



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

May 30, 2024

MEMORANDUM FOR RECORD

SUBJECT: Product Quality Deficiency Report Process Review Committee Meeting 24-01, May 9, 2024

This memorandum forwards the attached minutes of the Product Quality Deficiency Report Process Review Committee Meeting 24-01 for your information and action as appropriate.

The Defense Enterprise Data Standards Office point of contact is Mark Rockwell, e-mail: DEDSO.PQDR@dla.mil.

Attachment
As stated

Sarah Winegardner
Director, Defense Enterprise Data Standards Office

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ODASD(logistics)
PQDR PRC

MINUTES FROM PRODUCT QUALITY DEFICIENCY REPORT PROCESS REVIEW COMMITTEE MEETING 24-01, MAY 9, 2024

1. Purpose: The Defense Enterprise Data Standards Office (DEDSO) convened a virtual meeting of the Product Quality Deficiency Report (PQDR) Process Review Committee (PRC) via Logistics Management Institute (LMI) ZOOM and teleconference on May 9, 2024. Specific discussion topics are noted below. The meeting agenda, briefing material, and evidential matter are available on the PQDR PRC web page archive: <https://www.dla.mil/Defense-Data-Standards/Committees/PQDR/>.

2. Brief Summary of Discussion: Mark Rockwell, Department of Defense (DoD) PQDR Administrator, facilitated meeting discussions. No action items were reported for this meeting.

3. Opening Remarks: Mark Rockwell, DEDSO, provided opening remarks and welcomed all attendees to include introducing Jamie Goodrick as the new Defense Logistics Agency (DLA) primary representative during the kick-off roll call. Mark Rockwell asked for all interested parties to add their names and organizational information in the chat for recognition. Mark Rockwell queried the audience as to their attendance in the previous two days of the Defense Logistics Management Standards (DLMS) Summit before noting his observation that a lot of the Summit participants were not familiar with the Proposed DLMS Change (PDC)/Approved DLMS Change (ADC) process. He then emphasized the importance of having all the Subject Matter Experts (SMEs) involved in the PDC/ADC process as early as possible upfront in support of their designated Service/Agency Primary and Alternate representatives assigned to the DoD PQDR Committee.

4. Meeting Topics: The PQDR PRC meeting informed stakeholders about the ongoing efforts and status on several important topics impacting the DoD Components. These topics were:

a. Agenda Topic 1 – DEDSO MISSION

Mark Rockwell provided a brief overview of the DEDSO mission, highlighting the organizational relationship between DLA J6D Information Operations and the Office of the Deputy Assistant Secretary of Defense for Logistics, (ODASD(L)). Mark Rockwell further elaborated on the DEDSO vision to deliver processes and quality data standards that exemplify accuracy, conformity, consistency, and integrity to our logistics community with an emphasis on auditability.

b. Agenda Topic 2 – DEDSO WEBSITE

Mark Rockwell continued to socialize the DEDSO website as a repository and source for PQDR related informational updates and presented a tutorial as to how to navigate the website. PQDR Committee participants were encouraged to provide comments and feedback to improve

functionality. It was stated that access to the DEDSO PQDR TEAMS page is necessary for collaboration on working group documents and can be obtained by submitting an email request to DEDSO.PQDR@DLA.MIL

c. Agenda Topic 3 - PDC 1443B POLICY MIGRATION KICK OFF

Mark Rockwell provided a historical timeline of the ADC 1443 series as relates to the shift in responsibility and authority from DLA J3 to DLA J6 and the eventual completion of the phased PQDR Policy migration from the Joint Service Regulation to the DLMS in this second iteration starting with PDC 1443B.

DEDSO received formal concurrence from ODASD(L) on ADC 1443 PQDR Policy Migration. ADC 1443 was signed on 27 January 2023 and this ADC served to inform the DoD Components that the Defense Logistics Manual (DLM) 4000.25, Volume 2, Chapter 24, is replacing Joint Service Regulation (JSR) Defense Logistics Agency Regulation (DLAR) 4155.24 as the DoD's authoritative source for PQDR related guidance.

For planning purposes, PDC 1443B is slated for development from May to September 2024. During this period, any previously deferred recommendations requiring full PQDR Committee consensus as well as any new additions, clarifications, or enhancements will be reviewed for inclusion into DLM 4000.25, Volume 2, Chapter 24.

d. Agenda Topic 4 –ANALYSIS OF ADC 1443A FORMAL COMMENTS

Mark Rockwell reiterated the need for the inclusion of SMEs upfront in the process to prevent delays and encouraged all components to review the ADC 1443A comment matrix they submitted previously to reengage for any deferred resolutions as well as to present any new policy suggestions or comments that may have been omitted because of being out of scope at the time.

Mark Rockwell acknowledged the need for further clarification and enhancement of the policy which is the intent of PDC 1443B and the components agreed with retaining and ensuring past inputs were reevaluated during the process.

The PQDR Committee members stressed the importance of ensuring the transition of policy guidance from the JSR DLAR 4155.24 to the DLM 4000.25, Volume 2, Chapter 24 remains written as a DoD-wide standard for joint policy vice having any individual Service/Agency focus which is best addressed as part of the Service/Agency local instructions.

