

AP8.24. APPENDIX 8.24

REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS

| | RECORD | |
|--------------------------|-------------|---|
| FIELD LEGEND | POSITION(S) | ENTRY AND INSTRUCTIONS |
| Document Identifier Code | 1-3 | Enter DIC A4_. |
| Routing Identifier Code | 4-6 | Enter the RIC of the activity to which the transaction is being sent. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | a. When no change or substitution is made, enter the stock or part number shown in the requisition. b. When a change or substitution is made, enter the corrected stock or substituted stock or part number. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity | 25-29 | a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the requisition. |
| Suffix | 44 | a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions. b. When the requisitioned quantity is not divided, leave this field blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|--|-----------------------|--|
| Supplementary Address | 45-50 | Enter data from the original requisition. ¹ |
| Signal | 51 | Enter data from the original requisition. |
| Fund | 52-53 | Enter data from the original requisition. |
| Distribution | 54-56 | When used to effect lateral redistribution of retail assets, enter 2 for consumables and 3 for reparable in rp 54; otherwise, enter data from the original requisition. |
| Project | 57-59 | Enter data from the original requisition. |
| Priority | 60-61 | Enter data from the original requisition. |
| Required Delivery Date/Required Delivery Period ² | 62-64 | Enter data from the original requisition. |
| Advice | 65-66 | Enter data from the original requisition. |
| Date of Receipt of Demand | 67-69 | Enter the date of receipt of the demand document as recorded in that document by the initial recipient in the supply distribution system. Note: Referral orders generated as a result of backorder releases and submitted to the (Single Manager for Conventional Ammunition) SMCA shall contain code 888 in rp 67-69. |
| Management Data | 70-71 | Enter management data, as authorized. |
| Demand Code/ ³ Management Data ⁴ | 72 | Enter demand code from rp 44 of original requisition or management data, as authorized. Note: Intra-Air Force Foreign Military Service (FMS) DIC A4_ transactions may use a Cooperative Logistics Program Support Code (CLPSC) (program/non-program) code in rp 72. |

¹ When used on a referral order to initiate an inter-Service ammunition-related ownership transfer with no physical movement of materiel and no billing, cite Signal Code M and Project Code CYK in conjunction with the supplementary address constructed as follows: Service/Agency Code Y followed by the old (from) ownership code, the RIC to which ownership is transferred, and the new/gaining (to) ownership code. Refer to ADC 1020.

² Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

³ Deferred implementation authorized. The revised format of the referral order to include the demand code of the original requisition may be deferred for DLMS/logistics systems modernization.

RECORD

| FIELD LEGEND | POSITION(S) | ENTRY AND INSTRUCTIONS |
|-------------------------|-------------|--|
| Management Data | 73 | Enter Management data, as authorized. |
| Routing Identifier Code | 74-76 | Enter RIC applicable to the activity generating the transaction. |
| Management Data | 77-80 | Enter management data, as authorized. |

LATERAL REDISTRIBUTION ORDER ENTRIES: Entries applicable when rp 54 equals 2 or 3:

| | | |
|----------------|-------|---|
| Purpose code | 70 | Enter the purpose code of the materiel being issued if required based on Component agreement (derived from DIC DZF, Asset Status Reporting Transaction); otherwise leave blank. |
| Condition Code | 71 | Enter the applicable condition code. |
| Blank | 72-73 | Leave Blank. |

⁴ On an Intra-Navy basis, a management code may be used to identify the reason a requisition is referred to the Navy Inventory Control Point (ICP) when the requisition cannot be filled by the referring system. Refer to ADC 363.

RECORD

| FIELD LEGEND | POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|-------------|--|
| <u>GOVERNMENT-FURNISHED MATERIEL REFERRAL ORDER ENTRIES.</u> ⁵ | | |
| Manufacturer's Directive Number | 54-56 | If required by the Component contracts, enter the MDN. |
| Call/Order Number | 69-72 | If required by the Component, enter the appropriate legacy four-position call/order number associated with the PIIN; otherwise leave blank. |
| Procurement Instrument Identifier (PIID) | 73-80 | Enter the last eight positions of the PIID. This entry is mandatory. ^{6, 7} When materiel is authorized under a PIID call/order number (F in 9 th position) provide the last eight positions |

MANAGEMENT CONTROL ACTIVITY ENTRIES. Entries Required for referral orders for Government-Furnished Materiel.⁸

| | | |
|-------------------------|-------|---|
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the management control activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the Component, enter the RIC of the validating MCA in rp 74-76. |

⁵ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

⁶ Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

⁷ Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

⁸ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.