



LOGISTICS AND
MATERIEL READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
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DLM 4000.25-1, December 14, 2016
Change 8

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 8

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. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 8 include the following: "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office, abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses, occurrences of "shall" are changed to "will" per a style change for DoD issuances, "Defense Logistics Management System" is updated to "Defense Logistics Management Standards", "DoDM 4140.1-R" is updated to "DoDM 4140.01", in accordance with General Order No. 07-15 (09/14/2015), references to "DLA Transaction Services" are changed to "Transaction Services" and "DLA Logistics Information Services" to "Logistics Information Services", page number formats in the "front matter" (Table of Contents, Process Change History page, etc.) of the manual have been revised, and minor typographical and similar editing errors in previous versions have been corrected.

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

A. ADC 1161 dated August 1, 2016. Updates Uniform Procurement Instrument Identifier Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manual. Updates DLMS procedures to accommodate the procurement instrument identifier (PIID) numbering system required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms, Definitions and Terms, Chapters 3, 4, 11, Appendices 3.2, 3.4, 3.9, 3.11, 3.22, 3.23, and 3.24.

B. ADC 1169 dated April 25, 2016. Approves denial scenarios when a materiel release order or disposal release order identifying a Product Quality Deficiency Report (PQDR) exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located and expands the definition of Management Code Q to explain why the denial occurred. Revises Chapter 3.

C. ADC 1206, dated July 27, 2016. Establishes the requirement for transportation account code (TAC) validation prior to shipment of cargo by transportation as part of the retail supply and transportation interchange procedures prescribed in DLM 4000.25, DLMS Volume 3, Chapter 2. Revises Appendix 2.17.

D. ADC 1207 dated August 4, 2016. Establishes a new shipment hold code to flag materiel frozen by the DLA Disposition Services Field Office for redistribution to another field office. This information will be conveyed in the DLMS Implementation Convention (IC) 945A Materiel Release Confirmation (MRC) and sent to DLA Disposition Services. Deletes the unused disposal consolidation number data element and its associated business processes. Revises Appendix 2.17.

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

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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.

for 

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

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 support 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 (JRIIMM). 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	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.	0
317	2/17/2009	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).	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 Repairable. The purpose of this change is to map the Navy’s current billing transactions for depot level reparable (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	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.	3
384A	4/7/2011	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.	0
384B	10/7/2011	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.	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	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.	0
455	2/7/2012	**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.	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	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.	5
1011	8/13/2012	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.	1

ADC Number	Date	Change Description	Version
1014	8/17/2012	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.	1
1014A	11/5/2013	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.	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	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.	3
1062	6/20/2013	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.	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	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.	4
1075	1/17/2014	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.	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	Revised Procedures for Management Control Activity (MCA) Validation of Government Furnished Materiel (GFM)/Contractor Furnished Materiel (CFM) Requisitions and Contractor DoDAAC Assignment. 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.	7
1132	15-Jun-15	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.	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

ADC Number	Date	Change Description	Version
1161	8/1/2016	Update Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals. Updates Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals. Updates DLMS procedures to accommodate the procurement instrument identifier (PIID) numbering system as required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises MILSTRIP Abbreviations and Acronyms, MILSTRIP Definitions, Chapter 3, Requisition Processing and Related Actions; Chapter 4, Status; Chapter 11, Contractor Access to Government Sources of Supply; Appendix 3.2, A0_, AM_ Requisition; Appendix 3.4, A02, A0B Non-National Stock Number Requisition (Mechanical); Appendix 3.9, ACM, ACP Source of Supply Cancellation (Direct Delivery from Procurement); Appendix 3.11, AB_ Direct Delivery Notice; Appendix 3.22, AMF, AMP Document Modifier (Inventory Control Point to Procurement); Appendix 3.23, A3_ Passing Order; and Appendix 3.24, A4_ Referral Order/Lateral Redistribution Order for Retail Assets.	8
1169	4/25/2016	DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits. Approves denial scenarios when a materiel release order or disposal release order identifying a Product Quality Discrepancy Report (PQDR) exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located and expands the definition of Management Code Q to explain why the denial occurred. Revises MILSTRIP Table of Contents and Chapter 3, Requisition Processing and Related Actions.	8

ADC Number	Date	Change Description	Version
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
1206	7/27/2016	Transportation Account Code (TAC) Validation in the Retail Supply and Transportation Interchange and Creation of New Shipment Hold Code S (Supply/Transportation). Establishes the requirement for transportation account code (TAC) validation prior to shipment of cargo by transportation as part of the retail supply and transportation interchange procedures prescribed in DLM 4000.25, Volume 3, Chapter 2. Revises Appendix 2.17, Shipment Hold Codes.	8
1207	8/4/2016	Intra-DLA Revisions to DLMS 945A Materiel Release Confirmation and Associated Procedures to Support Relocation of Materiel between DLA Disposition Services Field Offices (Disposal). Establishes a new shipment hold code to flag materiel frozen by the DLA Disposition Services Field Office for redistribution to another field office. This information will be conveyed in the DLMS 945A Materiel Release Confirmation (MRC) and sent to DLA Disposition Services. Deletes the unused Disposal Consolidation Number data element and its associated business processes. Revises Appendix 2.17, Shipment Hold Codes.	8
1233	8/4/2016	Administrative Update to the Defense Logistics Manual (DLM) 4000.25 Series of Manuals Front Matter Page Numbering and Definitions for DLMS Supplement and Implementation Convention. Revises the page numbering of the “front matter” (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.	8

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REFERENCES¹

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

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

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

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

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

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

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

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

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

Document

DoDI 4140.01 DoD Supply Chain Materiel Management Policy, December 14, 2011

Foreign Military Sales (FMS) Act of 1968

Arms Export Control Act (AECA) of 1976, as amended

DLM 4000.25, "Defense Logistics Management Standards (DLMS)"

DTR 4500.9-R, "Defense Transportation Regulation"

AR 55-38/NAVSUPINST 4610.33C/AFR 75-18/MCO P4610.19D/DLAR 4500.15,
"Reporting of Transportation Discrepancies in Shipments"

DoDI 3110.5, "Material Condition Reporting for Mission-Essential Systems and Equipment"

DoD 4160.21-M-1, "Defense Demilitarization Manual"

Federal Property Management Regulations Subchapter H, Part 101-43, "Utilization of Personal Property," July 1, 1994

DoDD 5100.76, "Physical Security Review Board"

¹ Online sources are identified when known.

DoD 5105.38-M, "Security Assistance Management Manual"

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Military Standard 129, "[Military Standard Marking for Shipment and Storage](#),"
September 19, 2007

DLM 4000.25-2, "Military Standard Transaction Reporting and Accountability
Procedures (MILSTRAP)"

Federal Property Management Regulations Subchapter E, Subpart 101-26.3, Section
101-26.311, "Frustrated Shipments"

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27.505, "Notice to Activity", July 1, 1994

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101.26.2, "Federal Requisitioning Systems"

Technical Publication, "Supply Management of Nuclear Weapons Materiel,"
DOE-DTRA TP100-1, Navy SWOP 100-1, Army TM 39-100-1, Air Force TO 11N-100-1
January 18, 1979

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DoD 4140.27-M, "Shelf-Life Item Management Manual"

Foreign Assistance Act of 1961, as amended

Public Law 95-384

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Public Law 96-92, October 29, 1979

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

DoD 7000.14-R, Vol 11B, "Department of Defense Financial Management Regulations"

DoD 4160.21-M, "Defense Materiel Disposition Manual"

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

DEFINITIONS

ADVICE CODE. A coding structure for the purpose of transmitting instructions considered by the creators of requisitions to be essential to the desired supply action. Insertion of advice codes is at the discretion of the initial document creator.

ASSEMBLAGE IDENTIFICATION NUMBER. AIN is a 2-position numeric ranging from 01-20 and is the second level identifier for medical and industrial kits/sets. It is system generated at the build manager level based on the number of kits required.

BILL OF MATERIAL (BOM). A list of raw materials/component parts, etc. and at the quantities of each needed to assemble/manufacture/repair an end item or final product.

BUILD DIRECTIVE NUMBER. BDN is a 4-position alphanumeric value used to identify a specific build order of a medical/industrial kit. It is system generated at the build manager level and serves as the first level identifier.

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

CONSIGNEE. The recipient (unit, depot, or person) to whom cargo is addressed or consigned for final delivery. (Activity that is receiving the product).

CONSIGNOR. The person or activity that is the supplier or shipper of a product.

CONTRACTOR-FURNISHED MATERIEL. CFM is materiel that the contractor is contractually required to provide. The supply source for CFM may be the commercial market or the federal supply system when authorized in the contract.

COUNTRY CODE. 1) Identifies the geopolitical entities, names, and codes (GENC) standard. The GENC Standard is the U.S. Government profile of ISO 3166 (parts 1 and 2) names and code elements, with modifications only where necessary to comply with U.S. law and U.S. Government recognition policy. The authoritative Source for GENC Country Codes is the [Geopolitical Entities, Names, and Codes \(GENC\) Registry](#).

2) Country used for distribution and the physical location used for clear text addressing under DLMS.

COUNTRY REPRESENTATIVE/FREIGHT FORWARDER CODE. A code to identify the CR and/or FF authorized to received documentation and/or shipment for FMS transactions.

DATA ELEMENT IDENTIFIER (DEI). A type of data qualifier used in the ANSI MH10.8.2 Format Header 07 to describe authorized DoD data elements.

DATA IDENTIFIER (DI). A type of data qualifier used in the American National Standards Institute for Material Handling (ANSI MH10.8.2) Format Header 06 to identify authorized ANSI data elements.

DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE. A distinctive code assigned to identify specific units, activities, and/or organizations. The first position indicates the Component or other Government element of ownership or sponsorship. The remaining five positions are assigned under established products by the Service point of the participating Component.

DISPOSAL AUTHORITY CODE. A code entered on disposal related documentation to indicate that the item(s) being transferred to the DLA Disposition Services Field Office is authorized to be transferred to disposal because of instruction of the ICP/IMM relayed through the MRP or other proper authority.

DISTRIBUTION CODE. A code that indicates which activity will receive 100 percent supply status as well as other management data.

DISTRIBUTION SYSTEM. That complex of facilities, installation, methods. Patterns, and procedures designed to receive, store, maintain, distribute, and control the flow of materiel between the point of receipt into a Military supply system and the point of issue to a post, camp, station, base, or equivalent.

DOCUMENT IDENTIFIER CODE. A means of identifying a given product (i.e., requisition, referral action, status document, follow-up, cancellation) to the system to which it pertains and further identifies such data as to its intended purpose and usage and the operations dictated.

DOCUMENT NUMBER.¹ A unique reference number assigned to a requisition or a release/receipt document in order to identify the transaction throughout the logistics system and for the life of the transaction unto; its retirement is authorized in official audit reports. The first six positions are the DoDAAC of the reporting activity; the next four positions are the year and three position numerical day of the year; the next position is the utilization code; and the last three positions are the activity serial number.

DoD EMALL. An Internet-based electronic mall designed to make it easier for customers to place and track orders and pay for products. For additional information access the DoD EMALL at <https://dod-email.dla.mil/acct/>.

FOLLOW-UP. Inquiry originated by an authorized source requesting the status of a previously submitted document.

FOREIGN MILITARY SALES. The transfer of materiel, supplies, equipment, services, or any other support for cash or credit by a DoD Component to a foreign government or international organization as authorized by the FMS Act of 1968. FMS includes CLSSAs.

FOREIGN MILITARY SALES CASE DESIGNATOR. A unique designator within a single country assigned by the implementing Service to each FMS case, consisting of a three position alpha/numeric code to identify a specific offer to a country. The first position will always be alphabetic and the second and third positions may be alphabetic or numeric. This designator stays with and identifies the sale or offer of a sale.

¹ This is referenced as the document number under the Defense Logistics Management Standards (DLMS).

FOREIGN MILITARY SALES OFFER RELEASE OPTIONS.² Methods by which countries participating in the FMS program advise supply sources by coded entry on requisitions whether or not prior notice to the freight forwarder or country representative (FF/CR) is required before release of materiel shipments. The type of offer release option will be determined as a result of negotiations between the CR and the Service at the time case agreement is reached and will prescribe actions required in regard to shipments against the case except when the shipping activity determines a need for added protection and/or controls covered under Chapter C6, paragraph C6.11.

1. Type A. Shipments are to be released automatically by the shipping activity without advance notice.

2. Type X. The U.S. Service and the CR have agreed that the:

a. U.S. Service will sponsor the shipment to a country address. Under this agreement Block 34 (FF/CR code) of the DD Form 1513 must contain "X" and a mark-for code must be entered in Block 33. The MAPAD must contain the mark-for code and addresses for each type of address required; such as, parcel post, freight, and documentation.

b. Shipments are to be made to an assembly point or staging area as indicated by clear text instructions on exception requisitions. Under this agreement block 34 of the DD Form 1513 must contain "W." A mark-for code may be entered in Block 33 and the MAPAD must contain the mark-for code if the mark-for address is to be used on the shipment to the assembly point or staging area.

3. Type Y. Advance NOA to the FF/CR is required before release of shipments, but shipment may be released automatically if release instructions are not received by the shipping activity within 15 days subsequent to the date of the NOA.

4. Type Z. Advance NOA to the FF/CR is required before release of shipment and specific release/shipping instructions must be received by the shipping activity before shipment may be made.

GOVERNMENT FURNISHED MATERIEL (GFM). Materiel in the possession of, or acquired by, the Government and later delivered or otherwise made available to a contractor. GFM is property that may be incorporated into or attached to a deliverable end item or that may be consumed or expended in performing a contract. GFM includes assemblies, components, parts, raw and processed materials, and small tools and supplies that may be consumed in normal use in performing a contract.

GRANT AID. Military assistance rendered under the authority of the FAA for which the United States receives no dollar reimbursement.

INTERNATIONAL LOGISTICS CONTROL OFFICE. The central U.S. Service control point in CONUS that monitors requisitions and related transactions for the FMS Grant Aid.

