June 3, 2015

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Defense Logistics Management Standards (DLMS) Supply Discrepancy Reporting
Process Review Committee (PRC) 15-01 Meeting, April 28, 2015

The attached minutes of the DLMS Supply Discrepancy Reporting PRC 15-01
Meeting are forwarded for your information and action as appropriate.

The Defense Logistics Management Standards Office (DLMSO) points of contact
are Ms. Ellen Hilert, (703) 767-0676, DSN 427-0676; or email ellen.hilert@dla.mil, and
Mr. Ben Breen, (614) 692-2317, DSN 850-2317; or email Benjamin.Breen@dla.mil.

Donald C. Pipp
Director
Defense Logistics Management
Standards Office

Attachment
As stated

DISTRIBUTION:
ODASD (SCI)
ODASD DPAP (PDI)
SDR PRC
Attendees

DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221

June 3, 2015

MEMORANDUM FOR RECORD

SUBJECT: Defense Logistics Management Standards (DLMS) Supply Discrepancy Reporting
(SDR) Process Review Committee (PRC) 15-01 Meeting, April 28, 2015

Purpose: The Defense Logistics Management Standards Office (DLMSO) hosted the subject
meeting at DLA Headquarters and via Defense Connect On-Line for remote participants. An
attendees list, meeting agenda, and briefing materials are available on the SDR PRC webpage:
http://www2.dla.mil/j-6/dlmso/Programs/Committees/Supply/supplySDR.asp. Meeting
related material is hyperlinked to each of the topics in the meeting agenda file.

Brief Summary of Discussion: Ms. Ellen Hilert, SDR PRC Chair/DOD SDR System
Administrator, and Mr. Ben Breen, SDR Alternate, facilitated discussion of the SDR PRC 15-
01 meeting.   The enclosed Action Item Tracker will also be posted separately to the SDR
PRC webpage with updates for responses as they are received. Action items are to be worked
within 30 days from the SDR PRC 15-01 meeting unless otherwise noted.

Review of Meeting Topics:

   a. Agenda Topic 1 - Welcome. Opening remarks were provided by Ms. Ellen Hilert, DOD
SDR Chair, in support of Office of Secretary of Defense (OSD) as the executive agent for
logistics information exchange with emphasis on the DLMSO purpose and mission. The DLMSO
develops and manages the business rules that implement DOD policy, the information exchange
infrastructure, and publishing procedures guiding the DOD logistics supply chain.

   b. Agenda Topic 2 - Deficiency/Discrepancy Functional Process Year-in-Review. Ms.
Hilert discussed key issues including the importance of accuracy with information entered into the
WebSDR database for use in reliable trend analysis identification of problem areas requiring
management attention, and monitoring for corrective action. Emphasis was placed on the
importance of integrating the SDR submission process with existing receiving systems as the
ultimate goal further reducing double entry between applications/systems and eliminating "swivel
chair" logistics.

Ms. Hilert discussed the status of the General Services Administration (GSA) DLMS WebSDR
Interface Phase I that was implemented in January 2014 and the upcoming Phase II. The Foreign
Military Sales (FMS) SDR International Logistics Control Office (ILCO) rejection issue was
discussed as a priority and that there should be an automated process for recognizing ILCO SDR
rejection notices that ensures the GSA action office prepares an expedited replacement response.
The current process whereby the ILCO SDR rejection notice is passed via an email message is
slow and cumbersome, sometimes failing to elicit the replacement response.

The status of Army DLMS WebSDR interface was discussed focusing on the Army Logistics Modernization Program (LMP) interface implemented in October 2014. Mr. Dan Burrus, Army, provided the current status on Army DLMS WebSDR interface from slide 13, Deficiency/Discrepancy Functional Process Year-in-Review. The Phase II attachment functionality enhancements are delayed due to lack of program funding delaying further development at this time.

