number DLMS Note:</p> <ol style="list-style-type: none"> 1. Use to identify the SDR Customer Reference Number when provided separately. Component SDR applications maintain this number and perpetuate to outgoing transactions. Must use alphanumeric characters only with no special characters or DAAS will reject as DAAS Reject upon submission. Refer to ADC 1331A. 2. May be used when a manually assigned reference number is to be retained as a cross-reference to a system assigned number. 3. Used for FMS SDRs to ensure visibility of the ILCO assigned control number within Component SDR applications. 4. Use to identify the Air Force maintenance document number/suffix associated with an SDR resulting from depot denial under DLA/AF industrial activity support agreement. The number is constructed with the M-series maintenance site identifier in the first six positions of the document number. Refer to ADC 334. 5. Use to identify the Navy maintenance document number/suffix associated with an SDR resulting from DLA stock positioning/procurement action/requisitioning from another Component source of supply. The Navy document number/suffix (normally applicable to the requisition alert) will be perpetuated from the Prepositioned Materiel Receipt Document (PMRD) provided by DLA under DLA/Navy industrial activity support agreement. Refer to ADC 371. 6. For F8: WebSDR maximum field length = 18. | Clarifies allowable field data for external control numbers inbound to WebSDR. WebSDR will reject any record with incorrect characters. |
| 3. | 2/REF01/0700 | <p><u>Revise DLMS Notes for Qualifier NN:</u></p> <p>NN Nonconformance Report Number DLMS Note:</p> <ol style="list-style-type: none"> 1. Use to identify the originator's submitting system's SDR report control number. This will be the originator's system assigned number. Identify the originating system in REF03 (see REF03 for values). | Change customer to submitter. |

| | | | |
|--|--|--|--|
| | | <p>2. If the SDR was originated using the DoD WebSDR, this will be the web-generated control number. A WebSDR control number will also be assigned to transactions during processing. WebSDR transaction processing will repeat the REF segment to include each previously identified SDR report control number on the outgoing transaction.</p> <p>3. Must use alphanumeric characters only with no special characters or DAAS will reject as DAAS Reject upon submission. Refer to ADC 1331A.</p> <p>4. For NN: WebSDR maximum field length = 20 (actual length for originating applications will differ)</p> | |
|--|--|--|--|

| Item | Location | Revision to 4030 842A/R Standard Supply Discrepancy Report (SDR) Reply | Reason |
|------|-------------------------|---|---|
| 1. | DLMS Introductory Notes | <p><u>Add ADC 1331A to the DLMS Introductory Note:</u></p> <p>- ADC 1331A, Addendum to ADC 1331 Documenting and Expanding DAAS Rejection Criteria for Supply Discrepancy Reports</p> | To identify DLMS changes included in IC. |
| 2. | 2/REF01/0700 | <p><u>Revise DLMS Notes for Qualifier F8:</u></p> <p>F8 Original Reference Number DLMS Note:</p> <p>1. Use to identify the SDR Customer Reference Number when provided separately. Component SDR applications maintain this number and perpetuate to outgoing transactions. Must use alphanumeric characters only with no special characters or DAAS will reject as DAAS Reject upon submission. Refer to ADC 1331A.</p> <p>2. May be used when a manually assigned reference number is to be retained as a cross-reference to a system assigned number.</p> <p>3. Used for FMS SDRs to ensure visibility of the ILCO assigned control number within Component SDR applications.</p> <p>4. Use to identify the Air Force maintenance document number/suffix associated with an SDR resulting from depot denial under DLA/AF industrial activity support agreement. The number is constructed with the M-series maintenance site identifier in the first six positions of the document number. Refer to ADC 334.</p> <p>5. Use to identify the Navy maintenance document number/suffix associated with an SDR resulting from DLA stock positioning/procurement action/requisitioning from another Component source of supply. The Navy document number/suffix (normally applicable to the requisition alert) will be perpetuated from the Prepositioned Materiel Receipt Document (PMRD) provided by DLA under DLA/Navy industrial activity support agreement. Refer to ADC 371.</p> <p>6. For F8: WebSDR maximum field length = 18.</p> | Clarify use of characters in the submitting system control number transmitted in the SDR Reply. |

| | | | |
|----|--------------|--|--|
| 3. | 2/REF01/0700 | <p><u>Revise DLMS Notes for Qualifier NN:</u></p> <p>NN Nonconformance Report Number</p> <p>DLMS Note:</p> <p>1. Use to identify the originator's submitting system's SDR report control number. This will be the originator's system assigned number. Identify the originating system in REF03 (see REF03 for values).</p> <p>2. Must use a second REF segment to identify the applicable DoD WebSDR control number when one was provided on the SDR report.</p> <p>3. A WebSDR control number will be assigned to transactions during processing if not previously assigned. WebSDR transaction processing will repeat the REF segment if to include each previously identified SDR report control number on the outgoing transaction; Component applications need not repeat all applicable values.</p> <p>4. Must use alphanumeric characters only with no special characters or DAAS will reject as DAAS Reject upon submission. Refer to ADC 1331A.</p> <p>5. For NN: WebSDR maximum field length = 20 (actual length for originating applications will differ)</p> | <p>Clarify use of characters in the submitting system control number transmitted in SDR Reply.</p> |
|----|--------------|--|--|