



LOGISTICS AND
MATERIEL READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

DLM 4000.25-1, April 29, 2016
Change 7

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 7

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), 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 in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. In all updated documents "Defense Logistics Management System" is changed to "Defense Logistics Management Standards" per DoDI 8190.01E. In accordance with new direction for issuances, "shall" has been replaced by "will", "must", or other appropriate words or phrases throughout the updated documents. Additional administrative updates include changing "DoDM 4140.1-R" to "DoDM 4140.01", and "DLA Logistics Management Standards" to "Defense Logistics Management Standards". In accordance with DLA General Order No. 07-15 (09/14/2015), references to "DLA Transaction Services" are changed to "Transaction Services"

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

A. ADC 1043E dated October 5, 2015. 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 MILSTRIP Chapters 2, 3, 7, 9, and Appendix 2.16.

B. ADC 1084 dated November 25, 2015. Allows credit to be issued for non-manager owned suspended stock stored at a DLA Distribution location when a stock screening request results in identification of non-compliant materiel. This change leverages existing procedures for processing of the Stock Screening Request, Storage Quality Control Report (SQCR), SDR, and Materiel Release Order (MRO) to accomplish the necessary steps to recognize, suspend, provide notification of suspected non-conforming materiel, provide credit to the materiel owner if the materiel is determined to be non-compliant, and transfer ownership to the manager. Adds new SQCR specific action codes and disposition/reply codes to the Stock Readiness Relevant Data Elements list. Revises MILSTRIP Appendix 2.7.

C. ADC 1123 dated December 2, 2015. Establishes a requirement for MCA validation for CFM regardless of the Component sponsoring the contractor. All MCA

MILSTRIP procedures applicable to GFM will be extended to CFM. Transaction Services' edits for pseudo MCA processing of DOD EMALL CFM requisitions paid via credit card will be eliminated upon Component implementation of MCA validation to mirror existing GFM procedures. Revises MILSTRIP Appendix 2.2.


D. ADC 1152 dated December 8, 2015. Revises the DLMS 940R, Release Order, to allow the suffix code to be populated for redistribution order transactions to support DLA's IPV program. This revision is restricted for intra-DLA use. Revises MILSTRIP Chapter 3 and Appendix 3.25.

E. ADC 1177 dated December 8, 2015. Documents the interim state routing solution that has been developed and tested by the Defense Security Assistance Development Center (DSADC) for the SCES Program, working in cooperation with Naval Supply Systems Command, Weapon System Support (NAVSUP WSS), DLMSO, and Transaction Services. SCES interim state is the period between the Limited Deployment Decision (LDD) and Full Deployment Decision (FDD). Revises MILSTRIP Chapter 6.

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>
Table of Contents	Chapter 9
Change History Page	Appendix 2.2
Chapter 2	Appendix 2.7
Chapter 3	Appendix 2.16
Chapter 6	Appendix 3.25
Chapter 7	

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


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MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES (MILSTRIP)

PROCESS CHANGE HISTORY

ADC Number	Date	Change Description	Version
AMCL 13	2/18/2010	Withdrawal of Approved Military Change Letter (AMCL) 5 and 13, Date Packed/Expiration for Subsistence Items. This change withdrew the original request the "Date Packed/Expiration for "Subsistence Items" elements in the DLMS Supplement and retracts associated business rules related to MILSTRIP, MILSTRAP and DLMS. Revises MILSTRIP AP3.13, Disposal Release Order, Follow-up, or Cancellation.	0
93A	8/29/2012	Addendum 93A to include Status Code BP in Cancellation Procedures. This change corrects an administrative oversight in documented procedures for source of supply processing of single line requisition cancellation requests to check for Status Code BP. Revises MILSTRIP Chapter 3, Requisition Processing and Related Actions.	1
102	8/15/2009	Revised Service Code V Use in Routing Identifier Codes (RICs). This change reassigns the use of Service and Agency Code V applicable to Routing Identifier Codes (RICs) to the Navy. Although the Service and Agency Code V belongs to the Navy for DoDAAC assignment, its use in RICs does not. The V-series when used as the RI-To is currently assigned to the National Aeronautics and Space Administration (NASA) for use in logistics transactions (NASA also used as RI-From). Under this ADC, all new RIC assignments in the V-series will belong to the Navy for use to designate Navy contractor locations. Any existing V-series RI values previously assigned for NASA will be deleted. To satisfy NASA requirements, new RICs in the appropriate G-series will be assigned in coordination with the General Services Administration (GSA).	2

ADC Number	Date	Change Description	Version
103	7/23/2003	DAAS Processing Rules for Project Code 3AD (Supply/MILSTRIP). This change requires the DLA Transaction Services to pass (instead of route) all DIC A0_ Requisitions containing Project Code 3AD to the activity identified in the Routing Identifier Code (RIC To) (record positions 4-6). This will direct the requisition to the Principal whose assets will be used for the repair as requested by the Agent (or Source of Repair) under the Depot Maintenance Inter-Service Agreement (DMISA). Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups.	3
224	2/21/2007	Revised Procedures for Logistics Accountability During Maintenance. This change incorporates multiple revisions to procedures for maintaining accountability during maintenance. Uses existing requisitioning procedures for the induction of reparable into maintenance. Withdraws directed use of the DIC FTA transaction by the shipping activity for accountability of items identified and scheduled for repair under a Depot Maintenance Inter-Service Support Agreement (DMISA), since that type of workload must be negotiated. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and related actions, and Chapter 9, Materials Returns Program (MRP) and Lateral Distribution of Retail Assets	0
256	12/19/2007	WebSDR/SDR Transaction Edits: Forwarding and Follow-up Timeframes. This change approves two new edit processes for DOD WebSDR that will improve data quality and enforce existing business rules under referenced guidance. Follow-up transactions will be edited to ensure that an appropriate time has elapsed before follow-ups may be submitted. Revises Chapter 17 and establishes two new reply codes.	0
262	12/19/2007	Deleted Department of Defense Activity Address Code (DoDAAC) Cited on Open Orders. This change revises MILSTRIP and DLMS procedures to include instructions on cancellation of orders citing a ship-to or bill-to DoDAAC that has been deleted. Revises DLMS Volume 2, Chapter 4, and MILSTRIP Chapter 3 and Appendix 2.16 Status Code - BQ.	0

ADC Number	Date	Change Description	Version
264	1/30/2008	DLMS Enhancement for Part-Numbered Requisition Format and USAF Unique Rules for Descriptive Information including Technical Order (T.O.) Number. This change will supports unique procedures for the AF requirement pending future reengineering. This change includes administrative updates to MILSTRIP-identified descriptive information data associated with part-numbered requisitions, during the transition to DLMS from the MILS-based procedures. AP3.4, Non-National Stock Number Requisition (Mechanical).	0
282	5/8/2008	Consolidation and Containerization Points (CCP)-Originated Supply Discrepancy Reports (SDRs) including Noncompliant Wood Packaging Material (WPM) Procedures and Shipment Hold Code. This change is requested to support generation of DLMS SDRs at the Consolidation and Containerization Points (CCP) and involves shipments using noncompliant Wood Packaging Materials (WPM) and shipping through the CCPs to OCONUS sites. Revises MILSTRIP AP2.17, Hold Codes.	0
285	6/10/2008	Administrative Revision to MILSTRIP and DLMS Supplement 869C, Requisition Cancellation for Inclusion of Missing Passing Activity Identification. This change updates the MILSTRIP/DLMS procedures, the DLMS Supplement 869C, and Defense Automatic Addressing System (DAAS) conversion mapping for MILSTRIP Document Identifier AC_/AK_ transactions. All now permit inclusion of the party passing the transaction in the cancellation and cancellation follow-up. Revises MILSTRIP AP 3.7, Requisition Cancellation.	0
286B	6/2/2008	Administrative Update for MILS/DLMS Conversion for MILSTRIP ACP/ACM Cancellation Formats. This ADC updates documentation and system maps in order to support current MILSTRIP requirements. The cancellation transactions above are not currently in use, although Army has confirmed their plan to use them. Implementation of this ADC will position Defense Automatic Addressing System to support future systems developers, regardless of Service. Revises MILSTRIP AP3.9, Supply Source Cancellation.	0

ADC Number	Date	Change Description	Version
289	10/21/2009	Revisions to Security Assistance Program Procedures, Modification of the Definition of the Security Assistance Type of Assistance and Financing Codes (MILSTRIP/Supply) and Policy Change to Billing Procedures. This change accommodates the inclusion of a paragraph on the timeframe for shipments using a required availability date (RAD), the use of extended required delivery dates (RDDs), a paragraph regarding possible storage charges for materiel awaiting Notice of Availability (NOA) responses, and some minor changes to program names and acronyms. Revises MILSTRIP Chapter 6, Security Assistance Program, and MILSTRIP AP2.19 Security Assistance Program Type of Assistance and Financial Codes.	0
296	8/12/2008	Passive Radio Frequency Identifications. The changes are proposed to standardize the pRFID processes and related visibility transactions used throughout DoD. In addition, the additions will expand the use of pRFID to local delivery and the associated delivery and attempted delivery transactions to be implemented under Joint Regional Inventory Materials Management (JRIMM). Revises Chapter 24, Passive RFID Transactions.	0
306	11/10/2008	Administrative Change to Rail Transportation Mode/Method Codes and Definitions. This administrative change updates the DoD codes, definitions, X12 conversion and Military Standard Requisitioning and Issue Procedures (MILSTRIP) references to synchronize with the United States Transportation Command's Authorized Data Source for transportation mode/method codes. This change is in direct support of the expansion of the Defense Transportation Coordinator Initiative (DTCI) to include rail movements. Revises MILSTRIP, AP3.14, Material Release Confirmation, AP3.15, Force-Closed Material Release Confirmation, AP3.19, Shipment Status, AP3.30, Foreign Military Sales Notice of Availability Key Document, as well as, AP3.39, Shipment Status.	0

ADC Number	Date	Change Description	Version
309	6/3/2009	Notice of Availability (NOA) and NOA Reply Transaction Data Content/Mapping including Addition of Type Pack Code for 463L Pallets. This revision resolves a DLMS/MILS conversion issue between the MILSTRIP AD5 and the comparable DLMS 870N, Notice of Availability Reply. Revisions are identified to add a code and DLMS note to DLMS Supplement 870N supporting what the DAAS map has already implemented, and add a future enhancement to the process to identify the NOA submitter. This change also modifies the location of the type pack code in the DS 856N, Notice of Availability, updates MILSTRIP AP3.30, Formats, to correctly identify the authorized data source for valid DoD Type Pack Codes and adds to MILSTRIP Abbreviations.	0
313	12/24/2008	Request for Implementation Date for Approved Defense Logistics Management System, Revisions to DLMS Supplement 527R to Add Code for MILSTRAP DRB Functionality and to Address Enhancement for Advice Codes Used with 527R Receipt and Response to Inquiry for Materiel Receipt. Provides a new DS 527R, Receipt, Inquiry, Response and MRA, beginning segment action code to provide functionality of MILSTRAP (reference 3a) Document Identifier Code (DIC) DRB-MRA Reply to Follow-up. Revises MILSTRIP (references 3.c), Appendix 2.15, Advice Codes.	0

ADC Number	Date	Change Description	Version
316	2/19/2009	Retail Transportation and Supply Receipt and Acknowledgement Transactions. This ADC approves a standardized interchange and set of business processes between retail transportation and supply activities through the use of the standard DLMS Warehouse Shipping Order (940R) and Warehouse Shipping Advice (945A). This standard exchange provides the ability to pre-position release order data in transportation, submit follow-up status messages to transportation requesting updated shipment status, submit cancellation requests to transportation for release orders already turned over to transportation for shipment planning and execution, provide supply status messages from transportation to supply, provide cancellation response messages from transportation to supply, and submit material release confirmation messages from transportation to supply when the material has shipped. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups, Chapter 3, Requisition Processing and Related Actions, Chapter 4, Status, AP2.12, Distribution Codes, AP2.16, Status Codes, AP2.1 Document Identifier Codes, and AP3.10, Supply Status.	0
316A	6/26/2009	USAF Requirements for Item Record Data and Unique Item Tracking (UIT) using the Materiel Release (DLMS Supplement 940R) under Transportation and Supply Receipt and Acknowledgement Interchange. This change enhanced the Standard Base Supply System (SBSS) - Cargo Movement Operations System (CMOS) interface in association with implementation of the ADC 316 procedures for retail transportation and supply receipt and acknowledgement interchange. The change will allow SBSS to perpetuate selected item record (NSN) data and serialized control numbers/unique item identifiers (UII) in the 940R Material Release transaction. Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 19, Unique Item Tracking.	0

ADC Number	Date	Change Description	Version
316B	6/26/2009	<p>New Distribution Code (111) for the Retail Transportation and Supply Receipt and Acknowledgement Interchange for the 940R and 945A. This change clearly identifies the transaction used for the Retail Transportation and Supply Receipt and Acknowledgement Interchange. The distribution code "1" has been replaced by the new code "111". Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 3, Requisition Processing and Related Actions, 4, Status, and Appendixes 2.1, Document Identifier Codes, 2.12, Distribution Codes, 2.16, Status Codes, and 3.10, Supply Status.</p>	0
317	2/17/2009	<p>Revised Business Rules for Transshipper-Prepared. This change establishes new procedures associated with SDR reporting discrepancies discovered while the shipment is in-transit. It authorizes two new SDR action codes to distinguish between SDRs requiring expedited response to resolve frustrated freight problems and those requiring no response, but which may be used by the action activity to correct shipping/packaging errors, recoup money from noncompliant vendors, and identify trends. A time standard of 5 days is established for those SDRs requesting expedited response. The change authorizes special routing rules for DLA-directed shipments (for both the ICP and the Distribution Depot). The change will support use of DoD WebSDR for direct input by aerial ports by adopting a process similar to that currently used by the consolidation and containerization point (CCP).</p>	0

ADC Number	Date	Change Description	Version
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 DLA as partially implemented under the national inventory management strategy (NIMS) and as planned in support of the 2005 Base Realignment and Closure (BRAC) decision. The change addresses communications among customers, the distribution depot, and the DLA ICP, along with establishing new procedures for authorizing and processing customer credit. Finalization of the returns procedures required recurring DLMSO interaction with the BRAC team to achieve correct business rules and documentation of these rules in the applicable DoD manuals. Revises MILSTRIP Chapter 9, Material Returns Program (MRP) and Lateral Redistribution of Retail Assets.	0
328	7/28/2009	“Off-Line” Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation. This change requests an interface be established between the various internet ordering applications and the applicable Component financial application, so that fund availability can be checked before allowing the requisition to be processed, and, as a separate, subsequent action, establish the associated obligation within the applicable financial system. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, as well as, AP2. 1, Document Identifier Code.	0
332	7/8/2009	Intra-Navy Exchange Price Billing for Depot Level Repairables. The purpose of this change is to map the Navy’s current billing transactions for depot level repairables (DLRs) under the Navy Carcass Tracking program to the DLMS Supplement 810L, Logistics Bill. This change will support the Navy migration to DLMS, and will support mapping in a mixed DLMS/MILS environment. Revision to DLMS Supplement (DS) 810L, Logistics Bill.	0
338	9/28/2009	New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy Base Realignment and Closure (BRAC) Inventory Management and Stock Positioning (IMSP). This change was replaced in its entirety by ADC 338A.	0

ADC Number	Date	Change Description	Version
338A	8/24/2010	New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy BRAC Inventory Management and Stock Positioning (IMSP). This change republishes ADC 338 to replace the previously assigned advice code with a new management code for use on DLMS transactions associated with requisitioning to identify surge requirements for Mission Support Material (MSM) under DLA-Navy BRAC IMSP. Revises AP2.15 as well as the DLMS Data Dictionary and corresponding MILSTRAP appendix.	0
379	6/15/2010	New and Revised Supply Status Procedures to Support “Virtual Receipt” and Requisition Alert Processes under Navy BRAC SS&D/IMSP. This change created the new supply status for arrival and delivery supplements MILSTRIP requirements for materiel release confirmation (DLMS 945A) and shipment status (DLMS 856S) when directed release is triggered by a materiel release order (DLMS 940R) in support of BRAC. This change also establishes (2) Supply and shipment status provided on requisition alerts to the Navy Shipyard (NSY) or Fleet Readiness Center (FRC) sites as the order is updated in EBS. This includes revising existing status code definitions to accommodate the new requisition alert process. Revises MILSTRIP AP2.16, Supply Status Codes.	0
379A	5/4/2012	Revised Supply Status Procedures to Support “Virtual Receipt” and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status. This change enhances procedures implemented under ADC 379 (Reference 3.a.) to include additional supply status requirements to Navy BRAC SS&D sites. The new supply status procedures will provide greater visibility to the Naval Shipyard (NSY) or Fleet Readiness Center (FRC) in response to Navy requisition alert transactions (Reference 3.b.) in three situations: Pre-shipment Notification, Pre-protection Notification, and Mission Support Materiel (MSM) Allocation Notification.	0

ADC Number	Date	Change Description	Version
379B	4/8/2013	<p>Revised Supply Status Procedures to Support Requisition and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status. This change enhances procedures implemented under ADC 379 to update supply status requirements to provide notification to Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) sites when materiel requisitioned by DLA (on behalf of the Navy) from another Service/Agency source of supply (SoS) has been processed for shipment. This change updates the narrative for existing supply status codes to provide more explicit explanation of their usage. This change supplements and modifies ADC 379/379A procedures; it does not replace prior ADCs. Revises Appendix 2.16, Status Codes.</p>	3
384A	4/7/2011	<p>Special Programs for Non-DoD/Non-Federal Agency Requisitioners; Additions in Support of DLA Disposition Services Under Reutilization Business Integration (RBI). This change amends ADC 384 to establish Defense Logistics Management Standards (DLMS) procedures for additional Special Programs in support of DLA Reutilization Business Integration, where the requisitioner is neither a Federal Agency nor a DoD entity. This change establishes DoDAAC series to clearly identify such programs. Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups.</p>	0
384B	10/7/2011	<p>Special Programs for Non-DOD/Non-Federal Agency Requisitioners; Update to Section 1122 Program DODAAC Series. This is an administrative change to amend ADC 384 to change the first position designation for Special Program Section 1122 DODAACs from "1" to "3". There are special programs where the requisitioner is neither a Federal Agency nor a DOD entity. One such program, specifically addressed by this ADC is the special program established by Section 1122 of the fiscal year 1994 National Defense Authorization Act, which established the authority for state and local governments to purchase law enforcement equipment through Federal procurement channels, provided that the equipment is used in the performance of counter-drug, homeland security, and emergency response activities. There are no changes to the DLMS Manual.</p>	0

ADC Number	Date	Change Description	Version
387	7/2/2010	DLMS Enhancement: DLMS Supplement 846A Asset Reclassification Transaction and Associated Procedures, and Administrative Update to DS 947I Inventory Adjustment. This change expands capability of the 846A DLMS transaction, notes and procedures. Revises MILSTRIP AP2.15, Advice Codes.	0
389	8/3/2010	Inventory Control Point /Integrated Item Manager (ICP/IMM)-Directed Shipments of Non-Requisitioned Government Furnished Materiel (GFM). This proposed change documents an alternative process for providing GFM to contractors without initializing the requirement via a requisition. Under this process materiel is “pushed” from the supply system rather than the “pulled” per current MILSTRIP procedures. The ICP/IMM provides GFM to the contractor based upon the terms which establishes a list of raw materiel/component parts needed to manufacture the end item, and which will be provided by the Government without separate charge to the contractor. Revises Chapter 11, Contractor Access to Government Supply Sources.	0
395	9/1/2010	Request for New Transportation Activity Processing Supply Status Code. This change uses supply status code BX that enables the transportation activity to report a more detailed supply status in response to a follow-up inquiry from supply. The status code “BX” provides transportation with a more descriptive status message back to supply, to report that the item for shipment has not yet arrived at the transportation activity for in-check. Revises MILSTRIP AP2.13, Requisition Transaction Status Codes.	0
397	10/26/2010	Deletion of the Passive RFID Reader ID Number from the Reader Registration Table. This change deletes the requirement for reporting the pRFID Reader ID Number in the XML Reader Registration transaction. Revision to Chapter 3.	0

ADC Number	Date	Change Description	Version
399	3/18/2011	Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This change provides enhanced procedures in support automated data capture and establishes a mandatory continuation page for DD form 1348-1A or 1348-2. Additionally, this change removes use of Automated Packaging List (APL) in association with MILSTRIP. Revises MILSTRIP, Chapter 5, Release and Receipt of Materiel, Chapter 6, Security Assistance Program, AP1.1, Forms and Messages, deletes text in AP1.1.7 and insert new AP1.1.9. Also modifies AP1.35, Issue Release/Receipt Document (IRRD), AP1.36, Continuation Page, AP1.30, APL, AP3.48, Materiel Release Document, AP3.49, transfer to DLA Distribution Services on DD Form 1348-1a or DD Form 1348-2.	0
399A	1/30/2013	Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This addendum requires that unique item identifiers (UIIs) and serial numbers identified in support of DOD policy for the application of IUID in supply business processes be encoded and linked together, when they are machine readable and readily available, or when retrievable from the system generating the form. Additional capability is provided to include batch/lot numbers in association with the UII and/or serial number. This addendum clarifies Code 39 linear bar code data format requirements and updates terminology including references to the PDF417 2D bar code (vice 2D symbol) and “DOD policy for application of IUID in supply processes” (vice serialized item management). Revises MILSTRIP Table of Contents, Chapter 5, Release and Receipt of Materiel, AP1, Forms/Message Formats Index, AP1.1, Forms/Message Formats (Introduction), AP1.6, DD FORM 1348-6, Single Line Item Requisition System Document (Manual-Long Form, AP1.35, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) With Code 39 (Three of Nine) Bar Codes and PDF417 Two-Dimensional (2D) Bar Code, AP1.36, Issue Release/Receipt Document (IRRD)(DD Form 1348-1A or DD Form 1348-2) Continuation Page, AP3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2,	2

ADC Number	Date	Change Description	Version
		AP3.49, Transfers to DLA Disposition Services Field Office on 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins). Delete MIL STD 1189B from the MILSTRIP References.	
400	4/17/2012	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 (DLA PDC 301 and Army PDC 400). The PDCs documented that DLA and Army were not implementing LASE in their respective enterprise resource planning (ERP) systems: DLA Enterprise Business System (EBS) and Army Logistics Modernization Program (LMP). 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 ERPs, and Marine Corps also concurred with the elimination of LASE. Revises MILSTRIP AP 2.16, Status Codes.	0
416	10/25/2011	Hazardous Material/Hazardous Waste (HM/HW) Profile Transaction, DLMS 996H, in Support of Reutilization Business Integration (RBI) This change established an interface through DLA Transactions Services to electronically convey Hazardous Material/Hazardous Waste (HM/HW) Profile Sheet (HWPS) and shipment status information for shipments to DLA Disposition Service Field Offices. The interchange will accommodate the existing Generator Communication (GenComm) Standard v5.0 in either pipe-delimited (see enclosure 1) or XML schema (see enclosure 2) transaction formats from either GenComm or the individual Component generator systems. Revises AP3.49, Transfers to Defense Reutilization and Marketing Office on DD Form 1348-1A or DD Form 1348-2 (Single Item Turn-Ins), Block 27.	0
418	4/6/2011	Advice Code 2W for Free Issue. This change authorizes Navy and Marine Corps use of Advice Code 2W when requisitioning on a free fill or kill basis where the requisition is satisfied through Navy-owned residual end-use assets managed under Navy ERP. Supports use of AP2.15, Advice Codes.	0

ADC Number	Date	Change Description	Version
426	5/10/2011	Intra-Navy DLMS 511R, Requisition, Inclusion of Requested Storage Activity. This change documents changes to DLMS 511R / Document Identifier Code A0_, to allow for the identification of the desired storage activity from which a requisitioned item is to be supplied. This change will be adopted as an intra-Navy DLMS enhancement in support of organic maintenance requisitioning procedures. Revises AP3.2, Requisition.	0
427	11/28/2011	This ADC has been superseded by ADC 427A Approved on October 2, 2012.	0
427A	10/3/2012	Requisition Document Number Date Edit. This change implements a permanent DAAS edit to check for an appropriate ordinal date in requisitions prior to forwarding to the source of supply. Comparable edits are authorized within source of supply requisition processing. This change replaces ADC 427 in its entirety; it retains all information previously published, additional exclusion values, and clarification of the implementation timeline. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and Related Actions and MILSTRIP AP2.16 Status Codes.	2
428	5/23/2011	Special Program Section 1122 DoDAACs Changed from "1" Series to "3" Series. This change modifies initial guidance in ADC 384, which assigned Service Code "I" to Missile Defense Agency. Since the alpha "I" is very similar to the numeric "1" assigned to Section 1122 Program DoDAACs, this change has been made to avoid possible confusion in human readable form. Revises AP2.2, Service and Agency Codes.	0

ADC Number	Date	Change Description	Version
428A	6/9/2011	Support to Missile Defense Agency (MDA) as a Foreign Military Sales (FMS) Implementing Agency (IA) and Assignment of New Service and Agency (S/A) Code "I". This addendum is provided to make administrative corrections to the approved change documentation and document additional requirements for new distribution code and fund codes to support Missile Defense Agency (MDA) as an Implementing Agency (IA). MDA will establish an ILCO, which will be responsible for entering and maintaining MAPACs in the MAPAD, as required, for use with requisitions submitted with Service/Agency Code "I"-based document numbers. Additionally, MDA will be responsible for updates to the Fund Code Table to support Interfund billing as applicable. Revises AP2.2, Type of Physical Inventory/Transaction History Codes.	0
436	8/4/2011	Administrative Revisions to DLMS Supplements to Remove Obsolete Routing Identifier Code (RIC) "Streamline" Notes and Update MILSTRIP/DLMS Documentation Associated with RICs. This change updates the RIC field note in the DLMS to remove obsolete references to future streamlining, and the RIC assignment rules to reflect Washington Headquarter Service (WHS) is now responsible for update of "Other DoD DoDAACs (H series)". Revises AP2.3, Routing Identifier Codes.	0
437	9/26/2011	Additional Data Element Requirements for the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page Supporting Reutilization Business Integration. This change adds the following categories of instructions to Block 27 (and its continuation page or in available white space on the paper that the form is printed, if needed) of the DD 1348-1A or DD 1348-2 to support issue of DLA Disposition Services property. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins) Block 27 and replaces the sample continuation page in AP1.36, Issue Receipt Document (IRRD).	0

ADC Number	Date	Change Description	Version
437	11/4/2011	Correction to DOD 4000.25-1-M, Appendixes 3.48 and 3.49. This change reverses the ADC 437 changes erroneously applied to DOD 4000.25-1-M, Appendix 3.49, and applies approved ADC 437 changes to DOD 4000.25-1-M, Appendix 3.48. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins), and AP3.48, Material Release Document DD Form 1348-1A or DD Form 1348-2.	0
440	7/19/2011	Change to DoDAAC Authority Code Assignment Process. This change is to require the user to make a decision about which Authority Code to assign when creating a new DoDAAC vice defaulting to Authority Code "00". Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups.	0
441	8/22/2011	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 (DAAS) 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 Chapter 4, Status, and AP3.10, Supply Status, AP3.19, Shipment Status, AP2.6, Unit of Issue and Quantity, AP3.1, Formats, AP3.12, Materiel Release Order/Follow-Up For Materiel Release Order/Lateral Redistribution Order , AP3.2, Requisition, and AP3.14, Materiel Release Confirmation.	0

ADC Number	Date	Change Description	Version
441A	1/23/2012	Approved Addendum to Approved Defense Logistics Management System (DLMS) Change 441A, Clarification to Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits. (This document must be used in conjunction with the original ADC 441.) Revises MILSTRIP Chapter 4, Status, Appendix AP3.10, and Appendix 3.19.	0
448	9/21/2011	Implementation of International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions. This change implements DoD policy within the DLMS to transition to the use the International Organization for Standardization (ISO) 3166-1, "Codes for the representation of names of countries and their subdivisions – Part 1: Country Codes" by September 30, 2012, in accordance with References 3.a and 3.b. ISO 3166-1 contains two alphabetic code lists: digraph (two characters) and tri-graph (three characters). Also approves a related enhancement to use country short names in DoDAAD and MAPAD last address line in lieu of country codes to meet the ISO and United States Post Office (USPS) postal addressing rules. Revises AP2.8, Security Cooperation Customer Codes, Chapter 6, Security Assistance Program, as well as, Chapter 7, Validation of Material Obligation.	0
448B	10/2/2012	Delayed implementation for International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions. (Replaces ADC 448A in entirety) Due to the delayed implementation for ISO 3166-1 country code standard, this administrative ADC updates related DLMS documentation to restore the name change for Country & Activity codes (Logistics Qualifier 85/85*) and to remove the previously published "September 30, 2012" implementation date established under ADC 448. Revises LOGDRMS (Qualifiers 85/*85), MILSTRIP Definitions; MILSTRIP Chapter 6, Security Assistance Program, Chapter 7, Validation of Material Obligation, AP2 Index, AP2.18 Country and Activity Codes, AP 3.3 Security Assistance Program Requisition, AP3.30, FMS Notice of Availability Key Document.	2

ADC Number	Date	Change Description	Version
450	2/14/2012	Elimination of the DLMS Request for Implementation Date Procedures for Component System Changes. The RFID letter/process, as currently published in the DOD 4000.25 family of manuals is eliminated. Implementation dates will be requested at the time of issuance of the PDC. The revised procedure will incorporate the request for and negotiation of an agreement upon implementation dates embedded in the PDC/ADC process.	0
451	11/7/2011	Elimination of DD Form 173/2 for Message Transmission of MILSTRIP Transactions and Updated Procedures associated with DLA Transaction Services Document Mailing. Revised Chapter 1, General Information, Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 9, Materials Returns Program (MRP) and Lateral Redistribution of Retail Assets, AP1, Forms/Message Formats Index, AP2.4, Media and Status Codes, AP1.8, MILSTRIP Requisition Message, AP1.9, MILSTRIP Message Follow-up, AP1.10, MILSTRIP Message Supply Assistance Request, AP1.11, Abbreviated MILSTRIP Message Supply Status, AP1.12, abbreviated MILSTRIP Message Shipment Status, AP1.13, MILSTRIP Part Number/Non-NSN Message Requisition, AP1.15, Message Request for Special Material Obligation Validation, AP1.16, Message Reply to Special Material Obligation Validation, AP1.22, Abbreviated Message Asset Report, Etc. (Material Returns Program), and AP1.23, Mass or Universal Cancellation Message.	0

ADC Number	Date	Change Description	Version
453	12/9/2011	<p>Component Turn-In Documentation, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2), Supporting Disposition Services. This ADC addresses DD Form 1348-1A (or DD Form 1348-2) requirements for DOD Components that are turning in property to DLA Disposition Services to clarify funding information required for reimbursement of scrap proceeds or obligation for Hazardous Waste (HW) disposal cost. Additionally, changes are needed to reduce the number of paper copies required at time of turn-in and also to expedite automated turn-in processing where Component systems provide computer generated DD Form 1348-1A (or DD Form 1348-2) documents that have all required information. Revises MILSTRIP AP3.49, Transfers to DLA Disposition Services Field Office on DD Form 1348-1A or DD Form 1348-2 (Single Line item Turn-Ins), as well as, Chapter 5, Release and Receipt of Material.</p>	0
455	2/7/2012	<p>**ADC 455 was replaced in entirety by ADC455A. Refer to ADC 455A** Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI). This change allows MILSTRIP requisitions for DLA Disposition Services NSN property to be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes.</p>	0

ADC Number	Date	Change Description	Version
455A	2/7/2011	Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI). MILSTRIP requisitions for DLA Disposition Services NSN property may be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes.	0
464	3/02/2012	Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI). This change adds a new shipment hold code for receipt in place and establishes new utilization code to recognize turn-ins processed outside the Service's supply system when ICS follow-up procedures are required. Revises Chapter 3, AP1.33, and AP2.17.	0
466	3/28/2012	Revisions to Procedures and DLMS 511R, Requisition, to Support Requisitioning from DLA Disposition Services under RBI. This ADC describes the new processing rules for DOD requisitions submitted to DLA Disposition Services from within the Components' supply system (via MILSTRIP legacy or DLMS format). [Use of the controlling document number suffix code as described above to provide separate transactions for each DTID is not consistent with MILSTRIP suffixing to identify split shipments. However, the DLA Disposition Services requires accountability down to the DTID level and only supports a single occurrence of the DTID for each document number. The use of suffix codes in the manner described above will leverage existing Component legacy system processing to recognize and recognize/retain suffix codes provided via supply status and will simultaneously create the one-to-one relationship necessary. Revision to MILSTRIP AP3.2.	0

ADC Number	Date	Change Description	Version
473A	11/21/2012	DLMS Revisions to Add the Associated Purchase Order (PO) Number (Supports DLA Interface with the Exchange, Navy Exchange Service Command (NEXCOM), and Marine Corps Exchange (MCX) Non-Appropriated Funds (NAF) Activities, and Non-DOD Customers) ADC 473 (Reference 3.c.) updated DLMS transactions to support the Exchange (the Army and Air Force Exchange Service). This change allows the Exchange and NEXCOM customer orders to include an internal PO number in the DLMS requisition transaction. DLA will then perpetuate the PO number through shipping and billing functions. Revises Appendices 1.1, Forms/Message Formats (Introduction), and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.	2
477	3/8/2011	Component Performing Procurement/Contracting for another Component Involving Government Furnished Property (GFP). Procedures were revised to clarify that when one Component is performing the procurement/contracting service for another Component, the Component providing the procurement/contracting service and the Component requesting the contract shall coordinate efforts to ensure that the requesting Component's MCA has access to the necessary contract and applicable contract modification information to perform its management control and accountability functions over Government supply system materiel access. This change is for clarification only; no system changes or MCA management control functions/process, transaction format or transaction flow changes are needed.	0
478	2/23/2012	Revision to Project Code Procedures Authorizing 3H-Series Project Codes for Assignment by the Joint Materiel Priorities Allocation Board (JMPAB). This change adds 3-Hotel-(Alpha) to the existing 3-Juliet-(Alpha) series project codes for the Joint Materiel Priorities and Allocation Board (JMPAB) use. This change also reflects administrative updates/clarification of project code procedures, including procedures for dissemination of CJCS-assigned project codes. Revises MILSTRIP, AP2.13, Project Codes.	0

ADC Number	Date	Change Description	Version
486	3/28/2012	Administrative Change to Delete Document Identifier Codes QD1/QR1 Routing Identifier Code Interrogation Request/Response Transactions. This change deleted all references to the legacy DIC QD1 and QR1 transactions and associated business rules and processes and advises the using community to make all RIC inquiries via the DLA Transaction Services Portal, using the eDAASINQ application. Revises MILSTRIP AP2.3, Routing Identifier Codes.	0
1006	7/12/2012	Exception Processing for DLA Contractor Furnished Materiel (CFM) Requisition. This change documents an exception/deviation to the current requirements under MILSTRIP procedures for contractor access to Government supply sources. It establishes an automated DLA Transaction Services Defense Automatic Addressing System (DAAS) edit/interface to provide management control activity (MCA) validation for requisitions submitted by DLA contractors for contractor-furnished materiel (CFM). Revises Chapter 11, Contractor Access to Government Sources of Supply.	1

ADC Number	Date	Change Description	Version
1009A	8/6/2014	<p>DLMS Enhancements for Requisitioning to Improve Use of Mark-for Addressing, Expand Authorized Priority Designator Validation, Correct EMALL Purchase/Credit Card Format Rules, and Require Distribution of Status for Requisitions associated with Purchase/Credit Card Payment. This change establishes revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also eliminates authorization for the DLA Transaction Services Defense Automatic Addressing System (DAAS) to block transmission of supply and shipment status in response to requisitions originated in DOD EMALL that use purchase card/credit card payment. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Chapter 5, Release and Receipt of Materiel. Revises Appendix 1.1, Forms/Message Formats Introduction; Appendix 1.35, Issue Release/Receipt Document (IRRD) (1348-1A) With Three Of Nine Bar Coding and Two-Dimensional (PDF-417) Symbol; Appendix 2.10, Signal Codes; Appendix 2.14, Priority Designators, Standard And Required Delivery Dates; Appendix 2.16, Status Codes; and Appendix 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.</p>	5
1011	8/13/2012	<p>Routing Identifier Code (RIC) Format Rule for Defense Contract Management Activity (DCMA). This change modifies business rules for Routing Identifier Code (RIC) assignment for the purpose of establishing a business rule supporting a machine-readable method of distinguishing between RICs representing Defense Logistics Agency (DLA) and those representing Defense Contract Management Agency (DCMA) activities. Revises Appendix 2.2, Service and Agency Codes, and 2.3, Routing Identifier Codes.</p>	1

ADC Number	Date	Change Description	Version
1014	8/17/2012	<p>Revised Procedures for Inclusion of Contract Data in Transactions Associated with Government Furnished Property (GFP) and Management Control Activity (MCA) Validation of Contractor Furnished Materiel (CFM) Requisitions. This change updates DLMS procedures and multiple DLMS transactions to enhance the visibility of GFP through associated logistics transactions. It perpetuates the DFARS contract number through the requisitioning and MCA validation processing and establishes a mandatory requirement for inclusion of the applicable GFP contract number in relevant requisitions, redistribution/materiel release orders, and shipment status, thereby providing capability to monitor GFP through enterprise visibility/accountability program. Revises Chapter 11, Contractor Access to Government Sources of Supply, Appendices 1.1, Forms/Message Formats Introduction, 3.2, Requisition, 3.23, Passing Order, 3.24, Referral Order/Lateral Redistribution Order for Retail Assets, and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.</p>	1
1014A	11/5/2013	<p>Revised Procedures for Inclusion of Government-Furnished Property (GFP)/Contractor-Acquired Property (CAP) Contract Data – Updated Mapping for Concurrent Identification of the Manufacturing Directive Number (MDN) and the Contract Line Item Number (CLIN) (Supply and Contract Administration). This addendum supplements the procedures authorized in ADC 1014 to further enhance the visibility of Government Furnished Materiel (GFM) and CAP in associated logistics transactions. GFM is that portion of GFP that can be obtained under MILSTRIP procedures; CFM refers to that portion of CAP that can be obtained under MILSTRIP requisitioning procedures. Under ADC 1014, DLMS transactions are able to support the inclusion of the authorizing contract number, call or order number, and either the CLIN or MDN. This addendum allows for simultaneous identification of the CLIN and the MDN when both are applicable and required by the authorizing Service/Agency and optional validation of the CLIN. All other aspects of ADC 1014 are unchanged. Revises Appendix 2.15, Advice Codes, and Appendix 2.16, Status Codes.</p>	4

ADC Number	Date	Change Description	Version
1017	9/18/2012	Intra-DLA Change: Revisions to Procedures and to DLMS 527R Receipt and 947I Inventory Adjustment, and MILSTRIP to Support the Upgrade from Scrap Process used by DLA Disposition Services under Reutilization Business Integration (RBI). This change further updates DLMS 527R and 947I to accommodate upgrading of an item from scrap for items already receipted as, or downgraded to, scrap that are later identified as useable items. The upgrade from scrap process in the DLA Disposition Services Field Office system is initiated by indicating specific warehouse location and entering the Local Stock Number (LSN). Revises MILSTRIP Appendix 2.7, Document Number (utilization codes).	2
1020	11/2/2013	Inter-Service Ownership Transfer of Ammunition/Ammunition Related Materiel. This change documented procedures for the ownership change of Single Manager for Conventional Ammunition (SCMA) managed and non-SMCA managed materiel ammunition and ammunition-related items only, where there is no shipment or billing associated with the ownership change. Revises MILSTRIP Chapter 3, Requisition Processing and Related Actions, Appendices 2.2, Service/Agency Codes, 2.9, Supplementary Address, 2.10, Signal Codes, 2.13, Project Codes, and 3.24 Referral Order/Lateral Redistribution Order For Retail Assets.	2
1023	9/6/2012	MILSTRIP References to Requisitioning from Plant Clearance Automated Reutilization Screening System (PCARSS). This change removes placeholders for data elements intended as DLMS enhancements to support transactional requisitioning from PCARSS using DLMS requisitioning transactions. DLMS requisitioning from PCARSS is not currently identified as a PCARSS modernization goal. Additionally, this change updates MILSTRIP to remove the specific code value assigned for requisitions applicable to screening via Contractor Inventory Redistribution System. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, and MILSTRIP AP2.7, Document Number (utilization codes).	2

ADC Number	Date	Change Description	Version
1029	8/14/2012	Establish New MILSTRIP Authorized Value for First Position of Requisition Document Number Serial Number and DLMS Utilization Code H for Military Sealift Command (MSC). Revises Appendix 2.7. (Withdrawal of ADC 1029 dated September 4, 2012.)	1
1031	4/5/2013	Foreign Military Sales (FMS) Repair Value. This change requires shipping activities preparing the DD 1348-1A, Issue Release/Receipt Document (IRRD) or DD Form 1348-2, Issue Release/Receipt Document with Address Label, to print the repair service value on the shipment document for FMS shipments associated with a “repair and return” or “return and replace” program. To facilitate this requirement for materiel stored in a DLA Distribution Depot or other storage activity, the repair service value is added to the DLMS materiel release order (MRO) transaction so it will be available at the time the shipment document is printed. The repair value will be incorporated in the 2D bar code on the IRRD. For enhanced visibility of the repair value by the FMS customer, the supply status transaction is also updated. Revises Chapter 6, Security Assistance Program and Appendices 1.1, Forms/Message Formats, 1.35, Issue Release/Receipt Document (DD Form 1348a), and 3.48. Materiel Release Document DD Form 1348-1A or DD Form 1348-2.	3
1032	1/31/2013	Assignment of Numeric Routing Identifier Codes (RIC). This change allows numeric values to be used in the first position of the RIC. Revises MILSTRIP AP2.2, Service and Agency Codes.	2
1032	4/8/2014	Withdrawal of Assignment of Numeric Routing Identifier Codes (RIC). Withdraws the change to allow the use of a numeric value in addition to existing alphabetic values identifying the Service and Agency as identified in the first position of the RIC. Withdrawn April 8, 2014. Revises MILSTRIP AP2.2, Service and Agency Codes.	5

ADC Number	Date	Change Description	Version
1043	9/18/2013	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. This is the first in a series of anticipated DLMS changes to accommodate SLOA requirements in logistics domain processes. This change also modifies X12 FA1 segment Qualifier DF for clarification. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, Chapter 7, Validation of Materiel Obligation, Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets, Appendix 2.16, Status Codes, 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 2.16, Status Codes.	5
1043E	10/05/2015	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 MILSTRIP Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, Chapter 3, Requisition Processing and Related Actions, Chapter 7, Validation of Materiel Obligation, Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets, and Appendix 2.16, Status Codes.	7

ADC Number	Date	Change Description	Version
1048	4/25/2013	Defense Logistics Agency (DLA) Supply Status Code for Shipped Orders. Documents a status code that is generated by DLA for use internal to DOD EMALL and other DLA systems to denote a DLA requisition has been shipped. This code is not transmitted via supply status transaction. DLA provides Status Code SS to DOD EMALL for expanded visibility by the user community. Revises Appendix 2.16, Status Codes.	3
1049	4/2/2013	New Supply Status Code for Backorders Awaiting Engineering Support Activity (ESA) Support and First Article Testing (FAT). This change establishes two new supply status codes. The first new status code will be used to inform requisitioners that their order has been placed in a backorder status while the Inventory Control Point (ICP)/Integrated Materiel Manager (IMM) seeks further information from an ESA to obtain the materiel in question. A second status code will be used to notify the requisitioner of a delay while the requisitioned item is undergoing FAT. Revises Appendix 2.16, Supply Status Codes, and Appendix 3.10, Supply Status (Issues from Stock) Format.	3

ADC Number	Date	Change Description	Version
1050	3/18/2013	<p>New DOD EMALL DoDAAC and Supply Status Cancellation Codes for DOD EMALL Credit Card Billing. Four new requisition supply status codes are established for cancellation status for DOD EMALL Government purchase card or corporate credit card billing. These codes will be used to identify the specified reasons the purchase/credit card was rejected (causing the order to be cancelled) back to the customer. These cancellations codes are unique to the purchase/credit card purchases made through DOD EMALL for Federal and non-Federal customers. The new status codes will be provided to EMALL and transmitted transactionally via DLA Transaction Services (for customers capable of receiving supply status transactions (MILSTRIP/DLMS 870S/Document Identifier Code AE_). Additionally, cancellation status codes will also be provided to DOD EMALL customers via e-mail. In conjunction with the transition of billing to DLA's Enterprise Business System (EBS) the DoD Activity Address Code (DoDAAC) used to recognize EMALL purchase/credit card billing will change from SP5200 to SC4210. Revises Chapter 11, Contractor Access to Government Source of Supply, and Appendix 2.16, Status Codes.</p>	3
1062	6/20/2013	<p>Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order. This change authorizes Military Service requiring activities to bypass standard ordering from the cataloged FLIS SoS and, instead, use requisition passing order transactions directed to the Global Combat Support System-Army (GCSS-Army) Supply Support Activities (SSA) to satisfy high priority, mission readiness requirements, thereby reducing lead-time for both deployed and non-deployed forces. Revises Chapter 9, Materiel Returns Program and Lateral Redistribution of Retail Assets.</p>	3

