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SUSTAINMENT

DLM 4000.25, Volume 2, November 26, 2019
Change 13

DEFENSE LOGISTICS MANAGEMENT STANDARDS
VOLUME 2, SUPPLY STANDARDS AND PROCEDURES
CHANGE 13

I. This change to DLM 4000.25, Defense Logistics Management Standards, Volume 2, June 13, 2012, is published by direction of the Deputy Assistant Secretary of Defense for Logistics 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 13 include, but are not limited to, the following: Office names and symbols that have changed are updated (e.g., ODASD(Logistics)). The name of the Material Safety Data Sheet (MSDS) is updated to Safety Data Sheet (SDS). Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per the current style guide for DoD issuances. References to "(DLA) Transaction Services" are changed to "Defense Automatic Addressing System (DAAS)" and "DLA Logistics Information Services" to "Logistics Information Services". In addition, minor typographical and similar editing errors in previous versions have been corrected.

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

A. ADC 1066B dated March 21, 2019. Updates DoD WebSDR processing to limit changes to input made to the Owner/Manager/Source of Supply data entered on the original SDR submissions. Revises Chapter 17 Supply Discrepancy Reporting and Appendix 7.28 Supply Discrepancy Report Relevant Data Elements.

B. ADC 1227B dated February 12, 2019. Revises the DLMS 832N implementation convention (IC) to clarify when Air Force CICPs should use certain data elements. Revises DLMS IC 832N; No changes to the DLMS manual.

C. ADC 1236 May 16, 2019. Revises reconsideration request procedures in Chapter 17 and replaces the term "customer" with "submitter" to support all SDR document types. Updates the DLMS 842A/W implementation convention (IC) to reflect the correct term and clarify it can be used for all SDR Document Type Codes. Implements new edit for WebSDR direct online application input and SDR transactions to reject any SDR using Reply Code 504 for other than SDR Document Type Code 7 or R or in conjunction with any other reply code. Removes business rules regarding Air Force Security Assistance Command (AFSAC) historical SDR procedures. Revises Chapter 17, Supply Discrepancy Reporting and Appendix 7.28, Supply Discrepancy Report Relevant Data Elements. Revises the DLMS IC 842A/W IC.

D. ADC 1276 dated March 21, 2019. Documents ownership and routing changes pertaining to Army Life Cycle Management Command/Program Manager (LCMC/PM) and LCMC/Army Working Capital Fund (AWCF) materiel stored in DLA Distribution Centers in support of Army Total Package Fielding (TPF). Supports the Army/DLA coordinated agreement to synchronize inventory between DLA DSS and Army LMP during FY18. The transition of this inventory to the appropriate owner RIC occurred in February 2019. Revises Chapter 17, Supply Discrepancy Reporting.

E. ADC 1323 dated May 3, 2019. Updates DLA Disposition Services and Component procedures to authorize use of the receipt reversals process in response to an incorrect receipt or in support of a supply discrepancy report (SDR) after receipt. Appendix 7.32 identifies the authorized reasons for reversal codes. The reason for reversal codes will also provide an audit trail for the resolution of discrepant receipts when using reversal codes. Revises Appendix 7.32 Reason for Reversal Codes, and Chapter 16 Disposition Services.

F. ADC 1326 dated March 25, 2019. Revises DLMS 947I Inventory Adjustment IC to authorize use of purpose code in a dual inventory adjustment when changing the condition of an item. Allows Army to segregate materiel by purpose code. No changes to the DLMS manual; Revises DLMS IC 947I Inventory Adjustment IC.

G. ADC 1330 dated March 22, 2019. Revises the MRA Report to include an option to download the complete list of transactions by Component (all DoDAACs) where an MRA was not received (CONUS/OCONUS). This applies to the MRA type 02 Direct Vendor Delivery, MRA type 36 Stock Shipment, and MRA type 37 Direct Vendor Delivery and Stock Shipment Reports. Revises Chapter 10 Materiel Receipt Acknowledgement.

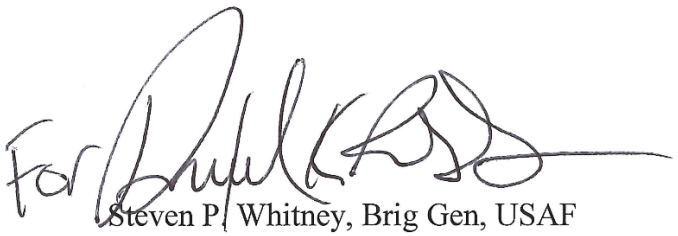
H. ADC 1345 dated March 21, 2019. Converts four Federal EDI Implementation Conventions (ICs) to DLMS ICs and reposts them to the DLMS IC section of the EBSO Website. Revises Federal ICs: 856 Advance Ship Notice, 857 Shipment and Billing Notice, 861 Acceptance Report, and 997 Functional acknowledgement. No Changes to the DLMS manual.

