



OFFICE OF THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

8 MAR 1985

CAMERON STATION
DEFENSE LOGISTICS
STANDARD SYSTEMS OFFICE
ALEXANDRIA, VA ~~XXXX~~ 22304-6100
DLSSO

MEMORANDUM FOR RECORD

SUBJECT: DoD Joint Physical Inventory Working Group (JPIWG) Meeting,
19-22 Feb 85

1. The subject meeting was convened at 0900 hours, 19 Feb 85, at Cameron Station, Alexandria, VA. Agenda topics are listed in Attachment 1 and attendees in Attachment 2. Mr. J. Sundberg is now serving as the liaison representative between the DoD JPIWG and OASD(MI&L). A revised list of JPIWG Representatives and Comptroller Points of Contact is provided in Attachment 3.
2. The Air Force was not represented at the meeting by either their designated JPIWG Representative or Alternate. Since the Army Representative was unable to attend on 21 Feb due to illness and the DLA Representative had unexpected obligations for 22 Feb, the last day of the meeting was cancelled.
3. Minutes of the 23-24 Jan 85 meeting were reviewed. The Navy Representative requested that the minutes be amended for the topic 1 disposition to delete NSC Charleston from the list of ICPs to be visited and indicate only that accountable inventory functions will also be reviewed at NSC Charleston. The revised page is included at Attachment 4. It was also noted that the topic 3 listing of items to be considered for receipt processing should indicate item 15b in lieu of 15a.
4. The Comptroller Points of Contact (POCs) were invited to the meeting at the request of the OASD(C) Representative to become acquainted with the DoD JPIWG members and to open the lines of communication. The Comptroller POCs were welcomed to the meeting and given an overview of the DoD JPIWG historical events, including completed actions to date. Each POC was provided a draft of the MILSTRAP inventory change proposal currently under development and a copy of the DoD JPIWG Actions and Status list. The following action items were identified as those having direct or indirect financial involvement: 1b(2); 2a and b; 3b, c and d; 5a; 6a; 7a; 8d; 9b and d; 10a; 11c, d, e and f; 13c, d, f, g and h; 14b; 15e; 17b; 18c and d; and 20 b.
5. During the afternoon of 19 Feb, the Comptroller POCs met at the Pentagon with Mr. M. Melburn and Mr. E. Harris, OASD(C), to discuss their perceived role as the DoD JPIWG Comptroller Points of Contact. As the financial contacts they were advised to monitor the Group's actions to insure that the necessary financial systems interfaces are accomplished. The POCs were requested to monitor

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the inventory data being included in both the financial reports and the Inventory Control Effectiveness (ICE) Reports, identify problems and variations in reported data, and develop a means of resolving discrepancies and/or ensuring that data variations are identified to all interested parties.

6. The JPIWG Representatives devoted most of their efforts to the review and disposition of DoD JPIWG Actions and Status list items identified for the next MILSTRAP inventory change proposal with the following results:

a. For items 3e, 12a, 12d, 13a(1), 14a, 15b, 15c, and 15e, the representatives developed verbage for the proposed MILSTRAP change. For items 12b, 13a(2) (pending agreement of the Army Representative), and 16c, the representatives considered the existing MILSTRAP procedures to be adequate; these topics are considered complete.

b. For item 6a(3), the representatives agreed that no conflict existed between the MILSTRAP loan materiel procedures in chapter 4 and the chapter 7 procedures once the loan materiel exclusion was deleted from chapter 7. However, the Group agreed to review the item during the upcoming surveillance to determine how materiel accountability is maintained for loan materiel and whether a change to the MILSTRAP chapter 4 or chapter 7 procedures is required.

c. The representatives concluded that item 14b may best be addressed under DoD Directive 7040.6, Internal Control Systems. Item 14b will be deferred to a later meeting for discussion with the DoD JPIWG Comptroller Points of Contact.

d. The following items remain to be addressed:

<u>Category</u>	<u>Items to be Considered</u>
Research Process	3c(2), 11a, 11b, 11c, 11d, 11f, 13d
Infloat Document Control	9d, 10a
Maintaining Accountable/ Custodial Records	13b; 13c(2), (3) and (4); 13h; 16a; 16b
Quality Control	17b(2), (3), (4) and (5)

7. The Group discussed the location for the next meeting, originally scheduled to be held at HQ AFLC. Since the last day of this meeting was cancelled and travel time to AFLC would absorb the equivalent of one day, the representatives agreed to hold the 18-22 Mar 85 meeting at Cameron Station, Room 3D660, beginning at 0900 hours. The Group will continue their review of action items identified for the proposed MILSTRAP change.

