**C12. CHAPTER 12**

**DUE-IN AND PRE-POSITIONED MATERIEL RECEIPT**

C12.1. GENERAL

C12.1.1. Standard Procedures. This chapter prescribes standard procedures for sending information about incoming materiel between wholesale managers and storage activities and between owner/managers and maintenance activities, and between losing inventory manages (LIM) and gaining inventory managers (GIM). The procedures require timely establishment of due-in information for all anticipated receipts of materiel, and requires that managers provide receiving storage activities with information for anticipated receipts.

C12.1.2. Control of Due-In Records for Materiel Receipt Acknowledgement. The control of due-in records below the wholesale level to accommodate the DoD closed-loop materiel receipt acknowledgment (MRA) process is addressed in Chapter 10.

C12.1.3. Consignment of Materiel to Storage Activities. Documentation covering consignment of materiel to storage activities is prescribed in the DoD Component publications. These documents are used, together with information developed by inspection and classification procedures, as source data for documenting transactions in terms of this manual. The distribution of disbursement, procurement, and transportation documentation by storage activities is also governed by existing publications and is, therefore, not a consideration here.

C12.1.4. Transactions. This chapter addresses the procedures applicable to the following Accredited Standards Committee (ASC) X12 transaction functions identified by their beginning segment and transaction type code. Other DLMS formats, such as extensible markup language (XML), are also available. See the Defense Enterprise Data Standards Office (DEDSO) Website for available formats on the DLMS IC page.   
The corresponding MILSTRAP legacy 80 record position functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C12.1.4.1. Due-in Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code DA – Due-in. This transaction provides MILSTRAP legacy DIC DD\_/DF\_ functionality.

C12.1.4.2. Advance Receipt Information Transaction identified by the DLMS 527D ASC X12 beginning segment (1/BRO2/020) Transaction Type Code DE – Advance Receipt. This transaction provides MILSTRAP legacy DIC DU\_/DW\_ functionality.

C12.1.4.3. Delinquent Due-in Inquiry Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code TJ – Delinquent Due-in Inquiry. This transaction provides MILSTRAP legacy DIC DLC functionality.

C12.1.4.4. Delinquent Due-in Advice Transaction is identified by the DLMS 527D ASC X12 beginning segment 91/BR02/020) Transaction Type Code TI – Delinquent Due-in Advice. This transaction provides MILSTRAP legacy DIC DLD functionality.

C12.1.4.5. Due-in Reconciliation Inquiry Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code LC – Due-in Reconciliation Inquiry. This transaction provides MILSTRAP legacy DIC DLE functionality.

C12.1.4.6. Due-in Reconciliation Advice Transaction is identified by the DLMS 527D ASC X12 beginning segment (1/BR02/020) Transaction Type Code TK –Due-in Reconciliation Advice. This transaction provides MILSTRAP legacy DIC DLF functionality.

C12.1.5. Use of DLMS 527D. Use the DLMS 527D functionality as follows:

C12.1.5.1. Owners/integrated material managers (IMM) use to establish pre-positioned materiel receipt (PMR) at the storage activity. Prepositioned materiel receipt (PMR) was previously known as advanced receipt information (ARI).

C12.1.5.2. GIMs use for due-in reconciliation and to inquire about delinquent due-in transactions

C12.1.5.3. LIMs use to provide the GIM with memorandum due-in information, to respond to GIM due-in reconciliations and inquiries, and to provide the GIM revised due-in estimated delivery dates (EDD) as changes occur.

C12.2. CONTROL OF MATERIEL DUE-IN

C12.2.1. Establishing Due-In Records. IMMs will establish due-in records for all anticipated receipts of materiel to maintain property accountability or visibility of materiel due-in to inventory, as required under Chapter 6.

C12.2.2. Keep Current Status. IMMs shall keep due-in records in a current status. Use revised delivery schedules, notification of shipment or delayed shipment, repair schedules and repair schedule changes, contracts and contract changes, customer and manager cancellations, materiel receipts, and completion of shipment tracer/discrepancy reporting actions to establish, revise, and delete due-in records and maintain appropriate delivery dates. Refer to Chapter 11, C11.20. for specific content and estimated delivery date requirements for PMR associated with directed discrepant/deficient materiel returns and retrograde returns.