I. ADC 1346 dated June 18, 2019. (Administrative Change) Part of a series of DLMS changes to align DLM 4000.25.1, MILSTRIP and DLM 4000.25-2, MILSTRAP, with the companion procedures in DLM 4000.25, supporting the ongoing effort to sunset the MILSTRIP and MILSTRAP manuals. Moves MILSTRAP Appendices 1, 2, and 3 to DLMS Appendices 1, 2, and 3, and moves MILSTRIP Appendices 1, 2, and 3 to DLMS Appendices 6, 7, and 8.

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

Added or Replaced Files	**Added or Replaced Files**
Change History Page	Appendix 7 (all files)
Table of Contents	Appendix 8 (all files)
Appendix 1 (all files)	Chapter 10
Appendix 2 (all files)	Chapter 16
Appendix 3 (all files	Chapter 17
Appendix 6 (all files)	

IV. This change is incorporated into the on-line DLM 4000.25 series of manuals and the PDF files containing the entire set of change files on the publications page of the Enterprise Business Standards Office Website: www.dla.mil/does/dlms-pubs



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C10. CHAPTER 10

MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.1. PURPOSE

C10.1.1. This chapter provides the procedures for a DoD automated, closed-loop system to provide accountability and monitor receipt of shipments of DoD and General Services Administration (GSA) wholesale stocks and DLA Disposition Services stocks issued from on-hand assets or procured for direct vendor delivery (DVD). These procedures interface with logistics response time (LRT) for measuring receipt take-up time by requisitioners and with Chapter 5, for providing 100 percent shipment status on stock issues, including DVDs.

C10.1.2. These procedures provide for the control of due-in records below the wholesale level and the interface among the transportation, quality, supply, and financial operations/systems below the wholesale level and between the supply and purchasing operations/systems at the wholesale level to provide proper control over in transit assets and document receipt in the payment files.

C10.1.3. MRA Business Rules. Appendix 12 identifies the detailed business rules for generating the MRA Report. Appendix 12 also includes an MRA Decision Tree diagram to provide graphic representation of the MRA business rules to capture shipments out of wholesale assets that qualify for MRA Reporting.

C10.1.4 Transactions. This chapter addresses the procedures applicable to the following transactions with their functions identified by their beginning segment transaction type code. The DLMS implementation conventions (IC) are available on the DLMS IC page of the Enterprise Business Standards Office Website. The corresponding MILSTRAP legacy 80 record position transaction functionality is identified for information purposes in a mixed DLSS/DLMS environment.

C10.1.4.1. Materiel Receipt Acknowledgement (MRA) Transaction is DLMS 527R with beginning segment (1BR02/020) Transaction Type Code TH – Receipt Acknowledgement Advice. This transaction provides MILSTRAP legacy DIC DRA functionality.

C10.1.4.2. MRA Response to Follow-up Transaction is DLMS 527R with Transaction Type Code TH–Receipt Acknowledgement Advice, used in conjunction with 1/BR06/20 Action Code V–Respond. This transaction provides MILSTRAP legacy DIC DRB functionality.

C10.1.4.3. Follow-up for Delinquent MRA Transaction is DLMS 527R with Transaction Type Code TG – Receipt Acknowledgement Inquiry. This transaction provides MILSTRAP legacy DIC DRF functionality.

C10.2. APPLICABILITY.

C10.2.1. These procedures apply to shipments of DoD wholesale stocks and DLA Disposition Services stocks and, in part, to shipments of GSA wholesale stocks--whether pushed or pulled, delivered or picked up, issued from on hand assets or procured for DVD from commercial sources.

C10.2.2. These procedures therefore, apply to:

C10.2.2.1. All DoD wholesale inventory control points (ICP) and the DLA Disposition Services (for the purposes of MRA, DLA Disposition Services is the DoD ICP for shipments from Disposition Services).

C10.2.2.2. Recipients of DoD and GSA wholesale stocks and DLA Disposition Services stocks–including DoD intermediate/retail level and end-use activities; contractors which receive Government furnished material, and defined under DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014; DoD ICPs which requisition materiel from GSA, DLA Disposition Services, or other DoD ICPs; and DoD maintenance facilities which receive items for maintenance when the maintenance activity accountable officer assumes property accountability for the inducted items--hereafter called reporting activities.

