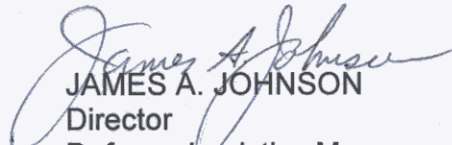March 6, 2002

IN REPLY
REFER TO   DLMSO

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Approved MILSTRAP Change Letter (AMCL) 14, Revised Asset Status Reporting and Logistics Asset Support Estimate (LASE) Procedures for DoD Total Asset Visibility (TAV)

This memorandum forwards an approved change to DoD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP). **AMCL 14 is approved for publication in MILSTRAP for immediate implementation, with the exception of the Air Force use of the two new asset status reporting codes. The Air Force exception will be noted in the manual, and Air Force is required to provide DLMSO with an implementation date for the codes.** This change was discussed at Supply Process Review Committee (SPRC) Meetings 01-2 and 02-1, and further coordinated by DLMSO with the SPRC representatives by email on February 2, 2002. This change will be published in Change 1 to MILSTRAP, anticipated for publication in 3rd quarter FY 2002. The AMCL 14 procedures have already been incorporated in the DLMS manual.

Addressees may direct questions to the DLMSO point of contact, Ms. Mary Jane Johnson, 703-767-0677, DSN 427-0677, or e-mail: maryjane_johnson@hq.dla.mil. All others must contact their Component designated Supply PRC representative.

JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
Supply Process Review Committee:
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APPROVED MILSTRAP CHANGE LETTER 14
Revised Asset Status Reporting and
Logistics Asset Support Estimate (LASE) Procedures
for DoD Total Asset Visibility (TAV)

1. Change Concept/Rationale:

    a. Concept: Revises DoD 4000.25-2-M, MILSTRAP, to comply with the DASD (P&L) Memorandum dated April 30, 1992, DoD Total Asset Visibility (TAV) Plan by providing: (1) DoD wholesale activities with access to visibility of below wholesale assets through the asset reporting procedures and (2) below wholesale activities access to visibility of wholesale assets through the logistics asset support estimate (LASE) procedures. Revises MILSTRAP as follows:

        (1) Requires implementation of only the asset status reporting portion of MILSTRAP chapter 8 and deletes the transaction reporting procedures.

        (2) Revises the appendix AP2.9 asset status/transaction reporting codes to add two new asset status reporting codes and delete the transaction reporting codes.

        (3) Revises the appendix AP3.60 Document Identifier Code DZE format to delete the transaction reporting requirements.

        (4) Revises chapter 14 LASE procedures to specifically allow authorization for below wholesale activities to use LASE procedures.

    b. Rationale:

        (1) Implementation of this change supports DoD TAV goals identified in the DoD TAV plan and in the DoD 4140.1-R, Management Regulation. The DoD TAV Plan identifies major initiatives and milestones for improving visibility and utilization of DoD materiel. The DoD Materiel Management Regulation requires that the integrated materiel manager have visibility of retail assets in order to reduce inventories and improve productivity of the distribution system, and that authorized retail level activities have visibility of the wholesale inventory.

        (2) Implementation of the asset status reporting portion of MILSTRAP chapter 8 provides wholesale activities access to visibility of assets both within and below the distribution system. Current chapter 8 procedures also provide for transaction reporting by activities below the distribution system. The DoD TAV Plan, however, identifies no need for the transaction reporting portion of chapter 8.

Further, the MILSTRAP administrator verbally confirmed with the Army, Navy, Air force, and Marine Corps MILSTRAP Focal Points during staffing of the change proposal, that their Services have not implemented the transaction reporting portion of chapter 8. All of the Services and DLA concurred with the proposal to delete the transaction reporting portion of chapter 8 during staffing to this change. Accordingly, so that DoD does not expend resources to implement procedures for which there is no identifiable need, this change deletes the transaction reporting portion of chapter 8 and revises appendices AP2.9 and AP3.60 to eliminate the associated transaction reporting requirements.