ADC Number	Date	Change Description	Version
1065	5/16/2013	Modification to the Required Delivery Date (RDD) Edit for Ammunition and Ammunition-Related Requisitions and Requisition Alerts under Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP). This change provides a revision to the business rules relating to the use of the RDD on requisition alerts, requisition alert modifications, and requisition alert follow-ups to support long lead time requirements supported by DLA under approved Navy BRAC SS&D/IMSP procedures. This change includes an administrative update to clarify procedures associated with the ammunition requisition 100-day edit and expand the applicability to additional federal supply classes (FSCs) for ammunition and ammunition-related materiel. Revises Chapter 3, Requisition Processing and Related Actions.	3
1067	11/20/2013	Update to DLMS/MILSTRIP Guidance for Status Dissemination Including Elimination of GSA Form 10050 (GSA Mailer) and Revised Media and Status Codes (Supply/MILSTRIP). This change eliminates the use of GSA Form 10050 (GSA Mailer) used to provide MILSTRIP status to civil agency customers with no alternative method of communication. Although originally a valuable tool, in current times, the use of the GSA Mailer has proved to be ineffective for providing customers with the status of their requisitions and will be replaced with a web portal for viewing status. Upon completion of enhancements to GSA Advantage!, customers will view status details via the GSA requisition status web portal. The web portal will obtain supply status using standard MILSTRIP transactions/routing. MILSTRIP/DLMS guidance for the media and status code is updated to support elimination of the GSA Mailer and to more fully document its use within the DLMS (rather than relying solely on legacy 80 record position formats). Revises Appendix 1, Forms/Message Formats Index, Appendix 1.7, GSA Form 10050, Supply/Shipment Status, and Appendix 2.4, Media And Status Codes.	4

ADC Number	Date	Change Description	Version
1068	10/3/2013	<p>Enhanced Procedures for Requisitioning via DOD EMALL and GSA Internet Ordering: Component Verification of Funds Availability and Materiel Identification using the Supplier-Assigned Part Number and/or Supplier Commercial and Government Entity (CAGE) Code (Supply/Finance). This change documents enhancements and expanded implementation of the procedures established under ADC 328 and employed by DOD EMALL and GSA Advantage/GSA Global for eCommerce. It modifies the requirements for a DLMS transaction exchange for funds verification request/funds verification response prior to submission of internet “off-line” orders to the Source of Supply (SoS), ensures funds availability and establishment of the financial obligation, better accommodates part number orders, and revises the transaction flow to use DLA Transaction Services as the processing hub. The reply codes passed in the Verification of Funds Availability Reply (FV2) are expanded to accommodate additional validation by the receiving system. This change adds GCSS-Army and the Marine Corps Standard Accounting, Budgeting and Reporting System (SABRS) to the funds verification transaction exchange, and revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Appendix 2.16, Status Codes.</p>	4
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. Revises Definitions and Appendix 2.18, Security Cooperation (SC) Customer Codes.</p>	5

ADC Number	Date	Change Description	Version
1078	7/3/2013	Administrative Realignment of Security Assistance Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. This change establishes a new chapter in DLM 4000.25 DLMS Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with Security Assistance into one location. This change administratively aligns the new DLMS chapter with its companion chapter, Chapter 6, Security Assistance Program, and aligns data element names with the Business Enterprise Architecture (BEA). Revises Chapter 6, Security Assistance Program, and revises Appendices 2.22, Cooperative Logistics Program Support Category Codes, 3.3, Security Assistance Program Requisition, 3.30, Foreign Military Sales Notice of Availability Key Document Format, as well as updates the Definitions and Table of Contents.	3
1084	11/25/2015	New Procedures for Non-Manager Owned Suspended Stock Stored in DLA Distribution Locations. Allows credit to be issued for non-manager owned suspended stock stored at a DLA Distribution location when a stock screening request results in identification of non-compliant materiel. Leverages existing procedures for processing of the Stock Screening Request, Storage Quality Control Report (SQCR), SDR, and Materiel Release Order (MRO) to accomplish the necessary steps to recognize, suspend, provide notification of suspected non-conforming materiel, provide credit to the materiel owner if the materiel is determined to be non-compliant, and transfer ownership to the manager. Adds new SQCR specific action codes and disposition/reply codes to the Stock Readiness Relevant Data Elements list. Revises Appendix 2.7 Document Number (utilization codes).	7

ADC Number	Date	Change Description	Version
1091	1/28/2014	Supply Discrepancy Reports (SDRs) Requesting Replacement or Expedited Shipment. Updates MILSTRIP and SDR guidance for reshipment of materiel in association with an SDR. This change authorizes Foreign Military Sales (FMS) customers to request a replacement shipment using SDR Action Code 1F on SDR submissions, updates the SDR guidance to clarify that customers requesting expedited transportation using SDR Action Code 1D (non-FMS customers only) are authorizing the use of premium transportation, and provides SDR and MILSTRIP guidance for processing SDRs and directing reshipment subsequent to a validated SDR. Revises Chapter 3, Requisition Processing and Related Actions and 4, Status.	5
1096	5/29/2014	Deviation from Mandatory Use of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) for DLA Disposition Services Transfer of Property on a Commercial Venture (CV) Contractor Delivery Order. Requests the option for DLA Disposition Services sites to utilize the Commercial Venture (CV) Workload Location List (WLL) in lieu of an IRRD. Revises Chapter 5, Release and Receipt of Materiel.	5
1097	12/20/2013	Administrative Realignment of Contract Access to Government Sources of Supply Procedures in 4000.25, Volume 2 and DLM 4000.25-1 (Supply). This change establishes a new chapter in DLM 4000.25, DLMS, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with contractor access to government sources of supply into one location. This change administratively aligns the new DLMS chapter with its companion chapter in DLM 4000.25-1 MILSTRIP Chapter 11. Revises Chapter 11, Contractor Access to Government Sources of Supply.	4

ADC Number	Date	Change Description	Version
1098	11/7/2014	Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply. Updates the DD Form 1348-5, Notice of Availability; updates the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; establishes the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updates procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 6, Security Assistance Program; Appendix 1.4, DD Form 1348-5, Notice Of Availability/Shipment; Appendix 3.30, AD1, ADR, AD3 Foreign Military Sales Notice of Availability Key Document; Appendix 3.31, AD2, AD4 Foreign Military Sales Notice of Availability Detail Document; Appendix 3.32, AD5 Foreign Military Sales Notice of Availability Reply Document.	5
1099	15-Jun-15	Realignment and Revalidation of Installation Closure Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. This is one of a series of DLMS changes to update DLM 4000.25, Volume 2 requisitioning and issue procedures to align with the companion procedures in DLM 4000.25-1. DLM 4000.25-1, Chapter 10 outlines procedures associated with Installation Closure using legacy MILSTRIP 80 record position formats. DLM 4000.25, Volume 2, Chapter 15 outlines DLMS enhanced procedures for Installation Closure using DLMS formats (X12 Electronic Data Interchange (EDI) and eXtensible Markup Language(XML)). Revises Chapter 10 Installation Closure Procedures.	6
1110	7/30/2014	Administrative Update to Identify Code DPC Delivery Priority Code as an Approved X12 Migration Code and Associated DLMS Documentation. Adds a new Appendix for Delivery Priority/Special Processing Codes, updates the DLMS Data Dictionary to reflect usage of this data element across applicable DLMS ICs, and updates DLMS ICs to reflect the approved migration code DPC – Delivery Priority Code. It also applies administrative updates. Adds Appendix 2.26, Delivery Priority/Special Processing Codes.	5

ADC Number	Date	Change Description	Version
1111	8/28/2014	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. Revises Chapter 3, Requisition Processing and Related Actions.	5
1116B	28-Jul-15	DoD Activity Address Code (DoDAAC) Contract Information Fields. Corrects and updates the contract information fields of the DoDAAD, especially as they relate to DLA's DoDAACs (S, SD, U, 2A, 2AB, 2Y, and 3B Series). MILSTRIP, Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups.	6
1117	7/2/2014	DoDAAC Authority Code and Type Address Code (TAC) Rules. Improves and refines the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. This change requires entering the specific address for the purpose for which the DoDAAC is intended to be used, based upon the DoDAAC authority code. This change is not applicable to DoDAACs already resident in the DoDAAD, but will apply to any future changes made to existing DoDAACs or when new DoDAACs are created after the implementation date of this change. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups and Chapter 3, Requisition Processing and Related Actions.	5
1118	5-Feb-15	Project Code Management System Procedures (Project Codes/Supply). Establishes the initial baseline requirements for a new web-based Project Code Management System (PCMS) to be hosted at DLA Transaction Services and updates project code management procedures accordingly. Revises Appendix AP1 to add new Appendices AP1.37 and AP1.38; revises Appendix AP2.13 procedures for requesting and maintaining Category C & D project codes using the web-based PCMS application. New AP1.37 is reserved until PCMS application is implemented.	6

ADC Number	Date	Change Description	Version
1123	2-Dec-15	<p>Revised Procedures for Management Control Activity (MCA) Validation of Government Furnished Materiel (GFM)/Contractor Furnished Materiel (CFM) Requisitions and Contractor DoDAAC Assignment.</p> <p>Establishes a requirement for MCA validation for CFM regardless of the Component sponsoring the contractor. All MCA MILSTRIP procedures applicable to GFM will be extended to CFM. Transaction Services' edits for pseudo MCA processing of DOD EMALL CFM requisitions paid via credit card will be eliminated upon Component implementation of MCA validation to mirror existing GFM procedures. Updates Appendix 2.2. Service and Agency Codes.</p>	7
1132	15-Jun-15	<p>Implementation of Mass/Universal Cancellation Procedures under the DLMS and Administrative Realignment of Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. Implements a fully systemic solution for processing mass and universal cancellations and the associated DLMS enhancements. Establishes a new Chapter 27 in DLM 4000.25, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with mass and universal cancellation procedures into one location. Administratively aligns the new Volume 2, Chapter 27 with its companion chapter in DLM 4000.25-1, MILSTRIP Chapter 8. Revises Chapter 8 Mass or Universal Cancellation of Requisitions, Appendix 2.1 Data Elements and Codes Index, and Appendix 3.19 Shipment Status.</p>	6

ADC Number	Date	Change Description	Version
1142A	10/21/2014	Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP). Formally withdraws GSA from the Materiel Returns Program (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. Revises Chapter 8, Mass or Universal Cancellation of Requisitions; Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets; Chapter 10, Installation Closure Procedures; and Appendix 2.16, Status Codes.	5
1152	12/8/2015	Approved Defense Logistics Management Standards (DLMS) Change (ADC) 1152, Authorization to Use a Suffix Code in a Redistribution Order (RDO) in Support of DLA Industrial Product-Support Vendor (IPV) Program. Revises the DLMS 940R, Release Order, to allow the suffix code to be populated for redistribution order transactions to support DLA's IPV program. This revision is for restricted use intra-DLA. Revises Chapter 3, Requisition Processing and Related Actions and Appendix 3.25 A2_ Redistribution Order.	7
1177	12/8/2015	Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution. Documents the interim state routing solution that has been developed and tested by the Defense Security Assistance Development Center (DSADC) for the SCES Program, working in cooperation with Naval Supply Systems Command, Weapon System Support (NAVSUP WSS), DLMSO, and Transaction Services. Revises Chapter 6, Security Assistance Program.	7

TABLE OF CONTENTS

	<u>Page</u>
FOREWORD	1
CHANGE HISTORY PAGE	2
TABLE OF CONTENTS	39
REFERENCES	55
DEFINITIONS	57
ABBREVIATIONS	63
CHAPTER 1. GENERAL INFORMATION	
C1.1. AUTHORITY	C1-1
C1.2. PURPOSE	C1-1
C1.3. APPLICABILITY AND SCOPE	C1-2
C1.4. EXCLUSIONS	C1-2
C1.5. POLICY	C1-3
C1.6. RESPONSIBILITIES	C1-3
C1.7. COMMUNICATIONS	C1-8
C1.8. SUPPLY PROCESS REVIEW COMMITTEE	C1-12
C1.9. PUBLICATION	C1-12
CHAPTER 2. PREPARATION AND SUBMISSION OF REQUISITIONS, MODIFIERS, CANCELLATIONS, AND FOLLOW-UPS	
C2.1. PREPARATION OF REQUISITIONS	C2-1
C2.2. LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS	C2-4
C2.3. PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS	C2-6
C2.4. RESERVED	C2-7
C2.5. RESERVED	C2-7
C2.6. PREPARATION OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS	C2-8

C2.7.	PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGED FOR CONVENTIONAL AMMUNITION MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS	C2-8
C2.8.	PREPARATION/PROCESSING OF REQUISITIONS SUBMITTED VIA INTERNET ORDERING APPLICATIONS	C2-8
C2.9.	SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS	C2-10
C2.10.	RESERVED	C2-11
C2.11.	MAINTENANCE OF REQUISITION AND DUE-IN FILES	C2-11
C2.12.	RESERVED	C2-11
C2.13.	FOLLOW-UPS	C2-11
C2.14.	RESERVED	C2-13
C2.15.	REQUEST FOR SUPPLY ASSISTANCE	C2-13
C2.16.	RESERVED	C2-13
C2.17.	CANCELLATION OF REQUISITIONS	C2-13
C2.18.	RESERVED	C2-15
C2.19.	MODIFICATION OF REQUISITIONS	C2-15
C2.20.	RESERVED	C2-17
C2.21.	REQUISITIONING DOD EXCESS PERSONAL PROPERTY FROM THE DLA DISPOSITION SERVICES	C2-17
C2.22.	REQUISITIONING REPARABLES FOR INDUCTION TO MAINTENANCE	C2-19
C2.23.	REQUISITIONING CONVENTIONAL SMALL ARMS FROM THE DLA DISPOSITION SERVICES	C2-20
C2.24.	REQUISITIONING CONVENTIONAL SMALL ARMS FROM DLA DISPOSITION SERVICES	C2-20
C2.25.	SHIPMENT TRACING	C2-21
C2.26.	RESERVED	C2-21
C2.27.	SPECIAL GSA PROCEDURES ON NONMAILABLE ITEMS	C2-21
C2.28.	DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS	C2-21

CHAPTER 3. REQUISITION PROCESSING AND RELATED ACTIONS

C3.1.	GENERAL	C3-1
C3.2.	RESERVED	C3-2
C3.3.	EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING	C3-2

C3.4.	SOURCE OF SUPPLY PROCESSING OF REQUISITIONS WITH ADVICE CODE 2D, 27, OR 29	C3-4
C3.5.	SOURCE OF SUPPLY PROCESSING OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS	C3-4
C3.6.	SOURCE OF SUPPLY PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)	C3-5
C3.7.	SOURCE OF SUPPLY PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER	C3-5
C3.8.	FURNISHING STATUS	C3-6
C3.9.	SOURCE OF SUPPLY PROCESSING OF SUBSISTENCE REQUISITIONS	C3-6
C3.10.	MAINTENANCE OF REQUISITION HISTORY RECORDS	C3-6
C3.11.	REJECTION OF REQUISITIONS	C3-6
C3.12.	PROCESSING OF REQUISITIONS FOR INDUCTION TO MAINTENANCE	C3-6
C3.13.	RELEASE OF MATERIEL OBLIGATIONS	C3-7
C3.14.	RESERVED	C3-7
C3.15.	PREPARING MATERIEL RELEASE ORDERS	C3-7
C3.16.	MATERIEL RELEASE CONFIRMATION	C3-8
C3.17.	STORAGE ACTIVITY DENIALS OR REJECTIONS OF MATERIEL RELEASES	C3-8
C3.18.	STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES FOR INDUCTION TO MAINTENANCE	C3-9
C3.19.	INITIATING PASSING OR REFERRAL ORDERS	C3-9
C3.20.	RESERVED	C3-10
C3.21.	PROCESSING FOLLOW-UPS	C3-10
C3.22.	FORCE-CLOSED MATERIEL RELEASE CONFIRMATIONS	C3-13
C3.23.	PROCESSING REDISTRIBUTION ORDERS	C3-14
C3.24.	RESERVED	C3-14
C3.25.	PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER TRANSACTIONS	C3-14
C3.26.	RESERVED	C3-16
C3.27.	PROCESSING SINGLE LINE CANCELLATION REQUESTS	C3-17
C3.28.	SOURCE OF SUPPLY PROCESSING OF SINGLE LINE CANCELLATION REQUESTS	C3-18

C3.29.	SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO PROCUREMENT	C3-20
C3.30.	RESERVED	C3-22
C3.31.	PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS	C3-22
C3.32.	SOURCE OF SUPPLY PROCESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS	C3-23
C3.33.	SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES	C3-24
C3.34.	STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS	C3-25
C3.35.	REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS	C3-28
C3.36.	DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS	C3-28
C3.37.	RESERVED	C3-29
C3.38.	PREPARATION OF SHIPMENTS TO DLA DISPOSITION SERVICES FIELD OFFICES	C3-29
C3.39.	DIRECTING MATERIEL TO THE DLA DISPOSITION SERVICES	C3-30
C3.40.	PROCESSING MATERIEL TO THE DLA DISPOSITION SERVICES.....	C3-32
C3.41.	RESERVED	C3-39
C3.42.	SHIPMENT TRACING	C3-39

CHAPTER 4. STATUS

C4.1.	GENERAL	C4-1
C4.2.	RESERVED	C4-1
C4.3.	TYPE OF STATUS DATA	C4-2
C4.4.	RESERVED	C4-3
C4.5.	REQUESTING STATUS	C4-3
C4.6.	USE OF STATUS RECEIVED	C4-4
C4.7.	RESERVED	C4-5
C4.8.	FURNISHING STATUS	C4-5
C4.9.	RESERVED	C4-8

C4.10.	PREPARATION OF STATUS TRANSACTIONS	C4-8
C4.11.	RESERVED	C4-11
C4.12.	TIME STANDARDS FOR DISTRIBUTION OF STATUS	C4-11
C4.13.	DISTRIBUTION OF STATUS	C4-11
C4.14.	SUPPLY AND SHIPMENT STATUS DISTRIBUTION TABLE	C4-13

CHAPTER 5. RELEASE AND RECEIPT OF MATERIEL

C5.1.	GENERAL	C5-1
C5.2.	DOCUMENT DISTRIBUTION	C5-3
C5.3.	ISSUES FROM SUPPLY SYSTEM STOCK/DLA DISPOSITION SERVICES FIELD OFFICE/REQUISITIONS FOR LOCAL ISSUE FROM DLA DISPOSITION SERVICES FIELD OFFICE	C5-5
C5.4.	RETURNS TO STOCK AND TRANSFERS (EXCLUDING TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES)	C5-6
C5.5.	TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES	C5-7

CHAPTER 6. SECURITY ASSISTANCE PROGRAM

C6.1.	GENERAL	C6-1
C6.2.	REQUISITION FORMATS	C6-2
C6.3.	REQUIRED AVAILABILITY DATES.....	C6-6
C6.4.	REQUISITION PREPARATION AND SUBMISSION	C6-7
C6.5.	STATUS IN GENERAL	C6-9
C6.6.	STATUS UPON REQUISITION INITIATION OR SUBMISSION	C6-9
C6.7.	FOLLOW-UPS AND STATUS RESPONSES	C6-10
C6.8.	CANCELLATION AND REJECTION STATUS.....	C6-11
C6.9.	STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY	C6-11
C6.10.	MODIFICATION OF FOREIGN MILITARY SALES OFFER RELEASE OPTION OR FREIGHT FORWARDER/COUNTRY REPRESENTATIVE	C6-11
C6.11.	RELEASE OF FOREIGN MILITARY SALES SHIPMENTS	C6-12
C6.12.	CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES AND GRANT AID SHIPMENTS	C6-16
C6.13.	DOCUMENT DISTRIBUTION	C6-18
C6.14.	SPECIAL GRANT AID PROCEDURES	C6-19

C6.15.	CANCELLATION OF REQUISITIONS	C6-19
C6.16.	REPAIR AND REPAIR/REPLACE PROGRAM.....	C6-20
C6.17.	RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL	C6-21
C6.18.	FMS TRANSPORTATION	C6-22

CHAPTER 7. VALIDATION OF MATERIEL OBLIGATION

C7.1.	SECTION I – SUPPORT OF UNITED STATES FORCES	C7-1
C7.1.1	GENERAL	C7-1
C7.1.2.	EXCLUSIONS FROM SECTION I	C7-2
C7.1.3	MATERIEL OBLIGATION AGE CRITERIA	C7-2
C7.1.4.	SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS	C7-2
C7.1.5.	DETERMINATION OF RECIPIENT OF VALIDATION REQUESTS	C7-4
C7.1.6.	PREPARATION OF SPECIAL VALIDATION REQUESTS	C7-4
C7.1.7.	PREPARATION OF CYCLIC VALIDATION REQUESTS	C7-5
C7.1.8.	ACKNOWLEDGMENT OF RECEIPT OF CYCLIC VALIDATION REQUESTS	C7-6
C7.1.9.	FOLLOW-UP ON UNACKNOWLEDGED CYCLIC VALIDATION REQUESTS	C7-7
C7.1.10.	PERFORMANCE OF THE VALIDATION AND RECONCILIATION	C7-7
C7.1.11.	RESPONSES TO MATERIEL OBLIGATION VALIDATION REQUESTS	C7-8
C7.1.12.	SOURCE OF SUPPLY CANCELLATION OF MATERIEL OBLIGATIONS	C7-10
C7.1.13.	MATERIEL OBLIGATION REINSTATEMENT	C7-11
C7.2.	SECTION II – FOREIGN MILITARY SALES AND GRANT AID	C7-11
C7.2.1.	GENERAL	C7-11
C7.2.2.	SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS	C7-12
C7.2.3.	FMS AND GRANT AID MATERIEL OBLIGATION VALIDATION REQUEST ACTION	C7-12
C7.2.4.	ACKNOWLEDGMENT OF A VALIDATION REQUEST BY THE INTERNATIONAL LOGISTICS CONTROL OFFICE	C7-13

C7.2.5. ACCOMPLISHING MATERIEL OBLIGATION VALIDATION BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES	C7-13
C7.2.6. MATERIEL OBLIGATION VALIDATION BY THE NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE	C7-15
C7.2.7. NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE INITIATION OF RECONCILIATION/VALIDATION WITH SECURITY ASSISTANCE ORGANIZATIONS	C7-15
C7.2.8. ACKNOWLEDGMENT OF LISTINGS/REQUESTS BY SECURITY ASSISTANCE ORGANIZATIONS	C7-16
C7.2.9. VALIDATION OF REQUIREMENTS BY THE SECURITY ASSISTANCE ORGANIZATIONS	C7-16
C7.2.10. RESPONSE TO MATERIEL OBLIGATION VALIDATION REQUESTS BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES	C7-17
C7.2.11. NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE ACTION ON SECURITY ASSISTANCE ORGANIZATION RESPONSES.....	C7-17
C7.2.12. INTERNATIONAL LOGISTICS CONTROL OFFICE CANCELLATION OF MATERIEL OBLIGATIONS	C7-18

CHAPTER 8. MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C8.1. GENERAL	C8-1
C8.2. APPLICABILITY	C8-2
C8.3. INITIATION OF MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS	C8-3
C8.4. CONTINUING HIGH PRIORITY DEMANDS DURING A MASS CANCELLATION	C8-5
C8.5. SOURCE OF SUPPLY PROCESSING MASS OR UNIVERSAL CANCELLATION REQUESTS	C8-6
C8.6. STORAGE ACTIVITY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS	C8-7
C8.7. DIRECT VENDOR DELIVERY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS	C8-8
C8.8. DTS PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS	C8-10
C8.9. DISPOSITION OF FRUSTRATED SHIPMENTS/MATERIEL	C8-10

CHAPTER 9. MATERIEL RETURNS PROGRAM (MRP) AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

C9.1.	GENERAL	C9-1
C9.2.	APPLICABILITY AND SCOPE	C9-2
C9.3.	EXCLUSIONS	C9-3
C9.4.	RESERVED	C9-3
C9.5.	REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS (DIC FTE/FTG)	C9-3
C9.6.	PREPARATION OF CUSTOMER ASSET REPORTS (DIC FTE/FTG)	C9-4
C9.7.	CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC)	C9-5
C9.8.	PROCESSING REPLIES TO CUSTOMER ASSET REPORTS (DIC FTR)	C9-6
C9.9.	FOLLOW-UPS ON REPORTED ASSETS (DIC FTF/FTT/FTP/FT6)	C9-6
C9.10.	AUTOMATIC RETURNS (DIC FTA)	C9-7
C9.11.	SECONDARY INVENTORY CONTROL ACTIVITY PROCESSING OF AUTOMATIC RETURN NOTIFICATION (DIC FTA).....	C9-8
C9.12	DEFENSE AUTOMATIC ADDRESSING SYSTEM	C9-8
C9.13	INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF CUSTOMER ASSET REPORTS (DIC FTE)	C9-10
C9.14.	INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (DIC FTZ)	C9-12
C9.15.	PROCESSING OF SHIPMENT STATUS (DIC FTM)	C9-13
C9.16.	PROCESSING FOLLOW-UPS FROM REPORTING ACTIVITIES (DIC FTF/FTT/FTP)	C9-13
C9.17.	CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC/FTZ)	C9-14
C9.18.	INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF DIC FTE/FTC/FTF TRANSACTIONS WHEN SOURCE OF SUPPLY HAS CHANGED	C9-15
C9.19.	INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER LATERAL REDISTRIBUTION OF RETAIL ASSETS (DIC A4_/AE6/AF6/AS6)	C9-15

C9.20	INTER-SERVICE LATERAL REDISTRIBUTION OF RETAIL ASSETS BY INTER-SERVICE AGREEMENT	C9-17
C9.21	RETURNS TO DLA FROM INDUSTRIAL SITES UNDER BRAC SS&D, and NIMS SITE CUSTOMERS	C9-18

CHAPTER 10. INSTALLATION CLOSURE PROCEDURES

C10.1.	GENERAL	C10-1
C10.2.	APPLICABILITY AND SCOPE	C10-1
C10.3.	EXCLUSIONS	C10-1
C10.4.	INSTALLATION CLOSING PROCEDURES	C10-2
C10.5.	PROCEDURES FOR THE INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER	C10-5

CHAPTER 11. CONTRACTOR ACCESS TO GOVERNMENT SOURCES OF SUPPLY

C11.1.	GENERAL	C11-1
C11.2.	APPLICABILITY	C11-2
C11.3.	PREPARATION OF REQUISITIONS AND RELATED TRANSACTIONS FOR GOVERNMENT MATERIEL FURNISHED TO CONTRACTORS	C11-2
C11.4.	SUBMISSION OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS	C11-4
C11.5.	MANAGEMENT CONTROL ACTIVITY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS	C11-4
C11.6.	SOURCE OF SUPPLY PROCESSING OF GOVERNMENT FURNISHED-MATERIEL REQUISITIONS AND RELATED TRANSACTIONS	C11-7
C11.7.	DEFENSE AUTOMATIC ADDRESSING SYSTEM PROCESSING OF GOVERNMENT-FURNISHED MATERIEL TRANSACTIONS	C11-9
C11.8.	CONTRACTOR REQUISITIONS FOR CONTRACTOR FURNISHED MATERIEL	C11-11
C11.9.	PREPARATION OF DOD EMAIL REQUISITIONS BY CONTRACTORS	C11-13
C11.10	INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER-DIRECTED SHIPMENT OF NONREQUISITIONED GOVERNMENT-FURNISHED MATERIEL BASED ON A BILL OF MATERIEL.	C11-15

APPENDIX 1. FORMS/MESSAGE FORMATS INDEX AP1-1

AP1.1. FORMS/MESSAGE FORMATS INTRODUCTION	AP1.1-1
AP1.2. DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)	AP1.2-1
AP1.3. DD FORM 1348M, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MECHANICAL)	AP1.3-1
AP1.4. DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT	AP1.4-1
AP1.5. STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT	AP1.5-1
AP1.6. DD FORM 1348-6, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)	AP1.6-1
AP1.7. RESERVED	AP1.7-1
AP1.8. MILSTRIP MESSAGE REQUISITION	AP1.8-1
AP1.9. MILSTRIP MESSAGE FOLLOW-UP	AP1.9-1
AP1.10. MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST	AP1.10-1
AP1.11. ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS	AP1.11-1
AP1.12. ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS	AP1.12-1
AP1.13. MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION	AP1.13-1
AP1.14. RESERVED	AP1.14-1
AP1.15. MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION	AP1.15-1
AP1.16. MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST	AP1.16-1
AP1.17. REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)	AP1.17-1
AP1.18. FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)	AP1.18-1
AP1.19. REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)	AP1.19-1
AP1.20. FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (MAP GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)	AP1.20-1
AP1.21. REPORT OF VALIDATION OF MATERIEL OBLIGATIONS	AP1.21-1

AP1.22. ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)	AP1.22-1
AP1.23. MASS OR UNIVERSAL CANCELLATION MESSAGE	AP1.23-1
AP1.24. DEFENSE LOGISTICS MANAGEMENT SYSTEM/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT	AP1.24-1
AP1.25. ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING	AP1.25-1
AP1.26. RESERVED	AP1.26-1
AP1.27. ISSUE RELEASE/RECEIPT DOCUMENT PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA	AP1.27-1
AP1.28. RESERVED	AP1.28-1
AP1.29. ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES	AP1.29-1
AP1.30. RESERVED	AP1.30-1
AP1.31. ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL	AP1.31-1
AP1.32. MESSAGE REQUEST FORM DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE	AP1.32-1
AP1.33. QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICE FIELD OFFICE REPORT	AP1.33-1
AP1.34. UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT	AP1.34-1
AP1.35. ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD Form 1348-1A) WITH CODE 39 (THREE OF NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL (2D) BAR CODE.	AP1.35-1
AP1.36. ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD Form 1348-2) CONTINUATION PAGE	AP1.36-1
AP1.37. TEMPLATES FOR PROJECT CODE MANAGEMENT SYSTEM GENERATED PROJECT CODE DISSEMINATION NOTICES..	AP1.37-1
AP1.38. TEMPLATE FOR SERVICE/AGENCY PROJECT CODE REPRESENTATIVE APPOINTMENT LETTER	AP1.38-1

APPENDIX 2. DATA ELEMENTS AND CODES INDEX AP1.2-1

AP2.1. DOCUMENT IDENTIFIER CODES	AP2.1-1
AP2.2. SERVICE AND AGENCY CODES	AP2.2-1
AP2.3. ROUTING IDENTIFIER CODES	AP2.3-1

AP2.4. MEDIA AND STATUS CODES	AP2.4-1
AP2.5. STOCK OR PART NUMBERS	AP2.5-1
AP2.6. UNIT OF ISSUE AND QUANTITY	AP2.6-1
AP2.7. DOCUMENT NUMBER	AP2.7-1
AP2.8. DEMAND AND SUFFIX CODES	AP2.8-1
AP2.9. SUPPLEMENTARY ADDRESS	AP2.9-1
AP2.10. SIGNAL CODES	AP2.10-1
AP2.11. FUND CODES	AP2.11-1
AP2.12. DISTRIBUTION CODES	AP2.12-1
AP2.13. PROJECT CODES	AP2.13-1
MASTER PROJECT CODE LIST - w/ POC-POSTED TO WEBSITE ONLY	
MASTER PROJECT CODE LIST - w/o POC-POSTED TO WEBSITE ONLY	
AP2.14. PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES	AP2.14-1
AP2.15. ADVICE CODES	AP2.15-1
AP2.16. STATUS CODES	AP2.16-1
AP2.17. SHIPMENT HOLD CODES	AP2.17-1
AP2.18. SECURITY COOPERATION CUSTOMER CODES	AP2.18-1
AP2.19. SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES	AP2.19-1
AP2.20. SUBSISTENCE TYPE OF PACK CODES	AP2.20-1
AP2.21. DISPOSAL AUTHORITY CODES	AP2.21-1
AP2.22. COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES	AP2.22-1
AP2.23. PRECIOUS METALS INDICATOR CODES	AP2.23-1
AP2.24. AUTOMATED DATA PROCESSING IDENTIFICATION CODES	AP2.24-1
AP2.25. CUSTOMER IDENTIFICATION	AP2.25-1
AP2.26. DELIVERY PRIORITY/SPECIAL PROCESSING CODES.....	AP2.26-1
APPENDIX 3. FORMATS INDEX AP3-1	
AP3.1. FORMATS (INTRODUCTION)	AP3.1-1
AP3.2. REQUISITION	AP3.2-1
AP3.3. SECURITY ASSISTANCE PROGRAM REQUISITION	AP3.3-1

AP3.4. NON-NATIONAL STOCK NUMBER REQUISITION (MECHANICAL)	AP3.4-1
AP3.5. REQUISITION FOLLOW-UP	AP3.5-1
AP3.6. DISPOSAL SHIPMENT CONFIRMATION FOLLOW-UP	AP3.6-1
AP3.7. REQUISITION CANCELLATION	AP3.7-1
AP3.8. SOURCE OF SUPPLY CANCELLATION REQUEST OR REPLY TO SOURCE OF SUPPLY CANCELLATION REQUEST (ISSUES FROM STOCK)	AP3.8-1
AP3.9. SOURCE OF SUPPLY CANCELLATION (DIRECT DELIVERY FROM PROCUREMENT)	AP3.9-1
AP3.10. SUPPLY STATUS	AP3.10-1
AP3.11. DIRECT DELIVERY NOTICE	AP3.11-1
AP3.12. MATERIEL RELEASE ORDER/FOLLOW-UP FOR MATERIEL RELEASE ORDER/LATERAL REDISTRIBUTION ORDER	AP3.12-1
AP3.13. DISPOSAL RELEASE ORDER, FOLLOW-UP, OR CANCELLATION	AP3.13-1
AP3.14. MATERIEL RELEASE CONFIRMATION	AP3.14-1
AP3.15. FORCE CLOSED MATERIEL RELEASE CONFIRMATION	AP3.15-1
AP3.16. DISPOSAL RELEASE ORDER CONFIRMATION OR SUPPLY STATUS	AP3.16-1
AP3.17. MATERIEL RELEASE DENIAL (WAREHOUSE REFUSAL)	AP3.17-1
AP3.18. DISPOSAL RELEASE ORDER DENIAL.....	AP3.18-1
AP3.19. SHIPMENT STATUS	AP3.19-1
AP3.20. PSEUDO SHIPMENT STATUS FOR UNCONFIRMED MATERIEL RELEASE ORDERS	AP3.20-1
AP3.21. DISPOSAL SHIPMENT CONFIRMATION	AP3.21-1
AP3.22. DOCUMENT MODIFIER (INVENTORY CONTROL POINT TO PROCUREMENT)	AP3.22-1
AP3.23. PASSING ORDER	AP3.23-1
AP3.24. REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS	AP3.24-1
AP3.25. REDISTRIBUTION ORDER	AP3.25-1
AP3.26. SOURCE OF SUPPLY MATERIEL OBLIGATION VALIDATION REQUEST	AP3.26-1

AP3.27. MATERIEL OBLIGATION VALIDATION REQUEST CONTROL DOCUMENT	AP3.27-1
AP3.28. RECEIPT CONFIRMATION FOR MATERIEL OBLIGATION VALIDATION REQUEST	AP3.28-1
AP3.29. MATERIEL OBLIGATION VALIDATION RESPONSE	AP3.29-1
AP3.30. FOREIGN MILITARY SALES NOTICE OF AVAILABILITY KEY DOCUMENT	AP3.30-1
AP3.31. FOREIGN MILITARY SALES NOTICE OF AVAILABILITY DETAIL DOCUMENT	AP3.31-1
AP3.32. FOREIGN MILITARY SALES NOTICE OF AVAILABILITY REPLY DOCUMENT	AP3.32-1
AP3.33. CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)	AP3.33-1
AP3.34. REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)	AP3.34-1
AP3.35. DEFENSE AUTOMATIC ADDRESSING SYSTEM CUSTOMER ASSET REPORT STATUS (MATERIEL RETURNS PROGRAM)	AP3.35-1
AP3.36. DISPOSITION INSTRUCTIONS DELAY STATUS (MATERIEL RETURNS PROGRAM)	AP3.36-1
AP3.37. FOLLOW-UP FOR INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)	AP3.37-1
AP3.38. CANCELLATION OF CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)	AP3.38-1
AP3.39. SHIPMENT STATUS (MATERIEL RETURNS PROGRAM)	AP3.39-1
AP3.40. AUTOMATIC RETURN NOTIFICATION (MATERIEL RETURNS PROGRAM)	AP3.40-1
AP3.41. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER FOLLOW-UP (MATERIEL RETURNS PROGRAM)	AP3.41-1
AP3.42. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)	AP3.42-1
AP3.43. FOLLOW-UP FOR INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)	AP3.43-1

AP3.44. FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT	AP3.44-1
AP3.45. REPLY TO FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT	AP3.45-1
AP3.46. REQUEST FOR SHIPMENT TRACING ON REGISTERED, INSURED, AND CERTIFIED PARCEL POST	AP3.46-1
AP3.47. SUPPLY STATUS (MATERIEL RETURNS PROGRAM)	AP3.47-1
AP3.48. MATERIEL RELEASE DOCUMENT DD FORM 1348-1A OR DD FORM 1348-2	AP3.48-1
AP3.49. TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICE ON DD FORM 1348-1A OR DD FORM 1348-2	AP3.49-1
AP3.50. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL	AP3.50-1
AP3.51. MATERIEL OBLIGATION VALIDATION REINSTATEMENT REQUEST	AP3.51-1
AP3.52. INVENTORY CONTROL POINT GOVERNMENT-FURNISHED MATERIEL VALIDATION REQUEST	AP3.52-1
AP3.53. MANAGEMENT CONTROL ACTIVITY GOVERNMENT-FURNISHED MATERIEL VALIDATION RESPONSE	AP3.53-1
AP3.54. DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE TRANSACTION	AP3.54-1
AP3.55. NOTIFICATION OF CUSTOMER NONRESPONSE TO MATERIEL OBLIGATION VALIDATION REQUEST	AP3.55-1

TABLES

Table – Title

C1.T1 MILSTRIP Transaction Communication Procedance	C1-11
C2.T1 DoDAAC Authority Codes	C2-23
C3.T1 Turn-In Processing Data Requirements	C3-35
C3.T2 Requisition Processing and Related Actions	C3-40
C4.T1 Supply and Shipment Status Distribution Table	C4-13
C5.T1. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document, and Continuation Page to all Consignees other than DLA Disposition Services and Security Assistance	C5-4
C5.T2. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document and Continuation Page for Shipments to DLA Disposition Services Field Office	C5-5

C7.T1. Cyclic Schedule for Materiel Obligation Validation
(excludes Support of Grant Aid) C7-3

C7.T2. Cyclic Schedule for Materiel Obligation Validation in
Support of FMS and Grant Aid C7-12

C7.T3. Program Originators C7-14

C11.T1. MCA Validation Process for GFM Transactions C11-6

FIGURES

Figure – Title

C5.F1 Instructions for Completion of DD Form 1348-1A (or DD Form
1348-2), Used for Returns to Stock Transfers (Excluding
Transfers to DLA Disposition Services Field Offices) C5-7

C6.F1. Distribution of DD Form 1348-1A C6-18

C2. CHAPTER 2

PREPARATION AND SUBMISSION OF REQUISITIONS, CANCELLATIONS, AND FOLLOW-UPS

C2.1. PREPARATION OF REQUISITIONS

C2.1.1. Requisitions will be prepared in one of the following formats described under Appendix AP1, Forms/Message Format (Introduction) or Defense Messaging System (DMS), using the coding structures shown in Appendix AP2.2: C2.1.1.1. [DD Form 1348](#), "DoD Single Line Item Requisition System Document (Manual)."

C2.1.1.2. [DD Form 1348M](#), "DoD Single Line Item Requisition System Document (Mechanical)."

C2.1.1.3. [SF 344](#), "Multiuse Standard Requisitioning/Issue System Document."

C2.1.1.4. [DD Form 1348-6](#), "DoD Single Line Item Requisition System Document (Manual-Long Form)."

C2.1.1.5. [DD Form 1348-1A](#), "Issue Release/Receipt Document" (acceptable and preferred as a requisition when requesting property directly from DLA Disposition Services Field Offices).

C2.1.1.6. [DD Form 1348-2](#), "Issue Release/Receipt Document, with Address Label."

C2.1.2. The manual form (DD Form 1348, SF 344, or DD Form 1348-6) will be used only when:

C2.1.2.1. Facilities are not available to the requisitioning activity to enable electronic transmission of documents in data pattern format, or when computer-readable machine-sensible facilities are not available to the requisitioning activity.

C2.1.2.2. The requisition coding structure does not provide sufficient data to assist the source of supply in making supply decisions. Use of exception data will cause delays in supply of materiel since each document containing such data must be withdrawn from routine processing, reviewed for the exception and continued in process after a decision has been made as a result of the review. Activities should not attempt to use exception data as a normal method for requisitioning materiel requirements. Limitations on the use of exception data are outlined in Paragraph C2.2.

C2.1.3. Requisitions for conventional ammunition will contain Advice Code 3Q, 3V, 3W, 3X, 3Y, or 3Z as applicable when usable Condition E stock is acceptable.

C2.1.4. Non-national stock number (NSN) requisitions will be prepared with document identifier code (DIC) A02 or A0B in DD Form 1348m when the contractor and Government entity (CAGE) and part number do not exceed the part number field and the item can be identified by additional data in record position (rp) 70-80 as indicated in Appendix AP3.4. Otherwise, use DD Form 1348-6. This also applies to non-NSN lumber products.

C2.1.5. The manual forms (DD Form 1348 and 1348-6) will be used as exception media when there are no available mechanical transmission methods. Use Appendix AP3, Formats (Introduction), and Appendices AP3.2, AP3.5, and AP1.8 (for messages) to prepare manual forms of requisitioning in the number of copies as specified by individual Components.

C2.1.6. The mechanical transaction will be used as the normal requisitioning medium and will be transmitted electronically to the source of supply via the Defense Automatic Addressing System (DAAS). Use the Appendix AP3.2 format to prepare the mechanical transaction.

C2.1.7. DMS may be used when:

C2.1.7.1. Data communication facilities are not available to permit document transmission by mechanized media.

C2.1.7.2. The document contains exception data and/or rapid document transmission is required under the assigned priority designator (PD).

C2.1.8. Under exception circumstances, requisitions may be prepared on DD Form 1348 or 1348m and read to the appropriate source of supply by telephone in exact record position alignment. When requisitions are relayed by telephone, confirmation copies are not required and will not be forwarded.

C2.1.9. Requisitions for perishable and nonperishable subsistence will be prepared using the following special instructions:

C2.1.9.1. All subsistence requisitions will contain the applicable type of pack in rp 21. See codes in Appendix AP2.20.

C2.1.9.2. All subsistence requisitions will contain a specific Required Delivery Date (RDD) (day of year format) in rp 62-64.

C2.1.9.3. Brand name resale item requisitions will contain DIC A04 or A0D in rp 1-3.

C2.1.9.4. Brand name resale item identification numbers will be entered in rp 8-20, using Appendix AP2.5, paragraph AP2.5.7.

C2.1.9.5. To accommodate a condition peculiar to brand name resale subsistence requisitioned by or for OCONUS (Outside the Continental United States)

activities, Advice Code 2C will be entered in rp 65-66 to convey advice to the source of supply to fill or kill an unfilled quantity which cannot be shipped by a vendor to arrive overseas within 30 days after the RDD. To implement this authority, the source of supply will contact the vendor to determine whether shipment has been made when the item has not been received at the transshipping depot by the contract delivery date plus 15 days. If shipment has not occurred, procurement/requisition cancellation action will be initiated by the source of supply and the customer will be furnished appropriate supply status. If the vendor has made shipment, cancellation of the procurement cannot be effected. Shipments that cannot be shipped to arrive at the OCONUS destination within 30 days after the RDD will be put in stock by the transshipping depot to fill future requirements. The source of supply will furnish appropriate rejection status to the customer.

C2.1.10. In the requisition document, follow-up (no supply status received) document, and cancellation (no supply status received) document, the identification code and the reference identification code will appear in documents applicable to part number requisitions (DICs A02 and A0B only). Materiel release denials (MRD) based on materiel release orders (MROs) issued by all activities will contain a fund code in rp 52-53. Referral order documents to DLA sources of supply from certain Navy stock points without computer capability may not include the date of receipt of demand in rp 67-69.

C2.1.11. The manual form ([DD Form 1149](#), Requisition and Invoice/Shipping Document) is used as a requisition and shipping document as specified by other DoD regulations. The DD Form 1149 will not be used for any processes under MILSTRIP.

C2.1.12. Requisitions for conventional ammunition that should not be delivered before a specific date or later than a specific date may contain a required delivery period (RDP)¹ in rp 62-64. The formula for expressing an RDP is provided in Appendix AP2.14².

C2.1.13. Requisitions will be prepared using valid DoD activity address codes (DoDAAC) for the intended purpose(s). DoDAACs designated as the requisitioner, bill-to, or ship-to activity will be validated based upon the authority code assigned to each DoDAAC in the DoD activity address directory (DoDAAD) and business rules described below. Refer to DAAS edit of incoming requisitions below for edit rules.