Ms. Hilert introduced the recent development of a potential DLMS interface with Information Systems Security Program Application (ISSPA) for Army Communications Security (COMSEC) materiel. COMSEC is developing the new system as a tool for G8 to monitor and approve distribution of COMSEC materiel to only those authorized for use. As part of the development of the ISSPA, COMSEC would like to include the SDR functionality to streamline their submission process from the current swivel chair process (using WebSDR) to be integrated with the supply system and receiving process. While compliant with guidance requiring SDR submission to be automated as an integral part of the receiving process, Ms. Hilert requested additional Army coordination to ensure that this is the proper avenue to pursue, rather than developing SDR creation capability within LMP (which is used to record the COMSEC receipts subsequent to initial receiving process within ISSPA) and would have wider applicability. Tom Moslak, Navy Product Data Reporting and Evaluation Program (PDREP), asked if Army was using PDREP for SDR entry. Dan Burrus replied by stating that most Army customers currently use WebSDR, but confirms that a handful of Army users do submit SDRs in the Navy PDREP system.

Ms. Hilert provided a summary of ADC 1102, which establishes rules for use of a pre-designated owner Routing Identifier Code (RIC) for consumable item returns that are considered unauthorized or cannot be properly receipted (i.e., no Pre-positioned Material Receipt (PMR) or incomplete or missing documentation with no identified owner) and where the returning Service is known to be Navy or USMC. Previous to this change, DLA was receipting a large portion of these materials into DLA (RIC SMS) ownership, causing DLA to absorb the associated costs for storage or disposal. This change allows the returning Service to retain ownership so that the materiel can be redistributed internally or potentially reported as excess under the MILSTRIP Materiel Returns Program. An addendum to ADC 1102 was published to include the use of RIC FHZ for USAF returns. Ms. Hilert reiterated the need for the Army to provide a default Army RIC. Army agreed to elevate resolution to management for the decision to authorize use of default Army RIC AJ2 for consumable items when the materiel return is considered unauthorized (i.e., no PMR/incomplete or missing documentation with no identified owner). Army is concerned about the impact this will have on their processes; Ms. Hilert agreed that trial use at one location is an acceptable approach for Army to measure impact. **See Action Item 1.**

During discussion of the Army interface, Dan Burrus reiterated that the Army will not change their current requirement for routing of customer SDRs directly to the ICP for initial review, rather than the DLA distribution center (the standard process for all other Components). As a result, offline communication between the Army ICP and distribution center is necessary to identify discrepancies resulting in incorrect inventory balances and there is potential for delay in reporting the problem. Additionally, this leaves the distribution center without a reliable work flow and auditable transaction history for the discrepancy. A DLMS change requiring the DLA Distribution Standard System (DSS) to accept a WebSDR-generated information copy of the SDR

directed to the Army ICP for action has been approved to remediate these issues, but is awaiting implementation.

Ms. Hilert provided an overview of ADC 1127, Enhanced SDR Guidance for Foreign Military Sales (FMS), SDR Time Standards for Controlled Inventory Items, SDR Forwarding after logistics reassignment (LR), packaging SDRs, and administrative updates that clarify SDR reply time standards, as well as, dollar threshold limits for Logistics Reassignment SDRs. Ms. Hilert added that an Addendum to ADC 1127 is under development and will include a collection of miscellaneous updates including the addition of a Local Stock Number (LSN) field to the WebSDR entry screen and clarification of allowable special characters. Components were requested to provide implementation status on the ADC 1127 requirement for expedited response to SDRs for materiel classified secret and above, and nuclear weapons-related materiel (NWRM), particularly because this is a supply chain management requirement under DODM 4140.01. **See Action   Item 2.**

Ms. Hilert provided an overview of PDC 1164, Revise DLMS 940R Materiel Release Order (MRO) and DLMS 945A Materiel Release Confirmation for Carrier Account Data Associated with Directed Return of Discrepant/Deficient Materiel and Related Administrative Updates. This change incorporates carrier and associated account data in the DLMS 940R MRO for the purpose of communicating return shipping instructions to the storage activity. This proposal also clarifies that owner must provide an MRO to the DLA distribution center for audit history concurrent with the SDR reply directing shipment of the discrepant/deficient materiel.

