

DLMSO

September 2, 2003

MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Defense Logistics Management Standards (DLMS) Supply Discrepancy
Report (SDR) Subcommittee Meeting, August 18-19, 2003

The attached minutes of the DLMS SDR Meeting 03-01 are forwarded for your information and appropriate action.

The Defense Logistics Management Standards Office point of contact is Ms. Ellen Hilert, DOD SDR System Administrator, 703-767-0676, DSN 427-0676 or e-mail ellen_hilert@hq.dla.mil.

/signed/

JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
SDR Representatives and Attendees

cc:
Supply PRC
SDR SA Committee

MEMORANDUM FOR RECORD

SUBJECT: Defense Logistics Management Standards (DLMS) Supply Discrepancy Report (SDR) Subcommittee Meeting, August 18-19, 2003

Purpose: The Defense Logistics Management Standards Office (DLMSO) chaired a meeting on August 18-19, 2003, at the HQC. The purpose of the meeting was to discuss the Phase I and Phase II development of the DOD WebSDR application to include concept, architecture, and implementation issues. A list of attendees is shown at Enclosure 1. All briefings and hand-outs provided during the meeting are available at: <http://www.dla.mil/j-6/dlms/Programs/Committees/Supply/supplySDR.asp>.

Background: The DOD WebSDR process objective is to allow any customer, anywhere, to record a supply discrepancy for any item, with minimal data entry and without regard for who manages the item or where it needs to be sent for action. The application will pre-fill information for the customer from requisition/shipment history data resident at DAAS and determine the appropriate action office based upon established business rules. The entire entry process is facilitated and requested data content is keyed to the type of discrepancy. The WebSDR approach employs the DAAS any-to-any translation function that will support both commercial standards and Component unique formats, and will permit existing stand-alone Component systems (and future ERP systems) to communicate with each other and the customer. The phased implementation is scheduled to begin in the October/November 2003 timeframe with submission of SDRs. Email distribution will be replaced with electronic interfaces as the Components are capable of receiving the transaction. Phase II will incorporate SDR responses and additional management reports. The overall project integration will focus on responding to the immediate need for electronic communication of SDR information (without duplicity of point-to-point interfaces) and building the source information to support the assimilation of perfect order fulfillment metrics within the existing Customer Wait Time/Logistics Response Time (CWT/LRT) reports.

Review of Agenda Topics:

a. DOD WebSDR Phase I and Phase II Concept: Ms. Ellen Hilert, SDR System Administrator, provided the Committee with an overview of the WebSDR Phase I and Phase II concepts. This included the WebSDR objectives, advantages, implementation approach, process reviews, and end state architecture. The SDR data flow was presented for the current "as-is" process, the Phase I process, the interim Phase II process (Phase II A), and the final Phase II process (Phase II B).

b. WebSDR Phase I Demonstration: Mr. Sean Humenansky, representing Defense Automatic Addressing Systems Center (DAASC), provided a demonstration of the web SDR submission process using the developed WebSDR Phase I application. This phase of the DOD WebSDR only addresses submission of SDRs and is scheduled for implementation beginning October/November 2003. Specific DLMSO/DAASC actions identified during discussion are:

- Look into a possible interface with TRANSCOM for Transportation Discrepancy Reports (TDRs).
- Create a visual cue for mandatory fields (highlighting/asterisk).
- Modify unique item tracking fields to reflect new unique identification (UID) requirements.
- Identify discrepant shelf-life items as type I/type II so that customers may determine if shelf-life may be extended prior to submission of an SDR. (At minimum provide instructions and hyperlink to applicable information.)
- Modify suffixed Document Number (document no entered and there are suffixed numbers) to function the same as the multiple TCN situation (listing, lookup capability, selection box)
- Add Customer Control Number to the transaction history screen display.
- Make customer's email a required entry, tell customer he will receive an email copy, and send email copy customer's address.
- Add Follow-up SDR screens.