C2.1.14 Conformance with single line of accounting (SLOA)/accounting classification requires any initiation of an obligation to include SLOA mandated standard financial information system (SFIS) elements.³ Transition to DLMS requisition transactions is required to support inclusion of SLOA required elements. Pending full implementation of SLOA under DLMS, Transaction Services will facilitate

¹ Foreign military sales (FMS) and Grant Aid requisitions are excluded from RDP procedures.

² Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148.

³ Refer to ADC 1043.

interoperability by updating selected SLOA data fields based upon the requisitioner's Fund Code when moving from a legacy environment to a DLMS compliant system.

C2.1.15 If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC AE9 Supply Status citing Status Code CF. Requisitions must be edited by the ordering application prior to acceptance of the order for further processing. Image and post-post transactions will not be rejected by the source of supply or DAAS.⁴

C2.2. LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS

C2.2.1. To enable sources of supply to process requisitions in a timely manner to meet issue priority group, standard delivery dates, or required delivery dates, requisitioners should attempt to limit repetitive submission of requisitions containing exception data, particularly those that are to satisfy high priority requirements. Requisitioners should use available MILSTRIP capabilities to ensure that automated processes are used to the maximum possible extent. The processing of exception data requisitions is a resource-intensive process that is prone to errors and generally delays required support. Sources of supply receiving requisitions with unnecessary exception data such as “ship by commercial air,” “do not use postal system,” “ship by fastest traceable means,” or “ship overnight delivery” are authorized to delete such information, change the exception DIC to a non-exception DIC, and continue processing. Sources of supply will process all requisitions under the standards of the Uniform Materiel Management and Issue Priority System (UMMIPS) (DoDM 4140.01 DoD Supply Chain Materiel Management Procedures, February 10, 2014 (www.dtic.mil/whs/directives/corres/pdf/414001m/414001m_vol01.pdf)). Within the UMMIPS time segment for transporting the materiel, it is the shipper's prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the type of address code (TAC) 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable Service focal point to develop procedures to automatically process requisitions.

C2.2.1.1. Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6.

C2.2.1.1.1. Sales/donations/loans/issues of materiel to qualifying Federal, state, or civil organizations or individuals approved by the Service Secretaries.

⁴ Refer to ADC 1043E.

C2.2.1.1.2. Issues of nuclear assets as directed by Defense Threat Reduction Agency (DTRA) Department of Energy (DOE) contractors.

C2.2.1.1.3. Materiel in Supply Condition Code L to contractors.

C2.2.1.1.4. Issues required by national emergency or natural disasters.

C2.2.1.1.5. Shipments of ammunition requiring special controls.

C2.2.1.1.6. Shipments to contractors for special testing.

C2.2.1.1.7. Requisitions from deployed Naval units with an R or V in rp 30; E, G, or W in rp 40; 01, 02, or 03 in rp 60-61; and 999 in rp 62-64.

C2.2.1.1.8. DoD EMALL-generated requisitions using a Government purchase card as the method of payment and the non-contractor ship-to location is not identified by a DoDAAC. Requisitioners must use the DoDAAC applicable to the ship-to locations when assigned. See paragraph C2.2.1. for additional guidance..

C2.2.1.2. Exception data will normally be limited to the following:

C2.2.1.2.1. Non-NSN requirements that exceed the stock or part number field and/or require additional information.

C2.2.1.2.2. Non-NSN lumber products and other commodities identified and ordered by description only.

C2.2.1.2.3. Authorization/identification for items when such requirement is imposed by the inventory control point (ICP) or by the parent Service or the requisitioning activity.

C2.2.1.2.4. NSN items in Federal supply class (FSC) 5510, 5520, and 5530 requiring specification data; such as, species and/or grade.

C2.2.1.2.5. NSN requirements needing additional identifying information (e.g., requisitions initially rejected with Status Code CG or CJ).

C2.2.1.2.6. Requisitions for the Navy's LEVEL 1/SUBSAFE program and nuclear reactor plant materiel.

C2.2.1.2.7. NSN items for chemicals for boiler water feed water analysis.

C2.2.1.2.8. Requisitions used to establish a registered user with the ICP in a primary inventory control activity/secondary inventory control activity (PICA/SICA) situation.

C2.2.1.2.9. Requisitions for Marine Corps prepositioned war reserve (PWR) or Pre-Positioning Ships Program.

C2.2.2. Commanders must approve, or delegate in writing to specific personnel to approve, the submission of exception data requisitions.

C2.2.3. Automated submissions of requisitions containing exception ship-to addresses may be authorized by agreement with the source of supply. Automated submissions must include identification of the customer via a system-generated customer identification code that cannot be overridden by the user as described under Appendix AP1.35, Customer Identification. DAAS will generate the customer identification for automated submissions (e.g., via Defense Automatic Addressing System Automatic Message Exchange System (DAMES) of the DLA-supported DIC YRZ requisition trailer for ship-to exception data.

C2.3. PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS

C2.3.1. Not mission capable supply (NMCS) is a materiel condition indicating that systems and equipment are not capable of performing any of their assigned missions because of maintenance work stoppage due to a supply shortage ([DoDI 3110.05](#), "Readiness-based Materiel Condition Reporting for Mission-Essential Systems and Equipment." September 25, 2006). Individual Service condition reporting system (e.g., Air Force mission impaired capability awaiting parts (MICAP) or Navy Casualty Reporting (CASREP)) may require the same qualifying criteria as NMCS but do not automatically generate NMCS requisitions.

C2.3.2. Expedited Handling Signal 999

C2.3.2.1. PDs 01-03, requisitions for items causing mission-essential systems and equipment to be NMCS, will be prepared to contain code 999 in rp 62-64 in lieu of the RDD. Code 999 will identify documents related to critical items and requiring expedited handling. When entered into requisitions, code 999 will be perpetuated on MROs and DD Form 1348-1A (or DD Form 1348-2.) This procedure applies only to materiel being shipped to U.S. Forces OCONUS and to CONUS Forces alerted for OCONUS deployment within 30 days of the date of the requisition.

C2.3.2.2. Code 999 will be used to identify the need for expedited handling only when the conditions specified below are met. (The Commanding Officer of the requisitioning activity will either personally review, or delegate in writing to specific personnel the authority to review, all requisitions identified for expedited handling to certify compliance with prescribed criteria.) The requisitioning unit must possess Force/Activity Designator (F/AD) I, II, or III and

C2.3.2.2.1. The required items or equipment are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or

C2.3.2.2.2. The required items or equipment have been identified during maintenance or testing as necessary to prevent mission-essential system or equipment

from being unable to perform assigned operational missions or tasks within five days of the date of the requisition.

C2.3.2.3. Expedited handling signal 999 does not apply to foreign military sales (FMS) and Grant Aid requisitions.

C2.3.2.4. For NMCS conditions other than 999, the following procedures will apply:

C2.3.2.4.1. PD must be 01-08.

C2.3.2.4.2. Enter N in rp 62 of requisitions applicable to NMCS conditions originating at activities where forces in CONUS are not alerted for deployment. FMS requisitions applicable to NMCS conditions will contain an N in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.4.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.4.4. These documents will be processed using the PD in rp 60-61.

C2.3.2.5. Anticipated not mission capable supply (ANMCS) is a condition that is anticipated to occur within 15 days in the CONUS or 20 days OCONUS that will result in equipment becoming deadlined for parts, engines going out of commission for parts, aircraft going out of commission for parts, and a ship's capability being impaired for parts. Requisitions for materiel to prevent degradation of the mission capability of such systems/equipment will be prepared as follows:

C2.3.2.5.1. PD must be 01-08.

C2.3.2.5.2. Enter E in rp 62 of requisitions applicable to ANMCS conditions. FMS requisitions applicable to ANMCS conditions will contain an E in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.5.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.5.4. These documents will be processed under the PD in rp 60-61.

C2.3.2.6. NMCS and ANMCS requisitions⁵ will be submitted only for materiel in the quantities needed to return the mission essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.

⁵ Refer to MILSTRIP, C2.2., Limitation on Submission of Exception Data Requisitions..

C2.3.2.7. Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions in writing and submit the requisitions by the most expeditious means. NMCS/ANMCS requisitions will be submitted only for parts required for installation on or repair of mission-essential systems and equipment, without which the Commander is unable to perform assigned Service operation/mission.

C2.4. RESERVED

C2.5. RESERVED

C2.6. PREPARATION OF PREPOSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C2.6.1. Requisitions for the initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements will be prepared to contain Demand Code O (alpha) in rp 44 and Project Code 3AA in rp 57-59 and may be prepared as “funded” or “unfunded” requisitions except that unfunded requisitions are not to be submitted to GSA by DoD Activities. Replenishment PWRMS requisitions will contain Project Code 3PR.

C2.6.2. Funded requisitions for PWRMS requirements will contain a Signal Code other than D or M (Appendix AP2.10) in rp 51 and appropriate fund code entries in rp 52-53 (AP2.11). Normally, funded requisitions for PWRMS requirements will contain only PDs 11-15 as appropriate, except that PDs 01-03, as appropriate, may be entered when an overriding operational situation justifies immediate supply support.

C2.7. PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGER FOR CONVENTIONAL AMMUNITION-MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS. Service owners of Single Manager for Conventional Ammunition (SMCA)-managed items may grant authority to the SMCA ICP to issue assets below all established stock reservation levels. This authority will be conveyed to the SMCA ICP online by the Service owners with Advice Code 2S entered in rp 65-66 of the requisition or referral order.

C2.8. PREPARATION/PROCESSING OF REQUISITIONS SUBMITTED VIA INTERNET ORDERING APPLICATIONS. Developers and users of internet ordering applications that permit MILSTRIP requisitions to be initiated outside the responsible DoD Component’s supply system (e.g., direct customer input to DoD EMALL, GSA Global) will take precautions to ensure that only authorized personnel place orders and all standard financial and logistics procedures are followed.

C2.8.1. DoD Components authorizing the use of ordering processes external to the Component-sponsored supply system will:

C2.8.1.1. Establish internal controls to identify/approve authorized users. This may be accomplished in coordination with the ordering application program

management or independently in the absence of a satisfactory registration program for the internet ordering process.

C2.8.1.2. Notify users that they are required to manually establish an obligation for requisitions dependent on interfund payment procedures prior to/concurrent with placing orders via internet ordering applications, except where an interface is established with the requisitioner's Component application to validate funds availability and establish an obligation.

C2.8.1.3. Ensure that appropriate procedures are established to record the demand and establish a due-in/pre-positioned materiel receipt under DoD MILSTRAP/DLMS-based upon status provided by either the source of supply or delegated source. Alternative manual Component procedures may be employed pending systemic interfaces to support return of supply and shipment status by either the source of supply or delegated source.

C2.8.1.4. Ensure materiel receipt acknowledgement under DoD MILSTRAP/DLMS procedures via systemic interface or, where not available, instruct users to provide receipt notification via DoD EMALL (this includes non-EMALL originated orders).

C2.8.2. Sources of supply authorizing the use of ordering processes external to the customer's Component-sponsored supply system will:

C2.8.2.1. Coordinate with DoD Components to establish controls to ensure users are identified and authorized. If a satisfactory registration program is not available, users must be alerted to comply with Component-directed procedures.

C2.8.2.2. Support adherence to standard financial procedures via systemic interface or manual procedures as follows:

C2.8.2.2.1. Establish an interface between the external ordering application and the appropriate Component-sponsored application to validate funds availability and establish the obligation; or

C2.8.2.2.2. Pending development of automated processing, alert users to comply with Component-directed manual procedures.

C2.8.2.2.3. Procedures for real-time funds availability for on-line applications are provided under [DLM 4000.25](#), "Defense Logistics Management Standards Manual" (DLMS) Volume 4, Chapter 7⁶.

C2.8.2.3. Use standard requisition formats under MILSTRIP/DLMS where necessary to transmit the requisition from the external ordering application to the source of supply for further processing.

⁶ Refer to ADC 328, "Off-Line" Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation.

C2.8.2.4. Provide order and shipment status information to the customer and applicable status recipients in accordance with MILSTRIP/DLMS.

C2.8.2.5. Where feasible, internet ordering applications will integrate use of a replicated DoDAAC table to perform validation of requisitions for authorized ordering, bill-to, and ship-to activities according to the DoDAAC authority code. If the DoDAAC fails the authority code edits in C2.28.11., the transaction will be rejected.

C2.9. SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS

C2.9.1. Frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items, the distribution systems will not prescribe scheduling. Requisitions will be submitted when necessary to meet requirements for stock or to meet specific requirements for immediate use. To make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.

C2.9.2. Methods of submission of requisitions will be as prescribed in chapter C1. Special requirements for submitting government furnished materiel (GFM) requisitions are contained in Chapter C11⁷.

C2.9.3. The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale source of supply (e.g., ICP or stock point) that maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.

C2.9.3.1. Date of requisition (as shown in requisition document number field) will indicate the actual date of transmittal from the requisitioner to the initial source of supply. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

C2.9.3.2. Time consumed by review/approval of intermediary control offices between the requisitioner and initial source of supply is counted in the time standard for this segment.

C2.9.4. The service/agency (S/A) implementation of this provision will provide for establishment of controls to ensure transmission of requisitions on the document number date. Controls will also be established to ensure non-duplicative transmission or receipt of requisitions.

C2.9.5. Requisitions with DICs A0E and A05 will be transmitted by methods other than data pattern or computer readable fixed length format. When these requisitions are mailed, the envelope will be conspicuously marked "MILSTRIP EXCEPTION DATA REQUISITIONS."

⁷ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.9.6. DIC AF_ follow-ups and DIC AC_ cancellations on DIC A0E or A05 requisitions will not include the exception data.

C2.9.7. DIC AT_ follow-ups and DIC AM_ modifier transactions will include the exception data. Message follow-ups (DIC AT_) on a requisition with exception data will be prepared as prescribed in Appendix AP1.9. Message modifier (DIC AM_) with exception data will be prepared as prescribed in Appendix AP1.8.

C2.10. RESERVED

C2.11. MAINTENANCE OF REQUISITION AND DUE-IN FILES

C2.11.1. Procedures for maintenance of requisition and due-in files are the responsibility of each S/A.

C2.11.2. Requisitioners will ensure that status and materiel receipts are expeditiously processed to requisition and due-in files to preclude unnecessary follow-ups.

C2.11.3. Receipt take up time standards for the requisitioner are one calendar day for PDs 01-08 and three calendar days for PDs 09-15.

C2.12. RESERVED

C2.13. FOLLOW-UPS

C2.13.1. Follow ups should be submitted by the requisitioner, supplementary address (SUPADD), or the activity designated by a significant entry in rp 54, based on a need for information and criteria prescribed herein. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, follow-ups should be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of follow-ups for multi-packs and assemblages (e.g., medical), which will be executed at the lead document number, assemblage identification number (AIN) respectively.

C2.13.2. Follow-up inquiries consist of five types, as follows:

C2.13.2.1. Follow-ups submitted to obtain the latest status of requisitions. These follow-up inquiries will be prepared to contain DIC AF (one through three) as prescribed in Appendix AP2.1.

C2.13.2.2. Follow-ups submitted to obtain the latest status on requisitions and which may be processed as requisitions when sources of supply have no record of receipt of the original requisitions. These follow-up inquiries will be prepared to contain DIC AT_ (one through five and seven or A through E) as prescribed in Appendix AP2.1. When an AT_ is submitted, the Transaction Services authority code edits discussed in C.2.28.11 will be applied.

C2.13.2.3. Follow-ups submitted as requests to improve estimated shipping dates (ESD) contained in previously furnished supply status documents. These follow-up inquiries will be prepared to contain DIC AFC, as prescribed in Appendix AP2.1. These AFC follow-up inquiries will be prepared only for transactions applicable to PDs 01-08, and will be submitted only after receipt of supply status reflecting ESDs not commensurate with materiel usage or need dates.

C2.13.2.4. Follow-ups submitted to obtain latest status on previously submitted cancellation requests and which may be processed as cancellation requests provided the original requests were not received. These follow-ups will contain DICs in the AK_ series.

C2.13.2.5. Follow-ups submitted to obtain the DoDAAC of the initial transportation shipping activity for tracing shipments under [DTR 4500.9-R](#), "Defense Transportation Regulation".⁸

C2.13.3. Message follow-ups will be prepared as prescribed in Appendix AP1.9.

C2.13.4. DIC AFY follow-up inquiries will be submitted to the source of supply when the initial shipment tracing action results in a negative response due to the inability to determine the initial (origin) transportation shipping activity⁹.

C2.13.5. DICs AF1, AF2, and AF3 and AT_ follow-up inquiries will be submitted only under the following criteria:

C2.13.5.1. Status data is not on hand to indicate a delay in receipt of materiel beyond the SDD or RDD (not applicable to follow-up inquiries requesting improvement in ESDs).

C2.13.5.2. The UMMIPS order and shipping time standard for receipt of materiel has elapsed for requisitions on which status had not been requested.

C2.13.5.3. Timeframes for submission of follow-ups:

C2.13.5.3.1. For PD 01-08 demands - only after expiration of at least three days from date of the requisition or transaction date of the latest supply status.

C2.13.5.3.2. For PD 09-15 demands - only after expiration of at least seven days from date of the requisition or transaction date of the latest supply status.

C2.13.6. Follow-ups will be submitted to the source of supply to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. When supply status has

⁸ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

⁹ Ibid.

been received, the follow-up will be directed to the activity indicated as currently processing the requisition (e.g., the last known source of supply).

C2.13.7. Activities initiating follow-up documents will take into consideration the fact that the source of supply may not have a record of having received the original requisition. When no positive supply status has been received and no previous cancellation request (DIC AC_) has been submitted, the requisitioner or other authorized activity may follow up only with the appropriate document from the DIC AT_ series. Such DIC AT_ series documents will contain the same character in the third position of the DIC as the original requisition and will be submitted under media and other rules applicable to such requisitions. The AT_ series of follow-ups will be treated as requisitions if sources of supply have no record of the original requisitions. Duplicate document number edits by the source of supply will preclude duplicate processing and shipment if the original requisition is subsequently received by the source of supply.

C2.13.8. When positive supply status has been received, the requisitioner or other authorized activity may use any type of follow-up, subject to restrictions contained elsewhere in this manual.

C2.13.9. Sources of supply may follow up on a shipping activity, with the exception of follow-ups requesting improvement in ESDs, utilizing the MRO format with DIC AF6.

C2.13.10. DIC AK_ follow-ups may be submitted 10 days after submission of the original DIC AC_ cancellation request if no acknowledgment of receipt of the DIC AC_ is received. If status is not received within 10 succeeding days, another DIC AK_ follow-up may be submitted. If status is received acknowledging receipt of the DIC AC_ or DIC AK_, no further follow-up may be submitted until 30 days after receipt of last status.

C2.14. RESERVED

C2.15. REQUEST FOR SUPPLY ASSISTANCE

C2.15.1. Requests for supply assistance may be initiated to the source of supply on previously submitted PD 01-08 requisitions as shown in Appendix AP1.10. Authority to originate a supply assistance request will be prescribed in S/A regulations. The first line in the body of narrative messages must contain the words "Supply Assistance Request." Supply assistance includes status of requisitions, timely supply of requirements, item substitutability and interchangeability, release of cancellation of backordered requisitions, and diversion of materiel shipments. A request for assistance may be accomplished by electronic mail (computer-Global Information Grid), message, letter, or telephone to the appropriate source of supply. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the ability of the source of supply to record the items and initiate timely responses. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.

C2.15.2. The request should not be generated until supply status indicating open status has been received.

C2.16. RESERVED

C2.17. CANCELLATION OF REQUISITIONS

C2.17.1. Cancellation of requisitions may be initiated by the requisitioner, the SUPADD, the activity designated by the entry in rp 54, S/A headquarters, or by authorized command elements. If cancellations are initiated by other than the requisitioner, the responsibility for advising other interested activities of this action is vested in the activity having initiated the cancellation. Cancellation requests can be initiated as single line transactions or by narrative message containing one or more single line cancellation transactions. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, cancellation requests will be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of cancellation requests for assemblages (e.g., medical), which will be executed at the AIN.

C2.17.2. Events such as base closures, termination of special projects, ship and unit inactivation, termination of agreements, or termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation of multiple lines. In some instances, the S/A headquarters would be aware that a total project or total requirement for a single basis is no longer required and should be canceled. Thus, the S/A headquarters element could initiate the requests for mass or universal cancellation of multiple lines. Such requests will be submitted by message to the S/A designated focal points listed in Chapter C8.

C2.17.3. Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Funds will not be deobligated and individual due-in records will not be updated until status has been received indicating that cancellation has been accomplished. Accordingly, single line requisition cancellation is the preferred method. Single line cancellation actions will be processed under Chapter C3, Paragraphs C3.27. through C3.34. The preparation of single line cancellation requests will be accomplished using the format reflected in Appendix AP3.7.

C2.17.4. Single line cancellation requests will be submitted to the last known source holding the applicable requisitions.

C2.17.5. Single line item cancellation requests will not be submitted under the following circumstances:

C2.17.5.1. When a CONUS activity has received notice of shipment (DIC AS_ or DD Form 250 (Material Inspection and Receiving Report)), advising that shipment from a contractor's facility or a depot has occurred

C2.17.5.2. When an OCONUS Activity has received shipment status and

C2.17.5.2.1. the line item value of the cancellation is less than \$200, or

C2.17.5.2.2. the materiel has been shipped by air mail or parcel post, or

C2.17.5.2.3. the materiel was shipped more than:

C2.17.5.2.3.1. 10 days by air shipment to aerial port of
embarkation (APOE).

C2.17.5.2.3.2. 45 days by surface shipment to water port of
embarkation (WPOE).

C2.17.6 Single line item cancellation requests will normally be submitted for conditions not excluded by paragraph C2.17.5., when a discontinued need for a requisition quantity occurs regardless of line item dollar value or received status. Such submission will enable sources of supply to properly adjust demand, when appropriate, and initiate cancellation action, when feasible.

C2.17.7. Single line item cancellation requests submitted against requisitions for which Status Code BV was received may result in billing for transportation charges and/or contract termination costs in the event that the source of supply is able to effect cancellation/diversion. (See Chapter C3, Paragraph C3.28.9.)

C2.17.8. The responsibility for the utilization or disposition of materiel for which cancellation or diversion to an alternate consignee could not be effected is that of the consignee, the appropriate commander or Service headquarters.

C2.17.9. When shortages occur for previously canceled or rejected materiel, new requisitions with new document numbers, citing appropriate issue PDs, will not be submitted to sources of supply.

C2.18. RESERVED

C2.19. MODIFICATION OF REQUISITIONS

C2.19.1. A requisition modifier may be initiated by the requisitioner, SUPADD, or control office to modify previously submitted requisitions. Restrictions for modifying GFM requisitions and associated transactions are contained in Chapter C11¹⁰.

C2.19.2. A requisition modifier may be used to change/modify the following fields in an original requisition document:

C2.19.2.1. Media and Status, rp 7.

¹⁰ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.19.2.2. Supplementary Address, rp 45-50.

C2.19.2.3. Country FMS Offer/Release Option, rp 46 (FMS requisition).

C2.19.2.4. Freight Forwarder, rp 47 (FMS requisition).

C2.19.2.5. Signal, rp 51.

C2.19.2.6. Fund, rp 52-53.

C2.19.2.7. Distribution, rp 54.

C2.19.2.8. Project, rp 57-59.

C2.19.2.9. Priority Designator, rp 60-61.

C2.19.2.10. Required delivery date or required delivery period (conventional ammunition only)¹¹, rp 62-64. C2.19.2.11. Advice, rp 65-66.

C2.19.3. For requisitions that are identified for continued supply action and/or shipment processing during mass cancellation situations, modifiers (DIC AM_) will be submitted at the earliest possible date and will contain an expedited handling signal "555" in the RDD field, rp 62-64. (See chapter C8.)

C2.19.4. A requisition modifier, DIC AM_ will be prepared by originating activities completing all prescribed data element entries for a requisition. The requisition modifier is usually submitted when changes to existing fields are needed to expedite processing of the requisition.

C2.19.4.1. Entries in the requisition modifier may differ from that in the original requisition only to reflect changes to one or any combination of the fields identified in subparagraph C2.19.2..

C2.19.4.2. When the SUPADD (rp 45-50), the project (rp 57-59), the RDD (rp 62-64), or the advice (rp 65-66) of the DIC AM_ is blank, these fields of the original requisition will be modified accordingly (subsistence requisitions are excluded from RDD deletion provisions).

C2.19.5. The activity initiating a requisition modifier will be responsible for furnishing notification of such action to other interested activities, such as the requisitioner and SUPADD, when modifiers are initiated by control offices. The requisition modifier will be transmitted to the last known source of supply.

C2.19.6. When the priority of a previously requisitioned item is modified and the quantity required is greater than the previously requisitioned quantity, a requisition modifier will be submitted for the original quantity and a new requisition will be

¹¹ Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148..

submitted for the additional quantity required under the new priority. If the required quantity is less than the previously requisitioned quantity, a new requisition will be submitted for the quantity required under the new priority, and if the quantity in the original requisition will be excess to needs, a cancellation request for this requisition should be submitted.

C2.19.7. When a requisition modifier is submitted to modify the supplementary address, signal code, or fund code, the DAAS DoDAAC authority code edits discussed in C2.28.11 will be reapplied.

C2.20. RESERVED

C2.21. REQUISITIONING DoD EXCESS PERSONAL PROPERTY FROM DLA DISPOSITION SERVICES¹²

C2.21.1. DoD activities and, under certain circumstances, authorized Federal civil agencies are authorized to requisition excess personal property through DLA Disposition Services or directly from a DLA Disposition Services Field Office. Activities will request, through an accountable supply officer, only that property that is authorized by parent headquarters or command and will not request quantities of property that exceed authorized retention quantities. Each S/A will furnish DLA Disposition Services the Federal condition codes that are acceptable in relation to the supply condition code being requisitioned. DLA Disposition Services maintains a standardized and centralized control and accounting system for all excess and surplus personal property locations in the DLA Disposition Services Field Offices, and provides visibility of such property through a variety of utilization screening procedures. (See [DoD 4160.21-M](#), "Defense Materiel Disposition Manual" for utilization policy and procedures.)

C2.21.1.1. Requisitions from DoD Activities for excess personal property will normally be routed via DAAS to DLA Disposition Services for processing or the requisition may be hand-carried to the DLA Disposition Services Field Office for property that is selected, scheduled for pickup, or required as a result of screening at the DLA Disposition Services Field Office. The RIC of the DLA Disposition Services Field Office should be placed in rp 4-6 of DD Form 1348-1A (or DD Form 1348-2) for requisitions hand-carried to a DLA Disposition Services Field Office. Activities or units unable to submit requisitions through DAAS may forward them directly to DLA Disposition Services by mail or by narrative message but it should be understood that this is not the standard procedure and should be discontinued as soon as the ability to use DAAS is realized.

C2.21.1.2. Requisitions submitted to DLA Disposition Services will be in the format specified in Appendix AP3.2, DLA Disposition Services RIC (S9D) in rp 4-6, with K, L, R, S, or T in rp 40; Signal D or M in rp 51 to denote free issue; Advice Code 2J (fill or kill) in rp 65-66 or blank; and the appropriate supply condition code in rp 71. For a specific item, the requisition will contain the Disposal Turn-in Document (DTID) number

¹² Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

or Excess Report Number (ERN) in rp 67-80 (DTID suffix, if applicable, in rp 21). For nonstock numbered items, the DIC must be A0D or A04. Requisitions hand-carried to the DLA Disposition Services Field Office for pickup of property will be prepared on a DD Form 1348-1A (or DD Form 1348-2), as specified in Chapter C5, Paragraph C5.3. Authorized Federal civil agencies may requisition excess/surplus property from DLA Disposition Services using [SF 122](#), "Transfer Order-Excess Personal Property," or any other transportation order form approved by GSA under the [Federal Property Management Regulation](#) (FPMR) Subchapter 4, Part 101-43. All requisitions for small arms will be submitted under Paragraph C2.24. Packing, crating, handling and transportation (PCH&T) charges will be applied using DoDM 4140.01 DoD Supply Chain Materiel Management Procedures, February 10, 2014.

C2.21.1.2.1. DIC A0_ requisitions submitted through DAAS will be edited by DAAS to determine if the requisition is for excess personal property. The DAAS edit is as follows:

C2.21.1.2.1.1. If the requisition contains K, L, R, S, or T in rp 40 and a condition code is entered in rp 71, DAAS will route the requisition to DLA Disposition Services. If a condition code is not in rp 71 and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.2. If a condition code is not in rp 71 and a DTID number is not in rp 67-80 and RIC S9D is entered in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating, "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.1.3. If the conditions in Subparagraphs C2.21.1.2.1.1. and C2.21.1.2.1.2. above are false, DAAS will continue requisition processing.

C2.21.1.2.1.4. If the requisition RIC S9D in rp 4-6 and a condition code is entered in rp 71 and rp 40 does not contain K, L, R, S, or T, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.5. If a condition code is not in rp 71, and rp 40 does not contain K, L, R, S, or T, and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.6. If a condition code is not in rp 71 and rp 40 does not contain K, L, R, S, or T, and a DTID number is not in rp 67-80 and RIC S9D is in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.2. For validated excess personal property requisitions, DAAS will provide the requisitioner DIC AE9 supply status transaction with Status Code BM. Requisitions with DIC A0B or A02 and RIC S9D will not be processed by DAAS to obtain an NSN. DAAS will reject the requisition using a narrative message.

C2.21.1.3. Upon receipt of the requisition, DLA Disposition Services will select the requested item for issue or provide appropriate supply status if not available. If rp 65-66 are blank and the requested materiel is not available, DLA Disposition Services will place the requisition on the requisition retention file for 60 days and furnish Supply Status Code B1. If all of the requested materiel does not become available during the 60-day retention period, the remaining unfilled quantity will be canceled using Status Code D1.

C2.21.1.3.1. If stock is available, DLA Disposition Services will transmit an MRO, DIC A5_ (DD Form 1348-1A) to the DLA Disposition Services Field Office. In those instances where a specific item has been requisitioned, the DTID number or ERN will be perpetuated on the MRO. MROs received by a DLA Disposition Services Field Office from DLA Disposition Services will be confirmed or denied, as appropriate. Responses by DLA Disposition Services Field Offices to follow-ups (DIC AF6) will be made using the MRO with DIC AR0; MRDs with DIC A6_; or the supply status document with DIC AE6, as appropriate.

C2.21.1.3.2. DLA Disposition Services will process single-line cancellation requests or requisition modifiers if the MRO has not been transmitted to the DLA Disposition Services Field Office or if the requisition is on the requisition retention file. DLA Disposition Services will not process mass cancellation requests.

C2.21.1.4. When the DLA Disposition Services Field Office issues materiel as a result of DD Form 1348-1A (or DD Form 1348-2) being hand-carried to the DLA Disposition Services Field Office, a materiel release confirmation (MRC, DIC AR0, will be prepared in the format of Appendix AP3.14 and transmitted to DLA Disposition Services.

C2.21.2. DLA Disposition Services will respond to follow-ups under procedures in Chapter C3 and furnish status as outlined in Chapter C4.

C2.21.3. Materiel will be shipped from DLA Disposition Services Field Offices to authorized requisitioners using MILSTRIP.

C2.21.4. Requisitioner requests for modification, cancellation, or follow-up to DLA Disposition Services will be processed under Paragraph C2.13, Follow-up, C2.17, Cancellation and C2.19, Modification.

C2.22. REQUISITIONING CONTRACTOR INVENTORY FROM PLANT CLEARANCE AUTOMATED REUTILIZATION SCREENING SYSTEM (PCARSS). Acquiring agencies may view excess Government-furnished property (GFP), create requisitions, and see the status of current requisitions using PCARSS eTools. Authorized users may search for inventory or create alerts to be notified when desired items become available. The requisition content does not conform to MILSTRIP procedures/formatting. Detailed information about PCARSS requisitioning procedures is available at <http://www.dcms.mil/DCMAIT/cbt/PCARSS/index.cfm>.

C2.23 REQUISITIONING REPARABLES FOR INDUCTION TO MAINTENANCE

C2.23.1. When materiel is scheduled for organic maintenance, based on the repair schedule, the maintenance activity will requisition the materiel from the materiel owner using an A0_ in the format specified in Appendix AP3.2. All requisitions will cite Advice Code 2J (fill or kill) in rp 65-66, and the appropriate supply condition code in rp 71.

C2.23.2. Project Code 3AD supports requisitioning under a Depot Maintenance Inter-Service Agreement (DMISA). When used, this project code will cause the requisition to be passed directly to the activity identified by the RIC in rp 4-6. DAAS routing rules will be overridden. If the submitting Component requires use of an alternate project code, (e.g., a contingency support project code), on a requisition for which 3AD functionality is also desired, the alternate project code would have precedence over the 3AD. In this situation, the requisition may be prepared as a passing order (DIC A3_) to preserve the proper destination while employing the Service-mandated project code.

C2.23.3. To preclude billing by the materiel owner, the A0_ requisition will also contain the following data elements to denote free issue. For A0_s submitted to:

C2.23.3.1. Air Force: For Air Force principals (RIC To F**), use Project Code "3BB" in rp 57-59

C2.23.3.2. Navy: For Navy principals (RIC To N**), use Signal Code B in rp 51 and Fund Code 26 in rp 52-53. If RIC To is N32, use N00383 in rp 45-50; if RIC TO is N35, use N00104 in rp 45-50.

C2.23.3.3. Army: For Army principals (RIC To A** or B**), use Project Code "3BB" in rp 57-59; Fund Code GM in rp 52-53, and Signal Code D or M in rp 51.

C2.24. REQUISITIONING CONVENTIONAL SMALL ARMS FROM DLA DISPOSITION SERVICES

C2.24.1. Conventional small arms as identified in [DLM 4000.25-2 \(MILSTRAP\)](#) will generally fall into one of the following FSCs: 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095. However, this list is not to be considered all inclusive. DLA Disposition Services will treat any weapon meeting the general guidelines of small arms accordingly, regardless of the FSC. This covers all weapons meeting these criteria, regardless of origin (including foreign, commercial, confiscated, and nonappropriated funds weapons and museum pieces).

C2.24.2. All DoD requisitions for small arms will be submitted by an accountable supply officer to the CONUS integrated materiel manager (IMM). Requisitions must include the following exception data: DTID number/ERN, as appropriate, and PCH&T citations. Such requisitions received directly by DLA Disposition Services or the DLA Disposition Services Field Office will be rejected to the requisitioning activity. Requisitions approved by the IMM will be mailed to DLA Disposition Services, Battle Creek, MI 49017-3092, ATTN: DLA Disposition Services-U.

C2.25. SHIPMENT TRACING

C2.25.1. When shipment status has not been requested and materiel has not been received in normal transit time, a follow-up (DICs AF1, AF2, or AF3) will be submitted by the requisitioner.

C2.25.2. When shipment status has been received evidencing that shipment has been made, follow-ups (DICs AF1, AF2, AF3, AT_, and AFC) will not be submitted. These actions would result only in receipt of another shipment status document with the same data.

C2.25.3. If materiel has not been received and the date of shipment cited in the shipment status transaction indicates that normal transit time has expired, a request for shipment tracing will be initiated using DTR 4500.9-R.

C2.25.4. When the shipment cannot be located or traced using information in the initial DIC AS_ shipment status transaction, a DIC AFY follow-up transaction will be submitted to the last known supply source to request the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.5 format. Upon receipt of the IC ASY response, the requesting activity will furnish this DoDAAC information to its local transportation officer for shipment tracing under DTR 4500.9-R¹³.

C2.26. RESERVED

C2.27. SPECIAL GSA PROCEDURES ON NONMAILABLE ITEMS

C2.27.1. A requisition submitted to GSA with Advice Code 2A (item not available locally) will be processed regardless of possible excessive transportation costs.

C2.27.2. A requisition submitted to GSA without Advice Code 2A for an item valued at \$25 or less will be canceled (with Status Code CW) if, at time of shipment, transportation costs in excess of 50 percent of the item value would be incurred in shipping the order. GSA will notify the ordering activity when this condition exists, and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, a new requisition should be submitted with Advice Code 2A. In response, GSA will supply the item regardless of transportation costs.

C2.27.3. Grant Aid and FMS requisitions under these procedures will not be returned for local procurement.

C2.28. DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS

C2.28.1. DAAS will edit all incoming requisitions and other MILSTRIP transactions for data errors and validity under procedures in [DLM 4000.25-4](#) DAAS Manual.

¹³ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C2.28.2. As a result of these edits, DAAS will correct data entries or reject transactions. In the case of source of supply errors, the correct source of supply will be entered in the RIC field and the transaction rerouted, as appropriate.

C2.28.3. DAAS will reject all requisitions/EMALL orders containing GY/GZ series activity address codes (AAC) . DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.4.. DAAS will pass all DIC A02 and A0B transactions to the RIC present in the incoming transaction.

C2.28.5. DAAS will use AP2.13 to validate requisitions for invalid/expired Office of the Secretary of Defense/Chairman of the Joint Chiefs of Staff (OSD/CJCS) Category D project codes. DAAS will blank out the inappropriate project code and furnish DIC AE9/BK status to the customer.

C2.28.6. DAAS will validate F/AD I/UMMIPS priority usage through the requisitioning process. Requisitions containing an unauthorized priority designator according to Appendix AP2.14 will be downgraded. DAAS will furnish DIC AE9/BK status to the customer.

C2.28.7. DAAS will perform validation of requisitions (DICs A0_, AM_, AT_, A3_, A4_, and APR) for accuracy and reasonableness of the entry in the RDD field and its compatibility with the PD. DAAS will furnish DIC AE9/BK status to advise the requisitioner of the resulting modification. For Security Assistance requisitions forwarded to the applicable International Logistics Control Office (ILCO), DAAS will not blank out customer input. Transaction Services will perform PD and RDD edits according to Table C3.T2 (MILSTRIP Chapter 3).

C2.28.8. DAAS will perform validation of requisitions for authorized ordering or billing DoDAACs. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection. Requisitions will be rejected if the requisitioning DoDAAC:

C2.28.8.1. First position is F followed by all numerics, FA or FY.

C2.28.8.2. May not be used for billing.

C2.28.8.3. Bill-to activity identifies a United States Air Force (USAF) DoDAAC that is not authorized for use.

C2.28.9. DAAS will identify non-appropriated instrumentalities, special program requisitioner DoDAACs (1st position numeric 2nd position alpha series), and prime vendor contractors using non contractor DoDAACs for billing and provide for billing under non interfund procedures by changing the fund code for these requisitions to XP. DAAS will furnish DIC AE9/BK status to the customer. These entities are identified as follows:

C2.28.9.1. A DoD Prime Vendor contractor is identified as a DoDAAC beginning with SD.

C2.28.9.2. A non-appropriated funded activity is identified as a DoDAAC beginning with FT or FF.

C2.28.9.3. The bill-to activity is identified by DoDAAC FG4302.

C2.28.10. DAAS will perform validation of requisitions for authorized DoDAACS. Reject requisitions when the requisitioning or bill-to-activity identifies a USAF DoDAAC that is not authorized for this use. These DoDAACs are identified by their structure: the first position is an "F," followed by one numeric character in position two, and an alpha character in position three. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.11. DAAS will perform validation of requisitions for authorized ordering, bill-to or ship-to DoDAAC according to the DoDAAC Authority Codes shown in Table C2.T1, and will reject requisitions that do not meet the DAAS DoDAAC Authority Code edits. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition. If the transaction failing the edit is DIC AM_, DAAS will reject with supply status DIC AE_ and status code D7.

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
00	Requisition	Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to.
	Required: TAC 1, TAC 2, TAC 3	
	Restriction: None	
	Business Rules: Can be used for any business process.	
	DAAS DoDAAC Authority Code Edit: No additional edit.	
01	Ship-To Only	Can only be used as a ship-to address with no other implicit authority.
	Required: TAC 1, TAC 2	
	Restriction: Not authorized for requisition or bill-to.	
	Business Rules: Used as a ship-to designation.	

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code J, L, M, X. Under DLMS, DoDAAC may not be used in N101 with codes OB, BT, and BS, and may not be used in N901 with code TN.	
02	Finance (Bill-To Only)	DoDAAC can only be used as a bill-to
	Required: TAC 1, TAC 3	
	Restriction: Cannot requisition or be used as a ship-to designation.	
	Business Rules: Used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code B. Under DLMS, DoDAAC may not be used in N101 with codes OB, ST, Z7 and BS, and may not be used in N901 with code TN.	
03	Do Not Ship-To	Cannot be used as a ship-to destination
	Required: TAC 1, TAC 3	
	Restriction: Cannot be used as a ship-to designation.	
	Business Rules: Can requisition or be used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: If DoDAAC used in the MILSTRIP legacy requisitioner field (record positions 30-35), it must contain signal code J, K, L, M, or X. If used in the requisition supplementary address field (record positions 45-50, it must contain signal code A, B, C, or D. Under DLMS, DoDAAC may not be used in N101 with codes ST, Z7 or BS.	
04	DLA Disposition Services Only	DLA Disposition Services Only (e.g., State agencies surplus). Used to identify Activities who have no requisition authority other than for DLA Disposition Services Only materiel.
	Required: TAC 1, TAC 2, TAC 3	

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
	Restriction: Cannot requisition new materiel. Only authorized to obtain materials from DLA Disposition Services (DOD excess only).	
	Business Rules: Although the material is normally provided as a free issue; in some instances a cost may be required. Consequently, TACs 1 through 3 are required to cover every possibility.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with DLA Disposition Services RIC (S9D) in record positions 4-6. Under DLMS, DoDAAC may only be used with DLA Disposition Services RIC (S9D) in RIC To.	
05	Non-Requisition	Cannot initiate a purchase or request for goods and services
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase goods/services.	
	Business Rules: Used as a ship-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC cannot be used in the MILSTRIP legacy requisitioner field (record positions 30-35). Under DLMS, DoDAAC cannot be used as N101 code OB or N901 code TN.	
06	Free Issue	No cost option. The activity is restricted to items that are available without cost (e.g., DLA Disposition Services, NGA Maps).
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase any good/services.	
	Business Rules: Similar to DLA Disposition Services, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA)). Can be used as a ship-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with signal code D or M. Under DLMS, DoDAAC may only be used with PO105 code NC.	

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
07	Administrative	Administrative only. This code is used for information/identification purposes only (e.g., Defense Courier Service (DCS), or contingency/emergency use).
	Required: TAC 1	
	Restriction: Cannot requisition, be used as a ship-to- designation, or be used as a billing designation (TAC 2 and TAC 3 are not allowed). .	
	Business Rules: Information/identification use only.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may not be used in MILSTRIP legacy requisition in record positions 30-35 or in record positions 45-50 as a “ship to” or “bill to”. Under DLMS, DoDAAC cannot be used with N101 codes OB, BT, BS, ST, or Z7 or in N901 code TN.	

C2.28.12. Reserved.

C2.28.13. Deleted DoDAACs and Requisitioning Processing. Obsolete or invalid DoDAACs are flagged for deletion and later physically removed from the DoDAAD to prevent improper requisition transactions from being processed through Transaction Services. Once the delete date has passed, the DoDAAC will remain in the DoDAAD for six years and three months before the record is physically removed. New requisitions may not be processed against these deleted DoDAACs. However, outstanding interfund bills (with the bill-to authorized in accordance with the DoDAAC authority code) that are associated with previously processed requisitions will not reject due to invalid DoDAACs during this period. After the six years and three months period, deleted DoDAACs are physically removed from the DoDAAD, and all subsequent requisitions or bills will reject due to invalid DoDAACs.

C2.28.14. Requisition Date Edit. DAAS will edit requisitions to reject any requisitions that are greater than one calendar year old, or are more than one day in the future.¹⁴ For all requisitions (DIC A01, A0B, A02, A0E, A05, A07, A04, A0D), where the requisition is not applicable to FMS Grant Aid or Navy initial outfitting (document number Service Code N, R, or V, and Fund Code equals: VO (Victor Oscar), V7 (Victor Seven), or LQ (Lima Quebec), QU (Quebec Uniform) or QZ (Quebec Zulu)), then:

C2.28.14.1. Reject requisitions that are more than one day in the future. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is greater

¹⁴ Refer to ADC 427A, Requisition Document Number Date Edit

than the current date plus 1 (CCYYDDD + 1), reject with Supply Status CD, and if less than or equal to the current date plus 1, allow to process.

C2.28.14.2. Reject requisitions that are greater than one year old. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is equal to or less than the current date minus 1 year (CCYYDDD – 1000), reject with Supply Status CD, and if greater than the current date minus 1 year (CCYYDDD - 1000), allow to process.

C3. CHAPTER 3

REQUISITION PROCESSING AND RELATED ACTIONS

C3.1. GENERAL

C3.1.1. Sources of supply receiving requisitions, modifiers, passing orders, referral orders, follow-ups, redistribution orders (RDOs), and cancellations, regardless of the method of transmission, will process such transactions using these procedures. Sources of supply will validate the data elements and codes in these transactions and perform changes, continue the processing action, or reject¹ the documents as indicated in Table C3.T2 (Paragraph C3.42). See Appendix AP2.16 for appropriate requisition transaction status codes.