USAF posed a question regarding the closing of SDRs for USAF (in WebSDR) in cases where there is no open action for the distribution center, normally meaning the requested disposition has been accomplished or none was requested. USAF does not currently receive all completion notice transactions because USAF SDRs are routed to email addresses and forwarding of positive completion notices was considered an unnecessary burden due to their high volume. WebSDR currently suppresses dissemination of the DSS-originated CN (completion notice) transactions for USAF SDRs when a positive response is provided, but allows all negative transactions (Reply Codes 411 or 412) to flow through alerting the USAF to potential concerns. The USAF will evaluate if they want to receive email notification of all completion notices, rather than just those reporting a negative response. **See Action Item 3.**

Ms. Hilert provided a follow-up status review on the DCMA Black Belt Project and the SDR related changes that address findings. A recent enhancement added a web service interface with Electronic Document Access (EDA) that captures the Contract Administration Office (CAO) DoDAAC, as well as, the vendor Commercial and Government Entity (CAGE) Code. The interface with EDA has been successfully tested, and currently WebSDR is testing the impact of the new functionality on Component SDR systems in preparation for implementation. The population of the CAO DoDAAC allows WebSDR to automatically forward information copies of SDRs to DCMA for oversight, trend analysis, and contractor training where needed. A future enhancement will allow forwarding of SDRs to DCMA for action. **See Action Item 4.**

    c. Agenda Topic 3 - Product Quality Deficiency Report (PQDR) Data Exchange and Enhanced Exhibit Tracking. Mr. Breen provided an overview of proposed changes in ADC

1007D currently under development. This PDC documents business rules for inter-Service/ Agency data exchange regarding when PQDR transactions are required and/or permitted at any point during the lifecycle of a PQDR. It also defines who may update a given data element for inter-service processed PQDRs. Mr. Breen provided an overview of the proposed exhibit tracking process using the PQDR report control number (RCN), currently in the design phase. ADC 245 added the PQDR RCN as a discrete data element in the SDR, removing the need for distribution center submitters to use the remarks block. ADC 1007 and Addendums established and developed the DLMS 842P and added the PQDR RCN on the PMR, Receipt, Release Order, and Shipment Status with procedures to provide a distribution copy of each to Product Data Reporting and Evaluation Program Automated Information System (PDREP AIS) for exhibit tracking. DSS plans to implement ADC 245 in conjunction with implementation of ADC 1007 exhibit tracking requirements.

Mr. Ben Breen provided an overview of DLA distribution center denial scenarios in cases where there is an RCN mismatch. Scenarios include: 1) inbound DLMS 940R MRO contains an RCN that does NOT match any of the RCNs on the DSS table at MRO allocation and 2) inbound DLMS 940R contains an RCN that does match an RCN on the DSS table at MRO allocation - pick record is created - user has pick in workload but RCN in location is not the expected RCN for the pick. DLMSO proposes that a Management Code Q definition be established to resolve both scenarios. DLMSO is developing a PDC to address the denial scenarios, assign an applicable management code for the denial, and add the PQDR RCN to the materiel release denial transaction. The PDC will include modifying the definition of existing Management Code Q to include "Unable to match requested PQDR exhibit report control number (RCN) to storage activity record or physical location." **See Action Item 5.**

Ms. Hilert expressed concern for the current practice of using SDR transactions for receipt notification of PQDR exhibits, since there is no actual supply discrepancy. This methodology was implemented many years ago due to the inability of ICP supply systems to provide receipt notification to the appropriate personnel when PQDR exhibits are returned to the distribution center. The creation of the SDR, in addition to the receipt, is a redundant action that requires additional manual effort. Ms. Hilert stated the long term solution would be to eliminate the SDR provided for the PQDR exhibit receipt notification, based upon implementation of the PQDR RCN with Supply Condition Code (SCC) Q. An integrated system would allow the receipt (DLMS 527R) to be work-flowed internally as needed.

DLA Distribution questioned items that are put into SCC Q when going to disposal. DLMSO noted that the DOD procedures require the use of a management code when directing SCC Q materiel to disposal to specifically indicate when quality deficient materiel must be destroyed or may be sold as is.

