



LOGISTICS AND
MATERIEL READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

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WASHINGTON, DC 20301-3000

DLM 4000.25-2, December 14, 2016
Change 8

MILITARY STANDARD TRANSACTION REPORTING AND ACCOUNTABILITY PROCEDURES CHANGE 8

I. This change to DLM 4000.25-2, Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, DoD Supply Chain Materiel Management Policy,” December 14, 2011. Unless otherwise noted, revised text is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 8 include the following: "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office, abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses., occurrences of “shall” are changed to “will” per a style change for DoD issuances, “Defense Logistics Management System” is updated to “Defense Logistics Management Standards”, “DoDM 4140.1-R” is updated to “DoDM 4140.01”, in accordance with General Order No. 07-15 (09/14/2015), references to “DLA Transaction Services” are changed to “Transaction Services” and “DLA Logistics Information Services” to “Logistics Information Services”, page number formats in the “front matter” (Table of Contents, Process Change History page, etc.) of the manual have been revised, and minor typographical and similar editing errors in previous versions have been corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Defense Logistics Management Standards Office memorandum:

A. ADC 1114 dated April 28, 2016. Allows an automated follow-up for delinquent materiel receipt acknowledgment (MRA) transactions at a number of days beyond shipment more aligned with the time definite delivery (TDD) standards set forth in the DODM 4140.01, Volume 8, DODI 4160.61, and the DOD Time Standards for Order Process and Delivery. Provides for MRA submission timeframes associated to TDD. Modifies the timeframe to send an MRA Reply to Follow-Up transaction and modifies the timeframe for submission of MRA after receipt of materiel to align with DODM 4140.01 timeframe for receiving activities to process receipts after materiel delivery. Adds new Discrepancy Indicator Code H (Materiel Still in Transit). Revises Chapter 6, Appendices 4.1, 5.1, and 2.17.

B. ADC 1160 dated January 19, 2016. Clarifies procedures to prepare supply discrepancy report (SDR) replies when used to request/report a financial adjustment for a

validated discrepancy; updates available SDR reply codes; updates DLMS guidance for use of the issue reversal transaction and establishes a requirement to include an issue reversal reason code for all Components as a DLMS enhancement; expands the scope of available codes beyond those currently used; clarifies requirement for generation of the prepositioned materiel receipt (PMR) for directed discrepant materiel returns and tracking for the return shipment; updates Military Standard Billing System (MILSBILLS) procedures to formally document the option to provide credit to the billed activity for discrepant shipments prior to storage activity receipt of the returned discrepant materiel. Revises Chapters 3 and 9, and Appendix 3.3.

C. ADC 1161 dated August 1, 2016. Updates Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals. Updates DLMS procedures to accommodate the procurement instrument identifier (PIID) numbering system as required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms, Definitions and Terms, Appendices 3.1, 3.8, 3.10, 3.18, 3.19, 3.20, 3.21, 3.26, 3.38, 3.40, and 3.42.

D. ADC 1169 dated April 25, 2016. Approves denial scenarios when a materiel release order or disposal release order identifying a product quality deficiency report (PQDR) exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located and expands the definition of Management Code Q to explain why the denial occurred. Revises Appendix 2.6.

E. ADC 1185 dated May 3, 2016. Revises MILSTRAP legacy DIC D6_ Receipt transaction multi-use field provided for intra-Component data (record position (rp) 60-65), for transactions originating from Air Force ILS-S to identify the Ship-From DoDAAC for use in Air Force retail receipts of shipments from Air Force retail activities. Revises Appendix 3.2.

F. ADC 1221 dated July 29, 2016. Establishes a requirement for DLA Distribution Centers to send an SDR to the owner/manager when the distribution center processes a receipt without a PMR, for materiel owned by that organization and applicable to all types of procurement and non-procurement source receipts. DoD WebSDR will prepare and disseminate a monthly report delineating SDRs prepared by DLA Distribution Centers indicating lack of a PMR. Revises Chapter 4.

G. ADC 1233 dated August 4, 2016. Revises the page numbering of the “front matter” (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

<u>Added or Replaced Files</u>	<u>Added or Replaced Files</u>	<u>Added or Replaced Files</u>
Change History Page	Appendix 2.6	Appendix 3.20
Table of Contents	Appendix 2.17	Appendix 3.21
References	Appendix 3.1	Appendix 3.26
Definitions and Terms	Appendix 3.2	Appendix 3.35
Abbreviations and Acronyms	Appendix 3.3	Appendix 3.38
Chapter 3	Appendix 3.8	Appendix 3.40
Chapter 4	Appendix 3.10	Appendix 3.42
Chapter 6	Appendix 3.18	Appendix 4.1
Chapter 9	Appendix 3.19	Appendix 5.1

IV. This change is incorporated into the on-line MILSTRAP manual at the Defense Logistics Managements Standards Website www.dlms.dla.mil/eLibrary/manuals/dlm/dlm_pubs.asp and the PDF file containing the entire set of change files is available at www.dlms.dla.mil/eLibrary/Manuals/DLMS/formal_changes.asp.

for 

Ms. Dee Reardon
Deputy Assistant Secretary of Defense
for Supply Chain Integration

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MILITARY STANDARD TRANSACTION
REPORTING AND ACCOUNTABILITY
PROCEDURES (MILSTRAP)
PROCESS CHANGE HISTORY

ADC Number	Date	Change Description	Change Number
Withdrawal of AMCL 3	7/2/2015	Withdrawal of Approved MILSTRAP Change Letter (AMCL) 3, Supply Condition Code (SCC) W for Unserviceable Warranted Assets. Replaces the existing footnote for Supply Condition Code W with "SCC W is reserved for Warranty until December 31, 2015, pending receipt of a PDC. If no PDC is received by that date, SCC W will be reserved for future DoD assignment." Revises Appendix 2.5 Federal Condition Codes.	6
191	3/14/2006	Management Codes on Supply Status Transaction. This change establishes two new management codes for use on the Supply Status transaction. Both new management codes are authorized for use in the DLMS. Revises Appendix (AP) 2.6., Management Codes, paragraph AP2.6.2. Issue Related Transactions.	0
197	6/5/2006	Request for New Type of Physical Inventory/Transaction History Code and Add Code to Historical Transactions. DLA identified a requirement to have a code to distinguish transaction history associated with annual reconciliation from other transaction history submittals. This change was approved for immediate DLA implementation. Implementation of this change by other DoD Components is optional, but they are encouraged to consider the requirement for their system modernization initiatives. Revises AP2.2. Type of Physical Inventory/Transaction History Codes, and Chapter 7, Physical Inventory Control.	0
198	6/6/2006	Revise DLMS 846P to Provide Capability to Advise When No History is Available in Response to a Transaction History Request. The capability to identify that no history is available in response to a request for transaction history exists in MILSTRAP, but was not incorporated in DLMS. Revises AP2.2. Type of Physical Inventory/Transaction History Codes.	0

ADC Number	Date	Change Description	Change Number
218	11/14/2006	<p>Revise MILSTRAP Receipt Transactions to Document Use of Distribution Standard System Operations Control Number (OCN) and Additional Z4/Z6 Requirements. Provides for Distribution Standard System (DSS) entry of the OCN in receipt transactions regardless of materiel owner, to support current use of OCN by Army, Navy, and Mapping. Revises AP3.1. DIC D4_, and AP3.2, DIC D6_.</p>	0
220	12/8/2008	<p>ADC in Two Parts, Part I: Revise Definitions for Small Arms to Address Light Weapons, and Part II: Visibility and Traceability of Captured, Confiscated or Abandoned Enemy Small Arms and Light Weapons. Revises Term and Definitions, Chapter 12, Small Arms and Light Weapons Serial Number Registration and Reporting, and revises the following appendices to reflect Small Arms and Light Weapons (SA/LW) in place of Small Arms: AP2.1. DIC, AP2.12, Small Arms Transaction Codes, AP2.13, Small Arms Error Transaction Reject Codes; format appendices AP3.31 through AP3.37 (DICs DSA, DSB, DSC, DSD, DSF, DSM, and DSR).</p>	0
232	3/23/2007	<p>Administrative Update to MILSTRAP and DLMS to Clarify Supply Condition Code (SCC) Q is authorized for Turn-in to Defense Reutilization Marketing (Supply). This change revises guidance to support the turn-in of SCC Q materiel to DLA Disposition Services Field Office. This ADC revises AP2.5. Supply Condition Codes.</p>	0
234	4/9/2007	<p>Identification of Intra-Army Data Requirements for DLMS 527R and 527D, and Administrative Update to Batch/Lot and UII Length. This change incorporates data elements in DLMS required to accurately process intra-Army data for nonprocurement source receipts, dues-in, and advance receipt information (ARI) (prepositioned materiel receipt (PMR) under MILSTRAP). Revises AP3.2, DIC D6_, Materiel Receipt-Other Than Procurement Instrument Source, AP3.12, DIC DF_, Due-In – Other Than Procurement Instrument Source, and AP3.39. DIC DW_, Pre-Positioned Materiel Receipt.</p>	0

ADC Number	Date	Change Description	Change Number
235	4/17/2007	Revise DLMS 867I and MILSTRAP Issue Transactions to Support Navy Issue On Request Code. Revises DLMS 867I and DIC D7_ Issue transaction to add the Navy issue on request code in support of an existing Navy requirement. Navy uses the issue on request code when interfacing with DLA DSS. Revises AP3.3. DIC D7_, Issue.	0
236	4/25/2007	Revise the Property Accountability Accuracy Goal for Controlled Inventory Items Not Subject to Annual Complete Physical Inventory. Revises the property accountability records accuracy level, from 85 percent to 95 percent, for controlled inventory items that are not subject to an annual complete physical inventory. Revises Chapter 7, Physical Inventory Control.	0
237	4/25/2007	Rename Location Audit Program to Record Reconciliation Program. This change renames the Location Audit Program to the Record Reconciliation Program. Revises Terms and Definitions and chapter 7, Physical Inventory Control.	0
240	6/13/2007	Transactions for Stock Screening Request/Reply and Web-Enhanced Stock Screening Requests and Storage Quality Control Reports and Update to MILSTRAP Appendix. This change defines a requirement for new DLMS transactions to be used by supply chain owners/managers to request storage sites to perform stock screening actions and allow storage sites to reply to the owners/managers electronically. Revises AP2.18. Type Inspection Codes.	0
244	5/10/2007	Definition for Reconciliation, Small Arms and Light Weapons (SA/LW) and Clarification of Procedure. This change clarifies the SA/LW reconciliation procedures and revises SA/LW Transaction Code E to acknowledge that when a Service performs the reconciliation with a DLA Distribution Depot, the reconciliation is inter-Component. This ADC revises Chapter 12, SA/LW Serial Number Registration and Reporting, and AP2.12. SA/LW Transaction Reject codes.	0
246	5/22/2007	Revise DS 527R and MILSTRAP Receipt Transactions to Document Use of Navy MTIS Indicator. When sending DIC D6_ receipt to the Navy, DAAS will send MTIS indicator in position 7 of the D6_. This change incorporates the MTIS indicator in DIC D6_.	0

ADC Number	Date	Change Description	Change Number
250	7/30/2007	<p>Revise DS 846I and MILSTRAP DZA Asset Status Transactions to Support Army Distribution Operations, and Revise DS 846I for Use of UTC and for Administrative Updates. Incorporates changes to support Army requirements for Asset Status Report transaction (DLMS 846I and corresponding DIC DZA Asset Status), to accommodate recording the on hand quantity of assets being held in the DLA ownership at DLA Defense Depot, Kuwait. Revises Chapter 8, Asset Status Reporting, and AP3.52. DIC DZA, Asset Status.</p>	0
255	11/20/2007	<p>Storage Activity Accountability to Service Materiel Owners. Revises the chapter 7 procedures to require that the storage activity send the Inventory Owners a quarterly summary of the causative research results for each individual NIIN, for all adjustments of extended dollar value greater than \$16K and any adjustment of an item with a controlled inventory item code that is Classified, Sensitive or Pilferable. This change documents a mechanism for the storage activity to provide the materiel owner with insight for physical inventory adjustments (loss, gain, reversal or no conclusive findings) and loss, damage or destruction of property. Revises Chapter 7, Physical Inventory Control.</p>	0
259	11/9/2007	<p>Revise DS 867I and MILSTRAP Issue Transactions to Support Navy Issue Reversal Code. Revise DLMS 867I transaction to add a "Reason for Reversal Code" in support of an existing Navy legacy system requirement for an issue reversal code. Revises DLMS 867I Issue to add a "Reason for Reversal Code". Revises AP3.3, DIC D7_ Issue, to accommodate Navy's use of a Navy issue reversal code.</p>	0
267	1/30/2008	<p>Interim Change for DLMS 527R Receipt to Support Intra-Army Direct Support/Reparable Exchange Decapitalization Transaction. Documents and incorporates for temporary use, the DLSS requirements for intra-Army data elements, to support the Direct Support/Reparable Exchange receipt and follow-on triggers at the National level. Revises AP3.2. DIC D6_, Materiel Receipt – Other Than Procurement Instrument Source.</p>	0

ADC Number	Date	Change Description	Change Number
272	3/4/2008	Revise DLMS 527R and MILSTRAP Receipt Transactions to Add Discrepancy Indicator Codes for use with Intra-Army Discrepancy Receipt Process. Incorporate changes to DLMS 527R to support the existing Intra-Army Single Stock Fund (SSF) Discrepancy Receipt Process. Revises AP2.17, Discrepancy Indicator Codes, and AP3.2. DIC D6_, Materiel Receipt – Other Than Procurement Instrument Source.	0
274	4/1/2008	DLMS and DLSS Changes to Support Army Exchange Pricing. Documents and incorporates DLSS and DLMS requirements for intra-Army data elements to support Army's implementation of Exchange Pricing in order to comply with OSD guidance. Revises Chapter 4, Receipt and Due-In.	0
287	6/24/2008	Special Program Requirements (SPR) Status and Corresponding DLMS Manual Procedures Administrative Update. This change revises SPR procedures in the DLMS manual to bring the DLMS procedures in line with corresponding MILSTRAP procedural requirements and the existing SPR process. Administrative updates identify DIC functionality associated with the DLMS SPR and War Material Requirement transactions, and updates terminology in the DLMS 830R for consistency with the procedural language. Revises the MILSTRAP DIC Correlation Table.	0
312	1/22/2009	Denial Management Code in a Supply Status Transaction. This change requires that the denial management code approved by ADC 191 for use on a supply status transaction on an intra-Army basis, be established for DOD use. This ADC revises AP2.6., Management Codes, paragraph AP2.6.2. Issue Related Transactions.	0
324	6/24/2009	DLMS Procedures for Materiel Returns from National Inventory Management Strategy (NIMS) Sites and Industrial Sites under Base Realignment and Closure (BRAC). This change documents procedures for materiel returns to the DLA under the NIMS and in support of the 2005 BRAC decision. The change addresses communication between customer, the distribution depot, and the DLA ICP, and establishes new procedures for authorizing and processing customer credit for the returned materiel. Revises Chapter 4, Receipt and Due-in.	0

ADC Number	Date	Change Description	Change Number
333	6/24/2009	Revision to DLMS, Volume 2, Chapter for Logistics Asset Support Estimate (LASE); and Administrative Updates to DLMS 846L, 870L, LASE Request Codes and Reject Advice Codes. This change made administrative updates to the DLMS LASE chapter to position it for movement to a combined DLMS/MILSTRAP DLM. ADC 333 is overcome by ADC 400 which eliminated the LASE process.	0
338A	8/24/2010	New Advice Code for Surge Requirements of Mission Support Material under Navy BRAC Inventory Management and Stock Positioning (IMSP). This change republishes ADC 338 to replace the assigned advice code with a new management code for use on DLMS transactions associated with requisitioning to identify surge requirements for Mission Support Material under DLA-Navy BRAC IMSP. Use of a management code (in lieu of an advice code) to identify surge requirements will allow for continued independent use of applicable advice codes on the requisition. Revises AP2.6 Management Codes, paragraph AP2.6.6. Requisition Transactions.	0
352	2/18/2010	Management Code for Product Quality Deficiency Report (PQDR) Replacement Requisitions. This change authorizes the assignment of a new management code for use on DLMS MILSTRIP requisitions. The new code will indicate the materiel is being re-requisitioned upon determination that the originally requisitioned materiel was deficient and subsequent to submission of a PQDR. Revises AP2.6. Management Codes, paragraph AP2.6.2., Issue Related Transactions, and paragraph AP2.6.6., Requisition Transactions.	0
355	2/5/2010	Revise DLMS 846I, Asset Status Report to Address Intra-Navy Use of Transaction Preparation Date in Multiuse Field of MILSTRAP DZA Transaction. Navy modernized system will be DLMS compliant. This change maps DIC DZA data reflected in intra-Component multiuse field to the DLMS 846I. Revises AP3.52, DIC DZA, Asset Status.	0

ADC Number	Date	Change Description	Change Number
359	2/23/2010	Perpetuation of the Denial Management Code to the DLMS Requisition, and Modification of USAF BRAC IMSP SDR Procedures. This change request authorizes the perpetuation of existing management codes on a DLMS requisitioning transaction to indicate a denial has occurred on a prior requested release of materiel purchased by the USAF from DLA under BRAC SS&D IMSP business rules. Revises AP2.6. Management Codes, paragraph AP2.6.6., Requisition Transactions.	0
364	5/18/2010	Revise DoD Physical Inventory Requirements to Allow Annual Complete Inventories as Alternative to Statistical Sampling and Location Survey Requirement. Revises Chapter 7, Physical Inventory Control.	0
366	4/16/2010	New Special Program Requirement (SPR) Status Code to Reject US Air Force SPRs Submitted for Planning for DLA Managed Consumables (PDMC) Flight. As a result of Air Force standing up the Air Force Global Logistics Support Center (AFGLSC) PDMC flight, SPR input will be superseded by Demand Data Exchange (DDE) for DLA managed assets. Any SPR input which DLA received would conflict with DDE forecasts, and thus need to be rejected back to origin with instruction to follow-up with the appropriate Air Force PDMC office. Revises AP2.11, SPR Status Codes.	0
370	5/18/2010	Requisitioning for Off-Station Forward Site Support and New Non-Inventory Affecting Denial Management Code indicating Off-Station Materiel under Navy BRAC SS&D IMSP. This change provides procedures for storage and distribution of materiel associated with a forward (remote) maintenance site, while under DLA ownership. The materiel will be physically located at the forward site, but the accountability for the materiel will remain at the primary Distribution Depot, which is co-located with the responsible Navy industrial activity. This change assigns a new denial management code for use on the Materiel Release Denial indicating the denial is the result of materiel being physically located outside the physical confines of the storages site to which the MRO was directed. Revises AP2.6. Management Codes, paragraph AP2.6.2., Issue Related Transactions.	0

ADC Number	Date	Change Description	Change Number
372	5/21/2010	<p>Request for Discrepancy Indicator Code to Identify 527R MRA Generated Based on “Virtual Receipt” to Support Navy BRAC SS&D/IMSP. This change request is for the assignment of a new Discrepancy Indicator code for use on DLMS 527R standard transactions indicating the MRA is the result of a virtual receipt being posted in a Navy Maintenance system (Material Access Technology (MAT), or Material Resource Planning (MRP) II (MRPII)). This change allows 527R MRA transactions which are generated from the Navy ‘virtual’ receipt process to include an MRA Discrepancy Indicator code to facilitate recognition by external parties (e.g., logistics response time). Revises AP2.17, Discrepancy Indicator Codes.</p> <p>This change was inadvertently omitted when the Manual was republished and is being added as part of Formal Change 2.</p>	0/2
375	9/15/2010	<p>New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP. This change request is for the assignment of a new Management Code for use on applicable DLMS transactions associated with requisitioning of Navy-funded non-production support materiel ordered under DLA-Navy BRAC IMSP. Revises AP2.6. Management Codes, paragraph AP2.6.2., Issue Related Transactions and paragraph AP2.6.6., Requisition Transactions.</p>	0
391	8/10/2010	<p>New Denial Management Code to Support the New Protection Process at the Navy Shipyards when Protection Document Number/Job Order does not Match DSS Records under BRAC SS&D/IMSP. This change request authorizes the use of a new management code on the DLMS 945A, Material Release Denial, indicating a denial has occurred on a request for a Navy Shipyard maintenance customer. Revises AP2.6. Management Codes, paragraph AP2.6.2., Issue Related Transactions.</p>	0

ADC Number	Date	Change Description	Change Number
393	8/4/2010	<p>Revise DLMS 846P, Response to Transaction History Request When No History Available, to Add a Second Iteration of Type Physical Inventory/Transaction History Code. This change recognizes the requirement to carry 2 Type Physical Inventory/Transaction History Codes in 846P when it is used as a “Response to Transaction History Request (No History Available)”. DLA requests an optional second iteration of the transaction history code to cite the code which appeared on the associated Transaction History Request, in addition to code value 8 or 9. Revises AP2.2., Type of Physical Inventory/Transaction History Codes.</p>	0
396	10/6/2010	<p>Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice (945A) and New Denial Management Code for Marine Corps BRAC SDI. This change proposes new procedures and updates the DLMS Material Release Order and Material Release Advice between the Marine Corps Maintenance Center and DLA Depots operating under the DSS. Revises AP2.6. Management Codes, paragraph AP2.6.2., Issue Related Transactions.</p>	0
398	10/20/2010	<p>Revise DLMS 846A Asset Reclassification, 947I Inventory Adjustment, and Associated Procedures to Support Marine Corps BRAC Storage and Distribution Interface. The DLMS 846A Asset Reclassification transaction will be used in support of Marine Corps and DLA re-identification of assets to support less than unit of issue functionality at the Marine Corps Maintenance Centers. Revises AP2.6 Management Codes.</p>	0

ADC Number	Date	Change Description	Change Number
400	4/11/2012	<p>Elimination of the DLMS-MILSTRAP Logistics Asset Support Estimate (LASE) Process no Longer Required by the DOD Components. This change eliminates the DLMS-MILSTRAP LASE process as recommended by the DOD Components after staffing two separate PDCs from DLA and Army respectively. The PDCs documented that DLA and Army were not implementing LASE in their respective enterprise resource planning systems: DLA Enterprise Business System and Army Logistics Modernization Program. The remaining DOD Components agreed to DLA and Army's elimination of the LASE process. In response to the PDCs, Navy and Air Force stated they would not implement LASE in their modernized systems, and Marine Corps also concurred with the elimination of LASE.</p>	0
403	4/25/2011	<p>Administrative Update to Identify MILSTRAP Transactions Authorized for Reversal. This administrative change updates MILSTRAP to identify in a single list, all MILSTRAP transactions that are authorized for reversal. This change clearly identifies all transactions authorized for reversal in one place for easy reference and information. This change also incorporates portions of AMCL 13 in the AP3 Introduction, regarding the MILSTRAP reversal indicator used in place of the former "11-zone overpunch". Revises AP3 Formats Introduction.</p>	0
404	12/9/2010	<p>Revision to Small Arms and Light Weapons Procedure to Address Reporting Foreign Weapon Serial Numbers and Definition Updates. This change provides new procedures for assignment of serial numbers for foreign weapons with unrecognizable serial number character. This ADC revises Chapter 12, SA/LW Serial Number Registration and Reporting, to add new paragraph C12.2.11, and updates "Definitions and Terms."</p>	0

ADC Number	Date	Change Description	Change Number
414	3/28/2011	<p>Revisions to DLMS and MILSTRAP Procedures to Address Owner/Manager Research of Inventory Adjustments (Accounting Error). This change addresses owner/manager research requirements for 'Inventory Adjustments (Accounting Error)' by adding a section on "Research of Potential or Actual Inventory Adjustments (Accounting Errors) – DIC D8B/D9B". In addition, a distinct code list is being added to clearly identify the inventory adjustment 'error classification codes' that apply to the DIC D8B/D9B inventory adjustments (accounting error). Revises Chapter 7, Physical Inventory Control, and adds new Appendix 2.16, Inventory Adjustments - Accounting Error Classification Codes.</p>	0
415	11/29/2011	<p>Revise the DOD Inventory Control Effectiveness (ICE) Report (General Supplies) and Revise Type Physical Inventory/Transaction History Code C and Add Code Z. This change realigns the ICE Report information to enhance data analysis to provide meaningful performance data for the varied range of line items managed by the Components and the depth of inventories, including the Monetary Values related to Record Reconciliation and end of day processing. Revises Definitions, Chapter 7, Physical Inventory Control, as well as, AP2.2, Type of Physical Inventory/Transaction History Codes.</p>	0
423	9/29/2011	<p>Revise DLMS 527D to Allow Use of Supply Condition Code (SCC) with Due-In (Procurement Instrument Source) and Specifically with Logistics Reassignment Memorandum Due-In. Allow Use of SCC with Due-In (Procurement Instrument Source) transactions and specifically with Logistics Reassignment (LR) Memorandum Due-In (MILSTRAP DDX functionally). DLA uses SCC in LR Memorandum Due-In transactions (Procurement Instrument Source). Revises AP3.10, DIC DD_, Due-In Procurement Instrument Source.</p>	0

ADC Number	Date	Change Description	Change Number
441	8/22/2011	<p>Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits. This change proposes that DLA Transaction Services split large quantities for ammunition communicated via DLMS Transaction into two legacy 80-record position transactions without creating or changing the suffix code. The split into separate transactions is necessary because the legacy format restricts the allowable field length for quantities and does not accommodate residual quantities when using the “M” quantity multiplier described above. The Defense Automatic Addressing System conversion split from a single DLMS transaction into two separate 80-record position legacy transactions will result in the maximum allowable quantity on the first transaction and the residual quantity on the subsequent transaction produced with like document number/suffix. Revises AP3, Formats Introduction.</p>	0
444	12/1/2011	<p>Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand. At the end of each day, Army Logistics Modernization Program (LMP) will send a DLMS 846I Asset Status Report to the Air Force, Marine Corps, and Navy to report asset balances for their owned assets stored in an LMP storage location. Revises Chapter 9, Rejection Routing; AP3, Formats Introduction; and AP3.52, DIC DZA, Asset Status.</p>	0
446	11/15/2011	<p>New Supply Condition Code (SCC) T, Serviceable (Ammunition Suitable for Training Use Only). This change established new SCC T for ‘Serviceable (Ammunition Suitable for Training Use Only)’, for use by agreement. SCC T is authorized for Intra-Service use and authorized for staggered implementation for inter-Service use by agreement of impacted trading partners. SCC T is scheduled for October 2012 implementation in the Ordnance Information System used by Navy, Marine Corps, and Coast Guard. For Army, further analysis is required to determine supportability of SCC T in Logistics Modernization Program. Air Force does not use SCC T. Revises AP2.5, Federal Condition Code.</p>	0

ADC Number	Date	Change Description	Change Number
449	11/21/2011	Intra-DLA Revisions to the DLMS 945A, Materiel Release Advice, Cancellation Reason Code, Management codes, and Associated Procedures under RBI. This change revises the DLA Disposition Services procedures in DLMS DLM, Volume 2, Chapter 16 (Changes reflected in DLM reissuance) and revises the definition for Management Code Q expanding applicability to DTID Number for DLA Disposition Services. (Change was missing in Version 0). Revises Appendix 2.6, Management Codes.	1
461	12/1/2011	Revision for Commercial Asset Visibility-Organic Repairables Module (CAV-ORM) Estimated Completion Date on MILSTRAP DAC/DLMS 947I and Administrative Update to 527D, 527R, 856S, and 867I. This change enables CAV-ORM to receive, store, and pass the initial estimated completion date to other systems. CAV-ORM can also accept updated estimated completion date. Revises AP3.8, DIC DAC/DAD, Inventory Adjustment - Dual (Condition/Purpose Transfer).	0
458	12/12/2011	Documentation of Intra-Army Use of Army Data Elements for MILSTRAP DZA and DLMS 846I Asset Status Transactions. This change updated the DIC DZA format multiuse fields to reflect Army's use of Stockage List Code and Project Code; and that DLA Transaction Services mapping between MILSTRAP legacy DZA and DLMS 846I be updated accordingly. Revises AP3.52, DIC DZA, Asset Status.	0
474	4/4/2012	New Materiel Receipt Acknowledgment (MRA) Discrepancy Indicator Code. This change creates a new MRA discrepancy code for use with Navy ships to indicate that an MRA is being submitted in response to a follow-up request, but that there has not yet been an opportunity to pick-up/stow the order due to deployment or extended transit times. Revises Chapter 6, MRA.	0
482	4/12/2012	Revision Documenting Changes to the Materiel Receipt Acknowledgment (MRA) Report. Revises the manual to document the changes to the on-line MRA Management Information Report structure which were agreed to by the Supply Process Review Committee. Updates the report descriptions and provide additional information regarding the capability to save the reports to a spreadsheet for additional analysis. Revises Chapter 6, MRA.	0

ADC Number	Date	Change Description	Change Number
485	3/15/2012	DOD Physical Inventory Control Program (PICP), Chief Financial Officers Act (CFOA) of 1990, Statistical Sampling Requirements and Procedures. In support of the CFOA of 1990 reporting requirements, DLA shall annually prepare and execute the DOD sampling plan using a mutually agreed upon stratified, hierarchical inventory sample for the purpose of accurately estimating the dollar value of the DOD inventory in DLA storage locations. DLA, as the common warehouse provider, stores the preponderance of the DOD on-hand inventories. The purpose of this sample is to estimate the dollar value of the non-fuel portion of the DOD on-hand inventory held in DLA storage. Revises Chapter 7, Physical Inventory Control, in support of the CFOA of 1990 reporting requirements.	0
489	4/25/2012	Administrative Change to Maintain Inventory Control Effectiveness (ICE) Report Ammunition Procedures. This change updates procedures for ICE Report Ammunition to provide explicit procedures specific to the Ammunition report (rather than using references to the ICE Report General Supply procedures). Revises Chapter 7, Physical Inventory Control.	0
1022	10/19/2012	Procedures for Processing Depot Returns (including Receipt, Supply Discrepancy Report (SDR), and Revision to Time Standard for Reclassification of Supply Condition Code J and K Assets). This change documents revises receipt, inventory and SDR procedures to support DLA Distribution Depot processing and automatic disposal of materiel categorized as Supply Condition Code H, Unserviceable (Condemned). This change also revises the dollar value associated with automatic disposal, and revises the time standard for providing disposition on materiel identified upon receipt in SCC J Suspended (In Stock) and K, Suspended (Returns). ADC 1022 also addresses administrative updates and revisions to MILSTRAP to clarify procedures for storage activity receipt of discrepant/unauthorized returns retrograde. Revises MILSTRAP Chapters 4, Receipt and Due-In, and 5, Adjustments.	2