[**Note: Components were asked to verify the non-use of these procedures at Supply Process Review Committee (SPRC) meeting 01-2 (June 2001). Further, as discussed at SPRC meeting 02-1 (January 2002), DLMSO requested DAASC query for any use, in the past year, of the Asset Status/Transaction Reporting codes associated with DI Code DZE transaction reporting. The DAASC findings were negative. The DLMSO request and DAASC findings are at Enclosure 1.]**

(3) The addition of two new appendix AP2.9 asset status reporting codes improves the TAV effort by identifying asset status reports requested/submitted in support of the asset visibility/redistribution program, and by providing a means to request that activities below the distribution system report assets above the requisitioning objective using DoD 4000.25-1-M, MILSTRIP, offer of materiel report transaction (DI Code FTE).

(4) Revision of MILSTRAP chapter 14 specifically allows authorized below wholesale activities to use LASE, thereby, satisfying the TAV requirement to provide all authorized DoD Activities access to DoD wholesale asset visibility.

2. Interface/Impact:

a. Interface: Requires interface between Service/Agency wholesale and below wholesale activities.

b. Impact:

(1) The chapter 14 change requires modification of retail processing systems and procedures to be able to use LASE procedures when authorized, and may require modification of wholesale procedures.

(2) The chapter 8 asset status reporting revision requires modification of wholesale and retail procedures to delete the transaction reporting procedures and associated reporting codes and to add two new asset status reporting codes. Also, it requires wholesale and retail system changes to recognize and respond to the new asset status reporting codes.

(3) Additional wholesale and retail system changes may be required to implement the chapter 8 asset status reporting procedures depending on the extent to which DoD Components have implemented the current MILSTRAP requirements.

3. Procedures: Revise DoD MILSTRAP as indicated in Enclosures 2 through 5. Changes are identified by ***bold italics.***

From:	**Johnson, Maryjane**
Sent:	Friday, January 18, 2002 2:44 PM
Subject:	AMCL 14-Deletion of "transaction Reporting" requirements

Dave,

rp Per discussion at the SPRC 02-1 meeting, can DAASC check to see if DI Code DZE, with 7 entries of: A, B, F, G, K, or L have been submitted in the past year?

The "transaction reporting" process, which was to be deleted by AMCL 14 (MILSTRAP), relates to DI Code DZE with Asset Status/Transaction Reporting Codes as follows:

A- Commence transaction reporting on the date indicated in record positions 23-26 as transactions are processed. Commencement of transaction reporting will be preceded by submission of an asset status report (DI Code DZF) containing the ending balances for the previous day.

B- Commence transaction reporting plus daily asset status reporting (DI Code DZF) on the date indicated in record positions 23-26.

F - Change type of reporting to transaction reporting.

G - Change type of reporting to transaction reporting plus daily asset status reporting (Code B, above) on the date indicated in record positions 23-26.

K - Commence transaction reporting as soon as possible. Commencement of transaction reporting will be preceded by submission of an asset status report (DI Code DZF) containing the ending balances for the previous day.

L - Commence transaction reporting plus asset status reporting (DI Code DZF) as soon as possible.

Thanks,

Mary Jane

From:	
Sent:	Wednesday, January 30, 2002 1:33 PM
Subject:	AMCL 14-Deletion of "Transaction Reporting" requirements

Mary Jane,
  Bill passed me your request asking us to look for DI Code
DZE, with rp 7 entries of: A, B, F, G, K, or L submitted in the past
year. We found none. If you need anything else please let me know.

DLMSO Query Request to DAASC, and DAASC Response   **AMCL 14**
                                                            Enclosure 1

**APPROVED MILSTRAP CHANGE LETTER (AMCL) 14
REVISED ASSET STATUS REPORTING AND LOGISTICS ASSET SUPPORT
ESTIMATE (LASE) PROCEDURES
FOR DOD TOTAL ASSET VISIBILITY (TAV)**

Make the following revisions to DoD 4000.25-2-M, Military Standard Transaction Reporting and Accounting Procedures (MILSTRAP):

1. TABLE OF CONTENTS. Revise the table of contents as follows:

2. CHAPTER 8. Revise chapter 8 as indicated in Enclosure 3.

3. CHAPTER 14. Revise chapter 14, section C14.2, as follows:

   "C14.2. SCOPE

          The provisions of this chapter are applicable to HQ DLA, DSCs except the Defense Fuel Supply Center, Service ICPs functioning as IMMs, and ***authorized wholesale and below wholesale*** activities of the Army, Navy, Air Force, Marine Corps, and Coast Guard."

