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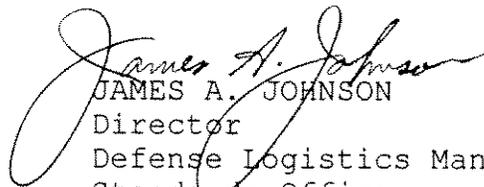
MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Defense Logistics Management Standards (DLMS) Supply
Process Review Committee (PRC) Meeting, March 23-25,
1998

      The attached minutes of the DLMS Supply PRC Meeting are
forwarded for your information and appropriate action.

      The Defense Logistics Management Standards Office points of
contact are Supply PRC Co-Chairs: Ms. Ellen Hilert, at (703)
275-5271, DSN 235-5271 or e-mail: ellen_hilert@hq.dla.mil; and
Ms. Mary Jane Johnson, (703) 275-5266, DSN 235-5266, or e-mail:
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JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
ADUSD(L)MDM
Supply PRC Representatives and Attendees

DLMSO

MEORANDUM FOR RECORD

SUBJECT: Defense Logistics Management Standards (DLMS) Supply
          Process Review Committee (PRC) Meeting, March 23-25,
          1998

Purpose: The Defense Logistics Management Standards Office
(DLMSO) hosted a Supply PRC meeting on March 23-25, 1998, at the
DLA Headquarters Complex, Ft. Belvoir, VA. The primary focus of
this meeting was discussion of proposed and approved DLSS/DLMS
changes and DLMS implementation convention (IC) status review.
Specific discussion topics are noted below. The agenda is shown
at Enclosure 1. A list of attendees is shown at Enclosure 2.

Brief Summary of Discussion: Ms. Ellen Hilert and Ms. Mary
Jane Johnson, Supply PRC Co-Chairs, and Ms. Vermella Savage,
MILSTRIP Administrator, provided opening remarks and facilitated
discussion of agenda items below.

Review of Meeting Agenda Items:

        a. **Report on DLMS IC Status.** Attendees were provided
a listing reflecting the current status of the DLMS ICs. DLMSO
reported significant progress in the past three months: 16
supply ICs are currently posted for ballot by the Electronic Data
Interchange Standards Management Committee (EDISMC) and another
four will shortly follow. Five more have been posted for public
comment on the National Institute for Standards (NIST) webpage.
All others are in various stages of the coordination process with
no further delays or problems anticipated. All DLMS ICs are
currently being converted to ANSI Version 4010 and will be
submitted for public comment upon completion.

**Action: Supply PRC members can follow the progress of the DLMS
ICs using the EDISMC webpage (http://www-edi.itsi.disa.mil/)
which provides hotlinks to the NIST and DoD EC/EDI ICs. Any PRC
members wishing access to the private (password-protected)
portion of the EDISMC webpage may contact Steve Law, DISA, at
laws@ncr.disa.mil. Provide the following information: Full
Name, Organization, Street Address, City, State, Zip Code,
Telephone, Fax, E-mail. The status report itself is updated**

periodically on the DLMSO home page http://www.dlmso.hq.dla.mil.
Current copies of the ICs will also be available on the DLMSO
home page. DLMSO is working with DLA Defense Automated Printing
and Support Center (DAPSC) to improve support for maintenance of
the home page. Subsequent to the PRC meeting, DAPSC did resume
posting DLMSO submissions.

   b.   **Defense Reutilization and Marketing Automated
System**. Mr. Doug Henry, DRMS, briefed the PRC on the topic of
DRMS automated systems and paperless initiatives. The goal of
improved efficiency should compensate for the anticipated closing
of an additional 15 percent of the DRM sites. Mr. Henry
described one current problem as the interface with MILSTRIP,
specifically, the disposal shipment status transaction is not
reaching the DRMO. Lack of customer concern was also cited as a
problem resulting in little verification against quantities
actually received at the DRMO. Mr. Henry informed the PRC of a
test being conducted at Eglin AFB using transactions forwarded
via internet.

**Action: This was an information briefing and requires no action
at this time.**

   c.   **Request for Waiver on Use of Disposal Turn In
Document (DTID)**. In August, the DRMS requested a waiver which
would authorize use of electronic turn-in procedures. This was
discussed at the November PRC meeting, and additional information
was requested to include specifics on funding and clarification
of optional versus mandatory use of the electronic DTID. In
response, Mr. Randy Smith, DRMS, provided a demonstration of the
Single Hazardous Input Program (SHIP), a highly successful PC
application which was developed by the DRMS at the request of the
Army National Guard. The application automates much of the
manual effort involved in processing hazardous waste disposal
actions and includes an electronic transfer of data to the DRMO.
The electronic transfer of the DTID can significantly speed up
processing which is important to satisfy EPA timeframes for
hazardous waste disposal. During the discussion it was clarified
that the DRMS waiver would authorize full use of the electronic
DTID in receipt processing, but would not eliminate hard-copy
documentation accompanying the movement of the waste material.
Future considerations for enhancement of SHIP include upgrading
the file transfer protocol (FTP) to ANSI X12 and establishing an
interface with billing. Additionally, the program design could
easily be applied to processing of non-hazardous material
disposal actions.