C12.2.3. Audit Trail. IMMs will establish an audit trail when deleting or reversing due-in quantities. All due-in deletions and reversals will interface with the financial system. Due-in deletions and reversals are prohibited without advance coordination between the supply and financial functions, and with the procurement function for dues-in from procurement instrument sources, unless the supply, financial, and procurement systems are fully integrated. When deleting or reversing due-in quantities, managers will initiate action to correct the receiving storage activity's PMR file under C12.3.3.

C12.2.4. Supply and Financial Interface. The DoD Components will establish the necessary interface between supply and financial operations/functions to account for materiel in-transit as required under DoD 7000.14-R, “Department of Defense Financial Management Regulation”.

C12.2.5. In-Transit Due-In Procedures. IMMs will monitor due-in records and inquire to storage activities for information on in-transit dues-in under the procedures in Chapter 13.

C12.2.6. Product Quality Deficiency Materiel. When IMMs direct materiel for return based on a reported product quality deficiency, they will prescribe use of Supply Condition Code (SCC) Q in the disposition instructions to the returning activity. IMMs will establish and monitor due-ins for all returns of potential/confirmed product quality deficiency related materiel, citing the document number included in the report. Provide PMRs for the returns to receiving storage activities, under C12.3, citing the due-in document number and SCC.

C12.2.7. Product Quality Deficiency Report (PQDR) Exhibit Tracking. When establishing a PMR for a PQDR exhibit, the activity directing the return must include the PQDR Report Control Number (RCN) to facilitate exhibit tracking. When the receipt is processed, the receiving activity will perpetuate the PQDR RCN from the PMR to the receipt transaction.

C12.3. PROVIDING THE STORAGE ACTIVITY WITH PRE-POSITIONED MATERIEL RECEIPT

C12.3.1. Due-In Information Requirements. Owners/managers will provide maintenance and storage activities with due-in information for scheduled materiel receipts by providing them with PMR transactions. For due-ins from procurement instrument sources, IMMs will include applicable contract information and packaging data, to facilitate the receiving process and reduce the need for hard copy contracts at the receiving activity. As part of the contract information, the IMM will include indicators identifying whether the contract required unique identification (UID) or passive Radio Frequency Identification (pRFID). If the owner/manager fails to generate a 527D PMR, an informational Supply Discrepancy Report (if this is the only discrepancy) will be submitted to the owner in addition to a DLMS 527R Receipt transaction with a receipt acknowledgment discrepancy code alerting the owner/manager of the posting without PMR (with or without documentation). When these procedures are used to assign ownership, Components will monitor informational SDRs and receipt postings and validate ownership was accurately assigned for those transactions.

C12.3.1.1. The following business rules apply to post a DLMS 527R Receipt lacking a DLMS 527D PMR:

• Procurement (D4\_) - If no PMR is present, and paperwork contains a document number or delivery order number in addition to the contract number, receive materiel using the following table and the document number. If only a contract number is known, post to PICA using contract number (D4\_). If no paperwork is available, receipt to the PICA in FLIS using a local constructed document number (D6\_).

• Non-Procurement (D6\_) - If no PMR is present, based on the first position of the document number, post as shown on the following table. If no documentation exists, post to the PICA listed in FLIS using a local constructed document number.

|  |  |  |  |
| --- | --- | --- | --- |
| Position 1 of Document (Sequence) Number | Position 2 of Document (Sequence) Number | PICA | Post to |
| B, C, W |  | Army | Army PICA |
| W |  | Non-Army | NAMI-AJ2 |
| B |  | Non-Army | AG0 |
| C | B | Non-Army | A12 |
| C | D | Non-Army | B14 |
| C | G | Non-Army | B16 |
| C | H | Non-Army | B17 |
| C | K | Non-Army | AKZ |
| C | L | Non-Army | B64 |
| C | M | Non-Army | B14 |
| N, R, V, Q, P |  | Navy | NRP |
|  |  | Non-Navy | NRP |
| F, E, D |  | USAF | USAF PICA |
|  |  | Non-USAF | FHZ |
| M, L |  | USMC | MPB |
|  |  | NonUSMC | MPB |
| S |  | DLA | SMS |
|  |  | Non-DLA | SMS |
|  | | | |
| Note - For USAF ALC receipts without PMR |  | Tinker = FHB  Robins = FLB  Hill = FGB | |