LATERAL REDISTRIBUTION ORDER (LRO). An order by the ICP/IMM to redistribute retail stock identified through an Inter- or Intra-Service retail asset visibility system.

² See DSCA 5105.38-M for additional data concerning the use of these codes and complete instructions for preparing the DoD Offer and Acceptance.

MANAGEMENT CONTROL ACTIVITY. DoD Component/activity designed to initially receive and effect control over Service initiated and contractor initiated requisitions for GFM which would be supplied from the wholesale system.

MATERIEL RELEASE CONFIRMATION. A notification from a storage site advising the originator of an MRO release order of the positive action taken on the order. Will also be used, with appropriate shipment status DI codes, as a reply to a follow-up initiated by the ICP.

MATERIEL RELEASE DENIAL. A notification from a storage site advising the originator of an MRO of negative (warehouse refusal) action on the order.

MATERIEL RELEASE ORDER. An order issued by an accountable supply system manager (usually an ICP or accountable depot) directing a non-accountable activity (usually a storage site or materiel drop point) within the same distribution complex to release and ship materiel.

MILITARY ASSISTANCE PROGRAM ADDRESS DIRECTORY. DLM 4000.25 Volume 6 Chapter 3, containing addresses of freight forwarders, country representatives (CR), and/or customers-within-country required for releasing FMS Grant Aid shipments and related documentation.

MILITARY ASSISTANCE SERVICE FUNDED PROGRAM. Programs, which, by their nature, are FMS and Grant Aid except that the funding source is a DoD appropriation.

NOTICE OF AVAILABILITY. The document by which the U.S. shipping installation will notify the designated FMS CR/FF that the materiel is ready for shipment and, where appropriate, that the shipment requires an export release under the provisions of AR 55-355 et al.

PASSING ACTIONS (GENERIC TERM). A general term identifying the transactions associated with materiel demands within the supply distribution system. This term is applicable when forwarding materiel demands from the initial source of supply to the ultimate source of supply.

PASSING ORDER. An order used to pass an erroneously routed requisition to the appropriate depot or distribution point, and to pass a requisition from one distribution system to another.

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

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

QUANTITY RESTRICTION. A restriction in quantity on a single requisition to limit the number of shipment units to 25 each to accommodate structure if MILSTRIP TCNs only. Quantity restriction is applied to requisitions constituting volume shipments of equipment as specified by the Services. For example, wheeled/tracked and other items of equipment when a unit of issue of one each constitutes a single shipment unit. (Applicable to FMS only.)

REDISTRIBUTION ORDER. An order issued by a responsible IMM to an accountable supply distribution complex directing release of materiel to another supply distribution activity within the same supply complex. 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.

REFERRAL ORDER. An order used between supply sources and distribution systems for the purpose of passing requisition or continued supply action when the initial activity cannot fill the demand.

REPORTING ACTIVITY. A Service activity, which has reported materiel to an ICP/IMM.

REQUIRED AVAILABILITY DATE. A numerical day of the year, which specifies when, end items and concurrent spare parts are committed to be available for transportation to an FMS Grant Aid recipient.

REQUIRED DELIVERY DATE. A three-position numerical day of the year specifies when materiel is actually required to be delivered to the requisitioner, and is always earlier or later than the computed SDD. An RDD cannot exactly equal a computed SDD.

REQUIRED DELIVERY PERIOD. A period of time, which specifies the earliest and last acceptable date materiel, can be delivered (applies to conventional ammunition requisitions only).

SECURITY COOPERATION (SC) CUSTOMER CODE. A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.

SHIPPING ACTIVITY. A Component activity that originates shipments and plans, assembles, consolidates, documents, and arranges for movement of materiel.

STANDARD DELIVERY DATE. The maximum ending calendar date by which normal processing and shipping in the logistics system will permit receipt and recording of the materiel by the consignee.

SUBSISTENCE TYPE OF PACK CODE. Entered only in subsistence requisitions to indicate the required “level of pack” to be applied to shipments of perishable and nonperishable subsistence. (See also Appendix 2.20.)

SUPPLEMENTARY ADDRESS. The activity address of a customer when the recipient of materiel and/or the billing activity is other than the requisitioner address.

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

SUPPLY SOURCE. The Component installations or activities in their respective distribution systems designated to receive and process requisitions and related transactions; for example, the ICP, DLA Supply Chains, IMM, stock point, or depot.

TRANSCOM REFERENCE DATA MANAGEMENT (TRDM). A utility for managing transportation reference tables utilized by various DoD systems. It distributes the data to systems using a variety of methods according to individual system requirements and has an application for entering data.

THEATER. The geographical area outside the continental United States for which the commander of a unified or specified command has been assigned military responsibility.

UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM. A system to ensure that requirements are processed under the mission of the requiring activity and the urgency of need, and to establish maximum uniform requisition processing and materiel movement standards. (The criteria for application of UMMIPS are prescribed in DoDM 4140.01) (See also Appendix 2.14.)

UNIQUE ITEM TRACKING (UIT). A program within DoD for tracking selected items to maintain visibility of each uniquely identified asset for the primary purpose of inventory control and/or engineering analysis.

UNIQUE ITEM IDENTIFIER (UII). An identifier used in unique item tracking programs to uniquely identify an individual asset used within DoD. The UII may be derived from a DoD recognized IUID equivalent [e.g., Vehicle Identification Number (VIN)] or a composite structure defined by the DoD [refer to Concatenated UII Construct 1 and Concatenated UII Construct 2]. Formation of the UII relies upon two primary methods of serialization: (1) Serialization within the enterprise and (2) Serialization within the original part number of the enterprise. Refer to OSD policy and supporting documentation for specific guidance at <http://www.acq.osd.mil/dpap/pdi/uid/index.html>.

1. Concatenated UII Construct 1. This is a concatenated UII based upon serialization within the enterprise. The concatenated UII Construct 1 contains the Issuing Agency Code, Enterprise Identifier, and serial number.

2. Concatenated UII Construct 2. This is a concatenated UII based upon serialization within the part, lot or batch number within the enterprise. The concatenated UII Construct 2 contains the IAC, EID, original part number, lot or batch number, and the serial number.

MILSTRIP ABBREVIATIONS AND **ACRONYMS**

ABBREVIATION OR ACRONYM	DEFINITION
AAC	Activity Address Code
ADC	Approved DLMS Change
ADP	Automatic Data Processing
ADPE	Automatic Data Processing Equipment
AECA	Air Export Control Agreement
APL/AEL	Allowance Parts List/Allowance Equipment List
AFAO	Approved Force Acquisition Objective
AFLC	Air Force Logistics Center
AFR	Air Force Regulation
AIN	Assemblage Identification Number
AMARC	Aerospace Maintenance and Regeneration Center
AMC	Army Materiel Command
AMCL	Approved MILSTRIP Change Letter
ANMCS	Anticipated Not Mission Capable Supply
APL	Automated Packing List
APO	Army/Air Force Post Office
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
ASC	Accredited Standards Committee
BL	Bill of Lading
BDN	Build Directive Number
BRAC	Base Realignment and Closure
CAGE	Contractor and Government Entity
CASREP	Casualty Report (Navy)
CBL	Commercial Bill of Lading

ABBREVIATION OR ACRONYM	DEFINITION
CCP	Consolidation and Containerization Point
CFM	Contractor-Furnished Materiel
CIIC	Controlled Inventory Item Code
CIN	Company Identification Number
CIRS	Contractor inventory Redistribution System
CJCS	Chairman, Joint Chiefs of Staff
CLN	Case Line Number
CLPSC	Cooperative Logistics Program Support Code
CLSSA	Cooperative Logistics Supply Support Arrangement
COMSEC	Communications Security
CONUS	Continental United States
CR	Country Representative (FMS)
CSI	Critical Safety Item
CWT	Customer Wait Time
DAAS	Defense Automatic Addressing System
DAMES	DLA Transaction Services Automatic Message Exchange System
DCS	Defense Courier Service
DDMS	DLA Distribution Mapping System
DEI	Data Element Identifiers
DFARS	Defense Federal Acquisition Regulation Supplement
DFAS	Defense Finance and Accounting Service
DISN	Defense Information Systems Network
DESEX	Defense Supply Expert System
DI	Data Identifier
DIC	Document Identifier Code
DIELOG	DLA Transaction Services Integrated Email Logistics
DIPEC	Defense Industrial Plant Equipment Center
DLA	Defense Logistics Agency

ABBREVIATION OR ACRONYM	DEFINITION
DLAR	Defense Logistics Agency Regulation
DLIS	Defense Logistic Information Service
DLMS	Defense Logistics Management Standards
DLSS	Defense Logistics Standard Systems
DMISA	Depot Maintenance Inter-Service Support Agreement
DMS	Defense Message System
DoD	Department of Defense
DoDAAC	Department of Defense Activity Address Code
DoDAAD	Department of Defense Activity Address Directory
DoDAAF	Department of Defense Activity Address File
DoDD	Department of Defense Directive
DoDI	Department of Defense Instruction
DOE	Department of Energy
DRC	Disposal Release Confirmation
DRD	Disposal Release Denial
DRO	Disposal Release Order
DSAMS	Defense Security Assistance Management System
DSN	Defense Switched Network
DSS	Distribution Standard System
DTID	Disposal Turn-In Document
DTR	Defense Transportation Regulation
DTRA	Defense Threat Reduction Agency
DTS	Defense Transportation System
DVD	Direct Vendor Delivery
DWCF	Defense Working Capital Fund
EDD	Estimated Delivery Date
EMALL	Electronic Mail
ESD	Estimated Shipping Date

ABBREVIATION OR ACRONYM	DEFINITION
ETA	Estimated Time of Arrival
FAA	Federal Aviation Administration
F/AD	Force or Activity Designator
FEDSTRIP	Federal Standard Requisitioning and Issue Procedures
FF	Freight Forwarder
FF&V	Fresh Fruits and Vegetables
FLIS	Federal Logistics Information System
FMS	Foreign Military Sales
FMSO	Foreign Military Sales Order
FPMR	Federal Property Management Regulation
FSC	Federal Supply Classification
FSCAP	Flight Safety Critical Aircraft Part
FSG	Federal Supply Group
GBL	Government Bill of Lading
GFM	Government Furnished Materiel
GSA	General Services Administration
HM	Hazardous Materiel
HW	Hazardous Waste
IAC	Issuing Agency Code
ICP	Inventory Control Point
ICS	Intransit Control System
ILCO	International Logistics Control Office
IMM	Integrated Materiel Manager
IMSP	Inventory Management and Stock Position
IPE	Industrial Plant Equipment

ABBREVIATION OR ACRONYM	DEFINITION
IPG	Issue Priority Group
IRRD	Issue Release/Receipt Document
I&S	Interchangeability and Substitutability
IUID	Item Unique Identification
JANAP	Joint Army, Navy, and Air Force Publication
JCS	Joint Chiefs of Staff
LOA	Letter of Offer and Acceptance
LOGDRMS	Logistics Data Resources Management System
LOGMARS	Logistics Marking and Reading Symbols
LRO	Lateral Redistribution Order
MACOM	Major Command
MAPAD	Military Assistance Program Address Directory
MASF	Military Assistance Service Funded
MCA	Management Control Activity
MCO	Marine Corps Order
MDN	Manufacturing Directive Number
MEBS	Mapping Enterprise Business System
MICAP	Mission Impaired Capability Awaiting Parts (USAF)
MRE	Meals-Ready-To-Eat
MILSBILLS	Military Standard Billing System
MIL-STD	Military Standard
MILSTRAP	Military Standard Transaction Reporting and Accounting Procedures
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartmental Purchase Request
MOM	Military Official Mail
MOV	Materiel Obligation Validation
MPC	Materiel Processing Center (Navy)

ABBREVIATION OR ACRONYM	DEFINITION
MRA	Materiel Receipt Acknowledgement
MRC	Materiel Release Confirmation
MRD	Materiel Release Denial
MRO	Materiel Release Order
MRP	Materiel Returns Program
M&S	Media and Status
NAMSA	NATO Maintenance and Supply Agency
NATO	North Atlantic Treaty Organization
NAVILCO	Navy International Logistics Control Office
NAVSUPINST	Navy Supply Instruction
NCB	National Codification Bureau
NHPLO	NATO Hawk Production and Logistics Office
NIIN	National Item Identification Number
NIMSC	Non-consumable Item Materiel Support Code
NMCS	Not Mission Capable Supply
NMFC	National Motor Freight Classification
NOA	Notice of Availability
NSN	National Stock Number
OASD	Office of the Assistant Secretary of Defense
OCONUS	Outside Continental United States
OSD	Office of the Secretary of Defense
PBL	Performance Based Logistics
PCH&T	Packing, Crating, Handling, and Transportation
PD	Priority Designator
PEC	Production Equipment Code
PICA	Primary Inventory Control Activity

ABBREVIATION OR ACRONYM	DEFINITION
PIID	Procurement Instrument Identifier
PIIN	Procurement Instrument Identification Number
POD	Port of Debarkation
POE	Port of Embarkation
PRC	Process Review Committee
PRN	Purchase Request Number
PWRMS	Pre-positioned War Reserve Materiel Stock
PWRR	Pre-positioned War Reserve Requirement
RAD	Required Availability Date
RCN	Record Control Number
RDD	Required Delivery Date
RDO	Redistribution Order
RDP	Required Delivery Period
RFID	Request for Implementation Date
RHF	Requisition History File
RIC	Routing Identifier Code
ROK	Republic of Korea
ROP	Reorder Point
RP or rp	Record Position or record position
RRAM	Real-time Reutilization Asset Management
S/A	Service/Agency
SAO	Security Assistance Organization
SAP	Security Assistance Program
SC	Security Cooperation
SCA	Stock Control Activity
SCC	Supply Condition Code
SDD	Standard Delivery Date

ABBREVIATION OR ACRONYM	DEFINITION
SDDC	Military Surface Deployment and Distribution Command
SDR	Supply Discrepancy Report
SEAVAN	Commercial or Government-Owned (or leased) Shipping Container
SECNAVINST	Secretary of the Navy Instruction
SED	Shipper's Export Declaration
SF	Standard Form
SICA	Secondary Inventory Control Activity
SLOA	Standard Line of Accounting
SMCA	Single Manager for Conventional Ammunition
SOS	Source of Supply
SRC	Shipment Release Code
SSA	Supply Support Arrangement
SD&D	Supply Storage and Distribution (Retail BRAC)
SUPPADD	Supplementary Address
SWOP	Special Weapons Ordnance Publication
TAC	Transportation Account Code
TAC	Type Address Code
TAV	Total Asset Visibility
TCMD	Transportation Control and Movement Document
TCN	Transportation Control Number
TDD	Time Definite Delivery
TDR	Transportation Discrepancy Report
TM	Technical Manual
TO	Technical Order
TP	Technical Publication
TSDC	Transportation to Supply Documentation Correlation
UFC	Uniform Freight Classification

ABBREVIATION OR ACRONYM	DEFINITION
U/I	Unit of Issue
UMMIPS	Uniform Materiel Movement and Issue Priority System
UND	Urgency of Need Designator
UII	Unique Item Identifier
UIT	Unique Item Tracking
UPS	United Parcel Service
U.S.	United States
USAF	United States Air Force
USASAC	United States Army Security Assistance Center
USMFT	U.S. Message Text Format
USML	United States Munitions List
USPS	United States Postal Service
WPOD	Water Port of Debarkation
WPOE	Water Port of Embarkation
XML	eXtensible Markup Language

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](#), Volume 8, "DoD Supply Chain Materiel Management Procedures: Materiel Data Management and Exchange", February 10, 2014. For subsistence requisitions, the assigned RDD is the primary processing criterion, while the assigned PD dictates the precedence of internal supply processing action for requisitions reflecting identical

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

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

C3.15.5. MROs directing the return of Product Quality Deficiency Report (PQDR) exhibits will include the PQDR report control number (RCN), if available, in the exception narrative.⁸

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. Sources of supply 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.