ADC Number	Date	Change Description	Change Number
1022A	9/4/2014	<p>Procedures for Processing Depot Returns - Revised Exclusions from Automatic Disposal Procedures. Amends procedures as originally approved under ADC 1022. This change revises MILSTRAP procedures to support DLA Distribution Center processing and automatic disposal of materiel categorized as Supply Condition Code (SCC) H, Unserviceable (Condemned), with specific exceptions identified including exclusion of materiel from an FMS customer or owned by the Air Force. Revises Chapter 4, Receipt and Due-In.</p>	5
1034	10/23/2012	<p>Intra-DLA Revision to Procedures to Support DLMS 945A, Materiel Release Advice, Cancellation Reason Code and Denial Management Code for Redistribution Orders Associated with DLA Disposition Services under Reutilization Business Integration (RBI). This change establishes a new Cancellation Reason Code YJ for use on the DLMS 945A Reply to Cancellation Request (Document Identifier Code (DIC) AG6) and a new Denial Management Code N for use on the DLMS 945A Disposal Release Denial (DIC A6J) for proper financial processing of Redistribution Orders (RDO) cancellations and denials within DLA Disposition Services systems under RBI. Revises Appendix 2.6, Management Codes.</p>	2
1034B	7/5/2013	<p>Intra-DLA Revision to Procedures to Support DLMS 945A, Materiel Release Advice, Cancellation Reason Code and Denial Management Code for Redistribution Orders Associated with DLA Disposition Services under Reutilization Business Integration. This change establishes a new Cancellation Reason Code YJ for use on DLMS Implementation Convention (formerly DLMS Supplement) 945A (DIC AG6) and a new Denial Management Code N for use on the DLMS 945A (DIC A6_) for proper financial processing of Redistribution Orders (RDO) cancellations and denials within DLA Disposition Services systems under RBI. Replaces ADC 1034. Revises Appendix 2.6, Management Codes.</p>	3

ADC Number	Date	Change Description	Change Number
1043	09/18/2013	DLMS Revisions for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification (Finance/Supply). This change adds discrete SLOA/Accounting Classification data elements to logistics transactions with financial implications to implement SLOA within DLMS. Revises Chapter 3, Issue, Backorder, Demand, Loan and Single Manager Conventional Ammunition Freeze/Unfreeze Actions, and the Acronyms list.	4
1043A	8/20/2014	Revised Procedures for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification to Support Transaction Rejection Requirements. Amends ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Appendix 2.8, Reject Advice Codes.	5
1043E	10/5/2015	Invalid Fund Code Edit and Remove Suspense Account F3885. Extends Defense Automatic Addressing System (DAAS) edits for invalid or missing fund codes to include transactions with Signal Codes A, B, J, and K and one scenario pertaining to Signal Codes C and L that had previously been omitted. Revises Appendix 2.8, Reject Advice Codes.	7
1045	11/18/2015	Revise the DLMS Stock Screening Request/Reply and Storage Quality Control Report (SQCR)/Reply to Support Transmission via new Web Stock Screening (WebSS) and WebSQCR Modules with Associated Data and Procedure Enhancements. Expands the DLMS user community for these transactions beyond DLA supply chains and DLA Distribution Centers. Clarifies procedures associated with stock screening and SQCR, including future inclusion of item unique identification (IUID) in the SQCR; updates data elements; incorporates identification of a receipt restriction requirement; and adopts several administrative corrections to the DLMS transaction formats. Revises AP2.18. Type Inspection Codes.	7

ADC Number	Date	Change Description	Change Number
1054	4/23/2013	<p>Intra-DLA Revisions to Procedures and DLMS 945A Materiel Release Advice, Denial Management Code for Credit to Commercial Venture (CV) Contract Associated with DLA Disposition Services under Reutilization Business Integration (RBI). A new Denial Management Code is added to DLMS 945A (MILSTRIP legacy DIC A6_, that represents a denial of an unauthorized Commercial Venture (CV) delivery order line item. Revises Appendix 2.6, Management Codes.</p>	3
1070	9/12/2014	<p>Revised MILSTRAP Procedures for Logistics Accountability during Maintenance - Disallows Logistics Use of Inventory Adjustment Transaction (DAC) for Physical Movement of Materiel from a Storage Activity to a Maintenance Activity, and Incorporate DODM 4140.01 Policy for In-Repair Accountability. Eliminates use of an Inventory Adjustment – SCC Change (DLMS 947I/legacy DAC), as a mechanism to move assets into, or out of, maintenance, in favor of using standard DLMS transactions for movement of materiel. Standard transaction flowcharts were included in ADC. Revises Chapters 3, 4, and 5 and Appendices 2.5 and 2.6,</p>	5
1075	1/17/2014	<p>Implementation of Geopolitical Entities, Names, and Codes (GENC) Standard by DoD Components for the Identification of Countries and their Subdivisions. Notifies the PRC members of DLMS implementation for the GENC Standard and updates related DLMS documentation and database tables at DLA Transaction Services for Country Codes. The country code tables in DoDAAD and MAPAD will also be updated as a result of this change.</p>	5
1080	10/17/2013	<p>Intra-Air Force Requirement for use of Priority Designator in DLMS 527D Prepositioned Materiel Receipt (PMR) (Supply/MILSTRAP). This change authorizes intra-Air Force use of the Priority Designator in DLMS 527D PMR and legacy DIC DW_. Revises Appendix 3.39, DW_ Pre-Positioned Materiel Receipt - Other Than Procurement Instrument Source.</p>	4

ADC Number	Date	Change Description	Change Number
1085	4/22/2015	<p>Revise Procedures for End of Day Processing to Include and Clarify Programmed Research of Imbalances using Transaction History Data and Authorize Up to Seven Work Days to Complete Programmatic Research. Extends the time standard to a maximum of seven work days for the completion of the programmatic research portion of the end of day reconciliation process. This change does not affect the transactional flow or data elements required to complete end of day processing. Restates procedures to include: closing balance comparisons at end of day; and, for imbalances, the programmatic research elements to be considered to include in-float, suspended, and duplicate transactions prior to adjusting the total item property record (TIPR). Revises Chapter 7 Physical Inventory Control and the Abbreviations and Acronyms list.</p>	6
1086	6/18/2014	<p>Create New Materiel Receipt Acknowledgement (MRA) Source of Supply Report, Create Requisition/Initial Supply Transaction Download File and Eliminate the Shipment Discrepancy Report by Depot. Eliminates the MRA 04, Shipment Discrepancy Report by Depot; creates a new MRA Report by Source of Supply to enable wholesale inventory control points (ICP) to report metrics on how well the Services acknowledge receipt of materiel the wholesale ICP shipped out of wholesale assets, for a given Component; and creates a requisition data download file capability after accessing the MRA Report Detail page for all reports.</p>	5
1087	6/12/2012	<p>Revise Materiel Receipt Acknowledgement (MRA) Report Selection Criteria to Reflect the MRA Process Exclusion for Receipt Transaction Reporting. Revises the MRA Report selection criteria to exclude intra-Component shipments of wholesale assets when those assets are reported by a Materiel Receipt (aka Receipt) transaction to the issuing wholesale Inventory Control Point (ICP), rather than by an MRA transaction.</p>	5

ADC Number	Date	Change Description	Change Number
1088	10/1/2014	<p>Joint Supply/Logistics Metrics Analysis Reporting System (LMARS) Changes to the Materiel Receipt Acknowledgement (MRA) Report Criteria and Documentation of MRA Report Business Rules. Identifies changes required to update the LMARS and corresponding MRA Report business rules; updates MRA Report selection criteria by MILSTRIP legacy document identifier code (DIC) (and corresponding DLMS transaction); and aligns the MRA exclusions identified in the DLM 4000.25-2, DLM 4000.25, and DLM 4000.25-4 Manuals. Revises Chapter 10, Materiel Receipt Acknowledgement.</p>	5
1094	11/13/2014	<p>Administrative Change to Update Small Arms and Light Weapons (SA/LW) Transaction Code Definitions/ Explanations. Removes the current definitions for unused/obsolete SA/LW Transaction Codes T, Z and 2 and reserves those code values for future use. Also removes a parenthetical note for SA/LW Transaction Code U. Revises Appendix 2.12, Small Arms and Light Weapons Transaction Codes.</p>	6
1102	6/5/2014	<p>Enhanced SDR Guidance including SDR Routing for Army-Directed DLA Distribution Center Shipments and Procedures for Discrepant or Unauthorized Returns to the Distribution Centers. Establishes specific guidance to report DLA Distribution Center receipts and SDRs for unauthorized consumable item returns to the returning Service using a pre-designated routing identifier code (RIC) (rather than the item manager); revises DOD WebSDR routing rules to require distribution of an information copy to the DLA Distribution Center when the shipment was directed by the Army and the materiel was shipped from the Distribution Center; and updates the SDR transaction format and discrepancy code list for clarification and as a corrective action for identified gaps in data transmission.</p>	5

ADC Number	Date	Change Description	Change Number
1102A	4/13/2015	<p>Procedures for Unauthorized/Discrepant Air Force Returns to DLA Distribution Centers. Amends the procedures approved under ADC 1102 to establish specific guidance to report DLA Distribution Center receipts and SDRs for unauthorized/unexpected consumable item returns to the returning Service (rather than the item manager) using a pre-designated routing identifier code (RIC) when the returning Service is an Air Force activity. Supplements ADC 1102; all procedures approved under the original document are unchanged. Revises Chapter 4 Receipt and Due-In.</p>	6
1103	8/20/2014	<p>Revise DLMS 824R, Reject Advice, to Include Rejections of Logistics Bills and Clarify use for Rejection of DLMS MILSTRIP Transactions. Modifies the DLMS 824R to expand the scope to include rejection of logistics bills and make administrative adjustments to convert the supplement into an implementation convention (IC) and to reflect current element use by DLA Transaction Services.</p>	5
1111	8/27/2014	<p>Revise Procedures for Intransit Control of Materiel Turned In To DLA Disposition Services and Establish use of the DLMS 527R for a New Disposition Services Turn-In Receipt Acknowledgement (TRA) Transaction. Revises the procedures for intransit control of materiel turned in to DLA Disposition Services and proposes use of the DLMS 527R for a new Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction. A distinct DLMS 527R beginning segment transaction type code is being established.</p>	5

ADC Number	Date	Change Description	Change Number
1114	4/28/2016	<p>Change in Timing to Follow-up for Delinquent Materiel Receipt Acknowledgement (MRA), and for MRA Submission, Based on Time Definite Delivery (TDD) Standards. Allows an automated follow-up for delinquent MRA transactions at a number of days beyond shipment more aligned with the TDD standards set forth in the DoDM 4140.01, Volume 8, DoDI 4160.61, and the DoD Time Standards for Order Process and Delivery. Provides for MRA submission timeframes associated to TDD. Modifies the timeframe to send an MRA Reply to Follow-Up transaction and modifies the timeframe for submission of MRA after receipt of materiel to align with DoDM 4140.01 timeframe for receiving activities to process receipts after materiel delivery. Adds new Discrepancy Indicator Code H (Materiel Still in Transit). Revises Chapter 6, Materiel Receipt Acknowledgement; Appendix 2.17, Discrepancy Indicator Codes; Appendix 4.1, Materiel Receipt Acknowledgement Time Limits; Appendix 5.1, Materiel Receipt Acknowledgement Report Business Rules.</p>	8
1124	4/7/2015	<p>Revise MILSTRAP and DLMS Time Standards for Receipt Processing to Support DODM 4140.01 Policy. Revises MILSTRAP and DLMS, Volume 2 time standards for processing receipts to reflect the DODM 4140.01, Volume 5 policy that receiving activities will “record receipts no later than 5 business days from date materiel received”. Also clarifies the requirement to make associated assets visible from the point of inspection and acceptance within 24 hours in context of MILSTRAP/DLMS. Revises Chapter 4 Receipt and Due-in.</p>	6
1142A	10/21/2014	<p>Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP). Formally withdraws GSA from the MRP effective March 1, 2014. To support this change, GSA and DLA Transaction Services will reject all DLMS 180M Customer Asset Report (MILSTRIP legacy document identifier code (DIC) FTE/FTG) and Follow-Up for Inventory Control Point/Integrated Materiel Manager Reply to Customer Asset Report (MILSTRIP legacy DIC FTF) transactions directed to routing identifier code (RIC) GG0, with Status Code SN indicating that customer asset reports directed to GSA are not authorized.</p>	5

ADC Number	Date	Change Description	Change Number
1147	10/1/2014	Defining Suppressors as Small Arms/Light Weapons (SA/LW). Modifies the definition of SA/LW to include suppressors. Revises Definitions and Terms.	6
1147A	11/6/2014	Administrative Correction to ADC 1147, Defining Suppressors as Small Arms/Light Weapons. Updates ADC 1147 to replace the Navy specific policy with the broader DOD policy to better reflect applicability across the DOD. Confirms the revision to the definition of SA/LW to include suppressors that was made to Terms and Definitions via ADC 1147.	6
1149	7/6/2015	Revise DLMS 947I Inventory Adjustment for use of Ownership Code with Ammunition Systems (Optional for non-Ammunition Systems); and Clarify MILSTRAP/DLMS use of Ownership, Purpose and Supply Condition Codes in Dual Inventory Adjustment. Requires that Service ammunition systems include ownership code in DIC DAC Inventory Adjustment for dual supply condition code change (Also updates the DIC DAC/DAD format to correct information regarding the ownership/purpose code data elements and revises the corresponding DLMS 947I dual inventory adjustments for clarity on use of ownership, purpose and supply condition codes with dual inventory adjustments. Revises MILSTRAP Appendix 3.8, DAC, DAD Inventory Adjustment - Dual (Condition/Purpose Transfer).	6
1159	11/25/2015	New Supply Condition Code (SCC) X, Suspended (Repair Decision Delayed). Assigns new SCC X and establishes procedures for use. Assignment of SCC X under the established business rules is optional at the discretion of the materiel owner. Revises Chapter, 7 Physical Inventory Control, Chapter 5 Adjustments, Chapter 11 Logistics Reassignment, and Appendix 2.5 Federal Condition Codes.	7

ADC Number	Date	Change Description	Change Number
1160	1/19/2016	<p>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. Clarifies procedures for preparation of SDR replies when used to request/report a financial adjustment for a validated discrepancy; updates available SDR reply codes; updates guidance for use of the issue reversal transaction and establishes a requirement to include an issue reversal reason code for all Components as a DLMS enhancement; expands the scope of available codes beyond those currently used; clarifies requirement for generation of the prepositioned materiel receipt (PMR) for directed discrepant materiel returns and tracking for the return shipment; updates Military Standard Billing System (MILSBILLS) procedures to formally document the option to provide credit to the billed activity for discrepant shipments prior to storage activity receipt of the returned discrepant materiel. Revises Chapter 3, Issue, Backorder, Demand, Loan and Single Manager Conventional Ammunition Freeze/Unfreeze Actions; Chapter 9, Rejection, Routing and Reversal of Transactions; and Appendix 3.3, D7_ Issue.</p>	8

ADC Number	Date	Change Description	Change Number
1161	8/1/2016	<p>Update Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals. Updates DLMS procedures to accommodate the PIID numbering system as required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms; Definitions and Terms; Appendix 3.1, D4_ Materiel Receipt - Procurement Instrument Source; Appendix 3.8, DAC, DAD Inventory Adjustment - Dual (Condition/Purpose Transfer); Appendix 3.10, DD_ Due-In - Procurement Instrument Source; Appendix 3.18, DLC Logistics Reassignment Delinquent Due-In Follow-Up ; Appendix 3.19, DLD Logistics Reassignment Delinquent Due-In Response; Appendix 3.20, DLE Logistics Reassignment Due-In Reconciliation Request ; Appendix 3.21, DLF Logistics Reassignment Due-In Reconciliation Response; Appendix 3.26, DLW Logistics Reassignment Contract History Data; Appendix 3.38, DU_ Pre-Positioned Materiel Receipt - Procurement Instrument Source; Appendix 3.40, DXA Materiel Receipt Follow-Up - Procurement Instrument Source; Appendix 3.42, DXC Reply To Materiel Receipt Follow-Up - Procurement Instrument Source.</p>	8
1169	4/25/2016	<p>DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits. Approves denial scenarios when a materiel release order or disposal release order identifying a PQDR exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located. Expands the definition of Management Code Q to explain why the denial occurred. Revises Appendix 2.6, Management Codes.</p>	8

ADC Number	Date	Change Description	Change Number
1182	11/25/2015	<p>Modification of Redistribution Receipt Processing Timeframe. Increases the existing MILSTRAP/DLMS receipt processing performance standards, for receipting and storing materiel after materiel is turned over by the carrier, from 7 to 10 days on redistribution order (RDO) receipts. The timeframe for posting materiel receipt to the accountable and the owner record remains unchanged (i.e., no later than 5 business days from date materiel is received). Revises Chapter 4 Receipt and Due-In.</p>	7
1185	5/3/2016	<p>Intra-Air Force Use of the Ship-From DoDAAC in MILSTRAP legacy Document Identifier Code (DIC) D6_ Receipt and the DLMS 527R Receipt transactions. Revises MILSTRAP legacy DIC D6_ Receipt transaction multi-use field provided for intra-Component data (record position (rp) 60-65), for transactions originating from Air Force ILS-S to document Air Force use of the Ship-From DoDAAC in Air Force retail receipts of shipments from Air Force retail activities. Revises Appendix 3.2, D6_ Materiel Receipt - Other Than Procurement Instrument Source.</p>	8
1221	7/29/2016	<p>Mandatory Supply Discrepancy Report (SDR) for DLA Distribution Center Receipts with No Prepositioned Materiel Receipt (PMR) (Supply/SDR). Establishes a requirement for DLA Distribution Centers to send an SDR to the owner/manager when the distribution center processes a receipt without a PMR, for materiel owned by that organization and applicable to all types of procurement and non-procurement source receipts. DoD WebSDR will prepare and disseminate a monthly report delineating SDRs prepared by DLA Distribution Centers indicating lack of a PMR. Revises Chapter 4, Receipt and Due-In.</p>	8
1233	8/4/2016	<p>Administrative Update to the Defense Logistics Manual (DLM) 4000.25 Series of Manuals Front Matter Page Numbering and Definitions for DLMS Supplement and Implementation Convention. Revises the page numbering of the "front matter" (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.</p>	8

ABBREVIATIONS AND ACRONYMS

<u>Acronym or Abbreviation</u>	<u>Definition</u>
ADC	Approved DLMS Change
ADP	Automated Data Processing
ASD (L&MR)	Assistant Secretary of Defense for Logistics and Materiel Readiness)
AMCL	Approved MILSTRAP Change Letter
ANSI ASC	American National Standards Institute Accredited Standards Committee
BRAC	Base Realignment and Closure
CAO	Contract Administrative Office
CLIN	Contract Line Item Number
CLSSA	Cooperative Logistics Supply Support Arrangement
COMSEC	Communications Security
CONUS	Continental United States
CWT	Customer Wait Time
CSI	Critical Safety Item
DAAS	Defense Automatic Addressing System
DD Form 1149	Requisition and Invoice/Shipping Document
DD Form 1348-1A	Issue Release/Receipt Document
DoD Form 200	Financial Liability Investigation of Property Loss
DD Form 2338-1	Inventory Control Effectiveness (ICE) Report – Ammunition

**Acronym or
Abbreviation**

Definition

DD Form 2338-2	Inventory Control Effectiveness (ICE) Report -- General Supplies
DFAR	Defense Federal Acquisition Regulation
DIC	Document Identifier Code
DISN	Defense Information Systems Network
DLA	Defense Logistics Agency
DLAR	Defense Logistics Agency Regulation
DLM	Defense Logistics Manual
DLMS	Defense Logistics Management Standards
DLSS	Defense Logistics Standard System(s)
DMISA	Depot Maintenance Inter-Service Support Agreement
DoD	Department of Defense
DoDAAC	Department of Defense Activity Address Code
DoDI	Department of Defense Instruction
DTID	Disposal Turn-In Document
DTRA	Defense Threat Reduction Agency
DSS	Distribution Standard System
DVD	Direct Vendor Delivery
EBCDIC	Extended Binary Coded Decimal Interchange Code
EDI	Electronic Data Interchange
ETD	Effective Transfer Date
FAR	Federal Acquisition Regulation
FMS	Foreign Military Sales
FSC	Federal Supply Classification

<u>Acronym or Abbreviation</u>	<u>Definition</u>
FSCAP	Flight Safety Critical Aircraft Part
GFM	Government Furnished Materiel
GIM	Gaining Inventory Manager
GSA	General Services Administration
IA	Industrial Activity
ICP	Inventory Control Point
ILCO	International Logistics Control Office
ILP	International Logistics Program
IMM	Integrated Materiel Manager
IMSP	Inventory Management and Stock Positioning
JPIWG	Joint Physical Inventory Working Group
JSA/LWCG	Joint Small Arms and Light Weapons Coordinating Group
LCN	Local Control Number
LIM	Losing Inventory Manager
LMP	Army Logistics Modernization Program
LR	Logistics Reassignment
LRO	Lateral Redistribution Order
M&S	Media and Status
MCN	Management Control Number
MILSBILLS	Military Standard Billing System

<u>Acronym or Abbreviation</u>	<u>Definition</u>
MILSTRAP	Military Standard Transaction Reporting and Accountability Procedures
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MRA	Materiel Receipt Acknowledgment
MRC	Materiel Release Confirmation
MRO	Materiel Release Order
MRP	Materiel Returns Program
NIIN	National Item Identification Number
NIMS	National Inventory Management Strategy
NIPRNET	Non-Secure Internet Protocol Router Network (NIPRNET)
NSN	National Stock Number
OEM	Original Equipment Manufacturer
OWMR	Other War Materiel Requirement
OWRMR	Other War Reserve Materiel Requirement
OWRMRP	Other War Reserve Materiel Requirement, Protectable
PICA	Primary Inventory Control Activity
PICD	Physical Inventory Cutoff Dates
PICP	Physical Inventory Control Program
PIID	<i>Procurement Instrument Identifier</i>
PIIN	Procurement Instrument Identification Number
PMR	Pre-Positioned Materiel Receipt
PO	Purchasing Office
PQDR	Product Quality Deficiency Report

<u>Acronym or Abbreviation</u>	<u>Definition</u>
PRC	Process Review Committee
PWRMR	Pre-Positioned War Reserve Materiel Requirement
PWRMRP	Pre-Positioned War Reserve Materiel Requirement, Protectable
RCS	Report Control Symbol
RDD	Required Delivery Date
RIC	Routing Identifier Code
RP	Record Position
SA/LW	Small Arms and Light Weapons
SCC	Supply Condition Code
SDD	Standard Delivery Date
SDR	Supply Discrepancy Report
SICA	Secondary Inventory Control Activity
SF	Standard Form
SLOA	Standard Line of Accounting
SMCA	Single Manager for Conventional Ammunition
SMR	Source, Maintenance, and Recoverability
SN	Serial Number
SPR	Special Program Requirement
SSA	Supply Support Activity
SS&D	Supply, Storage and Distribution
TIPR	Total Item Property Record
TDR	Transportation Discrepancy Report

**Acronym or
Abbreviation**

Definition

UI	Unit of Issue
UIC	Unit Identification Code
UMMIPS	Uniform Materiel Movement and Issue Priority System
U.S.	United States
USAF	United States Air Force
WMR	War Materiel Requirement
WSN	Weapon Serial Number

REFERENCES¹

References in this manual are linked to the authoritative sources from the DLA Logistics Management Standards Website pages for the following publication categories at:

DoD Directives: www.dlmso.dla.mil/eLibrary/Manuals/directives.asp

DoD Instructions: www.dlmso.dla.mil/eLibrary/Manuals/instructions.asp

DoD Manuals/Regulations etc.: www.dlmso.dla.mil/eLibrary/Manuals/regulations.asp

DoD Component Joint: www.dlmso.dla.mil/eLibrary/Manuals/joint.asp

Military Standards: www.dlmso.dla.mil/eLibrary/Manuals/milstds.asp

Non-DoD: www.dlmso.dla.mil/eLibrary/Manuals/nondod.asp

DoD Component Regulations/Manuals etc.
www.dlmso.dla.mil/eLibrary/Manuals/other.asp

Defense Logistics Manuals: www.dlmso.dla.mil/eLibrary/Manuals/dlm/dlm_pubs.asp

Document

¹ Online sources are identified when known.

OPNAVINST 4790.14A/AMC-R 750-10/AFI 21-133(I)/ MCO P4790.10B/DLAD 4151.16,
"Joint Depot Maintenance Program," March 31, 1999

NOTE: This Joint Pub is cancelled. Since that cancellation, both the DSOR and DMISA processes are implemented in accordance with Service-level policies and procedures. Applicable Service regulations/instructions include:

Army:

[AR 700-127 "Integrated Product Support" 7 Oct 2014](#)

Air Force:

[AFI 63-101/20-101 "Integrated Life Cycle Management" 7 March 2013](#)

[AFI 21-102 "Depot Maintenance Management" 18 July 2012](#)

[AFMCI 21-101 "Depot Maintenance Activation Planning" 14 June 2012](#)

[AFMCI 21-156 "Operational Workloading, Planning, and Scheduling Control" 25 August 2004](#)

Navy:

[OPNAVINST 4790.14B "Joint Depot Maintenance Program" 14 Feb 2013](#)

Marine Corps:

[MCO 4790.21 "Depot Level Source of Repair \(DLSOR\) Policy" 19 May 2005](#), as supplemented by [CMC WASHINGTON DC L LP\(UC\) message 251917Z Sep 13](#)

Joint Publication 1-02, "DoD Dictionary of Military and Associated Terms," November 8, 2010

DoD Directive 5160.65, "Single Manager for Conventional Ammunition (SMCA)," August 1, 2008

DoD Instruction 4140.01, "Supply Chain Materiel Management Policy," December 14, 2011

DoDM 4140.01, "DoD Supply Chain Materiel Management Regulation." February 10, 2014

DLM 4000.25, "Defense Logistics Management Standards (DLMS)," June 13, 2012

DLM 4000.25-1, "Military Standard Requisitioning and Issue Procedures (MILSTRIP)," June 13, 2012

DoD 7000.14-R, "Department of Defense Financial Management Regulation (FMR)"

DoD 4140.27-M, "Shelf-Life Item Management Manual," May 5, 2003

MIL-STD 129, "Military Standard Marking for Shipment and Storage," September 19, 2007; Superseded by MIL-STD 129-R, "Military Standard Marking for Shipment and Storage," February 18, 2014

DoD 4500.9-R, "Defense Transportation Regulation (DTR), Part II, Cargo Movement," June 2008

DLAR 4155.24/AR 702-7-2/SECNAVINST 4855.5A/AFR 74-6, "Product Quality Deficiency Report Program," July 20, 1993

DLAR 4155.3/AR 30-12/NAVSUPINST 4355.3/AFR 74-5/MCO 10110.21F, "Inspection of Subsistence Supplies and Services," November 3, 1986

Federal Acquisition Regulation.

DoD 4140.25-M, "Management of Bulk Petroleum Products, Storage, and Distribution Facilities, volume V"

DoD 5200.08-R "Physical Security Program," April 9, 2007

DoD 4100.39-M, "Federal Logistics Information System (FLIS) Procedures Manual"

DoDM 5100.76, "Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives (AA&E)," April 17, 2012

AMC-R 700-99/NAVSUPINST 4790.7/AFLCR 400-21/MCO P4410.22C, "Logistics Wholesale Inventory Management and Logistics Support of Multiservice Used Nonconsumable Items," April 27, 1990

DoD 4140.26-M, "DoD Integrated Materiel Management (IMM) for Consumable Items," September 24, 2010

Gun Control Act of 1968

DoDM 5200.01, "DoD Information Security Program," February 24, 2012

DoDI 3110.06, "War Reserve Materiel (WRM) Policy," June 23, 2008

DoD Federal Acquisition Regulation Supplement, Appendix E, "DoD Spare Parts Breakout Program"

DoD 4160.21-M, "Defense Materiel Disposition Manual," August 18, 1997

ANSI/ASQC Q9000-1-1994, "Quality Management and Quality Assurance Standards-Guidelines and Selections for Use"

Cataloging Handbook H4/H8 Entity Commercial and Government Entity (CAGE)

DLAR 3200.1/AR 715-13/NAVSUPINST 4120.30/AFR 400-40/MCO 4000.18C, "Engineering Support For Items Supplied by Defense Logistics Agency and General Services Administration (RCS DLA(A)(259))," March 13, 1986

DEFINITIONS AND TERMS

ACTIVE FILE (DoD Small Arms/Light Weapons Registry (SA/LW) and Components Registry). A list of weapon serial numbers for which the Component Registry's Military Department or Agency maintains accountability.

ACTIVITY. A unit, organization, or installation performing a function or mission, e.g., reception center, redistribution center, naval station, naval shipyard. (Joint Publication 1-02.)

ADJUSTMENTS, BOOK-TO-BOOK. Mismatches within the storage activity's management system between the quantity-by-location and the owner balances.

ADJUSTMENTS, PHYSICAL INVENTORY. The accounting transaction, which corrects a book balance to agree with the quantity of the item in storage. Such adjustments may result from (1) physical inventory, (2) a potential discrepancy revealed by a materiel release denial or location survey/reconciliation, and (3) erroneous capitalization/decapitalization actions. Excluded are adjustment transactions caused by (1) reidentification of stock, (2) type of pack changes, (3) standard price changes, (4) catalog data changes, (5) supply condition and purpose code changes, and (6) condemnation of materiel resulting from rebuild and surveillance programs. Adjustment transactions directly attributed to computer malfunctions, program errors, and correction of computer system time lags will not be categorized as adjustments due to physical inventory. All such adjustment transactions identified during research will be assigned the appropriate error classification code, and supply system managers will monitor the rate of occurrence.

AGENT (DMISA). The Military Service responsible for providing depot maintenance support to the Principal. (OPNAVINST 4790.14A et al.)

CALL/ORDER NUMBER. ***A release against a basic contract. This is a legacy four-position field (that must be used in conjunction with a legacy PIIN). The new identifier for call/order number under the PIID rules is designated by F or M in the 9th position of the PIID and is treated as a contractual document. See PIID definition.***

CLASSIFIED ITEMS. (See Controlled Inventory Items.)

COMPONENT REGISTRY. Military Department or Agency, which maintains visibility of all small arms and light weapons (SA/LW) serial numbers within that Component and provides the DoD SA/LW Registry with small arms or light weapons status.

CONTRACT ADMINISTRATION OFFICE. The office which performs assigned functions related to the administration of contracts and assigns pre-award functions.

CONTRACT MAINTENANCE. Any depot level maintenance performed under contract by commercial organizations, including original manufacturer. (OPNAVINST 4790.14A et al.)

CONTROLLED INVENTORY ITEMS. Those items designated as having characteristics which require that they be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safeguard or integrity. Controlled inventory items in descending order of degree of control normally exercised are:

- a. Classified Items. Materiel which requires protection in the interest of national security.
- b. Sensitive Items. Materiel which requires a high degree of protection and control due to statutory requirements or regulations, such as narcotics and drug abuse items; precious metals; items which are of a high value, highly technical, or hazardous nature; and small arms, light weapons, ammunition, explosives, and demolition materiel (see chapter 7, figure 7-2).
- c. Pilferable Items. Materiel having a ready resale value or application to personal possession and which is, therefore, especially subject to theft.

CUSTODIAL ACCOUNTABILITY. The responsibility of the SMCA to maintain data elements in the wholesale inventory record to reflect by ownership code the receipt, issue, balance, and other quantitative and financial data essential for proper control and management of assets which are in the single manager's custody but are owned by another DoD Component. Custodial accountability includes the responsibility to initiate and approve adjustment actions and reports of survey.