It was noted that the return of PQDR exhibits to the distribution center is sometimes used as a means of ensuring that the materiel is recorded on the accountable record when subsequently returned to the vendor as Government furnished property (GFP). Additionally, it allows for shipment by the distribution center to a vendor using clear-text addressing, since some Service systems will only support shipment to a DoDAAC. Linda Miles, USAF, questioned the two step process where the USAF cannot ship back directly to the vendor, but instead must ship to the

DLA distribution center and then to the vendor. DLA is pursuing a plan to use the existing Vendor Shipment Module (VSM) to support direct shipment of the exhibit from the customer to the vendor, since this approach will satisfy both accountability concerns and use of clear-text addressing, but this process is only applicable to DLA-managed materiel.

   d. Agenda Topic 4 - DLMS Enhancements Supporting Stock Readiness: Web-based Storage Quality Control Report (SQCR) and Web-based Stock Screening Modules and New Procedures for Non-Manager Owned Suspended Stock (PDC 1045 Overview and PDC 1084 Overview). Jackie Salus, DLA J-33, provided an overview of PDC 1045 and draft PDC 1084, supporting the DLA Transaction Services implementation of web-based modules for submission of stock screening requests and SQCRs and the associated replies. The functionality will be similar to WebSDR to support non-DSS storage activities and owners/managers that lack DLMS compliant systems for processing the necessary transactions.   Ms. Hilert described one unique feature whereby un-routable SQCRs will be rejected back to the submitter immediately for correction and WebSQCR will be programmed to block un-routable RICs/DoDAACs entered in the action activity field. Although PDC 1045 incorporates some enhancements associated with the receipt restriction process including inclusion of an indicator to specifically request new receipt screening and an associated termination date, a separate PDC will be drafted to further enhance the overall processing associated with receipt restrictions. Once PDC 1045 becomes an approved change and has been implemented, DLA distribution centers will no longer accept SQCR replies and Stock Screening Requests via email.

Jackie Salus provided a review of proposed changes to type inspection codes clarifying that some of the type inspection codes were combined for greater efficiency. It was recommended that an alternative text name be considered for Type Inspection Code R (Reimbursable) since this name implies that only this type inspection is reimbursable, while in fact all inspections resulting from a stock screening request are reimbursable. Additionally, a potential gap was identified whereby materiel reported as suspended on an SDR may subsequently be identified as subject to suspension under a stock screening request. This gap will need to be resolved when the PDC is finalized. **See Action Item 6 and 7.**

   e. Agenda Topic 5 - DLA Distribution Suspended Stock Presentation. Mr. Greg Pigg, DLA Distribution, provided an overview of the current status for all suspended assets in SCC J, K and L, within DLA distribution centers. Ms. Jen Groseman, Navy, specified that the totals were only for open suspended items without disposition. Mr. Ben Breen noticed the high number for DLA Distribution Depot, Norfolk, Virginia (DDNV) and questioned the cause for the high rate. Mr. Pigg explained that a possible reason for the high backlog was that DDNV was understaffed, but stated the real reasons were unknown.

   f. Agenda Topic 6 - Security Cooperation Enterprise Solution (SCES) ERP briefing.
Mr. Mike Hooper, Defense Security Cooperation Agency (DSCA), provided an SCES program overview focusing on SDRs and DLMS compliance. DSCA has designed a tri-service implementation program that supports use of the DLMS transactions. Increment 1 of the program will be limited to Navy, United States Coast Guard (USCG), and United States Marine Corps (USMC) FMS including support for the SDR program. See Security Cooperation Enterprise Solution (SCES) Program Overview for Supply & SDR Process Review Committees 28-29 April 2015 slides for testing and other key dates.