DEDSO informed the components that a working copy of ADC 1443A which includes their originally submitted comments is available on the DEDSO PQDR TEAMS PAGE and the DEDSO website. The components were then tasked to begin capturing additional significant changes or policy gaps directly to the shared on-line document for deliberation in the upcoming

bi-weekly DoD PQDR Committee meetings chaired by DEDSO as the way forward for policy development.

e. Agenda Topic 5 – RANKING OF TOP 12 COMMENTS.

Mark Rockwell remarked that DEDSO received over 100 questions and comments during the PDC 1443A Formal Comment period in Dec 2023. Subsequently, DEDSO held sub-group meetings with each individual DoD component to discuss and adjudicate their comments. Many comments and questions were resolved immediately and added to PDC 1443A where appropriate, whereas more complex comments requiring review by the entire PQDR Committee were deferred. All the PDC 1443A comments were analyzed and ranked in order of frequency that they were brought up during the comment period.

Mark Rockwell provided a brief summarization of the Top 12 repeated comments as a guide for discussion, but once it became evident during the Summit that some component comments were held back or omitted because they were perceived to have been out of scope for ADC 1443A this initial approach was revised.

f. Agenda Topic 6 – COMMENT STRATEGY

Mark Rockwell announced that DEDSO remains open for suggestions and encouraged components to be vocal during the development process. The PQDR Committee consensus decided during the summit was that the policy re-write would involve components having the opportunity to collaboratively add language to the document in real time in a shared repository. These comments and suggestions would then be deliberated section by section during each bi-weekly DoD PQDR Committee meeting chaired by DEDSO.

g. Agenda Topic 7 – DISCUSSION AND PDC 1443B DEVELOPMENT

Mark Rockwell presented a copy of the ADC 1443A and went through the highlights of the latest approved document, familiarizing the committee where the official formal comments/resolution matrix was embedded for them to reassess. He continued to review the overall current format and schema as a basis to facilitate the development of an outline for future changes. DEDSO also discussed the Formal Change (FC) process that consolidates recent ADCs explaining the resulting lag in publishing of approved changes. It was noted that the current FC 18 cycle includes the previously approved ADC 1007E DLMS 842P Procedures, Business Rules, Data Elements and Coding Update incorporated into the ADC 1443A final version.

During the Summit discussions, a working copy of ADC 1443A was uploaded to a shared repository and socialized to the committee in preparation for their component updates and comments. Due to the quick turnaround time, it was stated that the next scheduled DoD PQDR Committee meeting focus would be to confirm committee members have access and are familiar with how to make updates and edits. The understanding was that the primary and alternates

would make the actual changes and the components would be prepared to discuss submitted revisions at each ensuing DoD PQDR bi-weekly meeting as each section of the policy is targeted for review.

h. Agenda Topic 8 – COMBINED DISCUSSION OF PDC 1446 FOREIGN MILITARY SALES/SECURITY ASSISTANCE (FMS/SA)

The PQDR Committee participated in a joint session led by the Supply Discrepancy Reporting (SDR) Administrator, Ben Breen to discuss development of PDC 1446 to lay the groundwork for FMS/SA customers to be able to submit PQDRs in the future. Currently, FMS/SA customers report product quality related deficiencies as Supply Discrepancy Reports to their supporting International Logistics Control Office (ILCO) for initial screening. The ILCO in turn continues processing these quality deficiencies through the SDR process which is suboptimal as it lacks the requirement to detail the root cause; identify the entity responsible for the deficiency; corrective and preventative actions taken; as well as whether stock screening or alerting other supply activities as required.

DEDSO briefed that the intent is to have the revised process remain seamless to the customers while alleviating the comingling of PQDRs in the SDR process. As such, the change will not affect the way DoD SA customers report quality related deficiencies to the ILCO resulting from the FMS program. The change being proposed would leverage the robust quality deficiency process by requiring the ILCOs to take quality related deficiencies reported SA customers on SDRs and submit them through a DLMS-compliant PQDR application using the DLMS 842P Implementation Convention (IC) to increase investigative data sharing; and improve the accuracy of supplier risk performance reporting to the Supplier Performance Risk System (SPRS).

Ben Breen recognized that requirements and refining of the process all hinges upon full system programming of the DLMS 842P IC by the DoD PQDR processing applications over the next couple years. However, he stressed the importance of preparing now for a subsequent PDC 1446A to be written to align FMS customer SDR and PQDR procedures with this change. Mark Rockwell and Ben Breen closed by stating staffing would start this June 2024 to capitalize on momentum and agreement before there is any turnover of key personnel.

i. Agenda Topic 9 – MEETING WRAP-UP (FINAL COMMENT)

Mark Rockwell thanked the participants for the great collaborative discussions and progress to date. He then highlighted the importance of communication and active engagement with SMEs over the next ten weeks to keep the PQDR policy migration on track.

Mark Rockwell reviewed the upcoming DoD PQDR Committee meeting schedule and opened discussions to all stakeholders for additional questions or concerns.

Mark Rockwell closed with expressing that DEDSO will continue to collaborate with stakeholders in the development of new requirements, continue to innovate the PQDR TEAMS page and website and will host additional meetings as necessary.

The meeting minutes will be posted to the DoD PQDR PRC webpage archive section using a secure link.

Next Meeting: The DEDSO team thanked all attendees for their participation, enthusiasm, and continued support. The next PQDR PRC meeting has not been scheduled.