C3.1.2. When sources of supply and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing is to be performed as frequently as necessary to meet Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards, or specific Required Delivery Date RDD for subsistence requisitions, as applicable. In every such cycle, cancellation requests, document identifier code (DIC) AC_, including automatic cancellation initiated by the source of supply) and materiel obligation validation (MOV) reconciliation requests (DIC AP_) will be processed prior to backorder releases and new requisitions (DIC A0_). Demands will be sequenced as follows:

C3.1.2.1. Priority Designator (PD) in rp 60-61.

C3.1.2.2. Office of the Secretary of Defense/Joint Chiefs of Staff (OSD/JCS) project codes, when entered in rp 57-59.

C3.1.2.3. Expedited Handling Signal (999 in rp 62-64) with PD 01, 02, or 03 in rp 60-61.

C3.1.2.4. N (Not mission capable supply (NMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.5. E (Anticipated not mission capable supply (ANMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.6. Expedited Handling Signal (555 in rp 62-64) and PD 01-08 in rp 60-61.

C3.1.2.7. Requisition document number date in rp 36-39.

¹Rejection of transactions will be accomplished only after an attempt has been made to correct the questionable data element or code. If rejection actions are applicable to more than one data element or code and no other reject status code applies, reject using Status Code CA.

C3.1.2.8. Required delivery period (RDP) in rp 62-64, if later than the computed standard delivery date (SDD) - conventional ammunition only.²

C3.1.3. Backordered requirements will be merged (in above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit on hand adjustments.

C3.1.4. Processing points will record date of receipt on rp 67-69 of each received requisition, redistribution order, and passing order. The actual date of receipt will be captured in requisitioning transactions. Manually prepared requisitions or mailed requisitions submitted by requisitioners will be processed by the source of supply to reflect the actual date of receipt of the manually prepared or mailed requisitions. The actual date of receipt will also be indicated by the source of supply in requisitions received via Defense Information Systems Network (DISN). The date may be captured by supply or communications personnel in the individual requisitions and must be compatible with the applicable transmission transaction receipt date. This date will not be perpetuated into subsequent passing orders when moving between distribution systems, but will be perpetuated into subsequent referral orders moving within the same distribution system. Date of receipt will enable sources of supply to compute the requisition submission time. Computation will be made by subtracting the date in rp 37-39 of the demand transaction from rp 67-69, recognizing the year indicator in rp 36 when the value of rp 67-69 is less than that in rp 37-39. The submission time in the transactions will provide a basis for the inventory control points (ICPs) to measure the first cycle segment of supply effectiveness. The routing identifier code (RIC) "From," when utilized, will be placed in rp 74-76 of RDOs, referral, and passing orders.

C3.1.5. The transaction document number; such as the entries in rp 30-43, and rp 44 when a suffix is applicable, will be used as a basis for determining duplicate transactions. The recipient will disregard duplicate requisitions, passing/referral orders, RDOs, and materiel release orders (MROs).

C3.2. RESERVED

C3.3. EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING

C3.3.1. Each requisition will contain a PD assigned by the requisitioning activity, which will not be changed by processing points except as noted in this chapter. The assigned PD dictates the precedence of internal supply processing actions (e.g., from the receipt of a transaction until release to transportation) and determines the SDD.

Mandatory time standards for processing of transactions are indicated in DoDM 4140.01-~~R~~, "DoD Supply Chain Materiel Management Regulation," 23 May 2003, Appendix AP8, "UMMIPS Time Standards".

<http://www.dlmsa.dla.mil/elibrary/manuals/regulations.asp>.

For subsistence requisitions, the assigned RDD is the primary processing criterion, while the assigned PD dictates the precedence of internal supply processing action for

² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

requisitions reflecting identical RDDs. Time standards indicated in UMMIPS do not apply to subsistence requisitions. (See Appendix AP2.14.)

C3.3.2. On occasion, available assets will be insufficient to satisfy all current demands and backorders for specific items. The integrated material manager (IMM) will reserve assets of such critical items through the use of item control levels and criteria that will restrict issue to specific categories of requirements only (e.g., those within designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to Grant Aid (GA) recipients. Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks that may not be issued for PD 09-15 requirements.

C3.3.3. Control levels will also be established by the source of supply to restrict issues against requisitions for the initial fill of Pre-Positioned War Reserve Materiel Stocks (PWRMS) consumable item requirements to ensure that:

C3.3.3.1. Assets available below the approved force acquisition objective (AFAO) are not issued against requisitions for PWRMS requirements that contain Signal D or M in rp 51 regardless of PD.

C3.3.3.2. Assets available below the reorder point (ROP) are not issued against requisitions for PWRMS requirements containing a signal other than D or M in rp 51 and a PD of 11-15 during initial processing of the requisition. Subsequent processing of such requisitions is prescribed in Paragraph C3.5. below.

C3.3.4. OSD/JCS projects, when so designated, and PD 01-03 requisitions containing code 999 in rp 62-64 in lieu of the RDD/RDP³ will be ranked above all other requisitions with the same PDs for processing purposes. Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

C3.3.5. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/JCS project codes and code 999 in the RDD field as the respective most urgent. PD 01-08 requisitions, including foreign military sales (FMS) requisitions containing Expedited Handling Signal 555 in the RDD field and other requisitions/materiel obligations will be processed for release under Paragraph C3.1.2. in this chapter.

³ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.4. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS WITH ADVICE CODE 2D, 27, OR 29⁴

C3.4.1. Upon receipt of any requisition displaying Advice Code 2D, 27 or 29, an edit will be performed to determine whether an increase in the requisition quantity to the quantity unit pack is less or more than \$5. Disregard the advice code if less than \$5. If \$5 or more, honor the advice code and process for the exact quantity requested. When a quantity adjustment is made using the above criteria, notify the customer using BJ status.

C3.5. SOURCE OF SUPPLY PROCESSING OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C3.5.1. Sources of supply, except the General Services Administration (GSA), will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

C3.5.2. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59), the source of supply will determine asset availability in excess of the AFAO and:

C3.5.2.1. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue, regardless of the signal in rp 51.

C3.5.2.2. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue, regardless of the signal in rp 51, and the balance of the requisition quantity will be processed under Subparagraph C3.5.3. below.

C3.5.3. When the source of supply determines that assets are not available in excess of the AFAO, the signal in rp 51 of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59) will be checked and:

C3.5.3.1. If the signal is D or M, the unfilled quantity on the requisition will be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions will be processed as "fill or kill."

C3.5.3.2. If the signal is other than D or M, the PWRMS requisitions will be processed as containing Advice Code 2L in rp 65-66 and the PD in rp 60-61 will be checked to determine further processing routines.

⁴ Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by GSA. Refer to AMCL 161.

C3.5.3.2.1. Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue according to UMMIPS source of supply processing standards. Subsistence requisitions will be processed to meet a specific RDD.

C3.5.3.2.2. Except for subsistence, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and appropriate supply status will be provided with an estimated shipping date (ESD) equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11 through 15 will be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PD 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

C3.6. SOURCE OF SUPPLY PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)⁵

C3.6.1. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD will be processed using the time period established for that PD.

C3.6.2. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.

C3.6.3. Requisitions that cannot be delivered within the RDP will be rejected with CB status.

C3.6.4. RDP procedures do not apply to FMS or Grant Aid requisitions.

C3.7. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER

C3.7.1. If the PD is 01-08, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.2. If the PD is 09-15 and assets are available above the ROP, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.3. If the PD is 09-15 and assets are not available above the ROP, the requisition will be rejected with Status Code CC or CN, as appropriate.

⁵ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.8. FURNISHING STATUS. Chapter C4 prescribes and defines the various types of status data to be furnished on requisitions and in response to follow-ups, cancellations, and modifier transactions.

C3.9. SOURCE OF SUPPLY PROCESSING OF SUBSISTENCE REQUISITIONS

C3.9.1. Subsistence requisitions will not be backordered.

C3.9.2. Subsistence requisitions will be processed to meet specific RDD.

C3.10. MAINTENANCE OF REQUISITION HISTORY RECORDS. Sources of supply will retain accessible requisition history records for a minimum period of 6 months after closing of requisition records by cancellation, rejection, or shipment to provide responsive replies to follow-up inquiries.

C3.11. REJECTION OF REQUISITIONS

C3.11.1. Rejections of requisition transactions may be accomplished by sources of supply using the appropriate status codes prescribed in Appendix AP2.16.

C3.11.2. Supply status transactions with appropriate status codes will be furnished requisitioning activities under Chapter C4 as notices of requisition rejection, with the reason for such action indicated by status code.

C3.12. PROCESSING OF REQUISITIONS FOR INDUCTION TO MAINTENANCE⁶

C3.12.1. Upon receipt of a requisition from maintenance for the purpose of inducing a reparable, the materiel owner will process the requisition on a 'fill or kill' basis and direct the issue to the co-located storage activity. If there are insufficient assets at the co-located storage activity, the requisition will be 'killed' for that portion of the requisition that cannot be issued. No billing will be initiated on requisitions from maintenance activities for Depot Maintenance Inter-Service Support Agreement (DMISA) assets, when the A0_ was submitted consistent with C2.22.2 requirements.

C3.12.2. Preparation of MROs to the co-located storage activity will be performed using the format reflected in Appendix AP3.12.

C3.12.3. The "Principal" system will interpret the A0_ Advice Code 2J ('fill or kill') as 'no substitution allowed' but will allow for a partial fill (i.e., do not backorder unfilled quantity or pass an MRO to other than the co-located storage activity). The source of supply (Principal) will furnish the requisitioning activity (maintenance) an AE_ Status Code of CB for any unfilled quantity.

⁶ Phased implementation is authorized under ADC 224.

C3.13. RELEASE OF MATERIEL OBLIGATIONS

C3.13.1. A materiel obligation is that quantity of a requisitioned item that is not immediately available for issue, but which is recorded as a stock commitment for future issue.

C3.13.2. Sources of supply will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition.

C3.14. RESERVED

C3.15. PREPARING MATERIEL RELEASE ORDERS

C3.15.1. MROs are prepared by the source of supply as a result of processing requisitions against inventory records and determination that materiel is available. MROs are issued to the storage site within the same supply distribution complex of the source having processed the requisition. MROs are used as a directive for release and shipment of materiel from stock and result in the preparation of [DD Form 1348-1A](#), "Issue Release/Receipt Document." MROs will be prepared using the format reflected in Appendix AP3.12. The DD Form 1348-1A may be used in lieu of the MRO.

C3.15.2. Requisitions or MROs that contain Advice Code 2T and do not contain a date in rp 62-64 will be processed under the assigned PD without regard to the advice code.

C3.15.3. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for inter-Service ownership transfers of non-Single Manager for Conventional Ammunition (SMCA) owned ammunition and ammunition-related materiel stored in a SMCA storage facility with no physical movement of materiel or billing, the MRO will contain Signal Code M indicating a free issue. The MRO will also include the associated data required to accomplish the transfer including the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see the Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The storage activity will update the custodial/accountable records for the materiel and quantity identified to reflect the new ownership code and RIC of the Service receiving ownership. No shipment status will be provided. See MILSTRAP procedures (DLM 4000.25-2, Chapter 5) for inter-Service ownership transfer initiated by the SMCA for SMCA-owned materiel.

C3.15.4. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. MROs directing release of materiel in response to customer requests for expedited or replacement shipment due to shortage, non-receipt, wrong

item, or comparable discrepancy/deficiency will be processed using the original document number and the next available suffix code to ensure separate billing and unique TCN assignment. When requested by the customer via Supply Discrepancy Report, an Expedited Transportation Signal 777 may be assigned for the reshipment when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, 777) or the RDD from the original requisition is less than 8 days from the current date. Inclusion of the Expedited Transportation Signal 777 will normally cause the shipment to move by premium (air) transportation. Shipments identifying Expedited Transportation Signal 777 are subject to air clearance processing whereby the air clearance authority may consult with the requisitioner to determine if the additional expense associated with air transportation is justified and potentially direct shipment movement by a surface mode.⁷

C3.16. MATERIEL RELEASE CONFIRMATION

C3.16.1. The materiel release confirmation (MRC) transaction serves as advice of supply action taken from a storage site maintaining the accountable record to the source of supply that initiated the MRO. MRC transactions will be prepared using the format contained in Appendix AP3.14.

C3.16.2. When the shipped quantity is:

C3.16.2.1. Greater than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARA.

C3.16.2.2. Less than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARB.

C3.16.3. When the shipped quantity has not been adjusted for unit pack characteristics, the MRC will always contain DIC AR0 and show the quantity actually shipped. DIC AR0 will be used for confirmation of a partial quantity shipped when the remainder is being denied. Use Subparagraph C3.21.4., to furnished MRCs, in response to DIC AF6 follow-ups.

C3.16.4. Source of supplies will follow up on storage facilities at least once every 30 days for unconfirmed MROs that are seven days old for PDs 01-08 and 15 days old for PDs 09-15.

C3.17. STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES

C3.17.1. Materiel release denials (MRD) are prepared by storage sites and transmitted to the source of supply that initiated the MRO as notification of negative action on the MRO. MRDs will be prepared in the format reflected in Appendix AP3.17 and will show the quantity denied and appropriate management code.

⁷ Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

C3.17.2. If the storage activity cannot meet the delivery timeframe specified by the RDP in rp 62-64, DIC AE6/CB status will be provided to the source of supply. The source of supply will advise eligible status recipients (applies to conventional ammunition requisitions only).⁸

C3.18. STORAGE ACTIVITY DENIALS OF MATERIEL RELEASES FOR INDUCTION TO MAINTENANCE⁹

C3.18.1. MRDs prepared under Paragraph C3.17. will be used to provide a negative response to the source of supply (Principal)-initiated MROs directing release of a repairable asset for maintenance action.

C3.18.2. If the storage activity cannot provide the repairable asset for maintenance action in response to directed release, the source of supply (Principal) will provide supply status using DIC AE_, CB status to advise the requisitioning activity (maintenance) that the asset is not available for induction.

C3.19. INITIATING PASSING OR REFERRAL ORDERS

C3.19.1. Passing or referral orders are the transactions used by a source of supply to pass or refer a requisition to another source for continued supply action.

C3.19.2. Sources of supply receiving a passing or referral order will perpetuate the same DIC when referring the requisition to another source of supply for continued supply action or create an MRO for continued supply action and release of materiel. See Appendices AP3.23 and AP3.24 for passing and referral order formats. The date of receipt of the original requisition will be entered in rp 67-69 of the referral order.¹⁰

C3.19.3. Non-national stock number (NSN) requisitions (mechanical), when passed or referred, will be forwarded to another source of supply as follows:

C3.19.3.1. If there are no reference data in rp 70-80, DISN transmission will be utilized.

C3.19.3.2. If there are reference data in rp 70-80, it will be the option of the passing/referring activity to either omit the reference data and forward via DISN or perpetuate pertinent reference data and forward by mail.

C3.19.4. When an secondary inventory control activity (SICA) receives a requisition for a nonconsumable item from a SICA activity, the SICA may determine supply action if stocks are normally held for this purpose, or the SICA may forward the requirement to the primary inventory control activity (PICA). If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity

⁸ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148..

⁹ See AMCLs 12 and 43.

¹⁰ For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 will contain 888.

and recode the requirement as necessary with the PICA's RIC and the appropriate combination of media and status (M&S), supplementary address (SUPADD), signal, fund, distribution, and/or project code, which will ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA service's nonconsumable item program implementing instructions. If the SICA elects to use M&S 8, the SICA must identify itself in rp 54 and will not provide the SICA requisitioning activity with BM supply status. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

C.3.19.5. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for Service-initiated inter-Service ownership transfers of Single Manager for Conventional Ammunition (SMCA) ammunition and ammunition related materiel with no physical movement of materiel or billing, the initiating referral order will cite Project Code CYK and Signal Code M indicating a free issue, in conjunction with the additional data required to accomplish the transfer. This includes the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The referral order will include an M&S code or distribution code ensuring follow-on status is directed appropriately (e.g., M&S Code B); do not designate status to the supplementary address. No shipment status will be provided.

C3.20. RESERVED

C3.21. PROCESSING FOLLOW-UPS

C3.21.1. Follow-up transactions will be processed to determine the current status of requisitions, previously submitted cancellation requests, or the DoD activity address code (DoDAAC) of the initial (origin) transportation shipping activity when the shipment originated from a location other than the source of supply. Time standards for dispatching status in reply to follow-ups established for the distribution system (excluding DIC AFC follow-ups) are as follows:¹¹

C3.21.1.1. For PD 01-08, dispatch status within two days from the date of receipt of the follow-up.

C3.21.1.2. For PD 09-15, dispatch status within five days from the date of receipt of the follow-up.

¹¹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.21.2. Upon receipt of DIC AT_ follow-ups for which there is no record of the original requisitions, processing points will process the follow-ups as requisitions unless Status Code BF has been previously provided in response to an earlier cancellation request under Chapter C4. This will be accomplished by changing the follow-up DIC to the appropriate DIC within the "A" series and following the normal processing routine for requisitions. However, the AT_ series transaction will only be processed as a requisition after a thorough review has been accomplished in order to preclude duplicate shipments. Status will be furnished under Chapter C4.

C3.21.3. Processing points in receipt of followups in the DIC AT_ series for which there is a record of the original requisition will furnish supply or shipment status under chapter C4.

C3.21.4. A storage activity, in response to a DIC AF6 followup by a source of supply, will respond with shipment confirmation, denial, or supply status information, as appropriate.

C3.21.4.1. On an MRO being shipped, or which has been shipped, the storage activity will respond with an MRC, DIC AR0, ARA, or ARB after shipment.

C3.21.4.2. On an MRO in the process of being denied, the storage Activity will respond with an MRD, DIC A6_. When the MRO was previously denied, the response will be supply status DIC AE6, with Status Code BY in rp 65-66, the quantity denied in rp 25-29, and the reason for denial expressed by the appropriate management code in rp 72.

C3.21.4.3. On an MRO for which both partial shipment and partial denial occur, the procedures in Subparagraphs C3.21.4.1. and C3.21.4.2. apply for the appropriate respective quantities, except MRC; DIC AR0 will be used for the partial quantity shipped or in the process of being shipped.

C3.21.4.4. On an MRO on which shipment is being delayed, the storage Activity will respond with supply status DIC AE6, with Status Code BA in rp 65-66, and ESD in rp 70-73.

C3.21.5. Storage activities will use DIC AE6 with Status Code BE to respond to source of supply followups if the storage activity has a record of the MRO but no record of having taken action in response to the MRO. Sources of supply in receipt of this status or for which 60 days have passed from the MRO generation date without confirmation and no materiel receipt acknowledgement (MRA) has been received will generate a DIC ASH shipment status transaction to the Defense Automatic Addressing System (DAAS). The DIC ASH transaction will be in the Appendix AP3.20 format. For DIC ASH transactions, the TCN and mode of shipment fields will be left blank and the generation date will be used as the date released to carrier.

C3.21.6. The DoD Components will establish a management evaluation program that monitors storage activities' providing BE status. Goals should be established, and the performance attained is a rating element of the activity commander.

C3.21.7. Storage activities responding to a followup initiated by a source of supply on an MRO for which no record is held at the storage Activity will utilize a DIC AE6 with BF supply status.

C3.21.8. Sources of supply in receipt of storage activity responses to DIC AF6 followups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.9. Requests for supply assistance and follow-up inquiries requesting improvement in ESDs (DIC AFC) require management decisions relative to supply requirements that are not normally programmed in a manner to permit mechanical processing. DIC AFC transactions (on PD 01-08 requisitions only) should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of the AFC transactions at the source of supply serves as a notification of the need for the concerned materiel to be received by consignees on dates earlier than those that would result from the shipments accomplished using the source of supply ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by sources of supply as an improvement. Management decisions designed to improve ESDs should include one or more of the following and/or any other additional actions that will cause improvement in ESDs:

C3.21.9.1. Cannibalization of existing equipment.

C3.21.9.2. Acceleration of repair programs.

C3.21.9.3. Offers of interchangeable or substitutable items.

C3.21.9.4. Diversion of materiel shipments.

C3.21.9.5. Supply from reserve assets.

C3.21.9.6. Supply from known station or depot excess stocks.

C3.21.9.7. Supply resulting from screening of materiel held pending classification.

C3.21.10. During the course of actions taken to improve ESDs, follow-up inquiries will not be construed by sources of supply as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

C3.21.11. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the affected requisitions. Responses to DIC AFC follow-ups may be in abbreviated message format (Appendix AP1.11) at the option of the source of supply.

C3.21.12. Upon receipt of a follow-up on a previously submitted cancellation request (DIC AK_), sources of supply will:

C3.21.12.1. Provide status under the procedures of chapter C4, if the original cancellation request has been processed.

C3.21.12.2. Process the DIC AK_ follow-up as a cancellation request and provide status under the procedures of chapter C4, if the original cancellation request was not received.

C3.21.13. Sources of supply in receipt of follow-ups on requisitions for which lateral redistribution action was taken will provide applicable status as follows:

C3.21.13.1. If the current status is BA and the ESD or the UMMIPS time frame, which ever applies, has not passed, provide BA status with the appropriate ESD to the requisitioner.

C3.21.13.2. If the current status is BA and the ESD or the UMMIPS timeframe, whichever applies, has passed, provide B5 status to the requisitioner and generate a DIC AF6 with the RIC of the reporting activity in rp 4-6 and a 2 in rp 54.

C3.21.13.3. If the current status is positive shipping status DIC AS_, provide DIC AS_.

C3.21.14. Sources of supply in receipt of responses to DIC AF6 follow-ups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.15. Processing points passing DIC AF_, AT_, or AK_ follow-up transactions to another source of supply for continued action will place their RIC in rp 67-69 of the follow-up transaction. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.22. FORCE-CLOSED MATERIEL RELEASE CONFIRMATIONS

C3.22.1. Subsequent to generating a DIC ASH transaction under section C3.21.5. above for unconfirmed MROs, sources of supply will hold the MRO record open pending an MRA response (DoD 4000.25-2-M, Chapter 6, MILSTRAP). If an MRA response is received, it will be used to close the MRO record.

C3.22.2. For shipments to Security Assistance recipients, sources of supply may elect to use the MRA data or generate a DIC ARH transaction, entering the mode of shipment and date shipped from the MRA, to interface with billing. If an MRA response is not received within the initial and follow-up timeframes, the source of supply may force close the MRO using a DIC ARH transaction.

C3.22.3. For shipments to Security Assistance recipients, sources of supply will ensure that proper inventory accounting and billing procedures are applied. In response to DIC DRA transactions indicating nonreceipt, the source of supply may force close the open MRO and bill for materiel, or reprocess (ship) the materiel based upon established dollar thresholds. The ARH transaction will be in the Appendix AP3.15 format.

C3.23. PROCESSING REDISTRIBUTION ORDERS

C3.23.1. RDOs are originated by an **ICP/IMM** to direct release of materiel from one supply distribution activity to another within the same distribution system.

C3.23.2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

C3.23.3. ***For intra-DLA use, an RDO may be used to redistribute DLA stock from a DLA Distribution Center to the contractor location in support of the DLA's Industrial Product-Support Vendor (IPV) program (refer to DLM 4000.25, Volume 2, Chapter 28).***

C3.23.4. RDOs will be prepared in the Appendix AP3.25 format.

C3.24. RESERVED

C3.25. PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER TRANSACTIONS

C3.25.1. Sources of supply will process requisition modifier transactions to provide for modification of requisitions on backorder or for which MROs have not been processed to storage activities. The corresponding original in-process requisitions and materiel obligations will be recycled under service/agency (S/A) policy and normal processing actions will be continued to accommodate the modifier PD or RDD/RDP.¹²

C3.25.1.1. Modification of MROs is at the discretion of the S/As. However, modifications will not be processed against requisitions for which lateral redistribution order LROs of retail assets have been generated.

C3.25.1.2. Modification of requisitions that have been submitted to procurement sources for direct delivery is not required, except for requisition modifier documents that contain:

C3.25.1.2.1. A revised Country FMS offer/release option code (rp 46) and/or FF code (rp 47) in the format shown in Appendix AP3.22 (DIC AMF).

¹² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.25.1.2.2. Expedited Handling Signal 555 in the RDD/RDP data field, rp 62-64, in the format shown in Appendix AP3.22 (DIC AMP).

C3.25.1.2.3. Changes to the SUPADD and signal fields in the format shown in Appendix AP3.22 (DIC AMF). The signal code will be indicated in rp 77.^{13 14}

C3.25.1.3. The application of modifiers on requisitions for which split actions have been taken by the source of supply is at the option of the S/As.

C3.25.1.4. Sources of supply will provide status after processing requisition modifier documents as follows:^{15,16}

C3.25.1.4.1. When the modifier transaction contains invalid entries for data elements listed in Chapter C2, which would require rejection under requisition edits prescribed in paragraph C3.1.1., the modifier request will be rejected by means of D7 supply status (DIC AE_). Additionally, when the modifier transaction contains entries that would result in incompatibility or improper use of the RDD and/or PD that would not be acceptable under requisition edits, the modifier will be rejected with D7 status. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.2. When the requisition modifier transaction is not honored because the requested modifications cannot be made, sources of supply will provide B2 supply status to the activities designated on the unmodified requisition. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.3. When the requested modifications have been successfully processed, BK supply status will be provided.

C3.25.1.5. In addition, when modifier transactions are processed, sources of supply will use the M&S and distribution codes to provide the latest supply or shipment status.¹⁷

¹³ Revised requisition modifier procedures last reported as not implemented by the U.S. Marine Corps (USMC). Refer to AMCL 123C.

¹⁴ Requisition modifier status last reported as not implemented by USAF and USMC. Refer to AMCL 143.

¹⁵ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

¹⁶ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁷ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.25.1.6. Sources of supply will process requested modifications only when all data fields can be modified as requested. If this cannot be done, reject the modifier with B2 status.¹⁸

C3.25.2. When S/As modify MROs, a modifier transaction will be prepared and transmitted to the applicable storage activity. The modifier transactions will be prepared as a result of processing requisition modifier transactions. The MRO will be identified with DIC AM_ as prescribed in Appendix AP2.1.

C3.25.2.1. Upon receipt of MRO modifier transactions, storage activities will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A. This will be accomplished by matching the document numbers of modifier transactions with document numbers of previously received MROs, including match of suffix codes.

C3.25.2.2. These modified transactions will be processed in the normal manner prescribed for MROs.

C3.25.2.3. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

C3.25.2.4. Storage activities will provide supply status (DIC AE6) to sources of supply when requested modifications are or are not accomplished, citing Status Code B2 or BK.¹⁹

C3.25.3. When sources of supply receive modifier transactions for which there is no record of the original requisition, process the requisition modifier transactions as a new requisition unless Status Code BF has been previously provided in response to an earlier cancellation request as specified in Chapter C4.

C3.25.4. When modifiers are referred to another source of supply, the referring activity will enter the RIC of the activity to which the requisition was referred in rp 4-6 and its own RIC in rp 67-69 of the DIC AM_ transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of the activity.

C3.26. RESERVED

¹⁸ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.27. PROCESSING SINGLE LINE CANCELLATION REQUESTS

C3.27.1. Sources of supply, procurement, storage, and reporting activities will process single line cancellations (DIC AC_) as prescribed herein and in Paragraphs C3.28. through C3.34. Policies and procedures for processing requests for mass cancellation of multiple lines/requisitions are provided in Chapter C8.

C3.27.2. Sources of supply and procurement, storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, dollar value, and location of materiel for which cancellation is requested.

C3.27.3. General rules for the disposition and diversion of shipped materiel are as follows:

C3.27.3.1. Sources of supply are responsible for providing diversion and/or disposition instructions for all items under their cognizance destined for outside the continental United States (OCONUS) that have progressed to the point where procurement actions cannot be terminated or shipment into the Defense Transportation System (DTS) has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate commander, or Service headquarters.

C3.27.3.2. Sources of supply may request diversion or disposition instructions from S/A contact points designated on the ~~DLA~~ **Defense** Logistics Management Standards Website <https://www.dlmso.dla.mil/CertAccess/SvcPointsPOC/allpoc.asp>, for both nonstocked and non-NSN items. However, sources of supply may, based on their stock position, divert materiel to depot stock.

C3.27.3.3. S/As may predetermine and designate alternate consignees so that the DoDAACs of these activities may be inserted in subsequent MILSTRIP and/or Transportation-related transactions. These predetermined destinations will be based on considerations in Subparagraphs C3.27.2.2. and C3.27.3.1. above, and may vary by NSN, Federal supply classification (FSC), or Federal supply group (FSG).

C3.27.3.4. When OCONUS shipments cannot be diverted or held for disposition, storage and procurement activities will advise sources of supply when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The source of supply will provide shipment status (DIC AU_) to all eligible recipients of status. These transactions will contain a numerical day of the year in rp 57-59, as provided by the clearance authorities, indicating the day on which the shipment was lifted from the terminal for OCONUS delivery.

C3.27.3.5. When diversion of OCONUS shipments is accomplished by the DTS, sources of supply will furnish all eligible recipients supply status (DIC AE_) with

Status Code B6. The advice of actions taken by the DTS will be provided under [DTR 4500.9-R](#)).

C3.27.3.6. Sources of supply will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion of a DoDAAC identified as requisitioner, ship-to or bill-to activity from the DLM 4000.25, Volume 6, Chapter 2, "DoD Activity Address Directory" (DoDAAD). Applicable supply and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

C3.27.3.7. Costs incurred in cancellations/diversion will be billed as provided in Paragraph C3.28.9.

C3.27.3.8. No attempt will be made to stop or divert shipments to CONUS consignees once released for shipment, regardless of mode of shipment.

C3.28. SOURCE OF SUPPLY PROCESSING OF SINGLE LINE CANCELLATION REQUESTS

C3.28.1. DICs AC1, AC2, and AC3 cancellation requests (Appendix AP3.7) will be processed under Subparagraph C3.1.2., including distribution of initial status, as follows:

C3.28.1.1. First, against backorders in the following order of assigned Status Codes: BB, BC, BD, BP²⁰, BZ, and BV.

C3.28.1.2. Second, against unconfirmed shipments (Status Code BA).

C3.28.1.3. Third, against confirmed OCONUS shipments (DIC AS_ and/or AR_), when shipped (to surface/aerial ports of embarkation (POEs) and SEAVAN assembly points) prior to ICP receipt of DIC AC_ transactions in less than 45 days for surface mode and 10 days for air mode.

C3.28.1.4. Fourth, against all other status.

C3.28.2. Processing points passing DIC AC_ cancellation transactions to another Source of supply for continued action will place their RIC in rp 67-69 of the cancellation transactions. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.28.3. Cancellation actions will be initiated/accomplished against the quantity in rp 25-29 of the DIC AC_ transaction received. When the quantity in a cancellation request cannot be determined because of erroneous data, the requisition quantity or fill or backordered quantity will be edited for a quantity of one. If the quantity is equal to

²⁰ Staggered implementation authorized. Refer to ADC 93A.

one, the cancellation request should be processed. Otherwise, the request will be rejected to the activity designated by the third position of the DIC AC_ transaction using DIC AE_ with Status Code CD.

C3.28.4. Processed cancellations will be edited to preclude duplicate cancellations. At minimum this edit will compare quantity (rp 25-29), transaction document number (rp 30-43), suffix (rp 44), and the numerical day of the year of preparation (rp 62-64). Duplicates will be discarded. All other cancellations will be processed as received. When a DIC AC_ transaction is received with a blank or garbled day of preparation (rp 62-64), the original day of receipt at the source of supply will be entered and processing will continue.

C3.28.5. Regardless of dollar value or quantity, cancellation requests will be processed to immediately cancel quantities for which LROs or MROs (DD Form 1348-1A) and purchase requests have not been submitted to reporting activities or depot/storage and procurement activities.

C3.28.6. If the quantity in the cancellation request is equal to or less than the backorder quantity at the source of supply (Status Code BB, BC, or BD), cancellation will be immediately effected and supply status (DIC AE_) with Status Code BQ will be provided all authorized recipients of status. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, supply status (DIC AE_) with Status Code B9 will be furnished all authorized recipients of status.

C3.28.7. If the quantity in the DIC AC_ cancellation request is greater than the backorder quantity (if any), but equal to or less than the recorded requisition quantity, the source of supply will initiate cancellation action under criteria prescribed in subparagraph C3.28.1. above. These criteria and Chapter C6 apply to FMS and Grant Aid requisitions. When the cancellation request is greater than the recorded requisition quantity, cancellation action will be initiated on the recorded quantity.

C3.28.8. When cancellation requests are against released shipments or direct vendor deliveries with Status Code BV, the source of supply will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

C3.28.9. In the event actions in Subparagraph C3.28.8. above are taken, Status Code B4 may be furnished to indicate that the activity designated by the signal code in the canceled requisition may be billed as follows:

C3.28.9.1. Transportation costs for returning the materiel to depot/storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

C3.28.9.2. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in [DLM 4000.25, Volume 4](#), Finance.

C3.28.9.3. In addition to costs in Subparagraph C3.28.9.1. when applicable, rebuilding costs and other expenses incurred in canceling FMS and Grant Aid requisitions will be billed by the source of supply, under [DSCA 5105.38-M](#) (Security Assistance Management Manual). (Also, see MILSTRIP, Chapter C6.)

C3.28.10. Previously recorded demand data will be reversed by the quantity of the cancellation request. The demand data will always be adjusted regardless of the outcome of processing the cancellation request.²¹

C3.28.11. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under Chapter C4. This notice will be in the format of supply status (DIC AE_) or shipment status (DIC AU_) as follows:

C3.28.11.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, BR, or BS applies to executed cancellation/diversions.

C3.28.11.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.28.11.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.28.11.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.28.11.5. Supply status (DIC AE_) with Status Code BF will be furnished to indicate no record of the document for which the cancellation request was submitted.

C3.28.11.6. Supply status (DIC AE_) with Status Code B_, C_, or D_ will be furnished for those transactions where the source of supply has a record of a previous cancellation or rejection.

C3.29. SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO PROCUREMENT

C3.29.1. These requests may be in mechanical record format or by manual instructions; however, electronic submission of the requests is recommended.

C3.29.2. Prepare transactions using the Appendix AP3.9 format. Use DIC ACP to identify the transactions submitted to procurement. Entry of the procurement instrument identification number (PIIN) or purchase request Number (PRN) will be dependent upon whether a PIIN has been assigned to a contract and is known to the source of supply at the time of receipt of cancellation requests. When the PRN is used, the DoDAAC of the consignee to which shipment is to be diverted should be reflected in rp 45-50. When the source of supply does not desire diversion, rp 45-50 will be left blank.

²¹ Deferred implementation authorized pending logistics system modernization.

C3.29.3. A manual request for cancellation/diversion submitted to the procurement activity will contain the following minimum information:

C3.29.3.1. Notification that the transaction is a request for cancellation or diversion.

C3.29.3.2. Identification of the source of supply submitting the request.

C3.29.3.3. The stock or part number or description of the item involved.

C3.29.3.4. The quantity of the item to be canceled/diverted.

C3.29.3.5. The original requisition document number and the suffix code, if applicable.

C3.29.3.6. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.

C3.29.3.7. The PIIN, if known; otherwise, the PRN and date of the purchase request.

C3.29.3.8. Diversion or hold instructions to include coded and in-the-clear, ship-to, and mark-for addresses for shipment if diversion is to be accomplished.

C3.29.4. Cancellation/diversion requests will be submitted to procurement activities:

C3.29.4.1. Regardless of dollar value/quantity in the request, when purchase requests have been submitted but contracts have not been awarded. This applies to items/quantities in Status Code BZ. (See Chapter C4.)²²

C3.29.4.2. For items/quantities on awarded contracts/purchase agreements and the dollar value of the cancellation/diversion action exceeds \$200.

C3.29.5. Sources of supply will decide whether the cancellation/diversion or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by source of supply." (See Paragraphs C3.27.3.1. and C3.31.5.)

C3.29.6. Cancellation/diversion requests or requests for determination as to whether cancellation is in the best interest of the Government will not be submitted to procurement activities when:

C3.29.6.1. The dollar value of the request is less than \$200.²³

²² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.29.6.2. [DD Form 250](#), "Materiel Inspection and Receiving Report," vendor shipment notice, or equivalent is on record indicating:

C3.29.6.2.1. Shipments to CONUS consignees were released to carriers regardless of dollar value.

C3.29.6.2.2. Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed in Subparagraph C3.28.1.3. has elapsed. Chapter C6 applies to FMS and Grant Aid requisitions.

C3.29.6.2.3. Shipment/delivery by priority mail or parcel post. In this case, shipment status (DIC AU_) will be furnished in response to received DIC AC_ cancellations.

C3.29.7. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under the procedures of Chapter C4. This notice will be in the format of supply status (DIC AE_) or Shipment Status (DIC AU_) as follows:

C3.29.7.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, or BS applies to executed cancellation/diversions.

C3.29.7.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.29.7.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.29.7.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.30. RESERVED

C3.31. PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.31.1. DIC ACP and manual cancellation/diversion requests will be processed in the sequence of PDs.

C3.31.2. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

C3.31.3. Procurement activities will advise the source of supply of contractual agreements that may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Sources of supply will decide whether the

²³ As an exception for intra-Service use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by sources of supply."

C3.31.4. The cost of diversion or shipment hold actions will be provided to the source of supply for billing under Subparagraph C3.28.9. Costs incurred in contract termination and diversion will also be furnished to source of supplies to permit billing as prescribed in Subparagraph C3.28.9.

C3.31.5. Procurement activities are required to initiate actions with clearance authorities to effect diversion of shipments at terminals. (Not applicable to transactions resulting from mass cancellations.) (See Chapter C8.) Procurement activities requiring diversion instructions in the instances when rp 45-50 are blank will request these instructions from the activity designated by the RIC in rp 78-80. Such requests will be accomplished by telephone or message.

C3.31.6. When the above cancellation/termination or diversion/hold action would not be in the best interest of the Government, the source of supply will be so advised and requested to furnish a decision by a specified date.

C3.31.7. Actions to cancel, divert, or terminate contracts will be initiated within one working day from the receipt of cancellation requests. These actions will be completed as expeditiously as possible, but will not exceed five working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract.

C3.31.8. The procurement activity will advise the source of supply that the attempted stop/diversion action has or has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

C3.32. SOURCES OF SUPPLY PROCESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.32.1. Source of supply cancellation requests will be submitted to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but Shipment Status (DIC AS6) has not been received. The DIC AC6 will contain the RIC of the reporting activity in rp 4-6 and Distribution Code 2 in rp 54. The source of supply will provide DIC AE_ with Status Code B9 to all eligible status recipients.

C3.32.2. If shipment status has been received, provide DIC AU_ status to all eligible status recipients.

C3.32.3. Sources of supply in receipt of responses to DIC AC6 will furnish appropriate status to all eligible recipients.

C3.33. SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE
CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES

C3.33.1. Source of supply cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6), in the format of AP3.8, will be submitted to storage activities:

C3.33.1.1. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received. This applies to PD 01-15 requisitions/MROs/DD 1348-1A for CONUS and OCONUS U.S. Forces, FMS, and Grant Aid.

C3.33.1.2. When the MRC is recorded on an OCONUS shipment that was released to carrier for shipment to POE, less than 45 days by surface mode or less than 10 days by air mode, and the dollar value of the shipment exceeds \$200. Also, Chapter C6 applies to FMS and Grant Aid requisitions.

C3.33.2. The DIC AC6 will contain the DoDAAC of the activity to which shipments will be diverted in rp 45-50, when shipment has already been released. When the source of supply does not desire or cannot provide diversion to a specific activity, rp 45-50 will be left blank. In the latter case, the source of supply will obtain and provide alternate destinations if requested by storage activities. (See Paragraph C3.27.3.)

C3.33.3. In the case of an attempted diversion, supply status (DIC AE_) with Status Code B9 will be furnished to eligible status recipients.

C3.33.4. Sources of supply will not provide storage activities with requests for cancellation/diversion when:

C3.33.4.1. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line-item value of less than \$200 and is for an OCONUS shipment.

C3.33.4.2. Receipt of MRC and OCONUS shipment has been accomplished by parcel post, priority mail, or commercial express transportation service.

C3.33.4.3. When the MRC is recorded on an OCONUS shipment that was released to the carrier for shipment more than 45 days by surface mode or 10 days by air mode prior to the receipt of the cancellation request.

C3.33.4.4. Receipt of the MRC and shipment to a CONUS activity was accomplished prior to the receipt of the cancellation request.

C3.33.5. In instances described in Subparagraph C3.33.4. shipment status (DIC AU_) will be furnished to eligible status recipients.

C3.33.6. A follow-up on cancellation request, DIC AK6, may be submitted to storage activities as a result of receipt of DIC AK_ by the source of supply from the

requisitioner, SUPADD, or control activity (rp 54). A DIC AK6 may be forwarded to the storage activity by the source of supply as a result of nonresponse to a previous DIC AC6.

C3.33.7. DLA Disposition Services will forward cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6) to DLA Disposition Services Field Offices when an MRC (DIC AR_) has not been received for item(s) requisitioned from property disposal. If the MRC has been received from the DLA Disposition Services Field Offices, shipment status (DIC AU_) will be forwarded by DLA Disposition Services to eligible status recipients.²⁴

C3.34. STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.34.1. DIC AC6 transactions will be processed in the sequence prescribed in Subparagraphs C3.1.2., C3.28.1.2., C3.28.1.3., and C3.28.1.4..

C3.34.2. Records will be maintained to allow a determination as to whether shipped line items were in single line or multiline shipment units and the respective dollar value of each. This will allow identification of shipment units that are susceptible to cancellation and determination as to whether cancellation actions should be continued under the following policies and procedures.

C3.34.3. To the extent that processing capability is available, the S/As will develop and maintain data to:

C3.34.3.1. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are:

COMPUTER	STORAGE	SHIPMENT PREPARATION	SHIPPING
Mechanized processing of AC6s, and output of DD Forms 1348-1A and stop shipment	Bin Area	Preservation	Consolidation
	Bulk Area	Packaging	Air Freight
		Packing	Motor (Truck)
		Consolidation	Freight notices
		Parcel Post	Rail Freight

C3.34.3.2. Include the maximum time experienced in processing DD Form 1348-1A (or [DD Form 1348-2](#), "Issue Release/Receipt Document with Address Label") shipments in each of the above work areas (within total time allowed by DoDM 4140.01-~~R~~ "DoD Supply Chain Materiel Management regulation," May 23, 2003 from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could most likely be taken on receipt of a DIC

²⁴ Procedures, formats, and codes for requisitioning materiel from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

AC6. Transaction priority should also be considered, as it affects processing time in hours versus days.

C3.34.4. The storage activity, upon receipt of a DIC AC6, will determine the appropriate work area(s) to which stop shipment notices would be sent when cancellation of an in-process DD Form 1348-1A shipment is required. The stop shipment notices will include pertinent line item/transaction identification, priority, and information as to whether a single or multiline shipment unit is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would subsequently be processed.

C3.34.5. Cancellation will be accomplished for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

C3.34.6. Cancellation will be attempted for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

C3.34.6.1. The dollar value is less than \$25 for a single line shipment unit.

C3.34.6.2. The dollar value of a single line packed in a consolidated shipment unit is less than \$200.

C3.34.7. The storage activity will advise the source of supply and, if applicable, all eligible status recipients of actions taken in response to cancellation requests (see Chapter C4). This notice will be provided as follows:

C3.34.7.1. When the storage activity has no record of the MRO receipt, the source of supply will be provided DIC AE6 status with Status Code BF.

C3.34.7.2. When the items have not left the depot and cancellation action is accomplished, respond only to the source of supply in the same format as the cancellation request document with the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AG6.

C3.34.7.3. When cancellation is not attempted under the less than \$25/\$200 criteria in Subparagraphs C3.34.6.1. and C3.34.6.2. above, the storage activity will furnish the source of supply DIC AE6 status with Status Code B8.

C3.34.7.4. When the items have been released to a carrier in shipments destined to a CONUS customer, no action will be taken to stop/divert the materiel beyond the point of shipment. The source of supply will be provided with reply to cancellation request - MRC (DIC AU0, AUA, or AUB) transactions in the format shown in Appendix AP3.14 and all eligible status recipients will be provided with reply to cancellation request - shipment status (DIC AU_) in the format shown in Appendix AP3.19.

C3.34.7.5. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under the DTR to stop or divert shipments within the DTS. The source of supply will be provided with DIC AE6 status containing Status Code B9.

C3.34.7.6. The storage activity will not initiate action to stop/divert OCONUS shipments within the DTS when:

C3.34.7.6.1. The items are consolidated in a multiline shipment unit.

C3.34.7.6.2. The items were in OCONUS shipments released to carriers for shipment more than 45 days by surface or more than 10 days by air mode prior to receipt of the DIC AC6.

C3.34.7.6.3. The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

C3.34.7.6.4. A single line item shipment has a total dollar value of less than \$200.

C3.34.7.6.5. The single line item shipment unit has a total dollar value of less than \$1,000 and was shipped in consolidation with other shipment units in larger containers (e.g., 463L Pallet, SEAVAN).

C3.34.7.7. Following receipt of confirmation that shipment stop/diversion action has been accomplished by the DTS, the storage activity will provide the source of supply with DIC AE6 status containing Status Code B6.