C10.2.2.3. Implementation of the materiel receipt acknowledgment concept is optional for intra-Component shipments of retail stock. However, DoD Components which choose to implement the concept for such shipments will prescribe use of these procedures.

C10.3. EXCLUSIONS.[1] These procedures are not applicable to the following:

C10.3.1. Commodities excluded from requisitioning, except that receipt of requisitioned forms and publications will be acknowledged.

C10.3.2. Shipments to foreign military sales and grant aid customers except when the shipment concerns an unconfirmed materiel release order (MRO) as described in Chapter 4 (Processing Follow-Ups). FMS documents beginning with B, D, I, P, K and T .

C10.3.3. Inter-Component lateral redistributions of retail stock not directed by the wholesale ICP.[2]

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

C10.3.4. Shipments to state, civil, or federal agency activities. Special Program DoDAACs are identified by numeric character in the first position followed by an alpha character in the second position. These identify entities that are neither DoD or other Federal entities and that are associated with a special program. Among other purposes, special programs include programs authorized by Congress for state and local entities to purchase materiel from Federal sources. The existing Defense Automatic Addressing System (DAAS) logic for extracting the LMARS database includes the exclusion of Special Program DoDAACs (ADC 1088).

C10.3.5. Receipts into DoD wholesale stock controlled under Chapter 13, including relocations/shipments to contractors, commercial or industrial activities which are receipt reported to the owning ICP, when the owing ICP also issued the materiel. However, when ICPs requisition materiel from another ICP or the DLA Disposition Services, and the receipt is reported under Chapter 13, the requisitioning ICP will acknowledge the receipt (ADC 1087).

C10.3.6. Shipment status (DLMS 870S/Legacy AS3) with Distribution Code 9 (DLA Distribution Services). Shipments to DLA Disposition Services that are covered under the procedures for in-transit control of shipments to DLA Disposition Services Field Offices.

C10.3.7. Shipments of fresh fruit and vegetables (FF&V). FF&V transactions are received by DAAS in a monthly data feed from DLA Troop Support and do not have shipment data.

C10.3.8. Shipments to Army/Air Force Exchange Service DoDAACs HX1_, HX2_, HX3_ , and HX4 _).

C10.3.9. DoDAAC indicating activity is GSA or FEDSTRIP.

C10.3.10. Exclude intra-Component shipments when the issuing wholesale ICP does not generate a Follow-up for Delinquent MRA transaction within the required delinquent MRA Follow-up time limit. The rationale is that if the issuing wholesale ICP business process requires that the intra-Component reporting activity provide a Receipt transaction back to the issuing wholesale ICP, then it falls under the MRA exclusions

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

and the issuing ICP would not generate a Follow-up for Delinquent MRA transaction. For the purpose of this exclusion logic, DAAS will use the MRA Follow-up timeframe plus one day. Under existing MRA Report logic, lookup will be done at the end of the month (ADC 1087).

C10.4. COMMUNICATIONS

C10.4.1. Reporting activities will direct MRAs to the managing ICP using guidance in C10.4.2. If operating under MILSTRAP legacy transactions, refer to the instructions in DLMS Volume 2, Appendix 10 for the legacy DRA/DRB transactions. DAAS will pass the MRA to the designated ICP and provide images to other designated activities based upon DoD Component rules.

C10.4.2 Reporting activities will direct the MRA to the managing ICP using one of the following (listed in order of preference):

C10.4.2.1. The organization that directed the materiel shipment as shown on DLMS 856S, Shipment Status.

C10.4.2.2. The last known source of supply that authorized follow-up action as shown on DLMS 870S, Supply Status.

C10.4.2.3. The source of supply to which the DLMS 511R, Requisition, was submitted.

C10.4.3. ICPs will send all MRA follow-ups to the DAAS for transmission. The DAAS will route MRA follow-ups for U.S. forces to the “ship-to” activity identified in the 856S Shipment Status. The DAAS will route MRA follow-ups for security assistance requisitions to the applicable Service International Logistics Control Office (ILCO) based upon the Service Code in the Document Number and distribution code

C10.5. RESPONSIBILITIES

C10.5.1. Reporting activities and ICPs will meet the time limits stated throughout this chapter and summarized in Table C10.T1, MRA Submission Timeframe, and Table C10.T2, MRA Follow-up Timeframe for ICPs and Disposition Services.

C10.5.2. Reporting activities excluding International Logistics Control Offices (ILCOs) will:

C10.5.2.1. Establish supply due-in records for all requisitions (pulled or pushed) being supplied from wholesale stock. It is not required to establish a due-in record when shipment status is received after the materiel has been received.