C12.3.1.2. For receipts without PMR use a receipt acknowledgment discrepancy code as follows:

C12.3.1.2.1 Receipt Acknowledgment Discrepancy Code (Y) - No PMR. Receipt processed with documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C12.3.1.2.2. Receipt Acknowledgment Discrepancy Code (Z) - No PMR. Receipt processed without documentation. Informational Supply Discrepancy Report (if this is the only discrepancy) required.

C12.3.2. Storage Activity Requirements. Storage activities receiving DLMS 527D will keep them in an PMR file pending receipt of the materiel or the receipt of updates to the PMR from the IMM. Storage activities may use the PMR contract information and packaging data to facilitate the receiving process.

C12.3.2.1. Passive RFID. PMR notice that a shipment contractually requires passive RFID will allow preplanning so that the incoming shipment may be directed for offloading at the RFID reader location and provides a basis for submission of a Supply Discrepancy Report (SDR) in accordance with SDR procedures should the vendor fail to employ the required RFID.

C12.3.2.1.1. Upon request of the IMM, Defense Automatic Addressing System (DAAS) is authorized to support DLMS implementation of this process by inserting the pRFID indicator in the PMR as the transaction processes through the DAAS. IMMs will provide specific criteria for use by the DAAS to prevent improper assignment of the indicator. This DAAS procedure is an interim “work-around” pending IMM implementation of integrated logistics and contract administration processes so that the contractual requirement for pRFID can be programmatically identified and positioned in the PMR transaction.[[1]](#footnote-1)

C12.3.2.1.2. DAAS will maintain a table containing criteria to be used in determination of applicable PMRs. Criteria may specify excluded contract numbers, excluded commodities (by FSG or FSC), Service/Agency originating the PMR, specific characters within the contract number, and location of the storage activity (e.g. CONUS).

C12.3.2.2. Item Unique Identification. PMR notice that a shipment contractually requires item unique identification (IUID) provides a basis for submission of supply discrepancy reports (SDR) in accordance with SDR procedures, should the vendor fail to employ the required IUID.

C12.3.3. PMR. IMMs will send PMR transactions and PMR transaction reversals as due-in records are revised so that receiving storage activities can maintain the records to show status equivalent to IMM due-in records. IMMs will send PMR reversals to the storage activities when deleting due-in records. IMMs will also send PMR reversals when revising due-in records (e.g., dates, quantities, destinations) and simultaneously send replacement PMR transactions showing revised due-in record data.

C12.3.4. Optional National Inventory Management Strategy (NIMS) Advanced Receipt Notification. Under the NIMS concept of operation, the IMM may own materiel for managed NSNs down to the retail level. Such arrangements will be based on agreements between participating DoD Components. Replenishment of IMM owned retail will be accomplished under a push scenario. When assets are available to push, PMR will be sent to the NIMS site using standard PMR procedures. Optionally, the DoD Component agreements may authorize the use of PMR for the IMM to notify the NIMS site that materiel to support their replenishment requirement is delayed. In this instance, PMR will contain the quantity not available for push replenishment, the Delay Notification Code BD and an estimated shipping date. If at the time push replenishment is required, only a partial quantity is available, then two PMR transactions will be generated; one for the quantity pushed and one for quantity delayed. These transactions will have different document numbers and the delayed one will have the BD Delay Notification Code. Later, if only a partial amount of the quantity previously delayed becomes available to push, two PMR transactions will be generated. The one for the quantity pushed will maintain the document number of the original delayed notification with the “BD” indicator eliminated. The PMR for the quantity still delayed must be assigned a new document number and a BD Delay Notification Code. If the total quantity is initially delayed and later the total quantity is shipped, PMR must have the same document number throughout the process. The IMM will update/replace the PMR delayed notification anytime either the replenishment quantity or the estimated shipping date changes. New delayed notification must maintain the same document number unless a partial push occurs. Replacement delayed notification under the same or new document number will not require the reversal of the previous PMR transaction. Reversal logic for PMR transactions indicating that a push shipment has been initiated will follow the requirement in C12.3.3.