C3.34.7.8. When the storage activity does not initiate stop/diversion action with the DTS because of one of the conditions in Subparagraph C3.34.7.6. or, when notified that a requested stop/diversion action has not been accomplished by the DTS, the storage activity will provide reply to cancellation request - shipment status (DIC AU1, AU2, or AU3) to all eligible status recipients and reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply. At the option of the supplying S/A, reply to cancellation request - shipment Status (DIC AU1, AU2, and AU3) may be provided to all eligible status recipients by the source of supply rather than directly by the storage activity. In this latter case the storage activity will only generate the reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply.

C3.34.8. Storage activities requiring diversion instructions when rp 45-50 of the DIC AC6 cancellation is blank will request such instructions from the activity designated by the RIC in rp 67-69. Such requests will be made by telephone or message.

C3.34.9. Actions under Subparagraphs C3.34.3. through C3.34.7. will be completed in two working days for PDs 01-08 and 5 working days for PDs 09-15.

C3.34.10. The storage activity will advise the source of supply that the attempted stop/diversion action has/has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

C3.35. REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.35.1. Reporting activities will attempt cancellation to the maximum possible extent.

C3.35.2. When the reporting activity has no record of the LRO, the source of supply will be provided DIC AE6 with Status Code BF and Distribution Code 2 will be entered in rp 54.

C3.35.3. If cancellation cannot be accomplished, the source of supply will be provided DIC AE6 with Status Code B8 and Distribution Code 2 will be entered in rp 54.

C3.35.4. If cancellation can be accomplished, the source of supply will be provided DIC AE6 with Status Code BQ and Distribution Code 2 will be entered in rp 54.

C3.35.5. The reporting activity will not attempt diversion of materiel confirmed shipped.

C3.36. DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS

C3.36.1. In instances where supply of a MILSTRIP requisition is to be accomplished by direct vendor delivery (DVD), an interface is required between MILSTRIP and the purchasing operations. This interface will result in an interchange of specific information and documentation between sources of supply and procurement activities to ensure:

C3.36.1.1. Transmission of status to designated recipients in an orderly and timely fashion.

C3.36.1.2. Proper marking of shipment containers.

C3.36.1.3. Delivery of materiel using priorities or RDDs.

C3.36.1.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Paragraph C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.36.2. Purchase requests will contain specific in-the-clear and coded data as specified below, that will be perpetuated on procurement instruments and related transactions:

C3.36.2.1. The original MILSTRIP requisition document number, including suffixes when assigned, SUPADD, and signal codes.

C3.36.2.2. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.

C3.36.2.3. MILSTRIP project code and project name, if applicable.

C3.36.2.4. Schedule of deliveries using RDDs or Required Availability Date (RADs), whichever is applicable. Items should be listed on procurement requests in descending sequence or delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence would provide for listing items with earliest dates first and will result in the required schedule of deliveries.

C3.36.2.5. Identification and address of the activity to receive the notice or evidence of shipment made by contractors as required by Defense Federal Acquisition Regulation (FAR) Supplement ([DFARS](#)), Appendix F-401, Table 2.

C3.36.3. Requisitions to be supplied by direct delivery from sources will be identified separately from stock replenishment buys on purchase requests.

C3.36.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Section C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.37. RESERVED

C3.38. PREPARATION OF SHIPMENTS TO DLA DISPOSITION SERVICES FIELD OFFICES²⁵

C3.38.1. Shipments/transfers to DLA Disposition Services Field Offices will normally require a disposal turn-in document (DTID), (DD Form 1348-1A or DD Form 1348-2) and documentation for in-transit control of property identified by an NSN or local stock number (and excluding scrap [Supply Condition Code S], waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DLA Disposition Services Field Office on a DTID from the time of release by a shipping activity until receipt of the property by the DLA Disposition Services Field Office. Activities will furnish one DIC AS3 shipment status transaction under Chapter C4 to the DLA Disposition Services for each DTID sent to a DLA Disposition Services Field Office, regardless of dollar value.

C3.38.1.1. Only those DIC AS3 shipment status transactions applicable to shipments/transfers of usable property directed to DLA Disposition Services Field Offices with a line-item value of \$800 or more per the Federal Logistics Information

²⁵ Requirement to provide shipment status to DLA Disposition Services on all shipments regardless of dollar value. Refer to AMCL 16. Requirement to provide the unit price on shipment status to DLA Disposition Services. Refer to AMCL 17. Establishing in-transit control procedures for shipments to DLA Disposition Services Field Offices. Refer to AMCL 158B. AMCLs 16, 17, and 158B last reported as not implemented by USAF and USMC.

System (FLIS) and for all shipments/transfers of pilferable or sensitive items (based on controlled inventory item code (CIIC) code), regardless of dollar value, will be entered into the In-Transit Control System (ICS). The extended value of the shipment will be determined on the basis of the document number, quantity, and unit price. The unit price will be obtained from the FLIS.

C3.38.1.2. The use of this system will provide a capability to monitor shipments/transfers to DLA Disposition Services Field Offices. This system also provides a capability for DLA Disposition Services to furnish information to S/A headquarters concerning the shipment/transfer of property to DLA Disposition Services Field Offices.

C3.38.2. These procedures do not negate the authority of the DLA Disposition Services Field Offices to refuse acceptance of accountability and physical receipt of certain types and classes of materiel as prescribed by [DoD 4160.21-M](#), "Defense Materiel Disposition Manual," August 18, 1997, Chapter 3. If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DLA Disposition Services Field Office will provide notice of rejection to DLA Disposition Services under existing procedures, thus purging the ICS suspense file. Guidance on shipment notices and ICS processing is applicable only to usable items being shipped/transferred to a DLA Disposition Service Field Office.

C3.39 DIRECTING MATERIEL TO DLA DISPOSITION SERVICES²⁶

C3.39.1 Sources of supply will utilize the disposal release order (DRO) (DIC A5J) and related transactions to direct and control issue of supply system stocks on their records to DLA Disposition Services. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1A (or DD Form 1348-2) as outlined in Chapter 5, Paragraph C5.5. Preparation of DROs will be performed using the Appendix AP3.13 format. If the item is classified in SCC Q and is being transferred to DLA Disposition Services, the DRO will contain Management Code O (alpha) or S, as appropriate, to indicate whether the materiel is hazardous to public health/safety and mutilation is required. Aviation critical safety item (CSI)/flight safety critical aircraft part (FSCAP) materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. (See MILSTRAP, Appendix AP2.6). **Where credit is provided, the fund code is subject to validation per Table C3.T2.** DLA Disposition Services will perform mutilation in accordance with existing guidance for the NSN/type of material. The ICP/IMM should identify to DLA Disposition Services any unique instructions for disposal requiring specific methods or information regarding hazardous constituents contained in the item. When the quantity to be transferred to DLA Disposition Services exceeds the capability of the quantity field, rp 25-29, multiple DROs with new document numbers will be utilized. When multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line.

²⁶ Ibid.

C3.39.1.1. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

C3.39.1.1.1. The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

C3.39.1.1.2. If the quantity on hand is less than the quantity shown in rp 55-61, the storage site will respond under Subparagraph C3.39.1.4..

C3.39.1.2. The DRO confirmation (DRC) transaction gives advice from the storage activity to the activity that initiated the DRO of supply action taken. DRC transactions will be prepared in the Appendix AP3.16 format with DIC ARJ when the shipped quantity is the same as the quantity requested in the DRO. The DRC will contain DIC ARK when the shipped quantity is greater than the quantity requested in the DRO. The DRC will contain DIC ARL when the shipped quantity is less than the quantity requested in the DRO. The materiel owner will utilize the DRC with DIC ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed offline. ARJ/K/L transactions will be prepared and transmitted on the day materiel is delivered to the carrier for shipment to a DLA Disposition Services Field Office. The DIC AS3 transaction will be generated simultaneously with the DIC A5J/FTR or other transaction authorizing/directing shipment to disposal.

C3.39.1.3. The disposal release follow-up transaction (DIC AFJ) will be used by the source of supply to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release follow-up transaction will be prepared in the DRO format.

C3.39.1.3.1. If the DRO has been complied with, the storage facility will respond as indicated in Subparagraph C3.38.4.2..

C3.39.1.3.2. If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the Appendix AP3.16 format with DIC AEJ and the ESD in rp 57-59.

C3.39.1.3.3. If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.3.4. If the DRO has been denied (DIC A6J), the storage activity will respond with BY status/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.4. Disposal release denials (DRD) are prepared by the storage site and transmitted to the appropriate source of supply having prepared the DRO as notification of negative action on the DRO. Preparation of DRDs will be performed under the format referenced in Appendix AP3.18 and will contain DIC A6J. Sources of supply will utilize DRD to make appropriate adjustments to the inventory records.

C3.39.1.5. Disposal release cancellations are prepared by sources of supply having initiated DROs and transmitted to storage sites when it is determined that disposal actions should be discontinued. Source of supply cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions will be prepared in the same format as the original DRO and will contain DIC ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

C3.39.1.5.1. When shipment has been made, response to the source of supply will be a Disposal release cancellation.

C3.39.1.5.2. When cancellation is accomplished, response to the source of supply will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AGJ.

C3.39.1.6. A disposal release cancellation follow-up transaction (DIC AKJ) may be submitted by the source of supply to obtain the latest status of a disposal release cancellation. The disposal release cancellation follow-up transaction will be in the same format as the original disposal release cancellation (Appendix AP3.13) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation followup by duplicating the previously submitted documentation.

C3.39.2. Sources of supply will utilize the reply to customer asset report (DIC FTR) (Appendix AP3.34) to notify the reporting activity that the reported quantity is in excess to source of supply requirements and that further action is authorized under appropriate S/A procedures. See Chapter C9, this manual, for detailed instructions.

C3.40. PROCESSING MATERIEL TO THE DLA DISPOSITION SERVICES²⁷

C3.40.1. Disposal Turn In Document. Activities will direct/process all accountable material to disposal using a DTID. Some categories of non-accountable property may be transferred to a DLA Disposition Services Field Office without documentation. Guidance will be provided by the servicing DLA Disposition Services Field Office. Turn-in activities will send a DTID (DD Form 1348-1A or DD Form 1348-2) (see Appendix 3.49 for data requirements) for in-transit control of property identified by an NSN or local stock number (excluding scrap [Supply Condition Code (SCC) S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/ transferred to a DLA Disposition Services Field Office. Shipment/transfer of material to a DLA Disposition Services Field Office via DTID

²⁷ Refer to AMCL 158B (MILSTRIP) Intransit Control Procedures for Shipments to DRMOs (now formally known as DLA Disposition Services Field Offices). (AMCLs 16 & 17 should be implemented with 158B as they affect the same procedures/transactions.) Last reported implemented completed by all except USAF & USMC.

requires authority for disposal which must be indicated in the DTID by appropriate disposal authority code, along with the reason for disposal code. Ensure property is reported to the IMM prior to DTID preparation, as required, per DoD ~~M 4140.01-R~~. DTID documentation will control the shipment from the time of release by a shipping activity until receipt of the property by a DLA Disposition Services Field Office.

C3.40.1.1 Accept Accountability. The Field Office will accept accountability of the shipment if material is acceptable based on established criteria in DoD 4160.21-M.

C3.40.1.2. Document Receipt. The Field Office will give documentation receipt of the DTID upon request by the shipping activity. NOTE: The Field Office will always supply a copy of the signed DTID for all shipments containing quantity discrepancies. The Field Office will note the difference in quantity received and quantity shipped on the DTID

C3.40.1.3. Notify Shipping Activity of Quantity Error. If an error exists because the quantity received is less than or greater than quantity entered on the DTID, the Field Office will notify the shipping activity and submit a supply discrepancy report. (See DoD 4160.21-M, Chapter 3; and DoD 4000.25-M, DLMS, Vol 2, Chapter 17).

C3.40.2 Quality Deficient Property. The transfer of an item in SCC Q requires the entry of Management Code O (alpha) or S, as appropriate, on the DTID to indicate if the materiel is not hazardous to public health/safety or national security and may not be used within DoD but may be sold by DLA Disposition Services Field Office or if the material is hazardous to public health/safety and mutilation is required. Aviation CSI/FSCAP materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. Note that the Transaction Services Defense Automatic Addressing System (DAAS) will edit disposal release orders (MILSTRIP DIC Code A5J) for Aviation CSI/FSCAP material in SCC Q to ensure that these contain Management Code S indicating that mutilation is required. If not, DAAS will insert Management Code S and continue processing.

C3.40.3. Shipment Status. For shipments/transfers to DLA Disposition Services Field Offices, shipping activities will send a shipment status (DIC AS3), for each DTID, regardless of dollar value. The shipment status will contain Distribution Code 9 in rp 54 identifying DLA Disposition Services, the unit price of the material, the actual quantity shipped, and the date delivered to the carrier for shipment.

C3.40.3.1 Receipt-in-Place. Through coordination with the turn-in activity, DLA Disposition Services may arrange for the turn-in activity to retain custody of the property until it is ready for sale, reutilization, transfer, or donation. When this occurs the shipment status (DIC AS3 or DLMS 856S) transaction may be provided by the turn-in activity without physical shipment of the property citing Shipment Hold Code R. Intransit control for receipt of the property is not applicable.

C3.40.3.2. Transaction Services will route shipment status transactions with Distribution Code 9 to the DLA Disposition Services Field Office global record making the shipment status information visible and available to all DLA Disposition Services Field Offices, as required. Transaction Services will edit the shipment status for the following criteria before routing the transaction to the DLA Disposition Services Field Office global record:

C3.40.3.2.1 Invalid DoDAAC, FSC, or Quantity. Reject, to the generating activity, for invalid DoDAACs, FSC (FSC does not exist), and quantity of zero or blank. The rejected transaction will be returned to the generating activity with a narrative explanation of the reason for return and instructions not to resubmit.

C3.40.3.2.2 Edit Unit Price. If the transaction contains a local stock number with a blank or zero unit price, reject; if NSN and blank or zero unit price, insert the FLIS price.

C3.40.3.3. The DLA Disposition Service Field Offices use the shipment status to electronically capture and validate information about incoming property from an activity that is shipping property to a DLA Disposition Service Field Office prior to physical receipt. Additionally, a subset of shipment transactions meeting the ICS criteria is used to initiate the DLA Disposition Services ICS tracking process.

C.3.40.4 Intransit Control System Processing of Shipments to DLA Disposition Services

C3.40.4.1. General. ICS is an automated DoD process which provides a central capability to monitor and/or investigate discrepancies in shipments of material to DLA Disposition Services Field Offices which meet ICS rules. Property qualifying for ICS processing have a line item value over \$800 or a Pilferable/Sensitive CIIC regardless of dollar value, and the property is being turned in to the Field Office. Pilferable CIICs are equal to: J, I, M, N, P, V, W, X, Y and Z. Sensitive Item codes are equal to: 1, 2, 3, 4, 5, 6, 8, Q, R, \$.

C3.40.4.2. In-Transit to DLA Disposition Services Field Office Report. ICS provides a capability for DLA Disposition Services to furnish management information to Service/Agency headquarters concerning the transfer of property to DLA Disposition Services Field Offices. DLA Disposition Services will provide an In-Transit to DLA Disposition Services Field Office Report upon request. DLA Disposition Services will provide tailored special extract reports as requested (see Appendix 1.33).

C3.40.4.3 Electronic Turn-In Document (ETID) Process. Use of ETID for automated turn-ins to the DLA Disposition Service Field Office allows those military generators lacking an automated system to log in to ETID via the web and manually generate their DTID number or DTID number and suffix. ETID will have a direct interface into the ICS global record and will enter property qualified for Intransit tracking into the ICS on the generator's behalf. For identification purposes, ETID will construct the DTID document number number or DTID number and suffix citing Utilization Code T

in the first position of the serial number²⁸. This will facilitate routing of follow-ups through Transaction Services' DAAS to the supply system of the DoDAAC of the generator and provide the capability to monitor shipments/transfers to DLA Distribution Services Field Offices. When follow-up notifications on in-transit property are required, in addition to the systemic follow-up generated by the Field Office, the ETID application will provide notification to the generating activity responsible for the property via email.

C.3.40.4.4. Intransit Control System Tracking and Associated Actions

C3.40.4.4.1. Intransit Control System Suspense File. The ETID interface described above, shipment status transactions, or any receipts processed prior to shipment status meeting ICS criteria (see C16.5.1.), will initiate the ICS suspense file maintained as part of the DLA Disposition Services Field Office global record. This global record will be visible and available to all DLA Disposition Services Field Offices as required. At a minimum, the suspense file will contain the data shown in Table C3.T1.

Table C3.T1. Turn-In Processing Data Requirements

Data Element	Source
Original DTID Number	ETID/Shipment Status/Receipt
UCN	Receipt
NSN/FSC/FSG (if available)	ETID/Shipment Status/Receipt
Unit of Issue	ETID/Shipment Status/Receipt
Extended \$ Value of Shipment (if available)	Calculated from FLIS unit price
Controlled Inventory Item Code (CIIC)	FLIS
Quantity Shipped	ETID/Shipment Status
Date of Shipment	ETID/Shipment Status
Quantity Received	Receipt
Date of Receipt	Receipt
Transmission Date of Disposition Services Turn-in Receipt Acknowledgement (TRA)	TRA
TRA Recipient DoDAAC	TRA
Extended Dollar Value of Receipt	Receipt
\$ Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

²⁸ Delayed implementation authorized under ADC 464, Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI).

C.3.40.4.4.2 DLA Disposition Services Field Office Processing against the Global Intransit Control System Suspense File

C.3.40.4.4.2.1 When a receipt is processed at any of the DLA Disposition Services Field Offices, it will be compared with the suspense file. The Field Office receipt will open the ICS transaction suspense file if no previous shipment status created a suspense record and the receipt value is \$800 or more, or the item is recorded as pilferable or sensitive. The suspense file will remain open for a period of 1 year from the date it is initiated, unless closed by one of the actions below.

C.3.40.4.4.2.2. All disposal shipment confirmation follow-up transactions generated as a result of ICS processing will be sent through Transaction Services. The Field Office will prepare the disposal shipment confirmation follow-up (MILSTRIP DIC AFX). The follow-up will be directed to the RIC of the shipping activity. If the shipping activity RIC is not known, the DoDAAC identified in the document number may be used for transaction routing. The DoDAAC in the document number may be the shipping activity itself or the activity directing the disposal action; e.g., ICP/IMM. ICPs/IMMs receiving the Follow-up will enter the shipping activity RIC as the intended recipient and resend the Follow-up through Transaction Services, to the shipping activity to answer directly, or coordinate with the shipping activity to perform research in order to provide either the ICP/IMM or storage activity response.

C.3.40.4.4.2.3. When the Field Office prepares the Follow-up, the transaction will include research guidance (Critical Flag) to aid the DoD Components to prioritize research and resolution of problems. The Critical Flag will identify turn-ins of sensitive items (1, 2, 3, 4, 5, 6, 7, 8, Q, R, or \$), demilitarization required items (C, D, E, or F), and items identified to critical classes of supply (see DoD 4160.21-M).

C.3.40.4.4.2.4. The suspense file will be closed if the receipt matches a shipment status transaction previously recorded in the suspense file. A match is based on DTID number and FSC.

C.3.40.4.4.2.5. If the Field Office is unable to receive the property and must reject the property back to the generator, an internal Receipt Refusal transaction will be processed and matched to the record in ICS. If the internal transaction matches a shipment transaction previously recorded in the suspense file, the suspense file record will be closed. Additionally, when this occurs, an SDR will be provided to the turn-in activity.

C3.40.4.4.2.5.1. If after 90 calendar days from the date of Field Office posting the receipt to the ICS there is no matching shipment status transaction and the extended value is \$800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 36. No response is required and this notification closes the ICS suspense.

C3.40.4.4.2.5.2. If after 90 calendar days from the date of Field Office posting shipment status to the ICS there is no matching receipt transaction, the extended value is \$800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 37. The ICS remains open awaiting response.

C.3.40.4.4.2.6. If the supply status (DIC AE3) or the disposal shipment confirmation (DIC ASZ) transaction is not received within 30 calendar days of sending the disposal shipment confirmation follow-up (DIC AFX) with Advice Code 37, the Field Office will send a second follow-up (DIC AFZ). The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the second Follow-up. When moved from the active suspense file, records will be placed on an accessible history file for an additional 2 years.

C.3.40.4.4.2.7. Receipt of supply status (MILSTRIP DIC AE3) will direct further ICS processing as follows:

C.3.40.4.4.2.7.1. Receipt of supply status with Status Code DE will terminate ICS processing for the document number in question. Status Code DE indicates no shipment was made.

C.3.40.4.4.2.7.2 . Receipt of supply status with Status Code DF will terminate ICS processing and indicates property was removed from the storage area and cannot be located. Further research is being conducted within Service/Agency channels. The record will be removed from the active suspense file and placed in an accessible history file for 2 years.

C.3.40.4.4.2.7.3. Receipt of supply status with Status Code DG indicates shipment is confirmed and a signed copy of the DTID number or DTID number and suffix or a digitally signed email from ETID confirming disposition services receipt acknowledgement, is on file for the quantity shipped. This closes the record in ICS for the document number in question. DLA Disposition Services will use its own procedures to determine why notification of receipt of material was not sent by the Field Office. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.4. Receipt of supply status with Status Code DH indicates shipment is confirmed and a signed copy of the DTID or a digitally signed email from ETID confirming disposition services receipt acknowledgement, is on file, however the quantity on the DTID is different than the quantity on the shipment status. Further research on the quantity discrepancy is being conducted within Service/Agency channels. This will close the record in ICS for the document number in question. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.5. Receipt of supply status with Status Code BF indicates that the shipping activity has no record of the document number in question. This will close the record in ICS and removes the record from the active

suspense file. DLA Disposition Services will place the record in an accessible history file for 2 years.

C.3.40.4.4.2.7.6. When the Disposal Shipment Confirmation (DIC ASZ) transaction is received, ICS processing for the document number in question is considered complete. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DLA Disposition Services Field Offices.

C.3.40.4.4.2.7.7. Shipping Activity Actions

C.3.40.4.4.2.7.7.1. Documentation Review. Supply organizations in receipt of the Disposal Shipment Confirmation Follow-up (DIC AFX) will ensure that applicable shipping activities review either the signed documentation (DTID) or the TRA confirming disposition services receipt acknowledgement, investigate discrepancies, and provide timely responses within 30 working days of receipt of the inquiry. Disposal shipment confirmation follow-ups with Advice Code 36 do not require a response.

C.3.40.4.4.2.7.7.2. Reserved

C.3.40.4.4.2.7.7.3. Quantity Received Verification. Upon receipt of a disposal shipment confirmation follow-up, the shipping activity will verify the actual quantity received, and will respond with supply or shipment status as follows:

C.3.40.4.4.2.7.7.3.1. No Shipment Record/Status. If there is no record of the shipment, nor of generating the shipment status, and no record of either a signed copy of the DTID or the TRA, the supply status (DIC AE3) with Status Code BF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.2. Shipment Status Sent But No Record. If it is determined that although shipment status had been sent, no shipment had been made or no record of shipment, other than the shipment status transaction, can be located, the supply status (DIC AS3) with Status Code DE will be sent in response to the 940R Disposal Shipment Confirmation Follow-up.

C.3.40.4.4.2.7.7.3.3. Signed DTID Receipt Not Available. If either a TRA, a signed copy of the DTID number or DTID number and suffix receipt, is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will do additional research as determined by the DoD Component procedures, including, if necessary, referral to the appropriate criminal investigative activity. The supply status (AE3) with Status Code DF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.4. No Shipping Activity Record. If the shipping activity has no record of generating a shipment status (AS3) transaction,

but has received either a TRA or a signed copy of the DTID, a disposal shipment confirmation (DIC ASZ) showing the quantity receipted for in the DTID will be sent in response to the disposal shipment confirmation follow-up. A separate action may be required to close out any open SDRs applicable to this shipment.

C3.40.44.2.7.7.3.5. Supply Status Distribution

Code. The supply status (AE3) and the disposal confirmation (ASZ) transactions generated by the shipping activity in response to the disposal shipment confirmation Follow-up (AFX/AFZ) will contain Distribution Code 9 to enable Transaction Services to route copies of these transactions to the ICS global record.

C3.40.5. Document Retention. Audit capability is required for a period of time following the transmission of the TRA transaction or comparable digitally-signed email. The DLA Disposition Services Field Office and the DoDAAC receiving the TRA transaction must retain an electronic image of the complete TRA or comparable email, including the date and time, as part of the transaction/ receiving/shipping history for a minimum of two years. The activity receiving the TRA or email may need to communicate the acknowledgement of receipt to the turn-in activity if different. Also, consistent with Chapter 6, paragraph 6.9 (Retention of Accountable Documentation) the DLA Disposition Services Field Office will still maintain scanned images of the DTID receipt documentation (DD-1348-1As) in EDOCS and the DoD Components will have access to EDOCS, as needed.

C3.41. RESERVED

C3.42. SHIPMENT TRACING

C3.42.1. Sources of supply (including depot or procurement activity when direct vendor delivery is applicable, but excluding small business firms or civilian contractors not required to process followups received from Military sources), upon receipt of a DIC AFT, Request for Shipment Tracing on Registered, Insured, and Certified mail/parcel post, will:

C3.42.1.1. Initiate tracer action under United States Postal Service (USPS) Regulations to the post office from which the parcel was mailed. Postal Service Form 1510 or other prescribed form will be used.

C3.42.1.2. On receipt of the post office response, initiate appropriate action as follows:

C3.42.1.2.1. If notified that the parcel was lost, destroyed, and/or that proof of delivery could not be furnished, notify the consignee by offline narrative message to include advice to prepare discrepancy reports under Joint Regulation DLAI 4140.55, et al.

C3.42.1.2.2. If notified that the Post Office has proof of delivery, notify the consignee (based on the signal in rp 51) by offline narrative message, including

particulars concerning proof of delivery, with an information copy to the source of supply.

C3.42.1.2.3. When the source of supply is a small business firm or civilian contractor not required to process followups received from military sources, the AFT Request for Shipment Tracing on registered, insured, and certified mail/parcel post will be forwarded to ICP for processing.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Routing Identifier Code	Determine correct source and continue processing.
Media and Status	Process as zero (0).
Stock Number or Appropriate Item Identification	<ol style="list-style-type: none"> 1. If blank, reject. 2. If incorrect, research to determine²⁹ whether the stock number has changed (e.g., FSC changed to match the NIIN). As a result of the review, take action as follows: <ol style="list-style-type: none"> a. If the stock number cannot be identified, reject with appropriate supply status. b. If the FSC is incompatible with the NIIN, check the FSC to determine whether it matches a previously assigned FSC. If it matches, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If it does not match, reject with appropriate supply status. c. If the stock number has changed (e.g., FSC change), change the number to the new stock number and continue supply action. If the changed NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status. 3. If manufacturer's part number, compare to FLIS to determine whether a stock number is assigned. If assigned, change the manufacturer's part number to the stock number and continue supply action. If the NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status.
Unit of Issue	Enter correct unit of issue or reject. If rejected, enter correct unit of issue in rp 79-80 supply status transaction. ³⁰
Quantity	Reject.
Requisitioner	Discard if entry is blank or incorrect. If the DoDAAC fails the Authority Code edits in C2.28.11., reject the transaction with CX or D7 status as appropriate.
Date	Reject. Sources of supply may reject if other than FMS/Grant Aid or Navy initial outfitting, and the requisition date exceeds one calendar year from the transaction processing date (current date) or is more than one day in the future. ³¹
Serial	Reject.

²⁹ This edit does not apply to U.S. Navy (USN) supply sources.

³⁰ Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by USN. Refer to AMCL 162.

³¹ Refer to ADC 427A, Requisition Document Number Date Edit. Edit is mandatory during DAAS processing and optional for DoD sources of supply.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Demand	Process as recurring.
Supplementary Address ³²	Reject if blank or invalid and the signal code is B, J, K, L, or M. If the DoDAAC fails the Authority Code edits in C2.28.11, reject the transaction with CX or D7 status as appropriate.
Signal	Reject.
Fund	<p>1. Where signal code is A, B, C, J, K, or L, reject if blank or if invalid on the SFIS Fund Code to Fund Account Conversion Table.</p> <p>2. Reject if signal code is C or L and fund code does not identify a valid bill-to activity on the Fund Code to Billed DoDAAC Table.</p> <p>3. Requisitions prepared outside the originator's supply system must be edited by the ordering application prior to acceptance of the order for further processing.</p> <p>4. Image and post-post transactions will not be rejected.</p>
Distribution	Process as blank.
Project	<p>1. Process as blank.</p> <p>2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD.³³</p>
Priority Designator ³⁴	<p>1. If Expedited Handling Signal 999 is present in the RDD field, requisition is for U.S. Forces and the PD is not 01-03, enter PD 03 and furnish BK supply status.</p> <p>2. If an OSD/JCS project code is present in rp 57-59 and the PD entry is not an existing PD code (not 01-15), enter PD 03 and furnish BK supply status.</p> <p>3. If NMCS/ANMCS indicator (N/E) is present in rp 62 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.</p> <p>4. If special mass cancellation coding 555 is present in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.</p> <p>5. If Expedited Transportation Signal 777 is in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.</p> <p>6. If required availability date (A in rp 62) is present and the PD entry is not an existing PD code (not 01-15), enter PD 15.</p> <p>7. If extended RDD (S or X in rp 62) is present and PD is other than 09-15, enter PD 15, furnish BK supply status, and process.</p> <p>8. If work stoppage indicator (F or R in rp 62) is present and PD is not 01-08, enter PD 15, furnish BK supply status, and process.</p> <p>9. For all other conditions, if PD is not 01-15, enter PD 15.</p>

³² This data element is referred to as Supplemental Data under the DLMS.

³³ Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USMC. Refer to AMCL 9.

³⁴ Refer to ADC 427A, DLMS Mapping for Air Force Unique Transactions Used between Air Force Locations and Expeditionary Combat Support System (ECSS). Edit is mandatory during DAAS processing and optional for DoD sources of supply.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Required Delivery Date ³⁵ Required Delivery Date (cont)	<p>1. If NMCS/ANMCS indicator (N/E in rp 62) is present and PD is 01-08, process. If there is an N or E in rp 62 but PD 09-15 in rp 60-61, blank the entry in rp 62-64, furnish BK supply status and process using the priority. If there is an N or E in rp 62, blank any characters in rp 63-64 and furnish BK supply status. Exception: For Air Force requisitions, blank only numeric characters (01-99); do not blank special coding to fulfill an Air Force internal requirement for NMCS/MICAP justification. (Note: This eliminates short RDDs associated with NMCS/ANMCS and expressed as number of days from requisition date.)</p> <p>2. If Expedited handling Signal 999 is present in rp 62-64 and requisition is not intended for U.S. Forces, blank the expedited handling signal, furnish BK supply status, and process using the priority. If requisition is intended for U.S. Forces, process.</p> <p>3. If special mass cancellation coding 555 is present in rp 62-64 indicating continued processing during mass cancellation, process.</p> <p>4. If Expedited Transportation Signal 777 is in rp 62-64 and PD 01-08 is in rp 60-61, process. If the PD is 09-15, blank the expedited transportation signal, furnish BK supply status, and process using the priority.</p> <p>5. If Co-Located Customer Handling Service Indicator 444 is present in rp 62-64, process.</p> <p>6. If RAD or extended RDD (rp 62 is A, S, or X) and rp 63-64 are not equal to 01-99, blank entry in 62-64, furnish BK supply status, and process.</p> <p>7. If work stoppage indicator (F or R in rp 62) is present and rp 63-64 are not blank, blank entry in 63-64, furnish BK supply status, and process. (Note: This eliminates short RDDs associated with work stoppage and expressed as number of days from requisition date.)</p> <p>8. For subsistence, except for conditions [text deleted] above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.</p> <p>9. For all other conditions, blank RDD field if entry does not indicate a calendar date that falls no more than 100 days subsequent to the requisition date³⁶, furnish BK supply status, and process. By authorized exception³⁷, the 100-day edit is not applicable to:</p> <p style="padding-left: 40px;">(1) ammunition and ammunition-related requisitions identified by any of the following: Navy Cognizance Symbol 0T, 2D, 2E, 2T, 4T, 6T, 8E, 8T, or 8U; Federal Supply Group (FSG) 13; or Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 ;</p> <p style="padding-left: 40px;">(2) requisition alert processing under Navy/DLA industrial activity support agreement.</p>
Required Delivery Period (Conventional Ammo Only) ³⁸	If rp 62 is B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and rp 63-64 contains 01-99, process.
Advice	Process as blank.

³⁵ Non-date entries in the RDD field; such as, Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirements Codes under the DLMS.

³⁶ Not applicable for intra-USAF requisitions.

³⁷ Refer to ADC 1065.

³⁸ Use of RDP for conventional ammunition last reported not implemented by USAF. Refer to AMCL 148.

C6. CHAPTER 6

SECURITY ASSISTANCE PROGRAM

C6.1 GENERAL

C6.1.1. Purpose. The provisions of Military Standard Requisitioning and Issue Procedures ([MILSTRIP](#)) apply to all phases of requisitioning and issue to support the Security Assistance Program (also known as the Security Cooperation Program); however, this chapter provides special procedures and instructions for preparing and processing foreign military sales (FMS) and Grant Aid requirements (see Appendix 2.19), which are exceptions to other areas of the manual.

C6.1.2. Transactions. This chapter addresses the procedures and applicable MILSTRIP legacy 80 record position transaction relevant to Security Assistance.

C6.1.2.1. Requisition Transaction is identified by the document identifier codes (DIC) A01, A02, A04, A05, A0A, A0B, A0D, and A0E

C6.1.2.2. Passing Order Transaction is identified by DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E

C6.1.2.3. Referral Order Transaction is identified by DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E

C6.1.2.4. Requisition Modification Transaction is identified by DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME

C6.1.2.5. Requisition Follow-Up Transaction is identified by DIC AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE

C6.1.2.6. Supply Status Transaction are identified as follows:

C6.1.2.6.1. Response to Requisition - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.6.2. Notice of Response to Direct Vendor Delivery - DIC AB1, AB2, AB3, and AB8

C6.1.2.6.3. Notice of Response to Supply Assistance - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.7. Shipment Status Transaction is identified by DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8

C6.1.2.8. Notice of Availability Transaction is identified by DIC AD1, AD2, AD3, AD4, and ADR

C6.1.2.9. Notice of Availability Reply Transaction is identified by DIC AD5

C6.2. REQUISITION FORMATS

C6.2.1. Requisitions for FMS and Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and Grant Aid requisitions are listed in the designated appendices and in the military assistance program address directory (MAPAD) found in DLM 4000.25 Volume 6, Chapter 3, together with their meanings and applications. Specific FMS and Grant Aid requisition entries are as follows:

C6.2.1.1. Grant Aid

C6.2.1.1.1. Requisitioner Field (first six positions of the document number). All Grant Aid requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the SC implementing agency and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. [DLM 4000.25 Volume 6, Chapter 3](#), Military Assistance Program Address Directory (MAPAD); [DSCA 5105.38-M](#), Security Assistance Management Manual (SAMM); and [DoD 7000.14-R](#), DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.1.1.1. The first position will contain the FMS and Grant Aid service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the Grant Aid Program line.

C6.2.1.1.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18)¹.

C6.2.1.1.1.3. The fourth position will contain the mark-for code, also known as the in-country code, to indicate the recipient or place of discharge within the country/activity (see MAPAD), with the exception of document identifier code (DIC) A05/AOE Requisition with Exception Data containing special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a requisition may contain a zero in the fourth position of the requisitioner field. The special instruction will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of Requisitions with Exception Data will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in the MAPAD.

C6.2.1.1.1.4. The fifth position will contain a numeric zero (0).

C6.2.1.1.1.5. The sixth position will contain the appropriate Grant Aid type of assistance/financing code (Appendix 2.19).

¹ Refer to Approved Defense Logistics Management Standards (DLMS) Change (ADC) 448B

C6.2.1.1.2. Supplementary Address Field (six character field)

C6.2.1.1.2.1. The first position will contain Y to indicate that the data entered in the second through sixth positions are nonsignificant to the overall systems but are to be perpetuated in all subsequent documentation.

C6.2.1.1.2.2. The second through fifth positions will contain the record control number (RCN). This number is assigned by the appropriate Service activity and is constructed as follows:

C6.2.1.1.2.2.1. The first position of the RCN will contain the last digit of the program year in which the requisitioned item was approved and funded.

C6.2.1.1.2.2.2. The second through fifth positions of the RCN will contain the four-position program line item number (alpha/numeric) of the program.

C6.2.1.2. Foreign Military Sales

C6.2.1.2.1. Requisitioner Field (first six positions of the document number) . All FMS requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the requisitioning country or international organization and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. [DLM 4000.25 Volume 6, Chapter 3](#), Military Assistance Program Address Directory (MAPAD); [DSCA 5105.38-M](#), Security Assistance Management Manual (SAMM); and [DoD 7000.14-R](#), DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.2.1.1. The first position will contain the FMS and Grant Aid Service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the FMS Case.

C6.2.1.2.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18) ².

C6.2.1.2.1.3. The fourth position will contain the mark-for code, also known as the in-country code. This code will be assigned and recognized in conjunction with the FMS offer release option code and the FMS freight forwarder/country representative FF/CR code; see explanation in paragraph C6.2.1.2.3.. When a mark-for code is not applicable, a zero must be entered.

C6.2.1.2.1.4. The fifth position will contain the FMS delivery term code (see [DTR 4500.9-R](#), "Defense Transportation Regulation" (DTR) or [DLMS Dictionary](#) Logistics Data Resources Management System (LOGDRMS) for code definition and applicable values) to convey the point of delivery condition negotiated

² Ibid.

under the case agreement, and must correspond to delivery terms specified in the applicable letter of offer and acceptance.

C6.2.1.2.1.5. The sixth position will contain the appropriate FMS type of assistance/financing code (Appendix 2.19).

C6.2.1.2.2. Supplementary Address Field (SUPADD) (six character field)

C6.2.1.2.2.1. The first position will contain the security assistance program customer service designator (derived from Appendix 2.2). This is the customer country's requisitioning Service, which is published in the [DLMS Dictionary](#) and MAPAD.

C6.2.1.2.2.2. The second position will contain the applicable FMS offer release option code (A, Y, or Z) or code X to denote that the United States is responsible for transportation arrangements as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the Case Agreement. FMS offer release option codes are listed in [DLMS Dictionary](#) and the definitions and terms section of this manual with explanations of their application and recognition under FMS offer and release procedures.

C6.2.1.2.2.3. The third position will contain the FF/CR code to designate the recipient of shipments and documentation as published in the MAPAD. This entry or the use of code X or W will be applied and recognized in conjunction with the mark-for code entry as explained in Paragraph C6.2.1.2.3..

C6.2.1.2.2.4. The fourth through sixth positions will contain the specific SC case designator consisting of a three-position alpha/numeric code. The first position must be alphabetic, and the second and third positions may be alphabetic or numeric. All correspondence (such as letters and messages) must include the appropriate case identifier composed of the two-digit SC customer code, one-digit SC implementing agency code, the three-digit case designator, and the three-digit SC case line item identifier as part of the identification data.

C6.2.1.2.3. Designation of Shipment Addresses for Foreign Military Sales. The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in mark-for and FF/CR, respectively. The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes must not be utilized in requisitions until such time as the codes and corresponding addresses are published in the MAPAD.

C6.2.1.2.3.1. The Defense Automatic Addressing System (DAAS) will reject Requisitions, Referral orders, Passing orders, Requisition Follow-Ups, and Requisition Modifications containing Military Assistance Program Address Codes (MAPAC) that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting International Logistics Control Office (ILCO) using DIC AE9 Supply Status with Supply Status Code DP.

C6.2.1.2.3.2. The inventory control points (ICP) may reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO using DIC AE3 Supply Status with Supply Status Code CX. This includes requisitions with exception data directing materiel to various shipping points.

C6.2.1.2.3.3. When shipment is to be made to a FF/CR or to a point designated by a FF/CR in response to a notice of availability (NOA), a specific code other than an X or W will be entered in the third position of the supplementary address. In this instance, the ship-to address will be the address listed in the MAPAD for the FF/CR or the address provided in response to the NOA. The mark-for address will be the address listed in the MAPAD for the code in the mark-for field (fourth position of the requisitioner field). For those countries that do not publish clear-text addresses for mark-for codes, there will be no mark-for address, but supply and shipping activities will perpetuate the mark-for code code in all related documentation. When a mark-for code is not applicable, a zero will be entered.

C6.2.1.2.3.4. When shipment is to be made to an assembly point or staging area, an XW will be entered in the second and third positions of the supplementary address and a clear-text address will be conveyed in a requisition with exception data. See paragraph C25.2.1.2.3.2. The mark-for field, if required, will designate the mark-for address.

C6.2.1.2.3.5. When shipment is to be made to an address within the customer country, an XX will be entered in the second and third positions of the supplementary address and the in-country ship-to address will be the address listed in the MAPAD for the designated mark-for code. See paragraph C6.2.1.2.4.3.

C6.2.1.2.3.6. The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in the second and third positions of the supplementary address.

C6.2.1.2.4. FMS Offer Release Option Codes

C6.2.1.2.4.1. FMS offer release option codes are used in requisitions for shipments to be made or offered to FF/CRs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements. FMS offer release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both the second and third positions of the supplementary address are used to denote shipment addresses.

C6.2.1.2.4.2. FMS offer release option codes and their explanations are listed in [DLMS Dictionary](#) and the definitions and terms section of this manual.

C6.2.1.2.4.3. If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments are to be accomplished by the

U.S. Service, an X will be entered in second position of the supplementary address in lieu of a country FMS offer release option code. When an X is authorized and entered in second position of the supplementary address, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in the third position of the supplementary address.

C6.3. REQUIRED AVAILABILITY DATES

C6.3.1. Requisitions for FMS and Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until required availability dates (RADs) become effective. In FMS cases, compute the RAD by adding the lead time stated on the letter of offer and acceptance (LOA) to the date of acceptance by the purchaser. For Grant Aid, compute the RAD by adding the ICP determined lead time to the date of the order.

C6.3.2. The requisition RAD is a three position value consisting of the character A in the first position followed by the number of months remaining from the date of the requisition to the computed RAD in the second and third positions. The RAD is identified in rp 62-64 of DIC A0_ transactions. The concatenated RAD value enables the source of supply, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps ensure that materiel requirements are ready for delivery by the approved RAD. The actual date for calculation of the RAD will be the last day of the month depicted by the RAD entries in the requisition. Shipment of materiel will be made at the time of initial requisition processing to the extent that releasable assets are available, regardless of the number of lead time months shown in the RAD entry. Materiel not immediately available should be acquired and shipped by the last day of the month depicted by the RAD entries. However, depending on availability, materiel may be acquired and shipped after the RAD expires and cancellations are submitted. Appropriate status will be provided to the address(es) designated in the requisition.

C6.3.3. For Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the Service/Agency (S/A) Departments will place a RAD on the requisitions for major items, and the associated support equipment and initial issue parts, as determined by the S/A.

C6.3.4. RAD time begins with the date of the requisition (i.e., the date contained in the requisition document number (See Appendix 2.14)) and does not have the effect of holding release of the materiel.

C6.3.5. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DIC AE_ with Supply Status Code

BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's source of supply will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished to the ILCO by letter, message, or DIC AE_ with Supply Status Code B3.

C6.3.5.6. An extended required delivery date (RDD) in an FMS requisition will be expressed with the letter S in the first position, followed by the number of months from the date of the requisition before which delivery is required in second and third positions. The extended RDD is identified in rp 62-64 of DIC A0_ transactions.

C6.3.5.6.1. The release date is defined as five days prior to the last day of the month indicated the last two positions of the extended RDD. Releasable assets will be held until 50 days prior to the last day of the indicated month.

C6.3.5.6.2. In the case of DLA support, the extended RDDs will cause intentional holding of support. For those orders, the support date is calculated externally by Transaction Services upon receipt of the transaction and fed to DLA (RIC SMS). Transaction Services sends RIC SMS the actual Standard Delivery Date, which in the case of extended RDDs will cause the order to go into BP status and be held until 50 days prior to the release date.

C6.4. REQUISITION PREPARATION AND SUBMISSION

C6.4.1. Requisitions will be prepared and transmitted by Security Assistance countries and security assistance organizations (SAO) to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and Grant Aid requisitions to the appropriate source of supply in the prescribed DoD MILSTRIP format.

C6.4.2. Requisitions prepared by the U.S. Service for FMS and Grant Aid requirements will be transmitted to the appropriate source of supply in the prescribed MILSTRIP format.

C6.4.3. ILCOs will enter a cooperative logistics program support category code (CLPSC) (Appendix 2.22) to applicable requisitions and passing orders, in order to convey programmed/non-programmed status of a requisition to an ICP/integrated materiel manager (IMM). The CLPSC is identified in rp 72 of DIC A0_ transactions. Supply support provided under cooperative logistics supply support arrangement (CLSSA) agreements is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces, within assigned priority (based upon force or activity designator (F/AD)) and with all other coding being equal. However, such support cannot be provided if it will impair the combat effectiveness of U.S. Forces. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of

required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, sources of supply will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead times are considered to be “un-programmed” requirements. Un-programmed CLSSA requisitions and passing orders will contain CLPSC 2 (Appendix 2.22). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and passing orders are considered to be “programmed” requirements and will contain CLPSC 1. If the requisition does not identify a CLPSC code, the ICP/IMM will process it as an un-programmed requirement.