Action: The DRMS will revise their waiver request to reflect the continued use of the DD-1348-1A during transport. Mr. Vitko asked that the DRMS fully coordinate the waiver request within the appropriate DLA DLSC business office.

d. **Proof of Delivery DTID.** DLMSO received a request to eliminate references to the proof of delivery copy of the DTID from MILSTRIP. DLA/DRMS was requested to provide supporting documentation for this change.

Action: No change in status from November PRC meeting: When the requested documentation is furnished, DLMSO will issue an Approved DLMS Change under OSD direction revising the number of copies provided for the DTID.

e. **DLSS/DLMS Changes (Proposed, Approved, and (Revised) Requests for Implementation Dates (RRFID):**

1. **General/Administrative:** The Components requested several administrative changes in the processing of change proposals. DLMSO (supply functional area) will reinsert the word "approved" in RFID titles to avoid confusion during the staffing process. The RFID responses will be due within 60 days (vice 45) to allow adequate time for Component staffing which may require preparation of systems change requests. RFIDs will ask for the earliest possible implementation date(s) with a breakout for significant intra-Component differences in implementation (vice a single, coordinated implementation date). This will allow informed decisions concerning staggered implementation. The DLMS format eliminated the use of references in the proposed change enclosure. It was agreed that such references were very helpful in tracking the history of changes over time and should be reinstated.

2. **Reinstatement of Semi-Annual Status Report/ Quarterly Status Review.** The Components agreed to begin semi-annual status reporting in November. Reports will reflect information as of November 1 for all approved changes not fully implemented.

ACTION: Component reports are to be provided to DLMSO no later than November 30, 1998. DLMSO will investigate reinstatement of the quarterly review.

3. **RRFID for AMCL (MILSTRAP) 3, Supply Condition Code (SCC) W for Unserviceable Warranted Assets.** This change provides a means of identifying, segregating, and controlling unserviceable warranted assets. The RRFID was issued November 28, 1997 with responses due January 12, 1998.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

4. **AMCL 5 (MILSTRAP) and 13 (MILSTRIP), Date Packed/Expiration Date for Subsistence Items, and MILSTRAP AMCL 27D, Subsistence Exclusion.** This change provides for accountability and asset stratification of subsistence material by date packed/expiration date within the supply condition code. The PRC agreed to table discussion of this change pending DLA research into its continued validity.

Action: DLA action to verify validity of requirement. Discussion will be resumed at the next PRC meeting.

5. **AMCL 6 (MILSTRIP), Modify Materiel Returns Program Reporting Timeframes.** It was agreed that this change should be staffed for a new implementation date.

Action: DLMSO will update the approved change and issue an RRFID.

6. **RRFID for AMCLs 7 (MILSTRAP) and 22 (MILSTRIP), Cooperative Logistics Supply Support Arrangements.** This change expands the Cooperative Logistics Program Support Code (CLPSC) to differentiate a Foreign Military Sales Order (FMSO) I requisition from a FMSO II requisition. It also revises MILSTRAP to require use of the Demand Code P in CLSSA Termination/Drawdown Requisitions related to SPRs. The RRFID was released on January 15, 1997 with responses due March 1, 1998.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

7. **Approved DLSS/DLMS Change 9, Validation of F/AD I Activities.** This change established an automated process to validate F/AD I requisitions using a table of authorized activity DoDAACs maintained at the DLA Systems Design Center (DSDC)/Defense Automatic Addressing System Center (DAASC). Mr. Trepal, ADUSD(L)MDM, reported that little progress has been made in resolving of the classification issue due to incomplete response to the J-4 review.

Action: DLMSO will continue to hold the amended approved change pending direction from ADUSD(L)MDM. Subsequent to the PRC meeting, DUSD(L/MDM) sent a compelling memorandum to the Joint Staff asking for a expeditious resolution of the yearlong

classification review.