CUSTODIAL RESPONSIBILITY. The responsibility of a storage activity, depot, or agent, which is not the designated single manager, to maintain proper custody, care, safekeeping, receipt, issue, and balance data for stored DoD wholesale materiel.

DATA PATTERN MESSAGE. A machine-readable document/transaction in a fixed length, 80-character image/format suitable for mechanical processing upon receipt.

DEFICIENT MATERIAL. See product quality deficiency.

DISCREPANCY WITH MANDATORY RESEARCH REQUIREMENT. Potential or actual physical inventory adjustment, which exceeds established dollar value limits or which is applicable to a controlled inventory item (see chapter 7, figure 7-1).

DEPOT MAINTENANCE INTER-SERVICE SUPPORT AGREEMENT (DMISA). A formalized agreement similar to a contract whereby one Service (the Agent) obligates itself to provide depot maintenance support for another Service (the Principal). (OPNAVINST 4790.14A et al.) For the purpose of this manual, DMISA also covers depot maintenance provided for under inter-Service support agreements not covered by the referenced joint regulation.

DISTRIBUTION SYSTEM. That complex of facilities, installations, methods, patterns, and procedures designed to receive, store, maintain, distribute, and control the flow of materiel between the point of receipt into a military system and the point of issue to using activities and units. (Joint Publication 1-02)

DoD SA/LW REGISTRY. DoD central repository for small arms and light weapons (SA/LW) serial numbers. The registry serves as the single point of access for inquiries relating to the last known record of SA/LW serial numbers. Serial numbers are provided by the Component Registries on a scheduled and as required basis.

DoD SMALL ARMS/LIGHT WEAPONS REGISTRY AND COMPONENT REGISTRY FILES. (See Active File, Inactive File, History File.)

FULL – PIPELINE. A sufficient quantity of assets, on hand and/or on order to meet forecasted demands through a period equal to the procurement lead time plus the safety level and, when applicable, OWRMRP of the LIM.

GAINING INVENTORY MANAGER. The Inventory Manager responsible for assuming wholesale materiel management functions.

HANDGUNS. Handguns are divided into one of two major groups depending upon the location of the chamber. Revolvers have a revolving chamber; pistols have a chamber integral with the barrel. Some handguns include single-shot pistols, revolvers, semi-automatic pistols, and fully automatic, or machine pistols.

HISTORY FILE (DoD Small Arms/Light Weapons Registry and Component Registry). A list of weapon serial numbers which the Component Registry's Military Department or Agency has reported as shipped to another activity, either intra-Service or inter-Service.

INACTIVE FILE (DoD Small Arms/Light Weapons Registry and Component Registry). A list of weapon serial numbers which the Component Registry's Military Department or Agency has reported as demilitarized, lost or stolen, or transferred outside the control of DoD.

INITIAL REGISTRATION. The initial loading of a small arm serial number data into the Component Registry.

INTER-COMPONENT SUPPLY. Exchange of materiel, inventory control documentation, and other management data between a distribution system of one Service or Agency and a distribution system of another.

INTRA-COMPONENT SUPPLY. Exchange of materiel, inventory control documentation, and other management data within or between the distribution systems of a single Service or Agency.

INVENTORY CONTROL POINT. An organizational unit or activity within a DoD supply system that is assigned the primary responsibility for the material management of a group of items either for a particular Service or for the Defense Department as a whole. Material inventory management includes cataloging direction, requirements computation, procurement direction, distribution management, disposal direction, and, generally, rebuild direction. (Joint Publication 1-02.)

INVENTORY CONTROL RECORD. The composite of data entries showing by item the ownership/purpose; condition; location; balances on hand, due-in, or on backorder; and such other management information as may be prescribed by competent authority. It is the primary source of recorded data influencing inventory control, supply distribution, and financial management decisions and actions.

INVENTORY LOT/SEGMENT. A sub grouping of the total items in storage for the purpose of physical inventory counting or record reconciliation. The lot/segment is generally by federal supply class, warehousing, picking station, or some form of commodity grouping.

INVENTORY, SCHEDULED. A physical inventory, which is to be conducted on a group of items within a specified period of time according to an established plan. There are two types of scheduled inventories; complete and sample.

a. Inventory, Complete. An inventory of all conditions of all stock numbers within specified categories.

b. Inventory, Sample. A sample of items selected from an inventory lot in such a manner that each item in the lot has an equal opportunity of being included in the sample.

INVENTORY, UNSCHEDULED. A physical inventory, which is to be conducted on a specific item as a result of some, unscheduled inventory requirement such as an inventory manager or locally initiated request, material release denial, location survey or location reconciliation request, etc. There are two types of unscheduled inventories; special and spot.

a. Inventory, Special. A physical inventory of a specific item(s) as a result of a special requirement generated by the record reconciliation program, pre-procurement, or any other reason deemed appropriate by the item manager, APO or the APO designated representative, or the storage activity.

b. Inventory, Spot. A physical inventory required to be accomplished as a result of a total or partial materiel denial.

LOGISTICS REASSIGNMENT. The transfer of management responsibilities from one materiel manager to another materiel manager.

LOSING INVENTORY MANAGER. The Inventory Manager responsible for relinquishing wholesale materiel management functions.

MAINTENANCE (Material). All action taken to retain material in a serviceable condition or to restore it to serviceability. It includes inspection, testing, servicing, classification as to serviceability, repair, rebuilding, and reclamation. (Joint Publication 1-02.) Maintenance, used generically in this manual, also includes evaluation, assembly, disassembly, conversion, and modification.

MAJOR INVENTORY VARIANCE. Total dollar value of the item overage or shortage for the stock number exceeds \$5,000 or a variance of any value for controlled items.

MANAGEMENT CONTROL ACTIVITY. DoD Component-designated activities that initially receive and effect control over contractor-initiated requisitions for GFM to support commercially performed maintenance contracts or requirements, which would be supplied from the wholesale DoD supply system.

MATERIEL. All items (including ships, tanks, self-propelled weapons, aircraft, etc., and related spares, repair parts, and support equipment, but excluding real property, installations, and utilities) necessary to equip, operate, maintain, and support military activities without distinction as to its application for administrative or combat purposes. (Joint Publication 1-02)

MATERIEL ACCOUNTABILITY. The act of safeguarding, answering for, and exercising proper quantitative and physical controls over DoD materiel, supplies, and equipment in the care and custody of DoD activities.

MATERIEL DENIAL. A notification from a distribution activity advising the originator of an A5_ MRO, or of an A4_ referral order, of failure to ship all or part of the quantity originally directed for shipment.

MATERIEL RECEIPT ACKNOWLEDGMENT. A computer-processable transaction used to advise that materiel has been received and posted and/or to indicate that a discrepancy affects the receipt posting/acknowledgment process.

ORGANIC MAINTENANCE. Maintenance performed by a military department under military control, utilizing Government-owned or controlled facilities, tools, test equipment, spares, repair parts and military or civilian personnel. Depot maintenance support by one Service for another is considered organic within DoD. (OPNAVINST 4790.14A et al.).

OTHER WAR RESERVE MATERIEL REQUIREMENT. This level consists of the war reserve materiel requirement less the pre-positioned war reserve materiel requirement.

OTHER WAR RESERVE MATERIEL REQUIREMENT, PROTECTABLE. The portion of the other war reserve materiel requirement which is protected for purposes of procurement, funding, and inventory management.

PAYBACK. When the SMCA issues materiel from a location where the requesting service owns no materiel, the owning service is compensated for its loss of materiel by a like item and quantity at a location where the requesting service owns some materiel. The payback of the materiel is accomplished by ownership gain/loss transactions.

PHYSICAL INVENTORY CUTOFF DATE. A date established for striking the accountable record balance. This date serves as the reference point for considering the relationship between preinventory/post-inventory transactions and the physical count quantity to determine if the count is in agreement with the inventory record balance.

PHYSICAL INVENTORY INFLOAT CONTROL DATE. A date established for initiating controls on all in process transactions and materiel, which could affect the outcome of the inventory.

PILFERABLE ITEMS. (See Controlled Inventory Items.)

POST-COUNT VALIDATION. (See Reconciliation, Physical Inventory.)

POST-POST TRANSACTION. The posting of a transaction to add to or subtract from the accountable stock record balance subsequent to physical issue or storage of a stocked item.

POST-INVENTORY TRANSACTION. Any transaction, causing an increase or decrease to the accountable stock record balance, dated after the established physical inventory cutoff date.

PREINVENTORY PLANNING. Pre-inventory planning is conducted prior to the physical inventory cutoff date to reduce the potential for inventory inaccuracies through:

a. Actions to ensure location integrity by resolving such situations as unbinned/loose materiel; questionable identity of materiel in location; and multiple conditions, shelf life (including date of pack/date of expiration), and/or materiel lots stored in a single location.

b. Document cleanup to ensure to the extent possible that adjustments and transaction reversals are posted to the record, in process receipts are stored in location, and related transactions are transmitted to the ICP prior to the established physical inventory cutoff date.

PRE-POSITIONED WAR RESERVE MATERIEL REQUIREMENT. That portion of the war reserve materiel requirement which approved Secretary of Defense guidance dictates be reserved and positioned at or near the point of planned use or issue to the user prior to hostilities, to reduce reaction time and to assure timely support of a specific force/project until replenishment can be effected.

PRE-POSITIONED WAR RESERVE MATERIEL REQUIREMENT, PROTECTABLE. That portion of the pre-positioned war reserve materiel requirement, which is protected for purposes of procurement, funding, and inventory management.

PRE-POST TRANSACTION. The posting of a transaction to add to or subtract from the accountable stock record prior to physical issue or storage of a stocked item.

PRINCIPAL (DMISA). The Military Service(s) or other Federal Department or Agency(s) [owner(s)] receiving depot maintenance support from the Agent. (OPNAVINST 4790.14A et al.)

PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER (PIIN). Identifies legacy contractual documents. Use of the PIIN is authorized in the DLMS and legacy MILSTRIP/MILSTRAP procedures, pending transition to the procurement instrument Identifier (PIID).

PROCUREMENT INSTRUMENT IDENTIFIER (PIID). A standard unique identifier for a solicitation, contract, agreement, or order and related procurement instruments, see DFARS Subpart 204.16. The new identifier for call/order number under the PIID rules is designated by F in the 9th position. However, there is an exception authorized for DLA procurement instruments supporting FEDMALL to identify the delivery/call order using an M in the 9th position. The PIID call/order number is always treated as a contractual agreement even when the base contract number is available. If a base PIID contract number and PIID call/order number are available, provide the PIID call/order number (F or M PIID) only.

PRODUCT QUALITY DEFICIENCY. A defect or nonconforming condition which limits or prohibits the product from fulfilling its intended purpose. Included are deficiencies in design, specification, material, manufacturing, and workmanship. (DLAI 4155.24, et al.)

PROPERTY ACCOUNT. A formal record of property and property transactions in terms of quantity and/or cost, generally by item. An official record of Government property required to be maintained. (Joint Publication 1-02)

PROPERTY ACCOUNTABILITY RECORD. The official record for tangible personal property, including inventory, owned by DoD which is maintained to identify the quantity of an item on hand, unit price, location, physical condition, receipt, issue, authorized stock number, item description, and other such information necessary to properly account for materiel and exercise other inventory management responsibilities.

PURCHASING OFFICE. The office which awards or executes a contract for supplies or services and performs post award functions not assigned to a contract administration office.

RECONCILIATION, PHYSICAL INVENTORY. To obtain agreement between the physical count and record balance by attempting to account for all transactions representing infloat documents.

RECONCILIATION, SMALL ARMS & LIGHT WEAPONS. The process of matching records between the activity(s) having physical custody and/or accountability of small arms and light weapons and the Component Registry for the purpose of ensuring that the records are in agreement and/or adjusting the difference between the records so that the records agree.

RECORD RECONCILIATION PROGRAM. The record reconciliation program consists of actions required to assure compatibility between the assets in storage and the locator records and between the locator records and the owner records. Record reconciliation programs may include quantity. This program is accomplished in two phases:

a. Location Reconciliation. A match between valid storage activity records and the owner records, in order to identify and correct situations where items are in physical storage but not on record, on record but not in storage, or where common elements of data (may include quantity) do not match. Research of mismatches, including special inventories when required, results in corrective action.

b. Location Survey. A physical verification, other than actual count, between actual assets and recorded location data to ensure that all assets are properly recorded as to location, identity, condition, and unit of issue.

REPAIR AND RETURN. Consignment, without change in ownership, of reparable materiel from an owning activity to a Government, commercial, or industrial maintenance activity for repair and shipment directly back to the owning activity. The owning activity is responsible for negotiating maintenance agreements and preparation of applicable turn-in documents. The activity having custody of the materiel is responsible for maintaining the property accountability record (materiel accountability) prior to an assets induction into maintenance and following its return from maintenance.

REPORTING ACTIVITY. Within the context of chapter 6, the reporting activity for U.S. Forces is the activity identified by the “ship-to” DoDAAC designated by the signal code of the requisition. The reporting activity is normally the requiring activity or unit which receives the materiel and posts it to a record such as a retail stock record, stock record account, property account, etc. For security assistance shipments, the responsible Service ILCO will serve as the reporting activity.

RESEARCH, PHYSICAL INVENTORY. An investigation of potential or actual discrepancies between physical count and recorded balances. The purpose of research is to determine the correct balance and determine the cause of discrepancies. There are three types of research:

a. Post-count Validation. A comparison of physical count with recorded balances or another count, with consideration of transactions that have occurred recently. The purpose of post-count validation is to determine the validity of the count. Post-count validation research ends when the accuracy of the count has been verified or when any necessary recounts have been taken. (See figure C7.F1.)

b. Preadjustment Research. A review of potential discrepancies which involves the consideration of recent transactions, and verification of catalog data. The purpose of preadjustment research is to determine the correct balance. Preadjustment research ends when the balance has been verified or the adjustment quantity determined.

c. Causative Research. An investigation of discrepancies (i.e., gains and losses) consisting of (as a minimum) a complete review of all transactions to include supporting documentation, catalog change actions, shipment discrepancies, and unposted or rejected documentation occurring since the last completed inventory. The purpose of causative research is to identify, analyze, and evaluate the cause of inventory discrepancies with the aim of eliminating repetitive errors. Causative research ends when the cause of the discrepancy has been discovered or when, after review of the transactions, no conclusive findings are possible.

RETAIL. Level of inventory below the wholesale level, either at the consumer level (directly supporting customers) or at the intermediate level (supporting a geographical area). (DoDM 4140.01)

SENSITIVE ITEMS. (See Controlled Inventory Items.)

SHELF LIFE. The total period of time beginning with the date of manufacture/cure/assembly [or inspection/test/restorative action] that an item may remain in the combined wholesale (including manufacturer) and retail storage system and still remain suitable for issue/use by the end user. Shelf life is not to be confused with service life, which is a measurement of anticipated average or mean life of an item (DoD 4140.27-M). Supply condition codes applicable to shelf-life items are described in appendix 2.5.

SHELF-LIFE ITEM. An item of supply possessing deteriorative or unstable characteristics to the degree that a storage time period must be assigned to assure that it will perform satisfactorily in service. (DoD 4140.27-M) (See Type I Shelf-Life Item and Type II Shelf-Life Item.)

SHELF-LIFE EXPIRATION DATE. The date beyond which non extendable shelf-life items (Type I) should be discarded as no longer suitable for issue or use. (DoD 4140.27-M)

SHELF-LIFE INSPECTION/TEST DATES. The date by which extendable shelf-life items (Type II) should be subjected to inspection, test, or restoration. (DoD 4140.27-M)

SINGLE MANAGER FOR CONVENTIONAL AMMUNITION. The responsibility assigned to the Secretary of the Army by the Secretary of Defense for the procurement, production, supply, and maintenance/renovation of conventional ammunition within the DoD. Specific responsibilities, functions, authority, and relationships are set forth in DoD Directive 5160.65.

SMALL ARMS AND LIGHT WEAPONS. For the purpose of small arms and light weapons reporting, small arms and light weapons are defined as man-portable weapons made or modified to military specifications for use as lethal instruments of war that expel a shot, bullet or projectile by action of an explosive. Small Arms are broadly categorized as those weapons intended for use by individual members of armed or security forces. They include handguns; rifles and carbines; sub-machine guns; and light machine guns. Light weapons are broadly categorized as those weapons designed for use by two or three members of armed or security forces serving as a crew, although some may be used by a single person. They include heavy machine guns; hand-held under-barrel and mounted grenade launchers; portable anti-aircraft guns; portable anti-tank guns; recoilless rifles; man-portable launchers of missile and rocket systems; and mortars. Associated suppressors, silencers, mufflers, and noise suppression devices appropriate for previously listed small arms and light weapons are included and will be reported within the Component and DoD registries.

SMALL ARMS/LIGHT WEAPONS SERIAL NUMBER. The total series of characters appearing on the firing component part of a small arm or light weapons.

SMALL ARMS/LIGHT WEAPONS TRANSACTION REPORTING. Reporting of individual transactions affecting the small arms or light weapons serial numbers' status within any Component Registry and the DoD Small Arms/Light Weapons Registry.

STOCK RECORD ACCOUNT. Proper authority may require a basic record showing by item the receipt and issuance of property, the balances on hand, and such other identifying or stock control data. (Joint Publication 1-02)

STORAGE ACTIVITY. The organizational element of a distribution system, which is assigned responsibility for the physical handling of materiel incident to its check-in and inspection (receipt), its keeping and surveillance in a warehouse, shed, or open area (storage), and its selection and shipment (issue).

SUPPLEMENTARY PROCUREMENT INSTRUMENT IDENTIFIER. *Identify amendments or modifications to the procurement instrument. The Supplementary PIID must be used in conjunction with the PIID.*

SUPPLY DISCREPANCY. Errors reportable under DLM 4000.25, Vol 2, Chapter 17. This includes any variation in goods received from data shown on the covering shipping documents (GSA or issue release/receipt document (DD Form 1348-1A); requisition; invoice/shipping document; authorized procurement delivery document or vendor's packing list; or other authorized shipping document) which is not the result of a transportation discrepancy or product quality deficiency. Supply discrepancies encompass variations in condition or quantity, incorrect and misdirected material, receipt of canceled requirements, improper or inadequate technical data or supply documentation, and any unsatisfactory condition due to improper packaging which causes the material to be vulnerable to loss, delay, or damage, or which imposes unnecessary expense to the U.S. Government, e.g., excessive packaging.

TECHNICAL DATA. Recorded information used to define a design and to produce, support, maintain, or operate items of materiel. These data may be recorded as graphic or pictorial delineations in media such as drawings or photographs; specifications or related performance of design type documents; in machine forms such as punched cards, magnetic tape, computer memory printouts; or may be retained in computer memory. Examples of recorded information include engineering drawings and associated lists specifications, standards, process sheets, manuals, technical reports, catalog item identifications, and related information.

TOTAL ITEM PROPERTY RECORD. The record or record set maintained by the IMM that identifies the quantity, condition, and value of the item assets for each

organizational entity having physical custody of the assets. The total item property record includes, as a minimum, materiel that is due-in, in transit, in organic wholesale repair facilities, in a contractor's custody, on loan, on and in wholesale distribution centers, on hand at retail activities, and for reported assets in the custody of users.

TRANSPORTATION DISCREPANCY. Any deviation of shipment received (i.e., quantity, condition, documentation, or deficiencies.) (DoD 4500.9-R)

TYPE I SHELF-LIFE ITEM. An item of supply, which is determined through an evaluation of technical test data and/or actual experience to be an item with a definite non-extendable period of shelf life.

TYPE II SHELF-LIFE ITEM. An item of supply having an assigned shelf-life time period that may be extended after completion of inspection/test/restorative action.

UNCLASSIFIED PROPERTY RECORD. A stock account belonging to a DoD activity whose mission is not classified, whereas a classified account contains information of a sensitive nature, the disclosure of which may be detrimental to the U.S. Government's interest (e.g., small arms or light weapons belonging to intelligence-gathering activities).

WHOLESALE STOCK. Stock, regardless of funding sources, over which the IMM has asset knowledge and exercises unrestricted asset control to meet worldwide inventory management responsibilities. (DoDM 4140.01)

C3. CHAPTER 3

ISSUE, BACKORDER, DEMAND, LOAN, AND SINGLE MANAGER FOR CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTIONS

C3.1. GENERAL

C3.1.1. This chapter provides a standard procedure for processing issue transaction information to an inventory control point (ICP) for the purpose of:

C3.1.1.1. Updating the central inventory control record.

C3.1.1.2. Recording the appropriate financial transaction. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.¹ Transition to DLMS issue transactions is required to support inclusion of SLOA required elements. Pending full implementation of SLOA under DLMS, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the initiator's Service/Agency and Fund Code when moving from a legacy environment to a DLMS compliant system.

C3.1.1.3. Providing a basis for billing the customer.

C3.1.2. Processing points receiving requisitions, passing actions, follow-ups and cancellations, irrespective of format or transmission method, will process such transactions in accordance with their respective internal procedures.

C3.1.3. Internal processing methods may vary due to automated capability and related procedures; however, the forms and formats for output from processing point to requisitioner and between processing points will be in the form and formats prescribed in [DLM 4000.25-1](#), "Military Standard Requisitioning and Issue Procedures (MILSTRIP) Manual," and this manual.

C3.1.4. This chapter also provides for processing by the Single Manager for Conventional Ammunition (SMCA) of freeze and unfreeze actions.

C3.2. ISSUE TRANSACTIONS.

C3.2.1. Issue transactions are used to convey issue data to the ICP or Integrated Materiel Manager (IMM). Issue transactions are identified by document identifier codes (DIC) in the D7 series that are assigned and explained in appendix AP2.1. Issue transactions resulting from a backorder release are identified by issue transaction

¹ Refer to ADC 1043.

related Management Code M in record position 72 (Appendix AP2.6). See appendix AP3.3 for transaction formats.

C3.2.2. Issue Reversal

C3.2.2.1. Issue reversals are used to correct inventory records due to erroneous input by the storage activity.

C3.2.2.2. By Component agreement, issue reversals are authorized as a method to adjust inventory balances as the result of a validated supply discrepancy report (SDR). The issue reversal transaction will serve as an auditable record of this action within storage activity and owner systems. When used for this purpose the storage activity must include the reason for reversal code in the issue reversal transaction to indicate a correlation with a supporting discrepancy report. Issue reversals used to adjust inventory records will systemically trigger a financial adjustment by the owner system, when applicable, for discrepant shipments including, but not limited to, shortage, wrong item, or incorrect condition. The issue for wrong item shipments will not be reversed until after the incorrect materiel has been returned to the storage activity (with exception by direction of the ICP to correct records where a wrong item received is not returned).²

C3.2.2.3. Navy use only. Storage activities will cite Reason for Reversal Code S in the issue reversal transaction when a cancellation request is issued for a materiel/disposal release order (MRO/DRO) and the item was not yet shipped. Reversal requirement stems from a timing issue. The MRO/DRO is in process, the storage activity property accountability record was decremented and the issue transaction was sent to the ICP to decrement to the owner balance. Subsequent to this action, but prior to the materiel being physically shipped and a materiel release confirmation being generated, the MRO/DRO issue action is cancelled and the materiel is returned to stock, if necessary. A D7_issue reversal transaction is then required to increment the storage activity's property accountability record and the ICP's record to the original quantity.³

C3.3. MAINTAINING ACCOUNTABILITY DURING MAINTENANCE ACTIONS

C3.3.1. Applicability

C3.3.1.1. These procedures apply to issues from inventory for assembly, disassembly, reclamation, conversion, modification, repair, and destructive or nondestructive test/evaluation by DoD, other Government (non-DoD), and commercial activities.

² Refer to ADC 1160. Implementation delayed.

³ Refer to ADC 259.

C3.3.1.2. These procedures exclude repair and return of materiel owned below the wholesale distribution system. However, DoDM 4140.01 policy and, for commercial maintenance, the provisions of the FAR, apply.

C3.3.2. Accountability

C3.3.2.1. For organic maintenance, responsibility for maintaining the asset balance portion of the property accountability record for DoD-owned property being repaired resides with the activity having physical custody. Organic maintenance facilities will assume accountability of materiel upon receipt at the maintenance facility and while in its custody during maintenance actions.

C3.3.2.2. For Contractor maintenance, the owning DoD Component will maintain accountability for materiel in a contractor's possession for repair. The contractor will have stewardship of the materiel in accordance with the requirements in Part 52.245-1 of the Federal Acquisition Regulation and associated clauses, terms, and conditions. The stewardship includes all government furnished property, including items furnished for repair, and remains until the repaired assets are returned to and received by the DoD Component.

C3.3.2.3. For both organic and contractor maintenance, the activity having physical custody will provide visibility and report changes to the on-hand balance to the materiel owner (the Principal for maintenance by DMISA).

C3.3.3. Requirements

C3.3.3.1. When the maintenance activity is co-located with a DoD storage activity, owners will direct materiel into maintenance only from the collocated storage activity. When necessary, owners will relocate materiel from remote storage activities to the storage activity co-located with the maintenance activity to accomplish this requirement using a MILSTRIP materiel release transaction. The action will be posted to the property accountability record using either a DIC D7K Issue Transaction or the MILSTRIP Materiel Release Confirmation (DIC AR_) transaction.

C3.3.3.2. The owner (Principal) will direct the issue of materiel to the maintenance activity from the co-located storage activity. Based on the repair schedule, the maintenance activity (Agent for maintenance by DMISA) may initiate induction to maintenance by requisitioning the unserviceable asset from the owner (Principal for maintenance by DMISA) under the provisions of MILSTRIP, Chapter 2, paragraph C2.22.

C3.3.3.3. Each DoD Component will ensure that:

C3.3.3.3.1 Owned inventory in the hands of DoD, other Government (non-DoD), and commercial activities is properly accounted for under the provisions of Chapters 3, 4, 5, and 7 (including C7.2.3. and C7.2.4.) of this manual and, for commercial maintenance, the provisions of the Federal Acquisition Regulation (FAR). This includes returns from field activities for repair and reissue as wholesale inventory.

Components will prescribe use of any required internal codes to meet this requirement. (Responsibility of the owner (Principal for maintenance by DMISA).)

C3.3.3.3.2. Total item property records for materiel released to maintenance activities are maintained and adjusted based on the quantity of returned materiel and will support the [DoD 7000.14-R](#), "Department of Defense Financial Management Regulations" financial accounting and reconciliation requirements. (Responsibility of the owner (Principal for maintenance by DMISA).)

C3.3.3.3.3. Contracts for commercial maintenance require the commercial activity to report shipment or condemnation of materiel to the contracting officer. (Responsibility of the Agent for maintenance by DMISA.)

C3.3.3.3.4. Any needed interface between its procurement and supply operations/functions exists to ensure that changes in inventory segment data (stock number, quantity, supply condition code) are transmitted to the owner. (Responsibility of the Agent for maintenance by DMISA.) Arrangements may be made for commercial activities to report directly to the contracting officer and/or the owner using "Military Standard Transaction Reporting and Accountability Procedures" ([MILSTRAP](#)) transactions.

C3.3.3.3.5. Reported data affecting inventory balances is recorded in the owner's total item property record. (Responsibility of the owner (Principal for maintenance by DMISA).)

C3.3.3.4. Owners (Principals for maintenance by DMISA) will release materiel from storage for maintenance action using MILSTRIP transactions. Issues will be posted to the property accountability record using either MILSTRAP transactions containing the appropriate DIC D7 series from appendix 2.1 or the MILSTRIP DIC AR_ materiel release confirmation transaction. Include any internal coding needed for proper financial accounting in the transaction.

C3.4. ISSUE SUPPLY CONDITION CODE Q MATERIEL TO DLA DISPOSITION SERVICES FIELD OFFICE. When an inspection or technical/engineering analysis reveals a product quality deficiency that prohibits further DoD use of the materiel, the ICP will direct the transfer of the materiel to the DLA Disposition Services Field Office in SCC Q. Disposal release orders and related issue transactions for this materiel must cite either Management Code O (alpha) to identify deficient materiel that does not require mutilation or Management Code S to identify deficient materiel that requires mutilation. DLA Disposition Services will perform mutilation in accordance with existing guidance for the national stock number (NSN)/type of materiel. The ICP/IMM should identify to DLA Disposition Services any unique instructions for disposal requiring specific methods or information regarding hazardous contents contained in the item.

C3.5. BACKORDER TRANSACTIONS. Backorder transactions may be used to report establishment or cancellation of a backorder to ICPs⁴. Backorder transactions are identified by document identifiers in the DIC DG series transactions. See Appendix AP3.13 for format.

C3.6. DEMAND TRANSACTIONS. Demand transactions, DIC DHA, may be used between supported activities and ICPs to report the establishment or cancellation of supply system demands, or may be used by ICPs as a technique for recording and accumulating demands for NSN items resulting from processing MILSTRIP requisitions, passing orders, or other forms of supply system demands. See Appendix AP3.14 for format.

C3.7. LOAN TRANSACTIONS

C3.7.1. When authority is given to loan Government-owned materiel, supporting documentation pertaining to the terms and conditions of the loan will be maintained in a manual jacket file. As a minimum, the file should contain appropriate records to provide information on the purpose of the loan/authorization, location(s) of the materiel, condition of materiel at time of loan, loan duration, quantity, and value of materiel loaned.

C3.7.2. If accountability is dropped, the Issue (Loan) Transaction (DIC D7N) will be used to loan materiel from depot inventory to authorized recipients. Some centralized systems do not use the DIC D7 series transactions for effecting issues; however, the applied method should reflect the issue of loan materiel for audit and accountability purposes. For a decentralized system, the D7N transaction, if created by other than the IMM, may be used. See Appendix AP3.3 for format.

C3.8. SINGLE MANAGER FOR CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTIONS

C3.8.1. Processing of MILSTRAP and MILSTRIP transactions such as mismatched Location Reconciliation Request transactions (DIC DZH) or Materiel Release Denials (DIC A6_) may require the SMCA to freeze and, when resolved, to unfreeze wholesale assets at a specific storage activity for a given stock or part number, ownership/purpose code, and SCC.

C3.8.2. When freeze or unfreeze actions are taken based on C3.9.1, the SMCA will provide SMCA freeze/unfreeze action (DIC DA1 or DA2, as appropriate) to the owning Service ICP for update of the ICP wholesale financial accountable records. See Appendix AP3.7 for format.

⁴ Backorder transactions were eliminated from DLMS by intent after coordination with the DoD Supply Process Review Committee.

C4. CHAPTER 4

RECEIPT AND DUE-IN

C4.1. GENERAL

C4.1.1. This chapter prescribes standard procedures for transmitting information about incoming materiel between inventory control points (ICP) and storage activities. It also provides for processing materiel receipt documentation from the storage activity where materiel is received to the owner. The procedures require timely establishment of procurement on-order records and expeditious reflection of assets in the owner's records and related financial account.

C4.1.2. Documentation covering consignment of materiel to storage activities is prescribed in other DoD and DoD Component regulations. 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 regulations and is, therefore, not a consideration here.

C4.1.3. When data reflected in consignment documentation are converted into MILSTRAP receipt transactions, recording of receipts within the DoD is standardized and complements the principles established in other chapters of this manual.

C4.2. CONTROL OF MATERIEL DUE-IN.

