



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

**3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500**

SUSTAINMENT

**MEMORANDUM FOR SUPPLY DISCREPANCY REPORT PROCESS REVIEW
COMMITTEE**

**SUBJECT: Approved Defense Logistics Management Standards Change 1359A, Addendum to
Approved Defense Logistics Management Standards Change 1359 Department of
Defense Supply Discrepancy Report Response Time Standard Clarification**

The attached Approved Defense Logistics Management Standards Change (ADC), as outlined in the attachment, is approved for implementation.

Addressees may direct questions to, Mr. Ben Breen, e-mail: Benjamin.Breen@dla.mil. Others must contact their designated PRC representative available at: <https://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/>.

METHOD.LEIGH
.E.1098529302

Digitally signed by
METHOD.LEIGH.E.1098529302
Date: 2021.09.17 12:20:07 -04'00'

Leigh E. Method, SES
Deputy Assistant Secretary of Defense
for Logistics

Attachment:
As stated

cc:
OUSD(C)
DLA J6DS

ADC 1359A

Addendum to ADC 1359 Department of Defense (DoD) Supply Discrepancy Report (SDR) Response Time Standard Clarification.

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION: Technical POC: Mr. Ben Breen, DoD Discrepancy/Deficiency Administrator, e-mail: Benjamin.Breen@dla.mil.

2. REFERENCE:

a. ADC 1359, Department of Defense (DoD) Supply Discrepancy Report (SDR) Response Time Standard Alignment, April 23, 2021.

b. DLM 4000.25, Volume 2, Supply Standards and Procedures, Chapter 17 Supply Discrepancy Reporting (SDR).

3. APPROVED CHANGE(S):

a. **Brief Overview of Change:** This change adds Controlled Inventory Item Code (CIIC) Clarification to the existing standard SDR response timeframes for items which are classified as secret or above, nuclear weapon related materiel (NWRM) and communication system SDRs which fall into the 25 day response category.

b. **Background:** ADC 1359 (reference 2.a) established new standardized SDR response timeframes across the DoD SDR program. All unique item tracking (UIT) program items or items classified Secret or above, nuclear weapon related materiel (NWRM) and communication systems have a final response timeframe within 25 calendar days. After staffing ADC 1359 several components asked for clarification on how to identify items which are classified as secret or above, nuclear weapon related materiel (NWRM) and communication system. This administrative addendum clarifies how to identify these items by CIIC.

c. **Approved Change in Detail:** Add authorized CIIC clarification to DLM 4000.25, Volume 2, Chapter 17, Table C17.T3. as shown in the enclosure.

d. **Revisions to Defense Logistics Manuals:** Revise DLM 4000.25, Volume 2, Supply Standards and Procedures, Chapter 17, Supply Discrepancy Reporting as shown in the Enclosure.

e. **Approved Transaction Flow:** Standard SDR transaction flow applies.

4. REASON FOR CHANGE: Clarifies items which are classified as secret or above, nuclear weapon related materiel (NWRM) and communication system.

5. ADVANTAGES AND DISADVANTAGES:

a. **Advantages:** Provides clarity on how SDR systems can identify items by CIIC code which require a final response within 25 days.

b. **Disadvantages:** None.

6. ASSUMPTIONS USED OR WILL BE USED IN THE CHANGE OR NEW DEVELOPMENT: None.

7. ADDITIONAL COMMENTS TO CONSIDER: Misrouting of SDRs may extend total processing time beyond the authorized timeframes.

8. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: Upon publication of this ADC.

9. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: No specific dollar value can be assessed at this time.

10. IMPACT:

a. **New/Changes Data Elements:** None identified.

b. **Automated Information Systems (AIS):** Product Deficiency Reporting and Evaluation Program (PDREP), GSA Vision, DLA Distribution Standard System (DSS), Army Logistics Modernization Program (LMP), Air Force Security Assistance and Cooperation (AFSAC), Air Force Wholesale DO35K, Air Force Integrated Logistics System Supply (ILS-S) and DLA Enterprise Business System (EBS) will need to update their systems to calculate the correct SDR response timeframe based upon the revised SDR response time standards.

c. **Defense Automatic Addressing System (DAAS):** Update WebSDR to reflect new time standards and adjust automated responses accordingly.

d. **Non-DLM Publications:** N/A.

Enclosure

Defense Logistics Manual (DLM) 4000.25, Volume 2, Supply Standards and Procedures

Make the following changes to Volume 2. Additions are shown in *red bold italics*.

Chapter 17. Supply Discrepancy Reporting

Preceding text not shown

C17.3.13.2. Time Standards for SDR Response. Responsible action activities will reply to all SDRs received within the following time standards. Interim responses will be provided when extenuating circumstances necessitate additional processing time as authorized in this chapter. Refer to Table C17.T3. When referring to number of days in this chapter, days are expressed in calendar days, not business days.

Table C17.T3. SDR Response Time Standards.¹

Type of Time Standard	Number of Days
Standard Response: (Includes DLA Disposition Services)	50 Days
Exceptions to Standard Response Times	
Document Type Code W Transshipper SDR with Action Code 3A (frustrated shipment SDRs)	5 Days
Document Type Code 7 Customer SDRs, Shipping Depot Response	25 Days When forwarded to ICP for additional response add 25 days for a total of 50 days)
All UIT Program Items Items Classified SECRET or above, Nuclear Weapon Related Materiel (NWRM) Communications Systems <i>* In addition to UIT program codes, CIIC Codes included in this category are: \$, 1, 5, 9, E, F, G, H, K, L, P, S, T, W</i>	24 hours, initial interim response, or acknowledgement * 25 Days, final*
Note 1: SDR Response Time Standards are based upon the original submission date. Note 2: Misrouting of SDRs may extend total processing time beyond the authorized response time standard. Note 3: Army total processing time for Document Type 7 SDRs is 50 days	

¹ Refer to ADC 1359.