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

⁸ **ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.**

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.

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).⁹

C3.17.3. Materiel Release Denial (MRD) for PQDR Exhibits¹⁰

C3.17.3.1. DLA storage activities will prepare the MRD and send it to the source of supply for PQDR exhibits when the MRO containing the PQDR RCN does NOT match any of the RCNs on the storage activity RCN table at MRO allocation.

C3.17.3.2. When the MRO contains the PQDR RCN and the RCN DOES match an RCN on the storage activity RCN table, but the RCN in the bin location is not the expected RCN for the MRO, the DLA storage activity will prepare a MRD.

C3.18. STORAGE ACTIVITY DENIALS OF MATERIEL RELEASES FOR INDUCTION TO MAINTENANCE¹¹

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

⁹ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁰ **ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.**

¹¹ See AMCLs 12 and 43.

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.¹²

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 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

¹² For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 will contain 888.

(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:¹³

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.

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 follow-ups 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 follow-up 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.

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

C3.21.4.3. 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 follow-ups 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 follow-up 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 follow-ups 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.¹⁴

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).

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.^{15 16}

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:^{17,18}

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

¹⁴ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁵ Revised requisition modifier procedures last reported as not implemented by the U.S. Marine Corps (USMC). Refer to AMCL 123C.

¹⁶ Requisition modifier status last reported as not implemented by USAF and USMC. Refer to AMCL 143.

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

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

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.¹⁹

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.²⁰

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.

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

²⁰ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

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.²¹

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

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 Defense Logistics Management Standards Website <https://www.dlms.dla.mil/CertAccess/SvcPointsPOC/allpoc.asp>, for

²¹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

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, BP²², BZ, and BV.

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

²² Staggered implementation authorized. Refer to ADC 93A.

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 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.²³

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.

²³ Deferred implementation authorized pending logistics system modernization.

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 identifier (PIID)²⁴** or purchase request number (PRN) will be dependent upon whether a **PIID** 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.

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 **PIID**, 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:

²⁴ Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.

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.)²⁵

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 \$200.²⁶

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.

²⁵ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

²⁶ 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.

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 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 supply 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.²⁷

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:

²⁷ Procedures, formats, and codes for requisitioning materiel from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

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 "DoD Supply Chain Materiel Management Procedures", February 10, 2014 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 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 OFFICES²⁸

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 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.

²⁸ 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.

C3.39 DIRECTING MATERIEL TO DLA DISPOSITION SERVICES²⁹

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. ***DROs directing the disposal of PQDR exhibits will include the PQDR RCN, if available in the exception narrative.***³⁰

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,

²⁹ Ibid.

³⁰ ***ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.***

the confirmation will be processed offline. ARJ/K/L transactions will be prepared and transmitted on the day material 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).

C3.39.1.4.1. DRDs 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.

C3.39.1.4.2. DRDs for PQDR Exhibits³¹

C3.39.1.4.2.1. DLA storage activities will prepare the DRD and send it to the source of supply for PQDR exhibits when the DRO containing the PQDR RCN does NOT match any of the RCNs on the storage activity RCN table at DRO allocation.

C3.39.1.4.2.2. When the DRO contains the PQDR RCN and the RCN DOES match an RCN on the storage activity RCN table, but the RCN in the bin location is not the expected RCN for the DRO, the DLA storage activity will prepare a DRD.

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

³¹ *Ibid.*

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 follow-up 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 of 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 SERVICES³²

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 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

³² 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.

reported to the IMM prior to DTID preparation, as required, per DoDM 4140.01. 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 materiel 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 or DTID number and suffix citing Utilization Code T in the

first position of the serial number.³³ 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)

³³ 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 follow-ups 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 DLA 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 follow-ups 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	1. If blank, reject. 2. If incorrect, research to determine³⁴ whether the stock number has changed (e.g., FSC changed to match the NIIN). As a result of the review, take action as follows: 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. ³⁵
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. ³⁶
Serial	Reject.

³⁴ This edit does not apply to U.S. Navy (USN) supply sources.

³⁵ 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.

³⁶ 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 ³⁷	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	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. 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. 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. 4. Image and post-post transactions will not be rejected.
Distribution	Process as blank.
Project	1. Process as blank. 2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD.³⁸
Priority Designator ³⁹	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. 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. 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. 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. 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. 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. 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. 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. 9. For all other conditions, if PD is not 01-15, enter PD 15.

³⁷ This data element is referred to as Supplemental Data under the DLMS.

³⁸ Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USMC. Refer to AMCL 9.

³⁹ 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 ⁴⁰ Required Delivery Date (cont)	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.) 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. 3. If special mass cancellation coding 555 is present in rp 62-64 indicating continued processing during mass cancellation, process. 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. 5. If Co-Located Customer Handling Service Indicator 444 is present in rp 62-64, process. 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. 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.) 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. 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 date⁴¹, furnish BK supply status, and process. By authorized exception⁴², the 100-day edit is not applicable to: (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; (2) requisition alert processing under Navy/DLA industrial activity support agreement.
Required Delivery Period (Conventional Ammo Only) ⁴³	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.

⁴⁰ 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.

⁴¹ Not applicable for *intra*-USAF requisitions.

⁴² Refer to ADC 1065.

⁴³ Use of RDP for conventional ammunition last reported not implemented by USAF. Refer to AMCL 148.

C4. CHAPTER 4

STATUS

C4.1. GENERAL

C4.1.1. The [MILSTRIP](#) System requires that sources of supply or management control activity (MCAs) provide status data to designated activities as notice of action taken or being taken on MILSTRIP transactions, using status codes in Appendix AP2.16. Activities to receive status data and the type of data required are designated by entry of a media and status (M&S) code in rp 7 (see Appendix AP2.4). A significant distribution code in rp 54 also designates monitoring/control offices to receive all status data. In addition to sources of supply furnishing status, the Defense Automatic Addressing System (DAAS) also generates status in selected situations as a result of editing the stock number field of requisitions. The DAAS status is furnished using the unique Document Identifier Code (DIC) of AE9 and the DAAS routing identifier code (RIC) (From) in these transactions.

C4.1.2. Status data is either “supply status” or “shipment status,” prepared by supply sources or as otherwise designated in the applicable format shown in the “3” series appendices. Status data may be informational or require additional action by recipients based on the status code in the transaction.

C4.1.3. Status transactions from sources of supply or as otherwise designated will be forwarded to DAAS for transmission to status recipients. DAAS will transmit status as indicated in Appendix AP2.4.

C4.1.4. DAAS will pass DIC AFY transactions (requests for DoD activity address code (DoDAAC) information) to the RIC indicated in rp 4-6. DAAS will route DIC ASY response transactions containing DoDAAC information, without changing the DIC, to all eligible status recipients (rp 30-35, 45-50, and 54).¹

C4.1.5. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange documented in [DLM 4000.25](#), “Defense Logistics Management Standards,” Volume 3, Chapter 2; status and cancellation responses will be submitted by the servicing transportation activity to the supply activity. Supply activities are still responsible for normal status reporting requirements to requisitioners and sources of supply. Note: Through use of distribution code 111, special status and cancellation response procedures apply. See DLM 4000.25 Volume 3, Chapter 2 for details.

C4.2. RESERVED

¹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C4.3. TYPES OF STATUS DATA

C4.3.1. Exception Supply Status is status indicating any of the following source of supply action decisions or MCA action decisions (as indicated), alone or in combination:

C4.3.1.1. Backorder.

C4.3.1.2. Procurement for direct delivery.

C4.3.1.3. Partial issue and partial other action.

C4.3.1.4. Substitution.

C4.3.1.5. Change of unit of issue.

C4.3.1.6. Requisition rejection (source of supply or MCA).

C4.3.1.7. Passing order.

C4.3.1.8. Referral order.

C4.3.1.9. Cancellation acknowledgment.

C4.3.1.10. Any circumstances that predict that issue may not be made within the timeframes established for the assigned priority designator (PD).

C4.3.2. One Hundred Percent Supply Status is notice of all actions taken or being taken by sources of supply on a requisition, redistribution, or referral order. This includes all positive supply action decisions, all applicable exception nonpositive supply action decisions, and combinations thereof.

C4.3.3. Rejection Status is used by sources of supply to advise all status eligible recipients (e.g., rp 30-35, 45-50, and 54) of rejected requisitions, redistribution orders (RDO), passing orders, and referral orders regardless of the M&S Code in rp 7, except when the M&S Code is 8, in which case rejection status will be furnished only to the activity in rp 54.

C4.3.4. Direct delivery notice², DICs AB1, AB2, AB3, and AB8 provide notice to eligible status recipients that materiel will be supplied by direct vendor delivery (DVD) from procurement. Direct delivery notice transactions provide a cross-reference between the requisition document number and the **procurement instrument identifier (PIID)**. DICs AB1, AB2, AB3, and AB8 transactions are generated when materiel is procured for direct shipment to consignee. The DIC AB_ transaction will be furnished to applicable entries in the requisition (e.g., the requisitioner (rp 30-35), Supplementary Address (SUPADD) (rp 45-50), and distribution code (rp 54)), regardless of the M&S code used. This enables customers to have a basis for reporting nonreceipt of materiel.

² Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

C4.3.5. Shipment Status informs recipients of actual shipping dates (e.g., the date released to carrier). It also provides for interface with:

C4.3.5.1. Transportation for shipment tracing by consignees, as provided in [DTR 4500.9-R](#), "Defense Transportation Regulation".

C4.3.5.2. Materiel receipt acknowledgment under [DLM 4000.25-2](#) (MILSTRAP).

C4.3.5.3. Shipment tracing under Chapter 3, C3.42.

C4.3.5.4. Performance measurement evaluation under Time Definite Delivery, Customer Wait Time (TDD/CWT).

C4.3.5.5. Reports of discrepancy under [DLM 4000.25 Volume 2, Chapter 17](#) (Supply Discrepancy Reporting).

C4.3.5.6. Reports of transportation discrepancy under DTR 4500.9-R, Chapter 210 (Transportation Discrepancy Report).

C4.3.6. Acknowledgment Status is either supply or shipment status and informs recipient of the results of source of supply processing of the following types of transactions:

C4.3.6.1. Materiel obligation validation (MOV) Response (DIC AP_).

C4.3.6.2. Cancellation (DICs AC_ and/or AK_).

C4.3.6.3. Transaction Modifier (DIC AM_).

C4.3.6.4. Follow-up Request for Improved estimated shipping date (ESD) (DIC AFC).

C4.3.6.5. Follow-up Request for Status (DICs AF1, AF2, AF3, AF6, and AT_).

C4.4. RESERVED

C4.5. REQUESTING STATUS

C4.5.1. To ensure that sources of supply or as otherwise delegated sources automatically distribute required supply and/or shipment status, requisitioners will enter:

C4.5.1.1. The applicable M&S code, from Appendix AP2.4, in rp 7 of the requisition to indicate what status data are required and whether status is to be furnished to the requisitioner (rp 30-35) or the SUPADD (rp 45-50), the activity identified by the distribution code (rp 54) exclusively, or whether no status is required.

C4.5.1.2. The applicable distribution code, from Appendix AP2.12, in rp 54 of requisitions to indicate the activity, if any, to be furnished 100 percent supply and shipment status.

C4.5.2. To obtain status on previously submitted requisitions or cancellation requests, the requisitioner (rp 30-35), SUPADD (rp 45-50), and/or the MCA (rp 54) may submit DIC AF_, AT_, or AK_ follow-ups under Chapter 2.

C4.5.3. When requisition status reporting is required to designate status of a project, it will be satisfied by the requisitioning service. Special status reports, when required, will be obtained from an eligible recipient of status as identified in requisitions. Special status reports will not be required from inter-S/A sources of supply.

C4.5.4. When Status Code CA has been received in response to a follow-up request and no record of the previous receipt of CA status and the reasons for rejection cannot be located, authorized status recipients may inquire off line: such as, via mail, message, or telephone, of the source of supply to obtain the reasons for rejection.