SCES middleware application Ab Initio is used to communicate between DLA Transaction Services and SCES ERP using EDI transmission. DLMS data elements are contained in staging tables, setting the foundation for the new ERP development. Anita Smith stated that Air Force Security Assistance Center (AFSAC) did not want to rebuild SDR functionality and hopes that SDR-A becomes a tri-service application, but the current timeline for SCES would not support the programming effort to accomplish this. Mr. Hooper stated that integration of SDR-functionality within SCES is still being considered. Mr. Hooper confirmed that DSCA will develop a separate module for submission of FMS PQDRs , but this, too, is not within the current scope (quality deficiencies will continue to be reported using SDRs).   Mr. Hooper indicated that DSCA is currently finalizing details for SDR data mapping for the initial WebSDR interface. He clarified that SCES is being designed to allow direct input by ILCO representatives of selected data elements necessary for the DLMS transmission. This will supplement data not included within the legacy SDR data feed provided by the FMS customer via DLA Transaction Services Automated Message Exchange (DAMES). **See Action Item 8.**

Ms. Hilert mentioned that FMS customers may now request replacement materiel for wrong items received. She asked if SCES and Components have internal procedures for withholding credit from FMS customers when directing return of discrepant materiel until materiel is reported as received. She indicated this was a known gap at one time and stated that Components must develop a plan for compliance if not currently implemented. Mr. Bob Hammond, DLMSO, also commented that while processing the credit the type of bill code should be used to provide the reason for the credit and a clear audit history. **See Action Item 9.**

   g. Agenda Topic 7 - Pre-positioned Materiel Receipt and Unauthorized Materiel Returns. Mr. Mark Lieberman, DLA, provided a briefing to focus attention on the high volume of receipts by DLA distribution centers without PMR. This results in a corresponding high volume of SDRs. PMR is key to ensuring that DLA places material into the correct owner's account. When the PMR does not exist for a receipt DLA is dependent on attempting to determine the owner account by whatever means available. The PMR is a critical systemic missing piece for DLA Audit Readiness.

Ms. Hilert and DLA representatives discussed using the MILSTRIP/MILSBILLS/SDR procedures which authorizes recoupment action by the ICP to include all cost reimbursable actions performed by the receiving activity (e.g., repackaging, marking, and disposal) to bill activities in violation of DOD materiel returns procedures.

Army has the highest volume of assets suspended upon receipt due to no PMR/unauthorized return (i.e., no PMR/incomplete or missing documentation with no identified owner) Ms. Hilert recommended that the Army consider broadcasting guidance reminding activities to follow MILSTRIP Materiel Returns Program procedures (rather than shipping materiel directly to DLA distribution centers without authorization). DLA provides no PMR report data to Army SDR POCs. Mr. Lieberman reported no PMR consumable materiel returns continues to be receipted into DLA ownership resulting in loss of visibility to the Service and an unacceptable burden to DLA to research and maintain or dispose of this materiel. He stressed the importance of using a default owner RIC pending corrective action for system deficiencies in submitting PMR and enforcing proper procedures. **See Action Item 10 and 11.**

There was a brief discussion regarding DSS generated document numbers for receipts lacking a PMR. There were multiple questions surrounding the use of a "dummy" document number identified by an H as the first position of the serial number/utilization code. DLA Distribution was asked to clarify the business process for generating these document numbers for new procurement receipts. If this is a current procedure employed by DLA distribution centers, DLA must document the process via PDC. **See Action Item 12.**
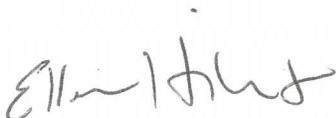
    h. Agenda Topic 8 - DRAFT PDC 1160, Procedures for Recommending and Authorizing Credit for Validated SDRs, Associated Reply Code Revisions, and Required use of the Reason for Reversal Code in Issue Reversals. Ms. Hilert provided an overview of draft PDC 1160 explaining the need to update both SDR and issue reversal procedures to ensure that all parties involved have visibility of the applicable scenario and to preserve a clear audit history. Under the proposed procedures, new codes will be assigned to indicate when credit is recommended or provided by the ICP versus credit resulting from issue reversal. Additionally, issue transaction reason for reversal codes will be expanded and made applicable to all Components. This change will support audit readiness for DLA and the Services. The PDC was drafted by DLMSO based upon agreement by Components and the DLA audit team, but requires some additional input for completion: (1) Navy is to provide specific background describing why issue reversal is critical for Navy, and (2) DLA Distribution is to explain rules for employing issue reversal on inter-Service basis (e.g., Air Force directed shipment to Navy customer). **See Action Item 13 and 14.**