8. **RRFID for AMCL (MILSTRAP) 9, Processing Materiel Receipts Not Due-in for GSA Managed Items.** This change prohibits reporting of depot receipts from non-procurement sources to GSA inventory managers unless the storage activity has a pre-positioned material receipt. The change requires the Components to establish the means to account for and maintain owner visibility of such material and effect disposition. The RRFID was released on November 19, 1997 with responses due January 3, 1998.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

9. **Proposed DLMS Change 10, Identification of Flight Safety Critical Aircraft Parts (FSCAP) in Issue, Release, and Receipt Documents.** This change adds identification of FSCAP to the Defense Turn-In Document/DLMS transaction and the Disposal Release Order (DRO) format. DLMSO released the revised proposal on October 3, 1997 with responses due December 5, 1997. The proposal includes a request signed by the Acting Assistant Deputy Under Secretary of Defense for Logistics Materiel Distribution Management (ADUSD(L)MDM) for emergency action to implement this change by the end of March 1998. Following discussion, the Components approved this proposed change. Mr. Vitko provided a draft of the minutes of the January 28-29 FSCAP meeting at Ft. Belvoir. The information reported on the status of the proposed change was uncomplimentary and misleading. The PRC recommended DLMSO take action to have the draft corrected.

Action: DLMSO will issue the RFID. Staggered implementation of this change is acceptable. DLMSO will also provide appropriate input to the FSCAP meeting minutes.

10. **AMCLs 10 (MILSTRAP) and 34 (MILSTRIP), Identification of Product Quality Deficiency Related Materiel.** This change provides a standard means of identifying and controlling potential/confirmed product quality deficiency(PQDR) related material within and across Component lines. It identifies deficient material to DRMO and distinguishes which material must be mutilated or may not be resold to the DoD. The AMCL requires that when a Component directs the transfer of deficient materiel to DRMO using Management Code S (Materiel is hazardous to public health, safety or National security and must be mutilated (specific mutilation requirements provided by separate correspondence)), the Component must make prior official arrangements with DRMS. DLA agreed to research the rationale for

this off-line requirement.

Action: **DLMSO will update the approved change and issue an RRFID. DLA will check with DRMS, as discussed, regarding the rationale/validity of the requirement for off-line intervention when using Management Code S.**

      11. **RRFID for AMCLs 12 (MILSTRAP) and 43 (MILSTRIP), Maintaining Accountability During Maintenance Actions.** This change provides for accurate DoD accountability and financial accounting for items scheduled for maintenance by Depot Maintenance Inter-Service Support Agreements (DMISAs) and for items undergoing commercial and intra-Service or Agency maintenance actions. During the November PRC meeting, the Army provided an overview of their processes as implemented on a limited basis. The approved change will be corrected to update references and reflect appropriate property accountability under AMCL 8A. DLA provided a memorandum documenting needed changes.

Action: **The DLMSO update of the change is still in work. An electronic draft of the RRFID will be provided for review by the Components.**

      12. **AMCL 13 (MILSTRAP), Partial Reversal of Selected MILSTRAP Transactions.** This change allows for partial reversal, i.e., reversal of less than the original transaction quantity of selected transactions. It was agreed that this change should be restaffed for a new implementation date.

Action: **DLMSO will update the approved change and issue an RRFID.**

      13. **RRFID for Approved MILSTRAP Change Letter 14, Revised Asset Status Reporting and Logistics Asset Support Estimate (LASE) Procedures for DoD Total Asset Visibility (TAV).** Although TAV is functional, full Service implementation of this change has not been achieved. The RRFID was issued December 2, 1997 with responses due January 17, 1998.

Action: **Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.**

      14. **RFID for AMCL 15, New Ownership Code 0 (Zero) to identify DoD Special Operations Forces (SOF) Ownership.** This change permits automated identification and accounting for assets owned by SOF. The Army argued against legacy system implementation due to cost and the potential for confusion with Purpose Code O (alpha). The PRC discussed possible alternatives.

It was suggested that the Components research current use of Purpose Code O.   Limited use or internal reassignment to another purpose code might clear the way for accelerated implementation.

Action: Components were requested to forward results of their inquiry to DLMSO by April 3, 1998. Navy will check to see if the intent was to apply the new code to ammunitions only.

15.   **Proposed DLMS Change 21, Revised Pseudo Closure Procedures.**   The Army recently submitted a proposal to modify force closure procedures under AMCLs 11/15 to provide an information copy to the storage facility. In a separate working meeting, PRC members agreed to enhance the Army request to include procedures to notify the storage facility of additional "pseudo" closures identified by code value included in the DI Code ARH transaction. The proposed change was issued January 5, 1998 with responses due March 5, 1998.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998. DLMSO will insure coordination with the MILSBILLS Administrator.

