



SUSTAINMENT

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500

MEMORANDUM FOR DEPARTMENT OF DEFENSE ACTIVITY ADDRESS DIRECTORY PROCESS REVIEW COMMITTEE

SUBJECT: Approved Defense Logistics Management Standards Change 1468, Expand Central Service Point's Point of Contact Field Sizes

The Defense Logistics Management Standards change, as outlined in the attachment, is approved for implementation.

Addressees may direct questions to Richard Morrow, DoDAAD PRC Chair, e-mail: DoDAAD@dla.mil. Others must contact their designated PRC representative available at <https://www.dla.mil/Defense-Data-Standards/Committees/Contacts/>.

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

Attachment:
As stated

cc:
OUSD(C)
DLA J6DS

Approved Defense Logistics Management Standards Change 1468

Expand CSP's Point of Contact Field Sizes

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION: Defense Enterprise Data Standards Office (DEDSO), Richard Morrow, 571-527-6692, e-mail: DoDAAD@dla.mil.

2. REASON FOR CHANGE:

a. Bottom Line Up-Front: This change will expand the three Central Service Point (CSP) point of contact (POC) fields in the Department of Defense Activity Address Directory (DoDAAD).

b. Background: The three original POC fields were created over 20 years ago and those field sizes are now inadequate. Components are submitting requests to use email addresses that far exceed the current forty-character limit in the existing database and because they exceed that limit the fields are being left blank. It is time to expand the field sizes to allow for sufficient characters to support the current standards.

3. CHANGE IN DETAIL:

a. Technical Details: Three fields need to be changed: POC, phone, and email. These are the original three POC fields created during reengineering around 2002. Department of Defense naming conventions are creating longer email addresses and the existing field size must be changed to meet these new requirements.

(1) The existing field sizes are:

- (a) POC – 30 characters
- (b) Phone – 21 characters
- (c) Email – 40 characters

(2) New field sizes must be:

- (a) POC – 80 characters
- (b) Phone – 30 characters
- (c) Email – 120 characters

b. The existing fields are to be kept and only the field length increased. The system must use the existing fields, so the data is passed to the same locations it is today. Creating new fields has caused issues in the past and data not getting to the systems supported by the DoDAAD. Keeping the existing fields and expanding the size may cause truncation, but the data will be passed to the existing systems. Systems receiving data feeds will be required to expand to ensure they are storing all data sent to them.

c. **Revised Transaction Flow:** N/A

4. IMPLEMENTATION TARGET: Authorized for immediate implementation by Defense Automatic Addressing System (DAAS) upon publication of the approved change. The following targeted deadlines are provided:

a. DAAS: Target timeline for DAAS to implement this change is 90 days from the publication of the approved change.

b. Services/Agencies: This change should be completed within 180 days from the publication of this approved change.

5. TECHNICAL IMPACT:

a. **Additions or Changes to Data Elements:** The field sizes for the existing CSP POC elements are to be changed as follows:

(1) POC - from 30 characters to 80 characters

(2) Phone - from 21 characters to 30 characters

(3) Email - from 40 characters to 120 characters

b. **Automated Information Systems (AIS):** CSP data consumed by supported systems to be provided during PDC staffing.

c. **Defense Automatic Addressing System (DAAS):** Updates required to the DoDAAD Update Application, Defense Automatic Addressing System Inquiry (eDAASINQ/DAASINQ), any report that carries the CSP POC elements, all download files, Web Services, application programming interfaces (APIs), and the user defined data feed to Army.

6. PUBLICATION/POLICY IMPACT:

a. **Defense Logistics Manual (DLM) 4000.25:** N/A

b. **Non-DLM 4000.25 Publications:** N/A

7. ASSUMPTIONS: N/A

8. FINANCIAL IMPROVEMENT AND AUDIT REMEDIATION (FIAR), MATERIAL WEAKNESS, AND AUDIT-RELATED INFORMATION: N/A

a. **Notices of Findings and Recommendations (NFR):** N/A

b. **Corrective Action Plan (CAP) References:** N/A

c. **Other FIAR, Material Weakness, and Audit-Related Information:** N/A

9. END-TO-END TESTING REQUIREMENTS: N/A

10. REFERENCES:

a. DLM 4000.25, Volume 6, Chapter 2, Department of Defense Activity Address Directory.

b. DoDAAD Update Application Standard Operating Procedures

11. PROPOSED DLMS CHANGE (PDC) 1427 RESPONSE/COMMENT RESOLUTION:

	Component	Response/Comment	Disposition
1.	DAAS	Concur as written	N/A
2.	DCMA	Concur as written	N/A
3.	DLA	Concur as written	N/A
4.	US Air Force	Concur as written	N/A
5.	US Army	Concur as written	N/A
6.	USMC	Concur as written	N/A
7.	US Navy	Concur as written	N/A
8.	MPSA	Concur as written	N/A
9.	USTRANSCOM	Concur as written	N/A
10.	GSA	Concur as written	N/A