C6.4.4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP transportation control numbers (TCN) that occur when the number of shipment units exceeds 25 and that cause a loss of identity to the shipment. The DoD Components must specify the items of equipment to which the quantity restriction applies. Generally, these items are equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each constitutes a single shipment unit.

C6.4.5. SA requisitions (identified by Service/Agency Code B, D, I, K, P, or T in the document number) will be reviewed for appropriate PD assignment by the ILCO prior to release. Specific procedures to accomplish this may be deferred until implementation of the Defense Security Assistance Management System (DSAMS). SA will not be revalidated by Transaction Services against the established edit table. However, any SA requisitions with PD 01, 04, or 11 will be displayed as suspected abuse in the Unauthorized Priority Designator Report under the appropriate Service/Agency heading with no activity name.

C6.4.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution

C6.4.6.1. Under the Security Cooperation Enterprise Solution (SCES) interim state logistics routing solution, if the Security Cooperation (SC) case designator indicates the FMS case is managed by SCES, the ILCO management information system will recode the FMS or Grant Aid requisition as a passing order (DIC A3_) and update the transaction with the applicable Defense Security Cooperation Agency (DSCA) RIC, distribution code, and fund code values based on the SC implementing agency code.³

³ Refer to Approved DLMS Change (ADC) 1177

C6.4.6.2. After validation, SCES will convert the passing order to a requisition and transmit the FMS and Grant Aid requisitions to the appropriate source of supply.⁴

C6.5. STATUS IN GENERAL

C6.5.1. Sources of supply will provide status only to the ILCO or other monitoring activities identified by the distribution code. DIC AE3 will be used to provide supply status, and DIC AS3 will be used to provide shipment status in response to follow-ups. However, DIC AE8/AS8 will be used for status initiated by the source of supply or as otherwise delegated. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

C6.5.2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through DAAS.

C6.5.3. Status to FMS customers is sent to the MAPAD type address code (TAC) 4 country status recipient.

C6.5.4. Status to Grant Aid customers is sent to the MAPAD TAC 3 purchaser/in-country SAO status recipient.

C6.5.5. The media and status (M&S) entry should be zero to preclude unnecessary status output. The transmission medium is determined by DAAS.

C6.6. STATUS UPON REQUISITION INITIATION OR SUBMISSION

C6.6.1. General. Status is provided by the ILCO to the customer when the requisition enters the supply system.

C6.6.2. Service Initiated Requisitions. When FMS requisitions are prepared and introduced by a U.S. Military Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Military Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for Continental United States (CONUS)-generated Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO.

C6.6.2.1. The supply status (DIC AE_) will contain code A, B, D, or E in the third position of the DIC to reflect the type of stock number being requisitioned.

C6.6.2.2. The latest available unit price should be entered in rp 74-80; however, this is an optional entry depending on the capability of the involved Military Service.

C6.6.2.3. Status Code BU will be entered in rp 65-66.

⁴ *Ibid*

C6.6.2.4. The estimated shipping date (ESD) in rp 70-73 may be left blank.

C6.6.3. Customer Initiated Requisitions

C6.6.3.1. When country prepared FMS requisitions are forwarded to sources of supply by the ILCO, supply status with DIC AE2 citing Status Code BW will be provided to the customer.

C6.6.3.2. When Grant Aid requisitions prepared by the in-country SAO are forwarded to sources of supply by the ILCO, supply status with DIC AE1 citing Status Code BW will be provided to the customer/SAO.

C6.6.3.3. The latest available unit price may be entered in rp 74-80.

C6.6.3.4. The ESD in rp 70-73 may be left blank.

C6.7. FOLLOW-UPS AND STATUS RESPONSES

C6.7.1. As authorized, follow-ups, modifiers, and cancellations for FMS and Grant Aid transactions may be submitted by the CR or in-country SAOs to the sources(s) designated by the individual U.S. Military Service administering the FMS case or Grant Aid program line.

C6.7.2. When follow-ups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

C6.7.3. FMS requisition status will be provided in the DIC AE2 or AS2.

C6.7.4. Grant Aid requisition status will be provided in the DIC AE1 or AS1.

C6.7.5. When current status information is not available on requisitions that were submitted to the supply system, the ILCO/monitoring activity may transmit the follow-up to the appropriate source of supply or provide interim status to the customer pending completion of ILCO/monitoring activity follow-up action. In either case, a supply status document containing Supply Status Code BW or BM (as indicated by the U.S. Military Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated follow-ups.

C6.7.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution. Under the SCES interim state logistics routing solution, the ILCO management information system will forward follow-ups, modifiers, and cancellations to the applicable DSCA RIC based on the SC implementing agency code if the SC case designator indicates the FMS case is managed by SCES.⁵

⁵ Ibid

C6.8. CANCELLATION AND REJECTION STATUS

C6.8.1. Cancellation and rejection status from the source of supply will be provided to the ILCO/monitoring activity using the DIC AE3 and the appropriate status code.

C6.8.2. DIC AE1/AE2 supply status transactions will not be produced by the source of supply on FMS and Grant Aid requisitions.

C6.9. STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY

C6.9.1. When FMS requisitions are processed and a NOA is forwarded to the FF/CR, a DIC AE2 supply status transaction containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded.

C6.9.2. The BL status advises that the item is available for shipment and was offered to the FF/CR on the date entered in rp 70-73.

C6.10. MODIFICATION OF FOREIGN MILITARY SALES OFFER RELEASE OPTION OR FREIGHT FORWARDER/COUNTRY REPRESENTATIVE

C6.10.1. Unusual circumstances may require a change in the country FMS offer release option code or freight forwarder code for an FMS case or for individual requisitions within an FMS case. When this condition exists, either FMS customers or ILCO/monitoring activity may initiate DIC AM_ Requisition Modification to change the coded data in FMS requisitions that have been released to the supply system.

C6.10.2. FMS requisition modification transactions will be initiated under standard MILSTRIP procedures. Entries in the requisition modifier transaction may differ from those in the original requisition only to reflect changes to one or any combination of the following:⁶

C6.10.2.1. Media and status, rp 7

C6.10.2.2. FMS offer release option code, rp 46

C6.10.2.3. Freight forwarder, rp 47

C6.10.2.4. Signal code, rp 51

C6.10.2.5. Fund code, rp 52-53

C6.10.2.6. Distribution code, rp 54

C6.10.2.7. Project code, rp 57-59

⁶ Revised requisition modifier procedures last reported as not implemented by the United States Marine Corps (USMC). Refer to AMCL 123C.

C6.10.2.8. Priority designator, rp 60-61

C6.10.2.9. Required availability date, rp 62-64

C6.10.2.10. Advice code, rp 65-66.

C6.10.3. Modifiers that change the FMS offer release option or FF/CR must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges that may accrue. To limit manual processing and avoid additional contract charges, modifiers that change the FMS offer release options or FF/CR should be submitted only when the change is mandatory. When (LOAs have not been amended to reflect the changes, FMS customers must coordinate with the Service ILCO/monitoring activity before requesting requisition modification.

C6.11. RELEASE OF FOREIGN MILITARY SALES SHIPMENTS⁷

C6.11.1. General. U.S. shipping activities use the NOA to notify the designated FF/CR addressee and the International Logistics Control Office (ILCO) (identified by the SC Implementing Agency) that materiel is ready for shipment.

C6.11.1.1. The procedures for releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in the FMS offer release option field of requisitions or related transactions. The exceptions to use of the FMS offer release option code in the release of shipments are:

C6.11.1.1.1. When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released automatically without an NOA and should be either insured, certified, or registered. Evidence of shipment must be provided for all FMS shipments regardless of shipment size, weight, or value. Classified shipments always require use of an NOA, as indicated below.

C6.11.1.1.2. When an export release is required from the Military Surface Deployment and Distribution Command (SDDC) under [DTR 4500.9-R](#), Chapter 203 (Shipper, Transshipper, and Receiver Requirements and Procedures), the shipping activity will submit a request for export release to the SDDC Operations Center before shipment. An NOA will be furnished to the FF/CR and will indicate that an export release has been requested. The export release provided by the SDDC releasing authority will include shipping instructions as coordinated with the FF/CR.

C6.11.1.1.3. When the shipping activity determines a need for a high degree of protection or control, or FMS offer release Option Z is indicated, the shipment must not be made until a response from the NOA is received. Examples of a shipment requiring a high degree of protection or control include materiel that is dangerous/hazardous, or sensitive; these types of shipments may not require an export

⁷ Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

release. Note that FMS offer release option Z procedures must be followed if any unusual transportation factors apply. This includes oversize or overweight shipments, hazardous materiel shipments, classified shipments, sensitive shipments, and ammunition, arms and explosives shipments or any other factor that mandates coordinated release procedures (this does include Canada).

C6.11.1.1.4. From SDDC, an NOA will be furnished to the FF/CR and the shipment will be held pending receipt of release and shipping instructions from the FF/CR. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD.

C6.11.1.2. For shipments not subject to the exceptions outlined in Paragraph C6.11.1.1., the entry in the FMS offer release option field will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. For FMS offer release options Y and Z, notification to the designated FF/CR is required prior to release of the shipment. For FMS offer release option A or X, the shipment will be released automatically, without providing an NOA to the FF/CR.

C6.11.1.3. U.S. shipping activities use the NOA to notify the designated FF/CR addressee that materiel is ready for shipment. A manual NOA will be prepared for all FMS purchases except those customers specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, **Defense** Logistics Management Standards Office. Procedures for NOA preparation are contained in Paragraphs C6.11.2. and C6.11.3.

C.6.11.1.4. The NOA will identify the TCN assigned to the shipment, which will be created in accordance with guidance in DTR 4500.9-R, Appendix L. The manual or mechanized NOA document will be assigned an NOA notice number to reflect the number of times the NOA has been sent to the FF/CR.

C6.11.2. Manual Notice of Availability

C6.11.2.1. [DD Form 1348-5](#), Notice of Availability/Shipment, will serve as a cover document for individual copies of [DD Form 1348-1A](#), DD Form 250, or DD Form 1149 applicable to each line item in a shipment unit. Together, these documents will comprise the original NOA. The data to be entered on DD Form 1348-5 (See Appendix 1.4) are those that describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned "CONSIGNEE INFORMATION" will be completed by initiating activities. All data blocks are self-explanatory, except that the "NOA Notice Number" reflects the number of times the NOA has been sent to the FF/CR. The TCN block represents the transportation control number assigned to track the shipment. The shipping activity must complete the "SPECIAL REQUIREMENTS" section for materiel discussed in Paragraph C6.11.1.3. The manual NOA will be mailed to the notice recipient specified in the MAPAD, except that the NOAs covering

classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 is as follows:

COPY NO. USAGE

- | | |
|------|--|
| 1 | Retained by the shipping activity pending receipt of shipment release instructions. |
| 2, 3 | Furnished to the appropriate FF/CR address (as designated in the MAPAD to receive the NOA) for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the FF/CR. Copies of the DD Form 1348-1A, DD Form 250, or DD Form 1149 will accompany the DD Form 1348-5. |

C6.11.2.2. Replies to manual NOAs will be performed by two different methods, contingent on the need for an export release. When an export release is required, the FF/CR will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with the SDDC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instructions on the third copy, which will be returned to the shipping activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipping activities will not split shipment units identified by shipment unit numbers to accommodate shipments or deliveries to multiple points. Instructions to FF/CRs regarding replies to NOAs will specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

C6.11.2.2.1. The complete name and address of the consignee except when materiel will be picked up by the FF/CR.

C6.11.2.2.2. The date materiel is to be shipped or the date the materiel will be picked up by the FF/CR.

C6.11.2.2.3. The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive materiel on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

C6.11.2.3. In instances where the shipment does not require an export release or the shipping activity determines there is no requirement for a high degree of protection or control and the FMS offer release option Y is indicated for the materiel, the shipment will be released to the FF/CR on the 15th calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the SDDC releasing authority, and if such instructions are not received within 15 calendar

days after the NOA date, follow-up to both SDDC and the ILCO in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection or control or FMS offer release option Z is indicated, the shipment must be held pending receipt of release and shipping instructions from the FF/CR. If an NOA response is not received within 15 calendar days of the NOA date, the shipping activity will send a follow-up to the designated NOA recipient using the same TCN. The duplicate NOA will be annotated with the number 2 in the NOA Notice Number field to indicate that release has been delayed due to non-response to the original NOA. Two copies of the annotated DD Form 1348-5 (Notice of Availability/ Shipment), together with the applicable DD Form(s) 1348-1A, DD Form(s) 250, or DD Form(s) 1149 will be held as a record of the non-response to the original NOA. If no response is received within 15 calendar days of the follow-up NOA, another follow-up will be sent with the number 3 in the NOA Notice Number field to indicate that release continues to be delayed due to non-response to the original and follow-up NOAs. File copies will be updated to reflect the non-response and submission of a second follow-up. Simultaneous with the second follow-up, the appropriate ILCO will be contacted (offline) for assistance and follow-up action to obtain the NOA response. Upon receipt of the offline contact from the shipping activity, the ILCO must intervene, on behalf of the shipping activity, to obtain a response to the NOA so the open shipment action can be closed. NOTE: This follow-up procedure does not apply to Delivery Term Code (DTC) 8 releases. DTC 8 releases involve materiel, usually Sensitive Arms, Ammunition and Explosives, which follow special export procedures that require more time to process than can be encompassed by the above follow-up procedure.

C6.11.3. Mechanized Notice of Availability. Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is indicated in requisitions or when an export release is required. The mechanized NOA consists of the following documents:

C6.11.3.1. The initial DIC AD1 and ADR FMS NOA key document contains both shipment unit information and line item information as contained in the DD Form 1348-1A. When an export release is not required, use DIC AD1. When an export release is required, use DIC ADR. When export release instructions have not been received within 15 days of the NOA date, a follow-up will be made to the SDDC releasing authority. If the FMS offer release option Y applies, do not prepare or transmit to the FF/CR a delay NOA key document, DIC AD3. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the initial NOA date, prepare and transmit a delay NOA key document; a DIC AD3 will accompany the delay NOA detail documents.

C6.11.3.2. The FMS NOA contains line item information as contained in the issue/release document (e.g., the MRO or DD Form 1348-1A). The initial detail document contains a DIC AD2. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the NOA date, a delay

NOA will document all the line items using the DIC AD4; the DIC AD4 will be prepared for each initial detail document that accompanied the initial key document.

C6.11.3.3. The FMS reply document (DIC AD5) will always be used when replying to a mechanized NOA other than those requiring export release. When replying to a DIC ADR NOA key document, the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the SDDC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOAs other than those requiring export release, the following rules apply:

C6.11.3.3.1. When shipment release is to be made to the addresses identified by coded entries in the MAPAD, the NOA Reply will contain a Shipment Release Code R. In the AD5, the Shipment Release Code R is conveyed in rp 60.

C6.11.3.3.2. When shipment release instructions are being mailed under separate cover, the NOA Reply will contain a Shipment Release Code E. In the AD5, the Shipment Release Code E is conveyed in rp 60. The shipment release instructions may be communicated by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with FMS offer release option Y. Otherwise, the shipment will be released automatically to the appropriate address contained in the MAPAD. The S/A implementation of these procedures will provide for such replies to be transmitted to the activity designated by the Routing Identifier Code (RIC) contained in rp 4-6 of the NOA documents.

C6.11.3.3.3. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel that will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new NOA (DIC AD1 and AD2 or ADR and AD2).

C6.11.3.3.4. Shipments from Procurement. RESERVED.

C6.11.3.3.5. Storage or staging charges may accrue when a NOA response (or failure to respond) requires the items to be held for an extended period of time. Any storage costs are charged to the FMS case.

C6.12. CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES AND GRANT AID SHIPMENTS

C6.12.1. Consolidation Requirements. The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units.

C6.12.1.1. Exception to Consolidation. Requisitions beginning with an N (Not Mission Capable Supply (NMCS)) or E (Anticipated Not Mission Capable Supply (ANMCS)) in the Special Requirements Code (rp 62) or containing the value 777 in the

Special Requirements Code (rp 62-64), will not be held for consolidation, but the NOA requirements remain in effect.

C6.12.1.2. FMS Assembly Shipment Consolidation Eligibility. FMS assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC customer code, mark-for code, FMS delivery term code, Security Assistance program customer service designator (in-country service), FMS offer release option code, FMS FF/CR code, FMS case and case line number, project code (if applicable), priority designator (PD), and distribution code.

C6.12.1.3. FMS Non-Assembly Shipment Consolidation Eligibility. The criteria for FMS non-assembly shipments are the same as for FMS assembly shipments with the following exceptions: non-assembly shipments may be consolidated regardless of case line number (CLN) and the distribution code is not considered.

C6.12.1.4. Grant Aid assembly and non-assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC Customer Code, mark-for code, Grant Aid type of assistance/financing code, project code (if applicable), and PD.

C6.12.1.5. Consolidation will also be limited by the following conditions:

C6.12.1.5.1. Physical characteristics of items should be compatible with other items in the same shipment unit.

C6.12.1.5.2. Explosives or other dangerous articles must not be consolidated with other items.

C6.12.1.5.3. Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction, or requiring movement as a single shipment unit must not be consolidated with other line items.

C6.12.1.5.4. Radioactive or magnetic materiel must not be consolidated together or with other materiel.

C6.12.1.5.5. When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container must be marked under the multipack requirements of [MIL-STD-129](#), "Military Standard Marking for Shipment and Storage."

C6.12.2. Address Marking. The manner of designating ship-to and/or mark-for addresses in requisitions is described in paragraph C6.2.1.2.3. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings will be obtained from the MAPAD.

C6.12.3. Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. All references in this chapter to DD Form 1348-1A and DD Form 1348-2 and its distribution will by direct association also apply to its continuation page as described in MILSTRIP Chapter 5. The continuation page contains encoded information for the automated processing of multiple serialized items in a shipment.

C6.13. DOCUMENT DISTRIBUTION

C6.13.1. Military Assistance Program Grant Aid Documents

C6.13.1.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of DD Form 1348-1A, Issue Release/Receipt Document. See Figure C6.F1.

C6.13.1.2. DD Form 250. On direct deliveries from vendors, a copy of DD Form 250, Material Inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

C6.13.2. Foreign Military Sales Documents. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD. See Figure C6.F1. For shipments requiring an NOA, three copies of DD Form 1348-1A will accompany the NOA.

Figure C6.F1. Distribution of DD Form 1348-1A

DOCUMENT	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A	Three	Two copies must accompany all shipments. A minimum of one copy must be on the outside if not in conflict with other applicable directives. The original must be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).

C6.14. SPECIAL GRANT AID PROCEDURES

C6.14.1. When issues of excess materiel are made in support of reimbursable Grant Aid requisitions, the following actions must be initiated:

C6.14.1.1. Change signal code to D.

C6.14.1.2. Furnish BN supply status to designated address(es).

C6.14.2. When issues of DoD Defense Working Capital Fund (DWCF) stocks are made in support of reimbursable Grant Aid requisitions, type of assistance/financing code C is currently being used. DWCF activities are billing for those after the fact.

C6.15. CANCELLATION OF REQUISITIONS

C6.15.1. The rules governing cancellation of requisitions (see MILSTRIP Chapter 2, Paragraph C2.17.; Chapter 3, Paragraph C3.27.; and Chapter 8) apply to FMS and Grant Aid except for special procedures herein.

C6.15.2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/programs are to be canceled, the canceling Agency/activity will submit single-line cancellation requests under the appropriate Service policy.

C6.15.3. FMS/Grant Aid single-line cancellation requests will be processed under Chapter 3, Paragraph C3.27., except that:

C6.15.3.1. No tracer action will be initiated for FMS shipments to foreign purchasers that move in commercial transportation channels to commercial freight forwarders; they are therefore not available for cancellation after turnover to the commercial transportation carrier, post office, or freight forwarder. For shipments that have already shipped, storage activities will furnish supply sources with shipment status documents (DIC AU_).

C6.15.3.2. Sources of supply must advise the ILCO of contractual agreements that will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO decides whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to cancellations or diversions must be provided to the supply source by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

C6.15.4. FMS/Grant Aid mass cancellation requests will be processed under Chapter 8, except that Security Assistance Program mass cancellation requests will be submitted with the required codes for identification of one of the following, for which cancellation of all requisitions is requested:

C6.15.4.1. SC implementing agency and SC customer code

C6.15.4.2. SC implementing agency and SC customer code and project code

C6.15.4.3. Federal supply classification (FSC) or federal supply group (FSG) when associated with a SC implementing agency code and SC customer code.

C6.15.5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incident to actual diversion/cancellation of FMS requisitions will be charged under [DoD 7000.14-R](#), "DoD Financial Management Regulation."

C6.15.6. Grant Aid shipments that meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the pre-designated storage sites of the canceling Service by the Defense Transportation Service (DTS). Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of [DSCA 5105.38-M](#), "Security Assistance Management Manual" (Part II).

C6.15.7. Navy-sponsored FMS shipments from vendor sources will be diverted to pre-designated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/General Services Administration (GSA) storage activities will be diverted under MILSTRIP Chapter 8, Paragraph C8.5.1.

C6.16. REPAIR AND REPAIR/REPLACE PROGRAM

C6.16.1. General. Purchasing countries can establish FMS cases to get items repaired, most commonly at the depot level. Purchasing country repair requirements are integrated with the repair programs of the military services and are accomplished by organic military repair facilities (i.e., Army maintenance depots, Air Force logistics centers, Naval aviation depots, Naval shipyards) or by civilian contractors. There are two concepts used in obtaining repairs under the FMS repairable program:

C6.16.1.1 Repair and Return. The FMS customer must request approval for repair through the ILCO from the item/repair manager before shipping materiel to the U.S. for repair. After receiving approval and shipping instructions from the item manager the purchaser ships the materiel to the designated repair facility where it is entered into the repair queue. After repairs are completed, the item is shipped back to the FMS customer. In the repair and return program, the cost to the country is the actual cost of the repair in accordance with DoD 7000.14-R, Financial Management Regulation (FMR), Volume 15, Chapter 7.

C6.16.1.2 Repair and Replace. Under the repair and replace program, the unserviceable item is returned to the repair activity and, if it can be economically repaired or overhauled, a replacement item is issued from the U.S. Military Service's stocks. The country's unserviceable item is repaired or overhauled and returned to the U.S. military service's stocks. Under this program, countries are charged the estimated average cost of repairs (also referred to as net cost or exchange price).

C6.16.2. Repair Service Value. The repair service value is the cost to repair or replace an FMS-origin item returned by an FMS customer. The estimated or actual repair unit cost, as appropriate for the type of repair program, will be identified for use in specific business processes including status, shipment, and preparation of the subsequent billing statement by Defense Finance and Accounting Services (DFAS). If actual cost varies among multiple items in a shipment, off-line manual processing may be used to communicate the applicable values.

C6.16.2.1. Supply Status. When supply status (DIC AE_) is provided in association with a repair or repair/replace program, the repair service unit cost will be provided in place of the unit cost for the NSN in rp 74-80).

C6.16.2.2. Materiel Release Order (MRO). When the repaired or replacement item is located in a DoD storage activity, the activity directing shipment must include the repair service unit cost on the release order (DIC A5_) so that it can be perpetuated to the shipment documentation. The Air Logistics Complex has comparable ability via direct interface with a shipping Distribution Depot; for non-Air Logistics Complex locations, offline communications will be required to convey the repair cost information to the depot.

C6.16.2.3. Shipment Document. The repair facility and/or the storage activity will include the estimated or actual repair service unit cost on the shipping document. This is required for U.S. Customs export purposes. For DoD storage activities, the repair service value will be perpetuated from the MRO and will be properly identified on the DD 1348-1A/2 (see Appendices 1.1, 1.35, and 3.48).

C6.17. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

C6.17.1. Discrepancies in FMS shipments are reported on a Supply Discrepancy Report (SDR) (via [SF 364](#), Report of Discrepancy, or equivalent under DLMS), by the receiving FMS customer through the applicable ILCO. The required data entries and procedures for processing SDRs are provided in [DLM 4000.25](#), DLMS Manual Volume 2, Chapter 17.

C6.17.2. When it is determined that materiel reported on an SDR is to be returned to U.S. supply systems stocks, the U.S. source of supply will provide the SDR reply to the applicable ILCO for distribution to the FMS customer. The source of supply or the applicable ILCO will prepare DD Form 1348-1A to be used to return the materiel. The prepared form will contain entries shown in Appendix 3.50. All DLA shipments resulting in an SDR due to a wrong item received will be returned to a CONUS DLA depot as part of the SDR process.

C6.17.3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways:

C6.17.3.1. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

C6.17.3.2. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

C6.17.3.3. The transshipment point should be a U.S. Activity located in the FMS country that submitted the SDR and/or be reasonably accessible to the FMS country.

C6.17.3.4. At a minimum, the transshipment point will provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. source of supply, the appropriate CR listed in the MAPAD, and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the source of supply.

C6.17.3.5. Coordination between the U.S. source of supply and the ILCO is required prior to initial designation as a transshipment point of an S/A other than that of the source of supply.

C6.17.3.6. When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the FF/CR to the activity designated in Block 3 of DD Form 1348-1A. CONUS inland shipments will be effected by the use of a collect commercial bill of lading (CBL). Reimbursement of transportation charges between the holding FMS country and the FF/CR will be requested by the CR to the U.S. source of supply identified in rp 67-69 of DD Form 1348-1A.

C6.17.3.7. Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A.

C6.18. FMS TRANSPORTATION. FMS transportation guidance may be found in the Security Assistance Management Manual (SAMM), [DSCA 5105.38-M](#) and the DTR 4500.9-R, Part II.

C6.18.1. FMS detention and demurrage charges are located in the Security SAMM, Chapter 15, para C15.5.4.5.

C6.18.2. FMS document retention requirements are defined in the DTR 4500.9-R, Appendix E, Paragraph Q.

C7. CHAPTER 7

VALIDATION OF MATERIEL OBLIGATION

C7.1. SECTION I - SUPPORT OF UNITED STATES FORCES

C7.1.1. GENERAL

C7.1.1.1. This chapter prescribes policies and procedures for the validation by users of the continuing need for overage requisitioned requirements and for the reconciliation of source of supply materiel/obligation records with the due-in records of requisitioning activities. The purpose, therefore, is twofold: (1) validation of need and (2) reconciliation of records. For ease of reference, these two functions will hereinafter be called materiel obligation validation (MOV).

C7.1.1.2. A materiel obligation is herein defined as that unfilled portion of a requisition (for a stocked or nonstocked item) that is not immediately available for issue but is recorded as a commitment for future issue, either by direct delivery from vendor or back-ordered from stock. This includes both national stock number (NSN) and non-NSN items. Accordingly, MOV will pertain to those requisitioned items assigned Status Codes BB, BC, BD, BP¹, BV, and BZ as applicable. Requisitions that are to be filled by direct delivery from vendors, Status Codes BV and BZ, are excluded from automatic cancellation of the MOV process,

C7.1.1.3. An MOV request is generated from a source of supply to a requisitioner/control office for a comparison and validation of the continued requirement of outstanding requisitions held as materiel obligations by the source of supply with those carried as due-in by the requisitioner.

C7.1.1.4. An MOV response is a reply by a requisitioner to an MOV request advising the supplier:

C7.1.1.4.1. To hold a materiel obligation until supplied, or

C7.1.1.4.2. To cancel all or a portion of materiel obligation.

C7.1.1.5. An MOV reinstatement request² is submitted by a requisitioner to reinstate a previously canceled requisition due to the requisitioner's nonresponse to an MOV request. 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.³ The DLMS

¹ Status Code BP may be deferred for inclusion under logistics system modernization.

² Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

³ Refer to ADC 1043.

requisition reinstatement transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the requisitioner's Service/Agency and Fund Code. ***If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC AE9 Supply Status citing Status Code CF.***⁴

C7.1.1.6. A source of supply is herein defined as any Component activity that maintains materiel obligation records and includes, but is not limited to, those activities commonly referred to as integrated materiel managers (IMM), inventory control points (ICP), requisition processing points, stock points, and stock control activity (SCA).

C7.1.2. EXCLUSIONS FROM SECTION I

C7.1.2.1. Foreign military sales (FMS) transactions are excluded from these procedures; however, the Services should reconcile FMS materiel obligation records at the source of supply with those of the activities required to maintain FMS case control. MOV procedures for Grant Aid transactions are contained in Section II of this chapter (Paragraph C7.2.).

C7.1.2.2. Civilian Component activities are excluded unless covered by inter-Component agreements.

C7.1.3. MATERIEL OBLIGATION AGE CRITERIA

C7.1.3.1. Materiel obligations are considered overage and subject to this procedure when:

C7.1.3.1.1. Uniform Materiel Movement and Issue Priority System (UMMIPS) priority designator (PD) 01-08 requisitions have aged to 30 days past the requisition date.

C7.1.3.1.2. UMMIPS PD 09-15 requisitions have aged to 75 days past the requisition date.

C7.1.3.2. Special validations may be ordered without regard to the age of the materiel obligations involved.

C7.1.3.3. The provisions of this procedure also apply to long production lead-time items since requirements for such items may also change as a result of unit/force movements, deactivation, and other population changes. However, only item managers may elect to establish longer intervals for validation of long production lead-time items.

C7.1.4. SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS

C7.1.4.1. The annual schedule of cyclic validations in support of U.S. forces is shown in Table C7.T1.

⁴ Refer to ADC 1043E.

Table C7.T1. Cyclic Schedule for Materiel Obligation Validation
(excludes Support of Grant Aid)

CYCLE NO.	SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS	MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY
1	20 JAN	5 MAR
2	20 APR	5 JUN
3	20 JUL	5 SEP
4	20 OCT	5 DEC

C7.1.4.2. The MOV response time for support of U.S. forces is prescribed in Table C7-T1. Deployed units, afloat units, and continental U.S. (CONUS)/Outside the continental U.S. (OCONUS) locations that are unable to acknowledge receipt, or to respond by the prescribed date, may request that Transaction Services temporarily provide responses to MOV requests. The request must be approved by the theater/fleet commander or major command by message to Transaction Services (see Appendix AP1.32). The message will cite the MOV cycle for which the activity is unable to acknowledge receipt and provide the required MOV response. The Defense Automatic Addressing System (DAAS) will not generate MOV responses for any subsequent MOV cycle unless a separate message is received.⁵

C7.1.4.3. A consolidated report in the format shown in Appendix AP1.21 will be submitted quarterly by Component headquarters to the Deputy Assistant Secretary of Defense for Supply Chain Integration (DASD(SCI)). This report will be submitted within 30 days after close of each validation cycle. This report is assigned Report Control Symbol DD-AT&L(Q)1064. Prior to preparing the report, the source of supply will review the history file for those transactions in which the quantity response was different from the requested quantity. This review will determine whether the quantity difference resulted from a shipment or cancellation, or whether the requisitioner actually requested cancellation of the obligation. Only cancellations actually requested by the requisitioner using the MOV response will be included in the MOV Report.⁶ A difference in quantity resulting from any other cause and/or process will not be reported.

C7.1.4.4. IMMs may initiate special validation requests. For example, the IMM may need to validate requirements for high dollar value, critical items, or for those NSNs which have the largest number of materiel obligations on record or account for

⁵ Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

⁶ Requirement to clarify the Material Obligation Validation (MOV) report to reflect only cancellations actually requested by the requisitioner via the MOV response last reported as not implemented by USAF and USMC. Refer to AMCL 33.

certain percentages of the total materiel obligations. These special validations should be selective in approach and may be made regardless of whether the materiel obligations were previously validated. Critical items are determined by IMMs and are defined as those essential items that are in short supply or expected to be in short supply for an extended period.

C7.1.5. DETERMINATION OF RECIPIENT OF VALIDATION REQUESTS

C7.1.5.1. MOV requests will be transmitted to the activities determined under the following rules:

C7.1.5.1.1. The activity designated by the media and status (M&S) code (rp 7) unless covered by the exceptions listed below.

C7.1.5.1.2. When the Media and Status (M&S) Code is 0, transmit to the activity designated by an alphabetic character or numeric 6, 7, or 8 in rp 54.⁷

C7.1.5.1.3. When distribution code (rp 54) contains a numeric other than 5, 6, 7, or 8, or is blank, and M&S is 0, transmit requests to the requisitioner (rp 30-35).⁸

C7.1.5.1.4. When Distribution Code 5 is identified, transmit requests to DLA (DoD activity address code (DoDAAC) SL4701) regardless of M&S.⁹

C7.1.5.1.5. When the M&S is F, G, P, or Z, transmit requests to the requisitioner (rp 30-35).

C7.1.6. PREPARATION OF SPECIAL VALIDATION REQUESTS

C7.1.6.1. Each request for a special MOV will be performed via message. The response to the special request will also be performed via message. The requirement for use of messages recognizes the fact that these special validations will normally consist of a limited number of transactions for single requisitioning activities.

C7.1.6.2. The message request will consist of the document number of the demand that is held as a materiel obligation, the applicable stock or part number, the unfilled quantity, identification of the ship-to address, the current PD, and a reply due date. The established reply due date is always 15 days from the date of the message dispatch. The format of the message request is provided in Appendix AP1.15.

C7.1.6.3. Due to the urgency of demands for critical items, IMMs may determine that supply of current demands should be accommodated from due-in stocks,

⁷ Authorizes use of Distribution Code 6 with Navy Service Codes N, R, and V last reported as not implemented by USMC. Refer to AMCL 38.

⁸ Ibid.

⁹ Refer to Approved DLMS Change (ADC) 369. Deferred implementation authorized.

against which there are materiel obligations of lesser or equal priorities. In these instances, the IMMs would initiate the special MOV procedures.

C7.1.7. PREPARATION OF CYCLIC VALIDATION REQUESTS

C7.1.7.1. Scheduled MOV requests (Document Identifier Code (DIC) AN1, AN2, or AN3) will be prepared in the format prescribed in Appendix AP3.26.

C7.1.7.2. Sources of supply will transmit DIC AN_ documents to DAAS using the Defense Information Systems Network (DISN) (machine-readable format) message system. DAAS will transmit the requests to the designated recipient, perpetuating the source of supply batch control.

C7.1.7.3. Scheduled MOV requests will be transmitted not later than five days after the cutoff date under the cover of an MOV control document in the format contained in Appendix AP3.27. The response due dates, as established in the schedule in Tables C7.T1 and C7.T2, are entered in rp 46-49 of the control documents and rp 75-77 of the request documents. The MOV control document includes a provision whereby the recipient will acknowledge receipt of such request documents. The MOV control document will be produced for DIC AN_ and forwarded to the source of supply. The source of supply will use the DIC ANX to control and record receipt acknowledgments. Use the format shown in Appendix AP3.28 to prepare the receipt confirmation document for MOV.

C7.1.7.4. DAAS will use any of the automated communications networks to provide DIC AN_ requests to recipients based on their various capabilities. DAAS will maintain a history record of all DIC AN_ requests that are processed for each MOV cycle.¹⁰

C7.1.7.5. When preparing MOV batches for transmission, no more than 494 DIC AN_ transactions will be included in a single message. Each batch will have its own MOV control document (DIC AN9/ANZ). If a single batch exceeds 493 detail requests (DICs AN1, AN2, and AN3), additional messages are required, with a separate control document for each partial batch in a different message. For example, if 950 detail requests are to be sent to the same recipient, the first message will include only 493 detail requests (DICs AN1, AN2, and AN3) and a control document; the second message will include the remaining 457 detail requests and another control document. (This limitation allows for a message header and trailer, and sufficient capacity for DAAS to conform with legacy system requirements using a maximum limit of 500 documents in a single message when rejecting an erroneous MOV message to the transmitting activity.)

C7.1.7.6. When transmitting via modern automated communications networks and based on the capability of the recipient's capability to receive, there is no maximum limit as to the number of AN_ documents forwarded in a single transmission.

¹⁰ Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

However, each transmission must contain a separate MOV control document (DIC AN9) and include the in-the-clear address of the source of supply for each separate group and/or quantity of AN_ requests that are sent to the same activity for validation. When two or more transmissions are sent to the same activity, enter distinct batch control numbers (rp 7-10) in the AN9 documents.

C7.1.7.7. Sources of supply will establish records by batch control number (rp 7-10) for each validation cycle. This will permit follow-up, as necessary, when customer receipt of a particular batch number is not acknowledged.

C7.1.8. ACKNOWLEDGMENT OF RECEIPT OF CYCLIC VALIDATION REQUESTS

C7.1.8.1. Requisitioning activities in receipt of scheduled validation request documents intended for other recipients will forward the documents by the most expeditious means to the intended recipients when known; otherwise, the documents will be returned immediately to the submitting source of supply.

C7.1.8.2. The recipient of scheduled requests by mail will acknowledge receipt of the request documents by annotating DIC AP9 and the receipt date in the prescribed block of the MOV control document(s) and returning the control document(s) to the activity from which it was received. The in-the-clear address of the source of supply will be preprinted on the control document. Such acknowledgment will be accomplished immediately upon receipt of the request documents. When MOV request documents are received via message, they should be checked with the control document for a complete count. If the count is correct, acknowledge receipt of the batch by returning the control document(s) utilizing DIC AP9 and including the date in rp 41-44 that the batch was received. This acknowledgment will be returned by message whenever possible, regardless of receipt by mail or message. Acknowledge receipt (DIC AP9) as each batch of AN_ documents is received. Acknowledgment (DIC AP9) will not be delayed until all batches (if two or more) are received. Prompt acknowledgment of each batch, as received, will preclude unnecessary source of supply follow-up (DIC ANZ) and transmission of duplicate DIC AN_ documents.

C7.1.8.3. Receiving activities which do not receive the total number of documents indicated in the MOV control document will take one of the following actions:

C7.1.8.3.1. If the DISN message system is utilized, the DIC of the MOV control document will be changed to APX and returned to DAAS or the source of supply.

C7.1.8.3.2. If mail is utilized, the DIC of the control document will be crossed out, DIC APX annotated, and returned to the source of supply. The phrase, "All MOV requests not received; resubmit" may be added to the document if desired. All APX documents will be construed as, or serve notice that, the source of supply should retransmit that specific batch.

C7.1.8.4. Responses to validation requests need not be batched.

C7.1.8.5. DAAS MOV response procedures for activities prescribed in Paragraph C7.1.4.2. are contained in Paragraph C7.1.11.¹¹

C7.1.9. FOLLOW-UP ON UNACKNOWLEDGED CYCLIC VALIDATION REQUESTS

C7.1.9.1. Sources of supply will initiate follow-up action on scheduled validation when no acknowledgment of the request documents is received. The follow-up will be in the MOV control document format (Appendix AP3.27) utilizing DIC ANZ. The follow-up will be accompanied by duplicates of the original detail request documents and will be transmitted 30 days from the cutoff date of the validation requests. If no acknowledgment of the follow-up is received and no response is received by the response due date, the affected materiel obligations (except for fleet units) will be canceled.

C7.1.9.2. When acknowledgment of receipt of requests is not received from fleet units (ships and squadrons as indicated by the in-the-clear activity address), a duplicate of the follow-up MOV control document(s) (DIC ANZ) will also be furnished to the appropriate fleet type commander, the activity indicated by the entry in rp 54.

C7.1.10. PERFORMANCE OF THE VALIDATION AND RECONCILIATION

C7.1.10.1. It is mandatory that the recipient of validation requests (either scheduled or special) conduct an item-by-item review with the user to determine continued need for each item, the quantity involved, and the PD of the requirement. A perfunctory review, or a routine response that all materiel obligations are still required, is a waste of time and effort on the part of all activities. Such cursory reviews do not improve supply support. Items that are identified in the requests but are not contained on the records of the recipient of the request will also be furnished to the user for validation. Items that are contained on the records of recipients of the validation requests and which meet the overage criteria but are not covered by a request will likewise be validated with the user.

C7.1.10.2. The recipient of validation requests will match the items recorded as materiel obligations at the source of supply with the records of unfilled demands to determine the validity of the materiel obligation and take action to bring the two records into agreement.

C7.1.10.3. Requisitioning activities may request status of any items that are outstanding to the requisitioner, having met the age criteria, and not included with the scheduled validation requests. When such status is desired, the requisitioning activity will furnish the source of supply with the normal follow-up transaction in the DIC AF_ or AT_ series.

¹¹ Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37

C7.1.11. RESPONSES TO MATERIEL OBLIGATION VALIDATION REQUESTS

C7.1.11.1. Responses to special validation requests will be accomplished by message in the format shown in Appendix AP1.16. The message responses will contain the document number of the demand as contained in the validation request message, the stock or part number, the valid PD, and the quantity required for continuation as a materiel obligation. The message response will also contain any quantities of materiel received by requisitioning activities prior to preparation of the response. The response will serve to advise whether obligations should be canceled or requirements still exist (and the item should be continued as a materiel obligation). The message responses to the special validation requests will be accomplished in time to meet the "request reply by" date as contained in the validation request message.

C7.1.11.2 Upon completion of an MOV, as required by receipt of scheduled validation request transactions, a DIC AP_ response (format shown in Appendix AP3.29) for each DIC AN_ request transaction (or requisition on the listing) will be furnished to the source of supply that submitted the requests. Components have the option to allow their activities to use the DIC AP8 transaction (Appendix AP3.54) to respond to MOV requests that have been verified as valid and the quantity field remains unchanged. The DIC AP8 transaction will not be generated until all changes relating to the applicable MOV cycle have been made.¹² Responses will be submitted to the source of supply by the reply due date shown in the request transactions. The requisitioners will indicate the action to be taken on each scheduled MOV request as follows:

C7.1.11.2.1. The quantity field of the DIC AP_ response document will indicate the quantity still required. If total cancellation is desired, the quantity field will be zero filled.

C7.1.11.2.2. Whenever a requirement is to be retained as a materiel obligation and the PD or required delivery date (RDD)/required delivery period (RDP)¹³ changes due to reassessment of requirements, a requisition modifier (DIC AM_) will be prepared to reflect the revised PD/RDD/RDP. The requisition modifier in this instance will be prepared by originating activities completing all prescribed data element entries for requisitions and reflecting the upgraded or downgraded PD/RDD/RDP.

C7.1.11.3. Transmittal of DIC AP_ responses will be as follows:

C7.1.11.3.1. DIC AP_ responses will be transmitted via message whenever the validating activity has access to the DISN message system.

C7.1.11.3.2. An MOV control document is not required with DIC AP_ responses returned by mail or message. DIC AP_ responses will be transmitted as

¹² Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37

¹³ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

individual transactions or small batches and as early as practical after validation. Accumulation of DIC AP_ transactions for large or one-time transmission is not required and is to be discouraged. Prompt transmission of DIC AP_ transactions will preclude shipment/release of items no longer needed.

C7.1.11.3.3. Validating activities without the capability to produce machine-readable messages may respond to scheduled validation requests by returning all requests under a letter of transmittal to the source of supply. In these instances, the letters of transmittal will indicate those items required to be continued as materiel obligations and the validated PD, or those items required to be canceled. Alternatively, the DIC AP_ transactions will be annotated and returned in two batches; one containing those items to be continued and the other for those items for cancellation.

C7.1.11.3.4. Fleet units mailing responses to CONUS sources of supply will report such mailing by message to the source of supply if transactions are mailed less than 20 days before the reply due date contained in the scheduled validation request.

C7.1.11.4. DAAS will utilize the DIC AP8 transaction (Appendix AP3.54) to provide responses to the DIC AN_ transactions received for activities using the procedure outlined in Paragraph C7.1.4.2. In addition, DAAS will generate DIC AP9 transactions (Receipt confirmation for MOV requests) for these same activities.¹⁴

C7.1.11.5. DAAS will provide appropriate DIC AP_ responses to the respective source of supply for each DIC AP8 transaction received. DAAS will process the DIC AP8 no earlier than seven days after receipt, but no later than the last day of the cycle.¹⁵

C7.1.11.6. DAAS will utilize the DIC AN_ history file to generate appropriate DIC AP_ responses for the activity identified in the DIC AP8 transaction.¹⁶

C7.1.11.7. Requisitioning activities in receipt of confirmed cancellations (Status Code BS) as a result of the MOV program may request reinstatement¹⁷ of their canceled requisitions for a period not to exceed 60 days following the transaction date (rp 62-64) of the BS cancellation. Reinstatement of canceled requisitions will be accomplished online; off-line reinstatement requests will not be honored. When reinstatement is required, the requisitioner will furnish the source of supply a DIC APR transaction, MOV Reinstatement Request, for the quantity required, in the format shown in Appendix AP3.51. The reinstated quantity may be equal to or less than the canceled

¹⁴ Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by and U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

¹⁵ Ibid.

¹⁶ Ibid.

¹⁷ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

quantity. The reinstated quantity will not exceed the canceled quantity. ***Transaction Services will revalidate fund codes for Signal Code A, B, C, J, K, or L, and provide rejections back to the sender with the DIC AE9 Supply Status citing Status Code CF.***¹⁸

C7.1.12. SOURCE OF SUPPLY CANCELLATION OF MATERIEL OBLIGATIONS

C7.1.12.1. When performing cancellations resulting from MOV procedures, sources of supply will initiate efforts to stop storage and transportation actions under Chapter 3.

C7.1.12.2. Sources of supply will cancel materiel obligations:

C7.1.12.2.1. When no reply to a special validation message request has been received by the reply due date.

C7.1.12.2.2. When the requisitioner has not acknowledged receipt of the scheduled validation requests (or the fleet unit/type commander has not requested temporary suspension of cancellation actions pending final response) and no DIC AP_ responses are received by the response due date.