16.   **RRFID for AMCL (MILSTRIP) 23A, MILSTRIP Advice Codes to Ship Newest Materiel with No Less Than 75 Percent of the Shelf Life Remaining.**   Procedures for this change were inadvertently posted to the MILSTRIP manual and will be withdrawn under Formal Change 10. The change establishes new MILSTRIP advice codes that indicate the newest material is required from the storage activity and that this material must have at lease 75 percent shelf life remaining. Use of these codes is restricted to specific applications and activities obtaining Service/Agency approval. The RRFID was released on November 19, 1997 with responses due January 3, 1998.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

17.   **AMCL 32 (MILSTRIP), Mandatory Entry Blocks on Materiel Release Documents.**   This change requires mandatory entry of the controlled inventory item code (CIIC) and shelf-life code on the DD 1348-1A for issues from stock. It was agreed that this change should be staffed for a new implementation date.

Action: DLMSO will update the approved change and issue an RRFID.

18.   **RRFID for Proposed Change 40 (MILSTRIP),**

Processing Cooperative Logistics Supply Support Arrangement (CLSSA) Requisitions. This change clarifies policy relative to use of Not Mission Capable Supply/Anticipated Not Mission Capable Supply (NMCS/ANMCS) and expedite handling codes. The RRFID was released on November 6, 1997 with responses due on December 20, 1997.

ACTION: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

19. **RRFID for AMCL (MILSTRIP) 44, Recurring Nonrecurring Demand Data.** This change expands the explanation of no demand code "O", requires adjustment of demand data whenever a cancellation request is processed, and revises the format of the Referral Order (A4_) to identify the demand code. The RRFID was issued November 4, 1997 with responses due December 18, 1997.

Action: Multiple Components were unable to respond in the allotted time. The RRFID response date was extended to April 30, 1998.

20. **Request for Change to MILSTRAP, Use of New Supply Condition Code X to Identify and Segregate Waste Military Munitions.** The Army has submitted to DLMSO a change proposal adding a new supply condition code to permit automated processing, identification, reporting, and tracking of waste military munitions. The PRC reviewed the change and made suggestions for minor revisions to the wording.

Action: DLMSO will staff the proposed change under DLMS procedures.

21. **Anticipated Change to MILSTRIP to Support Security Assistance (SA) Use of Material Returns Program (MRP).** Mr. Vitko informed the PRC of his intention to submit a change proposal to support recent regulatory requirements extending the MRP to SA customers. The change will require MRP transactions to flow through the ILCO to ensure proper controls are in place.

Action: DLA action.

f. **DLMS Technical Working Group (TWG).** In response to DLMSO request, DAASC has agreed to reconvene the TWG to address technical issues which surface during implementation planning. However, responses to the DAASC inquiry for suggested agenda items has been minimal. The PRC brainstormed possible agenda topics for the initial meeting. These include: reinstatement of the override capability; multiple "to" addressing; clarification

of "status-to" addressing; inclusion of the DIC in the transaction set (TS) header to speed-up conversion processing; use of the TS 997/TA3; conversion rules for enhanced data and data field size.

Action: Components may suggest additional agenda topics as desired. The POC is Stuart Scott, DAASC/DSDC-SL, at sscott@daas.dla.mil.

g.   **DoD Joint Electronic Commerce Program Office (JECPO) Mission and Paperless Activity Data Call.** DLMSO provided information regarding the mission of the JECPO and DLMSO's involvement. One of our first taskings was preparation of a data call to determine the number of paperless transactions in DoD logistics. The data call is intended to provide a basis for monitoring migration to digital or paperless environment. A draft of the memorandum was distributed and discussed. The PRC was asked to brainstorm potential areas where paperless processing could be implemented quickly with a solid payback. Suggestions included retail receipt processing, discrepancy processing, and optical archiving. The optical archiving is related to the inventory accuracy initiative and makes available all sorts of source documents to multiple locations. Commercial off-the-shelf software is available and additional funding is needed to complete remaining depot transition. Several DLMS enhancements which replace manual/paper processing were also suggested, including the notice of availability (NOA), the supply assistance request, requisitioning with exception data, mass requisition cancellations, and the supply status for status CA (rejected w/narrative message).

h.   **Weapons System Coding - DLA/DLIS Study and Air Force (AF) Proposal.** The AF requested that the March PRC agenda include a discussion of their planned submission of a DLMS change proposal to use the Standard Reporting Designator (SDR) with a one digit Service code (SDR+) and the essentiality code to identify weapons systems within the Federal Logistics Information System (FLIS). DLA is currently conducting a study assessing the feasibility of providing integrated access to weapons system data. Mr. Dave Osburn, DLIS project manager, was invited to participate in the discussion. Attendees agreed that addition of the SDR plus essentiality code would be beneficial, but would not support all Service requirements. It was suggested that the topic needed more in-depth study and that a smaller workgroup composed of functional experts should continue development of the proposal. The PRC concurred with this approach.