C4.2.1. Due-in transactions are used in establishing and canceling due-in records and when transmitting due-in establishment and cancellation actions. These transactions are identified by document identifier codes (DIC) in the DD series for materiel due-in from procurement instrument sources and in the DF series for materiel due-in from other than procurement instrument sources. Prepare due-in transactions in the Appendix AP3.10 or AP3.12 format.

C4.2.2. When ICPs 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. ICPs 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 pre-positioned materiel receipts (PMR) for the returns to receiving storage activities, under C4.3, citing the due-in document number and SCC.

C4.2.3. Due-in records will be established to maintain property accountability or visibility of materiel due-in to inventory, as required under Chapter 7, (C7.2.3. and C7.2.4).

C4.2.4. Due-in records will be maintained 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 ICP cancellations, materiel receipts, and completion of shipment tracer/discrepancy reporting actions to establish, revise, or delete due-in records and maintain appropriate delivery dates.

C4.2.5. An audit trail will be established when due-in quantities are deleted or reversed and all due-in deletions and reversals will interface with the financial system. Due-in deletions 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 due-in quantities are deleted or reversed, action will be initiated to correct receiving storage activity PMR records under C4.3.

C4.2.6. Components will establish the necessary interface between the supply and financial operations/functions to account for materiel intransit as required under DoD 7000.14-R, "DoD Financial Management Regulations".

C4.2.7. Owners will monitor due-in records and follow up to storage activities for intransit dues-in under the procedures in C4.10.

C4.3. PRE-POSITIONING DOCUMENTS FOR RECEIPTS

C4.3.1. Owners/Managers will transmit advance notification of scheduled materiel receipts to maintenance and storage activities. Use PMRs, prepared in the appendix AP3.38 or AP3.39 format and identified by DICs in the DU or DW series, for this purpose. ***If the owner/manager fails to generate a PMR for DLA Distribution Center receipts, the distribution center will submit a Supply Discrepancy Report to the owner/manager. The distribution center will identify the SDR as informational or otherwise indicate requested action.***

C4.3.2. Storage activities receiving PMRs will maintain them in a suspense file pending receipt of the materiel or of PMR updates from the ICP.

C4.3.3. Upon arrival of the materiel, storage activities will use the PMR suspense records to report the receipt to the ICP. Change or add only those suspense record data elements which are required to prepare the materiel receipt transactions shown in Appendix AP3.1 or AP3.2. Assure that DICs in the materiel receipt transaction are changed to D4_ for DU suspense records and to D6_ for DW_ suspense records. Absence of a PMR is not to delay prompt recording and reporting of materiel receipts. Deletion of pre-positioned suspense records is controlled by the ICP. To delete a suspense record, the ICP will transmit a reversal (reversal indicator in record position 25) of the original PMR to the storage activity. New PMRs and replacement PMRs for deleted documents do not contain the reversal indicator. Proper and accurate maintenance of the PMR suspense file by storage activities is extremely important. Timely updates by the owner/manager are essential to proper and accurate maintenance of the PMR suspense file by the storage activity.

C4.3.4. Under the National Inventory Management Strategy (NIMS) concept of operation, the integrated materiel manager (IMM) may own materiel for managed national stock numbers (NSN) down to the retail level. Such arrangements will be based on agreements between participating DoD Components. Replenishment of the IMM-owned retail will be accomplished under a push scenario. Redistribution from depot inventory will be accomplished using the MILSTRIP DIC A2_ Redistribution Order transaction. When assets are available to push, DIC DWK PMR will be sent to the NIMS site using standard PMR procedures. Optionally, the DoD Component agreements may authorize the use of DIC DWK for the IMM to notify the NIMS site that materiel to support a NIMS site requirements is delayed¹. In this instance, the DIC DWK will contain the quantity not available for push replenishment, the delay notification status code "BD" and estimated shipping date. If at the time push replenishment is required only a partial quantity is available, then two DWKs will be generated; one for the quantity pushed and one for quantity delayed. These two DWKs will have different documents numbers and the delayed one will have the "BD" notification. Subsequently, if only a partial amount of the quantity previously delayed becomes available to push, two DWKs 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 DWK for the quantity still delayed will be assigned a new document number and a "BD" delayed indicator. If the total quantity is initially delayed and subsequently the total quantity is shipped, the DWK will have the same document number throughout the process. The IMM will update/replace the DWK delayed notification any time either the replenishment quantity or the estimated shipping date changes. New delayed notification will 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 DWK. Reversal logic for DWKs indicating that a push shipment has been initiated will follow the requirement in C.4.3.3 above.

C4.3.5. 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 a 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 by the storage activity by a Defense Logistics Management Standards (DLMS) 527R (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

¹ See ADC 135.

of the returned materiel from the Military Service ownership to DLA will be accomplished with a receipt (DIC D6B).

C4.4. MATERIEL RECEIPTS (PROCUREMENT INSTRUMENT SOURCE)

C4.4.1. Storage activities will report receipts of materiel from procurement instrument sources to ICPs using materiel receipt transactions citing a DIC in the D4 series (see Appendix AP3.1). (For logistically reassigned items, report receipts after the ETD in accordance with Chapter 11. However, also see the procedures in C4.8 for reporting receipts of discrepant/deficient shipments.) DICs for reporting procurement receipts for depot inventory are assigned and explained in Appendix AP2.1.

C4.4.2. Receipts from vendors can emanate from central procurement or local procurement actions. Authorized procurement delivery documents should accompany each shipment as prescribed in the Federal Acquisition Regulation (FAR).

C4.4.3. When shipments of materiel received from commercial sources require inspection and/or acceptance at destination, storage activities will accomplish the inspection and/or acceptance and the in-check operations concurrently.

C4.4.3.1. Inspect shelf-life materiel for appropriate condition and type of shelf-life code in accordance with applicable DoD Component prescribed procedures based on [DoD 4140.27-M](#), Shelf-Life Management Manual, May 5, 2003. Mark materiel, as appropriate, for shelf-life code and SCC upon receipt. Package markings will be in accordance with [MIL-STD-129](#).

C4.4.3.2. Based on inspection, storage activities will prepare separate materiel receipt transactions indicating the actual condition of the materiel received. Prepare materiel receipt transactions for discrepant shipments from commercial sources in accordance with the guidelines provided in C4.8.

C4.4.4. Complete the materiel receipt transaction by changing or adding to data in the PMR suspense record, or by extracting data from the consignment documentation.

C4.5. MATERIEL RECEIPTS (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)

C4.5.1. Storage activities will report receipts of materiel from other than procurement instrument sources to ICPs using materiel receipt transactions citing a DIC in the D6 series (see Appendix AP3.2). (For logistically reassigned items, report receipts after the ETD in accordance with Chapter 11. However, also see the procedures in C4.8. for reporting receipts of discrepant/deficient shipments.) DICs to report nonprocurement receipts for depot inventory are assigned and explained in Appendix AP2.1.

C4.5.2. Complete the materiel receipt transaction by changing or adding to data in the PMR suspense record or by extracting data from the consignment documentation.

C4.6. TIME STANDARDS FOR PROCESSING RECEIPTS

C4.6.1. One objective of the Department of Defense wholesale receipt processing performance is to process receipts and show them with minimal delay on both the accountable and owner records. Wholesale receipt processing performance is measured in two overlapping time segments:

C4.6.1.1. The first segment is the time period between the date materiel is turned over by the carrier to the designated receiving activity and the date of posting the receipt to the total item property record (both accountable and owner records).

C4.6.1.2. The second segment is the time period between the date materiel is turned over by the carrier to the designated receiving activity and the date stored. Materiel is considered to be stored when it reaches the first location (either temporary or permanent) where actual storage control exists through locator data and the materiel can be issued without delay in response to materiel release documentation.

C4.6.2. Performance standards for processing receipts through these time segments are as follows:

C4.6.2.1. Segment One. Materiel receipt **must be** posted to the accountable and the owner record no later than 5 business days from date materiel is received.

C4.6.2.2. Segment Two.

C4.6.2.2.1. Receipt from new procurement will be receipted and stored within 7 calendar days from the date materiel is turned over by the carrier.

C4.6.2.2.2. All other receipts, to include receipts from redistribution, will be receipted and stored within 10 calendar days from the date materiel is turned over by the carrier.

C4.6.3. Making asset records visible from the point of inspection and acceptance must be accomplished within 24 hours of recording receipts (holidays and weekends excepted). (This applies to receipts from a procurement source when required inspection and acceptance are not performed at origin.) The accounting and finance office will be notified of the item receipt within the 24-hour period.

C4.6.4. Address wholesale receipt processing effectiveness as prescribed by Chapter 7, (C7.11.2.2.1.). The acceptable DoD performance goals for receipt processing are: 90 percent posted within the time standard, 90 percent stored within the time standard. When computing the overall performance against the above time standards, include receipt transactions frustrated for a long period of time prior to posting/storing.

C4.7. CONTROL OF RECEIPTS

C4.7.1. Storage activities will establish these receipt control procedures for posting information relating to the status of materiel in the storing cycle. The cycle begins with the release of materiel and documents into custody and control of the receiving activity.

C4.7.2. After the materiel has been physically received but prior to or concurrent with movement to storage, storage activities will accomplish the following actions:

C4.7.2.1. Establish a transaction suspense record to record the materiel as an in-process receipt.

C4.7.2.2. Prepare and transmit the materiel receipt transaction to the ICP within the prescribed timeframe (see C4.6.).

C4.7.3. When the storage activity receives requisitions or materiel release orders and there is not sufficient materiel available on the on hand balance of the stock record (physically stored), a check will be made of the in-process receipt suspense file to determine if there is an in-process quantity to fully or partially satisfy the requisition document. When in-process receipts are recorded, fill priority 01-08 requirements from these receipts. Defer the filling of priority 09-15 requirements from in-process receipts until proof of storage is recorded.

C4.7.4. Storage activities will periodically refer to the suspense file of in-process receipts to expedite the storage of materiel delayed beyond authorized receipt processing timeframes. Expedite the storing of materiel for which issues have been deferred pending storage.

C4.7.5. After proof of storage is received, storage activities will clear the suspense record, update the storage locator record, and release the deferred issues.

C4.7.6. As an additional aid in control of receipts, ensure that appropriate storage activity records (e.g., stock locator) reflect the date of the last receipt of an item and storage information (e.g., date of storage or some other code indicating that storage has been reported).

C4.8. SUBMITTING REPORTS FOR DISCREPANT/DEFICIENT RECEIPTS

C4.8.1. In addition to processing and reporting materiel receipts, storage activities will submit reports for all discrepant/deficient receipts in accordance with the procedures and forms prescribed by the following:

C4.8.1.1. Supply Discrepancy Reporting (SDR) per [DLM 4000.25, DLMS, Volume 2, Chapter 17](#).

C4.8.1.2. Transportation Discrepancy Report (TDR) per [DTR 4500.9-R](#), "Defense Transportation Regulation", Part II, Chapter 210.

C4.8.1.3. Product Quality Deficiency Report (PQDR) per [DLAR 4155.24/AR 702-7/SECNAVINST 4855.5A/AFR 74-6 and DLAI 4155.24 \(including Enclosures 1 and 2\)](#).

C4.8.1.4. Inspection of Subsistence Supplies and Services per [Joint Regulation DLAR 4155.3/AR 30-12/NAVSUPINST 4355.2D/AFR 74-5/MCO 10110.21E](#).

C4.8.1.5. Other DoD and joint or intra-DoD Component regulations governing discrepancies/deficiencies not covered by the above.

C4.8.2. Neither the dollar value nor the timeframes for submitting discrepancy/deficiency reports apply for reporting the materiel receipt to the cognizant ICP. The receipt reporting timeframes are prescribed by C4.6. The procedures for reporting receipt of discrepant/deficient shipments to the ICP are prescribed by C4.9.

C4.9. PROCESSING DISCREPANT/DEFICIENT RECEIPTS

C4.9.1. General

C4.9.1.1. Upon receipt of all incoming materiel shipments, from procurement and nonprocurement sources, storage activities will research all available documentation and item markings to determine the receipt data (i.e., document number, NSN, or other item identification number, PMR or due-in data, quantity, condition, inspection/ acceptance requirements, etc.). Using this data, storage activities will determine if a discrepancy/deficiency (hereafter referred to as discrepancy or discrepant) exists and will identify its nature.

C4.9.1.1.1. Not all discrepant receipts require submission of discrepancy reports. Storage activities will follow the procedures in C4.8 to determine whether a discrepancy report must be submitted.

C4.9.1.1.2. Management Codes R, S, and U have been assigned in Appendix AP2.6 for use in receipt transactions to identify discrepant receipts for which the procedures in C4.8 require submission of a discrepancy report. The purpose of the codes is to notify the ICP in advance that a receipt was discrepant and that a discrepancy report is being submitted which will provide additional information relating to the reported item. Management Codes S and U are entered only for DIC D4 series receipts and identify vendor caused misdirected shipments and contract over shipments. These discrepancies, which occur more frequently and are more easily resolved than others, are separately identified so ICPs can initiate immediate corrective action before the formal report of discrepancy is received.

C4.9.1.1.3. When part of a receipt is not affected by a discrepancy requiring submission of a discrepancy report, the following receipt reporting procedures may require storage activities to report the nondiscrepant quantity in a separate transaction without citing the discrepant receipt management code. Additionally, the discrepant receipt management code is not used when special circumstances require the use of another management code (e.g., M for automatic disposal by the storage activity, P for storage activity created document number, or Z for explanatory remarks)

even though submission of a discrepancy report is required. Prescribed omission or replacement of the discrepant receipt management code in the receipt transaction does not negate the requirements in C4.8 to submit a discrepancy report.

C4.9.1.1.4. Never enter the discrepant receipt management code in transactions for discrepant receipts if the procedures in C4.8 do not require submission of a discrepancy report.

C4.9.1.2. When materiel is received without accompanying documentation, or with inadequate documentation to process the receipt, storage activities will use one of the following data sources to develop materiel receipt transactions:

C4.9.1.2.1. Pre-positioned materiel receipt documents.

C4.9.1.2.2. Authorized procurement delivery documents and vendor packing lists.

C4.9.1.2.3. Advance copies of [DD Forms 1348-1A](#) or [1149](#).

C4.9.1.2.4. Transportation and fiscal records.

C4.9.1.2.5. Container markings.

C4.9.1.2.6. Contract information available via the [Electronic Document Access \(EDA\) Website](#) reference archive.

C4.9.1.2.7. Federal Logistics Information System (FLIS) or [WebFLIS](#) data.

C4.9.1.2.8. The [Item Unique Identification \(IUID\) Registry](#) for serially managed assets.

C4.9.1.2.9. Advice provided by the ICP upon request of the storage activity if receipt documentation cannot otherwise be developed.

C4.9.1.2.10. Advice provided by the shipper upon request of the storage activity if receipt documentation cannot otherwise be developed.

C4.9.1.2.11. Advice provided by the U.S. Customs Inspector's Office upon request of the storage activity if the receipt documentation cannot otherwise be developed for receipts which passed through customs.

C4.9.1.3. Normally when a discrepant receipt is retained in U.S. Government custody, whether or not it is U.S. Government-owned, storage activities will store the materiel, submit a DIC D4_/D6_ receipt to the cognizant ICP, and hold the materiel pending receipt of disposition. For improbable situations, storage activities will use exception transactions (i.e., Code Z in the third position of the DIC and/or Management Code Z in record position 72). In these situations, storage activities will

provide to the cognizant ICP a separate written explanation which includes the receipt transaction document number and the discrepancy report number when a discrepancy report was required. For nonprocurement receipts with no PMR, see C4.9.3.3.11.

C4.9.1.4. If unusual circumstances prevent normal receipt reporting of discrepant shipments, the storage activity will communicate with the ICP or the contract administrative office (CAO)/Purchasing Office (PO) to determine how the discrepancy report should be submitted and the receipt reported. When the ICP determines that receipt reporting will be delayed pending subsequent action, the storage activity must control the receipt by physically segregating and monitoring the status of the materiel until the receipt is reported or until the ICP directs other disposition (e.g., reshipment, return to shipper, etc.). This paragraph applies only when circumstances exist which prevent normal receipt reporting.

C4.9.1.5. Report discrepant receipts on items which have been logistically reassigned as follows:

C4.9.1.5.1. Report all receipts for which PMRs are established to the LIM or to the GIM under the procedures in Chapter 11, Logistic Reassignments.

C4.9.1.5.2. Research procurement receipts for which no PMR is recorded in coordination with the recorded item manager. The item manager will direct the appropriate reporting of the receipt under the procedures in Chapter 11, Logistic Reassignments, to assure accurate accountability and reporting of the assets is maintained.

C4.9.1.5.3. Report nonprocurement receipts for which no PMR is recorded following C4.9.3.3.11.

C4.9.1.6. When receipts are reported by a storage activity outside the normal distribution system for the NSN, the ICP will record the receipt so assets are issued from that site first. ICPs will effect disposition of such materiel as quickly as possible. If the materiel is not issuable, the ICP will direct repair induction, reclassification, relocation, or disposal using the appropriate transaction prescribed by this manual or MILSTRIP.

C4.9.1.7. Separate and/or secure storage may be required for procurement discrepancies, discrepancies imposing a health/safety hazard, classified risk, etc. When these situations exist, storage activities will take protective measures in accordance with established DoD or DoD Component procedures.

C4.9.2. Receipt Reporting for Discrepant Shipments from Procurement Instrument Sources

C4.9.2.1. When acceptance is accomplished at a point other than destination, storage activities may not reinspect supplies at destination for acceptance purposes. However, storage activities will examine such supplies at destination for identity, damage in transit, quantity, and condition (including proper packing/packageing

and labeling). The U.S. Government's right to litigate a discrepant receipt is not affected by the point of acceptance. Consequently, storage activities will report discrepancies detected during the destination examination under the regulations cited in C4.8.

C4.9.2.2. Shipment of procurement receipts directly to disposal is not authorized unless unusual circumstances (e.g., health/safety hazard, etc.) exist and separate/ secure storage facilities, addressed in C.4.9.1.7., are not available. When unusual circumstances require that materiel be shipped directly to the property disposal activity (or that other disposal actions be taken as prescribed by the Services/Agencies), the storage activity will first report the receipt using a DIC D4 series, Materiel Receipt transaction, citing SCC L and Management Code R (discrepant receipt management code). The disposal action will then be reported using a DIC DAC, Dual Inventory Adjustment transaction citing SCC H and Management Code M (excludes shelf-life materiel) or Management Code T (expired shelf-life materiel).

C4.9.2.3. When the receipt cannot initially be identified to an NSN, the procurement instrument and the sources identified in C4.9.1.2. will be used to identify the item.

C4.9.2.4. Unless otherwise allowed by these procedures, storage activities will report discrepant shipments from a procurement instrument source to the ICP using a DIC D4 series Materiel Receipt transaction, the NSN of the item received, and the applicable ownership/purpose code (normally taken from the DIC DU series PMR). In receipt transactions for discrepant quantities, cite SCC L as noted in the next paragraph. Include Management Code R (discrepant receipt management code) when a discrepancy report was required, except as prescribed in C4.9.1.3. or the following subparagraph.

C4.9.2.5. Follow the subsequent procedures to report receipt of discrepant shipments from procurement instrument sources (these categories are not mutually exclusive; multiple discrepancy conditions may exist for a single receipt):

C4.9.2.5.1. Condition of Materiel. Storage activities will report the actual discrepant quantity as a SCC L receipt. Report the nondiscrepant quantity in the actual condition received and do not cite a discrepant receipt management code in the transaction.

C4.9.2.5.2. Documentation. Absence of the shipping documentation should not preclude receipt processing and reporting or subsequent issue of the materiel. Storage activities will research in accordance with C4.9.1.2. to report the receipt. The discrepancy reporting requirements in C4.8 still apply.

C4.9.2.5.3. Misdirected Shipments. (Improperly addressed by the procurement instrument source). Storage activities will contact the cognizant ICP to ensure that the procurement instrument requirements (i.e., inspection, acceptance, etc.) are complied with. Report the total quantity in the actual condition received (normally

A) and enter Management Code S in record position 72 of the transaction. Upon receipt of the DIC D4_ transaction and prior to posting the receipt as available for issue, owner/managers will initiate immediate action to resolve the discrepancy in accordance with the procedures in C4.9.3.4. If the ICP or CAO/PO directs reshipment/return of a reported receipt without issuing MILSTRIP materiel release documentation, the storage activity will submit a reversal (reversal indicator in record position 25) of the previously submitted materiel receipt transaction.

C4.9.2.5.4. Overage/Duplicate Shipment. Storage activities will research PMR, receipt, and contract documentation to determine the discrepant quantity. Report confirmed duplicate shipments as discrepant SCC L receipts. When overages are valued above the contract variance clause, or above the excess delivery clause (after considering any allowable variance), report the overage above the allowable variance as a Discrepant Condition L receipt and enter Management Code U in record position 72 of the transaction. ICPs will initiate immediate action to resolve the discrepancy upon receipt of the DIC D4 series transaction (see C4.9.3.4.). Overages within the allowable variance or within the excess delivery clause (after considering any allowable variance) are not considered discrepant. Report the total quantity as a single receipt in the applicable condition, and do not cite a discrepant receipt management code in the transaction.

C4.9.2.5.5. Packaging Discrepancy. Storage activities will report the total discrepant quantity as a SCC L receipt. Report any acceptable quantity in the applicable condition and do not cite the discrepant receipt management code in the transaction. The ICP and/or the contract administrative office (CAO)/purchasing office (PO) will determine whether litigation is required. If litigation is not required, the ICP will request that the suspended assets be transferred to the appropriate condition.

C4.9.2.5.6. Shortages/Nonreceipt of Materiel. Storage activities will research PMR, receipt, and contract documentation to determine the discrepant quantity. For shortages, report the total quantity in the condition received. Except for shortages attributed to transportation discrepancies, the receipt will be considered discrepant only if the shortage exceeds the allowable contract variance. When the receipt is discrepant, cite the discrepant receipt management code in the receipt transaction. Nonreceipts are addressed under C4.10.

C4.9.2.5.7. Item Technical Data Marking. (Includes nameplates, logbooks, operating handbooks, special instructions, etc.). Storage activities will report any nondiscrepant quantity as a receipt in the applicable condition without citing the discrepant receipt management code in the transaction. Report the discrepant quantity as a SCC L receipt, and identify and describe the specific technical data discrepancy in the SDR for ICP evaluation. If the ICP determines the assets can be issued, the ICP will initiate action to transfer the suspended assets to the appropriate condition.

C4.9.2.5.8. Wrong Item. Storage activities will report the total incorrect quantity of the item received in SCC L. Report any assets in the shipment which are the correct item in the applicable condition and do not cite the discrepant receipt

management code in the transaction. If the majority of the assets are the incorrect item, the storage activity may report the total quantity in SCC L based on internal Service/Agency procedure.

C4.9.2.5.9. Product Quality Deficiency. It is normally preferable for the receiving activity to retain custody of the materiel, whether or not it has been accepted. Report the deficient quantity as a SCC Q receipt². The ICP or CAO/PO will determine if litigation or informal action with the procurement instrument source should be initiated. The ICP will initiate action to transfer the assets under C5.2.2.

C4.9.2.5.10. Transportation Discrepancies. When materiel is accepted by the Transportation Officer, the receipt will be processed and reported in accordance with procedures cited above for the type of discrepancy which exists (e.g., C4.9.2.5.1, Condition of Materiel, for damage, etc.).

C4.9.2.5.11. Procurement Receipts Not Due-in (No PMR). ***When a PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available. DLA Distribution Centers will prepare an SDR to report the lack of a PMR to the manager (as the only discrepancy or in combination with other identified discrepancies). The distribution center will identify the SDR as informational or otherwise indicate requested action.*** See C4.9.2.5.3. and C4.9.2.5.4. for processing receipts of misdirected shipments and overages/duplicate shipments, for which PMRs are not normally available.

C4.9.2.5.12. Discrepancies in IUID Data. Report discrepancies involving IUID under DoD IUID supply policy, including but not limited to DoD Unique Item Tracking (UIT) programs, or as contractually required. IUID discrepancies may be related to the packaging label, including automated information technology (AIT) readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. Discrepancies identified during receipt of new procurement materiel must be reported prior to acceptance (if not accepted at origin). Discrepant materiel may be placed in a suspended condition pending resolution. Discrepancies that resulted in incorrect information within the IUID registry must be reported and corrective action taken.

C4.9.2.5.13. Other Discrepancies. Receipt reporting will depend upon the type of discrepancy involved. When unusual circumstances exist, the receipt and discrepancy reporting requirements provide sufficient time for the storage activity to obtain guidance from the appropriate authority before reporting the receipt or submitting discrepancy report. See the storage and accountability requirements in C4.9.1.4.

² SCC Q not implemented by Navy. Navy implementation deferred to their Enterprise Resource Planning system modernization initiative.

C4.9.3. Receipt Reporting for Discrepant Shipments from Non-Procurement Instrument Sources

C4.9.3.1. When the receipt cannot initially be identified to an NSN, the storage activity will attempt to identify the NSN or usage by following the procedures in C4.9.1.2. and report the receipt to the cognizant ICP.

C4.9.3.1.1. If the NSN cannot be identified and the estimated value of the item is under \$100, storage activities will not report the receipt to an ICP. Ship the materiel directly to DLA Disposition Services using a local document number. Retain an accessible record of the transaction and its backup for two years.

C4.9.3.1.2. If the NSN cannot be identified and the estimated value of the item is \$100 or more, the storage activity will contact the ICP managing like items to determine disposition. [EXCEPTION: If GSA is the manager of like items, process as prescribed in C4.9.3.3.11.] If the ICP can identify the NSN, the ICP will direct the storage activity to submit the receipt and supply discrepancy report (SDR) to the cognizant ICP. If the ICP cannot identify the NSN, the ICP will provide disposition instructions to the reporting activity. These instructions will include an item identification number (part number, MCN, LCN, etc.) for reporting the receipt and submitting the SDR. If the ICP directs shipment to DLA Disposition Services, the ICP will maintain an accessible record of the transaction and its backup for 2 years.

C4.9.3.2. Unless otherwise allowed by these procedures, storage activities will report discrepant shipments from a nonprocurement instrument source to the ICP using a DIC D6 series Materiel Receipt, the NSN of the item received, and the applicable ownership/purpose code (normally from the DIC DW series PMR). In receipt transactions for discrepant quantities, cite the SCC which most accurately describes the condition of the materiel. Classify and report the materiel in SCC K when the actual condition cannot be determined. Include Management Code R (discrepant receipt management code) when a discrepancy report was required, except as prescribed in C4.9.1.3. above, or the following subparagraph.

C4.9.3.3. The following procedures apply for reporting receipt of discrepant/deficient shipments from nonprocurement sources (these categories are not exclusive; multiple discrepancy conditions may exist for a single receipt):

C4.9.3.3.1. Condition of Materiel

C4.9.3.3.1.1. When inspection of inter-Service/Agency receipts reveals materiel to be SCC H and no PMR is recorded, storage activities will automatically ship discrepant materiel valued at less than \$500 per item direct to the property disposal activity except as specified in these procedures or take other automatic disposal actions based on criteria promulgated by the Services/Agencies. This includes Type I shelf-life materiel which has passed the expiration date regardless of value. When automatic disposal action is taken, cite SCC H and Management Code M (excludes shelf-life materiel) or Management Code T (expired shelf-life materiel), in

lieu of the discrepant receipt management code, in the receipt transaction for the discrepant quantity.

C4.9.3.3.1.1.1. GSA-Managed materiel and Non-Army Managed (NAMI) (Routing Identifier Code (RIC) AJ2) owned materiel will not be subject to the dollar value threshold for disposal eligibility, but will be subject to all other automatic disposal screening criteria.

C4.9.3.3.1.1.2. Automatic disposal does not apply to the following:

C4.9.3.3.1.1.2.1. Materiel that is identified as requiring DEMIL or containing radioactive, classified, or NWRM properties will not be subject to automatic disposal. This includes:

- DEMIL Codes: B, C, D, E, F, G, or P
- CIIC: A-H, K, L, O, Q, R, S, T, 5, 6, 8, 9
- Radioactive Water Type Cargo Codes: A and 4

C4.9.3.3.1.1.2.2. Materiel owned by U.S. Army Aviation and Missile Command (AMCOM) (RIC B17), will not be subject to automatic disposal.

C4.9.3.3.1.1.2.3. Unidentified materiel will not be subject to automatic disposal. Follow procedures in paragraph C4.9.3.1.

C4.9.3.3.1.1.2.4. FMS materiel will not be subject to automatic disposal. Follow procedures in paragraph C4.9.3.1.

C4.9.3.3.1.1.2.5. Materiel owned by USAF will not be subject to automatic disposal except for non-AF managed material located at a DLA distribution center not co-located with a USAF depot maintenance site.

C4.9.3.3.1.1.3. Upon receipt, or subsequent storage activity determination, that materiel is in SCC H, where the above criteria prohibit automatic disposal, an SDR will be prepared clarifying why automatic disposal is not possible and requesting specific disposition instructions. Where applicable the SDR remarks will inform the action activity that the materiel cannot be shipped to the local DLA Disposition Services Field Office and must be sent to an approved DEMIL/destruction center via MILSTRIP DIC A5J generated by the owner/manager.

C4.9.3.3.1.2. Report discrepant quantities other than those mentioned above citing the applicable SCC, or Code K when the condition cannot be determined.

C4.9.3.3.1.3. Report receipt of nondiscrepant quantities in the normal manner and do not cite the discrepant management code in the transaction.

C4.9.3.3.2. Documentation. Absence of the shipping documentation should not preclude receipt processing and reporting or subsequent issue of the materiel. Storage activities will research in accordance with C4.9.1.2. to report the receipt. The discrepancy reporting requirements in C4.8 still apply. When the document number in the receipt transaction must be created by the storage activity, cite Management Code P in lieu of the discrepant receipt management code in the transaction.

C4.9.3.3.3. Misdirected Shipments (improperly addressed by the supply activity). Storage activities will report misdirected shipments as receipts to the cognizant ICP. ICPs will effect disposition using the appropriate MILSTRIP transaction.

C4.9.3.3.4. Overage. Report the total quantity received as a single receipt in the applicable condition.

C4.9.3.3.5. Packaging Discrepancy. Storage activities will report the total quantity received as a single transaction in the applicable condition. The storage activity will schedule the discrepant quantity for preservation/packaging/marketing/labeling in accordance with Service/Agency criteria.

C4.9.3.3.6. Shortages/Nonreceipt of Materiel. For shortages, storage activities will report the total quantity received in the applicable condition. The ICP will initiate any necessary financial adjustment action. Nonreceipts are addressed under C4.10.

C4.9.3.3.7. Item Technical Data Marking. (Includes nameplates, logbooks, operating handbooks, special instructions, etc.). Storage activities will report any nondiscrepant quantity in the applicable condition without citing discrepant receipt management code in the transaction. Report the discrepant quantity as a SCC D receipt. Identify and describe the specific technical data discrepancy in the SDR for ICP evaluation. If the ICP determines the asset can be issued, the ICP will initiate action to transfer the asset to the appropriate condition.

C4.9.3.3.8. Wrong Item. Storage activities will report the receipt in the applicable condition. If both correct and incorrect items are received in the same shipment, report each separately. Omit the discrepant receipt management code in the transaction for the correct item.