8. Representatives are reminded of the requirement to review their respective systems and determine whether lot/segment number, project code, and distribution code are needed in the physical inventory request (DJA) and count (DKA) transactions to permit completion of action item 9c. Representatives are also

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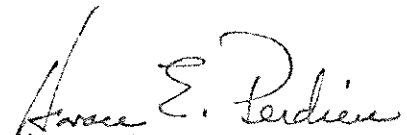
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reminded of the requirement to provide a written status update to DLSSO by 18 Mar 85 for the Actions and Status list items identified in Attachment 3 to the 23-24 Jan 85 meeting minutes.

9. Representatives were recognized for their participation and the meeting was adjourned 21 Feb 85.

4 ATT

Distribution:


Horace E. Perdieu
DoD JPIWG, Vice-Chairman

cc:

DASD(L&MM)SD (P. Judge)
OASD(C)MS (E. Harris)
AMCSM-PSI (C. Strong)
AMCRM-FPW (J. Jamison)
SUP 06Y1 (F. St. Mark)
SUP 014 (L. Lloyd)
AFLC/DSS (E. May)
AFLC/ACFMS (G. Eley)
HQMC/LMM-2 (B. Patterson)
HQMC/FDA (L. Dowdle)
DLA/OSC (M. Kelley)
DLA/CFS (R. Reese)

DoD JPIWG Meeting
19-21 Feb 85

AGENDA TOPICS

- . Review of 23-23 Jan 85 JPIWG Meeting Minutes
- . Introduction of Comptroller Points of Contact
- . JPIWG Historical Overview
- . Resolution of Items Identified for Proposed MILSTRAP Change

DoD JPIWG Meeting
19-22 Feb 85¹

ATTENDEES

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>	<u>FEB</u>		
			<u>19</u>	<u>20</u>	<u>21</u>
H. Perdieu (Vice-Chairman)	DLSSO	274-7971	X	X	
J. Lewis	DLSSO-T	274-7932	X	X	X
M. Kenna	DLSSO-T	274-7932	X	X	X
E. Harris (Member)	OASD(C)MS	697-0585	X		
J. Sundberg	OASD(L&MM)SD	697-9978	X		
C. Strong (Member)	Army	274-8497	X	X	
J. Jamison (Comptroller POC)	Army	274-9173	X		
F. St. Mark (Member)	Navy	697-0589	X	X	X
L. (Taylor) Lloyd (Comptroller POC)	Navy	697-4860	X		
G. Eley (Comptroller POC)	Air Force	787-7309	X		
B. Patterson (Member)	Marine Corps	694-1600	X	X	X
L. Dowdle (Comptroller POC)	Marine Corps	694-8684	X		
M. Kelley (Member)	DLA	274-6193	X	X	X
R. Reese (Comptroller POC)	DLA	274-6224	X		