C12.3.5. PMR for Materiel Returns under NIMS and Base Realignment and Closure (BRAC) Retail Supply, Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP). The PMR is used in a variation of the materiel returns program for processing DLA-managed materiel returns to DLA from selected sites in support of the BRAC SS&D/IMSP and NIMS. The returning activity will be responsible for submission of an PMR to the storage site identifying the Military Service activity to which the receipt will be reported for these returns of DLA-managed items. Because the Military Service sites will no longer retain retail stock balances under these programs, DLA will assume ownership of all materials regardless of asset position. Upon notification of receipt of returned materiel by the storage activity via a Receipt Transaction (DLMS 527R Receipt with 2/LIN01/10 Code I; MILSTRAP DIC D6A), the Military Service activity will determine if there is a need for the material by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, a materiel release order will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be accomplished with a receipt (DLMS 527R Receipt with 2/LIN01/10 Code J; MILSTRAP DIC D6B).

C12.3.6. PMR Requirements for Ship-in-Place Materiel Relese Order (MRO) (Other than Ammunition/ Ammunition Related Materiel).[[2]](#footnote-2) Materiel release/issue and receipt for the purpose of ship-in-place requires a mandatory PMR. The custodial activity performing the transfer uses the PMR to identify the future owner. In addition, the MRO and the PMR will serve as evidential matter to justify the transfer.

C12.3.6.1. The gaining inventory manager is responsible for transmitting a mandatory PMR to the custodial activity performing the transfer. The PMR must precedes the MRO and both transactions must have the same document number for a successful match. The lack of a matching PMR will result in an MRO denial.

C12.3.6.2. A matching PMR must be present for every ship-in-place materiel release request. When the PMR is not available, the custodial activity performing the transfer will reject the Ship-in-place request via DLMS 945A Materiel Release Denial with Denial Management Code S.

C12.3.6.3. Materiel returns scenarios, including Materiel Returns Program and the directed return of discrepant/deficient materiel such as reported by SDR, PQDR, or Storage Quality Control Report require the GIM to submit the PMR.

C12.3.7. PRE-POSITION OF RELEASE ORDERS THROUGH THE PMR PROCESS

C12.3.7.1. Materiel owners may pre-position release orders ahead of an inbound shipment into a DoD Storage Activity. To invoke this process, the materiel owner must:

• Schedule pre-release in the DLMS 527D PMR (1/BR06/20 = SL)

• Postpone or Postpone Release pre-release of due-in via the DLMS 940R Materiel Release transaction, qualifier 1/W0508/0200= RA - Release Against Assortment (pre-position) or CR - Change to Release (release and pre-position). To request the storage activity to pre-position the release order, use code RA. To request the storage activity to attempt to fulfill the order but if the materiel is not available, pre-position the release order instead of processing a denial.

C12.3.7.2. After transmitting the PMR with the appropriate qualifier for pre-release, the materiel owner needs to transmit a pre-positioned release orderper line item to ensure materiel is released as soon as its receipted. The prepositioned release order and the PMR must use the appropriate qualifier to invoke the process. When the appropriate qualifier is not present in the PMR, the storage activity will not attempt to fulfill any pre-positioned release order during the receipt process. Without the appropriate qualifiers in the release order, the release order will be fulfilled as a regular request, and it may result in a denial if the materiel is not available.

C12.3.7.3. Before the receipt takes place, the materiel owner may update or cancel any pre-positioned release order as many times as necessary, based on service specific mission requirements and/or priorities.

C12.3.7.3.1. To update a pre-positioned release order, the materiel owner must use 1/W0507/0200 = 2 Update, to indicate the transaction is an update.