C10.5.2.2. Update (or establish, when no previous record of the due-in/materiel receipt exists) due-in records and estimated delivery dates, based on supply

and shipment status received. Establish due-in record estimated delivery dates which equal the MRA prescribed timeframes in Table C10.T1.

C10.5.2.3. Post receipts from wholesale stock to a stock record/property, or equivalent, account and acknowledge materiel receipt under these procedures.

C10.5.2.4. Whenever materiel is taken into U.S. Government custody at final destination, whether it has been accepted or not, ensure the receipt is posted to the stock record/property, or equivalent, account. Establish any needed interface among the transportation, quality, and supply operations/processes to meet this requirement.

C10.5.2.5. Monitor due-in records and report nonreceipt under these procedures when materiel is not received within the prescribed timeframes in Table C10.T1. DLMS requires that 100 percent shipment status be sent to all reporting activities so they can meet this requirement.

C10.5.2.6. Coordinate with the financial operation/function before clearing a due-in record by any action other than materiel receipt. Maintain an auditable record of all due-in records so cleared.

C10.5.2.7. Establish an interface with financial accounting operations/processes to maintain proper financial accounting control for in-transit assets, as prescribed by DoD 7000.14-R, “DoD Financial Management Regulations”.

C10.5.3. ILCO reporting activities will screen history records for valid shipment status or coordinate with freight forwarders/customers to determine shipment status/receipt data, for unconfirmed MROs and send an MRA Advice Transaction within the prescribed timeframes in Table C10.T1.

C10.5.4. ICPs will:

C10.5.4.1. Have a closed-loop system to monitor materiel receipt on all shipments of wholesale stock to DoD activities.

C10.5.4.2. Control MRA data based on quantity within document number. When the MRA does not match a shipped record, use the data only for quality control/management evaluation purposes. Do not reject MRAs to the submitter.

C10.5.4.3. Keep an accessible record of requisitions, by document number and suffix code shipped, until materiel receipt is confirmed, nonreceipt is reported for the quantity shipped, or failure to acknowledge is included in management evaluation reports.

C10.5.4.4. Establish an interface between the supply and disbursing functions/operations to provide receipt acknowledgment data for all DVDs for documentation of payment files.

C10.5.4.5. Consider MRA data in the supply discrepancy report (SDR) validation process.

C10.5.5. DoD Components.

C10.5.5.1. Will establish the internal interface among the logistics, financial, and contracting operations/systems necessary to accomplish the requirements of this chapter. When operations are geographically removed from each other, DoD Components may prescribe use of intra-DoD Component transactions to accomplish the required interface.

C10.5.5.2. May, for intra-DoD Component shipments, elect to have their shipping activity or container consolidation point create an MRA and send it with the shipment for completion and submission by the reporting activity.

C10.5.5.3. May prescribe, where appropriate, that intermediate levels of supply (i.e., organizations that are not the ultimate materiel recipient but maintain due-in records for referred user requisitions) post receipts to their due-in records and acknowledge materiel receipt for the user.

C10.5.5. May record MRA data in requisition history and use to close unconfirmed MROs.

C10.5.6. GSA will not use the MRA to monitor materiel receipt but will use the data to interface with the discrepancy reporting process. Therefore, GSA will not follow-up to reporting activities to request an MRA.

C10.5.7. Components may prescribe additional internal follow-up requirements to those identified in this chapter.

C10.6. PREPARING AND SENDING MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.6.1. Reporting activities will meet the time limits identified in this chapter. These requirements and timeframes are independent from prescribed shipment tracing and discrepancy reporting requirements and timeframes to which the receiving facility must also adhere. MRA reporting timeframes are summarized below:

Table C10.T1. Materiel Receipt Acknowledgement Submission Time Limits

ACTION	TIME LIMIT[3]
U.S. Forces send MRA	* 5 Business days from date materiel received and: ❑ 12 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (CONUS destination) for nonreceipt; ❑ 29 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (OCONUS destination) for nonreceipt for Transportation Category 1 and 2; or ❑ 76 calendar days from the DLMS 856S date shipped (date released to carrier) field entry (OCONUS destination) for nonreceipt for Transportation Category 3.
ILCOs Send MRA	*120 calendar days from the DS 856S (Pseudo Shipment Status for Unconfirmed Materiel Release Orders) date shipped (date released to carrier) field entry for security assistance shipments.
Send MRA in Reply to Follow-up	*10 calendar days from transaction preparation date in the MRA Follow-up.
* Means take the action before the time limit is reached. ❑ Means take the action when the time limit is reached.	