C4.9.3.3.9. Product Quality Deficiency. SCC Q entered in PMRs will indicate that the receipt is related to a reported product quality deficiency. Storage activities will report receipt of this materiel in SCC Q. Do not cite a discrepant management code in the transaction. Based on the results of the inspection or technical/engineering analysis, ICPs will direct the appropriate material disposition (see Chapter C5, C5.2.).

C4.9.3.3.10. Transportation Discrepancies. When materiel is turned over by the Transportation Officer, the receipt will be reported in accordance with the

procedures cited above for the type of discrepancy which exists (e.g., condition of materiel for damage, etc.).

C4.9.3.3.11. Receipts Not Due-In (no PMR). *When a PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available. DLA Distribution Centers will prepare an SDR to report the lack of PMR to the owner (as the only discrepancy or in combination with other identified discrepancies). The distribution center will identify the SDR as informational or otherwise indicate requested action.*

C4.9.3.3.11.1. GSA-Managed Items. GSA does not authorize return of assets to DoD storage activities. Receipts of GSA assets without a corresponding due-in are, therefore, DoD-owned assets. The DoD Components are responsible for providing DLA with an organization to which the DLA storage activity can record these assets. The DoD Components will establish internal procedures for processing the receipts from the depot for these assets for subsequent issue or release for DLA Disposition Services. The DoD Components will identify an owner RIC to be used when the DLA storage activity processes a Receipt transaction for the DoD Components' unauthorized return of GSA-managed assets. In the absence of guidance from the DoD Components for reporting receipt of unauthorized return of GSA assets to their DoD Component, DLA storage activities will receipt the assets for local use by the depot. If the materiel cannot be used locally it is sent to disposal. This procedure ensures the assets are recorded on a DoD record.³ The Navy, Marine Corps, and Air Force have directed implementation of this procedure as follows:

C4.9.3.3.11.1.1. Report Navy-returned GSA-managed items to Navy RIC NRP. An SDR will be provided to the Navy owner for information.

C4.9.3.3.11.1.2. Report Marine Corps-returned GSA-managed items to Marine Corps RIC MPB. An SDR will be provided Marine Corps owner for information.

C4.9.3.3.11.1.3. Report Air Force-returned GSA-managed items to Air Force RIC FHZ. An SDR will be provided to the Air Force owner for information.

C4.9.3.3.11.2. DoD Managed Items.

C4.9.3.3.11.2.1. Reparable Items. Report receipt to the managing ICP of the Service that is returning the item in the applicable condition using DIC D6A. Do not include a discrepant receipt management code in the transaction. For materiel shipped between wholesale storage activities, report the receipt using DIC D6K. ICPs receiving transactions reporting returns not-due-in of phase I reparable, for

³ To date, Army has not identified an organization to which DLA storage activities should report receipts not due-in for GSA-managed assets.

which they are not the IMM, will follow the MILSTRIP MRP procedures to report/ship the materiel as prescribed by the IMM.

C4.9.3.3.11.2.2. Consumable Items. Report receipt to the IMM in the applicable condition and do not include a discrepant receipt management code in the transaction. However, Services may prescribe reporting to their own item manager for returns from their own Service activities. The Navy and Marine Corps have directed implementation of this procedure as follows:⁴

C4.9.3.3.11.2.2.1. Navy-returned consumable items must be reported to the Navy using RIC NRP regardless of the item manager. An SDR will be provided to the Navy owner for information.

C4.9.3.3.11.2.2.2. Marine Corps-returned consumable items must be reported to RIC MPB regardless of the item manager. An SDR will be provided to the Marine Corps owner for information.

C4.9.3.3.11.2.2.3. Air Force-returned consumable items must be reported to RIC FHZ regardless of the item manager. An SDR will be provided to the Air Force owner for information.

C4.9.3.3.12. Discrepancies in IUID Data. Report discrepancies involving IUID under DoD IUID supply policy, including but not limited to DoD UIT programs, or as contractually required. IUID discrepancies may be related to the packaging label, including AIT readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. Discrepancies identified during receipt of new procurement materiel must be reported prior to acceptance (if not accepted at origin). Discrepant materiel may be placed in a suspended condition pending resolution. Discrepancies that resulted in incorrect information within the IUID registry must be reported and corrective action taken.

C4.9.3.3.13. Other Discrepancies. Receipt reporting will depend upon the type of discrepancy involved. When unusual circumstances exist, the receipt and discrepancy reporting requirements provide sufficient time for the storage activity to obtain guidance from the ICP before reporting the receipt or submitting the discrepancy report. See the storage and accountability requirements in C4.9.1.4.

C4.9.3.4. Resolution Of Reported Receipt Discrepancies

C4.9.3.4.1. ICPs will maintain accurate records and audit trails for reported receipts with evidence of a supply discrepancy. Resolution of these discrepancies requires the establishment of interfaces among the materiel accountability, procurement, financial accounting, and discrepancy reporting systems.

⁴ Refer to ADC 1102/1102A.

C4.9.3.4.2. When discrepant receipts are reported, ICPs will process the transactions and effect the research required to resolve the discrepancy. When materiel received from procurement will be retained in the wholesale inventory, coordinate with the CAO/PO for a contract modification which will recoup any administrative costs and any additional second destination transportation costs or onward shipment (redistribution) costs incurred by the U.S. Government as a result of the discrepancy. For all receipt discrepancies, ensure that procurement/supply due-in records and related financial accounts (including intransit) are corrected to reflect any new receipt status and transmit required update PMR(s) to the storage activity(ies) involved. Care must be taken, however, to suppress PMR output if the corresponding receipt has already been reported (e.g., for overages or misdirected shipments being retained where delivered).

C4.9.3.4.3. Management Evaluation and Corrective Action. ICPs will develop management evaluation data for contract shortages/overages, wrong item, IUID mismatches, and vendor caused misdirected shipments, and other discrepancies impacting cost or customer satisfaction for use in identifying trends or indications of system problems and in initiating corrective action. When the same discrepancy is repeatedly reported on shipments from a given procurement source, the ICP through the CAO/PO will advise the source of the error and request action be taken to correct its repeated occurrence. When a procurement source continues to commit the same error, initiate action to consider inclusion on the Awards Review List or other disciplinary action.

C4.10. FOLLOW-UP ON INTRANSIT DUE-INS

C4.10.1. When a maximum of 45 calendar days have elapsed since the shipping date indicated in shipment notification and receipt of the total quantity has not been reported, the owner will follow up, for the intransit quantity(s) to the storage activity(s) designated to receive the materiel. (Extension of the 45-day calendar timeframe is authorized when long intransit times are involved.)

C4.10.2. Prepare follow-ups on receipts due from procurement sources using DIC DXA. Prepare follow-ups on receipts due from nonprocurement sources using DIC DXB.

C4.10.3. When the storage activity reply indicates that the materiel has not been received (DIC DXC or DXD), any required shipment tracer and/or discrepancy reports are to be initiated under the procedures cited in C4.8. Coordinate with the CAO/PO for intransit contract receipts.

C4.10.4. Storage activities will submit shipment tracers and discrepancy reports for materiel not received as indicated in DoD Component implementing procedures or when directed to do so by the owner.

C4.11. REPLY TO MATERIEL RECEIPT FOLLOW-UP

C4.11.1. When materiel has been received, storage activities will respond with a materiel receipt transaction prepared in the Appendix AP3.1 or AP3.2 format citing the appropriate DIC in the D4 or D6 series.

C4.11.2. When materiel has not been received, the response will be as follows:

C4.11.2.1. Prepare replies to DIC DXA Materiel Receipt Follow-Ups (Procurement Instrument Source) in the Appendix AP3.42 format citing DIC DXC.

C4.11.2.2. Prepare replies to DIC DXB Materiel Receipt Follow-Ups (Other Than Procurement Instrument Source) in the Appendix AP3.43 format citing DIC DXD.

C4.12. MAINTAINING ACCOUNTABILITY DURING MAINTENANCE ACTIONS

C4.12.1. Applicability

C4.12.1.1. These procedures apply for returns to inventory including unused materiel, relocations of materiel for maintenance, and receipts from assembly, disassembly, reclamation, conversion, modification, repair and destructive or nondestructive test/evaluation consigned by DoD, other Government (non-DoD) Agency, or commercial activities.

C4.12.1.2. These procedures exclude repair and return of materiel owned below the wholesale distribution system. However, DoDM 4140.01 policy and, for commercial maintenance, the provisions of the FAR, apply.

C4.12.2. Accountability

C4.12.2.1. For organic maintenance, responsibility for maintaining the asset balance portion of the property accountability record for DoD-owned property being repaired resides with the activity having physical custody. Organic maintenance facilities will assume accountability of materiel upon receipt at the maintenance facility and while in its custody during maintenance actions.

C4.12.2.2. For Contractor maintenance, the owning DoD Component will maintain accountability for materiel in a contractor's possession for repair. The contractor will have stewardship of the materiel in accordance with the requirements in Part 52.245-1 of the Federal Acquisition Regulation and associated clauses, terms, and conditions. The stewardship includes all government furnished property, including items furnished for repair, and remains until the repaired assets are returned to and received by the DoD Component.

C4.12.2.3. For both organic and contractor maintenance, the activity having physical custody will provide visibility and report changes to the on-hand balance to the materiel owner (the Principal for maintenance by DMISA)

C4.12.3. Requirements

C4.12.3.1. Owners (Principals for maintenance by DMISA) will establish a DIC DFA, DFB, or DFC due-in when materiel is being returned from field activities to wholesale storage activities or to commercial activities for maintenance. Also, provide a DIC DWA, DWB, or DWC PMR to receiving Government storage activities. Take these actions upon receipt of MILSTRIP MRP transactions, or equivalent intra-service documents, reporting return of the materiel. (Services/Agencies may delegate the PMR requirement to intermediate level or transshipment activities.)

C4.12.3.2. When owner's direct relocation of materiel from a remote storage activity to the storage activity co-located with the maintenance activity (as required under C3.3.), they will establish a DIC DFK due-in for the intransit materiel and provide a DIC DWK PMR to the receiving storage activity following the procedures in C4.2. and C4.3.

C4.12.3.3. Storage activities will report receipt of reparable materiel based on the information contained in the PMR. If a PMR is not available, report the receipt to the cognizant ICP in accordance with C4.9.3.3.11.2.1.

C4.12.3.4. When materiel is scheduled for organic maintenance by DMISA or other inter-Service/Agency agreement, the agreement will specify that the storage activity will report returns from maintenance to the owner (Principal) as receipts under this section.

C4.12.3.5. Each DoD Component will ensure that:

C4.12.3.5.1. Owned inventory which is in the hands of DoD, other Government (non-DoD), and commercial activities is properly accounted for under the provisions of Chapters 3, 4, 5, and 7 (including C7.2.3. and C7.2.4.) of this manual and, for commercial maintenance, the provisions of the [FAR](#). This includes returns from field activities for repair and reissue as wholesale inventory. DoD Components will prescribe use of any required internal codes to meet this requirement. (Responsibility of the owner (Principal for maintenance by DMISA).)

C4.12.3.5.2. Total item property records for materiel in the hands of maintenance activities are maintained and adjusted based on the quantity of materiel actually returned and will support the [DoD 7000.14-R](#) accounting and reconciliation requirements. (Responsibility of the owner (Principal for maintenance by DMISA).)

C4.12.3.5.3. Contracts for commercial maintenance require the commercial activity to report or acknowledge receipt and report shipment or condemnation of materiel to the contracting officer. (Responsibility of the Agent for maintenance by DMISA.)

C4.12.3.5.4. Any needed interface between the procurement and supply operations/functions exists to ensure that changes in the inventory segment data (stock number, quantity, supply condition code) are transmitted to the owner. (Responsibility of the Agent for maintenance by DMISA.) Arrangements may be made

for commercial activities to report directly to the contracting officer and/or the owner using MILSTRAP transactions.

C4.12.3.5.5. Reported data affecting inventory balances is recorded in the total item property record. (Responsibility of the owner (Principal for maintenance by DMISA).)

C4.12.3.6. Owners will establish dues-in for expected returns from commercial and Government maintenance activities using the appropriate Appendix 2.1 MILSTRAP [DICs](#) in the DD or DF series. Provide PMRs to storage activities to receive the materiel under C4.3. using the corresponding DICs in the DU or DW series. Storage activities will report receipts under C4.4 or C4.5 and C4.9., using the corresponding DICs in the D4_ or D6_ series.

C4.12.3.7. When materiel is issued to a customer directly from a DoD or commercial maintenance activity, ensure that appropriate supply transactions are processed to establish the property accountability and financial accounting audit trails, as well as visibility within the supply system used by the materiel owner.

C4.12.3.8. When materiel is condemned by maintenance activities, ensure that the condemnation action is recorded (issue to disposal) to adjust the DoD inventory and financial accounts. This includes automatic disposals (Management Code M).

C4.13. RECLAIMED ITEMS

C4.13.1. When reclamation activities do not have adequate facilities to test and classify the serviceability condition of reclaimed assets, they will identify such assets as SCC R (Suspended Reclaimed Items Awaiting Condition Determination). When receiving storage activities determine that immediate classification of such SCC R assets is not possible, they will ensure that the assets are checked/tested and classified to actual condition within established parameters under C5.2.3.

C4.13.2. When reclamation activities cite an actual SCC (i.e., other than R) for returned materiel, storage activities will cite that SCC when recording and reporting the receipt. However, if inspection upon receipt reveals that the condition assigned by the reclamation activity is incorrect, the storage activity will record and report the receipt citing the actual condition to which the item is classified or SCC K if the actual condition cannot be determined. Materiel reported in SCC K must be classified to actual condition within established parameters under C5.2.3.

C4.14. LOAN TRANSACTIONS

C4.14.1. Use appropriate MILSTRAP adjustment and/or receipt transactions to reflect the onhand/due-in and subsequent receipts. Reflect materiel on loan on accountable activity records in the appropriate purpose code (as prescribed by DoD Component procedures—usually Purpose Code L to denote loan) or as a DIC DFN Due-In (Other Than Procurement Instrument Source) depending on the method/system applied. Format for these due-in transactions are contained in Appendix AP3.12.

C4.14.2. DIC DWN Pre-positioned Materiel Receipt (Other Than Procurement Instrument Source) may be used to provide advance notification to activities scheduled to receive returned loaned materiel. Alignment and format for PMRs are contained in Appendix AP3.39.

C4.14.3. Receiving activities will inspect loaned materiel upon receipt. Submit DIC D6N Materiel Receipts (Other Than Procurement Instrument Source) using the Appendix AP3.2 format to provide information about the condition and quantity of the returned loaned materiel.

C4.14.4. The ICP is responsible for final determination and resolution of Government property returned from loan. Establish controls to ensure the materiel is returned in an appropriate condition, (e.g., as good as or better than the condition of the original loan issue). Take appropriate action to resolve any discrepancies and ensure reimbursement to the loaning activity.

C4.15. ARMY EXCHANGE PRICING PROCESS

C4.15.1. The Army Exchange Price interim approach is a multi-system functionality implementation. Exchange Price employs a dual pricing system for repairable NSN items based upon Standard Price (latest acquisition cost plus cost recovery rate) and Exchange Price (latest repair cost plus cost recovery rate) and a “buy one – return one” relationship with the customer. That is, a qualified exchange pricing customer buys at the Exchange Price and pays a penalty if a reparable is not turned-in within a specified period of time from the issue date. This process is applicable to the Army customers and Army-managed material only; other Services will continue to pay Standard Price and receive 65 percent credit exchange upon receipt of carcass by the Army PICA.

C4.15.2. Once an item of supply is identified for a national repair program and the national item identification number (NIIN) has an established Exchange Price, all requisitions for the item will be priced at the Exchange Price if the customer is an authorized EP customer.

C4.15.3. When a requisition submitted to the Supply Support Activity (SSA) is processed by the Standard Army Retail Supply System, The Standard Army Retail Supply System will determine if both the customer DODAAC is an Exchange Price customer, and the NIIN has an established Exchange Price. If the customer is an Exchange Price customer the requisition will be updated to include the Exchange Price Indicator. As this transaction is processed through the Army supply system, middleware, Funds Control Module (including Exchange Price Tracking) Defense Automatic Address System (DAAS), Commodity Control Supply System (CCSS), and Army Logistics Modernization Program (LMP), the Exchange Price Indicator will be used to identify the transaction as Exchange Price related. All the legacy systems will continue processing the MILS transactions, LMP will process DLMS transactions that are converted by Transaction Services.

C.4.15.4. All related supply transactions prepared by the Army will carry and perpetuate the Exchange Price Indicator. As a result of the Exchange Price implementation the following transactions will be impacted, requisition, requisition modifier, requisition follow-up, material release order and supply status. The returns process will also process Exchange Price related transactions. The material receipt transaction will be generated by the Standard Army Retail Supply System for all returns of Exchange Price NIINs, and will include an Exchange Price Type of Credit indicator for Unserviceable credit when applicable, as well as an Exchange Price Conversion Indicator to identify the need to provide credit according the pre-Exchange Price credit policy, which will last for 60 days following the implementation of Exchange Pricing.

C.4.15.5. If the return is in an un-repairable condition code or the item is not returned within the established timeframe (Delta Delay Days), the National Level systems (LMP, CCSS) will create an obligation adjustment based on the receipt from Middleware Funds Control Module of a material returns supply status (Delta Bill Trigger) transaction. As a result of processing the delta bill trigger the national systems will create the logistics/interfund bill transaction with an Exchange Price Indicator and Type Bill code to identify the specific type of Exchange Pricing bill to the Army financial systems.

C6. CHAPTER 6.

MATERIEL RECEIPT ACKNOWLEDGMENT

C6.1. PURPOSE

C6.1.1. This chapter provides policy and procedures for a DoD automated, closed-loop system to provide accountability and monitor receipt of shipments of DoD and General Services Administration (GSA) wholesale stocks and DLA Disposition Services stock which are issued from on hand assets or procured for direct vendor delivery (DVD). These procedures interface with logistics response time (LRT) for measuring receipt take-up time by requisitioners and with DLM 4000.25-1, [MILSTRIP](#), for providing 100 percent shipment status on stock issues, including DVDs.

C6.1.2. These procedures provide for the control of due-in records below the wholesale level and the interface among the transportation, quality, supply, and financial operations/systems below the wholesale level and between the supply and purchasing operations/systems at the wholesale level to provide proper control over intransit assets and document receipt in the payment files.

C6.1.3. MRA Business Rules. Appendix 5.1 identifies the detailed business rules for generating the MRA Report. Appendix 5.1 also includes an MRA Decision Tree diagram to provide graphic representation of the MRA business rules to capture shipments out of wholesale assets that qualify for MRA Reporting.

C6.2. APPLICABILITY¹

C6.2.1. These procedures apply to shipment of DoD wholesale stocks and DLA Disposition Services stocks and in part, to shipments of GSA wholesale stocks—whether pushed or pulled, delivered or picked up, issued from on hand assets, or procured for DVD from commercial sources.

C6.2.2. These procedures, therefore, apply to:

C6.2.2.1. All DoD wholesale inventory control points (ICP) and the DLA Disposition Services.

C6.2.2.2. Recipients of DoD and GSA wholesale stocks and DLA Disposition Services stock—including DoD intermediate/retail level and end use activities;

¹ For the purpose of this chapter, DLA Disposition Services is the DoD ICP for shipments from disposition service.

contractors which receive Government furnished materiel, and defined under [DoDM 4140.01](#), “DoD Supply Chain Materiel Management Procedures”, February 10, 2014, implemented in MILSTRIP; DoD ICPs which requisition materiel from GSA, DLA Disposition Services, or other DoD ICPs; and DoD maintenance facilities which receive items for maintenance when the maintenance activity accountable office assumes property accountability for the inducted items—hereafter called reporting activities.

C6.2.3. Implementation of the materiel receipt acknowledgement concept is optional for intra-Component shipments of retail stock. However, DoD Components which choose to implement the concept for such shipments will prescribe use of these procedures.

C6.3. EXCLUSIONS.² These procedures are not applicable to the following:

C6.3.1. Commodities excluded from requisitioning under MILSTRIP, except that receipt of forms and publications requisitioned under MILSTRIP will be acknowledged.

C6.3.2. Shipments to foreign military sales and grant aid customers except when the shipment concerns an unconfirmed materiel release order (MRO) as described in MILSTRIP, Chapter 3 (Processing Follow-Ups). FMS documents beginning with B, D, I, P, K, and T.

C6.3.3. Inter-Component lateral redistributions of retail stock not directed by the integrated materiel manager.³

² (ADC 1088) Known MRA gaps include shipments associated with DLA Industrial Prime Vendor (IPV), and DLA Tailored Vendor Relationships (TVR) such as Medical Prime Vendor; Subsistence Prime Vendor; Maintenance Repair and Operations program; and Kentucky Logistics Operation Center (KyLOC). The MRA process requires a Shipment Status transaction; there is no shipment status in these processes. These processes are not excluded from MRA (except Fresh fruits and vegetables (FF&V)), and are identified as known process gaps that DLA is working to close. Another possible MRA gap exists for immediate issue scenarios (e.g., bearer walk-through or “over the counter” issues) where shipment status /materiel release confirmation is provided and an MRA would typically be expected. DLA will submit a proposed DLMS changes to document this as an MRA exclusion.

³ (ADC 1088) This is not a true “exclusion” from MRA because the MRA is only required for release of wholesale assets. When DAAS gets the passing order that has a RIC-TO of a non-wholesale ICP, they will flag the document number as not eligible for LMARS/MRA, but still be available for WEBVLIPS as history. Any subsequent transactions that come in under that document number (regardless of data content and indication of a wholesale ICP) automatically gets that flag. This is similar to what DAAS does for the requisition alert process. The one underlying assumption to this solution is that the passing order (DIC A3_) will be present so that the flag can be set at the document number level. This is a safe assumption, since ADC 1062 states that GCSS-A will not release the requisition image until they receive the passing order routed by DAAS. Note the DAAS check on the shipment status is just the presence of a shipment status for the document number that clears the first part of the MRA decision Tree. Transaction

C6.3.4. Shipments to state, civil, or Federal Agency activities. Special Program DoDAACs are identified by numeric character in the first position followed by an alpha character in the second position. These identify entities that are neither DoD or other Federal entities and that are associated with a special program. Among other purposes, special programs include programs authorized by Congress for state and local entities to purchase materiel from Federal sources. The existing Transaction Services logic for extracting the LMARS database includes the exclusion or Special Program DoDAACs (ADC 1088).

C6.3.5. Receipts into DoD wholesale stock which are controlled under Chapter 4, including relocations/shipments to contractors, commercial, or industrial activities which are receipt reported to the owning ICP when the owning ICP also issued the materiel. However, when ICPs requisition materiel from another ICP or the DLA Disposition Services and the receipt is reported under Chapter 4, the requisitioning ICP will acknowledge the receipt (ADC 1087).

C6.3.6. Shipment status (AS3) with Distribution Code 9 (DLA Distribution Services). Shipments to disposition services that are covered under the MILSTRIP procedures for intransit control of shipments to DLA Disposition Services Field Offices.

C6.3.7. Shipments of fresh fruit and vegetables (FF&V). FF&V transactions are received by Transaction Services in a monthly data feed from DLA Troop Support and do not have shipment data.

C6.3.8. Shipments to Army/Air Force Exchange Service (DoDAACs HX1_, HX2_, HX3_, and HX4_).

C6.3.9. DoDAAC indicating activity is GSA or FEDSTRIP.

C6.3.10. Exclude intra-Component shipments when the issuing wholesale ICP does not generate a Follow-Up for Delinquent MRA transaction within the required delinquent MRA Follow-up time limit. The rationale is that if the issuing wholesale ICP business process requires that the intra-Component reporting activity provide a Receipt transaction back to the issuing wholesale ICP, then it falls under the MRA exclusions and the issuing ICP would not generate a Follow-up for Delinquent MRA transaction. For the purpose of this exclusion logic, Transaction Services will use the MRA Follow-up timeframe plus one day. Under existing MRA Report logic, lookup will be done at the end of the month (ADC 1087).

Services feels this will eliminate a concern with LMARS picking up the transaction as a byproduct when the bill comes out of the wholesale ICP system (LMP) after the post-post issue is passed to that system (For Army GCSS-A to LMP).

C6.4. COMMUNICATIONS

C6.4.1. Chapter 1, section C1.10, states the responsibilities for reporting activities to make arrangements for the preparation and transmission of MILSTRAP transactions.

C6.4.2. Reporting activities will direct MRAs to the managing ICP, as identified from the instructions in Appendix AP3.29. The Defense Automatic Addressing System (DAAS) will pass the MRA to the designated ICP and provide images to other designated activities based upon DoD Component rules.

C6.4.3. ICPs will send all MRA follow-ups to the DAAS for transmission. The DAAS will route MRA follow-ups for U.S. forces to the “ship-to” activity identified by the signal code. If DAAS cannot determine the “ship-to” activity, DAAS will return the document to the ICP for mailing. The DAAS will route MRA follow-ups for security assistance requisitions to the applicable service International Logistics Control Office (ILCO) based on the entries in record position 30 (service code) and record position 54 (distribution code).

C6.5. POLICY

C6.5.1. Reporting Activities and ICPs will meet the time limits stated throughout this chapter and summarized in Appendix AP4.1.

C6.5.2. Reporting Activities, excluding ILCOs, will:

C6.5.2.1. Establish supply due-in records for all requisitions (pulled or pushed) being supplied from wholesale stock. It is not required to establish a due-in record when shipment status is received after the materiel has been received.

C6.5.2.2. Update (or establish, when no previous record of the due-in/materiel receipt exists) due-in records and estimated delivery dates, based on supply and shipment status received. Establish due-in record estimated delivery dates which equal the Appendix AP4.1 timeframes.

C6.5.2.3. Post receipts from wholesale stock to a stock record/property, or equivalent, account and acknowledge materiel receipt under these procedures.

C6.5.2.4. Whenever materiel is taken into U.S. Government custody at final destination, whether it has been accepted or not, ensure that the receipt is posted to the stock record/property, or equivalent, account. Establish any needed interface among the transportation, quality, and supply operations/processes to meet this requirement.

C6.5.2.5. Monitor due-in records and report nonreceipt under these procedures when materiel is not received within the timeframes prescribed by Appendix AP4.1. MILSTRIP requires that 100 percent shipment status be sent to all reporting activities so they can meet this requirement.

C6.5.2.6. Coordinate with the financial operation/function before clearing a due-in record by any action other than materiel receipt. Maintain an auditable record of all due-in records so cleared.

C6.5.2.7. Establish an interface with financial accounting operations/processes to maintain proper financial accounting control for intransit assets, as prescribed by [DoD 7000.14-R](#), "DoD Financial Management Regulations"

C6.5.3. ILCO reporting activities will screen history records for valid shipment status or coordinate with freight forwarders/customers to determine shipment status/receipt data, for unconfirmed MROs and send an MRA within the timeframes prescribed in Appendix AP4.1.

C6.5.4. ICPs will:

C6.5.4.1. Have a closed-loop system to monitor materiel receipt on all shipments of wholesale stock to DoD activities.

C6.5.4.2. Control MRA data based on quantity within document number. When the MRA does not match a shipped record, use the data only for quality control/management evaluation purposes. Do not reject MRAs to the submitter.

C6.5.4.3. Keep an accessible record of requisitions, by document number and suffix code shipped, until materiel receipt is confirmed, nonreceipt is reported for the quantity shipped, or failure to acknowledge is included in management evaluation reports.

C6.5.4.4. Establish an interface between the supply and disbursing functions/operations to provide receipt acknowledgement data for all direct vendor deliveries for documentation of payment files.

C6.5.4.5. Consider MRA data in the supply discrepancy report (SDR) validation process.

C6.5.5. DoD Components:

C6.5.5.1. Will establish the internal interface among the logistics, financial, and contracting operations/systems necessary to accomplish the requirements of this chapter. When operations are geographically removed from each other, DoD

Components may prescribe use of intra-DoD Component transactions to accomplish the required interface.

C6.5.5.2. May, for intra-DoD Component shipments, elect to have their shipping activity or container consolidation point create an MRA and send it with the shipment for completion and submission by the reporting activity.

C6.5.5.3. May prescribe, where appropriate, that intermediate levels of supply (i.e., organizations that are not the ultimate materiel recipient but maintain due-in records for referred user requisitions) post receipts to their due-in records and acknowledge materiel receipt for the user.

C6.5.5.4. May record MRA data in requisition history and use such acknowledgement to close unconfirmed materiel release orders.

C6.5.6. GSA will not use the MRA to monitor materiel receipt but will use the data to interface with the discrepancy reporting process. Therefore, GSA will not follow up to reporting activities to request an MRA.

C6.5.7. Components may prescribe additional internal follow-up requirements using the Appendices AP3.29 and AP3.30 formats.

C6.6. PREPARING AND SENDING MATERIEL RECEIPT ACKNOWLEDGEMENT

C6.6.1. Reporting activities will submit an MRA when a materiel receipt is posted to the retail stock record, stock record account, property account, or equivalent record. Also, submit an MRA when due-in dates are reached and materiel has not been received. Send an MRA to the ICP:

C6.6.1.1. Within **5 business** days of materiel receipt.

C6.6.1.2. **12** calendar days from the release date when a shipment to a CONUS activity has not been received.

C6.6.1.3. **29 calendar days from the release date when a Transportation Category 1 or 2 shipment to an OCONUS activity has not been received.**

C6.6.1.4. **76** calendar days from the release date when a **Transportation Category 3** shipment to an **OCONUS** activity has not been received.

C6.6.2. ILCOs in receipt of DIC ASH pseudo shipment status (see MILSTRIP, Chapter 3, (Processing Follow-Ups)), will screen history records for valid shipment status. If valid shipment status is not available, ILCOs may coordinate with freight forwarders/customers to determine shipment status/receipt data. Submit an MRA to

reflect the shipment status, or receipt data, or nonreceipt within 120 calendar days from the DIC ASH pseudo shipment status release date.

C6.6.3. Follow the AP3.29 instructions for preparing the MRA. Send the MRA to the ICP.

C6.6.4. To acknowledge receipt of a nondiscrepant shipment, submit the MRA leaving record position 63 blank and entering the day posted to the stock record/property, or equivalent, account in record positions 60-62.

C6.6.5. When a shipped line item (requisition document number and suffix code) is consigned as a split or partial shipment, send an MRA for the shipment segments as they are received. If the total quantity for the shipped line item is not received by the due-in date, report the missing quantity under C6.6.6.3.

C6.6.6. To acknowledge receipt of a discrepant/deficient shipment, submit an MRA, except as noted below, with the appropriate discrepancy indicator code (Appendix AP2.17) in record position 63. Note that these requirements and timeframes are independent from prescribed shipment tracing and discrepancy/deficiency reporting requirements and timeframes to which the receiving facility must also adhere.

C6.6.6.1. If the document number cannot be identified, post the receipt using a local document number. Do not submit an MRA.

C6.6.6.2. If the stock number/part number of the item received cannot be fully entered in record positions 8-22, leave blank. If stock number/part number cannot be fully entered in record positions 8-22 and is a wrong item or cannot be identified, leave record positions 8-22 blank and enter Discrepancy Indicator Code A in record position 63.