C4.6. USE OF STATUS RECEIVED

C4.6.1. Status recipients will:

C4.6.1.1. Promptly record status received automatically and/or in reply to a follow-up to applicable due-in records/requisition history - status files, and, in the case of the DLA Disposition Services, the disposal suspense file. Use shipment status to establish or update the due-in record to monitor for materiel receipts under DLM 4000.25 (MILSTRAP), Chapter 6.

C4.6.1.2. Give particular attention to "transaction date" in rp 62-64 of supply status received to ensure that records/files are updated in the proper chronological order/date sequence.

C4.6.1.3. Review supply status (DIC AE_) received for additional action required by the status code, if any.

C4.6.1.3.1. If supply status identifies a processing delay due to storage site denial to the source of supply materiel release order (Status BD with Management Code R), the customer/customer's system will update/clear the local record for the suffix and identified quantity (so that subsequent status on a next available suffix is not misinterpreted as duplicative/exceeding the ordered quantity, potentially triggering cancellation). Estimated shipping dates will not be provided with BD status when associated with storage activity denial as indicated by the Management Code R. Further supply action to satisfy the denied quantity will be identified on a subsequent supply status under next available suffix code. Use of BD status with Management Code R allows the customer's system to better track status and recognize the correct in-process quantity.

C4.6.1.3.2. If a requisition has been rejected (DIC AE_ with a rejected status code) and the materiel is still required, the requirement must be submitted as a new MILSTRIP requisition citing a new document number with a current ordinal date.

C4.6.1.4. Interpret receipt of shipment status (DIC AS_ or AU_) as notice that shipment has been made and that additional MILSTRIP follow-up will only result in receipt of another shipment status transaction (see Chapter 2, C2.25.2.).

C4.6.1.5. When supply status transactions are received with no ESD in rp 70-73, assume receipt of materiel within the prescribed Uniform Materiel Movement and Issue Priority System (UMMIPS) timeframe for the PD in rp 60-61, or the required delivery date (RDD) in the requisition.

C4.6.1.6. Use received status as provided in Chapter 2, C2.13., prior to submission of follow-ups.

C4.6.1.7. Ensure that appropriate status is furnished to other activities requiring status when the only status recipient is the activity identified by a distribution code.

C4.7. RESERVED

C4.8. FURNISHING STATUS

C4.8.1. MCAs will be responsible for furnishing rejection status for requisitions processed by that activity. Sources of supply or as otherwise delegated will be responsible for maintaining and furnishing current supply and shipment status as provided below. For these purposes, accessible requisition history records will be maintained by MCAs and sources of supply for a minimum of six months after completion of shipment or cancellation, to provide timely response to follow-ups. MCAs will maintain requisition history records until contract termination.³

C4.8.2. For each reinstated requisition (DIC APR)⁴, requisition modifier transaction, RDO, passing order, referral order, and MRO processed, sources of supply or as otherwise delegated will furnish supply and/or shipment status.

C4.8.2.1. Sources of supply or as otherwise delegated will transmit DIC AE8/AS8 transactions to DAAS for all source of supply initiated requisition status to include AS8 status for all direct vendor deliveries, as required in Chapter 3, C3.36. Upon receipt by DAAS of the DIC A_8 status transaction, DAAS will convert the DIC A_8 to the appropriate DIC AE_ or AS_ transaction and make distribution under C4.10. and C4.13. below. Except for cancellations and rejections, DAAS will furnish status to the activity designated by a significant M&S code in rp 7, and to the activity designated

³ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by U. S. Army (Retail). Refer to AMCL 1A.

⁴ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

by a significant alphabetic code or significant numeric distribution code in rp 54. Sources of supply or as otherwise delegated will furnish shipment status for exception ship-to addresses to the activity identified in rp 30-35 of the requisition. In addition, DAAS will furnish shipment status to all valid status recipients. (See Appendix AP2.12.)

C4.8.2.2. Sources of supply will transmit DIC ASH transactions to DAAS under Chapter 3, C3.21.5. DAAS will furnish this status to the “ship-to” activity identified by the signal code. If DAAS cannot determine the “ship-to” activity, DAAS will return the transaction to the inventory control point (ICP) for transmittal. DAAS will route the pseudo shipment status transaction for Security Assistance requisitions to the applicable Service International Logistics Control Organization (ILCO) based on the entries in rp 30 (Service code) and rp 54 (distribution code).

C4.8.2.3. For each shipment on a disposal turn-in document (DTID), shipping activities will furnish a DIC AS3 shipment status transaction (with Distribution Code 9 in rp 54 and the unit price of the materiel being shipped in rp 62-68) to DAAS for transmission to DLA Disposition Services.

C4.8.2.3.1. If pricing information is not available, enter an estimated unit price in the DIC AS3 transaction.

C4.8.2.3.2. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 transaction and forward offline to DLA Disposition Services Field Office for manual processing.

C4.8.3. Sources of supply will furnish exception supply status when a requisition or reinstatement⁵ of a requisition is to be backordered against a due-in to stock. This exception status, DIC AE_, will contain Status Code BB and the ESD for release of materiel from stock to the customer. When shipping dates are adjusted, additional status, DIC AE_, Status Code BB, will be furnished the customer with the revised ESD in rp 70-73.

C4.8.4. Sources of supply will furnish exception supply status when the intent to process for direct delivery is known. This exception status will contain Status Code BZ and the ESD in rp 70-73. When contracts or procurement actions have been effected and a contract shipping date is established, sources of supply will furnish additional supply status. These latter transactions will contain Status Code BV and the contract shipping date

C4.8.5. Source of supply direct delivery notice⁶, DICs AB1, AB2, AB3, and AB8 notify eligible status recipients that materiel will be supplied by DVD from procurement. DIC AB_ transactions will be provided to the consignee. This notice provides a cross-

⁵ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

⁶ Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

reference between the requisition number and the **PIID**. See Appendix AP3.11 for the DIC AB_ format.

C4.8.6. When contract shipping dates are adjusted on items scheduled for direct shipment to consignee (Status Code BV), additional status with Status Code BV will be provided to indicate the revised shipping date in rp 70-73. When delivery dates are established for direct shipment to consignees, the source of supply will provide the consignee a Direct Delivery Notice, DIC AB_. The DIC AB_ is in addition to the DIC AE_ supply status.⁷

C4.8.7. Sources of supply will furnish supply status indicating a processing delay when an MRO is denied by the storage activity. Use Status Code BD and Denial Management Code R citing the MRO denied quantity and suffix.⁸ Further supply action to satisfy the denied quantity is anticipated to occur on a subsequent suffix code.

C4.8.8. Supply and shipment status⁹ DICs AE8, AS8, and AU8 are reserved for use between S/As and DAAS.

C4.8.8.1. The use of DICs AE8/AS8 is mandatory for all source of supply or as otherwise delegated requisition status. Source of supply initiated requisition status includes all status generated during source of supply processing that is not produced in response to follow-up or cancellation requests.

C4.8.8.2. The use of DIC AU8 in response to cancellation requests, when the MILSTRIP status distribution rules require multiple recipients of status, is optional. Upon receipt of DIC AU8, Reply to Cancellation Request - Shipment Status, DAAS will convert the AU8 to the appropriate DIC AU_ transactions, and make distribution to all eligible status recipients as identified in C4.13. below.

C4.8.8.3. The formats of the DIC AE_, AS_, and AU_ status transactions are shown in Appendices AP3.10 and AP3.19.

C4.8.9. When a source of supply receives a requisition that contains insufficient information to allow processing actions to be completed, the requisition may be rejected using the appropriate status code in Appendix AP2.16, or inquiry may be made to obtain the necessary additional information to continue processing. The activity designated by the M&S in the requisition as a status recipient will be the action addressee on all requests for additional information. Other activities identified in the requisition that are not designated as status recipients will be the information addressees on requests for additional information. When such an inquiry for additional information is made, DIC AE_ supply status with Status Code BD will be forwarded to all designated status

⁷ Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

⁸ Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implemented by DLA; staggered inter-Component implementation by others is pending.

⁹ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

recipients. Further action on a requisition for which additional information has been requested will be suspended until such time as a response is received or until 30 days have elapsed from the date the inquiry was made, whichever occurs first. Upon receipt of the requested additional information, processing will continue normally. If the needed additional information is not provided and the 30 days' elapse, the requisition will be rejected with Status Code D3.

C4.8.9.1. Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the ICP when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related shipped items.¹⁰

C4.8.10. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. When reshipment is required (e.g. due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency), the reshipment will be processed using the original document number and the next available suffix code. At a minimum, the SoS will provide supply status indicating the estimated shipment date for the reshipment.¹¹

C4.9. RESERVED

C4.10. PREPARATION OF STATUS TRANSACTIONS

C4.10.1. All supply status transactions evidencing that materiel will be released for shipment later than the standard delivery date (SDD) or RDD/RDP (required delivery period)¹² will contain an ESD in rp 70-73. Such supply status is applicable to materiel obligations including procurement for direct vendor delivery. Conversely, requisitions containing Advice Code 2C, 2J, 2T, or 2W will be rejected with Status Code CB when items are not available for immediate release or cannot be supplied by the SDD/RDD/RDP.

C4.10.2. ESDs are also mandatory entries for those transactions reporting adjusted ESDs and any circumstances that predict that issue may not be made within the timeframes established for the priority. When storage activities receive follow-up inquiries on requirements that are in the process of being filled, supply status transactions provided in response to sources of supply will also contain ESDs. Status transactions providing advice of events such as changes in stock numbers, unit of issue changes, rejections, and shipments, will not contain an ESD in rp 70-73.

C4.10.3. When rejecting requisitions, referral orders, passing orders, and RDOs, use the C and D series rejection status codes in Appendix AP2.16. Except when the M&S Code is 8, address supply status rejections to all eligible status recipients (rp 30-

¹⁰ Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits

¹¹ Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

¹² Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

35, 45-50, and 54). When the M&S Code is 8, send supply status rejections only to the recipient designated by rp 54.

C4.10.4. Processing points in receipt of DIC AFY follow-ups will provide a DIC ASY response transaction containing the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.19 format. If the processing point is unable to provide the DoDAAC information to the requesting activity, reject the DIC AFY follow-up transaction with a DIC ASY response transaction containing Status Code DY.¹³

C4.10.5. Status furnished in response to a follow-up will contain the most current available information regarding status of the requisition. Supply status (DIC AE_) in response to a follow-up will contain a changed/new ESD, when applicable, and a transaction date (rp 62-64) that corresponds to the date of the reply and other data prescribed in Appendix AP3.10. Shipment status (DIC AS_) in response to a follow-up will contain data prescribed in Appendix AP3.19 when materiel has been shipped.

C4.10.6. Status furnished in response to DIC AFC follow-up transactions requesting improved ESDs under Chapter 2, C2.13.2.3. will be prepared in the appropriate format shown in the "3" series appendices.

C4.10.7. Status furnished in response to supply assistance requests submitted under Chapter 2, C2.15. will be prepared and transmitted using Defense Message System (DMS) procedures to the requestor and designated information addresses.

C4.10.8. At Service/Agency (S/A) option, the source of supply may use abbreviated MILSTRIP messages (see Appendices AP1.10. and AP1.11.) when furnishing status to activities.

C4.10.9. Shipment status furnished in response to DIC AC_, AK_, and AP_ transactions will contain DIC AU_ and data prescribed in Appendix AP3.19. Supply status furnished in response to these transactions will contain DIC AE_ as prescribed in Appendices AP3.10. and AP3.11.

C4.10.10. Supply status furnished to the source of supply by the storage activity utilizing the DIC AE6 transaction will be in the Appendix AP3.10 format, except 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 storage activity preparing the transaction.

C4.10.11. Use the Defense Information Systems Network (DISN) message system to prepare CA status indicating rejection and include the reason for rejection in the same message. This message status will be used only when CA status is initially generated. Subsequent responses to follow-ups on which CA status has previously been provided will be prepared and transmitted using normal supply status transactions. No transmission of the reasons for rejection will be made in response to follow-ups

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

unless the source of supply is in receipt of an offline (mail, message, or telephone) request from an authorized status recipient for the rejection reasons.

C4.10.12. Supply status (DIC AE_) with Status Code BF furnished in response to cancellation request (DIC AC_ or AK_) will preclude source of supply processing of subsequently received transactions. When BF status has been provided in response to a cancellation request, BF status will also be provided in response to all other received transactions (e.g., AF_, AT_, A0_, AM_) containing the same document number. No other processing of such transactions will be done by sources of supply. Sources of supply will retain accessible history records of BF status generated as a result of cancellation requests (DIC AC_ or AK_) for a minimum of six months following generation of the BF status.

C4.10.13. When supply status (DIC AE_) with Status Code BF has been supplied in response to an AF_ follow-up transaction, and no cancellation request has been received, subsequently received transaction with the same document number (e.g., A0_, AT_, AM_) will be processed as specified elsewhere in this manual.

C4.10.14. Requisitions failing free issue validation will be rejected with CM Status; a new funded requisition may be submitted if the materiel is still required. Requisitions failing free issue validation subsequent to materiel release (post-post requisitions/issue) may be handled as funded requirements. In this case, the source of supply will furnish DT Status alerting eligible status recipients that the post-post requirement is not authorized for free issue and to adjust fund obligation records, as materiel will be billed to the requisitioner.

C4.10.14.1. Where a post-post requisition contains a free issue Signal Code D or M and free issue is not authorized, the signal code will be modified to the applicable billable signal code. Where the original requisition identified a valid fund code it will be used for billing; otherwise, the fund code will be modified to indicate noninterfund billing (Fund Code XP).

C4.10.14.1.1. Signal Code D is replaced with Signal Code A to reflect the correct shipping activity. (Both D and A ship to the requisitioner as identified in the document number of original submission.)

C4.10.14.1.2. Signal Code M is replaced with Signal Code J to reflect the correct shipping activity. (Both M and J ship to supplementary address identified in the original submission.)