4. APPENDIX CODES INDEX. Revise the AP2 codes index as follows:

   "AP2.9 *Asset Status Reporting Codes"*

5. APPENDIX 2.1, Document Identifier Codes. Revise AP2.1 as follows:

"**CODE**	**DOCUMENT TITLE**	**EXPLANATION**
DZE	***Asset Status Reporting Request***	From ICP to Military Service designated central points to request reporting from bases, posts, camps, and stations. (See chapter 8, section C8.3.)"

6. APPENDIX 2.9 Asset Status/Transaction Reporting Codes. Revise appendix AP2.9 as indicated in Enclosure 4.

7. APPENIDIX 3 FORMATS INDEX. Revise the AP3 formats index as follows:

"AP 3.60 *Asset Status Reporting Request* (DZE)"

8. APPENDIX 3.60, DZE, Asset Status.Transaction Reporting Request. Revise AP3.60 as indicated in Enclosure 5.

C8 CHAPTER 8
ASSET STATUS REPORTING

C8.1. GENERAL

This chapter prescribes procedures for the interchange of asset status information:

C8.1.1. Between Component distribution systems and, in decentralized distribution systems, between ICPs of a Component.

C8.1.2. Between Service activities below the distribution system and ICPs of the Services/Defense Logistics Agency (DLA).

C8.2. ASSETS WITHIN THE DISTRIBUTION SYSTEM

C8.2.1. Prepare DI Code DZA asset status transactions as outlined in appendix AP3.56. Due to the number of record positions devoted to entries prescribed by the Components for use within distribution systems, each Component is authorized to procure a printed format suitable to its needs.

C8.2.2. Transmit asset status transactions between Components based on schedules established by mutual agreement.

C8.3. ASSETS BELOW THE DISTRIBUTION SYSTEM

C8.3.1. Use DI Code DZE asset status reporting request transactions, prepared as outlined in appendix AP3.60:

C8.3.1.1 To request asset status reporting by activities below the distribution system.

C8.3.1.2 To request the report of assets above the requisitioning objective using MILSTRIP DI Code FTE, for the total asset visibility program.[1]

C8.3.2 Entry of the appropriate appendix AP2.9 asset status reporting code in record position 7 of the transaction will indicate whether the request is for commencement, change, or termination of asset status reporting.

C8.3.3 Transmit DI Code DZE request transactions to central points designated by other Services. Each Service designated activity will be responsible for notifying their reporting activities of the reporting requirements reflected in the DI Code DZE request transactions received from the other Components. The Service activities designated to receive the requests are:

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[1] Use with the asset visibility program is based on agreement of the Components involved.

SERVICE	ACTIVITY	Routing Identifier Code
Army	**USAMC Logistics Support Activity** **ATTN: AMXLS-V** **Building 5307, Sparkman Center** **Redstone Arsenal, Al 35898-7466**	**AGT**
Navy	Navy Fleet Materiel Support Office Mechanicsburg, PA 17055-5000	N47
Air Force	Headquarters Air Force Materiel Command 4375 Chidlaw Road, Suite 6 Wright-Patterson Air Force Base Dayton, OH 45433-5006	FNA
Marine Corps	Commanding General Marine Corps Logistics Base Albany, GA 31704-1128	MPB

      C8.3.4. Always reflect dates for commencement of reporting (reporting codes **C and D**) and change of reporting (reporting codes **H and J**) in record positions 23-26 of the DI Code DZE request transaction as the first day of a month. In these instances, transmit the request transaction not later than 60 calendar days before the date entered in record positions 23-26.

      C8.3.5. Provision is made for requesting earlier commencement of reporting by use of *reporting code M* in record position 7 of the DI Code DZE request transaction. In *this instance*, the Services' central points will assure that reporting commences as soon as possible after receipt of the request*.*

      C8.3.6. When a one-time asset status report is required on an expedited basis, the DI Code DZE request transaction will contain reporting code Z in record position 7 and the date the report is required in record positions 23-26. The Service central point or the reporting activity in receipt of the request will take no further action if the date in record positions 23-26 is already past.

