**DoDAAC AUTHORITY CODES**

**Purpose**

The Authority code field of the DoDAAC is currently an optional use field with no business rules behind it. This document will outline the future scope and use of the Authority code field.

**Implementation of Authority Codes**

The first step to the implementation of the Authority codes is to make the Authority Code a required field on the DoDAAC update page. Since this was not a required field in the past, we will need DAASC to clear up the null values that are in the existing table. If the Authority code has not been set, it should be initialize to “00”.

The following is a list of DoDAAC Authority codes with associated business rules.

**Required information defined:**

* *POC Information required fields: POC, Phone, and Email*
* *TAC 1 required fields are: Line 1, City, Country, State, and Zip*
* *TAC 2 required fields are: Line 1, City, Country, State, and Zip*
* *TAC 3 required fields are: Line 1, City, Country, State, and Zip*
* *TAC 4 required fields are: Line 1, City, Country, State, and Zip*

| Code | Description | Definition |
| --- | --- | --- |
| 00 | Requisition | Authorized to initiate a requisition/purchase for goods and services |
| **Required:** POC, TAC 1 | |
| **Business Rules:** No restrictions | |
| 01 | Ship To Only | Can only be used as a “Ship To” address with no other implicit authority. |
| **Required:** POC, TAC 1, (TAC 2 and/or TAC 4) | |
| **Business Rules:** Not authorized to requisition | |
| 02 | Finance (Bill to Only) | Finance “Bill To” address only required |
| **Required:** POC, TAC 1, TAC 3 | |
| **Business Rules:** Can not requisition, can not be used as a Ship To designation | |
| 03 | Do Not Ship to | Can not be used as a “Ship To” destination |
| **Required:** POC, TAC 1 | |
| **Restriction:** TAC 2 and TAC 4 are not allowed | |
| **Business Rules:** Can not be used as a Ship To designation | |
| 04 | DRMS Only | Defense Reutilization and Marketing Service. Used by DRMS to identify their customers. |
| **Required:** POC, TAC 1 | |
| **Business Rules:** Can not requisition new material. Only authorized to attain materials from DRMS (DoD excess only) | |
| 05 | Non-Requisition | Can not initiate a purchase or request for goods and services |
| **Required:** POC, TAC 1 | |
| **Business Rules:** Can not requisition/purchase any good/services. | |
| 06 | Free Issue | No cost option. This item is given away with no associated costs (e.g., DRMS, NGA Maps) |
| **Required:** POC, TAC 1 | |
| **Business Rules:** Can not requisition/purchase any good/services. Similar to DRMS, but can request free of cost items (e.g., maps from NGA) | |
| 07 | No TAC2 Needed | No TAC2 (i.e., Ship To address) needed |
| **Required:** POC, TAC 1 | |
| **Business Rules:** No restrictions,  No TAC 2 or TAC 4 required | |
| 08 | Administrative | Administrative only. This codes is used for information/identification purposes only (e.g., Defense Currier Service (DCS), or contingency/emergency use) |
| **Required:** POC, TAC 1 | |
| **Business Rules:** Can not requisition, can not be used as a Ship To designation, and can not be used for Billing. Information/identification use only. | |
| 99 | Free Form Addresses  (TAC 2 only) | Removed from Authority Code. *See Free Form Addresses (TAC 2 Only) below for new usage description..* |

**Free Form Addresses (TAC 2 Only)**

We would like to remove the “99” code from the Authority code table and create a flag on the TAC 2 update page. The new flag field on the TAC 2 is only valid for use with the following Authority Codes: 03, 05, and 08. Free Form addressing **cannot** be used with 01, 02, 04, 06 or 07.

If the Free Form address flag is checked, the address information is not structured or restricted. The dropdown lists for city and state should be removed (or hidden) and standard text field should be substituted in their place. The Free Form Addresses is needed to accommodate selected usages types (e.g., Control, Closed, and CRIF).

DoDAAD Update Page sample

|  |  |  |
| --- | --- | --- |
| **DoDAAC Information** | | |
| \*  DoDAAC: | Status COMMRI: | SPLC: |
| UIC: | Billing COMMRI: | RIC: |
| Authority Code: | | |
| ALOC: | | |
| **POC Information** | | |
| POC: | | Phone: |
| Email: | | |
| **Check here to copy all TACs from DoDAAC** | | |
| **Check here to copy TAC1 from DoDAAC** | | |
| **TAC1 Information** | |  |
| \*  Line1: | | EFF: |
| Line2: | | DEL: |
| Line3: | | BBP: |
| Line4: | | |
| \*  City: | | |
| Country: \* | | |
| State/APO/Province: \* | | |
| ZIP Code: | International Postal Zip Code: | |
| **Check here to copy TAC2 from DoDAAC** | | |
| **Click here to copy current TAC1 to TAC2** | | |
| **TAC2 Information** | |  |
| \*  Line1: | | EFF: |
| Line2: | | DEL: |
| Line3: | | APOD:     [Find APOD](https://www-tmds.c2.amc.af.mil/TMDS/DTRdata.xsql?result=&view=V_D_ARPTNM_ARL_PO) |
| Line4: | | WPOD:    [Find WPOD](https://www-tmds.c2.amc.af.mil/TMDS/DTRdata.xsql?result=&view=V_SEAPORT) |
| \*  City: | | BBP: |
| Country: \* | | |
| State/APO/Province: \* | | |
| ZIP Code: | International Postal Zip Code: | |
| **Check here to copy TAC3 from DoDAAC** | | |
| **Click here to copy current TAC1 to TAC3** | | |
| **TAC3 Information** | |  |
| Line1: | | EFF: |
| Line2: | | DEL: |
| Line3: | | ADSN/FSN: |
| Line4: | | |
| City: | | |
| Country: | | |
| State/APO/Province: | | |
| ZIP Code: | International Postal Zip Code: | |
| **Check here to copy TAC4 from DoDAAC** | | |
| **TAC4 (Small Package Carrier)** | |  |
| Line1: | | EFF: |
| Line2: | | DEL: |
| Line3: | | |
| Line4: | | |
| City: | | |
| Country: | | |
| State/APO/Province: | | |
| ZIP Code: | International Postal Zip Code: | |
| **OTHERS** | | |
| Distribution Code: | Major Command/Bureau: | |
| CCP: | | CONUS/OCONUS: |
| Geo Location: | | |
| Latitude: | Longitude:  **Contact Webmaster |** [**BSM UMB**](http://www.dla.mil/j-4/CRIC/banner_text.asp) |  |