C4.10.14.2. Since post-post orders are already shipped and cannot be split, if part of the ordered quantity is not eligible for free issue, the entire order will be denied free issue.

C4.11. RESERVED

C4.12. TIME STANDARDS FOR DISTRIBUTION OF STATUS

C4.12.1. When required, applicable status on requisitions, reinstated requisitions¹⁴, redistribution orders, referral orders, and responses to follow-ups will be dispatched within the times prescribed below:

C4.12.1.1. Supply Status:

C4.12.1.1.1. Two days from receipt of PD 01-08 transactions.

C4.12.1.1.2. Five days from receipt of PD 09-15 transactions.

C4.12.1.1.3. Twenty-four hours after release of materiel obligation in PD 01-15.

C4.12.1.2. Shipment Status:

C4.12.1.2.1. Twenty-four hours after shipment (e.g., release to carrier) for PD 01-03 transactions.

C4.12.1.2.2. Forty-eight hours after shipment for PD 04-08 transactions.

C4.12.1.2.3. Three working days after shipment for PD 09-15.

C4.12.1.2.4. Twenty-four hours from receipt of PD 01-03 follow-ups.

C4.12.1.2.5. Forty-eight hours from receipt of PD 04-08 follow-ups.

C4.12.1.2.6. Three working days from receipt of PD 09-15 follow-ups.

C4.13. DISTRIBUTION OF STATUS

C4.13.1. When processing the following transactions, sources of supply will automatically furnish applicable supply and/or shipment status to the activity designated by the M&S and by a significant distribution code in rp 54:

C4.13.1.1. Requisitions (DIC A0_).

C4.13.1.2. Redistribution Orders (DIC A2_).

C4.13.1.3. Passing Orders (DIC A3_).

C4.13.1.4. Referral Orders (DIC A4_).

C4.13.1.5. Transaction Modifiers (DIC AM_).

¹⁴ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.1.6. MROs (DIC A5_).

C4.13.1.7. Follow-ups (DIC AT_ or AFC for improved ESD). (M&S codes do not apply to DIC AF1, AF2, or AF3 follow-ups.)

C4.13.1.8. MOV response (DIC AP_) when cancellation is requested. (M&S is not applicable to DIC AP_ transactions.)¹⁵

C4.13.1.9. Reinstated requisitions (DIC APR). (M&S codes do not apply to DIC APR transactions.)

C4.13.2. Supply and shipment status furnished in response to DIC AF1, AF2, and AF3 follow-up transactions will be addressed only to the activity designated by third position of the AF_ DIC and a significant distribution code in rp 54.

C4.13.3. Supply and/or shipment status furnished in response to DICs AC1, AC2, AC3, and mass or universal cancellations will be addressed to the requisitioner, the SUPADD, and the activity designated by a significant entry in rp 54 (See Chapter 3, C3.28.11., and Chapter 8). However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54. In addition to status furnished to the designated recipients, storage/procurement activities and/or sources of supply (when direct vendor delivery actions (Status Code BV) are applicable) will furnish the DAAS shipment status (DIC AU7) on all affected shipments that have entered the DTS during mass or universal cancellation situations. Sources of supply will furnish status of cancellation actions within five days of receipt of DIC AC_ or AK_ transactions. This status will be updated as further actions are taken on the cancellation request.

C4.13.4. Supply and shipment status furnished in response to DIC AK1, AK2, and AK3 follow-ups on DIC AC_ cancellation transactions will be addressed as follows:

C4.13.4.1. When the source of supply has no record of the DIC AC_ cancellation, address status to the requisitioner, the SUPADD (when the DoDAAC in rp 30-35 and 45-50 is recorded in the DoD activity address file (DoDAAF) and the activity designated by a significant entry in rp 54. However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54.

C4.13.4.2. When the source of supply does have a record of the DIC AC_ cancellation, address status to the activity identified by the third position of the DIC AK_ transaction and to rp 54 when indicated. However, if the M&S Code in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54.

¹⁵ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.5. Supply and shipment status furnished in response to a mass or universal cancellation request will be furnished under C4.13.3. above.

C4.14. SUPPLY AND SHIPMENT STATUS DISTRIBUTION TABLE

C4.14.1. Table C4.T1. shows supply/ shipment status distribution requirements.

Table C4.T1. Supply and Shipment Status Distribution Table

CUSTOMER INPUT DIC	ACTIVITY DESIGNATED BY M&S CODE	SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT ¹⁶		
		RP 30-35	RP 45-50	RP 54
A0_/A2_/A3_/A4_	Requisitioner SUPADD Distribution	A_1	A_2	A_3 A_3 A_3 ¹⁷¹⁸
AC1, 2, 3	(N/A) Distribution	A_1	A_2	A_3 ¹⁹ A_3 ²⁰
AF1 AF2 AF3	(N/A) (N/A) (N/A) Distribution	A_1	A_2	A_3 A_3 A_3 A_3
		(No record of AC_ at SOS)		
AK_ AK_	(N/A) Distribution	A_1	A_2	A_3 A_3
		(SOS has record of AC_)		
AK1 AK2 AK3	(N/A) (N/A) (N/A) Distribution	A_1	A_3	A_3 A_3 A_3 A_3
AM_ ²¹ /AT_ ²² /AFC	Requisition SUPADD Distribution	A_1	A_2	A_3 A_3 A_3 ²³

¹⁶ Second position of the DIC will be E for supply status and S and U for shipment status, as applicable.

¹⁷ When rp 54 contains a nonsignificant code and when shipment status has not been requested by entry in rp 7, provide shipment status (DIC AS8) to DAAS.

¹⁸ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

¹⁹ See Chapter 3, C3.28.3., for the exception to this rule when rejecting DIC AC_ cancellation requests.

²⁰ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

²¹ Ibid.

²² Ibid.

²³ When rp 54 contains nonsignificant data and rp 7 contains a zero, eight, or Y, furnish status to requisitioner (rp 30-35).

Table C4.T1. Supply and Shipment Status Distribution Table

CUSTOMER INPUT DIC	ACTIVITY DESIGNATED BY M&S CODE	SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT ¹⁶		
AP_ (Cancellation)	(N/A) Distribution	A_1	A_2	A_3 A_3
APR ²⁴		A_1	A_2	A_3

²⁴ Shipment status will always be furnished to the ship-to activity designated by the signal code.

C11. CHAPTER 11

CONTRACTOR ACCESS TO GOVERNMENT SOURCES OF SUPPLY

C11.1. GENERAL

C11.1.1. Purpose. This chapter prescribes policies and procedures for requisitioning GFM by or for contractors from the DoD Supply System. These procedures establish guidelines for requisitioners, authorized contractors and Services/Agencies (S/As) to obtain GFM from DoD inventories to fulfill contract requirements.¹ These procedures also support the use of [MILSTRIP](#) requisitioning by authorized contractors to obtain materiel from Government supply sources to be used as contractor-furnished materiel (CFM) under controls established by the authorizing Component and as specified in this chapter. Basic MILSTRIP requisitioning procedures are documented in DLM 4000.25-1, Chapter 2; those procedures are augmented by this chapter to identify additional requirements associated with GFM and CFM.

C11.1.2. Transactions. This chapter addresses the procedures to the following [MILSTRIP](#) legacy 80 record position transactions.

C11.1.2.1. The Requisition Transaction is identified by the DIC A01, A02, A04, A05, A0A, A0B, A0D, and A0E.

C11.1.2.2. The Passing Order Transaction is identified by the DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E.

C11.1.2.3. The Referral Order Transaction is identified by the DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E.

C11.1.2.4. The Requisition Modification Transaction is identified by the DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

C11.1.2.5. The Requisition Follow-Up Transaction is identified by the DIC AF1, AF2, AF3, AF4, AF5, AFC, AFY, AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE.

C11.1.2.6. Reserved.

C11.1.2.7. Reserved.

C11.1.2.8. The GFM Validation Request is identified by the DIC AX1.

C11.1.2.9. The GFM Validation Response is identified by the DIC AX2.

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

C11.1.2.10. The Supply Status Transaction is identified by the DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C11.1.2.11. The Requisition Cancellation Transaction is identified by the DIC AC1, AC2, AC3, AC4, and AC5.

C11.1.2.12. The Follow-Up on Requisition Cancellation Request Transaction is identified by the DIC AK1, AK2, AK3, AK4, AK5.

C11.1.2.13. The Shipment Status Transaction is identified by the DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8.

C11.1.2.14. The Materiel Obligation Validation Request Transaction is identified by the DIC AN1, AN2, AN3, AN4, AN5, AN9, and ANZ.

C11.1.2.15 The Materiel Obligation Validation Response Transaction is identified by the DIC AP1, AP2, AP3, AP4, AP5, AP8, AP9, APR, and APX.

C11.1.3. Establishing a Management Control Activity. The S/As must assign a unique routing identifier code (RIC) and distribution code to each management control activity (MCA) validating GFM requisitions.

C11.1.4. Violations. Any attempt to circumvent GFM/CFM validation requirements is sufficient cause to refer the violation to the appropriate criminal investigating activity to determine possible fraud, waste, and abuse. The sponsoring Service/Agency must refer all violations to criminal investigators and the monitoring MCA based on reports of rejected transactions or violations discovered during the post validation process.

C11.2. APPLICABILITY

C11.2.1. These procedures apply to all contractors and all S/A activities requisitioning GFM or CFM from DoD sources of supply.

C11.2.1. Ammunition production is excluded from GFM control.

C11.3. PREPARATION OF REQUISITIONS AND RELATED TRANSACTIONS FOR GOVERNMENT MATERIEL FURNISHED TO CONTRACTORS

C11.3.1. Requisition Initiation. Requisitions for GFM may be initiated by the responsible S/A or, subject to the terms of the contract, by contractors. Requisitions for GFM will be prepared and initially submitted by GFM requisitioners, both contractors and S/As, using MILSTRIP transaction formats to the S/A MCA designated for monitoring the contract. Transmission through the Defense Automatic Addressing System (DAAS) will be utilized to the extent practical.

C11.3.2. Identifying Requisitions for GFM Controls. Requisitions and associated transactions containing an S/A code designated for contractors, as specified in Appendix AP2.2 (Department of Defense activity address code (DoDAAC) in the

document number or ship-to DoDAAC), will be processed under GFM controls and restrictions except when the signal and fund codes indicate that the issue will be for CFM with contractor reimbursement by other than an Army contractor. All Army contractor requisitions and associated transactions must be processed under GFM controls.

C11.3.3. Required Information. In addition to normal requisition data, GFM requisitions, including Referral and Passing Orders will contain the following:

C11.3.3.1. RIC of the MCA monitoring the contract, rp 4-6.

C11.3.3.2. For contractor generated requisitions, contractor DoDAAC, rp 30-35.

C11.3.3.3. For S/A generated requisitions for GFM, contractor ship-to DoDAAC, rp 45-50.

C11.3.3.4. When applicable, a signal code to indicate issue without reimbursement, rp 51.

C11.3.3.5. When applicable, a fund code to indicate issue without reimbursement, rp 52-53.

C11.3.3.6. Contract Information. All GFM requisitions for or by contractors must identify appropriate contract data as required.

C11.3.3.6.1. The last eight positions of the **procurement instrument identifier (PIID)**² is mandatory in rp 73-80. **When GFM is authorized under a PIID call/order number (F in 9th position), provide the value in the PIID field.**

C11.3.3.6.2. When applicable, the **legacy call/order** number **is** in rp 69-72. **Leave blank when the call/order number is the PIID with 'F' in the 9th position.**

C11.3.3.6.3. Reserved.

C11.3.3.6.4. At the option of the S/A, a manufacturing directive number (MDN), rp 54-56

C11.3.3.7. GFM non-national stock number (NSN) requisitions are identified with an E in rp 68; the call/order number, if appropriate, in rp 69-72; and the last eight positions of the **PIID** in rp 73-80 (the MDN is optional).

² Use the legacy PIIN pending transition to the PIID. When using the PIIN, may include the four-position call/order number. Refer to ADC 1161

C11.4. SUBMISSION OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS

C11.4.1. Frequency of submitting GFM requisitions is the prerogative of the requisitioner. GFM requisitions will be submitted, when necessary, to meet contract requirements.

C11.4.2. Initiating activities must submit all GFM requisitions (DIC A0_) and associated GFM transactions, regardless of origin (such as contractor or S/A initiated) to the appropriate S/A MCA for validation.

C11.4.3. After validating the GFM requisitions, the MCA forwards validated requisitions to the inventory control point (ICP). The MCA may pass transactions internally when the MCA and ICP are collocated. The MCA will send the transactions via DAAS when the MCA and ICP are not collocated. In those instances where a Component is performing the procurement/contract writing for another Component that includes the authorization for a contractor to order or receive GFM (or Army CFM), the Component providing the procurement/contracting service and the Component requesting the contract will 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.

C11.4.4. Modifier transactions are authorized for GFM requisitions only to modify the project code, priority designator (PD), advice code, and the required delivery date (RDD). Modifiers may not be used to change the ship-to/bill-to information. Modifiers are subject to GFM controls and validation procedures.

C11.5. MANAGEMENT CONTROL ACTIVITY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS

C11.5.1. The MCA must receive and validate GFM Requisitions, Passing Orders, Referral Orders, Requisition Follow-Ups (DIC AT_), and Requisition Modifiers, based on the criteria furnished by procurement/contracting offices and as indicated in Table C11.T1. The MCA will make changes, reject, or continue the processing action on the GFM transactions. The MCA may also receive Supply Status, Shipment Status, Materiel Obligation Validation transactions, Requisition Follow-Ups (DICs AF_), and Requisition Cancellations, and Follow-Ups on Requisition Cancellation Requests. All other DICs received by the MCA must be rejected with Status Code CR.

C11.5.2. The MCA will maintain requisition history files to serve as an auditable record of GFM transactions. In addition, the MCA will generate reports as required by [DoDM 4140.01](#), "DoD Supply Chain Materiel Management Procedures", February 10, 2014.

