



**DEFENSE LOGISTICS AGENCY
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IN REPLY
REFER TO

October 02, 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Approved Addendum to Approved Defense Logistics Management System (DLMS) Change 448A, Address Line 5 Country Name Implementation and Related DoDAAD Batch Transactions (DoDAAD/MAPAD/Supply/Finance)

Attached addendum modifies approved changes in ADC 448, address Line 5 "country name" implementation in DoD Activity Address Directory (DoDAAD) and Military Assistance Program Directory (MAPAD) and related DoDAAD batch TA_ transactions.

Addressees may direct questions to Ms. Samantha Khuon, Chair, MAPAD Process Review Committee (PRC), 703-767-5288, DSN 427-5288 or email: samantha.khuon@dla.mil and/or Ms. Ellen Hilert, Co-Chair, Supply PRC, email: ellen.hilert@dla.mil and/or Robert Hammond, Chair, Finance and DoDAAD PRCs, email: robert.hammond@dla.mil. Others must contact their Component or Agency designated representative.

DONALD C. PIPP
Director
DLA Logistics Management
Standards Office

Attachment
As stated

DISTRIBUTION:
DLMS PRC MEMBERS
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CHIEF, LOGISTICS SUPPORT ACTIVITY, PACKAGING, STORAGE AND
CONTAINERIZATION CENTER, ATTN: AMXLS-AT
DEFENSE INFORMATION SYSTEMS AGENCY, ATTN EE33

cc: ODASD(SCI)

ADC 448A
Addendum to Approved Defense Logistics Management System (DLMS) Change 448A, Address Line 5 Country Name Implementation and related DoDAAD batch transactions (DoDAAD/MAPAD/Supply)

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:

a. **Technical/Functional POC:** DLA Logistics Management Standards Office

2. FUNCTIONAL AREA:

a. **Primary/Secondary Functional Area:** DoDAAD/MAPAD/Supply/Finance

b. **Primary/Secondary Functional Process:** N/A

3. REFERENCES:

a. OSD(AT&L) Policy Memorandum, dated June 6, 2011, subject; “Department of Defense Country Code Standard”, Linked at [DoD Country Code Memo](#)

b. OSD(CIO) Policy Memorandum, dated May 5 2010, subject; “Monitoring Country Code Standard Transition”, Linked at [Country Code Standard Transition](#)

c. **Military Standard (MIL-STD) 129P**, Change 4; dated September 19, 2007, subject; “Department of Defense Standard Practice, Military Marking for Shipment and Storage”

d. DLM 4000.25 Defense Logistics Management System

e. DLM 4000.25-1 Military Standard Requisition and Issue Procedures (MILSTRIP)

f. DOD 5105.38-M online Security Assistance Management Manual (e-SAMM), Chapter 4, Table C4.T2

g. **Approved DLMS Change 318**, DoD Activity Address Directory (DODAAD) Country Codes in the DODAAD

h. **Approved DLMS Change 448**, Implementation of International Standards Organization (ISO) 3166-1 codes for the identification of countries and their subdivisions (DoDAAD/MAPAD/Finance)

4. APPROVED CHANGE:

a. Brief Overview of Change: This change is an addendum to ADC 448 and not a total replacement. The addendum approves changes to the address placement and business rules associated with adding the country name to the address fields in the DoDAAD and MAPAD and removing the previously approved changes for DoDAAD batch processing.

b. Background:

(1) The Military Shipping Label (MSL) supports five lines and the United States Postal Service (USPS) requires the country name be spelled out in English on the last line of the address. ADC 448 (reference h, pages 6 and 7), designated the country name to be in the “last line” of the address. However, further impact assessment revealed that there may be unintended consequences to designating the “last line” for country name versus consistently having the country name in the fifth line. Legacy systems that are only able to receive and process four lines of address data parse the “last line” for city, state code, country code and zip code. By reserving the fifth line solely for the country name associated with the ISO 3166-1 country code, this change will not force a process change on those legacy systems. ADC 448 directed DLA Transaction Services to modify DoDAAD batch TA_ transactions to accommodate the fifth address line. Further assessment determined that adding the fifth line to batch transaction requires significant reprogramming to legacy systems; since batch processing is not the preferred update technique, this reprogramming is not considered cost effective.

(2) MAPAD already contains five address lines. The MSL supports five address lines, which may be used for country name for both DoDAAD and MAPAD. Systems receiving DoDAAD discrete data elements may be using the existing discrete ISO 3166-1 country code data to print the country name on the MSL in an available address line and would be able to do so in the fifth address line based on ADC 448.

(3) There are two ways data is updated in DoDAAD and MAPAD:

(a) When the free form indicator is set to “X” in DoDAAD and MAPAD, the DoDAAD Central Service Point (CSP) or International Logistics Control Office (ILCO) representatives are responsible for entering the address in free form. There is no standard method for entering address data in free form. DLA Transaction Services does not apply edits to free form data. Although the systems capture discrete fields for city, state, zip/postal code, and country code, the information is not used to construct the last line of the address.

(b) When the free form indicator is not set to “X”, the DoDAAD CSP and ILCO representatives enter the address in the first three lines in DoDAAD, or the first three lines in MAPAD. The systems use the discrete fields for city, state, zip/postal code, and country code to correctly construct the last line of the address.

c. Describe Approved Change in Detail:

(1) DoDAAD

(a) DLA Transaction Services will:

1. Not implement the batch change approved in ADC 448. The current TA_ transaction processing will be retained without change.