C12.3.7.3.2. To cancel a pre-positioned release order, the materiel owner must use 1/W0506/0200 = ND Materiel Release Cancellation.

C12.3.7.4. When the pre-positioned release order process is invoked during the receipt process, the storage activity will visually inspect the item and report any discrepancies through the supply discrepancy reporting process.

C12.3.7.4.1. If the materiel is discrepant, no pre-prepositioned release orders will be fulfilled.

C12.3.7.4.2. If the materiel is not discrepant, the storage activity will attempt to fulfill as many pre-positioned release orders as possible depending on the quantity to be receipted.

C12.3.7.5. The materiel to be receipted must match with any prepositioned release order by owner, NSN, and supply condition code.

C12.3.7.5.1. If the release order quantity is equal to the quantity to be receipted, all materiel will be issued from receipt upon completion of the receipt process. At this time, the storage activity will report the receipt to the materiel owner and will process the MRO accordingly. The materiel will not be stowed.

C12.3.7.5.2. If the release order quantity is less than the quantity to be receipted, the materiel will be issued accordingly. Any remainder quantity will be stowed under the materiel owner reported via the PMR.

C12.3.7.5.3. If the release order quantity is greater than the quantity to be receipted, the storage activity will look at the advice code in the transaction. Unless otherwise stated in the release order using an advice code, the storage activity will issue the available quantity and deny the difference. Depending onthe advice code, the release order may or may not be able to be fulfilled unless it is for the full quantity.

C12.3.7.5.4. When one or more pre-positioned release orders matched with the materiel to be receipted, the storage activity will look at priority designator code followed by required delivery date, Advice code, and date/time transaction was received.

C12.3.7.5.5. The storage activity will then create a receipt and report to the materiel owner. In addition, the storage activity will transmit any additional transactions that pertain to the order fulfilment process (DLMS 867I Issue transaction, DLMS 945A Materiel Release Confirmation, and DLMS 856S Shipment Status) as applicable to the materiel owner.

C12.3.7.6. The materiel owner will then recognize any balance affecting transactions and ensure inventory records are accurate.

C12.3.7.7. Criteria for pre-positioned release orders. In combination with the qualifiers cited under C12.3.7.1, storage activities implementing this new process will need to develop the necessary capabilities to recognize a prepositioned release order and add the order to a pending queue internally until such time one of these conditions are met:

• The materiel to be receipted matches the owner, NSN, and condition code requested in one to many of the pre-positioned release orders. At this time, the release order can be processed and fulfilled either partially or in full quantity.

• Materiel owner sends a cancellation request via the DLMS 940R Materiel Release transaction.

• Materiel owner sends a materiel release update. At this time, the original request will be replaced/overlayed with the most current update.

• Release order has been waiting for materiel for over 45 days. At this time, the storage activity will attempt to issue the materiel. If no materiel is available, the storage activity will deny the order via the DLMS 945A Materiel Release Confirmation transaction. The materiel owner may transmit a new release order after the 45 days if materiel is still needed. For the new order, you may use the same document number with a suffix or a different one.

***C12.3.8. Segregating Materiel using the PMR. To segregate by a stock allocation reference, the materiel owner must transmit a pre-positioned materiel release transaction to the storage activity prior to the receipt process. The PMR must cite the materiel owner RIC, and the stock allocation reference to force the materiel receipted to be segregated in a separate location. To release the materiel segregated, the materiel owner must transmit an MRO citing the stock allocation reference. See chapter 4, Requisitions for additional details.***

C12.4. LOAN MATERIEL

C12.4.1. Use appropriate adjustment and/or receipt/due-in transactions to show the on-hand/due-in and later receipts. Show materiel on loan on owner records in the appropriate purpose code (as prescribed by the DoD Component procedures) or as a nonprocurement source due-in citing Reason for Materiel Receipt/Return Code H depending on the method/system applied.

C12.4.2. Owners/IMMs may use PMR transactions to provide advance notification to activities scheduled to receive returned loaned materiel. See DLMS Volume 2, Chapter 13 paragraph C13.2.10. Loaned Materiel for additional details.

C12.5. LOGISTICS REASSIGNMENT MEMORANDUM DUE-IN AND PRE-POSITIONED MATERIEL RECEIPT

C12.5.1. Memorandum Due-In. The LIM will send a memorandum due-in information transactions as of the effective transfer date (ETD) to the GIM, for both awarded contracts and unawarded purchase requests. Quantities will show only what is available for transfer. The GIM will process valid memorandum due-in transactions to establish memorandum due-in records. If the GIM receives a memorandum due-in transaction for an item not involved in a logistics reassignment, the GIM will reject the transaction back to the initiator using DLMS 824R, Reject Advice, citing Reject Advice Code AY.

C12.5.2. Destination Change. Under DoD 4140.26, “Defense Integrated Materiel Management for Consumable Items”, Volume 4, “Logistics Reassignment” Change 1, December 14, 2017, the LIM will take action to change the destination of undelivered purchases upon request of the GIM. Upon changing the quantity due-in/destination, the LIM will prepare and send a memorandum due-in reversal and a new memorandum due-in to the GIM. Additionally, when an award is made for an unawarded purchase request, the LIM will prepare and send a memorandum due-in reversal and a new memorandum due-in transaction to the GIM and a PMR transaction to the applicable storage activity.

C12.6. LOGISTICS REASSIGNMENT DUE-IN VALIDATION

C12.6.1. Due-In Inquiry

C12. 6.1.1. Inquiry for Due-In with Expired EDD. The GIM will initiate a DLMS 527D due-in inquiry when the EDD for delivery of materiel is delinquent by more than 30 calendar days. Compute the delinquent date from the memorandum due-in that the LIM provided on the ETD. The GIM will also initiate DLMS 527D when a revised due-in date later becomes delinquent by 30 calendar days.

C12.6.1.2. Inquiry for Due-In with Invalid EDD. The GIM will initiate DLMS 527D due-in inquiry 30 calendar days after the ETD when the memorandum due-in, the LIM provided on the ETD, contains an invalid EDD (e.g., for materiel pending procurement/contract action by the LIM). The GIM will initiate a second inquiry 60 calendar days after the ETD for all dues-in with invalid EDDs. If the LIM does not reply to the second inquiry, the GIM must intervene off-line. The GIM will include all due-ins with invalid EDDs 90 calendar days after the ETD in the reconciliation. Based on the response, the GIM will determine if additional inquiry/reconciliation action is required.

C12.6.2. Delinquent Due-In Advice

C12.6.2.1. The LIM will provide the GIM with due-in information in response to an inquiry using a delinquent due-in advice transaction citing the appropriate asset transfer status code.

C12.6.2.2. Revision of Estimates. To preclude the need for due-in inquiry transactions by the GIM, the LIM will provide revised EDDs as changes occur using a delinquent due-in transaction with Asset Transfer Status Code AF.

C12.6.3. Due-In Reconciliation

C12.6.3.1. Due-In Verification. The DoD Components will use the due-in reconciliation process to verify that the GIM is in receipt of all procurement/contract award data for assets due-in and the most current EDDs available. This process will also ensure that all items still pending procurement/contract award on the ETD are still valid.

C12.6.3.2. Due-In Reconciliation. The GIM will initiate a due-in reconciliation inquiry for reconciliation of dues-in for logistically reassigned materiel 90 calendar days after the ETD and semiannually thereafter for all materiel that has not been received. The GIM will include all items with materiel still due in to the LIM, regardless of the presence of a current EDD, in the reconciliation request.

C12.6.3.3. Due-In Reconciliation Response. The LIM will respond to due-in reconciliation requests using a due-in reconciliation advice containing the appropriate asset transfer status code. The LIM will ensure that due-in information for all items still pending procurement/contract action, pending delivery, or in litigation is readily available to respond to the reconciliation request.

1. Refer to ADC 297, DAAS Passive Radio Frequency Identification (pRIFD)-Required Exclusion Table for DLMS 527D PMR/Prepositioned Materiel Receipt (PMR). At the time of implementation, DLA is the only participating Component. [↑](#footnote-ref-1)
2. Refer to ASC 1395. [↑](#footnote-ref-2)