C11.5.3. Under emergency conditions, such as a potential contract work stoppage, the MCA may receive telephonic requisitions, with PDs 01-08, for GFM. When this occurs, the MCA may telephone the requisitions to the appropriate source of

supply (SoS) and validate the requirements afterward. If the post validation process reveals that the requisitioner is not authorized GFM, the following actions must be taken:

C11.5.3.1. Submit cancellation requests to the appropriate SoS.

C11.5.3.2. Advise the appropriate criminal-investigating agency for determination of fraud waste, and abuse.

C11.5.4. Upon completion of the validation process, the MCA will identify itself as the RIC-From organization in the transaction, make the following changes and forward the requisitions, or internal requisition transactions (optional only when the MCA and SoS are collocated in the same distribution system), cancellations, follow-ups, requisition modifiers, passing orders, or referral orders to the applicable SoS through DAAS:

C11.5.4.1. Insert the RIC-To of the SoS,

C11.5.4.2. Insert the distribution code of the MCA validating the transaction.

C11.5.4.3. Where required by the Component, the MCA may also perpetuate the MDN consisting of the MCAs distribution code and two other alpha/numeric characters as assigned.

C11.5.4.4. Delete the data in rp 69-80.

C11.5.5. MCAs in receipt of GFM Validation Request transactions will validate the data contained therein. This validation process must be completed and a GFM Validation Request transaction created and forwarded to the applicable SoS within 15 days of receipt of the GFM Validation Request transaction. The results of the validation will be documented in the GFM Validation Response as follows:

C11.5.5.1. If the requisition has been previously validated, cite Advice Code 2M.

C11.5.5.2. If the requisition has not been previously validated and the call/order number/**PIID** (or MDN, if required by the Component in addition to the call/order number/**PIID**) is not present, cite Advice Code 2U.

C11.5.5.3. If the requisition has not been previously validated and the call/order number/**PIID** is present, validate the data elements as indicated in Table C11.T1, and generate the GFM Validation Response transaction as follows:

C11.5.5.3.1. If the validation process reveals that the contract is not valid, respond with Advice Code 2U.

C11.5.5.3.2. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2R and indicate the quantity approved for issue.

C11.5.5.3.3. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2Q and indicate the total quantity is disapproved for issue.

C11.5.5.3.4. If the validation process reveals that the requested item, or contractor, is not authorized GFM under a valid contract, respond with Advice Code 2V.

C11.5.5.3.5. If the validation process reveals that the requested item is authorized, respond with Advice Code 2M.

C11.5.6. MCAs in receipt Supply Status with Status Code BF from the SoS will review for establishment of a valid requisition. If a valid requisition exists, Requisition Follow-Up (DIC AT_) transaction will be generated. If a valid requisition does not exist, a report will be generated for internal review. Subsequent receipt of a valid requisition will be processed under the procedures/validation process indicated in Table C11.T1.

Table C11.T1. MCA Validation Process for GFM Transactions

CODE OR DATA ELEMENT	VALIDATION OF ENTRY
Document Identifier Code	If Requisition, Referral or Passing Order (DIC A01, A02, A04, A05, A0A, A0B, A0D, A0E, A3_, A4_), Requisition Modification (AM_) (for RDD, project code PD, or advice code), Requisition Follow-Up (DIC AT_) continue the GFM validation.
Stock Number	Verify item requisitioned against a valid contract to determine authority for issue to the contractor. If blank, incorrect, or not authorized, reject with Status Code DN.
Unit of Issue	Validate the unit of issue in conjunction with the quantity to ensure that the requisitioned quantity does not exceed the authorized quantity. If quantity is excessive, see validation of quantity field. (Note: If a change of unit pack has occurred, appropriate adjustment should be made for authorized quantity.)
Quantity	If ordered item is authorized by contract, verify the quantity. If blank or invalid, reject with Status Code CD. If the requisitioned quantity exceeds the remaining authorized quantity, reject the quantity exceeding the authorized quantity with Status Code DJ. If authorized quantity has been exhausted by previous requisition(s), reject total requisitioned quantity with Status Code DQ.
Requisitioner	If blank or incorrect, discard. If not authorized, reject with Status Code DN.
Document Number	If blank or incorrect, reject with Status Code CD.
Supplementary Address	If contractor DoDAAC, and affected by signal code, and incorrect or not authorized, reject with Status Code DN.
Signal and Fund	If signal and fund codes indicate issues without contractor reimbursement, process as GFM; otherwise, consider as CFM. CFM

Table C11.T1. MCA Validation Process for GFM Transactions

CODE OR DATA ELEMENT	VALIDATION OF ENTRY
	requisitions, except for Army, are not subject to MCA review. All Army contractor requisitions and associated transactions will be processed under GFM controls. DAAS will respond to requests for MCA review for Army CFM under special processing rules authorized by the Army.
Manufacturer's Directive Number	If the MDN option is required by the Component and the MDN equates to a valid contract number, validate; otherwise, reject with Status Code DB.
Call Order Number	If specified by S/A contract, and entry is blank or incorrect, reject with Status Code DB.
Last eight positions of the Procurement Instrument Identifier	If blank, or contract is not on MCA file, or contract has expired, reject with Status Code DB. (The last eight positions of the PIID are mandatory.) When GFM is authorized under a PIID call/order number (F in 9th position), provide the last eight positions of the PIID call/order value in the PIID field

C11.6. SOURCE OF SUPPLY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS

C11.6.1. An SoS receiving GFM requisitions, requisition modifiers, passing orders, referral orders, requisition follow-ups, and requisition cancellations, regardless of the method of transmission, will process such transactions under GFM procedures. A SoS in receipt of GFM requisitions for items not managed by their activities will reject the requisitions with Status Code CH. The SoS will edit the GFM transactions for the prescribed data elements and codes and correct, continue processing actions, or provide the appropriate reject status.

C11.6.2. The SoS will validate all GFM transactions. A SoS in receipt of requisitions, passing orders, referral orders, requisition modifiers, or requisition follow-ups being treated as requisitions, containing a contractor's Service/Agency code under Appendix AP2.2, will perform the SoS/MCA validation process except when the signal and fund codes indicate that the issue will be with contractor reimbursement by other than an Army contractor. All Army contractor requisitions and associated transactions will be processed under GFM/CFM controls. (The SoS /MCA validation process is not required when an internal requisition transaction is received from a collocated MCA in the same distribution system. However, the SoS must have safeguards in place to ensure that only internal transactions generated by the collocated MCA are accepted/processed.)

C11.6.3. Under emergency conditions, the SoS may receive telephonic requisitions (PD 01-08) from the MCA or requisitioner. The SoS may process these requisitions for immediate supply action. Subsequent to taking immediate supply action; the GFM validation process will be performed. If the GFM Validation Response

is not received within 15 days of the GFM Validation Request or the advice code indicates that the transaction is not authorized, refer the incident to the appropriate criminal-investigating agency.

C11.6.4. The SoS/MCA validation process is as follows:

C11.6.4.1. For each GFM requisition or transaction that is treated as a requisition, the SoS will employ one of the following options:

C11.6.4.1.1. Create and forward a GFM Validation Request to the MCA identified by RIC or distribution code in the requisitioners transaction. If the MCA RIC and distribution code are blank or invalid reject with Status Code CL.

C11.6.4.1.2. Create and forward a GFM Validation Request to Transaction Services even if an MCA is contained in the requisitioners transaction. Transaction Services will perform edits regarding validity of the MCA data.

C11.6.4.1.3. Use a combination of the above options: one for intra-Component transactions and one for inter-Component transactions.

C11.6.4.2. Suspend further supply support action on the requisitioners transaction pending receipt of the GFM Validation Response or until 15 days have elapsed from the date of the GFM Validation Request, whichever occurs first.

C11.6.4.3. If the GFM Validation Response is not received and 15 days have elapsed, reject the requisitioners transaction with Status Code DR.

C11.6.4.4. Upon receipt of the GFM Validation Response, the SoS will process the suspended transaction using instructions provided by the advice/status code.

C11.6.4.4.1. If the Advice Code is 2U with Status Code DB.

C11.6.4.4.2. If the Advice Code is 2R, process for the approved quantity indicated in the GFM Validation Response. Reject the quantity difference between the suspended transaction and the GFM Validation Response with Status Code DJ.

C11.6.4.4.3. If the Advice Code is 2Q, reject with Status Code DQ.

C11.6.4.4.4. If the Status Code is CL, reject with Status Code CL.

C11.6.4.4.5. If the Advice Code is 2V, reject with Status Code DN.

C11.6.4.4.6. If the Advice Code is 2M, process under applicable SoS procedures.

C11.6.4.4.7. If the advice/status code is blank or invalid, reject with Status Code DR.

C11.6.4.5. If a GFM Validation Response is received and there is a record of the requisition but a GFM Validation Request has not been submitted, discard the GFM Validation Response and generate a GFM Validation Request.

C11.6.4.6. If a GFM Validation Response is received³ and there is no record of the requisition, generate a Supply Status with Status Code BF.

C11.6.5. Follow-ups will be processed to determine the current status of previously submitted requisitions or cancellation requests. Time standards for dispatching status in reply to follow-ups are as indicated in Chapter 3, Paragraph C3.21..

C11.7. DEFENSE AUTOMATIC ADDRESSING SYSTEM PROCESSING OF GOVERNMENT-FURNISHED MATERIEL TRANSACTIONS

C11.7.1. DAAS will pass all GFM requisitions and related transactions to the identified MCA using the MCA RIC or the distribution code provided in the transaction. If the RIC and the distribution code do not identify an established MCA, reject with Status Code CL.

C11.7.2. DAAS will pass all GFM Validation Requests to the identified MCA using the MCA RIC or distribution code provided in the transaction. If the MCA is invalid, generate a GFM Validation Response with Status Code CL to the SoS.

C11.7.3. DAAS will pass all GFM Validation Responses to the SoS.

C11.7.4. DAAS Special Processing for DLA Energy.³ DLA Transactions Services will perform the GFM Validation Request/Response validation on behalf of DLA Energy for selected requisitioning/bill-to activities and stock numbers in accordance with the following procedures:

C11.7.4.1. Transaction Services will maintain a DLA Energy GFM Table that identifies DLA Energy-established U series contractor DoDAACs authorized to requisition specified additive NSNs. The authorized DLA Energy point of contact will provide to Transaction Services the U series DoDAAC/NSN combinations for the DLA Energy GFM Table.

C11.7.4.2. DLA Energy-sponsored orders for GFM will specify DoDAAC SJ0630 (Americas East), SJ0606 (Americas West), SJ0629 (Middle East), SJ0601 (Europe), SJ0600 (Pacific) and SC0600 (DLA Energy for UC locations) as the requisitioner/bill-to activity. They will contain a U series DODAAC designated as the ship-to activity, and contain the DLA Energy assigned MDN.

³ Procedures for exception processing for GFM for packaged fuel additives managed by DLA last reported as a delayed implementation by DLA. Refer to Approved DLMS Change (ADC) 211.

C11.7.4.3. DAAS will route requisitions and requisition related transactions (e.g., Requisition, Requisition Modification, Requisition Follow-Up, Referral Orders, and Passing Orders) to the SoS for the NSN ordered, and the SoS will generate and transmit the GFM Validation Request to DAAS.

C11.7.4.4. DAAS will capture any GFM Validation Requests containing DoDAAC SJ0630, SJ0606, SJ0629, SJ0601, SJ0600 or SC0600 (for UC locations) as the requisitioner/bill to and a U-series DoDAAC as the ship-to and match it against the DLA Energy GFM Table. If a table match is made by U series DoDAAC and NSN, then DAAS will respond to the SoS with a GFM Validation Response with advice code 2M, indicating the order is authorized for processing. If no match, DAAS will respond with a GFM Validation Response with Advice Code 2V, indicating the order is not authorized for processing.

C11.7.4.5. The SoS will process the GFM Validation Response and either honor the order or reject the suspended transaction using Status Code DN, based on the advice code provided by DAAS.

C11.7.5. DAAS Special Processing for Army.⁴ Pending implementation of MCA procedures in Army systems, Transaction Services will assist the Army by performing the GFM Validation Requests/Response requirement for the Army wholesale MCAs and recording all transactions into a history file for eventual processing to the appropriate MCA using the following procedures:

C11.7.5.1. Process all Army contractor identified requisitions (DIC A0_) with the below listed first two positions of the DoDAAC in the document number or ship-to DoDAAC to the applicable Army MCA. Contractor requisitions with other than the DoDAAC entries indicated are considered Army retail and will be routed to the proper SoS with the DAAS RIC SGA or SHA identified as the MCA.

C11.7.5.1.1. If the first two positions of the document number or ship-to DoDAAC are CB, pass to RIC A81 (TACOM MCA)

C11.7.5.1.2. If the first two positions of the document number or ship-to DoDAAC are CL, pass to RIC A82 (AMCOM MCA).

C11.7.5.1.3. If the first two positions of the document number or ship-to DoDAAC are CG, pass to RIC A83 (CECOM MCA).

C11.7.5.1.4. If the first two positions of the document number or ship-to DoDAAC are CM, pass to RIC A84 (TACOM MCA).

C11.7.5.1.5. If the first two positions of the document number or ship-to DoDAAC are CK, pass to RIC A85 (TACOM MCA).

⁴ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C11.7.5.1.6. If the first two positions of the document number or ship-to DoDAAC are CH, pass to RIC A86 (AMCOM MCA).

C11.7.5.2. For Requisition Modification and Requisition Follow-Up transactions, containing a valid MCA distribution code as identified below, the DAAS RIC SGA or SHA will be entered into the MCA field and routed to the appropriate SoS. If a valid MCA is not identified and the transaction contains the entries cited above in the first two positions of the document number or ship-to DoDAAC, the transaction will be passed to the appropriate MCA. If none of these conditions apply, the transaction will be considered retail and be routed to the appropriate SoS with the DAAS RIC SGA or SHA entered into the MCA field. The following are valid MCA Distribution Codes:

C11.7.5.2.1. I (India) - TACOM MCA

C11.7.5.2.2. L (Lima) - AMCOM MCA

C11.7.5.2.3. P (Papa) - CECOM MCA

C11.7.5.2.4. S (Sierra) - TACOM MCA

C11.7.5.2.5. Y (Yankee) - TACOM MCA

C11.7.5.2.6. E (Echo) - AMCOM – MCA

C11.7.5.2.7. 8 (Eight) - USACEA MCA

C11.7.5.3. Upon receipt of a GFM Validation Request transaction, a GFM Validation Response transaction will be generated with Status Code 2M and returned to the RIC of the SoS submitting the GFM Validation Request transaction.