    i. Agenda Topic 9 - Using SDRs to Monitor Vendor Performance (DOD Past Performance Information Retrieval System (PPIRS)). Mr. Breen provided an overview of PPIRS which currently measures vendor performance based upon PQDRs. DLMSO is recommending incorporation of SDR metrics as a valid indicator of vendor compliance as a history of supply discrepancies should also impact contract awards. Mr. Breen asked SDR representatives to coordinate with Component PPIRS POCs regarding employing supply discrepancies for evaluation of vendor performance. DLMSO believes there is potential for a centralized approach using a WebSDR feed to PPIRS. **See action item 15 and 16.**

    j. Agenda Topic 10 - WebSDR Management Report (Demo of on-line query process). Ms. Hilert provided an overview of the WebSDR Management Report tool, as well as, a live demonstration on using the valuable management reporting tool for trend analysis and metrics. DLMSO will explore the feasibility of implementing wildcard search criteria for contract number in WebSDR management report selection, as well as, consolidation by Service for the obsolete systems from the initiating systems drop down list (DLA Transaction Services pointed out that the obsolete values should not be removed because the associated SDRs continue to be accessible in the database). SDR PRC leads were strongly encouraged to provide feedback and notify DLMSO when they find issues with the management report functionality or integrity of data. Ms. Hilert expressed concern regarding the minimal use of U-series discrepancy codes where these codes are applicable for reporting of discrepancies associated with serially managed/tracked materiel. DLA Distribution will instruct receivers to use Discrepancy Code Q99 for first article testing SDRs (sample showed currently using Discrepancy Code Z2 incorrectly). **See Action Item 17, 18, 19, 20, and 21.**

k. Agenda Topic 11 - DLMS Change Status Review Briefing. Ms. Heidi Daverede, DOD MILSTRIP Alternate, provided a refresher overview on the DLMS Change Status Review and how the Components can use the tool for managing DLMS enhancements. The DLMS Change Status Report provides a user friendly tool to track the status of DLMS Changes. Ms. Daverede requested that Components actively provide feedback to DLMSO on progress towards implementation of DLMS changes.

Next Meeting: The DLMSO committee chairs thanked all attendees for their participation, enthusiasm, and continued support. The next formal SDR PRC meeting date is to be determined; however, there are multiple SDR implementation team conference calls per month and participation in these is encouraged as a way to coordinate solutions to operational problems and stay informed of SDR process enhancements

Ellen Hilert
DOD SDR PRC Chair

Ben Breen
DOD SDR PRC Alternate

Donald C. Pipp
Director
Defense Logistics Management
Standards Office

Enclosure, SDR PRC Meeting 15-01 Action Items

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
Action Item Tracker SDR PRC 15-1							
1.	Agenda Topic 2, page 4	15-1	Elevate decision to authorize use of default Army RIC AJ2 for unauthorized/no PMR returns of consumable items. (Trial use at one location is an acceptable approach for Army to measure impact.)	Army	5/28/2015	Open	
2.	Agenda Topic 2, page 5	15-1	Provide implementation status on Approved DLMS Change (ADC) 1127 requirement for expedited response to SDRs for materiel classified secret and above, and nuclear weapons-related materiel (NWRM).	All	5/28/2015	Open	
3.	Agenda Topic 2, page 5	15-1	Evaluate if AF wants to receive all completion notices prepared by DLA distribution centers (WebSDR currently suppresses positive responses and allows negative responses to be forwarded).	Air Force	5/28/2015	Open	
4.	Agenda Topic 2, page 5	15-1	Complete interface testing for inclusion of contract administration office DoDAAC captured from Electronic Document Access (EDA) interface with PDREP	Navy	5/28/2015	Open	