      C8.3.7. When a one-time asset status report is required for the asset visibility/redistribution program, the DI Code DZE request transaction will contain reporting code N in record position 7 and the date the report is required in record positions 23-26.[2]

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2 See footnote 1 on page C8-1.

C8.3.8. Use the DI Code DZE request transaction to request termination of reporting by utilizing reporting code E in record position 7. Reflect dates for termination of reporting positions 23-26 of the request transaction as the last day of the month. Transmit the termination requests not later than 60 calendar days prior to the date entered in record positions 23-26.

C8.3.9. Activities below the distribution system (base, post, camp, or station) will use asset status reporting transactions containing DI Code DZF, prepared as outlined in appendix AP3.61, to report assets to the requesting ICP. Report on hand balances by each separate condition (MILSTRAP) of materiel held. The DI Code DZF transaction is designed to provide for use of multiple transactions when either or both of the following apply:

? More than two conditions of materiel are held.

? Requisitioning objective, due-in, or reserved quantities exceed 999,999.

C8.3.10. The reporting code entered in record position 7 of the DI Code DZF reporting transaction will indicate the type of reporting being accomplished.

AP 2.9 APPENDIX 2.9
ASSET STATUS REPORTING CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Identifies in the ***Asset Status Reporting*** Request the type of reporting required and indicates whether a request is for commencement, change, or termination of reporting. Each new code will update the reporting requirement. Identifies in asset status reports the type of reporting being furnished.

RECORD POSITION: 7

<u>CODE</u>	<u>EXPLANATION</u>
A and B	***Reserved for future assignment by DoD***
C	Commence daily asset status reporting (DI Code DZF) on the date indicated in record positions 23-26.
D	Commence monthly asset status reporting (DI Code DZF) on the date indicated in record positions 23-26.
E	Terminate reporting on the date indicated in record positions 23-26.
F and G	***Reserved for future assignment by DoD***
H	Change type of reporting to daily asset status reporting (Code C above) on the date indicated in record positions 23-26.
J	Change type of reporting to monthly asset status reporting (Code D, above) on the date indicated in record positions 23-26.
K and L	***Reserved for future assignment by DoD***
M	Commence daily asset status reporting (DI Code DZF) as soon as possible.
N[1]	Submit a one-time asset status report (DI Code DZF) for the asset visibility/redistribution program. Submit the report by the date entered in record positions 23-26.
O	Reserved for future assignment by DoD.
P[1]	Report assets above the activity's requisitioning objective using MILSTRIP DI Code FTE.
Q thru Y	Reserved for future assignment by DoD.
Z	One-time asset status report is requested/furnished on an expedited basis. The date the report is required is entered in

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[1] *Restricted for use based upon agreement of Components involved. Only Air Force has not yet implemented. Air Force must notify DLMSO when their implementation date is known per Approved MILSTRAP Change Letter (AMCL) 14 (available at http://www.dla.mil/j-6/dlmso/changes.)*

record positions 23-26.

0 thru 9   Reserved for intra-Component use.

AP3.60 APPENDIX 3.60
ASSET STATUS~~/TRANSACTION~~ REPORTING REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DI Code DZE.
Routing Identifier (TO)	4-6	Enter RI code of the activity to which the request is submitted (see chapter 8).
Reporting	7	Enter the appropriate code from appendix AP2.9.
Stock or Part Number	8-22	Enter the stock or part number of item to be reported.
Date	23-26	Enter the ordinal date when required by the reporting code in record position 7. Always reflect dates for commencing, or change of reporting, under codes *C, D, H*, and J, as the first day of a month. Always reflect the date for termination of reporting (code E) as the last day of a month. When the code entered in record position 7 is *M or P*. this field will be left blank. When the code entered in record position 7 is *N or* Z, enter the date by which the one-time asset status report is required.
Blank	27-66	Leave blank.
Routing Identifier	67-69	Enter the appropriate code of the activity to which the asset status reports ***and/or transactions*** are to be submitted.
Multiuse	70-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.