C11.8. CONTRACTOR REQUISITIONS FOR CONTRACTOR-FURNISHED MATERIEL

C11.8.1. Requisitions for materiel from a Government SoS for shipment to contractors that identify the contractor as the bill-to activity are not subject to MILSTRIP GFM MCA controls, with the exception of Army contractor requisitions to which MCA controls are applicable. DAAS will validate transactions for Army contractor requisitions of CFM for those items that contractors are authorized to requisition as CFM as specified in this chapter, and for nonwholesale level supply as designated by the contractor-series DoDAAC. DoD Components will establish appropriate procedures for oversight of CFM requisitions in accordance with the Federal Acquisition Regulation.

C11.8.2. DAAS Processing of CFM Transactions. The process described in this paragraph provides mandatory CFM controls for CFM requisitions where the bill-to activity, as identified in the requisition, is an Army contractor and the SoS is DLA. This process is optional for other Services and may be expanded to include other SoS if needed.

C11.8.2.1. DAAS will maintain a list of Service/Agency authorized contractor DoDAACs and the associated NSNs/DoD-managed part numbers for which these contractors may submit CFM requisitions on a CFM Authorized Materiel Table for use in validating requisitions regardless of method of payment.

C11.8.2.2. CFM contractor transactions that match the CFM Authorized Materiel Table by DoDAAC, but do not match by NSN or part number will be rejected with Status Code CL; requisitions that match on DoDAAC and NSN/part number will be processed as valid.

C11.8.2.3. DAAS will enter the DAAS RIC SGA or SHA as the validating MCA.

C11.8.2.4. DAAS will perform the GFM Validation Request/Response validation requirement for authorized CFM requisitions that match the CFM Authorized Materiel Table.

C11.8.2.5. DAAS will furnish CFM reports upon request for use by the contracting officer in verifying that quantities ordered are within the contract allowance.

C11.8.2.6. Army contractor requisitions that do not match the CFM Authorized Materiel Table will be processed by DAAS under the MCA waiver exception process or passed to the applicable MCA as described in C11.7.5.

C11.8.2.7. For DLA CFM, DAAS processing will be as identified in C11.8.3.

C11.8.2.8. CFM requisitions for other Service contractors will be passed to the appropriate SoS.

C11.8.2.9. NSNs listed in the CFM Authorized Materiel table may be modified over the course of this agreement when the appropriate Army contracting officer provides such authority. Updates to the authorized list will be collected, consolidated into one Microsoft Excel file by the designated DLA Lead Center point of contact with proof of Army Contracting Officer concurrence and provided to headquarters DLA Army Performance Based Logistics (PBL) action officer. DLA will coordinate updates to individual contractor lists with DLA DoD EMall and Transaction Services on a monthly basis. To optimize program changes, all additions to Army partnership lists will be made during an agreed-to monthly time-frame between DLA and support entities.

C11.8.3. Transaction Services Processing of DLA CFM Transactions

C11.8.3.1. Transaction Services will maintain a DLA CFM Authorized DoDAAC Table listing DLA contractor DoDAACs authorized to requisition CFM. Transaction Services will populate or delete DoDAACs to/from the table as directed by DLA. Requisitions identifying a DLA-assigned U-series contractor DoDAAC as the bill-to activity will be edited against this table.

C11.8.3.2. Transaction Services must edit all incoming Requisitions Passing Order, Referral Order, Requisition Modification, and Requisition Follow-Up transactions containing a U-series DoDAAC when identified as the bill-to activity against the DLA CFM Authorized DoDAAC Table.

C11.8.3.2.1. If matched to the table, then DAAS will route/pass the transaction based on established DAAS rules to the appropriate SoS for further processing.

C11.8.3.2.2. If the U-series bill-to DoDAAC does not match the table, then DAAS will reject the transaction using Status Code DB.

C11.8.3.3. Transaction Services will capture any GFM Validation Request transactions containing a DLA U-series DoDAAC identified as the bill-to DoDAAC and match it against the DLA CFM Authorized DoDAAC Table.

C11.8.3.3.1. If the U-series bill-to-DoDAAC matches the table, then DAAS will respond with a GFM Validation Response transaction with Advice Code 2M indicating the requisition is authorized.

C11.8.3.3.2. If the U-series bill-to-DoDAAC does not match the table, then DAAS will respond with a GFM Validation Response transaction with Advice Code 2U indicating the requisition is not authorized.

C11.9. PREPARATION OF DOD EMALL REQUISITIONS BY CONTRACTORS.

C11.9.1. Account Setup. Authorized contractors may establish DoD EMALL accounts to facilitate materiel requisition submissions. To register, go to <https://dod-email.dla.mil> and click on "New User Registration". Access to DoD EMALL is fully Common Access Card (CAC)/Public Key Infrastructure (PKI) enforced. Details of the access requirements are listed on the registration pages of the EMALL site. Prior to establishing the account, the applicable contracting officer must ensure that the contractor is authorized access to Government supply sources and must agree to review monthly or quarterly reports prepared by the DoD EMALL monitoring contractor activity. The applicable contracting officer must also provide a list of approved NSN/part numbers associated with each account/contractor DoDAAC for Army authorized CFM. Army contractors will be processed under GFM/CFM controls.

C11.9.2. Contractor GFM/CFM Validations. DoD EMALL will validate that contractors are authorized to purchase materiel from DoD supply sources as a prerequisite for submission of EMALL orders.

C11.9.2.1. DoD EMALL requisitions for GFM will be subjected to prescribed rules for MCA controls within DoD EMALL or within DAAS.

C11.9.2.2. DoD EMALL CFM requisitions indicating corporate credit card method of payment are subject to special processing controls as described in C11.9.2.

C11.9.2.3. Additionally, CFM requisitions for Army authorized contractors will be validated to ensure that requisitioned NSNs or DoD managed part numbers are authorized regardless of the method of payment under CFM controls.

C11.9.3. Corporate Credit Card Usage.

C11.9.3.1. The DoD EMALL program office will identify to Transaction Services all contractors authorized access to Government materiel for purchase as CFM using a corporate credit card as the method of payment.

C11.9.3.2. DAAS will maintain these DoDAACs as an authorized contractor edit table (referenced hereafter as the DoD EMALL CFM Table) to be employed during initial processing and for GFM Validation Request processing.

C11.9.4. Corporate Credit Card CFM Purchases and DAAS Processing. DoD EMALL requisitions for shipment to contractors using corporate credit card payment are assigned Signal Code B, Fund Code XP, and the ship-to DoDAAC perpetuated to the supplementary address of the DoD EMALL DoDAAC (SP5200 or SC4210). This configuration identifies a Government DoDAAC as the bill-to activity, thereby triggering DAAS and the DoD Component SoS processing systems to misinterpret such transactions as GFM requisitions.

C11.9.4.1. DAAS will validate these transactions against existing GFM edits and the DoD EMALL CFM Table to determine appropriate action.

C11.9.4.2. If the contractor requisition does not contain a valid MCA identification code and the DoDAAC is not listed in the DoD EMALL CFM Table, DAAS will reject with Status Code CL.

C11.9.4.3. If an MCA is identified by either a distribution code or a RIC, DAAS will forward the requisition to the SoS.

C11.9.4.3.1. The SoS will submit GFM Validation Request to DAAS for validation following GFM MCA procedures (including Army CFM).

C11.9.4.3.2. DAAS will recognize the EMALL supplementary address and again employ existing GFM edits and the DoD EMALL CFM Table to take appropriate action.

C11.9.4.3.3. If the validation using the DoD EMALL CFM Table identifies the contractor DoDAAC as authorized by the contracting officer for ordering CFM using corporate credit cards, then Transaction Services will validate the requisition and respond to the SoS with a GFM Validation Response using Advice Code 2M indicating that the requisition is valid. The SoS will continue processing.

C11.9.4.3.4. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table, but the requisition contains a valid MCA code, then Transaction Services will forward the GFM Validation Request to the MCA for validation.

C11.9.4.3.5. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table or does not match the CFM Authorized Materiel Table, when applicable, and the requisition does not contain a valid MCA code, then DAAS will provide a GFM Validation Response with Status Code CL indicating that the transaction is invalid. The SoS will reject the requisition.

C11.9.4.4. For DLA contractor credit card purchases (identified by a DLA-assigned U-series DoDAAC in the document number), DAAS processing rules will be as described in this paragraph, except that the requisition will be validated based upon the requisitioner DoDAAC matching to the DLA CFM Authorized DoDAAC Table.

C11.9.5. DoD EMALL Reports. To support DoD requirements for oversight of materiel sold to contractors, the DoD EMALL program office will provide reports to monitor contractor activity. For contracts having a maximum total dollar ceiling, a DoD EMALL report will be provided to the contracting officer when the cumulative value of CFM ordered reaches 80 percent of the ceiling.

C11.10. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER-DIRECTED SHIPMENT OF NONREQUISITIONED GOVERNMENT-FURNISHED MATERIEL BASED ON A BILL OF MATERIEL

C11.10.1. ICP/integrated materiel manager (IMM)-directed shipments of GFM may be managed through the use of a bill of materiel (BOM) as identified under the terms of the DoD contract. In this context, the BOM identifies the raw material/component parts needed to assemble/manufacture/repair the end item or final product. Based on the unit of allowance, the number/amount of GFM component materiel needed to accommodate the total number of end items to be manufactured/assembled/ repaired on a specific contract/purchase order may be calculated and provided. This procedure eliminates the need for separate GFM requisitions for the component materiel and subsequent MILSTRIP MCA validation. Instead, this process allows the ICP/IMM to push the materiel to the contractor as required by schedule and /or usage.

C11.10.2. Upon contract award for production of an end item or final product, the BOM becomes the basis for determining the quantity of GFM required by the contractor. These deliveries will only include stocked raw material/component parts that the Government provides at no separate charge to the contractor for assembly/ manufacture of the end item/final product. Under this process, the ICP/IMM will use internal control procedures to monitor consumption of raw material/component parts against the receipt of items awarded by contract.

C11.10.3. The ICP/IMM will prepare materiel release orders for stock shipment using document numbers based upon a DLA-established DoDAAC. The ship-to location cited in the release order will identify the contractor DoDAAC authorized to receive GFM. The storage activity will provide shipment confirmation to the ICP/IMM for monitoring GFM shipments and will prepare shipment status. For contractors without capability to accept legacy 80 record position/DLMS transactions, status of the GFM

component delivery will be provided upon request by the contractor. The assembled/ manufactured end items may be shipped directly to customers or shipped to a storage location for future use.

C11.10.4. Use of the above business process does not relieve the ICP/IMM from management reporting requirements required by DoD 4140.01, DoD Supply Chain Materiel Management Procedures. Materiel Receipt Acknowledgement is required for GFM, including pushed shipments, under [MILSTRAP](#) procedures.

C11.10.5. This process is discretionary and may not be applicable to all commodities and contracts requiring GFM. This process may only be used to support GFM requirements satisfied by the DoD Component issuing the contract (that is, by design, it does not support inter-Component materiel support).

AP2.17. APPENDIX 2.17

SHIPMENT HOLD CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha (except I and O)

EXPLANATION: When MILSTRIP requisitioned materiel is delayed at a shipping activity after it has been picked, packed, marked, and made ready for shipment, the delay will be recorded on the shipment planning worksheet using the appropriate code below and will be reported for inclusion in the MILSTRIP shipment status and materiel release confirmation (MRC) transaction

RECORD POSITION: 51 (in MILSTRIP transactions).

CODE	EXPLANATION
A	Shipment unit held for consolidation.
B	Awaiting carrier equipment
C	Awaiting export/domestic traffic release.
D	Delay due to diversion to surface resulting from challenge by air clearance activity.
E	Delay resulting from challenge by air clearance activity for which no diversion to surface occurs and materiel was shipped by air.
F	Embargo.
G	Strikes, riots, civil commotion.
H	Acts of God.
J	Shipment delayed to process customer cancellation request(s).
K	Diversion to surface movement due to characteristics of materiel that preclude air shipment; for example, size, weight, or hazard clarification.
L	Delay requested and/or concurred in by consignee.
M	Delay to comply with delivery dates at Continental United States (CONUS) destinations/out loading terminal.
N	Delay due diversion to air (requisition priority upgraded).
O	Reserved
R	DLA Disposition Services receipt-in-place property held pending disposition and shipping instructions.

CODE	EXPLANATION
S	<i>Invalid or missing Transportation Account Code (TAC). .</i>
T-V	Reserved
W	Wood Packing Material (WPM) remediation/decontamination.
X	<i>DLA Disposition Services Field Office redistribution order held pending release (inventory on hold; not available for alternate use).</i>
Y	Reserved.
Z	Holding action of less than 24 hours from date materiel is available for shipment.

AP3.2. APPENDIX 3.2

REQUISITION

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Send to	Block A ¹	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC, if applicable.
Requisition Is From	Block B	Not Applicable	Enter the appropriate in-the-clear name and address of the requisitioner, if applicable.
Document Identifier Code	Block 1	1-3	Enter DIC A0_ or AM_.
Routing Identifier Code	Block 2	4-6	Enter RIC indicating the source of supply to which the document is being submitted.
Media and Status	Block 3	7	Enter the M&S code.
Stock Number ²	Blocks 4, 5, 6	8-22	Enter the stock or part number of the item being requisitioned. For subsistence items, enter the type of pack in rp 21.
Unit of Issue	Block 7	23-24	Enter the unit of issue.
Quantity	Block 8	25-29	Enter the quantity requisitioned. For ammunition and ammunition related requisitions 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: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).