Specific Components actions related to Phase I implementation were identified as:

- Suggest additional query options.
- Identify any additional Component unique data requirements.

c. Business Rules for Action Activity Assignment and DAAS Distribution of SDRs Prepared on DOD WebSDR: The Committee Chair distributed an updated version of the business rules for activity assignment and DAAS distribution of SDRs prepared on the DOD WebSDR application. A review of the business rules was conducted. Specific actions are outlined below:

- All Components need to identify any changes to the identified business rules.
- Army will provide AEPS format and documentation for mapping interface transactions.
- NSLC will provide PDREP format and documentation for mapping interface transactions.
- All Components should provide generic email addresses (individual email addresses are acceptable for start-up) for use in October/November implementation.
- Army and Navy will research planned ERP system SDR functionality.

d. NAVSEA Business Initiatives Council (BIC) SDR Proposal:

(1) Mr. Daniel Silverman, from the Naval Sea Logistics Center (NSLC), Detachment Portsmouth, provided the Committee with an overview an alternative proposal for inter-service SDR distribution/reports/query capability. The concept mirrors the current architectural design and functionality of the existing BIC-PQDR. The “hub and spoke” design features a central processor surrounded by in/out boxes, each sitting outside the existing Component SDR system. SDR records in the in/out box would be constructed in a standard format based upon mapping for each unique Component system. In addition to interfacing with the in/out box in the required format, Components would create a “data view” of their SDR history which the central processor would use to gather data to satisfy report and query requirements. The DOD WebSDR would be identified as one of the “spokes” and business rules developed for action activity assignment/distribution would be adopted by the BIC-SDR. NSLC indicated that they planned on presenting their proposal to the BIC even though the same functionality will be provided in Phase II of the Web SDR application.

(2) Ms. Debra Bennett, ADUSD(L&MR/SCI), expressed her concerns about presenting a disjointed proposal to the BIC and recommended that the Committee work on presenting a unified proposal. No one at the meeting objected to continuing with the phased WebSDR application development as planned, nor did anyone request any changes to the currently designed functionality, which includes all SDR routing and reporting. The Committee plans to continue with the originally agreed upon approach.

e. Master SDR Data Structure: DLMSO provided the Committee with a draft data structure table which reflects the data content for each transactional exchange related to the SDR: new submission, response, followup, cancellation, change, contested SDR. The table is only partially filled in with data requirements from the NAVSUP SDR (NSDRS) XML schema. It will be updated and completed to reflect any additional data content required by Component’s SDR systems.

- All Components review the SDR data structure and provide comments/additional data elements **by August 27, 2003**.
- All Components should provide samples of SDR responses or required data contents for an SDR response.

f. SDR Publication and Form: The Committee Chair indicated her intention to reissue the SDR publication. DLMSO will begin this process by developing a draft update of the publication for committee review. The Committee Chair suggested potential changes as follows and solicited additional changes from the Components.

- Address DOD WebSDR submission capability.
- Address reimbursement for transportation costs for Foreign Military Sales (FMS) per policy when signed. Formal coordination now in progress.
- Authorize replacement shipments for FMS. Awaiting DSCA confirmation that they support this change.
- Transition distribution addresses out of publication onto a web-based file that delegated points of contact can update directly.

- Specifically identify discrepancy codes related to Unique Item Tracking and Automated Information Technology (AIT) marking. Discrepant conditions for specific AIT marking requirements under new policy would use T1, Technical data markings missing, and T2, Technical data markings illegible or mutilated. Potential for concealed discrepancy for T1 and T2. A new W_ series incorrect item discrepancy code will be added for receipt of the wrong UID item.

A list of the changes to update the SDR form, SF-364 was also discussed. DLMSO suggested the following:

- Correct name on form to say “Supply Discrepancy Report (SDR)” in upper left corner.
- Update discrepancy codes to match publication down to 2-position codes level.
- Update action codes to match publication.
- Remove obsolete entry block, e.g., Office Administering Contract (others???)
- Add email for preparing official.
- Add DODAAC/RIC for From/To addresses.
- Redesign reverse side of form. Components should submit suggestions.

g. Wrap-up, Next Meeting: Ms. Hilert thanked all the participants for their attendance and continued contributions to the development of the DOD WebSDR application. To ensure an effective and timely completion of the WebSDR Phase II development, DLMSO will pursue BIC funding for this project. **The next meeting is tentatively scheduled for November 5-6, 2003.**

/signed/

ELLEN HILERT
DOD SDR System Administrator
Supply PRC Chair

APPROVE: _____ /signed/
JAMES A. JOHNSON
Director, DLMSO