C6.6.6.3. For total or partial nonreceipt (***Discrepancy Indicator Code F***)

C6.6.6.3.1. Enter the quantity not received in record positions 25-29, Discrepancy Indicator Code F in record position 63, and the transaction preparation day in record positions 60-62.

C6.6.6.3.2. *If materiel is received subsequent to submitting an MRA Reply with Discrepancy Indicator Code F, submit a new MRA reflecting the new/additional quantity received following the MRA procedures in C6.6.1.*

C6.6.6.4. Except for shortage and partial or total nonreceipt, covered in C6.6.6.3., enter a code X in record position 63 of the MRA if the discrepancy does not meet discrepancy reporting criteria.

C6.6.6.5. When the discrepancy causes the receipt to be posted using more than one transaction (e.g., multiple supply condition codes or multiple stock numbers are received), send an MRA for each transaction posted. If needed, also send an MRA for any quantity not received.

C6.6.6.6. *If materiel is received after submitting an MRA Reply with Discrepancy Indicator Code B (No Record of Requisition), submit an MRA following the MRA procedures in C6.6.1.*

C6.6.6.7. *The MRA report is created at the end of each month to reflect the MRA transactions as received/not received in the preceding month. Receipt of an MRA citing Discrepancy Code B or F updates the Logistics Metrics Analysis Reporting System (LMARS) reports to reflect the current status of MRA transactions received. The MRA Reports are created monthly and reflect the MRA data at the end of each month and will not be adjusted retroactively when an MRA is submitted following receipt of materiel after an MRA citing Discrepancy Indicator Code B or F is received.*

C6.7. FOLLOW-UPS FOR DELINQUENT MATERIEL RECEIPT ACKNOWLEDGEMENT

C6.7.1. When materiel shipment is confirmed or when the requisition involves an unconfirmed MRO as described in MILSTRIP Chapter 3, the ICP will monitor for receipt of MRA(s). MRA must be received for the total quantity shipped within **12** calendar days from the date released to carrier for shipments to CONUS activities, within **29** calendar days from the date released to carrier for shipments to **OCONUS** activities **for Transportation Category 1 and 2, 76 calendar days from the date released to carrier for shipments to OCONUS activities for Transportation Category 3**, or within 135 days from the DIC ASH pseudo shipment status release date for security assistance requisitions. Otherwise, the ICP will send a DIC DRF follow-up, prepared in the Appendix AP3.30 format. **See Appendix 4, AP4.1.1.**

C6.7.1.1. *The MRA Follow-up timeframes are based upon the existing [Time Definite Delivery \(TDD\) Standards](#) and take into account the wide variation in TDD timeframes based on the Combatant Commands/Regions and the allowed receipt take-up timeframe.*

C6.7.1.2. *The follow-up time limits for a delinquent MRA are 17 calendar days from the date shipped field entry in the MRC or DIC ASH Shipment Status for Conus, 34 calendar days for OCONUS destinations with Transportation*

Category 1 and 2, and 81 calendar days for OCONUS destinations with Transportation Category 3. See Appendix 4. AP4.1.2.⁴

C6.7.2. To answer the follow-up, the reporting activity will fill out an MRA following the procedures in C6.6, but entering DIC DRB in record positions 1-3. Send the MRA to the ICP within **10** calendar days from the transaction day in the follow-up.

C6.7.3. In the event that materiel has not been received because a Navy ship has not yet had the opportunity to physically pick it up (it is awaiting pick up at a Navy Local Logistics Support Center or the Material Processing Center), the Navy ship reporting activity will respond with a DIC DRB containing Discrepancy Indicator Code G in record position 63. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another DIC DRF after another 45 calendar days have elapsed (which may be responded to with an additional DIC DRB with Discrepancy Indicator Code G if the ship is unable to pick up their materiel from the Navy Local Logistics Support Center or the Material Processing Center). The Navy ship reporting activity may send up to six MRA transactions in response to follow-up, using DIC DRB with Discrepancy Indicator Code G. The Navy ship reporting activity will send an MRA, using DIC DRB, without the Discrepancy Indicator Code G, once the materiel is received (e.g., picked-up or otherwise delivered directly to the ship), which may include the use of other discrepancy codes as appropriate. If a reply is not received within 45 calendar days from the sixth DRB with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C6.10). Also, if the requisition involves an unconfirmed MRO (see MILSTRIP, Chapter 3, (Processing Follow-Ups)), then the ICP will resolve the record as described in MILSTRIP, Chapter 3, (Force Closed Materiel Release Confirmation).

C6.7.4. When Component research into a DIC DRF (Follow-Up for Delinquent MRA) identifies that materiel is still in transit, the reporting activity will respond with a DIC DRB containing Discrepancy Indicator Code H in record position 63. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another DIC DRF after another 45 calendar days have elapsed.⁵ If a reply is not received within 45 calendar days from the sixth DRB with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C6.10). Navy afloat units

⁴ Refer to ADC 1114. Staggered implementation.

⁵ *ibid.*

should use Discrepancy Indicator Code H if they determine the materiel is still intransit and not at an MPC.

C6.7.5. Except as noted in C6.7.3., if a reply is not received within 30 calendar days from the follow-up transaction date, the ICP will include the delinquency information in the management evaluation report (C6.10). Also, if the requisition involves an unconfirmed MRO (see MILSTRIP, Chapter 3, (Processing Follow-Ups)), then the ICP will resolve the record as described in MILSTRIP, Chapter 3, (Force Closed Materiel Release Confirmation).

C6.8. CORRECTING OR CANCELING MATERIEL RECEIPT ACKNOWLEDGEMENT

C6.8.1. MRA Errors

C6.8.1.1. Activities which acknowledge a materiel receipt in error, other than an invalid quantity or blank unit of issue which could not be processed to a DLMS trading partner as noted below, will not correct the MRA. However, to ensure validation of any SDR for the shipment, the reporting activity must identify the erroneous MRA information in the SDR remarks. MRAs with an invalid quantity field or blank unit of issue will be processed and corrected as addressed in C6.8.1.2.

C6.8.1.2. MRAs with an invalid quantity or blank unit of issue cannot be processed by DLMS trading partners due to syntax errors. Accordingly, when Transaction Services must convert DIC DRA/DRB to a DLMS 527R MRA transaction for a DLMS trading partner, and the DRA/DRB contained an invalid quantity or blank unit of issue, Transaction Services will reject the transaction using narrative message rejects as follows:

C6.8.1.2.1. Invalid Quantity. (Quantity field is blank or contains alphas or special characters):

C6.8.1.2.1.1 Transaction Services will reject MRA transactions (DICs DRA/DRB) received with an invalid quantity field (record position 25-29) to the reporting activity with a narrative message reject stating: Correct and resubmit. The quantity in record position 25-29 is invalid.

C6.8.1.2.1.2. Reporting activities which acknowledged receipt using an invalid quantity are to correct and resubmit the MRA upon receipt of the narrative message reject.

C6.8.1.2.2. Blank Unit of Issue

C6.8.1.2.2.1. Transaction Services will reject MRA transactions (DICs DRA/DRB) received with a blank unit of issue (record position 23-24) to the

reporting activity with a narrative message reject stating: Unit of Issue contains blanks or special characters.

C6.8.1.2.2.2. Reporting activities which acknowledged receipt using a blank unit of issue are to correct and resubmit the MRA upon receipt of the narrative message reject.

C6.8.2. When an ICP receives an MRA that does not match a shipment record, or contains errors, the ICP will document the error in the management evaluation report or quality control data, as applicable.

C6.9. QUALITY CONTROL

C6.9.1. To comply with the requirements of Chapter 7, ICPs and reporting activities will include the evaluation of internal MRA processing in their quality control programs. The following work processes will be included: accuracy of MRA initiation of follow-up, submission timeliness, and investigative research to determine and correct processing errors.

C6.9.2. Command managers will assign to specific organizations the responsibility for directing and monitoring corrective action. The purpose of the program is to assist management in identifying those human, procedural, or system errors which adversely affect the MRA process or indicate potential deficiencies in the control over intransit assets.

C6.9.3. Command managers must ensure effective organizational interrelationships among the functional operations/processes concerned with MRA, such as; supply, procurement, financial, inventory management, transportation, quality assurance, and storage.

C6.10. MANAGEMENT EVALUATION

C6.10.1. DoD Components will establish a management evaluation program which monitors and evaluates MRA submission to ensure compliance with MRA requirements. Execute timely processing and perform response rate analyses to identify nonresponsive activities and initiate corrective actions.

C6.10.2. The program will provide for:

C6.10.2.1. Review of the MRA Management Information report (Report Control Symbol DD-AT&L(AR)1419 applies). Transaction Services will prepare the report and provide access by electronic means. The report content is determined by the Supply Process Review Committee. Each Supply Process Review Committee representative is responsible for analysis of the report to identify potential deficiencies

in their Service or Agency MRA operations or procedures contributing to breakdowns in internal controls for intransit wholesale stock. Supply Process Review Committee representatives are responsible for initiating corrective action with delinquent and non-reporting activities.

C6.10.2.2. The MRA Management information report will include as a minimum:

C6.10.2.2.1. General MRA Management Report Criteria.

Documentation of nonresponses for a reporting period to include: the number of qualifying shipments made to an activity (by “ship to” DoDAAC); the number of MRA responses received from that activity; the number of nonresponses. The following sections identify a common report description, how to do additional analysis of the data, and the types of breakdown to be available for MRA responses/non-responses for several different categories and whether detail by individual DoDAAC is available.

C6.10.2.2.2. Capability for Additional MRA Report Analysis.

C6.10.2.2.2.1. Most of the MRA reports contain a “Save” link above the report title. Clicking the “Save” link will launch the applicable MRA report content in a spreadsheet format for additional analysis.

C6.10.2.2.2.2. The MRA reports contain an option from the MRA Report Detail page (after selecting a DoDAAC) to download the entire list of document numbers with associated requisition/initial supply transaction data to an Excel file for additional research.⁶ The following data elements are included in the downloadable file:

- Header with Date Run and Source of Supply RIC
- Shipment Date
- Document Number
- Suffix
- Supplementary Address⁷
- Ship-To DoDAAC
- Signal Code⁸

⁶ ADC 1086.

⁷ This enhancement perpetuates legacy “MILS” data requirements due to the Transaction Services Micro Automated Routing System (DMARS) which performs transaction level services, such as, validation, editing, routing, imaging, and exception processing, using the 80 record position legacy format.

⁸ Ibid.

- Bill-To DoDAAC
- Priority
- NSN
- Shipped Quantity
- Unit of Issue
- Unit Price (U/P)
- Total Cost
- Initial Transaction DLMS/MILS, (e.g., requisition or initial supply transaction if no requisition is available per MRA Business Rules/Decision Tree)⁹
- Communication Routing Identifier (COMMRI) of the system from which the requisition or initial supply transaction originated
- COMMRI associated with the Document Number DoDAAC, (e.g., could be a requisitioner/requiring/other activity)
- COMMRI where the Follow-up for Delinquent MRA transaction was transmitted

C6.10.2.2.3. Common Text for Report Descriptions. In general, for each report category, the count of qualified shipments requiring an MRA is matched against MRAs received/not received within the allotted timeframe and a percentage is computed. The reports shows results for Shipments Requiring MRA and MRA Not Received. Some of the reports include a column for MRA Received. Where the report is broken out by Service, click on the Service line hyperlink to show the specific report category MRA Service/Agency Detail Report showing all DoDAACs making up the totals within each Service. The detail report shows results for shipments requiring an MRA and MRA received. Some of the detail reports include a column for MRA received. Selecting a DoDAAC from the detail report will show all document numbers associated with that DoDAAC total. Clicking on an individual document number will launch WEBVLIPS for further analysis of the selected document number. Differences from this standard report description are noted in the following descriptions of each specific MRA report type:

C6.10.2.2.3.1. MRA Service/Agency Summary. This summary shows shipments for DoD Components/Participating Agencies and all categories by area of the ship-to-DoDAAC and customer. Detail report is available. Summary and Detail Reports include an extra column for MRA received.

⁹ This is the transaction that results in the inclusion in the MRA Report per the MRA Business Rules/Decision Tree (ADC 1088, Reference 3.d.).

C6.10.2.2.3.2. Direct Vendor Delivery (DVD) (Non Stock) MRA

Summary. This summary shows DVD (Non Stock) shipments for DoD Components/Participating Agencies and all categories by Area and Customer. Detail report is available.

C6.10.2.2.3.3. Stock Shipment Summary, MRA Not Received.

This summary shows Stock Shipments by area of the ship-to-DoDAAC and DoD Components/ Participating Agencies. Detail report is available.

C6.10.2.2.3.4. Direct Vendor Delivery (DVD) and Stock Shipment Summary, MRA Not Received. This summary shows DVD and Stock Shipments for all DoD Components/Participating Agencies and all categories by Ship-to DoDAAC. Detail report is available.

C6.10.2.2.3.5. MRA Report by Source of Supply (Wholesale ICP).

This report shows MRAs from the perspective of the wholesale ICP to review how well the Services acknowledge receipt of the materiel the ICP shipped out of wholesale assets for a given Service/Agency. Detail report is available.

C6.10.2.2.4. Specific Category Reports. The MRA Management Information report provides the capability to access information by specific categories. For these specific category reports, the detail report reflects the same layout as the summary report:

C6.10.2.2.4.1. Ammunition Percent of Delinquents Summary. This summary shows shipments for ammunition by area of the ship-to-DoDAAC and DoD Component/Agency. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C6.10.2.2.4.2. Contractor Percent of Delinquents Summary. This summary shows contractor shipments by area of the ship-to-DoDAAC and DoD Component/Agency. Detail report is available. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C6.10.2.2.4.3. Army Total Package Fielding (TPF), Percent of Delinquents Summary. This summary shows Army TPF shipments by area of the ship-to-DoDAAC. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C6.10.2.2.4.4. Percent of Delinquents General Summary. This summary shows general shipments by area of the ship-to-DoDAAC and DoD Component. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown. The report excludes the categories for Ammunition, Contractor, and Army Total Package Fielding.

C6.10.3. ICPs will maintain accessible records of shipments and MRA transactions to support the reporting requirements.

C9. CHAPTER 9

REJECTION, ROUTING, AND REVERSAL OF TRANSACTIONS

C9.1. **GENERAL**. This chapter provides procedures to reject, route and reverse MILSTRAP transactions.

C9.2. REJECTION OF TRANSACTIONS

C9.2.1. **General**. When processing MILSTRAP transactions, the receiving activity will edit the transactions prior to updating inventory and financial records. Errors detected during this edit process fall into three basic categories:

C9.2.1.1. Errors which the receiving activity can correct and continue processing.

C9.2.1.2. Errors which concern a specific data element in the transaction and cannot be processed (see paragraph C9.2.3.).

C9.2.1.3. Errors which indicate that the submitter has not received or processed the latest cataloging management data. This category of transactions is corrected and processed by the inventory control point (ICP) and an item correction/change notification is forwarded to the submitter in the form of a [Document Identifier Code](#) (DIC) DZB Storage Item Data Correction/Change transaction (see chapter 10).

C9.2.2. **DoD Component Responsibilities**. DoD Components will establish editing procedures related to the processing of MILSTRAP transactions. Components will correct errors which can be corrected and processed without rejection to the submitter. Components will reject, to the submitter for action, transactions with errors which cannot be corrected and processed.

C9.2.3. Rejected Transactions

C9.2.3.1. Transactions will be rejected using DIC DZG, Transaction Reject (see Appendix AP3.58). The DIC of the incoming rejected transaction will be shown in record positions 57-59 and the appropriate reject advice code (see Appendix AP2.8) or (DLM 4000.25-2, [MILSTRIP](#)) status code will be placed in record positions 79-80. Since the reject advice code identifies only one error in the transaction, activities will review all other fields of rejected transactions prior to resubmission to ensure that all data entries are correct.

C9.2.3.2. Activities in receipt of DIC DZG Transaction Rejects will take such action as indicated by the reject advice code.

C9.3. ROUTING OF TRANSACTIONS

C9.3.1. Submission of MILSTRAP Transactions via Transaction Services. Whenever the submitter has access to the Defense Information Systems Network (DISN)/Non-Secure Internet Protocol Router Network (NIPRNET), the following MILSTRAP special program requirements (SPR) transactions will be submitted by DISN/NIPRNET via the Transaction Services for routing to the source of supply:

CODE	DOCUMENT TITLE
DYA	Special Program Requirement Request
DYC	Special Program Requirement Request Cancellation
DYD	Special Program Requirement Request Modifier
DYG	Special Program Requirement Request Substitute Item Acceptance
DYH	Special Program Requirement Request Substitute Item Rejection
DYJ	Special Program Requirement Follow-Up
DYL	Special Program Requirement Request (Cooperative Logistics Supply Support Arrangement)

C9.3.2. Transaction Services Processing for SPR Transactions. Upon receipt of the SPR transactions identified in C9.3.1, Transaction Services will edit the national stock number (NSN) field of the incoming transactions. This edit will determine if the national item identification number (NIIN) can be identified, if the Federal supply class (FSC) is compatible with the NIIN, and if the transaction is directed to the correct source of supply. The Transaction Services will pass the transaction, reject the transaction, or effect necessary changes to process the transaction and provide appropriate status notification to the submitter as follows:

C9.3.2.1. If the NIIN is valid (including NIINs coded obsolete/inactive) but the FSC and NIIN are not compatible, correct the FSC and provide NSN change status notification to the submitter as prescribed in paragraph C9.3.3.

C9.3.2.2. If the NIIN is valid (including NIINs coded obsolete/inactive), screen the source of supply file Service record (or integrated materiel manager record when the Service record source is either another DoD Component activity or matches the input transaction routing identifier code (RIC) "From") and process as follows:¹

C9.3.2.2.1. If the incoming transaction is directed to a correct non-GSA source of supply, pass the transaction to the activity indicated in record positions 4-6.

¹ Source of supply for obsolete/inactive items will be taken from the source of supply file when possible; otherwise, the source of supply will be the activity identified by the RIC in record positions 4-6 of the incoming transaction.

C9.3.2.2.2. If the incoming transaction is directed to an incorrect source of supply and the correct source of supply is not GSA, provide reroute status notification to the submitter as prescribed in paragraph C9.3.3. and reroute the transaction to the correct source of supply.

C9.3.2.2.3. If the incoming transaction is directed to a correct GSA source of supply or to an incorrect source of supply but the correct source of supply is GSA, reject the transaction to the submitter as prescribed in paragraph C9.2.3., citing Reject Advice Code AX in record positions 79-80.

C9.3.2.3. If the NIIN cannot be identified, reject the transaction to the submitter as prescribed in paragraph C9.2.3. citing Reject Advice Code AD in record positions 79-80.

C9.3.3. Transaction Services Preparation of Status Notifications. The Transaction Services will prepare and transmit appropriate DIC DZ9 Status Notification(s) (see Appendix AP3.51) to the submitter based on the action(s) taken.

C9.3.3.1. Prepare a status notification whenever the FSC is corrected in the incoming transaction. Reflect the correct FSC in record positions 8-11 and MILSTRIP Status Code BG in record positions 79-80.

C9.3.3.2. Prepare a status notification whenever the incoming transaction was rerouted. Reflect the RIC of the correct source of supply in record positions 67-69 and MILSTRIP Status Code BM in record positions 79-80.

C9.3.3.3. Whenever a status notification is prepared, enter the DIC of the incoming transaction in record positions 57-59 of the status notification.

C9.3.4. Processing Status Notifications and Transaction Rejects by Recipients

C9.3.4.1. When MILSTRAP DIC DZ9 Status Notifications with MILSTRIP Status Code BM are received on MILSTRAP transactions, the recipient will update internal SPR records to reflect the source of supply RIC entered in record positions 67-69 of the status notification.

C9.3.4.2. When DIC DZ9 MILSTRAP Status Notifications with MILSTRIP Status Code BG are received on MILSTRAP transactions, the recipient will update internal SPR records to reflect the FSC entered in record positions 8-11 of the notification. If the status notification is for an SPR transaction, the originator will review the NSN (FSC and NIIN) to ensure the SPR being processed is for the desired item. If the NSN is not the desired item, the originator will submit an SPR cancellation, DIC DYC, to the source of supply.

C9.3.4.3. DIC DZG Transaction Rejects will be processed under paragraph C9.2.3. However, recipients of Transaction Rejects Code AB for SPR documents will advise their designated Component contact point for cataloging data of a Transaction Services source of supply file discrepancy. If the SPR requirement still exists,

requestors must submit a new SPR document directly to the correct source of supply, bypassing the Transaction Services.

C9.3.4.4. Recipients of a MILSTRAP status notification will notify other activities requiring knowledge of the change and will ensure all future transactions submitted for the document number reflect the change identified by the MILSTRIP status code in the notification.

C9.4. TRANSACTION REVERSAL. Table C9.T1 identifies MILSTRAP transactions authorized for reversal. The DLMS **implementation conventions (ICs)** for the corresponding functionality are also authorized for reversal. **Where applicable, specific procedures related to the authorized use of a reversal transaction are included with the relevant chapter narrative.**

C9.4.1. See Chapter 3 for specific procedures and controls required when reversing Issue transactions.

C9.4.2. See Chapter 7 for specific procedures and controls required when reversing Inventory Adjustment (Physical Inventory) transactions, DIC D8A/D9A.

Table C9.T1 MILSTRAP Transactions Authorized for Reversal

APP	DIC	Corresponding DLMS	Title of Transaction Authorized for Reversal
AP3.1	D4_	527R Receipt	Materiel Receipt – Procurement Instrument Source
AP3.2	D6_	527R Receipt	Materiel Receipt – Other Than Procurement Instrument Source
AP3.3	D7_	867I Issue	Issue
AP3.4	D8_, D9_	947I Inventory Adjustment	Adjustment – Increase or Decrease
AP3.5	D8E,D8F, D9E,D9F	947I Inventory Adjustment	Inventory Adjustment – Increase or Decrease (Logistics Transfer/Capitalization/Decapitalization)
AP3.6	D8S,D9S	947I Inventory Adjustment	Inventory Adjustment – Increase or Decrease (Ownership Transfer)
AP3.7	DA1,DA2	846F Ammunition Freeze/Unfreeze	Single Managed Conventional Ammunition Freeze/Unfreeze Action
AP3.8	DAC, DAD	947I Inventory Adjustment	Inventory Adjustment – Dual (Condition/Purpose Transfer)

Table C9.T1 MILSTRAP Transactions Authorized for Reversal

APP	DIC	Corresponding DLMS	Title of Transaction Authorized for Reversal
AP3.9	DAS	947I Inventory Adjustment	Inventory Adjustment – Dual (Ownership Transfer)
AP3.10	DD_	527D Due-In	Due-In – Procurement Instrument Source
AP3.11	DEE, DEF	846D Logistics Reassignment Transfer and Decapitalization	Logistics Transfer/Decapitalization
AP3.12	DF_	527D Due-In	Due-In – Other Than Procurement Instrument Source
AP3.13	DG_	NA	Backorder
AP3.14	DHA	867D Demand	Demand
AP3.38	DU_	527D PMR	Pre-Positioned Materiel Receipt (PMR) – Procurement Instrument Source
AP3.39	DW_	527D PMR	PMR – Other Than Procurement Instrument Source
AP3.54	DZC	846S Logistics Reassignment Storage Information Order	Logistics Reassignment Storage Information
AP3.55	DZD	846S Logistics Reassignment Storage Information Reply	Logistics Reassignment Storage Information Reply

AP2.6 APPENDIX 2.6

MANAGEMENT CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Provides supplemental data not indicated through the transaction coding structure. When a situation exists which is not covered by a code, the Component managing the distribution system may assign Management Codes A thru L (except I), and other codes as specified below, and may prescribe their entry in appropriate transactions. Codes established under this option will not duplicate or circumvent the intent of DoD assigned or reserved codes.

RECORD POSITION: 72

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "84 – Management Code"

AP2.6.1. RECEIPT RELATED TRANSACTIONS. The following management codes are assigned for use in MILSTRAP materiel receipt-related transactions, Document Identifier Codes (DIC) D4_ and D6_ Materiel Receipts, DD_ and DF_ Due-in Transactions, DU_ and DW_ PMRs, and DX_ Materiel Receipt Follow-ups), and related receiving documentation (when applicable), as indicated below:

<u>CODE</u>	<u>APPLICABLE DIC</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICs	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D6_	Materiel condemned upon receipt. Quantity indicated shipped direct to the DLA Disposition Services Field Office, or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DICs	Reserved for future DoD assignment.
N	All DICs	Return of undelivered (frustrated) cargo (with accompanying shipper documentation).

<u>CODE</u>	<u>APPLICABLE DIC</u>	<u>EXPLANATION</u>
O (alpha)	D6_	Materiel is not hazardous to public health/safety or national security. Materiel is prohibited for DoD use but may be sold by DLA Disposition Services. DLA Disposition Services must assure that all sales include a restrictive resale provision to deter reentry of the materiel into the DoD supply system.
O (alpha)	All other DICs	Reserved for future DoD assignment.
P	D4_, D6_	Materiel received without documentation. Support documentation and document number created by storage activity.
P	All other DICs	Reserved for future DoD assignment.
Q	D6_	Multiple Use: 1. Return of materiel improperly identified at time of shipment from depot. 2. Return of Government-owned containers.
Q	All other DICs	Reserved for future DoD assignment.
R	D4_, D6_	Materiel receipt discrepancy; discrepancy report submission required. (Excludes vendor-caused misdirected shipments covered by code S and quantity overages covered by code U.)
R	All other DICs	Reserved for future DoD assignment.
S	D4_	Materiel receipt discrepancy; discrepancy report submission required. Vendor caused misdirected shipment from procurement instrument source. Materiel meets acceptance criteria specified in the contract.
S	D6_	Materiel is hazardous to public health/safety or national security. DLA Disposition Services Field Office will assure mutilation is accomplished.
S	All other DICs	Reserved for future DoD assignment.

<u>CODE</u>	<u>APPLICABLE DIC</u>	<u>EXPLANATION</u>
T	D6_	Materiel condemned upon receipt. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken.
T	All other DICs	Reserved for future DoD assignment.
U	D4_	Materiel receipt discrepancy; discrepancy report submission required. Quantity delivered exceeded authorized quantity including any allowable contract variance and/or excess delivery clause. Materiel meets acceptance criteria specified in the contract.
U	All other DICs	Reserved for future DoD assignment.
V	All DICs	Reserved for future DoD assignment.
W thru Y	All DICs	Reserved for future DoD assignment.
Z	All DIC	Exception data entered in remarks or follows by separate correspondence.
0 thru 9	All DICs	Reserved for future DoD assignment.

AP2.6.2. ISSUE RELATED TRANSACTIONS. Management codes are assigned for use in MILSTRAP issue related transactions (DIC D7_ Issues, DG_ Backorders, and DHA Demands) and MILSTRIP transactions (DIC Code A4_ Referral Orders, A5_ Materiel/Disposal Release Orders, A6_ Materiel/Disposal Release Denials, ACJ Disposal Release Cancellations, AE6 Supply status, AEJ Disposal Supply Status, AFJ Disposal Release Follow-ups, AGJ Reply to Disposal Release Cancellations, AKJ Disposal Release Cancellation Follow-ups, ARJ, ARK, and ARL Deposal Release Confirmations), and related release documentation (when applicable), as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICS	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D7_ less D7J, A__ less A5J and A6_	Backorder release.
M	D7J, A5J	Materiel condemned. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DIC	Reserved for future DoD assignment.
N	DHA, D7_, A4_	Nonrecurring demand.
N	A6_, excluding A6J	Denied. For intra-DLA Disposition Services use to indicate that the Field Office is unable to complete the DLA Disposition Services-originated RDO due to a need to continue processing the DTID in accordance with established business rules at the current Field Office.
N	AE_ ¹	Non-production Materiel. Identifies Navy-funded requirements not associated with direct support for ship/aircraft maintenance. Applicable to Navy requisitions submitted to DLA under industrial activity (IA) support agreement and may be perpetuated to supply status.
N	All other DICS	Reserved for future DoD assignment.

¹ Refer to ADC 375. New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP.

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
O (alpha)	D7J, A5J, ACJ, AEJ, AFJ, AGJ, AKJ, ARJ, ARK, ARL ²	Materiel is not hazardous to public health/safety or national security. Materiel is prohibited for DoD use but may be sold by the DLA Disposition Services. The DLA Disposition Services must ensure that all sales include a restrictive resale provision to deter reentry of the materiel to the DoD supply system.
O (alpha)	DHA, D7_ less D7J, A4_	No demand.
O (alpha)	All other DICS	Reserved for future DoD assignment.
P	DHA, D7_, A4_	Nonrecurring demand for special program requirements.
P	AE_ ³	Re-requisitioned materiel alternatively sourced subsequent to receipt of deficient materiel. Applicable to status related to DLMS requisition alerts, requisitions, and applicable follow-on transactions for materiel requisitioned from DLA under an industrial activity support agreement. ⁴
P	All other DICS	Reserved for future DoD assignment.
Q	A6_	Denied. Storage activity unable to match materiel release order to identified reference numbers for stock in storage. Requested stock cannot be released. (1) Unable to match the protection document number and job order number. Applicable to DLA Navy industrial activity support agreement. ⁵ (2) Unable to match to the DTID Number. Applicable to DLA Disposition Services. ⁶ (3) Unable to match requested Product Quality Deficiency Report (PQDR) exhibit report control number (RCN) to storage activity record or physical location. ⁷

² Also applicable to DICS assigned by the DoD Components for use on the Disposal Turn-In Document (DTID) below the wholesale level.

³ Refer to ADC 391, implementation date January 2011.

⁴ Expanded for use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014.)

⁵ ADC 391, New Denial Management Code to Support the New Protection Process at the Navy Shipyards (NSYs) when Protection Document Number/Job Order does not Match DSS Records under BRAC SS&D/IMSP.

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
Q	All other DICS	Reserved for future DoD assignment.
R	DHA, D7_, A4_	Recurring demand.
R	A5_	Pre-inventory document.
R	A6_	Denied. This denial results from a receipt posted in error during real-time "Issue from Receiving" processing, or from discovery of a receipt processing error during denial research. Distribution depot to submit receipt reversal.
R	AE_ ⁸	Requisition delayed due to storage activity denial.
R	All other DICS	Reserved for future DoD assignment.
S	D7J, A5J, ACJ, AEJ, AFJ, AGJ, AKJ, ARJ, ARK, ARL ⁹	Materiel is hazardous to public health/safety or national security. DLA Disposition Services Field Office must ensure mutilation is accomplished.
S	DHA, D7_ less D7J, A4_	Commissary resale demand.
S	AE6 ¹⁰	Lateral redistribution order (LRO) rejected due to duplication of suffix code internal to receiving Service. LRO may be resent with suffix code advanced.
S	All other DICS	Reserved for future DoD assignment.
T	D7J, A5J	Materiel condemned. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to DLA Disposition Services Field Office or other authorized/ required disposal action has been taken.
T	A6_	Reserved for a denial management code associated with Unique Item Tracking (UIT). PDC to be developed.
T	All other DICS	Reserved for future DoD assignment.