2. Modify the DoDAAD master file layout to add “country name” value to each Type Address Code (TAC) line five address (i.e., T1_ADDR5, T2_ADDR5, T3_ADDR5 and T4_ADDR5).

3. Place the ISO 3166-1 country name from the first column of the country code table into address line five of the TAC addresses via database trigger when the free form indicator is not set to “X” and the address is not in the United States.

4. Only allow four editable address lines when the free form indicator is set to “X”. This will prevent users from entering non-country name information in the fifth line to ensure the fifth line will only contain the country name. If the free form indicator is set to “X”, line five of the TAC address will be set to NULL.

5. Modify the DoDAAD Web Update application to display the fifth line of address for each TAC. The field will be greyed to indicate the field is not user modifiable.

(b) DoDAAD CSP representatives will not be able to manually change the fifth line. Errors in identification of the applicable country must be corrected by updating the ISO country code.

(c) Army and Air Force will not need to modify their DoDAAD update applications because DLA Transaction Services will populate the country name in line five based on the ISO 3166-1 country code.

(d) Components and Agencies should use the address line five (or last populated address line) of the TAC to print country name on the MSL in accordance with USPS guidelines.

(e) Systems that are not currently capable of processing five address lines should plan for its use at their earliest opportunity.

(2) MAPAD

(a) DLA Transaction Services will:

1. Modify the MAPAD web update application to first determine if line 5 is not used.

a. If line 5 is blank, the free form indicator is not set to “X” and the address is not in the United States, populate the fifth line via database trigger with the ISO 3166-1 country name.

b. If the line 5 contains information, the free form indicator is not set to “X”, the address is not in the United States and the last line is not the country name, replace the last line with the ISO country name based on the ISO country code via database trigger and notify the user that the country name was placed in the last line of the address. *NOTE: This is the logic for the MAPAD online update. The notification message will be displayed to allow the user to correct the record immediately. The message should contain the “before” and “after” data content of line five, so the user can decide if the update is valid.*

(b) MAPAD ILCO representatives are solely responsible for entering address data in the correct USPS format when the free form indicator is set to “X”.

d. Proposed Transaction Flow: There are no changes to the current transaction flows for DoDAAD and MAPAD update.

e. Alternatives: None proposed.

5. REASON FOR CHANGE:

(1) DoDAAD issues associated with placing country name in the last line versus the fifth line include:

(a) The current TAC address in DoDAAD contains 4 lines and these addresses contain “city, state and zip code” or “city, country code and zip” in the last line (either 3rd or 4th line). If the country name is added as the fifth line, it minimizes potential problems caused by adding the country name to lines three or four, because the fifth line is beyond the parsing range of the current legacy programming.

(b) DLA Distribution Standard System (DSS) currently uses the fifth line for the country name. The Military Standard (MIL-STD) 129P states that line five is “DLA addressing options” when printing overseas addresses. A DSS representative stated the country name is printed in address line five for overseas addresses. If DLA Transaction Services were to use lines three or four, the country name would be printed twice by DSS. By adding country name only to line five of the address, this problem is avoided, except in the case of free-form addresses, where this may already be occurring.

(2) DoDAAD modification of batch transactions to add a fifth address line is not considered feasible because it requires significant programming changes to legacy systems. Batch transactions have not been updated for new data elements in the past due to transaction size and legacy system limitations.

(3) MAPAD TAC addresses contain five lines; however, the fifth line is not consistently used for placement of country name. This change is to automate the placement of country name in the fifth line and to migrate to the fifth line only to contain the country name (pulled from the country code table) in the fifth line through attrition.

6. ADVANTAGES AND DISADVANTAGES:

a. Advantages:

(1) DoDAAD

(a) Using the fifth line for the country name minimizes the possibility of negatively impacting systems that parse the last line of the address.

(b) Retaining the existing batch TA_ structure for DoDAAD eliminates programming changes, eliminates the possibility that batch broadcasts will fail due to incomplete implementation and is consistent with DoDAAD past practice.

(c) Ensures the fifth line of the TAC address will contain only the country name.

(2) MAPAD

(a) This change aligns with how DSS is handling country name today.

(b) This change complies with the DLA Tooth to Tail (T2T) vulnerability assessment which mandated that all overseas shipments have the country name spelled in the fifth line of the address.

b. Disadvantages:

(1) DoDAAD - None

(2) MAPAD - None

7. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: DLA Transaction Services will implement DoDAAD and MAPAD changes within 30 days from the approval date.

8. ESTIMATED SAVING/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION: Unknown

9. IMPACT:

a. **New DLMS Data Elements:** None

b. **Changes to DLMS Data Elements:** None

c. **Automated Information Systems (AIS):**

(1) Any Component application that uses the DoDAAD TAC address will need to review their existing requirements to account for the country name placement in the fifth line of the overseas address.

(2) Any Component application that uses the MAPAD TAC address will need to review their existing requirements to account for the country name in fifth line of the address for an overseas address.

(3) DLA Transaction Services will need to modify DoDAAD and MAPAD applications, queries and output formats.

(4) Any application that prints the MSL should consider removing blank lines.

d. **Non-DLA Logistics Management Standards Publications:**

(1) Components should update their publications as needed to reflect this new guidance.

(2) Army, as the lead agent for the MIL-STD 129P may need to separately staff a change to address the 5th line requirement. Applicable changes will be coordinated and staffed by the Chief, Logistics Support Activity, Packaging, Storage and Containerization Center, ATTN: AMXLS-AT.