C7.1.12.2.3. When receipt of validation requests has been acknowledged but no DIC AP_ response has been received relative to specific items submitted for validation. In these instances, receipt of a follow-up during the validation cycle will not preclude cancellation action.

C7.1.12.2.4. Upon receipt of cancellation requests from requisitioning activities. When there is no record of the item as a materiel obligation, the validation response will be matched with the requisition history file (RHF) to determine the current status of the item. If the item is in an inprocess state, effective action must be taken to stop the flow of unneeded materiel. All sources of supply will strive to attain the DoD objective of taking all feasible action to preclude shipment from the storage activity, the port of embarkation, or the vendor (in the instance of purchase actions). Based on action taken, the requisitioning activity will be provided with appropriate supply or shipment status.

C7.1.12.3. The source of supply will furnish BR or BS supply status to the activities for which validation requests were submitted, as appropriate, for each item canceled as a result of the validation actions.

C7.1.12.4. Sources of supply in receipt of scheduled validation responses intended for other sources of supply will immediately forward these transactions via priority mail to the activity designated by the routing identifier code (RIC).

C7.1.12.5. Sources of supply may contact requisitioning activities to determine desired actions applicable to erroneous transactions, if time permits. Should

¹⁸ Refer to ADC 1043E.

time not permit for the source of supply to contact the requisitioning activities, the items concerned with the erroneous transactions will be retained as a materiel obligation, until clarification is obtained.

C7.1.12.6. The Component of the activity initiating a cancellation request or failing to respond to DIC AN_ validation requests will be charged with (1) transportation costs for returning the materiel to the storage activity and (2) procurement and termination costs when it is determined that termination is in the best interest of the Government. Specific instructions concerning materiel transportation charges and credit allowances are contained in [DoD 7000.14-R](#), "Department of Defense Financial Management Regulations (FMRS)," Vol 11B.

C7.1.13. MATERIEL OBLIGATION REINSTATEMENT¹⁹

C7.1.13.1. The source of supply will reinstate supply action on requisition(s) for which a DIC APR transaction has been received if the requisition was canceled with Status Code BS within the last 60 days. Reinstatement of the requisition will be for the quantity in the DIC APR transaction that may be equal to or less than the original canceled quantity. If the reinstatement quantity of the DIC APR transaction is greater than the quantity canceled in the DIC AE_ transaction, Status Code BS, only the quantity in the DIC AE_ transaction, Status Code BS, will be reinstated. Only the quantity exceeding the BS quantity will be rejected. The DIC APR transaction should be prepared using the DIC AE_ transaction (Status Code BS) as a basis to ensure that the correct suffix code is included. The advice code from the original requisition must be perpetuated in the DIC APR transaction or the advice code will be treated as blank. DIC APR transactions will be rejected using DIC AE_ (Status Codes DK, DL, and DM) for the following reasons:

C7.1.13.1.1. Received over 60 days after the DIC AE_ (Status Code BS) transaction date.

C7.1.13.1.2. No record of a DIC AE_ transaction (Status Code BS).

C7.1.13.1.3. Requests for reinstatement of a quantity larger than that which was canceled. The canceled quantity is shown in rp 25-29.

C7.1.13.2. When the DIC APR transaction is received by the source of supply, the latest supply status will be furnished the status eligible recipients.

C7.2. SECTION II – FOREIGN MILITARY SALES AND GRANT AID

C7.2.1. GENERAL. This part prescribes policies and procedures for the validation of ICP materiel obligation records with the records of Service International Logistics Control Office) (ILCO) maintaining Security Assistance Organization (SAO) program control and for the validation of the continuing need at the Grant Aid country level for

¹⁹ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

overage demands. The purpose is twofold: (1) the reconciliation of records, and (2) the validation of need.

C7.2.2. SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS.

The annual schedule of cyclic validation in support of FMS and Grant Aid materiel obligations is shown in Figure C7.T2.

Table C7.T2. Cyclic Schedule for Materiel Obligation Validation
in Support of FMS and Grant Aid

CYCLE NO.	SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS	MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY
1	31 JAN	31 MAY
2	31 JUL	30 NOV

C7.2.3. FMS AND GRANT AID MATERIEL OBLIGATION VALIDATION REQUEST ACTION

C7.2.3.1. Sources of supply will provide the ILCO with validation requests applicable to aged materiel obligations for Grant Aid requirements. The validation requests will be provided to the ILCO by the sources of supply using schedules for validating aged Grant Aid materiel obligations established by the Under Secretary of Defense (USD) (Acquisition, Technology and Logistics (AT&L)).

C7.2.3.2. Materiel obligations are defined as that portion of the requisitioned quantity that is not immediately available for issue to the requisitioners and/or is recorded as a commitment for future issue of stocked items. This includes commitments for direct delivery from vendors. The validation requests will be produced from the source of supply records of materiel obligations for which the requisition document number dates are aged to 180 days or more at the time of the established validation cutoff. Materiel obligations selected for validation, having met the aforementioned age criterion, will be those that are assigned Supply Status Codes BB, BC, BD, and BV. The quantities shown on the validation requests will reflect the unfilled quantities only of the indicated items that are maintained as materiel obligations at the sources of supply. The validation requests will be prepared under the format contained in Appendix AP3.26.

C7.2.3.3. Service implementation of these procedures will specify whether the listing of validation requests will or will not be furnished to the ILCO of that Service with the documents. Each Service desiring that its ILCO receive listings with the validation requests will so advise the supplying Component headquarters.

C7.2.3.4. The machine listings, when required, will be prepared in sequence by Service (rp 30), SC Customer Code, and document number, major or minor, and reflect subtotal document count by SC Customer Code (rp 31-32) and grand total for the listing. The validation requests, with listing when desired, will be sent by priority mail to the ILCO designated in rp 54 of the original requisition. However, sources of supply may elect to forward the requests and listings by routine mail, in lieu of priority mail, in instances where the ILCO is geographically close to the source of supply. Scheduled MOV validation requests will be transmitted not later than 10 days after the established cutoff date. Transmission will be by the DISN message system when feasible, under the procedure specified in Section I, Paragraph C7.1.8.

C7.2.3.5. The source of supply will follow up on the appropriate ILCO when no acknowledgment of the validation request is received. The follow-up, in the format shown in Appendix AP1.18 and including a reproduction of the original request document, will be mailed 30 days from the cutoff date of the validation request.

C7.2.4. ACKNOWLEDGMENT OF A VALIDATION REQUEST BY THE INTERNATIONAL LOGISTICS CONTROL OFFICE

C7.2.4.1. An ILCO in receipt of validation requests intended for another ILCO will forward the transactions by priority mail to the intended ILCO when known; otherwise, return them immediately to the submitting source of supply .

C7.2.4.2. The ILCO will acknowledge receipt of the MOV requests by entering the receipt date in the prescribed block of the transmittal letter with appropriate signature of the recipient and returning the letter to the activity from which it was received. Such acknowledgment will be accomplished immediately upon receipt of the validation requests.

C7.2.4.3. An ILCO not receiving listings and which does not receive the total number of transactions indicated as having been transmitted by letters of transmittal, should include the document numbers of the actually received transactions with their acknowledgments of validation requests. In these instances, the source of supply will be required to identify the transactions that were not received and transmit them to the ILCO under a letter of transmittal.

C7.2.4.4. An ILCO receiving listings with the validation requests and not in receipt of all transactions indicated on the listings will prepare a validation request for each entry on the listings for which a validation request was not received.

C7.2.5. ACCOMPLISHING MATERIEL OBLIGATION VALIDATION BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES

C7.2.5.1. The ILCO receiving the validation requests will match the items indicated as being on record at the source of supply with its records of unfilled demands and provide the SAOs with validation requests that represent quantities/items:

C7.2.5.1.1. In the validation requests received from the source of supply. (The ILCO will not attempt to adjust differences between the ILCO record and the source of supply record.)

C7.2.5.1.2. On the ILCO record, having reached the validation age criterion and not included with validation requests furnished by the source of supply. (Service implementation of these procedures will contain the provisions whether the SAOs will be provided with validation requests and/or listings.) The ILCO records will be adjusted based upon the responses received from the SAOs.

C7.2.5.2. Components may elect to have their ILCO enter the program originator code in rp 7 of DIC AN_ requests transmitted to SAOs for validation. Entry of this code will enable the SAO to determine the specific section to which the requests are to be directed. In these instances, the codes shown in Table C7.T3 apply.

Table C7.T3. Program Originators

CODE	PROGRAM ORIGINATOR
B	SAO (Army)
P	SAO (Navy)
D	SAO (Air Force)
K	SAO (Marine Corps)
(These codes will not be perpetuated in the DIC AP_ responses transmitted to the source of supply.)	

C7.2.5.3. The validation requests and/or listings will be sent by priority mail to the appropriate SAO not later than 45 days after the scheduled cutoff date. The time between the cutoff date and the 45 days for mailing the requests to the SAOs is the time allowed for:

C7.2.5.3.1. Transmission of the requests from the source of supply to the ILCO.

C7.2.5.3.2. The ILCO establishment of suspense records of the source of supply request quantities and preparation of validation request documentation for transmission to the SAOs. The transactions will be transmitted to the SAO under cover of the validation request transmittal letter contained in Appendix AP1.19. The transmittal letter should include provisions whereby the recipient will acknowledge receipt of the transaction and return annotations to arrive at the ILCO within 90 days after the cutoff for validation.

C7.2.5.4. The ILCO will follow up on the appropriate SAO when no acknowledgment of the requests is received. The follow-up will use the format shown in

Appendix AP1.20, include a reproduction of the original requests, and be sent by priority mail 65 days from the cutoff date of the validation requests.

C7.2.6. MATERIEL OBLIGATION VALIDATION BY THE NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE

C7.2.6.1. The NAVILCO will match the items indicated as being on record at the source of supply with its records of unfilled demands and effect a file reconciliation. The NAVILCO will prepare responses (DIC AP_) using the format contained in Appendix AP3.29 for each reconciliation request transaction received from the source of supply. The responses will be transmitted to the source of supply having submitted the validation requests. The response will serve to advise the source of supply as to whether the items should be canceled or requirements still exist and the items should be continued as materiel obligations. Responses to validation requests will be furnished to sources of supply by 15 March for the first cycle and 15 September for the second cycle.

C7.2.6.2. The quantity field of the DIC AP_ response will indicate the quantity still required. If total cancellation is desired, the quantity field will be zero filled.

C7.2.6.3. A follow-up in either the DIC AT_ or AF_ series will be submitted for items outstanding on NAVILCO records for which no DIC AN_ request was received from the source of supply.

C7.2.7. NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE INITIATION OF RECONCILIATION/VALIDATION WITH SECURITY ASSISTANCE ORGANIZATIONS

C7.2.7.1. Annually, on 16 September, the NAVILCO will prepare reconciliation requests representing unfilled requisitions with dates of 31 July or earlier in the format of Appendix AP3.26.

C7.2.7.2. The NAVILCO will enter the program originator code in rp 7 of DIC AN_ reconciliation requests transmitted to SAOs for validation. This code will enable the SAO to determine the specific section to which the requests are to be directed. In these instances, the codes shown in paragraph C7.2.5. above are applicable.

C7.2.7.3. The validation requests and/or listings will be sent by priority mail to the appropriate SAO not later than 26 September. The transactions will be transmitted to the SAO under cover of the validation request transmittal letter contained in Appendix AP1.19. The transmittal letter includes provisions whereby the recipient will acknowledge receipt of the document(s) and return annotations by 31 October.

C7.2.7.4. The ILCO will follow up on the appropriate SAO when no acknowledgment of the reconciliation requests is received. The follow-up, in the format shown in Appendix AP1.20 and including a reproduction of the original requests, will be sent by priority mail on 10 October.

C7.2.8. ACKNOWLEDGMENT OF LISTINGS/REQUESTS BY SECURITY ASSISTANCE ORGANIZATIONS

C7.2.8.1. SAOs in receipt of validation requests intended for other recipients will forward the requests by priority mail to the intended recipients when known; otherwise, the requests will be returned immediately to the submitting ILCO.

C7.2.8.2. The SAOs will acknowledge receipt of the requests by entering the receipt date in the prescribed block of the transmittal letter, with appropriate signature of the recipient, and returning the letter to the ILCO from which it was received. Such acknowledgment will be effected immediately upon receipt of the validation requests.

C7.2.9 VALIDATION OF REQUIREMENTS BY THE SECURITY ASSISTANCE ORGANIZATIONS

C7.2.9.1. The SAOs receiving the validation requests/listings will determine whether requirements for the items and quantities still exist. The SAOs will also determine whether requirements exist for items/quantities having reached the age criteria and not included with the validation requests. Once the validation of requirements is completed, the SAOs will adjust their records to reflect the need of the country for the items/quantities.

C7.2.9.2. SAOs will request status of any outstanding items that have met the age criteria and are not included in the materiel obligation validation requests. When such status is required, the SAO will send a DIC AF1 follow-up to the appropriate ILCO.

C7.2.9.3. The SAO will annotate a copy of the listing or each DIC AN_ validation request, as appropriate, to indicate:

C7.2.9.3.1. The required quantity of each item (if DIC AN_ requests are used, entry will be made in Data Block 8), and

C7.2.9.3.2. The received quantity of the item "to date," if any (if DIC AN_ requests are used, entry will be made in Block U of the remarks block).

C7.2.9.4. SAOs will send annotations to the appropriate ILCO by priority mail. For United States Army Security Assistance Command (USASAC) and Air Force Logistics Command (AFLC), these annotations must be forwarded to arrive no later than the date specified in the latter of transmittals, which is 35 days prior to the response due date contained in rp 75-77 of the request transactions. For NAVILCO, these annotations must arrive no later than 31 October.

C7.2.10. RESPONSE TO MATERIEL OBLIGATION VALIDATION REQUESTS BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES

C7.2.10.1. Upon receipt of the responses from the SAOs, the ILCO will adjust its records to agree with country requirements indicated by the responses. The ILCO will then prepare responses (DIC AP_) using the Appendix AP3.29 format for each reconciliation request transaction received from the source of supply. The responses will be transmitted to the source of supply having submitted the validation requests. The response will serve to advise the source of supply as to whether the items should be canceled or requirements still exist and the items should be continued as materiel obligations. Responses to validation requests are required to be furnished to the source of supply by the reply due date contained in rp 75-77 of the validation requests. The reply due date will be established as the 125th day following the cutoff date for validation. The cutoff date will be entered in rp 71-73 of the validation requests.

C7.2.10.2. The quantity field of the DIC AP_ response will indicate the quantity still required and the advice code field will be zero filled. If total cancellation is desired, the quantity field will be zero filled.

C7.2.10.3. A follow-up, either in the DIC AT_ or AF_ series, will be submitted for items outstanding on the ILCO records, indicated as required by the SAO, and for which no DIC AN_ request was received from the source of supply.

C7.2.11. NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE ACTION ON SECURITY ASSISTANCE ORGANIZATION RESPONSES

C7.2.11.1. Upon receipt of the response from the SAOs, NAVILCO will adjust its records to agree with country requirements indicated by the responses. Cancellation requests will be submitted to the source of supply on those unshipped lines for which the SAO indicated a reduced quantity requirement. Action will be initiated to resolve unreconciled lines for which the SAO indicated a requirement. NAVILCO will provide appropriate supply and shipment status to the SAOs.

C7.2.11.2. By 30 November, the cancellation requests, prepared in the format contained in Appendix AP3.7, will be transmitted to the last known source processing the corresponding requisition.

C7.2.11.3. NAVILCO will maintain a record of confirmed cancellations received in response to cancellation requests submitted as a result of reduced quantity requirements indicated by SAOs.

C7.2.11.4. NAVILCO will prepare a report of the number of lines reconciled with the SAO, the number and value of SAO requested quantity reductions, and the number and value of confirmations received as of 31 December. Two copies of the report will be submitted to the appropriate Service headquarters for review and submission to the Office of the Assistant Secretary of Defense (OASD).

C7.2.12. INTERNATIONAL LOGISTICS CONTROL OFFICE CANCELLATION OF MATERIEL OBLIGATIONS

C7.2.12.1. The source of supply will cancel materiel obligation items upon receipt of cancellation requests or indication of need for lesser quantities from the ILCO. (When there is no record of the item, at time of receipt of validation responses, the responses will be matched with the requisition history file to determine the latest status of the item or action taken to accomplish cancellation action and provide the ILCO with supply or shipment status as appropriate.) In the event procurement, rebuild, or other expense has been incurred and must be billed to Grant Aid for an individual item being canceled, the supplying S/A will take action under [DoD 5105.38-M](#), Part II, Chapter H.

C7.2.12.2. The source of supply will furnish the ILCO for each validation request submitted a supply status transaction containing Status Code BR for each item and/or quantity canceled as a result of validation actions. The ILCO should not consider any quantity canceled until confirming BR status is received.

C7.2.12.3. The source of supply will not automatically cancel items for which materiel obligations were established when no DIC AP_ response has been received relative to specific items/requests submitted for validation.

C9. CHAPTER 9

MATERIEL RETURNS PROGRAM AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

C9.1. GENERAL

C9.1.1. This chapter provides procedures for the interchange of information on the reporting and disposition of assets between the owning organization and the item manager. This chapter provides procedures for inventory control point (ICP)/integrated materiel manager (IMM) directed lateral redistribution of retail assets identified by an Inter- or Intra-Service retail asset visibility system. In addition, this chapter provides special procedures for returns to DLA from selected sites in support of Base Realignment and Closure (BRAC) Retail Supply, Storage And Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) and National Inventory Management Strategy (NIMS). These procedures also establish the necessary controls to ensure timely processing of related transactions and provide for the automatic return of materiel under specified conditions.

C9.1.2. Policy regarding the reporting, transfer, lateral redistribution, and use of assets as an alternative to procurement (also known as the procurement offset portion of Total Asset Visibility (TAV)) is contained in [DoDM 4140.01](#), "DoD Supply Chain Materiel Management Procedures." 10 February, 2014.

C9.1.3. Customer Asset Reports (Document Identifier Code (DIC) FTE) and follow-on documentation transmitted by electronic means must always be routed through the Defense Automatic Addressing System (DAAS).

C9.1.4. Credit for materiel returns is granted on the basis of receipt and classification by the consignee. Policy for granting credit is covered under DoDM 4140.01.¹ Procedures for the timeframes and transactions for providing credit for materiel returns, lateral redistributions, and materiel provided for the procurement offset portion of TAV are contained in the MILSBILLS procedures identified in [DLM 4000.25, Volume 4, Finance](#). MILSBILLS also covers credit procedures for packing, crating, handling and transportation (PCH&T). In addition, MILSBILLS provides formats for follow-up for materiel returns program (MRP) Credit (DIC FTP) and reply to follow-up for credit (DIC FTB).

C9.1.5. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported and validated using Supply Discrepancy Reporting (SDR) procedures ([DLM 4000.25, Volume 2, C17](#)). This includes returns made in

¹ DLA is required to request approval of new procedures supporting BRAC/NIMS allowing full materiel credit for returns regardless of asset position with no credit for packing, crating, handling and transportation (PCH&T).

violation of prescribed materiel returns procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity (e.g., repackaging, marking, and disposal).

C9.2. APPLICABILITY AND SCOPE

C9.2.1. The provisions of this chapter are applicable to all activities offering or returning materiel to a Service ICP or DoD IMM. These procedures also apply to activities receiving and processing lateral redistribution orders of retail assets. These procedures apply to BRAC SS&D and NIMS site returns to DLA. Policy regarding utilization and redistribution of Grant Aid materiel is contained in [DoD 5105.38-M](#), "Security Assistance Management Manual," Chapter 11, Section II. These procedures also apply to the processing of nonconsumable items.

C9.2.2. BRAC SS&D/IMSP and NIMS

C9.2.2.1. Background. Under NIMS, DLA's consumable item supply chain management extends from the wholesale level to the point of consumption, replacing the Service-managed retail inventory level. Subsequent to the 2005 BRAC decision, retail SS&D functions and associated infrastructure supporting Military Service selected industrial sites for transfer to DLA. As a result, selected industrial and NIMS sites can no longer maintain retail stock balances; once the customer has determined that it has no use for the materiel, it is returned to DLA.

C9.2.2.2. Processing Materiel Returns. A variation of the MRP is used for processing materiel returns to DLA from selected sites in support of the BRAC SS&D/IMSP and NIMS. Standard MRP transactions(e.g., customer asset reports (DIC FTE), reply to customer asset report (DIC FTR), and ICP/IMM materiel receipt status (DIC FTZ)) do not apply; only logistics transactions specified in the detailed procedures under Paragraph C9.20. are used. Under the NIMS/BRAC returns program, DLA accepts returned DLA-managed materiel back into DLA ownership regardless of the current stock asset position. Based upon specified business rules, DLA provides zero, partial, or full credit for the materiel to the customer. No credit for packaging, crating, handling, or transportation is provided.

C9.2.2.3. Providing Pre-Positioned Materiel Receipt. Unlike MRP, under the BRAC SS&D/NIMS return procedures it is the responsibility of the returning Military Service to provide a pre-positioned materiel receipt (PMR) transaction to the applicable storage activity if that activity is a co-located DLA storage activity using the Distribution Standard System (DSS). The only transaction exchange with DLA prior to financial processing is the DLMS 527R /DIC D6B, Receipt that is reported by the storage activity to the DLA ICP.

C9.3. EXCLUSIONS

C9.3.1. DLA does not accept part-numbered customer asset reports. (All other part-numbered asset reports will be passed to the routing identifier code (RIC) indicated in the incoming transaction.) Customer asset reports identified by part numbers² exceeding rp 8-22 of the stock or part number field are excluded from the DAAS processing of DIC FTG transactions. Other customer asset reports for items not identified by a national stock number (NSN) (e.g., locally assigned stock numbers) are excluded from these procedures on an inter-Component basis.

C9.3.2. Perishable subsistence items, with the exception of perishable subsistence returns (other than fresh fruits and vegetables (FF&V) from Navy Mobile Logistics Support Force ships in the Pacific area.

C9.3.3. Industrial plant equipment (IPE) identified only by plant equipment code/manufacturers part number. Report these items to RIC S9R using [DD Form 1342](#), DoD Property Record.

C9.3.4. Class V (W) ground (surface) ammunition.

C9.3.5. Lumber products.

C9.3.6. Items under Defense Threat Reduction Agency (DTRA) management (e.g., Federal supply group (FSG) 11, Department of Energy (DoE) special design and quality controlled items identified by contractor and Government entity (CAGE) code 87991 in the Federal Logistics Information System (FLIS) master item file) and all DoD items designed specifically for use on or with special weapons (identified by CAGE 57991, 67991, or 77991 in the FLIS master item file). (These items will be processed under DoE-DTRA TP 100-1.)

C9.3.7. Automatic data processing equipment (ADPE) under [DoD 4160.21-M, "Defense Materiel Disposition Manual"](#), August 1997.

C9.3.8. Items under General Services Administration (GSA) management. These items will be redistributed internally per Service guidance; alternatively, the items will be disposed under normal excess/surplus/donation procedures.

C9.4. RESERVED

C9.5. REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.5.1. Reporting of assets will be determined by the existing retention and reporting policy under DoDM 4140.01. This includes the reporting policy for the procurement offset portion of TAV as described in DoDM 4140.01. In response to the asset status/transaction reporting Request (DIC DZE under [MILSTRAP](#)), submit a

² Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

customer asset report (DIC FTE/FTG) using the appropriate project codes from Paragraph C9.6.7.

C9.5.2 The reporting activity will forward customer asset reports to the ICP/IMM. Customer asset reports (DIC FTE/FTG) transmitted by electronic means will always be routed through DAAS.

C9.6. PREPARATION OF CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.6.1. Customer asset reports (DIC FTEs) will be prepared using one of the following media or Defense Messaging System (DMS) with data elements shown in the Appendix AP3 appendices. Part-numbered customer asset reports (DIC FTGs) will only be prepared using the mechanical format on DD Form 1348M.

C9.6.1.1. [DD Form 1348M](#), DoD Single Line Item Requisition System Document (Mechanical).

C9.6.1.2. [DD Form 1348](#), DoD Single Line item Requisition Document (Manual).

C9.6.2. Use the mechanical DD Form 1348m as the normal reporting transaction and transmit to the supply source via DAAS. Prepare the DD Form 1348m using the format contained in Appendix AP3.33.

C9.6.3. The manual DD Form 1348 will be prepared as reflected in Appendix AP3.33. The manual form will be used only when:

C9.6.3.1. Facilities are not available to the reporting activity to permit electronic transmission of reports or when machine-processing facilities are not available.

C9.6.3.2. The report coding structure does not provide sufficient data to assist the ICP/IMM in making decisions on disposition of materiel or the granting of credit to the reporting activity. In these instances, the exception data will be entered in remarks portion of the manual DD Form 1348. Reporting activities should not attempt to use exception data as a normal method for reporting materiel, as this necessitates offline processing by both the reporting activity and the ICP/IMM.

C9.6.3.3. The report must be accompanied by technical data including special forms.

C9.6.3.4. Manually prepared reports will be submitted by priority mail with containers conspicuously marked MILSTRIP ASSET REPORTS.

C9.6.4. The messages provided via DMS will be prepared using Appendix AP1.22. The DMS will be used only when message communication facilities for transaction exchange are not available and rapid transmission is required to expedite processing of the asset report.

C9.6.5. Reports of serviceable non-consumable item materiel support code (NIMSC) 5 items from secondary inventory control activity (SICA) reporting activities to the appropriate Service SICA will be submitted under Service implementing instructions. Quantities, which are not required by the SICA, will be forwarded to the primary inventory control activity (PICA) using DIC FTE, the PICA's RIC in rp 4-6, Media and Status (M&S) Code 9, Signal Code C or L, the SICA's fund code in rp 52-53, and the SICA's RIC in 67-69. If appropriate, the SICA will provide DIC FTD delay status to the materiel holder for the quantity referred to the PICA, under Paragraph C9.13.5. The date in rp 70-73 of the DIC FTD, if used, will be 35 days subsequent to the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA, designated by rp 52, and the M&S. The SICA, in turn, will provide disposition instructions to the reporting activity under Service implementing instructions.

C9.6.6. When the SICA has NIMSC 5 serviceable stocks on hand that exceed the retention limit, the SICA will prepare the DIC FTE using the guidelines above but with the SICA's own document number.

C9.6.7. The Services/Agencies will use one of the following project codes for the procurement offset portion of TAV in rp 57-59 of their customer asset report (DIC FTE/FTG):

C9.6.7.1. RBB for consumables,

C9.6.7.2. 3AG for reparable, or

C9.6.7.3. 3AU for DLA Disposition Services Field Office assets.

C9.7. CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC)

C9.7.1. Use Appendix AP3.38 to prepare cancellation of asset reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions:

C9.7.1.1. When a determination is made that materiel is not available in the quantity reported on the asset report.

C9.7.1.2. Upon determination that materiel directed for return will not be returned.

C9.7.2. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary follow-up actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

C9.8. PROCESSING REPLIES TO CUSTOMER ASSET REPORTS (DIC FTR)

C9.8.1. The reply to customer asset report (DIC FTR), prepared under Appendix AP3.34, is used by the ICP/IMM to respond to all customer asset reports (DIC FTE/FTG). The reporting activity will process the DIC FTR reply using the asset transaction status code (Appendix AP2.16) and take the following actions:

C9.8.1.1. Use paragraph C9.7. to submit a cancellation (DIC FTC) when it is determined that materiel directed for return will not be returned.

C9.8.1.2. Use Appendix AP3.39 to prepare a shipment status (DIC FTM) and promptly submit to the ICP/IMM after materiel directed for return is released to the carrier. Prepare a separate DIC FTM for each shipment. Exercise care to ensure that appropriate data content, including suffix (rp 44) of the individual DIC FTR reply, is perpetuated in the DIC FTM.

C9.8.2. When DIC FTR is transmitted to the SICA designated by rp 52, the SICA will forward the disposition instructions to the materiel holder under Service implementing instructions. The materiel holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under Service implementing instructions, and the SICA will provide DIC FTM or FTC to the PICA. If the SICA receives DIC FT6 from the PICA and has no record of shipment, the SICA will follow up to the materiel holder and submit an interim DIC FTL to the PICA containing a future estimated shipping date (ESD) to preserve the PICA's due-in record pending a firm reply to the DIC FT6.

C9.8.3. All DIC FTR replies to customer asset reports (DIC FTE/FTG) containing Project Code RBB, 3AG, or 3AU denoting the procurement offset portion of TAV and Status Code TC in rp 65-66, require reevaluation prior to disposal since these assets may not be above an activity's retention limit. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.9. FOLLOW-UPS ON REPORTED ASSETS (DIC FTF/FTT/FTP/FT6)

C9.9.1. Reporting Activity Follow-ups Consist of Three Types:

C9.9.1.1. Follow-up for ICP/IMM Reply of Asset Report (DIC FTF). The DIC FTF follow-up will be used to obtain intelligence regarding status of the original asset report (DIC FTE) and will be prepared using Appendix AP 3.37. DIC FTF will be submitted no earlier than 30 days from date of submission of the DIC FTE and will contain the same data as reflected in the DIC FTE. If a DIC FTD has been received, the DIC FTF will be submitted at the expiration of the expected reply date if a DIC FTR has not been received.

C9.9.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT). This type follow-up will be used when materiel to be returned has been shipped as directed

by a reply to asset report (DIC FTR) but an ICP/IMM materiel receipt status (DIC FTZ) has not been received. This follow-up will be prepared using Appendix AP3.43. DIC FTT will be submitted no earlier than 70 days (CONUS) or 130 days (OCONUS) after shipment. This data for the DIC FTT will be the same as reflected in the DIC FTM.

C9.9.1.3. Follow-up for Credit (DIC FTP). This type follow-up will be used when materiel to be returned has been shipped and credit allowance was indicated by ICP/IMM materiel receipt status (DIC FTZ) but no credit billing has been received. This follow-up will be prepared under MILSBILLS procedures.

C9.9.2. Follow-up will be submitted to the ICP/IMM to which the original asset report (DIC FTE) was submitted, except when information has been received in a DIC FTQ status that DAAS has rerouted the asset report to the correct ICP/IMM. In this case, the follow-up will be submitted to the activity identified in the DIC FTQ status received from DAAS.

C9.9.3. ICP/IMM Follow-ups on Directed Returns (DIC FT6). Upon receipt of a DIC FT6 follow-up on a DIC FTR from the ICP/IMM, the reporting activity will review records to determine whether a DIC FTR had been received. If there is no record of receipt of a DIC FTR, the DIC FT6 will be converted to a DIC FTR and processed. If shipment has not occurred, a DIC FTL citing the ESD will be submitted. If records indicate that shipment has occurred, the transportation activity will be queried to ensure that the materiel has actually been shipped. If the materiel has been shipped, a new DIC FTM will be created. If the materiel has not been shipped, ascertain when the shipment will be made and follow the above procedures.³ When less than the total quantity contained in the original DIC FTR is to be shipped, the reporting activity will respond to the DIC FT6 with a DIC FTL for the quantity to be shipped and a DIC FTC for the quantity that will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to the DIC FT6 with DIC FTM for the quantity that has been shipped and with DICs FTL and/or FTC for the remaining portions of the originally reported quantity, as appropriate.

C9.10. AUTOMATIC RETURNS (DIC FTA)

C9.10.1. DIC FTA is used for items designed by a supply source for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. DIC FTA format is contained in Appendix AP3.40.

C9.10.2. All NIMSC 5 unserviceable (Supply Condition E or F) items are designated for automatic return on an inter-Service basis. PICAs will notify SICAs of the NSN and the storage activity to which such items are to be shipped. PICAs will also notify the receiving storage activity of such items that are to be returned. The SICAs will perpetuate this information to the SICA activities using intra-Service procedures. If there is no S/A SICA for the items identified for automatic return by a PICA (for

³ Modification of MRP reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.

example, the Coast Guard), the PICA will provide the information to the appropriate S/A designated activity.

C9.10.3. Use Project Code 3AL in the DIC FTA and in subsequent documentation when an unserviceable NIMSC 5 item is automatically returned or when requisitioning a replacement item. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (for example, the returned item exceeds the returning activity's authorization or requirement), the DIC FTA and related documentation will not contain Project Code 3AL. Use the data elements specified under paragraph C9.6.5. in the DIC FTA. This does not include the M&S that may be assigned using S/A instructions. Enter the SICA RIC in rp 67-69 if M&S 9 is assigned. Subsequent to the generation of DIC FTA, processing will occur as though there has been a DIC FTE report and a DIC FTR reply, along with other provisions of this chapter, except for DICs FTF and FTD.

C9.10.4. No other inter-S/A use of DIC FTA is currently authorized.

C9.10.5. S/As may use DIC FTA internally for intra-S/A programs that do not conflict with other provisions of this manual.

C9.10.6. 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.⁴ The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the returning activity's Service/Agency and Fund Code. ***If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC FTQ Materiel Returns Supply Status citing Status Code CF.***⁵

C9.11. SECONDARY INVENTORY CONTROL ACTIVITY PROCESSING OF AUTOMATIC RETURN NOTIFICATION (DIC FTA). Upon receipt of the DIC FTA transaction, the SICA will establish a due-in and generate a PMR transaction to the receiving activity for the quantity in the FTA transaction. The due-in and PMR transaction will be created under MILSTRAP. NOTE: For unserviceable NIMSC 5 items, the SICA will forward the DIC FTA transaction, with data elements specified in Paragraph C9.10.3. of this chapter, to the PICA. The PICA will establish the due-in and furnish the PMR transaction to the receiving depot.

C9.12. DEFENSE AUTOMATIC ADDRESSING SYSTEM. DAAS will accomplish the following:

C9.12.1. DICs FTL, FTM, FTP, and FTT will be passed to the activity represented by the RIC in rp 4-6.

⁴ Refer to ADC 1043.

⁵ ***Refer to ADC 1043E.***

C9.12.2. DICs FTB, FTD, FTQ, FTR, FTZ, and FT6 will be routed using the M&S code.

C9.12.3. DIC FTA will be passed to the RIC in 4-6. DICs FTC, FTE, and FTF containing M&S 9 will be passed to the RIC in rp 4-6.

C9.12.4. When DICs FTC, FTE, and FTF do not contain M&S 9, DAAS will perform an NSN/national item identification number (NIIN) validation and supply source edit as follows:

C9.12.4.1. If the NSN is correct and managed by the ICP/IMM identified in rp 4-6, Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to that ICP/IMM.

C9.12.4.2. If the NSN is correct but is not managed by the ICP/IMM identified in rp 4-6, the correct ICP/IMM RIC will be entered in rp 4-6, Advice Code 3T will be entered in rp 65-66, and the DIC FTC, FTE, or FTF will be transmitted to the correct ICP/IMM. DAAS will furnish the reporting activity a DAAS customer asset report status (DIC FTQ) with Status Code TZ in rp 65-66.

C9.12.4.3. If the Federal supply classification (FSC)/NIIN/NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RIC of the ICP/IMM in rp 4-6 will be changed where applicable. Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to the managing ICP/IMM. DAAS will furnish the reporting activity and DIC FTQ with Status Code TZ in rp 65-66.

C9.12.4.4. If routing to an ICP/IMM cannot be accomplished by DAAS, the DIC FTC, FTE, or FTF will be passed to the activity identified in rp 4-6.

C9.12.5. DAAS will validate DIC FTA, FTE, and FTF transactions for valid ship-from and credit-to addresses as designated by the signal code. When the signal code is C or L, the code in rp 52 must identify a valid credit-to activity as prescribed by MILSBILLS procedures. If DAAS cannot identify the ship-from or credit-to address, the transactions will be rejected to the originating activity using DIC FTQ with SK status.⁶

C9.12.6. DLA will not accept DIC FTG part-numbered asset reports. DAAS will reject all such reports with Status Code T9. DAAS will pass all other DIC FTG part-numbered asset reports to the RIC present in the incoming transaction. Components may reject (Status Code T9) part-numbered assets that are not acceptable or recognized under internal procedures. Nonmechanical part-numbered transactions will not be processed by DAAS but will be rejected for processing under intra-Component procedures.

C9.12.7. DAAS will edit DIC FTR rejects containing Status Codes SC and SD for correct ICP/IMM and FSC as follows:

⁶ Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

C9.12.7.1. If the NSN is correct and belongs to the rejecting ICP/IMM, the DIC FTR will be converted to DIC FTE with Advice Code 3T in rp 65-66 and returned to the rejecting ICP/IMM. When DAAS converts DIC FTRs to DIC FTEs and returns the DIC FTEs to the rejecting ICP/IMM, DAAS will enter code D in rp 70 of the DIC FTE to provide the ICP/IMM with a duplicate document override edit.

C9.12.7.2. If the FSC is incorrect, the DIC FTR will be converted to DIC FTE with the correct FSC; Advice Code 3T will be entered in rp 65-66, and the document will be returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM.

C9.12.7.2.1. When DAAS converts DIC FTRs to DIC FTEs and routes the DIC FTEs to an ICP/IMM other than the rejecting ICP/IMM, DAAS will furnish the reporting activity with DIC FTQ status containing Status Code TZ in rp 65-66.

C9.12.7.2.2. When the converted DIC FTE is routed back to the rejecting ICP/IMM, code D will be inserted into rp 70 to provide the ICP/IMM with a duplicate document override edit and DAAS will furnish the reporting activity a DIC FTQ containing Status Code TZ in rp 65-66.

C9.12.7.3. If a DLA, GSA, or Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code in rp 65-66 to TC and forward the DIC FTR to the reporting activity.

C9.13. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF CUSTOMER ASSET REPORTS (DIC FTE)

C9.13.1. The ICP/IMM will process asset reports to determine disposition. Asset reports containing project codes assigned for specific returns program purposes (e.g., rollbacks and automatic returns) will be processed under the assigned controls. (See Paragraph C9.6.7.) Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.13.1.1. The Reply to Customer Asset Report (DIC FTR) will be prepared using Appendix AP3.34 to respond to asset reports no later than 30 days from date of receipt of the DIC FTE.⁷

C9.13.1.2. If a DIC FTR cannot be provided within 30 days, send a DIC FTD (Appendix AP3.36) with Status Code TR and enter a date in rp 70-73 indicating when final disposition instructions are expected to be provided.⁸

C9.13.1.3. As indicated in Appendix AP2.8, suffix codes will be used to identify partial actions.⁹

⁷ Modification of Materiel Returns Program reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.

⁸ Ibid.

C9.13.2. If it is determined that the materiel is required, the IMM will forward a DIC FTR citing Status Code TA, TB, TH, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of materiel to be returned and generate a MILSTRAP PMR transaction to the receiving depot.¹⁰

C9.13.2.1. The time allowed for shipment and return of materiel is 120 (CONUS) and 180 (OCONUS) days, and the counting starts with the day of posting the receipt of the DIC FTM or the estimated shipping date cited in the DIC FTL. The Due-in estimated delivery date (EDD) will be updated upon receipt of a DIC FTM or FTL to equal the time allowed for shipment and return of materiel.

C9.13.2.2. If the materiel is not received by the due-in EDD, or 30 days have elapsed since the transmission of a DIC FT6 without receiving a response, the ICP/IMM will initiate cancellation action under paragraph C9.17.

C9.13.2.3. Canceling the due-in and deleting the PMR transaction do not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports (e.g., TDR or SDR), on shipments that have not been received but for which shipment status has been received.¹¹

C9.13.3. Enter PDs in DIC FTR replies as follows:

C9.13.3.1. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local stocks).

C9.13.3.2. PD 06 will be used in the return of materiel identified by the ICP/IMM as qualified for automatic return to the DoD distribution system.

C9.13.3.3. PD 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local stocks to supply sources.

C9.13.4. Customer asset reports (DIC FTEs) received by the ICP/IMM that cannot be processed will be rejected to the reporting activity using DIC FTR status with the appropriate S_ series reject status code from Appendix AP2.16.

C9.13.5. Customer asset reports (DIC FTEs) received for items requiring extended screening/review will be suspended. The reporting activity will be furnished a DIC FTD with Status Code TR containing an estimated date of reply in rp 70-73.

C9.13.6. All manually prepared asset reports (DIC FTEs) received by an ICP/IMM for which it is not the prime manager will be forwarded to the responsible ICP/IMM for processing. The correct ICP/IMM RIC will be entered in rp 4-6 of the DIC FTE. The ICP/IMM will furnish the reporting activity DIC FTR containing Status Code T6 in rp 65-

⁹ Ibid.

¹⁰ Ibid.

¹¹ Ibid.

66. The RIC of the forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known source will be entered in rp 67-69.

C9.13.7. If the determination has been made that a FSC change is required on a manually prepared customer asset report (DIC FTE), the correct FSC will be entered, the RIC of the ICP/IMM in rp 4-6 will be changed, where applicable, and the DIC FTE will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be furnished a DIC FTR containing Status Code T7 in rp 65-66. The RIC of the forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known holder will be entered in rp 67-69.

C9.14. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (DIC FTZ)

C9.14.1. The ICP/IMM will prepare DIC FTZ documents using Appendix AP3.42 to provide reporting activities with notification of materiel receipt. The DIC FTZ will be provided upon processing of the receipt for other than suspended condition materiel, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 days after DIC FT6 when no receipt or DIC FTM has been processed. Multiple DIC FTZ documents will be provided when a single shipment is received in more than one materiel condition. Use status codes in the DIC FTZ documents as follows in the subparagraphs below. In addition, the DIC FTZ can be used (intra-Army only when exchange pricing indicator is present) to trigger the ICP to generate a logistics/interfund bill transaction to notify customers of the difference between the exchange price and standard price. When used in this way, the DIC FTZ will be routed to the ICP from the Middleware Funds Control Module.

C9.14.1.1. Enter Status Code TN when credit is granted for the condition and quantity of received materiel.

C9.14.1.2. Enter Status Code TM when reduced or no credit is allowed because the condition of received materiel is less than that authorized for return.

C9.14.1.3. Enter Status Code TL when the received materiel is other than that authorized for return and no credit is allowed.

C9.14.1.4. Enter Status Code TP when the materiel is not received within prescribed timeframes, follow-up action has been unsuccessful, and the credit authorization is canceled.

C9.14.1.5. Enter Status Code TQ when the materiel has been received for an authorized noncreditable return.

C9.14.2. DIC FTZ will always reflect the document number, including the suffix code, contained in the DIC FTA or FTR. When multiple DIC FTZ documents are required for materiel received in different conditions, each DIC FTZ produced will retain the document number and suffix of the DIC FTA/FTR.

C9.15. PROCESSING OF SHIPMENT STATUS (DIC FTM)

C9.15.1. Shipment status provides information and normally requires no subsequent documentation generation. ICPs/IMMs will receive the DIC FTM shipment status and update appropriate ICP/IMM records. The shipment date indicated in the DIC FTM is available to ICPs/IMMs to verify in-transit status and provide information on expected receipts. DIC FTMs received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code SC. DIC FTMs that do not pass data field validity checks will be rejected to the reporting activity using DIC FTR with the appropriate S_ series status code.

C9.15.2. In the event that the ICP/IMM requires advice of shipment to support related supply decisions and the DIC FTM has not been received, an ICP/IMM follow-up (DIC FT6) will be prepared using Appendix AP3.41 and forwarded to the reporting activity. The DIC FT6 will not be generated until at least five days have elapsed from the transmission of the DIC FTR (PD 03) or 50 days (PD 13) and no DIC FTM and receipt has been posted. A DIC FT6 with Status Code T3 may be generated upon expiration of the due-in timeframe when a DIC FTM has been received, but receipt has not been posted.¹² The ICP/IMM is authorized to follow-up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements.

C9.16. PROCESSING FOLLOW-UPS FROM REPORTING ACTIVITIES (DIC FTF/FTT/FTP)

C9.16.1. Follow-ups submitted by reporting activities consist of three types:

C9.16.1.1. Follow-up for ICP/IMM Reply Customer Asset Report (DIC FTF).

C9.16.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT).

C9.16.1.3. Follow-up for Credit (DIC FTP).

C9.16.2. On receipt of a DIC FTF, the ICP/IMM will determine whether there is a record indicating that the original DIC FTE was received.

C9.16.2.1. If a record is established and a DIC FTD indicating delayed response was furnished to the customer, a duplicate DIC FTD or FTR will be provided. If a record is established and a DIC code FTD or FTR was not provided, one of the following actions will be initiated:

C9.16.2.1.1. If the DIC FTE transaction is in process, a DIC FTD will be provided to the customer with Status Code TR in rp 65-66, indicating the DIC FTE is in process and a DIC FTR will be provided at a later date.

¹² Ibid.

C9.16.2.1.2. If the DIC FTE was rejected by the ICP/IMM as invalid, the DIC FTF will produce a DIC FTR to the reporting activity with the same status code that was utilized in the original DIC FTR.

C9.16.2.2. If no record of receipt of the DIC FTE exists, the ICP will process the DIC FTF as a new DIC FTE and provide a DIC FTR, as appropriate, to the reporting activity.

C9.16.3. On receipt of a DIC FTT, the ICP/IMM will review records and take action as follows:

C9.16.3.1. If the records indicate that materiel has been received and classified, a DIC FTZ will be transmitted to the customer.

C9.16.3.2. If the records indicate that materiel has been received but not classified, the ICP/IMM will provide a DIC FTR with Status Code TT to the customer.