⁶ Refer to ADC 449, Intra-DLA Revisions to the DLMS 945A, Materiel Release Advice, Cancellation Reason Code, Management Code, and Associated Procedures under Reutilization Business Integration (RBI)

⁷ **ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.**

⁸ Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

⁹ Also applicable to DICS assigned by the DoD Components for use on DTID below the wholesale level.

¹⁰ Authorized for use in Army interface with DLA in response to a DLA directed LRO.

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
U	A5_	Post inventory document.
U	A6_	Reserved for a denial management code associated with UIT. PDC to be developed.
U	All other DICS	Reserved for future DoD assignment.
V	A5_ less A5J ¹¹	Denied. Requested stock cannot be released due to suspected unacceptable condition. Inspection to be conducted for verification. Applicable to DLA industrial activity support agreement.
V	All DICS	Reserved for future DoD assignment.
W	A6A, A6B, A61, A62 ¹²	Unauthorized Commercial Venture (CV) Denial. For intra-DLA Disposition Services use to indicate that a delivery order line item is not authorized for processing as a Commercial Venture and credit must be provided to the Commercial Venture firm.
W	AE6, A4_ ¹³ A6_ ¹⁴ , D7_ ¹⁵	Denied. Cannot identify DoDAAC/MAPAC of designated materiel recipient.
W	All other DICS	Reserved for future DoD assignment.
X	AE6, A4_ ¹⁶ A6_, D7_ ¹⁷	Denied. Consignee, freight forwarder, or country representative has advised that issue of this materiel will constitute a duplicate shipment.
X	All other DICS	Reserved for future DoD assignment.
Y	A6_ ¹⁸	Denied. Materiel pre-positioned at a forward site associated with the identified storage activity for Navy industrial activity maintenance operations.
Y	All other DICS	Reserved for future DoD assignment.

¹¹ Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice (945A) and New Denial Management Code for Marine Corps BRAC SDI.

¹² See ADC 1054.

¹³ Authorized for use only in intra-Navy referral orders.

¹⁴ Excludes intra-DLA Disposition Services A6A, A6B, A61, and A62 denial transactions in support of Commercial Venture actions.

¹⁵ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DLA.

¹⁶ Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

¹⁷ Authorized for use in Army interface with DLA in response to a DLA directed LRO.

¹⁸ Refer to ADC 370, Requisitioning for Off-Station Forward Site Support and New Non-Inventory Affecting Denial Management Code indicating Off-Station Materiel under Navy BRAC SS&D IMSP

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
Z	D7_, DG_, A6_,	Exception Data entered in remarks or follows by separate correspondence.
0	All DIC codes	Reserved for future DoD assignment.
1	AE6, A4_ ¹⁹ A6_, D7_ ²⁰	Denied. Stock exhausted; unsuccessful storage activity search has been made.
1	All other DICS	Reserved for future DoD assignment.
2	AE6, A4_ ²¹ A6_, D7_ ²²	Denied. Materiel not available in condition requested.
2	All other DICS	Reserved for future DoD assignment.
3	AE6, A4_ ²³ A6_, D7_ ²⁴	Denied. Materiel not available in proper shelf-life.
3	All other DICS	Reserved for future DoD assignment.
4	AE6, A4_ ²⁵ A6_, D7_ ²⁶	Denied. Materiel not available in type pack (overseas or domestic) requested (subsistence only) or specified lot number cannot be released (ammunition only).
4	All other DICS	Reserved for future DoD assignment.
5	AE6, A4_ ²⁷ A6_, D7_ ²⁸	Denied. Reidentification or reclassification of assets in process. Storage activity to advise results of reidentification or reclassification.
5	All other DICS	Reserved for future DoD assignment.

¹⁹ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

²⁰ Authorized for use only in intra-Navy referral orders.

²¹ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

²² Authorized for use only in intra-Navy referral orders.

²³ Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

²⁴ Authorized for use in Army interface with DLA in response to a DLA directed LRO.

²⁵ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

²⁶ Authorized for use only in intra-Navy referral orders.

²⁷ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

²⁸ Authorized for use only in intra-Navy referral orders.

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
6	AE6, A4_ ²⁹ A6_, D7_ ³⁰	Denied. No record of NSN at storage activity. This denial results from review of the storage records and the storage activity has not conducted a physical search for the item.
6	All other DICS	Reserved for future DoD assignment.
7	AE6, A4_ ³¹ A6_, D7_ ³²	Denied. Zero balance in an issuable condition indicated on storage activity custodial/memorandum record and no record location exists. This denial results from review of the storage records and the storage activity has not conducted a physical search for the item.
7	All other DICS	Reserved for future DoD assignment.
8	Appropriate DICS	Reserved for assignment by the Component managing the item; not assigned by DoD.
9	AE6, A4_ ³³ A6_, D7_ ³⁴	Denied. To ICP from storage. Item was ordered in one continuous length only but is not so available.
9	All other DICS	Reserved for future DoD assignment.

²⁹ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

³⁰ Authorized for use only in intra-Navy referral orders.

³¹ Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

³² Authorized for use in Army interface with DLA in response to a DLA directed LRO.

³³ Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.

³⁴ Authorized for use only in intra-Navy referral orders.

AP2.6.3. GAIN/LOSS RELATED TRANSACTIONS. Management codes are assigned for use in MILSTRAP gain/loss related transactions (DIC D8_/D9_ Inventory Adjustment Increases/Decreases, and DAC Dual Inventory Adjustments) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICS	Reserved for assignment by Component managing the item; not assigned by DoD.
M	D9_, DAC	Materiel condemned. Quantity indicated shipped direct to the DLA Disposition Services Field Office or other authorized/required disposal action has been taken. (Excludes items for which shelf-life has expired and cannot/will not be extended.)
M	All other DICS	Reserved for future DoD assignment.
N	All DICS	Reserved for future DoD assignment.
O (alpha)	D8B, D9B	Gain/loss resulting from end-of-day processing.
O (alpha)	All other DICS	Reserved for future DoD assignment.
P	D8B, D9B	Gain/loss resulting from location reconciliation.
P	All other DICS	Reserved for future DoD assignment.
Q	D9_	Loss resulting from a materiel release denial on another owner/manager's materiel.
Q	All other DICS	Reserved for future DoD assignment.
R	D8_	Gain resulting from creation of computer record balance in order to process out-of-sequence high priority issues. This posting to an insufficient balance may be used when negative balances are not permitted.
R	All other DICS	Reserved for future DoD assignment.
S	D9_	Loss resulting from automatic adjustment due to receipt of materiel release denial of stocks issued as a result of computer record balance gained through use of Management Code R, above.
S	All other DICS	Reserved for future DoD assignment.
T	D9G, DAC	Materiel condemned. Shelf-life has expired and cannot/will not be extended. Quantity indicated shipped direct to DLA Disposition Services Field Office or other authorized/ required disposal action has been taken.

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
T	All other DICS	Reserved for future DoD assignment.
U thru Y	All DICS	Reserved for future DoD assignment.
Z	All DICS	Exception data entered in remarks or follows by separate correspondence.
0	All DICS	Reserved for future DoD assignment.
1	D9A	Adjustment based on materiel denial. Stock exhausted; unsuccessful storage activity search has been made.
2	D9A	Adjustment based on materiel denial. Materiel not available in condition requested; other condition codes recorded. Unsuccessful storage activity search has been made.
3	D9A	Adjustment based on materiel denial. Materiel not available in shelf life or for subsistence in date packed/expiration date requested.
4	D9A	Adjustment based on materiel denial. Materiel not available in type pack (overseas or domestic) requested (subsistence only) or specified lot number cannot be released (ammunition only). Unsuccessful storage activity search has been made.
5 thru 9	All DIC	Reserved for future DoD assignment.

AP2.6.4. PHYSICAL INVENTORY RELATED TRANSACTIONS. Management codes are assigned for use in MILSTRAP physical inventory related transactions (DIC DJA Physical Inventory Requests) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICS	Reserved for assignment by Component managing the item; not assigned by DoD.
M	DJA	Recount requested.
N	DJA	Inventory cancelled.
O thru Q	DJA	Reserved for future DoD assignment.
R	DJA	Rejected. No record of stock number or no record of ownership.
S	DJA	Physical inventory in workload bank or in process.
T thru W	DJA	Reserved for future DoD assignment.
X	DJA	Follow-up on unscheduled inventory request when no adjustment or completion transaction received within 40 days.
Y	DJA	Response to follow-up when inventory already complete.
Z	DJA	Exception data entered in remarks or followed by separate correspondence.
0 thru 9	DJA	Reserved for future DoD assignment.

AP2.6.5. INFORMATIVE TRANSACTIONS. Management codes are assigned for use in informative transactions (DIC DRA/DRB Materiel Receipt Acknowledgments, DZC Logistics Reassignment Storage Information transactions, and DZD Logistics Reassignment Storage Information Replies) as indicated below:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	Appropriate DICS	Reserved for assignment by Component managing the item; not assigned by DoD.
M thru Y	All DICS	Reserved for future DoD assignment.
Z	All DICS	Exception data entered in remarks or follows by separate correspondence.
0 thru 9	All DICS	Reserved for future DoD assignment.

AP2.6.6. REQUISITION TRANSACTIONS. Management codes are assigned for use in requisition-related transactions:

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
A thru L	A0_, AT_ ³⁵	Specific values as assigned by Army. Applicable on Intra-Army basis for post-post and image single stock fund activity requisitions.
M	All DICS	Reserved for future DoD assignment.
N	A0_, AM, AT ³⁶	Non-production Materiel. Identifies Navy-funded requirements not associated with direct support for ship/aircraft maintenance. Applicable to supply status associated with Navy requisitions submitted to DLA under industrial activity support agreement.
O	All DICS	Reserved for future DoD assignment.
P	A0_, AM, AT_ (including Requisition Alert) ³⁷	Requisitioned materiel to be alternatively sourced subsequent to receipt of deficient materiel (prior requisition document number must be identified for cross reference; PQDR required). Applicable only to DLMS requisition alerts, requisitions, and applicable follow-on transactions for materiel requisitioned from DLA under BRAC SS&D IMSP. ³⁸
Q thru R	All DICS	Reserved for future DoD assignment.

³⁵ Refer to ADC 243, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization.

³⁶ Refer to ADC 375, New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP.

³⁷ Refer to ADC 352, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization. Management Code for Product Quality Deficiency Report (PQDR) Replacement Requisitions. Note: The requisition alert transaction allows Navy BRAC IMSP sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 381 for the procedures and content of the DLMS Requisition Alert.

³⁸ Expanded use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014).

<u>CODE</u>	<u>APPLICABLE DICS</u>	<u>EXPLANATION</u>
S	A0_, AM, AT__ (including Requisition Alert) ³⁹	Identifies surge requirements for mission support materiel (MSM) that are to be processed as one-time requests and not sourced against on-hand assets. Applicable to DLMS requisition alerts, requisitions, and follow-on transactions for DLA-sourced materiel under a DLA-Navy industrial activity support agreement.
T thru Z	All DICS	Reserved for future DoD assignment.
0 thru 2	All DICS	Reserved for future DoD assignment.
3	A0_, AM, AT_ ⁴⁰	Re-requisitioned materiel to be sourced from an alternative location, or new procurement, if stock is not available, subsequent to storage activity denial to Service owner for release of materiel purchased from DLA under BRAC IMSP. Denial caused by lack of materiel in the proper shelf-life as purchased.
4 thru 8	All DICS	Reserved for future DoD assignment.
9	A0_, AM, AT_ ⁴¹	Re-requisitioned materiel to be sourced from an alternative location or new procurement, if stock is not available, subsequent to storage activity denial to Service owner for release of materiel purchased from DLA under BRAC IMSP. Denial caused by lack of materiel in one continuous length as purchased. New requisition must include the prior requisition document number and shipment suffix, if applicable.

³⁹ Refer to ADC 338A, Requirements of Mission Support Material (MSM) under Navy BRAC SS&D IMSP. Implementation date January 2011. Note: The requisition alert transaction allows Navy industrial sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 352 for DLMS Requisition Alert procedures.

⁴⁰ Refer to ADC 359, Perpetuation of the Denial Management Code to the DLMS Requisition, and Modification of Air Force BRAC IMSP SDR Procedures.

⁴¹ Ibid.

AP2.17. APPENDIX 2.17

DISCREPANCY INDICATOR CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphabetic

EXPLANATION: A one-digit code.

Used in the Material Receipt Acknowledgement (MRA) transaction to indicate when a supply or transportation discrepancy or product quality deficiency affects the receipt posting and/or MRA process. MRA is DLMS 527R with Transaction Type Code TH or legacy DIC DRA/DRB.

Discrepancy Indicator Codes A, D, E, and F may also be used with DLMS 527R Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction when acknowledging receipt of a discrepant/deficient shipment. TRA is DLMS 527R with Transaction Type Code CJ. TRA is a DLMS enhancement with no legacy DIC. Refer to ADC 1111.

Select codes may be used with intra-Army Receipt (Other than Procurement Instrument Source) transactions (legacy DIC D6_/DLMS 527R with Transaction Type Code D4)

RECORD POSITIONS: 63 of MRA (DIC DRA/DRB)

80 (intra-Army use only) of Other Than Procurement Instrument Source Receipts (DIC D6_).

DLMS **527R**
SEGMENT/QUALIFIER LQ Segment, LQ01 Data Element ID 1270 Qualifier "EI – Discrepancy Indicator Code"

CODES USED WITH MRA and select codes (A, D, E, and F) used with TRA:

<u>CODE</u>	<u>DEFINITION</u>
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A	SDR being submitted. (Excludes shortage and partial or total nonreceipt.)
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CODES USED WITH MRA and select codes (A, D, E, and F) used with TRA:

<u>CODE</u>	<u>DEFINITION</u>
B	No record of requisition. (Use in DIC DRB reply to DIC DRF follow-up if there is no record of the requisition and the materiel has not been received.) In DLMS use with 527R MRA in response to a follow-up (identified by beginning segment BR02 code TH with BR06 Action Code V).
C	Reserved for future DoD assignment.
D	Transportation discrepancy report being submitted. (Excludes shortage and partial or total nonreceipt.)
E	Product quality deficiency report being submitted.
F	Shortage or partial or total nonreceipt. When used with MRA transaction, the quantity <u>not</u> received is entered in legacy DIC DRA/DRB record positions 25-29 or in DLMS 527R MRA 2/RCD02/040. When used with TRA transaction, the quantity received is entered in DLMS 527R 2/RCD02/040.
G	Nonreceipt due to extended transit time. (Use in DIC DRB reply to DIC DRF follow-up, if more time is needed to pick up the materiel.) Only for use by Navy ships and only when materiel is being held at a Navy Local Logistics Support Center or Materiel Processing Center. In DLMS use with 527R MRA in response to a follow-up (identified by beginning segment BR02 code TH with BR06 Action Code V). ¹
H	<i>Materiel still in transit²</i>
I-L	Reserved for future DoD assignment.
M-T	See below
U	Reserved for future DoD assignment.
V	MRA is based on a systemic virtual receipt. MRA is generated from virtual receipt transaction which the Navy industrial site (Navy Shipyard/Fleet Readiness Center) created from a Supply Status transaction (DLMS 870S) with Status Code 'PD'. Authorized for Navy and DLA use in DLMS 527R MRA under Supply, Storage and Distribution/Inventory Management and Stock Positioning (SS&D/IMSP). Refer to ADC 372.

¹ Refer to ADC 474. As required by DODM 4140.01, the DoD Components must provide implementation status for this approved change. DLA has identified their earliest possible implementation as the latter half of fiscal year 2013.

² **Refer to ADC 1114.**

CODES USED WITH MRA and select codes (A, D, E, and F) used with TRA:

<u>CODE</u>	<u>DEFINITION</u>
W	Reserved for future DoD assignment.
X	Discrepant receipt, other than shortage and partial or total nonreceipt, which does not meet qualifying criteria for discrepancy report submission.
Y-Z	Reserved for future DoD assignment.

CODES USED WITH INTRA-ARMY RECEIPT (OTHER THAN PROCUREMENT INSTRUMENT SOURCE) TRANSACTIONS (DLMS 527R Receipt/legacy DIC D6_):

<u>CODE</u>	<u>DEFINITION</u>
M	Damaged Receipt (for intra-Army use)
N	Receipt Storage (for intra-Army use)
O	Reserved for future DoD assignment
P	Receipt Overage (for intra-Army use)
Q	Wrong Material (for intra-Army use)
R	Duplicate Receipt (for intra-Army use)
S	Receipt previously processed as a Materiel Receipt Discrepancy (for intra-Army use)
T	Condemned Upon Receipt or Shelf-Life Expired (for intra-Army use)

AP3.1. APPENDIX 3.1

MATERIEL RECEIPT - PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter appropriate DIC from the D4 series.
Routing Identifier Code (TO)	4-6	Enter (or perpetuate) RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock of Part Number	8-22	Enter stock or part number of item received.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity received, preceding significant digits with zeros. ^{1, 2}
Procurement Instrument Identifier (PIID) or Due-In Document Number	30-43	Enter the PIID³ , or the applicable 13-position PIID call/order number (identified by F in the 9th position) in record positions 30-42 and leave record position 43 blank or, for intra-Component use only, enter or perpetuate the controlling document number in record positions 30-43 .
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position PIID call/order number (identified by F in the 9th position). ⁴
Blank	(43)	Leave blank.
or		
Due-In Document Number	(30-43)	For intra-Component use only, enter (or perpetuate) due-in document number.

¹ See Appendix AP3 - Formats Introduction, AP3.3.1.

² See Appendix AP3 - Formats Introduction, AP3.3.2.

³ **Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.**

⁴ *Ibid.*

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ⁵
Item Number	45-50	Enter the contract/exhibit line item number or sub-line item number as indicated below, if applicable; otherwise, leave blank.
Contract/Exhibit Line Item Number	(45-48)	<u>Contract Line Item Number</u> : Enter the CLIN preceding significant digits with zeros. <u>Exhibit Line Item Number</u> : Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Multiuse	51-53	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter (or perpetuate) project code; otherwise, leave blank.
	60-66	Continued on next page

⁵ See Appendix AP3 - Formats Introduction, AP3.3.3.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Shipment Number or DSS Operations Control Number (OCN)	60-66	<p>Enter vendor shipment number shown on shipping document, preceding significant digits with zeros, unless trading partner agreement requires entry of the Distribution Standard System (DSS) OCN. The OCN is randomly assigned by DSS to systemically identify a specific receipt transaction. The OCN is used to link DIC D4S to the corresponding DI Code Z4S which is created based on a trading partner agreement with DSS. The DSS Z4S Supplemental Receipt Data transaction contains both the OCN and the vendor shipment number. Trading partner agreements for use of OCN are as follows:</p> <p style="padding-left: 40px;">Army: OCN is used for local procurement.</p> <p style="padding-left: 40px;">Air Force: OCN is never used.</p> <p style="padding-left: 40px;">Navy: OCN is used when RIC TO is Navy (starts with N, P, Q, R, or V) and RIC FROM is Navy (depot RIC SDF, SDM, SDX, SEB, SCJ, SCQ, SCF, SCH, SDH, SLM, and SCN).</p> <p style="padding-left: 40px;">Mapping: OCN is used when RIC TO is HM8 (Mapping).</p>
Routing Identifier (Receiving Location)	67-69	Enter (or perpetuate) RIC of the activity at which item is received.
Ownership/Purpose	70	<u>Storage Activity</u> : Enter (or perpetuate) the ownership/purpose code shown on shipping documents or in pre-positioned materiel receipt transaction; otherwise, leave blank.
Supply Condition	71	Enter (or perpetuate) supply condition code of item received.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Released by Carrier)	73-75	Enter ordinal day of the calendar year materiel released by carrier.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Multiuse	76	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN ; otherwise leave blank.

AP3.2. APPENDIX 3.2

MATERIEL RECEIPT – OTHER THAN PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter appropriate DIC from the D6 series.
Routing Identifier Code (TO)	4-6	Enter (or perpetuate) the RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank. ¹
Stock or Part Number	8-22	Enter stock or part number of item received.
Unit of Issue	23-24	Enter UI of item.
Quantity (Received)	25-29	Enter quantity received, preceding significant digits with zeros. ^{2, 3}
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignments of suffix codes are necessary. ⁴
Supplementary Address	45-50	Enter (or perpetuate) SUPADD; otherwise, leave blank.
Signal	51	Enter (or perpetuate) the signal code; otherwise, leave blank.
Fund	52-53	Enter (or perpetuate) fund code; otherwise, leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.

¹ Navy uses rp 7 for Navy Materiel Turned Into Store (MTIS) indicator 'S'. The MTIS indicator identifies and allows completion of a receipt that was initiated through a unique MTIS Interface between DSS and Navy Uniform Automated Data Processing System (UADPS) II (U2). Navy use is documented in MILSTRAP for mapping purposes for conversion to DLMS in a mixed DLSS/DLMS environment. (**Refer to ADC 246**).

² See Appendix AP3 - Formats Introduction, AP3.3.1.

³ See Appendix AP3 - Formats Introduction, AP3.3.2.

⁴ See Appendix AP3 - Formats Introduction, AP3.3.3.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Project	57-59	Enter (or perpetuate) project code; otherwise, leave blank.
Dual-Use	60-66	
Multi-Use	(60-66)	For intra-DoD Component use, enter data prescribed by DoD Component. ^{5, 6, 7}
<u>or</u>		
DSS Operations Control Number (OCN)	(60-66)	For inter-DoD Component use, and intra-DLA use, DLA storage activities will enter the DSS OCN; otherwise, leave blank ⁸ .
Routing Identifier Code (Receiving Location)	67-69	Enter (or perpetuate) the RIC identifying activity at which item is received, if available; otherwise, leave blank.
Ownership/Purpose	70	Enter ownership/purpose code.
Supply Condition	71	Enter supply condition code of item received.
Management	72	Enter management code; otherwise leave blank.
Day of Year (Released by Carrier)	73-75	Enter ordinal day of the calendar year that materiel was released by carrier. ⁹
Multiuse	76-80	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank. ^{10, 11}

⁵ For intra-Army use, rp 60-61 identifies the priority designator. (**Refer to** ADC 234.)

⁶ For intra-Army use, rp 65-66 identifies the advice code. (**Refer to** ADC 234.)

⁷ **For intra-Air Force use, rp 60-65 identifies the Ship-From DoDAAC for use in Air Force retail receipts of shipments from Air Force retail activities. (Refer to ADC 1185.)**

⁸ **Refer to** ADC 218.

⁹ On an intra-Army basis, Army sometimes uses D6X for their Direct Support/Reparable Exchange process by citing X in rp 73 with rp 74-75 blank. This is a temporary deviation from standard processing in place until implementation of Army Exchange Pricing (estimated to be April 2009). (**Refer to** ADC 267.)

¹⁰ For Navy CAV-ORM DIC D6K, rp 76-78 identifies the Shipper RIC.

¹¹ For intra-Army use only, rp 80 identifies the discrepancy indicator code (see appendix 2.17). (**Refer to** ADC 272.)

AP3.3. APPENDIX 3.3

ISSUE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter appropriate DIC from the D7 series.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Media and Status	7	Enter M&S code from original document.
Stock of Part Number	8-22	Enter stock or part number of item issued.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity issued, preceding significant digits with zeros. ^{1, 2}
Document Number	30-43	Enter document number from source document.
Suffix	44	Enter assigned suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate from source document.
Signal	51	Perpetuate from source document.
Fund	52-53	Perpetuate from source document.
Distribution	54-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Priority	60-61	Perpetuate from source document.
Delivery Day	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity from which the item is to be shipped.

¹See Appendix AP3 - Formats Introduction, AP3.3.1

² See Appendix AP3 - Formats Introduction, AP3.3.2.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Ownership/Purpose	70	Enter ownership/purpose code from which item is to be shipped.
Supply Condition	71	Enter supply condition code from which item is to be shipped.
Management	72	Enter appropriate issue management code.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Multiuse	76-79	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank. ³
Dual-Use	80	
Multi-Use	(80)	For intra-Component use, enter data prescribed by Component
Reason for Reversal	(80)	For inter-Component use, authorized for reason for reversal code for all DoD Components when reversing an Issue transaction.^{4,5}

³ For Navy, rp 77 identifies the “issue on request” code. Navy uses when a customer receives material without a material release order and DSS sends a D7_ (with an “I” in position 77) to Navy systems (e.g., Uniform Inventory Control Program (UICP)) to indicate that material has been issued. (See ADC 235)

⁴ For Navy, rp 80 identifies the Issue Reversal Code B or S *per legacy requirements*. (See ADC 259.)

⁵ **Implementation staggered. Refer to ADC 1160.**

AP3.8. APPENDIX 3.8

INVENTORY ADJUSTMENT – DUAL (CONDITION/PURPOSE TRANSFER)

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DAC or DAD, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being adjusted, preceding significant digits with zeros. ^{1/2}
Document Number	30-43	For reclassification of previously suspended receipts, enter document number under which the materiel originally was received. For other adjustments, enter appropriate document number. ³
Suffix	44	For reclassification of previously suspended receipts, enter suffix code under which the materiel was originally received. For other adjustments, enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ⁴

¹ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

² See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

³ For intra-DLA use only, if DAC is applicable to Supply Condition Code (SCC) L, enter the **Procurement Instrument Identifier (PIID)** in rp 30-42.

⁴ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

<u>FIELD LEGEND</u>	RECORD <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Routing Identifier Code (Losing)	45-47	For intra-Component, enter code prescribed by the Component. ⁵ For inter-Component, leave blank.
Multiuse	48-50	For intra-Component, enter data prescribed by the Component. ⁶ For inter-Component use, leave blank.
Blank	51	Leave blank.
Fund	52-53	For intra-Component use, enter appropriate code. For inter-Component use, leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Multiuse	60-64	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Purpose ⁷ (TO)	65	For DIC DAD, enter appropriate alpha TO purpose code.
Supply Condition (TO)	66	For DIC DAC, enter the TO supply condition code.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.

⁵ For intra-DLA use only, if DAC is applicable to SCC L, enter the intra-DLA Contract Line Item Number in rp 45-50.

⁶ Ibid

⁷ Cannot change ownership code with DIC DAC or DAD. Must use appropriate issue and receipt transactions to change ownership.

<u>FIELD LEGEND</u>	RECORD <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Ownership/Purpose ⁸ (Purpose FROM)	70	For DIC DAD, enter appropriate alpha FROM purpose code. For DIC DAC for ammunitions systems, the existing numeric ownership code may be entered. This is not a FROM/TO ownership code since ownership code cannot be changed by a DAC transaction. ⁹
Supply Condition (FROM)	71	For DIC DAC, enter the FROM supply condition code.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day of Year	73-75	Enter the ordinal day of the calendar year that the adjustment is processed by the initiating activity.
Multiuse	76-80	For intra-Component use, enter data prescribed by the Component. For inter- Component use, leave blank.
For Navy Commercial Asset Visibility-Organic Repairable Module, the following data is entered in the rp 76-80 multi-use field: ¹⁰		
Materiel Control Code	76	Navy Commercial Asset Visibility-Organic Repairable Module system enters the Materiel Control Code.
Estimated Completion Date	77-80	Navy Commercial Asset Visibility-Organic Repairable Module system enters the estimated completion date in YDDD format.

⁸ Ibid.

⁹ Air Force enters the existing numeric ownership code in rp 70 for the DAC transaction. Refer to ADC 1149.

¹⁰ Refer to ADC 461

AP3.10. APPENDIX 3.10

DUE-IN –PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	RECORD	
	<u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter appropriate DIC from the DD series (third digit codes in this series correspond to the third digit codes provided in the D4 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item due-in.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter quantity due-in, preceding significant digits with zeros. ^{1 / 2}
Procurement Instrument Identifier (PIID) or Due-In Document Number	30-43	
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position call/order number (identified by F in the 9th position). ³
Blank	(43)	Leave blank.
or		
Document Number	(30-43)	For intra-Component use only enter (or perpetuate) due-in document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ⁴

¹See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

²See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

³ **Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.**

⁴See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

<u>FIELD LEGEND</u>	RECORD <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	<p><u>Contract Line Item Number:</u> Enter the CLIN beginning in record position 48, preceding significant digits with zeros.</p> <p><u>Exhibit Line Item Number:</u> Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, beginning with record position 46, preceding significant digits with zeros.</p>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in record position 50, if applicable; otherwise, zero fill.
Routing Identifier Code (FROM)	51-53	Enter DIC of the ICP transmitting this transaction for logistics reassignment due-in; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Unit Price	60-66	Enter unit price if prescribed by Component managing the item; otherwise, leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter DIC of the storage activity to which the item is due-in.
Ownership/Purpose	70	Enter ownership/purpose code of item due-in.
Multiuse	71-72	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank. ⁵

⁵ For DIC DDX, DLA enters the supply condition code in rp 71 on an inter-Component basis based upon trading partner agreement. All DOD Components must implement use of SCC with DLMS 527D due-in transaction corresponding to MILSTRAP DIC DD_ functionality, in their modernized systems. MILSTRAP DIC DD_ corresponds to DLMS 527D with beginning segment Transaction Type Code DA and use of CS segment for contract number or purchase request number. DLMS 527D for MILSTRAP DIC DDX functionality includes LIN01 code T. Refer to ADC 423.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Date Indicator (Estimated Delivery)	73-75	Enter last digit of the calendar year and 2-digit month signifying estimated delivery date; e.g., 207 is 2002, month of July. ⁶
Multiuse	76	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN ; otherwise, leave blank.

⁶ See Appendix AP3 - Formats introduction, Paragraph AP3.3.4.

AP.3.18. APPENDIX 3.18

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN FOLLOW-UP

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLC.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager (LIM) to which this transaction is being forwarded.
Second Follow-up Indicator	7	Enter 2 if second follow-up; otherwise leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros. ¹
Various Fields	30-50	Perpetuate from DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN , if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4X or D6X memorandum receipt quantity reported to the GIM. Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

¹See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

<u>FIELD LEGEND</u>	RECORD <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of the calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the gaining item manager (GIM) preparing this transaction.
Blank	80	Leave blank.

AP3.19. APPENDIX 3.19

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN RESPONSE

<u>FIELD LEGEND</u>	<u>RECORD</u>	
	<u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLD.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros. ¹
Various Fields	30-50	In reply to follow-up, perpetuate from DIC DLC transaction. When providing revised due-in EDDs as they occur, perpetuate data provided in DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN , if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix AP2.10 of this manual.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.

¹ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Estimated Delivery)	72-76	For Asset Transfer Status Code AF, enter the last two digits of the calendar year and ordinal day of the calendar year of the revised estimated delivery date; otherwise, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the losing item manager preparing this transaction.
Blank	80	Leave blank.

AP3.20. APPENDIX 3.20

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION REQUEST

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLE.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager (LIM) to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros. ¹
Various Fields	30-50	Perpetuate from the DIC DDX or DFX memorandum due-in.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN , if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4X or D6X memorandum receipt quantity reported to the gaining item manager (GIM). Zero fill if none received. Leave blank if data not available.
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

¹ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the GIM preparing this transaction.
Blank	80	Leave blank.

AP3.21. APPENDIX 3.21

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION RESPONSE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLF.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros. ¹
Various Fields	30-50	Perpetuate from the DIC DLE request. If no request received, perpetuate from DIC DD_ or DF_ due-in record.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN , if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix AP2.10 of this manual.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.

