



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

June 19, 2019

**MEMORANDUM FOR DEPARTMENT OF DEFENSE ACTIVITY ADDRESS DIRECTORY  
(DoDAAD) PROCESS REVIEW COMMITTEE (PRC)**

**SUBJECT: Approved Defense Logistics Management Standards (DLMS) Change (ADC)  
1337, Advanced DoDAAD Search by DoDAAC List (DoDAAD)**

The attached change to Defense Logistics Manual (DLM) 4000.25, Defense Logistics Management Standards (DLMS), Volume 6, Chapter 2, Department of Defense Activity Address Directory is approved for immediate implementation. Target timeline for Defense Automatic Addressing System (DAAS) updates to the DoDAAD expected to be completed within 60 days of the publication of this ADC.

Addressees may direct questions to Richard Morrow, DoDAAD PRC Chair, at 571-767-5256, DSN 427-5256, or e-mail: [EBSO.DoDAAD@dla.mil](mailto:EBSO.DoDAAD@dla.mil). Others must contact their Component designated representative.

**HEIDI M. DAVEREDE**  
Director  
Enterprise Business Standards Office

Attachment  
As stated

cc:  
OUSD(DPC)  
ODASD(Logistics)

# ADC 1337

## Advanced DoDAAD Search by DoDAAC List

**1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:** Enterprise Business Standards Office (EBSO), DoDAAD PRC Chair, Richard Morrow, at 571-767-5256, email: [EBSO.DoDAAD@dla.mil](mailto:EBSO.DoDAAD@dla.mil).

**2. FUNCTIONAL AREA LOGISTICS AND TRANSACTION CHANGES:**

a. **Primary/Secondary Functional Area:** DoDAAD

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

**3. REFERENCES:** DLM 4000.25, Defense Logistics Management Standards (DLMS), Volume 6, Chapter 2, Department of Defense Activity Address Directory.

**4. APPROVED CHANGE(S):**

a. **Brief Overview of Change:** This change will enhance the advanced search application (eDAASINQ) to allow queries by a file containing a list of DoDAACs. Substantive revisions subsequent to staffing **highlighted in yellow**.

b. **Background:**

(1) There are two search applications in the DoDAAD: simple and advanced. The simple search is open to the public and only allows the DoDAAD be searched by a single DoDAAC; the DoDAAC must be known by the users to run the query. The Advanced Search is CAC restricted and requires an approved System Access Request (SAR), because it allows searching based on input criteria from the user (e.g., search for all DoDAACs within a city or state). As expected, the simple search will only return one DoDAAC and the Advanced Search will return all DoDAACs that meet the criteria entered.

(2) There is a need for an enhancement to the advanced search that combines the power of both. If the list of DoDAACs is known, but there are too many to run one search at a

time, it would be beneficial to have a search that could return a known list of DoDAACs. This ability would be available in the Advanced Search only, because DOD designates DoDAACs in aggregate as for official use only (FOUO).

**c. Changes in Detail:**

**(1) DoDAAD Advance Search (eDAASINQ) Application:**

(a) The new feature will require the user to submit an Excel file containing the list of DoDAACs as input.

(b) There are currently three buttons on the advanced search screen in eDoDAAD: **View Results/Search Again**, **Download Results to File**, and **Reset/Print This DoDAAC**. This change adds a new button, **Import Excel File of DoDAACs**. New button order below for both **prior to search and post** search:

**Before the query:**



**After the query:**



(c) The Excel file must only contain one column of DoDAAC data, no header or other information.

**d. Revisions to DLM 4000.25 Manuals: N/A**

**e. REASON FOR CHANGE:** This change provides better eDoDAAD Advanced Search capability.

**f. Alternatives:** None noted.

**5. ADVANTAGES AND DISADVANTAGES:**

**a. Advantages:** This change allows users to submit a focused search by DoDAAC, an ability that currently does not exist.

**b. Disadvantages:** None.

**6. ESTIMATED TIME LINE/IMPLEMENTATION TARGET:** Authorized for immediate implementation by DAAS upon publication of the ADC. The following targeted deadlines are provided:

**a. DAAS.** Target timeline for DAAS to implement in eDoDAAD is **60 days** from the publication of the ADC.

b. Services/Agencies. N/A.

7. IMPACTS:

a. New Data Elements: None.

b. Changes to Data Elements: None.

c. Automated Information Systems (AIS): eDoDAAD Advanced Search.

d. Non-DLM 4000.25 Series Publications: Services/Agencies must incorporate the changes identified herein into the relevant Service/Agency-level DoDAAD management publications, including (but not limited to) the following:

(1) 41 CFR, Federal Property Management Regulations

(2) U.S. Army: AR 725-50

(3) U.S. Air Force: AFI 24-230

(4) U.S. Marine Corps: MCO 4400.201, Vol 2

(5) U.S. Coast Guard: COMDTINST M4000.2

(6) Defense Information Systems Agency: DISA Instruction 270-50-10

8. PROPOSED DLMS CHANGE (PDC) 1337 RESPONSE/COMMENT RESOLUTION:

	<b>Component</b>	<b>Response/Comment</b>	<b>Disposition</b>
1.	DLA	Concurs without comment – 4/18/2019	Noted
2.	Navy	Concurs without comment – 5/24/2019	Noted
3.	Air Force	Concurs without comment – 6/18/2019 <sup>1</sup>	Noted
4.	US Army	Concurs without comment – 6/18/2019 <sup>2</sup>	Noted
5.	USMC	Concurs without comment – 5/23/2019	Noted
6.	USTRANSCOM	Concurs without comment – 5/23/2019	Noted
7.	DoDIG	Concurs without comment – 4/29/2019	Noted
8.	MPSA	Concurs without comment – 4/19/2019	Noted
9.	DoDEA	Concurs without comment – 4/17/2019	Noted
10.	WHS	Concurs without comment – 4/24/2019	Noted

<sup>1</sup> After two months, EBSO emailed Air Force a final time stating if no formal response received by June 17, 2019 it is considered concurrence.

<sup>2</sup> After two months, EBSO emailed Army a final time stating if no formal response received by June 17, 2019 it is considered concurrence.