122 Feb 85 Cancelled

DoD JOINT PHYSICAL INVENTORY WORKING GROUP
REPRESENTATIVES AND COMPTROLLER POINTS OF CONTACT

<u>REPRESENTATIVE</u>	<u>SERVICE</u>	<u>ORGANIZATION</u>	<u>TELEPHONE</u>
P. Judge (Chairman)	ASD(MI&L)	DASD(L&MM)SD	697-3151
J. Sundberg (Staff Representative)	ASD(MI&L)	DASD(L&MM)SD	697-9978
E. Harris (Primary)	ASD(C)	OASD(C)AP	697-0585
R. Eckman (Alternate)	ASD(C)	OASD(C)AP	697-6148
H. Perdieu (Vice-Chairman)	DLSSO	DLSSO	274-7971
M. Kenna (Staff Representative)	DLSSO	DLSSO-T	274-7932
C. Strong (Primary)	USA	USAMC (AMCSM-PSI)	274-8497
C. Scaman (Alternate)	USA	USAMC (AMCSM-PSI)	274-8497
J. Jamison (Comptroller POC)	USA	USAMC (AMCRM-FPW)	274-9173
F. St. Mark (Primary)	USN	NAVSUPSYSCOM (SUP 06Y1)	697-0589
Vacant (Alternate)	USN		
L. Lloyd (Comptroller POC)	USN	NAVSUPSYSCOM (SUP 014)	697-4860
E. May (Primary)	USAF	AFLC(DSS)	787-7874 (AV)
D. Blanchard (Alternate)	USAF	AFLC(DSS)	787-7874 (AV)
G. Eley (Comptroller POC)	USAF	AFLC(ACFMS)	787-7309 (AV)
B. Patterson (Primary)	USMC	HQMC(LMM-2)	694-1600
R. Massey (Alternate)	USMC	HQMC(LMM-2)	694-1474
L. Dowdle (Comptroller POC)	USMC	HQMC(FDA)	694-8684
M. Kelley (Primary)	DLA	DLA(OSC)	274-6193
M. Pipan (Alternate)	DLA	DLA(OSC)	274-6193
R. Reese (Comptroller POC)	DLA	DLA(CFS)	274-6224

Conversion of Washington DC telephone numbers to AUTOVON numbers is as follows:

<u>Washington DC area</u>	<u>AUTOVON</u>
274 Exchange	284 plus last four digits
694 Exchange	224 plus last four digits
697 Exchange	227 plus last four digits

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Subject: DoD Joint Physical Inventory Working Group (JPIWG) Meeting,
23-24 Jan 85

(2) Disposition:

(a) Prior to conducting the on-site visits, the Group will meet for three days to review the Service/DLA publications and functional requirements statements for implementation of Approved MILSTRAP Change Letter (AMCL) 41. This meeting will be in addition to the Feb and Mar 85 meetings scheduled for development of the MILSTRAP change proposal on inventory control.

(b) During the on-site visits, the JPIWG will review the implementation of AMCL 41 and assess the merits of the procedures developed for the next MILSTRAP change proposal. The Group will place special emphasis on the quality control and causative research programs, including the cost versus benefit aspects, which are being stressed by the GAO.

(c) The JPIWG will visit ICPs and depots and then determine whether visits to the central design activities are warranted. The following ICPs and depots are those tentatively selected for visits during the Apr-Jun 85 time period (actual dates will be established at a later meeting):

<u>Component</u>	<u>ICP to be Visited</u>	<u>Depot to be Visited</u>
Army	TACOM, Warren, MI	Red River, New Boston, TX
Navy	*	NSC, Charleston, SC
AF	OCALC, Oklahoma City, OK	OCALC, Oklahoma City, OK
MC	MCLB, Albany, GA	MCLB, Albany, GA
DLA	DESC, Dayton, OH	DCSC, Columbus, OH

* Accountable inventory functions also to be reviewed at NSC Charleston.

b. Topic 2. Review Current DoDIG/GAO Audit Reports

(1) Discussion. Items from the GAO/NSIAD-84-9, 4 Nov 83, are already included in the Actions and Status Listings. The draft report for Inter-Service Location Reconciliation and the draft report for Inventory Adjustments (which consolidate the findings and recommendations for all DoD Components) are both due out in Feb or Mar 85.

(2) Disposition. The JPIWG will review the draft audit reports upon their release.

c. Topic 3. Identify/Review Proposed MILSTRAP Changes.

(1) Discussion. The JPIWG reviewed the DoD JIPWG Actions and Status Listing to categorize the actions identified for PMCL development. The Group devoted the second day of the meeting to resolving items identified for proposed MILSTRAP changes.

(2) Disposition:

(a) The JPIWG will review the MILSTRAP change proposal items in ten categories. The categories and JPIWG Actions and Status Listing items for each category are as follows: