



**DEFENSE LOGISTICS AGENCY  
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IN REPLY  
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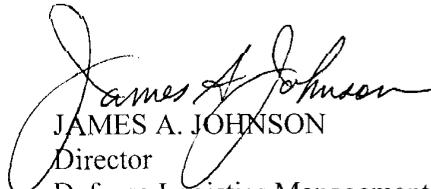
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MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Defense Logistics Management Standards (DLMS) Supply Discrepancy Report  
(SDR) Subcommittee Meeting, November 19, 2002

The attached minutes of the DLMS SDR Meeting 02-2 are forwarded for you information and appropriate action.

The Defense Logistics Management Standards Office point of contact is Ms. Ellen Hilert, **DoD SDR System** Administrator, at **(703) 767-0676, DSN 417-0676 or e-mail [ellen\\_hilert@hq.dla.mil](mailto:ellen_hilert@hq.dla.mil)**.

  
JAMES A. JOHNSON  
Director  
Defense Logistics Management  
Standards Office

Attachment

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Supply PRC

DLMSO

November 26, 2002

MEMORANDUM FOR RECORD

**SUBJECT:** Defense Logistics Management Standards (DLMS) Supply Discrepancy Report (SDR) Subcommittee Meeting, November 19, 2002

**Purpose:** The Defense Logistics Management Standards Office (DLMSO) chaired a meeting on November 19, 2002 at the HQC for the purpose of addressing unresolved issues and finalizing requirements for completion of Phase I of the DoD WebSDR. GSA presented a demonstration of their discrepancy system (E-Resolve), which is still in testing and will be implemented in the near future. A list of attendees is shown at Enclosure 1.

**Review of Meeting Topics:**

**A. DoD WebSDR Overview and Demonstration:** Ms. Ellen Hilert, DLMSO, walked the Committee through the various input screens, providing background on previously agreed to changes, as well as soliciting new changes/requirements. DoD WebSDR screenshots are available at: [https://day2k1.daas.dla.mil/websdr/demo\\_files/demo.htm](https://day2k1.daas.dla.mil/websdr/demo_files/demo.htm). (These will be updated as corrections/additions are incorporated.) Specific areas discussed are reflected below, and details of resolutions shown at Enclosure 2.

- ✍ Discrepancy Codes: The DoD WebSDR site will continue to allow for selection of three discrepancy codes per SDR, with the second and/or third passed in SDR transactions using the remarks field. In addition the third discrepancy code will not be restricted to packaging as previously suggested.
- ✍ Requirements for the Activity Identification - Initiator. The program will be revised to remove the option of entering a RIC for initiator identification. Clear text address will be permitted only if no DODDAC is provided and will be forwarded via email. If the customer alters pre-filled address pulled from the DODAAF, the corrected address will be passed to the action activity. GSA suggested that line 4 should be mandatory. DLMSO agreed to consider making this change.
- ✍ Requirements for the Activity Identification – To Address/Distribution Address(es): Automated system determination of the action activity was discussed in detail with significant progress toward resolving open questions. The preferred identification of the To Address will be the RIC based upon predetermined rules. Components should review of the updated strawman guide and forward any further corrections and additions to DLMSO.

- ✍ Transportation Control Number (TCN) and Recognition of Partial Shipments: The application will be revised to display up to 25 TCNs with matching document number/suffix. A message will be added indicating there are multiple shipment and the screen will be moved up earlier in the process.
- ✍ Shipment, Billing, and Receipt Data: Changes and clarification as follows.
  - ✍ The application currently allows for item identification by CAGE/part number. It uses a break-out according to MILSTRIP reflecting the 5 digit CAGE and a 10 digit part number. This will be revised to allow for a 5 digit CAGE and a 15 digit part number with special characters. The NSN block will be changed to allow entry of either FSC and/or NIIN; 4 positions will be allowed for the FSC and 9 positions for the NIIN. The FSC may be left blank when NIIN is filled, but not vice versa.
  - ✍ A new requirement to identify Controlled Inventory Item Code and Flight Critical Safety Parts/Critical Safety Item (FSCAP/CSI) was established during the previous WebSDR meeting. FLIS interface changes are being worked on, and, will be incorporated in near future.
- ✍ Incorrect Item Received Data:
  - ✍ Part number field size for incorrect item identification. Same as above.
  - ✍ Item identification will be modified to permit: NSN or Cage/Part Number (CAGE may be blank) or Description. If CAGE is not entered, a description is required.
  - ✍ Condition Code selection box will be expanded to allow for a description.
- ✍ Distribution Depot Packaging Data: This screen will be changed to “Packaging Data”. The USA may request something more specific at a later date. The other Components are not currently using the information.
- ✍ Pre-Fill Look-Ups: System will be changed to display “Not Found” for any information that could not be pre-filled.
- ✍ Discrepancy Cost Display and Calculation: Revisions requested since the last meeting were not available for display. Clarification will be added to the screen display.
- ✍ Transportation Service Order: System will be changed to add this to the list of possible transportation numbers in drop down box.