¹ See Appendix AP3 – formats introductions, paragraph AP3.3.1.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Supply Condition	71	Enter supply condition code of the item due-in.
Date (Estimated Delivery)	72-76	Enter estimated delivery date of delinquent due-in (i.e., last two digits of the calendar year in record positions 72-73 and the ordinal day of calendar year in record positions 74-76). If not available, leave blank.
Routing Identifier Code (FROM)	77-79	Enter RIC of the losing item manager preparing this transaction.
Blank	80	Leave blank.

AP3.26. APPENDIX 3.26

LOGISTICS REASSIGNMENT CONTRACT HISTORY DATA¹

RECORD 1

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix B26.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A01 indicating first record for this procurement instrument . If record position 24 = N, enter Z01.
Contract Data Availability Indicator	24	Enter Y (yes) or N (no). ²
Procurement Instrument Identifier (PIID)	25-37	Enter the PIID or the applicable 13-position call/order number (identified by F in the 9th position) .
Supplementary Procurement Instrument Identifier (PIID)	38-43	Enter the six position supplementary PIID ; otherwise, leave blank. ²
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for Government Services Administration (GSA). ²
Unit of Issue	50-51	Enter UI of item from contract. ²

¹ Review periods subsequent to the ETD-120 days are to include updated information. If updated transactions have blank spaces, the blank spaces will not overlay any data in the file.

² If record position 24 is N, record positions 25-80 will be blank.

RECORD 1

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Contract Unit Price	52-61	Enter CLIN unit price from award to four decimals; zero fill left and right. For example, enter 0000127500 for \$12.75. ^{3 / 4}
Price Status	62	Air Force, Navy and Marine Corps enter E for estimated or A for actual. Army enter price status code in accordance with appendix E of DoD MILSCAP as follows: E = has price listed; U = unavailable; N = not applicable; C = not separately priced; 9 = MILS exceeds two positions; blank = firm fixed price (equal to A for actual). ³
Date (Transmitted)	63-67	Enter date data was transmitted. Enter two-digit year in record positions 63-64 and three-digit ordinal day in record positions 65-67. ³
Blank	68-70	Leave blank.
Date (Award)	71-75	Enter contract award date or effective date. Enter two-digit year in record positions 71-72 and three-digit ordinal day in record positions 73-75. ³
Routing Identifier Code (FROM)	76-78	Enter RIC identifying the losing item manager preparing the transaction. ³
Blank	79-80	Leave blank.

³ If record position 24 is N, record positions 25-80 will be blank.

⁴ If record position 62 is U, N, C, or 9, zero fill record positions 52-61. If record position 62 is E or blank, enter contract unit price in record positions 52-61.

RECORD 2

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 indicating second record for this <i>procurement instrument</i> .
Blank	24	Leave blank.
<i>Procurement Instrument Identifier (PIID)</i>	25-37	Enter <i>the PIID or the applicable 13-position call/order number (identified by F in the 9th position)</i> .
Supplementary Procurement Instrument <i>Identifier (PIID)</i>	38-43	Enter <i>the six-position</i> supplementary <i>PIID</i> ; otherwise, leave blank.
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Contractor/Supplier Commercial and Government Entity	50-58	Enter CAGE code of awardee, right justify and fill left with zeros. For GSA enter Data Universal Numbering System number.
Quantity (Delivered)	59-69	Enter total quantity delivered on CLIN or contract subline item number.
Blank	70-78	Leave blank.
Type of Business	79	Enter type of business code; otherwise, leave blank.

RECORD 2

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Type of Contractor	80	Enter code indicating type of contractor; otherwise leave blank. This may be the only descriptive data available if Type of Business code is not available. (The type of contractor code is obsolete and is no longer published in MILSCAP. It was replaced by the type of business code. This code is temporarily published in MILSTRAP, appendix AP2.21 only for convenience in interpreting this field when data is entered in this transaction.)

RECORD 3

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLW
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A03 indicating third record for this <i>procurement instrument</i> .
Blank	24	Leave blank.
<i>Procurement Instrument Identifier</i>	25-37	Enter <i>the PIID or the applicable 13-position call/order number (identified by F in the 9th position)</i> .
Supplementary Procurement Instrument <i>Identifier (PIID)</i>	38-43	Enter <i>the six-position</i> supplementary <i>PIID</i> ; otherwise, leave blank.
Contract Line Item Number or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Manufacturer's Reference or Part Number	50-76	Enter manufacturer's part number being supplied; otherwise, leave blank. Do not include Original Equipment Manufacturer (OEM) CAGE code.
Blank	77-80	Leave blank.

RECORD 4

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DLW.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred
Package Sequence Number	21-23	Enter Z04 indicating last record for this <i>Procurement Instrument</i> . ⁵
Blank	24	Leave blank.
<i>Procurement Instrument Identifier</i>	25-37	Enter the <i>PIID or the applicable 13-position call/order number (identified by F in the 9th position)</i> .
Supplementary Procurement Instrument <i>Identifier (PIID)</i>	38-43	Enter <i>the six-position</i> supplementary <i>PIID</i> ; otherwise, leave blank.
Contract Line Item Number (CLIN) or Contract Subline Item Number	44-49	Enter CLIN or contract subline item number. Not mandatory for GSA.
Design Contractor and Government Entity	50-54	Enter CAGE code of OEM or design control activity; otherwise, leave blank.
Quantity Variance Positive	55-56	Enter percentage of positive variance allowed; otherwise, leave blank.
Quantity Variance Negative	57-58	Enter percentage of negative variance allowed; otherwise, leave blank.

⁵Package Sequence Number Z04 indicates that all contract history data for the PIIN/supplementary PIIN/CLIN, entered in record positions 25-49 of the Package Sequence Number A01 record, has been identified. If there are additional contract history records for this NSN, continue preparation of DIC DLW for up to a maximum of 25 submissions per NSN.

RECORD 4

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Contract Administration Services Component Identifier	59-64	Enter contract administration services code component's DoD activity address (see DoD 4140.59H); otherwise, leave blank. For GSA one position, right justify, zero fill. Enter L if locally administered.
Competitive Characteristics	65	Enter competitive characteristics code; otherwise leave blank. (This code is obsolete and is no longer published in DFARS. This code is temporarily published in MILSTRAP, appendix AP2.20, only for convenience in interpreting this field when data is entered in this transaction.)
Criticality Designator	66	Enter criticality designator code; otherwise, leave blank.
Acquisition Method	67	Enter acquisition method code at time of award; otherwise, leave blank.
Acquisition Method Suffix	68	Enter acquisition method suffix code at Suffix time of award; otherwise, leave blank.
Date (Shipped)	69-73	If active record and date is available, enter date of last shipment for this CLIN or zero fill if no shipment has been made. If purged record, enter contract physically completed date. For GSA enter last receipt date. (Enter two-digit year in record positions 69-70 and three-digit ordinal day in record positions 71-73.)
Date (Original Contract Delivery)	74-78	Enter original contract delivery date Contract if available. Air Force will enter last delivery date when multiple deliveries per CLIN or contract subline item number. If original contract delivery date is not available, Army will enter contract physically completed date; Navy will enter date of last shipment or zeros if no date is available. (Enter two-digit year in record positions 74-75 and three-digit ordinal day in record positions 76-78.)

RECORD 4

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Type of Contract	79	Enter type of contract code; otherwise, leave blank.
Blank	80	Leave blank.

AP3.35. APPENDIX 3.35

SMALL ARMS AND LIGHT WEAPONS RECONCILIATION/REJECT FOLLOW-UP

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DSF.
Routing Identifier Code (TO)	4-6	Enter RIC of activity to receive the transaction.
Small Arms and Light Weapons Transaction	7	Perpetuate from DIC DSR.
Stock Number	8-22	Perpetuate from DIC DSR.
Reject Error	23-24	Perpetuate from DIC DSR.
Date (Reject)	25-29	Perpetuate from DIC DSR.
Document Number	30-43	Perpetuate from DIC DSR.
Suffix	44	Perpetuate from DIC DSR.
DoD Activity Address Code (Shipped To/Received From)	45-50	Perpetuate from DIC DSR.
DoD Activity Address Code (Reporting Activity)	51-56	Perpetuate from DIC DSR.
Serial Number	57-67	Perpetuate from DIC DSR.
Blank	68	Leave blank.
DoD Activity Address Code (Accountable Activity)	69-74	Perpetuate from DIC DSR.
Blank	75	Leave blank.
Date (Transaction)	76-80	Perpetuate from DIC DSR.

AP3.38. APPENDIX 3.38

PRE-POSITIONED MATERIEL RECEIPT – PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter appropriate DIC from the DU series.
Routing Identifier Code (FROM)	4-6	Enter RIC of the Inventory Control Point (ICP) to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros. ^{1 2}
Procurement Instrument or Due-In Document Number	30-43	
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position call/order number (identified by F in the 9th position) ³ .
Blank	(43)	Leave blank.
or		
Due-In Document Number	(30-43)	For intra-Component use only, enter (or perpetuate) due-in document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ⁴
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as indicated below, if applicable; otherwise, leave blank.

¹ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

² See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.

³ **Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.**

⁴ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

<u>FIELD LEGEND</u>	RECORD <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Contract/Exhibit Line Item Number	(45-48)	<p><u>Contract Line Item Number:</u> Enter the CLIN, preceding significant digits with zeros.</p> <p><u>Exhibit Line Item Number:</u> Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.</p>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, leave blank.
Routing Identifier Code(FROM)	51-53	Enter RIC of the activity transmitting the document if different from the ICP RIC to which the receipt will be reported; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank
Multiuse	60-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank. ⁵
Routing Identifier Code (TO)	67-69	Enter RIC of the storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition Code	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.

⁵ For intra-Navy use rp 60-66 identifies the 'standard unit price' (see ADC 63).

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Date Indicator (Estimated Delivery)	73-75	If prescribed by the Component managing the item, enter last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 207 means 2002, month of July. ⁶
Multiuse	76	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN ; otherwise, leave blank.

⁶ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.40. APPENDIX 3.40

MATERIEL RECEIPT FOLLOW-UP

PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code (DIC)	1-3	Enter DIC DXA.
Routing Identifier Code (FROM)	4-6	Enter RIC identifying the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number to be received.
Unit of Issue	23-24	Enter UI of item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros. ¹
Procurement Instrument <i>Identifier (PIID)</i>	30-42	Enter applicable <i>PIID or the applicable 13-position call/order number (identified by F in the 9th position).</i> ²
Blank	43	Leave blank.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ³
Item Number	45-50	Enter the contract/exhibit line item number or subline item number, as follows:
Contract/Exhibit Line Item Number	(45-48)	<u>Contract Line Item Number:</u> Enter the CLIN, preceding significant digits with zeros. <u>Exhibit Line Item Number:</u> Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46-48, preceding significant digits with zeros.

¹ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.

² ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.***

³ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Blank	51-53	Leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Shipment Number	60-66	Enter vendor shipment number if known; otherwise, leave blank.
Routing Identifier Code (TO)	67-69	Enter RIC identifying storage activity which is to receive the item.
Ownership/ Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 205 means 2002, month of May. ⁴
Blank	76	Leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN ; otherwise , leave blank.

⁴ See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.42. APPENDIX 3.42

REPLY TO MATERIEL RECEIPT FOLLOW-UP

PROCUREMENT INSTRUMENT SOURCE

<u>FIELD LEGEND</u>	<u>RECORD</u> <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC DXC.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the receipt shall be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number received.
Unit of Issue	23-24	Enter UI of the item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros. ¹
<i>Procurement Instrument Identifier (PIID)</i>	30-42	Enter applicable <i>PIID or the applicable 13-position call/order number (identified by F in the 9th position).</i> ²
Blank	43	Leave blank.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. ³
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	<u>Contract Line Item Number:</u> Enter the CLIN, preceding significant digits with zeros. <u>Exhibit Line Item Number:</u> Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, preceding significant digits with zeros.

¹ See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

² ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.***

³ See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Blank	51-53	Leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Shipment Number	60-66	Enter vendor shipment number, if known; otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity which is to receive the item.
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter last digit of calendar year and two-digit month signifying estimated delivery date, (e.g., 307 means 2003, month of July). ⁴
Blank	76	Leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN ; otherwise, leave blank.

⁴ See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP4.1. APPENDIX 4.1

MATERIEL RECEIPT ACKNOWLEDGMENT TIME LIMITS¹

AP4.1.1. Time Limits for Reporting Activities:²

<u>ACTION</u>	<u>TIME LIMIT</u>
U.S. Forces Send MRA	* 5 business days from date materiel received, and:
	<input type="checkbox"/> 12 calendar days from the DIC AS_ date shipped field entry (CONUS destination) for nonreceipt;
	<input type="checkbox"/> 29 calendar days from the DIC AS_ date shipped field entry (OCONUS destination) for nonreceipt for Transportation Category 1 and 2;
	or
	<input type="checkbox"/> 76 calendar days from the DIC AS_ date shipped filed entry (OCONUS destination) for nonreceipt for Transportation Category 3.
ILCOs Send MRA	* 120 calendar days from the DIC ASH (Pseudo Shipment Status for Unconfirmed Materiel Release Orders) date shipped field entry for security assistance shipments
Send MRA in Reply to Follow-Up	* 10 calendar days from transaction day in DIC DRF follow-up
* Means take the action before the time limit is reached. <input type="checkbox"/> Means take the action when the time limit is reached.	

¹ Refer to ADC 1114. Staggered implementation.

² These requirements and timeframes are independent from prescribed shipment tracing and discrepancy/deficiency reporting requirements and timeframes to which the receiving facility must also adhere.

AP4.1.2. Time Limits for ICPs/DLA Disposition Services:

The Time Limits below for an MRA Follow-up reflect the TDD timeframes, which include the transaction processing time, and also allow time for processing a Non-Receipt Materiel Receipt Acknowledgement.

<u>ACTION</u>	<u>TIME LIMIT</u>³
Follow-Up for Delinquent MRA	<ul style="list-style-type: none">□ 17 calendar days from the date shipped field entry in the MRC or DIC ASH Shipment Status for U.S. Forces shipments (CONUS destination).□ 34 calendar days from the date shipped field entry in the MRC or DIC ASH Shipment Status for U.S. Forces shipments (OCONUS destination) for Transportation Category 1 and 2□ 81 calendar days from the date shipped field entry in the MRC or DIC ASH Shipment Status for U.S. Forces shipments (OCONUS destination) for Transportation Category 3□ 135 calendar days from the date shipped field entry in the DIC ASH Shipment Status for security assistance shipments.
□	Means take the action when the time limit is reached.

³ Refer to ADC 1114

AP5.1. APPENDIX 5.1

MATERIEL RECEIPT ACKNOWLEDGMENT REPORT **BUSINESS RULES**

AP5.1.1. Materiel Receipt Acknowledgement Report – Business Rules

AP5.1.2. Background

AP5.1.2.1. MRA reports show shipments and the percentage of shipments for which the DAAS receives and does not receive the associated MRA transactions. Qualifying Shipments included in the report are determined by the date released to carrier (recorded at DLA Transaction Services) plus **25** calendar days to accommodate the **17** calendar days MRA reporting period and the **10** calendar days MRA follow-up response timeframes (if CONUS); **or plus 43 calendar days to accommodate the 34 calendar days MRA reporting period and the 10 calendar days MRA follow-up response timeframe (if OCONUS – Transportation Category 1 or 2)**; or plus **90** calendar days to accommodate the **81** calendar days MRA reporting period and the **10** calendar days MRA follow-up response timeframe (if OCONUS – **Transportation Category 3**).¹ Security assistance program requisitions are not captured for inclusion in LMARS or MRA Reports based on the Security Cooperation Implementing Agency code in the first position of the document number.

AP5.1.2.2. *The MRA report is created at the end of each month to reflect the MRA transactions as received/not received in the preceding month. Receipt of an MRA citing Discrepancy Code B or F updates the Logistics Metrics Analysis Reporting System (LMARS) reports to reflect the current status of MRA transactions received. The MRA Reports are created monthly and reflect the MRA data at the end of the month and will not be adjusted retroactively when an MRA is submitted following receipt of materiel after an MRA citing Discrepancy Indicator Code B or F is received.*

AP5.1.3. TRANSACTIONS

AP5.1.3.1. Transactions identified in the MRA Business Rules by DLMS Transaction and Legacy Document Identifier Code (DIC)

AP5.1.3.1.1. The Requisition transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0). This transaction provides the

¹ Per DLM 4000.25-2, Chapter 6, the reporting period is defined as **17** calendar days for CONUS; **34** calendar days for OCONUS **Transportation Category 1 and 2** shipments; and **81** calendar days for OCONUS **Transportation Category 3** shipments. The follow-up response timeframe for both is **10** days. **Refer to ADC 1114.**

functionality of MILSTRIP legacy Document Identifier Codes (DIC) A01, A02, A04, A05, A07, A0A, A0B, A0D, and A0E.

AP5.1.3.1.2. The Requisition Follow-up transaction (process as requisition if original requisition not received) is identified by the DLMS 869F by the beginning segment (1/BSI08/020 Code IN). This transaction provides the functionality of MILSTRIP legacy DIC AT1, AT2, AT4, AT5, AT7, ATA, ATB, ATD and ATE.

AP5.1.3.1.3. The Requisition Modification transaction (process as requisition if original document not received) is identified by the DLMS 511M by beginning segment (1/BR02/020 Code AM). This transaction provides the functionality of MILSTRIP legacy DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

AP5.1.3.1.4. The Passing Order transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BM). This transaction provides the functionality of MILSTRIP legacy DIC A31, A32, A34, A35, A37, A3A, A3B, A3D, and A3E.

AP5.1.3.1.5. The Referral Order transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A47, A4A, A4B, A4D, and A4E. The exception is where Distribution Code 2 or 3 is present to indicate the transaction is; 2 – lateral redistribution of consumable, or 3 – repairable assets.

AP5.1.3.2. Service Specific Transactions

AP5.1.3.2.1. The Requisition Image transaction is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BN and 1/BR06/020 Code FI). This transaction provides the functionality of DLA, Air Force, and GSA unique legacy DIC CH1 and CHA. This transaction is used where the original transaction has bypassed the normal DAAS transaction flow.

AP5.1.3.2.2. The DLA post-post issue from forward stock at recruit training centers is identified by the DLMS 867I by beginning segment (1/BPT04/20 Code 01). This transaction provides the functionality of MILSTRAP legacy DIC D7_.

AP5.1.3.2.3. The Image of an Activated Prepositioned Requisition (Army) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 and 1/BR06/020 Code FI). This transaction provides the functionality of Army unique transaction DIC BE9 (Image of an Activated Pre-Positioned Requisition). This transaction is created by the Army National Inventory Control Point/Service Item Control Center (NICP/SICC) at the same time a pre-positioned requisition in support of Operation Plans, or mobilization station/training base installation requirements is released. The transaction is forwarded to the requisitioner (routed by DAAS), and is

used by the requisitioner to establish a due-in record for receipt processing of materiel issued by the NICP/SICC from processing of a pre-positioned requisition.²

AP5.1.3.3. Original Source Transaction Is an equivalent A5 Materiel Release Order (MRO)

AP5.1.3.3.1. The MRO is identified by the DLMS 940R by the shipping order identification segment (1/W0506/0200 Code NA). This transaction provides the functionality of MILSTRIP legacy DIC A51, A52, A54, A55, A57, A5A, A5B A5D, and A5E.

AP5.1.3.3.2. The Lateral Redistribution Order is identified by the DLMS 940R by the shipping order identification segment (1/W0506/0200 Code NI and 1/W0507/0200 Code RG). This transaction provides the functionality of MILSTRIP legacy DIC A41, A42, A44, A45, A47, A4A, A4B, A4D, and A4E with Distribution Code 2 or 3 present to indicate the transaction is a lateral redistribution of consumable or repair assets.

AP5.1.3.3.3. The DLA Post-Post Directed Material Release Order (MRO) (Requisition) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 and 1/BR06/020 Code J). This transaction provides the functionality of the DLA unique transaction C0A/C01).

AP5.1.3.3.4. The DLA Post-Post Directed MRO (Referral) is identified by the DLMS 511R by beginning segment (1/BR02/020 Code BN and 1/BR06/020 Code J). This transaction provides the functionality of the DLA unique transaction CQA/CQ1).

AP5.1.3.3.5. The Army Offline MRO Image is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NA, and 1/W0507/0200 Code FI). This transaction provides the functionality of the Army unique transaction B99.

AP5.1.3.3.6. Intra Navy Issue (MRO) is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NA). This transaction provides the functionality of the Intra Navy use of MILSTRIP DIC A4. The Intra Navy A4_ does not have a Distribution Code of 2 or 3³ however it is treated as an MRO. The other transaction used in the Navy Issue (MRO) scenario is identified by the DLMS 867I by the beginning segment (1/BPT04/20 Code 01). This transaction provides the

² The Army advised that with the transition to Army LMP, this functionality is not currently in use, but the DAAS processing rules should be retained for potential future use.

³ Standard A4_ transaction with a Distribution Code = 2 or 3 is treated as a lateral redistribution order. Navy A4_ is treating this A4_ as an MRO and not a requisition, thus a special rule is required so LOTS can flag appropriately. The internal rule in LOTS for categorizing these D7s is: If there is no other requisition DIC equivalent as defined in decision blocks 2 and 3, then flag the D7 as a requisition equivalent; if there is a requisition equivalent, but no traditional MRO, then treat the D7 as an MRO; if there is a requisition equivalent and MRO equivalent, but no shipment status, then treat the D7 as shipment. Summary: Navy – No Shipment; D7_ is a shipment; No MRO, D7_ is an MRO; No Reqn, D7_ is a Requisition.

functionality of the Intra Navy use of MILSTRIP legacy DIC D7_. These two transactions are primarily from Navy Enterprise Resources Planning (ERP) to Commercial Asset Visibility (CAV) sites to issue A condition materiel from a CAV site.

AP5.1.3.3.7. Air Force Redistribution Order (RDO) is identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NI). This transaction provides the functionality of the MILSTRIP legacy A2_. This Air Force RDO is generated only for AF wholesale (owned) assets that are being shipped to another DSS storage site or being sent to an Air Force site for storage. If no record of the RDO (no shipment suspense or RDO/Referral suspense record), then the Air Force will use an RDO Follow-Up identified by the DLMS 940R by the beginning segment (1/W0506/0200 Code NI and 1/W0507/0200 Code 82). This transaction provides the functionality of the Air Force Unique BF7 transaction. The Air Force system will reformat BF7 as an A2_ and either ship or create a B7_ (Denial). For issues to depot maintenance, the A5_ is sent to DSS.⁴

AP5.1.4. MRA Business Rules derived from the MRA Decision Tree. The following list identifies the decision blocks and key transactions and business rules used to identify the presence of a requisition or MRO type transactions to determine MRA Report eligibility. The decision blocks identify transactions unique to Component specific processes. Figure AP5.1. F1 is a graphical version of the MRA Decision Tree.

Decision Block 1. Is the Source of Supply a wholesale ICP? There must be a Wholesale ICP in the To_RIC of the Requisition or the From_RIC of the MRO.⁵ The authoritative list of wholesale ICPs is found on the LMARS master data record at www.dlmso.dla.mil/Archives/PMPRC/documents/Data_values.docx.

- a. If No, terminate MRA decision tree (No MRA Required)
- b. If Yes, proceed to Decision Block 2

Decision Block 2. Is the original source transaction a requisition, requisition modification, or requisition follow-up transaction? This business rule applies to all Services/Agencies.

- a. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP. Note: If there is no associated shipment status, there is no MRA tracking for that transaction.
- b. If No, proceed to Decision Block 3

⁴ Some of the Air Force A2_, BF7 process was identified in ADC 405 to support ECSS development.

⁵ DLA Transaction Services records the ICP (To RIC) for requisition type transaction, passing, referral and redistribution order transactions. When an MRO type transaction is received, the ICP is re-recorded and the From RIC is used. If and MRO is received by DLA Transaction Services, unless they receive a denial, the recorded ICP is never changed. A denial and new MRO will change the ICP.

Decision Block 3. Is the original source transaction a passing order or referral order, where the Distribution Code does not equal 2 or 3 in the first position?⁶ This business rule applies to all Services/Agencies.

- a. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP
- b. If No, proceed to Decision Block 4

Decision Block 4. Is the original source transaction one of the following Service/Agency-specific transaction types? These transactions are functioning similar to a requisition.

- a. Army: Activated Prepositioned Requisition citing Service/Agency Code A, C or W in the first position of the document number
- b. DLA: Requisition Image CONUS or OCONUS?
- c. DLA: Post-Post issues (D7_) from forward stock at recruit training centers?
- d. GSA: CH1, CHA (image transactions)?
 - i. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP
 - ii. If No, proceed to Decision Block 5

Decision Block 5. Is the original source transaction an MRO or equivalent transaction?

- a. All Services/Agencies: MRO or Lateral Redistribution Order citing Distribution Code 2 or 3 in the first position
- b. DLA ICPs: Post-Post Directed MRO (Requisition)⁷
- c. Army: Offline MRO Image
- d. Navy: Intra-Navy Issue (MRO)
- e. Air Force: RDO and RDO Follow-Up⁸

⁶ Distribution Code:

2 – For use by IMMs to identify transactions associated with lateral redistribution of DoD consumable assets.

3 – For use by IMMs to identify transactions associated with lateral redistribution of DoD reparable assets.

⁷ DLA will not generate an A5_ unless it is for a customer requisition.

⁸ Air Force BF7 was only used between D035A and SBSS (ILS-S and base retail). It is an RDO follow-up to the shipping activity. Air Force plans to continue using A2_ and has no plan to convert to A5_.

- i. If Yes, proceed to Decision Block 6 to determine if there is an associated shipment status from a wholesale ICP
- ii. If No, terminate MRA decision tree (No MRA Required)

Decision Block 6. Is there a shipment status from a Wholesale ICP? The authoritative list of wholesale ICPs is found on the LMARS master data record at www.dlmsso.dla.mil/Archives/PMPRC/documents/Data_values.docx.

- a. If No, terminate MRA decision tree (No MRA Required)
- b. If Yes, proceed to Decision Block 7 to determine if any additional MRA exclusions apply

Decision Block 7. Do any of the following exclusions apply?

- a. Requisition DoDAAC or the ship-to DoDAAC is GSA or FEDSTRIP
- b. Security Cooperation Implementing Agency code B, D, I, K, P or T in the first position of the document number
- c. DoDAAC in document number begins with HX
- d. Distribution Code is 9 in first position indicating the requirement is for DLA Disposition Services
- e. Non-ICP/IMM Directed Inter-Service Lateral Redistributions. ADC 1062 established procedures to support Non-ICP/IMM Directed Inter-Service Lateral Redistributions.⁹
 - i. If No, proceed to Decision Block 8 to determine if a follow-up for delinquent MRA was sent by the wholesale ICP
 - ii. If Yes, terminate MRA decision tree (No MRA Required)

Decision Block 8. Did the ICP generate a follow-up for delinquent MRA transaction (DRF) within the required time limit?¹⁰

- a. If Yes, track for Receipt of MRA Transaction
- b. If No, No MRA Tracking required

⁹ See ADC 1062 – Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order.

¹⁰ See ADC 1087 – Revise Materiel Receipt Acknowledgement (MRA) Report Selection Criteria to Reflect the MRA Process Exclusion for Receipt Transaction Reporting.

AP5.1.5. Requirements for Generating MRA Reports

AP5.1.5.1. Data Included in Reports

AP5.1.5.1.1. The initial rule for reports that must be met is the document numbers that yielded the requirement for MRA Tracking are based on the business rules identified in the MRA Decision tree (Enclosure 3).

AP5.1.5.1.2. If Signal Code = J, K, L or M, then the Supplementary Address (SUPPAD) is considered the Ship-To DoDAAC. If signal Code = A, B, C, or D, then the activity address code in the document number is the Ship-To DoDAAC.

AP5.1.5.1.3. Parsing the data by Service/Agency is determined by the Service/Agency code in the first position of the document number.

Source: LMARS Table H – Service and/or Report Affiliation

www.dlmso.dla.mil/Archives/PMPRC/documents/KeyLMARSTables.docx.

AP5.1.4.1.4. Location (CONUS/OCONUS) is determined by the Ship-To DoDAAC. The CONUS/OCONUS is obtained from the Combatant Command (COCOM) designation in the DoDAAC file and stored in the LMARS/Logistics Response Time (LRT) file.

AP5.1.5.1.5. Direct Vendor Delivery (DVD). DVD is identified one of two ways:

AP5.1.5.1.5.1. Supply Status DLMS 870S beginning segment (1/BSR01/20 Code 5). This transaction provides the functionality of MILSTRIP legacy DIC AB1, AB2, AB3, and AB8.

AP5.1.5.1.5.2. Supply Status DLMS 870S beginning segment (1/BSR01/20 Code 4 and logistics qualifier (2/LQ01/330 Code 81) citing Status Code BV or BZ. This transaction provides the functionality of MILSTRIP legacy DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

AP5.1.5.1.6. Dollar Value is determined by multiplying the unit price on the Source of Supply field by the quantity in the requisition.

AP5.1.5.1.7. Suffixed document numbers are treated as individual requisitions and MRA is applied using the 15 position document number, if present. If no match, a match is made on the 14-position document number and quantity.

AP5.1.5.1.8. Split/Partial Shipments

AP5.1.5.1.8.1. Existing Business Rule. Split Shipments at the distribution center (multiple TCNs), the first receipt will be counted as the receipt.

AP5.1.5.1.8.2. Revised Business Rule. DLM 4000.25, Volume 2, C10.2.6. Acknowledgement of Split or Partial Shipments. When a shipped line item (requisition document number and suffix code) is consigned as a split or partial shipment, submit an MRA for the shipment segments as they are received. The split or partial shipment codes are part of the transportation control number (TCN) structure in accordance with DTR 4500.9-R, Defense Transportation Regulation. Accordingly, reporting activities must include the TCN in the MRA transaction when it is available (ADC 247). If the total quantity for the shipped line item is not received by the due-in date, report the missing quantity, citing Discrepancy Indicator Code F, in accordance with the guidance in the MRA transaction.

AP5.1.5.2. Categories of Reports. Existing DLA Transaction Services documentation requires update to remove descriptions for reports that were removed by previous ADCs. (MRA04 (ADC 1086 (Reference 3.h.)), MRA05, MRA06, and MRA31 (ADC 482)).

AP5.1.5.3. Invalid, Y-Series, or clear-text exception Ship-To. Existing DAAS edits should prevent successful processing of transactions containing invalid or Y-Series ship-to values. However, if successfully processed, these shipments will be counted against the requisitioner's DoDAAC (ADC 482).¹¹ If no ship-to DoDAAC is associated with the exception address, these shipments will be counted against the requisitioner's DoDAAC.

AP5.1.6. Figure AP5.1.F1 shows a graphic representation of the MRA Report business rules identified in the previous sections.

¹¹ Existing requisition edits are addressed in MILSTRIP Chapter 3, Table C3.T2, Requisition Processing and Related Actions, and the DoDAAC authority code edits identified in MILSTRIP C.2.28.11, Table C2.T1. DoDAAC Authority Codes.

Figure AP5.1.F1. MRA Report Business Rules