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
5.	Agenda Topic 3, page 6	15-1	Provide feedback on DLMSO recommended assignment of the denial management code per briefing on Enhanced Exhibit Tracking	All	5/28/2015	Open	
6.	Agenda Topic 4, page 7	15-1	Consider alternative text name for Type Inspection Code R (Reimbursable) or clarify that other inspection types are also reimbursable (PDC 1045)	DLA/DLA Dist.	5/28/2015	Open	
7.	Agenda Topic 4, page 7	15-1	Develop additional guidance for specific scenario whereby discrepant materiel held in the distribution center on an open SDR is subsequently identified as potentially quality deficient as a result of stock screening resulting in an SQCR. Define the procedure wherein disposition instructions are issued on one, but the other has not been adjudicated yet.	DLA/DLA Dist.	5/28/2015	Open	
8.	Agenda Topic 6, page 8	15-1	Finalize PDC for submission to DLMSO documenting requirements for FMS SDRs transmitted via the Security Cooperation Enterprise System (SCES)	DSCA	5/28/2015	Open	

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
9.	Agenda Topic 6, page 8	15-1	Research internal procedures for withholding credit for FMS customers when directing return of discrepant materiel until materiel is reported as received and develop plan for compliance if not currently implemented.	All	5/28/2015	Open	
10.	Agenda Topic 7, page 8	15-1	Research feasibility of billing activities in violation of DoD materiel returns procedures for costs incurred by the receiving activity based. (Under MILSSTRIP/MILSBILLS/SDR procedures, recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity (e.g., repackaging, marking, and disposal)).	DLA	5/28/2015	Open	
11.	Agenda Topic 7, page 8	15-1	Broadcast guidance reminding activities to follow MILSTRIP Materiel Returns Program procedures (rather than shipping materiel directly to DLA distribution centers without authorization).	Army	5/28/2015	Open	

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
12.	Agenda Topic 7, page 9	15-1	DLA Distribution to verify if new procurement "dummy" document numbers (with H as the first position of the serial number/utilization code) is generated and then flipped to a delivery order number to generate the receipt (DIC D4_). If current procedure, DLA must document via PDC.	DLA and DLA Distribution	5/28/2015	Open	
13.	Agenda Topic 8, page 9	15-1	Provide Navy-specific background describing why issue reversal is critical for Navy (to be incorporated in PDC 1160, Procedures for Recommending and Authorizing Credit for Validation SDRs, Associated Reply Code Revisions, and DLMS Enhancements for Expanded Use of the Reason for Reversal Code in Issue Reversal).	Navy	5/28/2015	Open	
14.	Agenda Topic 8, page 9	15-1	Explain rules for employing issue reversal on inter-Service basis (e.g., Air Force directed shipment to Navy customer) (required information for completion of PDC 1160).	DLA Distribution	5/28/2015	Open	
15.	Agenda Topic 9, page 9	15-1	Provide Past Performance Information Retrieval System (PPIRS) point of contact to DLMSO.	Marine Corps	5/28/2015	Open	

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
16.	Agenda Topic 9, page 9	15-1	Coordinate with Component PPIRS POC regarding DLMSO recommended objective to employ supply discrepancies for evaluation of vendor performance (with potential for centralized approach using WebSDR feed to PPIRS).	All	5/28/2015	Open	
17.	Agenda Topic 10, page 9	15-1	Provide update for initiating system drop list in WebSDR management report selection criteria (capability to consolidate by Service system).	DLMSO	5/28/2015	Open	
18.	Agenda Topic 10, page 9	15-1	Explore feasibility of implementing wildcard search criteria for contract number in WebSDR management report selection.	DLMSO DLA Transaction Services	5/28/2015	Open	
19.	Agenda Topic 10, page 9	15-1	Provide training to DSS receivers on proper use of U-series discrepancy codes (research shows codes not being included when serially tracked materiel is reported short/misidentified/or mismatched).	DLA Distribution	5/28/2015	Open	
20.	Agenda Topic 10, page 9	15-1	Add WebSDR on screen message alerting users of 65,000 line limit on the emailed excel management report output.	DLA Transaction Services	5/28/2015	Open	

No	Minutes Ref	PRC Mtg Ref	Action Item	Responsibility	Due Date	Status	Notes
21.	Agenda Topic 10, page 9	15-1	Instruct receivers to use Discrepancy Code Q99 for first article testing SDRs (sample showed currently using Discrepancy Code Q2 incorrectly).	DLA Distribution	5/28/2015	Open	