**B. Component/DoD WebSDR Interface:** DLA, USA, and USN have begun working with DAASC to map SDR data to transactions which will feed directly into internal Component SDR applications. The Components will continue to work independently with DAASC to develop transaction interfaces. The USAF must provide email addresses to which their SDRs should be forwarded. GSA will provide the UDF format for interface with their automated system.

**E. WebSDR Option under WebVLIPS:** DAASC is exploring the potential benefits of controlling access to the DoD WebSDR website though the existing WebVLIPS application. WebVLIPS has recently changed password requirements to allow expired

passwords (45 days) to be changed on-line without being locked out of system. This may overcome the drawback of using WebVLIPS for most WebSDR customers who would be low volume, infrequent users. Further research is required to understand DoD security requirements.

**F. DAAS On-line History:** DAAS is investigating possibilities for improving on line access to history. (See details in Enclosure 2.)

**G. Phase II Development:** The initial deployment of the DoD WebSDR will only address submission of SDRs. The Components previously expressed interest in expanding the functionality to include capturing disposition/response for customer access and historical analysis. This will be pursued at the next meeting.

**H. Wrap-up, Next Meeting:**

Ms. Hilert thanked all the participants for their attendance and contribution to the development of the DoD WebSDR application. As there were no USMC representatives in attendance, their input should be provided via email. The next meeting will be planned for **March, 2003**.

/signed/

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ELLEN HILERT  
DoD SDR System Administrator  
Supply PRC Chair

APPROVE: /signed/  
JAMES A. JOHNSON \_\_\_\_\_  
Director, DLMSO

## SDR 02-2 Meeting Issue Resolution

### Discussion Topics

Issue	USA	USN	USAF	USMC	DLA	GSA	DOD WEBSDR Resolution
<p><b>Discrepancy Codes:</b> Number of codes supported in automated process. Consider restricting third to the P series codes.</p>	Allows 1, 2 <sup>nd</sup> & 3 <sup>rd</sup> mapped to remarks	Allows 2, 3 <sup>rd</sup> mapped to remarks	No system interface - email		Allows 2, 3 <sup>rd</sup> mapped to remarks Allows only 2-position codes in format – map 4 position codes to remarks	Uses internal GSA codes	Leave as is. Allow 3 per SDR – 3 <sup>rd</sup> will not be restricted to packaging as previously suggested. Map to remarks per Component requirements. Allow for two digit (P1), do not require four digits (P101) *DAASC Action
<p><b>Requirements for the Activity Identification (To, Initiator):</b> Currently requires that selected address lines be filled. The system will prefill the address based upon the customer-entered RIC or DoDAAC. It allows the customer to alter the pre-filled information or to type in a clear-text address. It is not clear how to handle this information when passing the SDR transaction to the action activity. Components must specify if we need to restrict the current flexibly which lets the customer chose to use either RIC or DoDAAC. Currently the application uses the TAC 1 (mailing) address.</p>	DODAAC only for reporting activity	DODAAC – restrict or DAAS convert					Will revise to remove RIC option for initiator identification. Will specify clear text only if no DODDAC assigned; clear text initiator will be forwarded via email. If customer alters address from DODAAF, pass corrected address; otherwise only pass RIC/DODAAC. * DAASC Action
<p><b>Material Identification:</b> DoD WebSDR allows for item identification by CAGE/part number. This may not work for customer entries where the actual part-number exceeds 10 digits.</p>	New on-line submit form has field for part number. The field length is 15 characters.	Navy uses a manufacturer 's part number that is 32 characters in length					Will revise so that Part number identification uses 5 digit CAGE and a 15 digit part number. Part number may contain special characters. Revise NSN block to allow entry of either NSN or NIIN. Display as FSC and NIIN. FSC = 4 positions and NIIN = 9 positions. FSC may be left blank when NIIN is filled, but not vice versa.
<p><b>Distribution Depot Packaging Data:</b> USA and DLA are to evaluate usefulness and provide comments/revisions.</p>	This is packaging screen from AEPS, only pop-up if "P" discrepancy code is used. Captures data for packaging SDRs, including the Stock Readiness SDRs submitted by DLA depots. Info to be passed in remarks section						Change to "Packaging Data". USA may request something more specific at a later date. Army requires that fields be zero-filled if customer does not enter data. Not currently used by other Components.

<b>Partial Depot/CCP Split:</b> Improve display for multiple partial depot shipments/splits matching on document no/suffix.							DAAS will display up to 25 TCNs matching on document no/suffix. Message will be added indicating There are multiple shipments. Move this screen earlier in process. * DAAS Action.
<b>CIIC:</b> Joint Recommendation: Add FLIS lookup to provide Controlled Inventory Item Code (CIIC)							Add Controlled Inventory Item Code (CIIC). Pre-fill when available from FLIS, but allow customer to add code if blank. * DAAS Action
<b>Critical Item:</b> Joint Recommendation: Add FLIS lookup to provide Federal Item Identification Guide (FIIG) Criticality Code							Will add a check box identified as Critical Safety Item (CSI)/Flight Safety Critical Aircraft Part (FSCAP). Pre-fill if Criticality Code, Federal Item Identification Guide (FIIG) in FLIS has a code E or F. Allow customer to add code if blank. * DAAS Action
<b>Security-How to Control Access to DoD Web SDR:</b> Component preference for Password/User ID Option to adopt Web VLIPS ?? too restrictive for SDR ??							WEBVLIPS User can now change expired password (45 days) on-line without being locked out of system  Need to research further to understand what DoD security requirements are. *DAAS Action
<b>Inquiry Options:</b> Desire standard or ad-hoc inquires for DAAS SDR History? Component recommendations needed.							No additional requirements
<b>DAAS On-Line History</b>							DAAS investigating possibilities for improving on-line access to history. DAAS maintain 365 days on-line for LMARS – looking into extended time for FMS. Looking into using these files for SDR process.
<b>Unit Price</b>							Clarify data element name when price is pre-filled so that says "Current Standard Unit Price" *DAAS Action
<b>Pre -Fill Look -Ups</b>							Display "Not Found" for any info that can not be pre-filled.
<b>Address Lines</b>							GSA suggested that line 4 should be mandatory. DLMSO agreed to take a look at this.
<b>Incorrect Item</b>							Expand condition code field to allow for description Display material identification blocks as above. Require description if no CAGE entered.
<b>Transportation Service Order</b>							Add to list of possible transportation numbers in drop down box.
<b>Total Cost Display</b> USAF recommended revisions to separate total packaging cost from discrepant material cost.							Corrections have been made and will be available shortly on updated screen shots and test application.

## Strawman Business Rules for Automated Distribution of SDRs

SOS	Discrepancy Type / Special Criteria	Action Activity	Distribution Copy	Distribution Copy 2
All Components	Contractor Shipments/DVD <b>How to identify:</b> AB_, Direct Delivery Notice, posted (DAAS looking into using LMARS history file to identify DVD)	ICP		
DLA	All non-DVD except specific discrepancy codes identified below	Shipping depot if known and listed as DSS depot, otherwise ICP		
DLA	Specific Discrepancy Codes : C1, all Qs, W4	ICP		
USA	All non-DVD except NAMI	ICP		
USA	Non-Army Managed Items (NAMI) <b>How to identify:</b> ICP RIC =AJ2	ICP - NAMI		
USMC	All	ICP	DLA shipping depot if applicable/known	
USN	All non-DVD	Shipping depot if applicable/known, otherwise ICP		
USN	If shipper or submitter is a commercial activity <b>How to identify:</b> Service Code Q	NAVSUP		
USAF	All non-DVD	Shipping depot if applicable/known, otherwise ICP		
GSA		GSA NCSC		
<b>Other/Exceptions:</b>				
All	Constructed Document No <b>How to identify:</b> "U" in first position of serial number	ICP		
DLA/USAF GSA	Lateral Redistribution <b>How to identify:</b> DIC = A4_ w/Distribution Code 2 or 3 *DAAS research	DLA Shipping depot if known	ICP	
USA/USN	Lateral Redistribution	ICP	DLA shipping depot if known	
DLA/USAF GSA	Redistribution <b>How to identify:</b> DIC = A2_	DLA shipping depot if applicable/known	ICP	
USA/USN	Redistribution	ICP	DLA shipping depot if known	
All	Shipments from DRMS <b>How to identify:</b> A0_, w/RP 4-6 = S9D	DRMO	DRMS	
All	Shipments to DRMS	Shipper	DRMS	
All	Material Returns <b>How to identify:</b> Customer Document number/Depot is SDR initiator	ICP	Returning activity	
N/A	National Defense Property, Plant, and Equipment (ND PP&E) <b>How to identify:</b> applicable data content?	DSCR		Presumed not applicable to automated process.

N/A	Personal Property Shipments <b>How to identify:</b> applicable data content?	MTMC		Presumed not applicable to automated process.
All	Miscellaneous, not specifically addressed	ICP		

### Component Interface -- How and Where to Forward DoD Web Prepared SDR

Component	Format	Format Provided	Receiving Application/ Email Address	DAAS Status
USA	UDF	Y		
USN	UDF	Y		
USAF	email			
USMC				
DLA	UDF	Y		If requisition history info is not pre-filled SDR will be e-mailed Research using 842 for BSM
GSA	UDF			
Other?				

### Component Implementation Goal

Component	Implementation Timeframe	Is Email Acceptable Prior to Automated UDF Interface?	Comment
USA		no	
USN			
USAF			
USMC			
DLA	Jun-Sep 2003		
GSA			