¹ See the AP2 series of appendices for an explanation of the data fields.

² Requisitions to DLA Disposition Services (RIC S9D) cannot reflect an entry in rp 21-22

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Document Number	Blocks 9-12	30-43	Enter document number as assigned by the preparing activity.
Demand ³	Block 13	44	Enter the demand code; otherwise, leave blank.
Supplementary Address	Blocks 14-15	45-50	When applicable, enter the coded SUPADD of the ship-to or bill-to activity; otherwise, leave blank. When coded data is not significant to the source of supply (other than an activity address code (AAC)), enter an alphabetic Y in rp 45.
Signal	Block 16	51	Enter the signal code.
Fund	Block 17	52-53	Enter the fund code as directed by the Component.
Distribution	Block 18	54	When applicable, enter the distribution code of the activity to receive status information in addition to the requisitioner or the SUPADD.
		55-56	Enter the code as directed by the Components.
Project	Block 19	57-59	When applicable, enter the appropriate project code under Component instructions.
Priority	Block 20	60-61	Enter priority designator.
Required Delivery Date/Required Delivery Period ⁴	Block 21	62-64	Enter data requirements from AP2.14, as applicable; otherwise, leave blank.
Advice	Block 22	65-66	Enter advice code to convey instructions to the source of supply; otherwise, leave blank.

³ On an Intra-Army basis, a suffix code entry is authorized for identification of post-post partial issues of materiel by Army Single Stock Fund Activities. These requisitions will contain Army Edit Action Code IV in rp 74-75.

⁴ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Date of Receipt of Requisition ^{5,6,7}	Block 23	67-69	Leave blank.
Blank	Block 23	70-80	Leave blank on inter-Component requisitions forwarded to the DLA and Government Services Administration (GSA) sources of supply. a. This field is optional for intra-Component use.^{8, 9, 10, 11, 12, 13,14} b. This field may be used for internal purposes on retained copies of requisitions.

⁵ Processing Points passing DIC AM_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

⁶ The DLA Distribution Mapping System (DDMS) will enter the DDMS RIC SD7 in A0_ transactions returned to Mapping Enterprise Business System (MEBS)(HM8) for processing. This will indicate to MEBS that this is not the initial processing of the requisition (requisition was previously reviewed and forwarded to DDMS, which was unable to fulfill).

⁷ On Intra-Army basis a RIC entry is authorized for identification of the storage site related to post-post issues of materiel by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

⁸ On Intra-Army requisitions rp 70 will contain the ownership/purpose code and rp 71 will contain the supply condition code of the material post-post issued by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

⁹ On Intra-Army basis both post-post and image Single Stock Fund Activity requisitions may contain a management code in rp 72 to facilitate processing.

¹⁰ On Intra-Army basis requisitions may contain an Army Edit Action Code in rp 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only and is used on both post-post and image requisitions.

¹¹ On Intra-Army basis requisitions may contain the date generated in rp 77-80. This date is required to accurately process transactions relative to image, post-post and working requisitions submitted by Army Single Stock Fund activities.

¹² For intra-Air Force lateral requisitions, the source of supply identified in rp 4-6 is another Air Force base, the RIC of the requisitioner is identified in rp 73-75, and the RIC of the DoD source of supply is identified in rp 78-80. Refer to ADC 266.

¹³ For intra-Air Force requisition modification, the unit price may be identified in rp 71-80. Refer to ADC 263.

¹⁴ For intra-Navy organic maintenance requisitions (citing Project Code Z5X), used to identify the storage activity from which the requisitioned item is requested in rp 74-76.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
<u>GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES.</u> ¹⁵		
Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component contracts , enter the appropriate contract legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID . This entry is mandatory. ^{16, 17} When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.
<u>MANAGEMENT CONTROL ACTIVITY ENTRIES:</u> Entries Required for Requisitions for Government-Furnished Materiel. ¹⁸		
Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.

¹⁵ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

¹⁶ Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

¹⁷ **Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.**

¹⁸ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Routing Identifier Code	74-76	If required by the Component, enter the RIC of the validating MCA in rp 74-76.
<u>DLA DISPOSITION SERVICES ENTRIES: Entries Required When Requisitioning a Specific Item From Disposal.</u> ¹⁹		
Disposal Turn-in Document Number	67-80	This entry is optional on DIC A01/A0A/A05/A0E requisitions and is mandatory on DIC A04/A0D requisitions. If applicable, the DTID suffix will be entered in rp 21.
<u>DLA DISPOSITION SERVICES ENTRIES: Entries Required on Requisitions to Disposal When a Specific Item is Not Required.</u> ²⁰		
Blank	70	Leave blank.
Condition Code	71	Enter lowest acceptable supply condition code under Component criteria furnished to DLA Disposition Services. See Chapter C2, Paragraph C2.21., for requirement.
Blank	72-80	Leave blank.

¹⁹ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

²⁰ Ibid.

AP3.4. APPENDIX 3.4

NON-NATIONAL STOCK NUMBER

REQUISITION (MECHANICAL)

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC A02 or A0B. (rp 4-7 entries are the same as AP3.2)
Manufacturer's Code and Part No. ¹	8-22	Enter the contractor and Government entity (CAGE) from the DoD and Part No. Cataloging Handbook H4-1 and the part number assigned to the item by the manager. (rp 23-43 entries are the same as AP3.2)
Demand	44	Enter appropriate demand code from AP2.8. (rp 45-69 entries are the same as AP3.2)
Identification	70 ²	Enter the applicable code to designate the entry in rp 71-80 (if not applicable, leave blank): A – Technical Order (TO) or Technical Manual (TM) B – End Item Identification C – Noun Description of Item D – Drawing or Specification No.

¹ If the CAGE and part number cannot be entered in rp 8-22, use DD Form 1348-6 (AP1.6) to requisition the part number or non-NSN items.

² Air Force part-numbered requisitions use rp 67-80 (without the identification code in rp 70. to provide descriptive information. This may not be recognizable on an inter-Service basis. Refer to ADC 264.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Reference Identification	71-80	Enter the identification of the reference specified in rp 70.
<u>GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES:</u> ³		
(rp 23-67 entries are the same as AP3.2)		
Part Number Designation	68	Enter an E in the GFM requisition when a part number is requisitioned.
Call/Order Number	69-72	If required by an Service/Agency (S/A) contract, enter the appropriate contract legacy four-position call/order number associated with the PIIN; otherwise leave blank.
Procurement Instrument Identifier (PIID)	73-80	At the option of the S/A, enter last eight positions of the PIID in lieu of the Manufacturing Directive Number (MDN) in rp 54-56. This entry is mandatory. ^{4, 5} When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.
<u>MANAGEMENT CONTROL ACTIVITY ENTRIES:</u> Entries Required for Requisitions for Government-Furnished Materiel.		
Routing Identifier Code	4-6	Enter the RIC of the source of supply.
Distribution	54-56	Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56.
Routing Identifier Code	74-76	If required by the S/A, enter the RIC of the validating MCA in rp 74-76.

³ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by Army vice USA (Retail). Refer to AMCL 1A.

⁴ **Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.**

⁵ **Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.**

AP3.9. APPENDIX 3.9

SOURCE OF SUPPLY CANCELLATION **(DIRECT DELIVERY FROM PROCUREMENT)**

RECORD		
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ACP or ACM.
Routing Identifier Code	4-6	Enter RIC of the activity to which the transaction is to be transmitted.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter the NSN or part number from original requisition, as applicable.
Unit of Issue	23-24	Enter U/I from original requisition, as applicable.
Quantity	25-29	a. Enter the quantity for which cancellation is requested. b. For ammunition and ammunition related cancellations 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 the requisition document number as in the procurement request.
Suffix	44	Enter the suffix code as shown in the procurement request; otherwise, leave blank.
New Consignee DoDAAC	45-50	Enter the DoDAAC to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank.
Multiple Use	51-69	
Procurement Request Number	(51-64)	Enter PRN, when applicable.

RECORD		
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	(65-69)	When procurement request number (PRN) is applicable, leave blank.
<u>OR</u>		
Procurement Instrument Identifier (PIID)	(51-63)	Enter PIID . ¹ Enter the PIID call/order number (F in 9th position) if applicable.
Contract Line Item Number	(64-67)	Enter CLIN.
Contract Subline Item Number	(68-69)	Enter contract subline item number, if applicable.
Project	70-72	Enter the project code from original requisition.
Priority	73-74	Enter priority from original requisition.
Blank	75-77	Leave blank.
Routing Identifier Code	78-80	Enter the RIC to identify the activity preparing transaction.

¹ Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.

AP3.11. APPENDIX 3.11

DIRECT DELIVERY NOTICE¹

RECORD		
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AB_.
Routing Identifier Code	4-6	Enter the RIC of the source of supply furnishing the status.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter stock or part number to which the status applies.
Unit of Issue	23-24	Enter U/I.
Quantity	25-29	a. Enter quantity for which the status is provided b. For status on 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 and quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter the document number as shown in the requisition.
Suffix	44	Enter the suffix code applicable to the quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD from the original requisition or modified transaction.
Signal	51	Enter signal code from the original requisition or modified transaction.

¹ Use of DIC Code AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 155.

FIELD LEGEND	RECORD	
	POSITION(S)	ENTRY AND INSTRUCTIONS
Fund	52-53	Enter fund code from the original requisition or modified transaction.
Distribution	54-56	Enter distribution code from the original requisition or modified transaction.
Project	57-59	Enter project code from the original requisition or modified transaction.
Procurement Instrument Identifier (PIID)	60-72	Enter the PIID . ² Enter the PIID call/order number (F in 9th position) if applicable.
Call/Order Number	73-76	Enter the legacy four-position call/order number associated with the PIIN , if applicable; otherwise; leave blank.
Estimated Shipping Date	77-80	Enter the four-position ordinal date.

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

AP3.22. APPENDIX 3.22

DOCUMENT MODIFIER **(INVENTORY CONTROL POINT TO PROCUREMENT)**

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AMF (to change the SUPADD field) or DIC AMP (to change the required delivery date (RDD) field to 555).
Routing Identifier Code	4-6	Enter the code of the activity to which the document is to be transmitted.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter data as shown in the procurement instrument or procurement request.
Unit of Issue	23-24	Enter the unit of issue.
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 the requisition document number as shown in the procurement request.
Suffix	44	Enter the suffix code as shown in the procurement request; otherwise, leave blank.
Supplementary Address	45-50	Enter the SUPADD in the DIC AMF; otherwise, leave blank in the DIC AMP.
<i>Procurement Instrument Identifier (PIID) or Procurement Request Number</i>	51-69	<i>Enter the PIID when available, otherwise enter the PRN. Enter the PIID call/order number (F in 9th position) if applicable.</i>

RECORD		
FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Procurement Instrument Identifier (PIID)	(51-63)	Enter the PIID . ¹ Enter the PIID call/order number (F in 9th position) if applicable.
Contract Line Item Number	(64-67)	Enter the CLIN.
Contract Subline Number	(68-69)	Enter the contract subline item number, if applicable.
Procurement Request	(51-64)	Enter the PRN.
Blank	(65-69)	Leave blank when a PRN is entered.
Project	(70-72)	Enter the project code as shown in the original requisition.
Priority	(73-74)	Enter the priority designator as shown in the original requisition.
Procurement Document Indicator	75-76	Enter PR in rp 75-76 when the entry in rp 51-64 is a PRN; otherwise, leave blank.
Signal ²	77	Enter the signal code in the DIC AMF; otherwise, leave blank in DIC AMP.
Routing Identifier Code	78-80	Enter RIC to identify the activity preparing the transaction.

¹ Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.

²Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

AP3.23. APPENDIX 3.23

PASSING ORDER¹

<u>FIELD LEGEND</u>	<u>RECORD</u> <u>POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC A3_.
Routing Identifier Code	4-6	Enter the RIC of the activity to which the document is being passed.
All Fields	7-66	Enter data as shown in the requisition.
Date of Receipt of Demand	67-69	Leave blank on submission. Processing points shall enter date of receipt when received from another distribution system.
Blank	70-71	Leave blank.
Cooperative Logistics Program Support Code	72	Enter data as shown in the requisition, if applicable.
Blank	73	Leave blank.
Routing Identifier Code	74-76	Enter the RIC of the activity from which the document is being passed.
Blank	77-80	Leave blank.

GOVERNMENT-FURNISHED MATERIEL PASSING ORDER ENTRIES.²

Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component, enter the appropriate legacy four-position call/order number associated with the PIIN ; otherwise leave blank .
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID . This entry is mandatory. ^{3, 4} When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions

¹ Entries from the remarks field shall be made only when it is necessary to report that data when it is entered on the requisition. In all such instances, rp 3 of the DIC shall identify the document as containing exception data and the passing order shall not be transmitted.

² Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

³ Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

RECORD

FIELD LEGEND

POSITION(S)

ENTRY AND INSTRUCTIONS

MANAGEMENT CONTROL ACTIVITY ENTRIES. Entries Required for passing orders for Government-Furnished Materiel.⁵

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

⁴ Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161.

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

AP3.24. APPENDIX 3.24

REFERRAL ORDER/LATERAL REDISTRIBUTION **ORDER FOR RETAIL ASSETS**

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

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

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

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

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

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

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

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

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

RECORD

FIELD LEGEND POSITION(S) ENTRY AND INSTRUCTIONS

GOVERNMENT-FURNISHED MATERIEL REFERRAL ORDER ENTRIES.⁵

Manufacturer's Directive Number	54-56	If required by the Component contracts, enter the MDN.
Call/Order Number	69-72	If required by the Component, enter the appropriate legacy four-position call/order number associated with the PIIN ; otherwise leave blank .
Procurement Instrument Identifier (PIID)	73-80	Enter the last eight positions of the PIID . This entry is mandatory. ^{6, 7} When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions

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

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

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

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

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

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