Action: Mr. Osburn will host a workgroup meeting prior to the next PRC meeting. The June PRC meeting will include a report on

the progress of the workgroup, results of the DLIS study, and DLA will provide an overview brief of the current DLA weapons systems program.

      i. **DLMS IC Review.** The PRC requested that they be provided with all public comment resolution and record of change documentation. They reiterated their desire to review **ALL** ICs prior to presentation to the Logistics Functional Review Committee (LFWG). Due to time restraints and pressure to complete the approval process, DLMSO did submit the 511M, Requisition Modification, and the 869F, Requisition Follow-up, to the LFWG in February, prior to PRC review in March. Public comment resolution and record of change documentation available at the time of the meeting were distributed and discussed.

      1. **TS 869F Review.** Once more the PRC voiced objection to the use of the TS 869 (vice the TS 511) for the requisition follow-up on the grounds that the additional IC with completely different mapping will necessitate a greater investment than necessary. The PRC requested a document to show the correlation between the 869F mapping and the 511R. This will facilitate understanding and later programming.

      2. **TS 511M Review.** Following discussion, it was agreed that DLMSO would make a recommendation to add a TS note authorizing use of the IC for both streamlined and full requisition functionality. As a minimum, DLMSO will recommend removal of the note which specifies that modification transactions must overlay or replace existing transactions. It is believed this note restricts application processing and is inappropriate. A correction to the IC will be required to restrict GFM modifications to selected fields (RDD, project code, advice code, and priority). Also, a significant enhancement to the mass modification capability was discussed and will be deferred for a later version. The enhancement will allow for modification for purposes other than establishing the Special Requirements Code 555 prior to mass requisition cancellation.

Action: DLMSO will prepare a draft proposal for the mass modification enhancement and will forward recommended comments as stated above. DLMSO will request LMI provide mapping correlation between TS 511 and TS 869.

ELLEN HILERT
Supply PRC Co-Chair

MARY JANE JOHNSON
Supply PRC Co-Chair

APPROVE:
JAMES A. JOHNSON
Director, DLMSO

Enclosures

SUPPLY PROCESS REVIEW COMMITTEE MEETING

MARCH MEETING AGENDA

*** Conference Room 2101 ***

Monday, March 23, Starting at 1000 Hours

1. Welcome/Opening Remarks/Introductions
2. Review Action Items from November Meeting
3. Report on Implementation Convention (IC) Status

Beginning at 1300

4. Revised Approved DLMS Change 9, Validation of Force or Activity Designator (F/AD) I Activities - DUSD(L)/J-4 Update

Tuesday, March 24, Starting at 0815 Hours

5. DoD Joint Electronic Commerce Program Office (JECPO) Mission - Paperless Activity Data Call

6. Revised Proposed DLMS Change 10, Identification of FSCAP in Issue, Release, and Receipt Documents

8. Outstanding RFID Actions - Components to Provide Status

9. Component Suggestions for DLMS Technical Review Committee Agenda

Beginning at 1300

10. Follow-up on DD Form 1348-1A, Issue Release/Receipt Document Implementation

11. DRMS Request for Waiver on use of Disposal Turn-In Document (DTID)

Wednesday, March 25, Starting at 0815 Hours

12. Weapons Systems Coding - DLA/DLIS Study & Air Force Proposal

13. Outstanding Approved Changes - Requirements Review Prior to

Issuance of Revised RFID:

    Approved MILSTRAP Change Letter 5, Date Packed/Expiration Date for Subsistence Items

    Approved MILSTRAP Change Letter 13, Partial Reversal of Selected MILSTRAP TRANSACTIONS

Thursday, March 26, Starting at 0815 Hours

13.   Outstanding AMCLs Continued:

    Approved MILSTRAP Change 15, New Ownership Code 0 (Zero) to identify DoD Special Operations Forces (SOF) Ownership

    Joint Approved Change Letters 10 (MILSTRAP) and 34 (MILSTRIP), Identification of Product Quality Deficiency Related Materiel

14.   Reinstatement of Semi-Annual Status Report/Quarterly Status Review

15.   Wrap-up, Recap, and Future Planning