C9.16.3.3. If the records indicate that materiel has not been received, and if materiel is not located after investigation, the reporting activity will be furnished a DIC FTR with Status Code TU.

C9.16.4. On receipt of a DIC FTP, the ICP/IMM will take action under MILSBILLS procedures.

C9.16.5. DIC FTF received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code SC. A DIC FTF that does not pass data field validity edits will be rejected to the reporting activity using the DIC FTR with an appropriate reject status code.

C9.17. CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC/FTZ)

C9.17.1. Upon receipt of customer cancellation (DIC FTC), the ICP/IMM will take necessary action to cancel or reduce the quantity in all applicable transactions affected by the DIC FTC, including decision to return, due-in record, PMR, and credit suspense, if applicable.

C9.17.2. The ICP/IMM will initiate cancellation action (DIC FTZ) when materiel is not received by the due-in EDD or when materiel is not received and no response has been received within 30 days after the DIC FT6 follow-up. The ICP/IMM will also initiate cancellation action when a DIC FTM is not received within 120 (CONUS) or 180 (OCONUS) days after receipt of the DIC FTL.

C9.17.3. Cancellations initiated by the ICP/IMM or in response to a DIC FTC will be performed as follows:

C9.17.3.1. For creditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TP.

C9.17.3.2. For noncreditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TV.

C9.17.4. When a DIC FTM or FTL has been received, but materiel has not been received within the timeframe allotted under C9.13.2.1., action to cancel the due-in and PMR will be conducted under MILSTRAP procedures.

**C9.18. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
PROCESSING OF DIC FTE/FTC/FTF TRANSACTIONS WHEN SOURCE OF SUPPLY
HAS CHANGED**

C9.18.1. Upon receipt of a DIC FTE, FTC, or FTF transaction from DAAS with Advice Code 3T when the supply source has changed, the losing ICP/IMM will arrange to change the FLIS and DAAS source of supply files.

C9.18.2. The losing ICP/IMM will then prepare and transmit DICs FTE, FTC, and/or FTF transactions containing Advice Code 3U through DAAS to the gaining source of supply in rp 4-6.

C9.18.3. DAAS will pass the DIC FTE, FTC, or FTF transactions to the gaining source of supply.

**C9.19. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
LATERAL REDISTRIBUTION OF RETAIL ASSETS (DIC A4 /AE6/AF6/AS6)**

C9.19.1. This paragraph outlines procedures for filling backorders by generating lateral redistribution orders for retail materiel that has been identified through inter- or intra-Service retail asset visibility systems. Additionally, ICPs/IMMs may use these procedures to direct lateral redistribution when the total cost of such action is lower or when the wholesale level does not have stock available to meet a requisition's required response time.

C9.19.2. If a backorder is to be supplied by lateral redistribution of materiel identified by an inter- or intra-Service retail asset visibility system, the lateral redistribution order (LRO) will contain appropriate data from the requisition, DIC A4_ in rp 1-3, the RIC of the reporting activity in rp 4-6, Distribution Code 2 for consumable materiel or Distribution Code 3 for repairable materiel in rp 54, and the ICP/IMM's RIC in rp 74-76. The LRO will be forwarded through DAAS to the reporting activity. A DIC AE6 with BA status will be provided to eligible status recipients. LROs for lateral redistribution of retail assets will be prepared in the Appendix AP3.24 format.

C9.19.3. The reporting activity will:

C9.19.3.1. Process the LRO on a fill and kill basis. Provide DIC AE6/BA status for the quantity being filled and/or CB status for the quantity not being filled (killed) to the activity identified in rp 74-76 of the LRO and include Distribution Code 2 or 3 in rp 54.

C9.19.3.2. Interchangeability and substitutability (I&S) are allowed if the requiring/requisitioning activity and the supplying/holding activity are the same Service. Do not substitute if the requiring/requisitioning activity and the supplying/holding activity are different Services.

C9.19.3.3. Ensure that materiel is shipped using DD Form 1348-1A or DD Form 1348-2 to the activity identified in the LRO as the “ship-to” addressee. When the materiel is shipped, transmit a DIC AS6 to the activity identified in rp 74-76 of the LRO. The DIC AS6 will include the DoD activity address code (DoDAAC) (rp 45-50) and fund code (rp 52-53) of the activity to which the credit for the materiel and reimbursement for the PCH&T costs are to be provided, Signal Code B (rp 51), and Distribution Code 2 or 3 (rp 54). Conformance with SLOA/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.¹³ The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the reporting activity’s Service/Agency and Fund Code when converting legacy formats to DLMS. ***If invalid/missing fund code for Signal Code A, B, C, J, K, or L, DAAS will reject the transaction and notify the sender.***¹⁴ Retail activities will use Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards for processing LROs directed by the ICP/IMM. Refer to [DoDM 4140.01, Supply Chain Materiel Management Procedures](#), Volume 8, Materiel Data Management and Exchange, February 10, 2014.

C9.19.3.4. Establish internal records to receive credit for the materiel and reimbursement for the PCH&T costs and not generate billing transactions.

C9.19.4. The ICP/IMM will:

C9.19.4.1. Utilize the DIC AE6 with BA status and Distribution Code 2 or 3 in rp 54 to update estimated ship dates.

C9.19.4.2. Generate DIC AF6 follow-up with Distribution Code 2 or 3 in rp 54 to the reporting activity as follows:

C9.19.4.2.1. When the initial supply status (BA or CB status) is not received on LROs within 10 days.

C9.19.4.2.2. Upon receipt of BA supply status without an ESD and 10 days have elapsed since the transaction date of the DIC AE6/BA status.

C9.19.4.2.3. Upon receipt of BA supply status with an ESD and the ESD has expired.

¹³ Refer to ADC 1043.

¹⁴ ***Refer to ADC 1043E.***

C9.19.4.2.4. When no response is received to the previous follow-up and 10 days have elapsed. Continue to follow-up until status is received, backorder is re-established, or final disposition is determined.

C9.19.5. Reinstate the requisition and provide appropriate status to eligible status recipients upon receipt of DIC AE6/CB status with Distribution Code 2 or 3 in rp 54.

C9.19.6. Upon receipt of the DIC AS6 with Distribution Code 2 or 3 in rp 54, generate billing transactions to the requisitioner and provide crediting transactions for the materiel and PCH&T, under the MILSBILLS procedures, to the activity identified in rp 45-50 of the DIC AS6. In addition, the ICP/IMM will generate a DIC AS8 shipment status transaction to DAAS.

C9.19.7. When creating customer supply status transactions as a result of processing DIC AE6/AS6 transactions with Distribution Code 2 or 3 in rp 54, always use the distribution code that was in the original requisition.

C9.20 INTER-SERVICE LATERAL REDISTRIBUTION OF RETAIL ASSETS BY INTER-SERVICE AGREEMENT¹⁵

C9.20.1. Inter-Service redistribution will not occur before wholesale-level requisitioning, except within theater at Combatant Commander direction or as authorized by inter-Service agreement for lateral support of high priority mission readiness requirements where stock is available within the area of responsibility.

C9.20.2. Prior to initiating MILSTRIP procedures for non-ICP/IMM-directed inter-Service lateral redistribution, the requiring Service must establish a support agreement with the retail/tactical level supply source and employ agreed upon asset visibility tools to ensure that materiel is available. High priority mission readiness requirements (PD 01-03 and Special Requirements Code N) may be submitted using a passing order requisition (DIC A3_) identifying the retail source supply as the RIC-To. These transactions will bypass DAAS routing logic to the wholesale SoS. By alternative, the requiring Service may choose to skip the initiating requisition passing order transaction and request materiel in person as bearer walk-thru.

C9.20.3 Services supporting inter-Service lateral redistribution will ensure that only high priority mission readiness requisitions originated by pre-approved trading partners within the area of responsibility are honored. All such requisition passing orders will be processed on a fill or kill basis (Advice Code 2C or 2J). These requisitions are not subject to modification or follow-up; standard cancellation procedures apply. Transactional supply status will be provided regardless of initiating method (transaction or walk-thru). Upon receipt of BA status, the materiel will be available for pick-up by the requiring customer. Standard shipment status will be provided.

¹⁵ Refer to ADC 1062. Initial implementation applicable to Global Combat Supply System-Army (GCSS-Army) and authorized trading partners. Phased implementation for shipment status is authorized.

C9.20.4 The Service supply source has responsibility for preparation of Interfund billing and any required internal transactions associated with this method of lateral supply support.

C9.21. RETURNS TO DLA FROM INDUSTRIAL SITES UNDER BRAC SS&D, and NIMS SITE CUSTOMERS

C9.21.1. Industrial Sites Procedures.

C9.21.1.1. The return of DLA-managed materiel will be accomplished without processing the standard MRP program transactions. The individual maintenance customer will determine when he has no immediate requirement for the materiel and will initiate the return process. The materiel will be physically returned to the DLA storage activity with the applicable documentation. The returning activity will provide a MILSTRAP PMR (DIC DW_) transaction to the storage activity identifying the Military Service activity to which the receipt will be reported. Upon notification of receipt by the storage activity by a DLMS 527R (DIC D6A), the Military Service activity will determine whether there is a need for the materiel by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, an MRO will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be effected with a DLMS 527R (DIC D6B).

C9.21.1.2. Upon notification of receipt, the DLA ICP will determine whether a corresponding sale to Service maintenance (identified by DoDAAC series/internal customer group) has occurred for the same materiel and condition code within a 60 day time frame. If there is a matching sale, the customer will receive credit equal to the original sale. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.21.1.3. If no sale has occurred or the condition code differs from that on the original sale, DLA will provide credit based upon stock position. If the return quantity exceeds that of previous sales, credit will be provided equal to the original sale quantity and credit on the remaining quantity will be based upon stock position. DLA ICP business rules for determining whether to provide credit/credit amount are equivalent to the MRP program and policy contained in DoDM 4140.01. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.21.2. National Inventory Management Strategy Procedures. Materiel returns from a NIMS site customer will be processed as per C9.21.1.1. through C9.21.1.3., including use of the PMR, receipt to the Military Service, followed by the MRO directing shipment-in-place triggering receipt to the DLA ICP. The DLA ICP will process the receipt and determine whether a sale has occurred for the same materiel, condition code, and customer within a 60 day time frame reflecting the exact same document number as the receipt (return) document. If there is an exact matching sale, the

customer will receive credit equal to the original sale. Credit for any quantity returned over the original amount, in a different condition code than the original sale, or unmatched are subject to DLA ICP business rules equivalent to the MRP for determining whether to provide credit/credit amount.

AP2.2. APPENDIX 2.2

SERVICE AND AGENCY CODES¹

MILSTRIP SERVICE CODES

NUMBER OF CHARACTERS:	One or two
TYPE OF CODE:	Alpha
EXPLANATION:	<p>Services/Agency (S/A) codes are designed to accommodate S/A identity in Military Standard Requisitioning and Issue Procedures (MILSTRIP) documentation. For this purpose, these codes are used in conjunction with other codes to identify the parent S/A of requisitioners and other addressees. The S/A codes will be used in rp 4, 30, 31, 45, 46, 67, and 74 of the DD Form 1348 series of documents according to the following MILSTRIP record position key:</p> <ul style="list-style-type: none"> 4 First position of the Routing Identifier Code (RIC) 30 First position of the Document Number 31 Second position of the Document Number 45 First position of Supplementary Address 46 Second position of Supplementary Address 67 First position of RIC for U.S. storage activity preparing the DD Form 1348-1A or DD Form 1348-2 74 First position of the RIC <p>By exception, two position combination codes using the authorized S/A code and a specified second position are authorized to identify contractor DoDAACs.² FEDSTRIP provides for the use of the two position codes, defined as civil Agency codes, to be entered in rp 30-31 and 45-46 of the Government Services Administration (GSA) Form 1348 series of documents. The MILSTRIP Service codes³ and the Federal Standard Requisitioning and Issue Procedure (FEDSTRIP) Agency codes⁴ are listed below:</p>
RECORD POSITION:	4, 30, 31, 45, 46, 67, and/or 74

¹ Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the activity address code (AAC).

² Combination codes authorized for USCG and DLA. Refer to ADC 319.

³ Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found at: www.dlmsdla.mil/eApplications/LOG.NET/UIL/Log_Qualifiers/lqvqcDetails.aspx?code=71

⁴ Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the activity address code (AAC).

SERVICE CODES												REMARKS
CODE	4	5	30	31	45	46	67	68	74	75	S/A	
A	A		A		A		A		A		Army	
B	B						B		B		Army	
B			B		B						Army	Security Assistance Use Only ⁵
C	C						C		C		Army	
C			C		C						Army	Contractor Use Only
D	D						D		D		Air Force	
D			D		D						Air Force	Security Assistance Use Only ⁶
E	E						E		E		Air Force	
E			E		E						Air Force	Contractor Use Only
F	F		F		F		F		F		Air Force	
G	G		G		G		G		G		GSA	
H	H		H		H						Other DoD Activities	Note: To designate other ⁷ DoD Activity contractors, you must use Service Code H with G. When code HG is used, rp 30-31 or 45-46 will contain the HG code, as appropriate ⁸ .
H			H	G	H	G					Other DoD Activity Contractors	
H							H		H		Not Assigned	
I			I								Missile Defense Agency	Security Assistance Use Only
J	J										Air Force	On Base Use Only
J			J								Air Force	
J					J		J		J		Not Assigned	
K	K						K		K		Not Assigned	
K			K		K						Marine Corps	Security Assistance Use Only ⁹
L							L		L		Not Assigned	

⁵ On Grant Aid requisitions, rp 45 will contain S/A Code Y.

⁶ Ibid.

⁷ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

⁸ Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found at www.dlmsdla.mil/eApplications/LOG.NET/UIL/Log_Qualifiers/lqvqcDetails.aspx?code=71.

⁹ On Grant Aid requisitions, rp 45 will contain S/A Code Y.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
L	L		L		L						Marine Corps	Contractor Use Only
M	M		M		M		M		M		Marine Corps	
N	N		N		N		N		N		Navy	
O											Not Assigned	
P	P						P		P		Navy	
P			P		P						Navy	Security Assistance Use Only ¹⁰
Q	Q						Q		Q		Navy	
Q			Q		Q						Navy	Contractor Use Only
R	R		R		R		R		R		Navy	
S	S		S		S		S		S		DCMA	See footnote ¹¹
S	S		S		S		S		S		DLA	See footnote ¹²
S			S	D	S	D					DLA	Contractor Use Only ¹³
T	T						T		T		DLA	
T			T								DLA	Security Assistance Use Only ¹⁴
T					T						(See Footnote ¹⁵)	
U	U						U		U		Not Assigned	
U			U		U						DLA	Contractor Use Only
V			V		V						Navy	
V	V						V		V		Navy	Contractor Use Only
V							V		V		Not Assigned	
W	W		W		W		W		W		Army	
X											Reserved	(Used internally by Transaction Services)
Y					Y ¹⁶						Reserved	See Footnote

¹⁰ Ibid.

¹¹ DCMA: DoDAACs begin with S and end with A; any character is allowed in between. RICs are in the format S-numeric-alpha, where the numeric value is 6, 7, or 8 only.

¹² DLA: S-series excluding those values that fall within the DCMA format rules identified in the previous footnote for DCMA.

¹³ **DLA contractor DoDAACs beginning with SD are not recognized on an Enterprise level as contractor DoDAACs. This series is not authorized for continued use and existing DoDAACs must be transitioned to the U-series. Refer to ADC 1123.**

¹⁴ On Grant Aid requisitions, rp 45 will contain S/A Code Y.

¹⁵ S/A Code T entered in rp 45 may be used for any Foreign Military Service (FMS) country Defense organization which is not designated as an element of that country's Army, Navy, Air Force, or Marine Corps.

SERVICE CODES												REMARKS
CODE	4	5	30	31	45	46	67	68	74	75	S/A	
Z	Z	Z	Z		Z		Z		Z			Coast Guard
Z			Z	0	Z	0						Coast Guard Contractor Use Only

¹⁶ *Identifies Security Assistance Grant Aid when used in a Security Assistance requisition (as designated by rp 30). Otherwise, considered nonsignificant except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel. See MILSTRIP Appendix 2.9 for details.*

FEDSTRIP CIVIL AGENCY CODES¹⁷

NUMBER OF CHARACTERS: Two.
TYPE OF CODE: Numeric, Numeric.
EXPLANATION: Identifies civil agencies under FEDSTRIP
RECORD POSITION(S): 30-31 and 45-46.

SPECIAL PROGRAM ACTIVITY CODES¹⁸

NUMBER OF CHARACTERS: Two.
TYPE OF CODE: First-position Numeric, Second-position Alpha.
EXPLANATION: Identifies special program activities that are neither
DoD or Federal Agencies
RECORD POSITION(S): 30-31 and 45-46.

¹⁷ Refer to the Treasury Financial Manual Supplement – FAST Book (Part II link to Independent Agencies) for listing of Federal civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the AAC.

¹⁸ Request for Implementation Date for Approved DLMS Change (ADC) 384, Special Programs for NonDoD/No-Federal Agency Requisitioners and Administrative Change for Contractor DoDAACs, January 18, 2011

AP2.7. APPENDIX 2.7

DOCUMENT NUMBER

AP2.7.1. The document number (located in record position (rp) 30-43 of transactions) is a nonduplicative number throughout the system. For support of U.S. Forces, it is constructed as follows: (See chapter 6 for document number construction for Security Assistance transactions.)

AP2.7.1.1. Department of Defense activity address code (DoDAAC) or Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC) (rp 30-35).

AP2.7.1.2. Four-position ordinal date (rp 36-39).

AP2.7.1.3. Serial number (rp 40-43).

Service													
Agency Code													
Activity Address Code						Ordinal Date				Serial Number			
30	31	32	33	34	35	36	37	38	39	40	41	42	43

AP2.7.2. The entries in rp 30 and 31 will always be the appropriate character(s) from appendix AP2.2 that indicates the Service/Agency (S/A).

AP2.7.3. DoDAAC or FEDSTRIP AAC for each activity will be established and disseminated by each of the Services, DLA and the GSA. (See DLM 4000.25, Volume 6, Chapter 2, DoDAAD.) Each code so established will contain or serve as an address to permit shipping and billing for materiel and for mailing of documentation.

AP2.7.4. Entries in rp 36-39 (date) will always be numeric and will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

AP2.7.4.1. Rp 36 will indicate the last numeric digit of the calendar year in which the document was originated. Example: 0 for 1990, 1 for 1991, etc.

AP2.7.4.2. Rp 37-39 will indicate the numerical or consecutive day of the calendar year; for example, 035 is equal to February 4TH.

Additional Examples:

<u>RECORD POSITIONS</u>				<u>DATES</u>
36	37	38	39	
0	0	0	5	- January 5, 2010
9	0	5	2	- February 21, 2009
2	2	7	9	- October 5, 2012

AP2.7.5. Document serial numbers, assigned at the discretion of the document originator, are entered in rp 40-43. The document serial number will not be duplicated on the same day. The serial number may be assigned to consist of alphanumeric characters, with the exception of alphas I and O (on inter-Service transactions) under the following criteria:

AP2.7.5.1. Rp 40 may consist of alpha or numeric characters with the utilization of certain alphas limited as specified in paragraph AP2.7.5.3., below. Under DLMS implementation, this embedded information will be carried as a distinct data element referred to as the utilization code.

AP2.7.5.2. Rp 41-43 may consist of alpha or numeric characters on inter-S/A requisitions. However, the entries in rp 41-43 will not be meaningful to the receiving S/A, but will be perpetuated on documentation initiated as a result of requisition processing.

AP2.7.5.3. The following alphabetic codes have been reserved for use in rp 40:

<u>CODE</u>	<u>EXPLANATION</u>
B ¹	Document number assigned by the Marine Corps Maintenance Center Bridge in conjunction with the changes required under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated within the Marine Corps systems and submission of the corresponding material release order is transmitted to the DLA managed warehouse. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
C	Use in the document number (unique control number) assigned for receipt of an item upgraded from scrap under DLA Disposition Services procedures. (This meaning is applicable only to DLA Disposition Services Field Office-prepared receipt transactions.)

¹ Available under DLMS. 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 Storage and Distribution Interface (SDI).

<u>CODE</u>	<u>EXPLANATION</u>
D ²	Document number assigned by the depot on behalf of the Marine Corps Maintenance Center under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated without submission of a corresponding material release order. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
E	Navy exception "ship to" for deployed naval units.
G	Navy exception "ship to" for deployed naval units.
J	Inventory control point (ICP) interrogations or offers of excess, and requisitions resulting from the interrogations or offers (denotes inter-service supply support transactions between ICPs).
K	Reserved.
L	Use to identify requisitions submitted to DLA Disposition Services that result from physical screening of property at the DLA Disposition Services Field Office. This type of requisition is referred to as a "Walk-In Requisition."
M ³	Use to identify Inventory Control Point/Integrated Materiel Manager directed disposal release orders resulting from Base Realignment and Closure (BRAC). This value is not currently approved for use on other transaction types.
N	Reserved.
P	Reserved for DoD assignment.
Q	Use to identify requisitions and related transactions/documents for items reclaimed from aircraft and equipment from the Aerospace Maintenance and Regeneration Center (AMARC).
R ⁴	Use to identify document numbers generated within the DLA Disposition Services' Reutilization/Transfer/Donation (RTD) Web to accommodate processing of the individual lines associated with requisitioning a Disposition Services container.
S ⁵	Use to identify requisitions submitted to DLA Disposition Services.
T	Use to identify Electronic Turn-In Document (ETID) prepared shipments/transfers to DLA Disposition Services. ⁶

² Ibid.

³ Use of modified definitions for codes M, R, and S in record position 40 last reported as not implemented by United States Navy (USN), United States Air Force (USAF), and United States Marine Corps (USMC). Refer to AMCL 145

⁴ Ibid.

⁵ Ibid.

⁶ ADC 464 (PDC 484), Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940/ DIC AFX/AFZ) under RBI.

<u>CODE</u>	<u>EXPLANATION</u>
U	Product quality deficiency report (PQDR), storage quality control report (SQCR) , and supply discrepancy report (SDR) related transactions when the original requisition number is not known. (See MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.)
V ⁷	Nuclear Related Materiel Code 2305 material requires manual routine contact of Nuclear Engineering Department for delivery instructions.
W	Navy exception "ship to" for deployed naval units.
Z ⁸	Nuclear related materiel code 2305 material requires manual immediate contact of Nuclear Engineering Department for delivery instructions.

⁷ Available under DLMS. Refer to ADC381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP

⁸ Ibid.

AP2.16. APPENDIX 2.16

STATUS CODES

AP2.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from sources of supply to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from the Defense Automatic Addressing System (DAAS) to a DAAS subscriber or from storage activities to inventory control points (ICP) to furnish the status of materiel release orders (MRO). The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP2.16.2. Selected status codes are also used to provide status on or to reject Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) transactions ([DLM 4000.25-2](#)).

AP2.16.3. The method of assigning status codes and a listing of the codes is provided below:

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
A	A through Z (except I and O) 1 through 9	For Intra-Army
B	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and Government Services Administration (GSA) ¹ transactions, excluding customer asset reporting transactions.
C	A through Z (except I and O) 1 through 9	
D	A through Z (except I and O) 1 through 9	
P	A through Z (except I and O)	

¹ Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
F	A through Z (except I and O) 1 through 9	For Intra-Air Force
J	A 1	
G	A through Z (except I and O) 1 through 9	For Intra-GSA
H	A through Z (except I and O) 1 through 9	For Intra-DLA
M	A through Z (except I and O) 1 through 9	For Intra-Marine Corps
N	A through Z (except I and O) 1 through 9	For Intra-Navy
R	A 1	
E	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and GSA ² customer asset reporting transactions.
S	A through Z (except I and O) 1 through 9	
T	A through Z (except I and O) 1 through 9	
U	A through Z (except I and O) 1 through 9	

² Ibid

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alpha/Alpha or Alpha/Numeric.

EXPLANATION: Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
BA	(1) Item being processed for release and shipment on a requisition or requisition alert. The estimated shipping date (ESD) is contained in record position (rp) 70-73 when provided in response to a follow-up. (2) For status messages with a Distribution Code in rp 54-56 = 111, this status indicates that it is used in support of the Retail Transportation and Supply Receipt and Acknowledgement Interchange in response to follow-ups and for initial physical in-check of cargo from a retail supply warehouse to a transportation system for movement, etc. See DLM 4000.25, Volume 3, Chapter 2.
BB	(1) Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73. (2) Requisition alert has been backordered. Additional status will be provided to indicate action taken.
BC	Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the national stock number (NSN) field (or "remarks" field if NSN field cannot accommodate the item number), that is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition ³ for the offered substitute.

³ Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
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BD	<p>Requisition is delayed:</p> <p>(1) Delay due to need to verify requirements relative to authorized application, item identification, or technical data.</p> <p>(2) Requisition alert fulfillment is delayed due to need to verify requirements relative to item identification. Re-identification of NSN materiel to unit of use LSN required.</p> <p>(3) Requisition for government furnished materiel (GFM) is delayed pending validation by either contracting management control activity (MCA) or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.</p> <p>(4) If used with Management Code R, delay due to storage activity denial on the identified suffix. Clear/update local records for suffix and quantity identified. Further action on the denied quantity is anticipated to occur on a subsequent suffix code.</p>
BE	<p>Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DIC AE6 only.)</p>
BF	<p>No record of your requisition or requisition alert for which your DIC AF_ follow-up or cancellation request was submitted. Also used by a source of supply to indicate no record of a GFM requisition for which a DIC AX2 transaction has been received.</p> <p>(1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the source of supply with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.⁴</p> <p>(2) If received in response to a follow-up (AF_) request, source of supply action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.⁵</p> <p>(3) When used in response to DLA Disposition Services generated DIC AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DLA Disposition Services Field Office under the document number in question and has not received a signed copy of the disposal turn in document (DTID).</p> <p>(4) MCAs/contractors/Service(s)/Agencies (S/A) in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DIC AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or source of supply, under Chapter C11 procedures.</p>

⁴ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
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BG	<p>One or more of the following fields have been changed:</p> <p>(1) Stock Number (as the result of a formal catalog change).</p> <p>(a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.</p> <p>(b) NSN is assigned to part number that was requisitioned.</p> <p>(c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (federal supply classification (FSC) and national item identification number (NIIN)) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to the source of supply.</p> <p>(d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.)</p> <p>(2) Unit of Issue (as the result of a formal catalog change).</p> <p>(3) Unit of issue: A requisition alert or funded requisition was requested in a unit of use. The requested quantity is equal to the units in a FLIS unit of issue (ex.: 100 EA equals 1 HD). Your document has been converted to the FLIS unit of issue, quantity, and price. The source of supply will provide additional status to indicate further action taken on this requisition.</p> <p>(4) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The source of supply will provide additional status to indicate further action taken on this requisition</p>
BH	<p>Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied requisition or requisition alert. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.</p>
BJ	<p>Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.</p>
BJ	<p>Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.</p>

⁵ If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

REQUISITION TRANSACTION STATUS CODES

- BK Modified.
- (1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.
 - (2) Used by Transaction Services on DIC AE9 and by GSA on DIC AE_ to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.
 - (3) Used by Transaction Services on DIC AE9 to advise that the requisition contained an invalid/expired OSD/CJCS category D project code. The project code has been blanked out and the requisition forwarded for processing.
 - (4) Used by Transaction Services on DIC AE9 or by source of supply to advise the customer that the requisition priority designator and/or required delivery date (RDD) data fields contained invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.
 - (5) Used by Transaction Services on DICC AE9 or by the source of supply to advise that submitter's fund code has been replaced by Fund Code XP requiring non-interfund billing.
- BL Notice of availability (NOA) was forwarded to the country representative or freight forwarder on date entered in rp 70-73.
- BM Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DIC DZ9 status notifications.)
- BN
- (1) Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.
 - (2) Requested free issue quantity on requisition can be provided. No change to signal and fund code. No need to adjust fund obligation records. Applies only to DLA requisitions directed to Navy's Real-time Reutilization Asset Management (RRAM) in support of 2005 BRAC.
- BP Requisition has been deferred per customer instructions. The ESD is in rp 70-73.
- BQ Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of a DoDAAC identified as requisitioner, ship-to, bill-to activity from the DoDAAD. Deobligate funds, if applicable.
- BR Cancelled. Requisitioning activity authorized cancellation in response to materiel obligation validation (MOV) request furnished by processing point.
- BS Canceled. Requisitioning activity failed to respond to MOV request from processing point.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
BT	Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.)
BU	Item being supplied against your FMS Case Designator reflected in rp 48-50 or you Grant Aid Program and record control number (RCN) reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.
BV	Requisition or requisition alert item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.
BW	Your Security Assistance Program requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to follow-up when ESDs are not available.)
BX	Transportation activity has received pre-positioned data on item for shipment from supply activity; item not yet arrived at transportation activity for check-in (Servicing retail transportation activity response to retail supply activity request for materiel release status for use with DIC AE6/AEJ only).
BY	Depot/storage has previously denied the MRO by DIC A6_. (Depot/storage activity response to ICP request for MRO status, for use with DIC AE6 only.)
BZ	Requisition or requisition alert is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. ESD is in rp 70-73.
B1	Assets not currently available. Requisition will be retained by DLA Disposition Services for 60 days from date of receipt awaiting possible arrival of assets. (DLA Disposition Services use only.)
B2	Status of supply or procurement action precludes requested modification.
B3	The required availability date (RAD) contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.
B4	Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.
B5	The activity identified by the code in rp 4-6 is in receipt of your follow-up request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
B6	The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.
B7	Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.
B8	Quantity requested for cancellation or diversion was not accomplished.
B9	The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.
CA	Rejected. (1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection. (2) When provided in response to a follow-up, this status will be sent via Defense Information System Network (DISN) and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.
CB	Rejected. Rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. May be used by a reporting activity to advise the ICP/IMM that a DIC A4_ with Distribution Code 2 cannot be filled from reported materiel. May be used by the source of supply (Principal), to notify the maintenance activity that a requested asset is not available for induction.
CC	Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
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CD	<p>Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields or inconsistency in data content.</p> <p>(1) If received in response to a requisition and the materiel is still required, submit a new requisition⁶ with correct data field entries.</p> <p>(2) If other than FMS/Grant Aid or Navy initial outfitting, the requisition date will not exceed one calendar year from the transaction processing date (current date) or be more than one day in the future.</p> <p>(3) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.</p> <p>(4) If received in response to an FMS requisition, the Security Cooperation Customer Code and Security Cooperation Case Designator embedded in the document number and supplementary address must correspond exactly to the values contained in the separate data elements provided under SFIS/SLOA procedures. The Security Cooperation Customer Code must align properly with the Service/Agency Code identified in the document number.</p>
CE	<p>Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition⁷ with correct unit of issue and quantity. The source of supply will enter the correct unit of issue in rp 79-80 of status transactions.</p>
CF	<p>Rejected. <i>Failed validation with SFIS Fund Code to Fund Account Conversion Table.</i></p> <p>(1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition⁸ with valid data entries.</p> <p>(2) <i>Invalid/missing fund code⁹</i></p> <p><i>Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.</i></p>

⁶ Submit a new requisition using a new document number with a current ordinal date.

⁷ Ibid.

⁸ Ibid.

⁹ ***Ibid.***

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
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CG	Rejected. Unable to identify requested items. Submit a new requisition ¹⁰ and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition ¹¹ on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.)
CH	Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition. ¹²
CJ	Rejected. (1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (2) If offered substitute is desired, submit a new requisition ¹³ with substitute item stock number. If only original item is desired, submit a new requisition ¹⁴ for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) Cite Advice Code 2B. (3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
CK	Rejected. Unable to procure. No interchangeable and substitute item (I&S) item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition ¹⁵ for components, kit, or next higher assembly.
CL	Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition. ¹⁶

¹⁰ Ibid.

¹¹ Ibid.

¹² Ibid.

¹³ Ibid.

¹⁴ Ibid.

¹⁵ Ibid.

¹⁶ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
CM	(1) Rejected. Item is not or is no longer free issue. Submit a new funded requisition ¹⁷ with signal code other than D or M if materiel is still required. (2) Rejected. Request has been identified as non-production materiel support and requires a funded requisition. Applies to requisition alert, when request is identified as a non-production materiel support.
CN	Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand, which cannot be satisfied. Support will be provided upon submission of a Military Interdepartmental Purchase Request (MIPR) by your Service ICP.
CP	Rejected. Source of supply is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition ¹⁸ with Advice Code 2A.
CQ	Rejected. Item requested is command or Service regulated or controlled. Submit new requisition ¹⁹ through appropriate channels.
CR	Rejected. Invalid DIC for a GFM transaction.
CS	Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition ²⁰ for the required quantity using Advice Code 2L.
CT	Rejected. FMS requisition contains a "U" or "V" in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72 ²¹ .
CU	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition ²² with substitute item stock number.)
CV	Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.

¹⁷ Ibid.

¹⁸ Ibid.

¹⁹ Ibid.

²⁰ Ibid.

²¹ Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.

²² Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
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CW	Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition ²³ using Advice Code 2A.
CX	<p>Rejected.</p> <p>(1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid.</p> <p>(2) The Military Assistance Program Address Code (MAPAC) does not exist in MAPAD as a valid ship-to and/or mail-to address.</p> <p>(3) GSA Advantage GY/GZ series activity address codes (AAC) are not authorized for use in DoD requisitions/orders.</p> <p>(4) Activity identified in the requisition is not authorized as a requisitioning or bill-to activity.</p> <p>(5) A discretely identified DLMS bill-to activity used with Signal Code C or L does not correspond to the Fund Code to Billed DoDAAC Conversion Table.</p> <p>(6) Financial events associated with bill-to DoDAAC SC2410 must be initiated via DoD EMALL (indicating payment via purchase/credit card) and are otherwise invalid.</p> <p>(7) Unable to identify the discretely designated mark-for party DoDAAC or RIC.</p> <p>(8) If still required, submit a new requisition ²⁴ with valid data entries.</p> <p>(9) Notification of rejection due to lack of available funds or other criteria associated with the funds verification process. Provided in response to the internet ordering application's request for funds verification. The RIC-From associated with the internet ordering application used for submission of the requisition/referral order is identified in the DIC AE9. Rejection is provided by the DoD Component responding to the funds verification request under DoD and DoD Component-directed business rules, and not the DAAS or the Source of Supply.</p>
CY	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition ²⁵ that item.
CZ	Rejected. Subsistence item not available for resale. Reserved for troop issue only.

²³ Ibid.

²⁴ Ibid.

²⁵ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
C1	For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.
C2	Rejected. Security Assistance Program funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)
C3	Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.
C4	Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.
C5	Rejected. Requisitioner, upon inspection of materiel located in the DLA Disposition Services activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DLA Disposition Services and furnished to the appropriate status recipients.
C6	Rejected. Requisition is for commercial type item which is not authorized for supply under the Security Assistance Program. If unable to obtain desired item from commercial sources, submit a new requisition ²⁶ containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.
C7	Rejected. DIC indicates this is a remarks/exception data document. Source of supply has no record of receipt of remarks/exception data. If still required, submit a new requisition. ²⁷
C8	Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition ²⁸ for a quantity that is not less than that reflected in rp 76-80.
C9	Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition. ²⁹
DA	Rejected. Source of supply is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition ³⁰ with Advice Code 2A.

²⁶ Ibid.

²⁷ Ibid.

²⁸ Ibid.

²⁹ Ibid.

³⁰ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
DB	(1) Rejected. No valid contract registered at MCA. (2) Rejected. One or more of the following Service/Agency required data elements is missing or invalid: (1) call or order number, (2) manufacturing directive number (MDN), (3) contract line item number (CLIN).
DC	Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the ICP/IMM. Disposition on any remaining quantity will be communicated by separate status transaction. ³¹
DD	Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the ICP/IMM. This quantity will not be delivered. Disposition of materiel will be under appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction. ³²
DE	Canceled. Although shipment status (DIC AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DICs AFX and AFZ with Advice Code 37.)
DF	Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)
DG	Shipment confirmed. The quantity in the DIC AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DLA Disposition Services receipt of that quantity is on file. DLA Disposition Services action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)
DH	Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)

³¹ Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.

³² Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
DJ	Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity.
DK	Rejected. Your DIC APR transaction requesting reinstatement was received over 60 days after generation of the DIC AE_ transaction containing Status Code BS.
DL	Rejected. Your DIC APR transaction requesting reinstatement has been received. There is no record of a DIC AE_ transaction containing Status Code BS.
DM	Rejected. Your DIC APR transaction requesting reinstatement has been received. The DIC APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DIC AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29.
DN	Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.
DP	Rejected. The MAPAC does not exist in the DLM 4000.25, Volume 6 , as a valid ship-to and/or mail-to address. If still required, submit appropriate codes (s) and address(es) under the procedures of the military assistance program address directory (MAPAD). Upon confirmation the code (s) and address(es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.)
DQ	Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.
DR	Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.
DS	Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual).
DT	Free Issue denied; either the complete or partial quantity of a post-post requirement (includes DIC Code C0_, CQ_, D7_) is not authorized for free issue. Fund code and/or signal code corrected as noted. Adjust local fund obligation records.
DY	Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DIC AFY follow-up was submitted. (Use on DIC ASY.)

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
D1	Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DLA Disposition Services use only.)
D2	Rejected. Item requested is Brand Name Resale and is in short supply.
D3	Rejected. Activity did not respond to source of supply request for additional information.
D4	Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.
D5	Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition ³³ providing complete technical data (such as: Allowance Parts List (APL)/Allowance Equipment List (AEL), end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.
D6	Rejected. Manually prepared requisition contains unauthorized exception data.
D7	(1) Requisition modifier rejected because of errors in one or more data elements. (2) Requisition modifier may be rejected due to improper application of the RDD field and/or Priority Designator (PD). Check the original requisition RDD and PD data fields for compatibility with revised input. Resubmit with appropriate data.
D8	Rejected. (1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition ³⁴ on a DD Form 1348-6 furnishing intended application and complete justification for the item. (2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition ³⁵ with justification to the applicable Service ILCO. (3) Requisitioners associated with special programs (1 st position numeric-2 nd position alpha DoDAACs) must coordinate with their program sponsor/executive agent for authorization prior to re-requisitioning.

³³ Submit a new requisition using a new document number with a current ordinal date

³⁴ Ibid.

³⁵ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
PA	Item has arrived at the local industrial activity worksite and is ready for delivery to artisan. Applies to DLA/Navy industrial activity support procedures.
PC	Rejected. Unable to process requisition because the purchase/credit card exceeded its limit. Review records for corrective action and resubmit under new document number if still required.
PD	Item has been physically delivered to the artisan by the local industrial activity worksite. Applies to DLA/Navy industrial activity support procedures.
PF	Delayed shipment; item undergoing First Article Testing with the vendor. Failure to pass FAT will result in further delays.
PG	Rejected. Unable to process non-Federal requisition due to an unsuccessful purchase/credit card advance payment. Review records for corrective action and resubmit under new document number if still required.
PH	Rejected. Unable to process requisition due to unmatched purchase/credit card and order data within processing system. Resubmit under new document number if still required.
PJ	Rejected. Unable to process requisition due to systemic error/rejection from Pay.gov. Resubmit under new document number if still required.
PM	Mission support materiel (MSM) allocation notification. Provided in response to a requisition alert to indicate request for MSM has been processed by DLA and allocation of assets has occurred; no protection under the requisition alert document number has been applied. DLA will issue materiel upon receipt of a funded order. Applies to DLA/Navy industrial activity support procedures; not applicable for Fleet Readiness Centers (FRCs).
PP	Pre-protection or re-warehousing notification. Provided in response to a requisition alert or requisition to indicate that materiel is being moved from the local distribution depot to the industrial activity or re-identified to unit of use. For requisition alerts, materiel will be protected upon confirmation completion of this action. For requisitions, materiel will be sourced and issued to the customer upon confirmation completion of this action. Applies to DLA/Navy industrial support procedures.
PQ	Item has been protected at the local industrial activity worksite as a result of a requisition alert in support of a projected maintenance job. Applies to DLA/Navy industrial activity support procedures.
PS	Pre-shipment notification. Provided in response to a requisition alert or requisition to indicate that materiel is being sourced from another Service/Agency source of supply to DLA and will be protected upon receipt. The source of supply-provided ESD is included when available. Applies to DLA/Navy industrial activity support procedures

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

PW	Item is backordered. Request has been sent to an Engineering Support Activity for further support on this item. When available, the Engineering Support Activity Response Due Date is provided/extended (see rp 70-73 or DLMS DTM Segment, Qualifier 268).
SS	DLA supported requisition has been shipped. This status is only visible within DoD EMALL and other DLA systems; it is not transmitted via DLMS/MILSTRIP Supply Status transaction.

CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use the S series status codes on the DIC FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DICs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DIC FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DIC FTR.

<u>CODE</u>	<u>EXPLANATION</u>
CF	Rejected. Discrete values for the Standard Line of Accounting (SLOA) data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. (Use on DLMS 870M/DIC FTQ.)
EP	Customer DoDAAC and reparable item being returned or item being issued are Army Exchange Pricing relevant and no unserviceable return has been received associated with an issue. The specific monetary amount shows any billing differences that result from the status of the turn-in, i.e., delta amount (Standard Price minus Exchange Price). The status code is authorized for intra-Army use only in the legacy format 80 rp MILSTRIPtransaction DIC FTZ/DLMS Transaction 870M.
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non- stocked; disposition is authorized under local directives. (Use on DIC FTR.)
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new DIC FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)

<u>CODE</u>	<u>EXPLANATION</u>
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new asset report with a new document number. Otherwise, no action is required.
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SJ	Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ or FTR.)
SK	Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ and FTR.)
SM	Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SN	Rejected. Materiel reported not authorized for return. Asset reports directed to GSA are not authorized. (Use on DIC FTR and FTQ.)
SP	Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DIC FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DIC FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DIC FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or FT6.)
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DIC FTR.)

<u>CODE</u>	<u>EXPLANATION</u>
TD	<p>Not returnable.</p> <p>(1) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status.</p> <p>(2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DIC FTR.)</p>
TE	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow. (Use on DIC FTR.)
TF	Materiel received. Status being investigated. (Use on DIC FTR.)
TG	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TH	Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DIC FTR or DIC FT6.)
TJ	Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or DIC FT6.)
TK	Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TL	Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DIC FTZ.)
TM	Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DIC FTZ.)
TN	Materiel received. Credit authorized for quantity in rp 25-29. (Use on DIC FTZ.)
TP	Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DIC FTZ.)
TQ	Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DIC FTZ.)

<u>CODE</u>	<u>EXPLANATION</u>
TR	DIC FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DIC FTD.)
TT	Materiel received and in process of inspection and classification. DIC FTZ will be provided upon completion. (Reply to DIC FTT.) (Use on DIC FTR.)
TU	Materiel not received. (Reply to DICs FTT and FTP.) (Use on DICs FTR and FTB.)
TV	Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DIC FTZ.)
TW	Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DIC FTB.)
TX	Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DIC FTP.) (Use on DIC FTB.)
TY	DIC FTZ generated on document number cited indicated no credit authorized for return. (Reply to DIC FTP.) (Use on DIC FTB.)
TZ	Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DIC FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DIC FTQ.)
T1	Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DIC FTZ.)
T3	DIC FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DIC FTC submitted, as appropriate. (Use on DIC FT6.)
T4	Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to Defense Industrial Plant Equipment Center (DIPEC) (SE 4300) under DLAM 4215.1/AR 700.43/NAVSUP PUB 5009/AFR 78-9 .
T5	Deleted. (Use TZ.)
T6	DIC FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DIC FTR.)
T7	FSC has been changed by the ICP in rp 4-6. (Use on DIC FTR.)
T9	Part-numbered materiel reported is not authorized for return. DIC FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DIC FTQ.)

AP3.25. APPENDIX 3.25

REDISTRIBUTION ORDER

RECORD		
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A2_.
Routing Identifier Code To	4-6	Enter RIC of the source to which the document is directed.
Media and Status	7	Enter the M&S code.
Stock or Part Number	8-22	Enter the NSN or part number.
Unit of Issue	23-24	Enter the U/I.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number assigned by the preparing activity.
Demand/ Suffix ¹	44	<i>For intra-DLA, enter suffix code, if appropriate; all others leave blank.</i>
Supplementary Address	45-50	Enter the SUPADD of the consignee.
Signal	51	Enter the signal code, as appropriate.
Fund	52-53	Enter the fund code, if appropriate.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.

¹ ***Suffix Code authorized for intra-DLA use in support of Industrial Product-Support Vendor (IPV) program. Refer to ADC 1152.***

FIELD LEGEND	RECORD	
	POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter the project code, when applicable.
Priority	60-61	Enter the priority designator.
Required Delivery Date/Required Delivery Period ²	62-64	Normally left blank. Enter three-position ordinal day when conditions meet prescribed requirements.
Advice	65-66	Use an advice code to convey instructions to the supply source. When code is not required leave blank.
Date of Receipt of Order	67-69	Leave blank on submission. Processing points will enter date of receipt.
Ownership	70	Enter ownership code, as appropriate.
Supply Condition	71	Enter supply condition code, as appropriate.
System Management	72-73	Enter system management codes applicable to this transaction.
Routing Identifier Code From	74-76	Enter the RIC of initiating activity.
Inventory Control Data	77-80	Enter inventory control codes as prescribed.

²Use of Required Delivery Period (RDP) for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.