C10.6.2. Reporting activities will submit an MRA when a materiel receipt is posted to the retail stock record, stock record account, property account, or equivalent record. Also, submit an MRA when due-in dates are reached and materiel has not been received. Send an MRA to the ICP:

C10.6.2.1. Within 5 business days of materiel receipt.

C10.6.2.2. For nonreceipt of materiel with a CONUS destination, within 12 calendar days from date shipped (date released to carrier) cited in DLMS 856S, Shipment Status.

C10.6.2.3. 29 calendar days from the date shipped (date released to carrier) when a Transportation Category 1 or 2 shipment to an OCONUS activity has not been received.

[3] Refer to ADC 1114.

C10.6.2.4. For nonreceipt of materiel (Transportation Category 3) with an OCONUS destination, within 76 calendar days from the date shipped (date released to carrier) cited in DLMS 856S.

C10.6.3. ILCOs in receipt of DLMS 856S pseudo shipment status will screen history records for valid shipment status. If valid shipment status is not available, ILCOs may coordinate with freight forwarders/customers to determine shipment status/receipt data. Submit an MRA to reflect the shipment status, receipt data, or nonreceipt within 120 calendar days from the pseudo shipment status release date.

C10.6.4. MRA For Materiel Provided to Contractors as Government Furnished Materiel and for MRA Associated with Contractor Furnished Materiel Obtained from Government Supply Sources. This business process is applicable when contractors are authorized to receive specific items and quantities of GFM or contractor furnished materiel (CFM) (also known as contractor acquired property (CAP)) from Government sources of supply. Materiel may be issued to the contractor based upon a contract schedule/Bill of Material (BOM) or issued in response to a requisition made by the contractor or a responsible Government representative. Under DLMS, MRA of GFM/CFM requires identification of the DoD contract number and call/order number, when applicable, which authorized the provision of GFM/CFM to establish accountability to the authorizing DoD contract. This contract number is required in addition to the controlling document number for the MRA transaction.

C10.6.5. MRA for Tailored Vendor Relationship. DLA, in conjunction with the DoD Components and vendors, has implemented tailored vendor relationship (TVR). TVR is a business process where there is a direct relationship between the customer and the vendor. Under TVR, customers place orders directly with the Prime Vendor, outside the routine supply requisitioning process/systems, using various communication channels such as EDI, phone, fax, email, or via the prime vendor's ordering system. DLA EBS receives copies of transactions in order to maintain line item accountability. MRA of TVR shipments require use of the contract number, call, and line item numbers to uniquely identify lines. This data is necessary because TVR orders can have multiple lines for the same document number and suffix code. DLA receives MRAs for TVR from~~,~~ Defense Medical Logistics Standard Support (DMLSS), Theater Enterprise-Wide Logistics System (TEWLS), EMALL, or customer systems.

C10.6.6. When a shipped line item (requisition document number and suffix code) is consigned as a split or partial shipment, send an MRA, for the shipment segments as they are received. The split or partial shipment codes are part of the transportation control number (TCN) structure in accordance with DTR 4500.9-R, DoD Transportation Regulation". Accordingly, reporting activities will include the TCN in the MRA transaction when it is available. If the total quantity for the shipped line item is not received by the due-in date, report the missing quantity, citing Discrepancy Indicator Code F, in accordance with the guidance in the MRA transaction.

C10.6.7. To acknowledge receipt of a discrepant/deficient shipment, submit an MRA, except as noted below, with the appropriate discrepancy indicator code. With the

exception of the receipt of multiple stock numbers, use a single MRA transaction to acknowledge the receipt showing both non-discrepant and discrepant quantities.[4] Note that MRA requirements and timeframes are independent from prescribed shipment tracing and discrepancy/deficiency reporting requirements and timeframes to which the receiving facility must also adhere.

C10.6.7.1. If the document number cannot be identified, post the receipt using a local document number. Do not submit an MRA.

C10.6.7.2. If stock number/part number cannot be identified, do not include the stock/part number in the MRA and enter Discrepancy Indicator Code A.

C10.6.7.3. For total or partial nonreceipt (Discrepancy Indicator Code F):

C10.6.7.3.1. Enter the quantity not received and Discrepancy Indicator Code F.

C10.6.7.3.2. If materiel is received subsequent to submitting an MRA Reply with Discrepancy Indicator Code F, submit a new MRA reflecting the new/additional quantity received following the MRA procedures in C10.6.8.1.[5]

C10.6.7.4. Except for shortage and partial or total nonreceipt, covered in C10.6.7.3, enter Discrepancy Indicator Code X in the MRA if the discrepancy does not meet discrepancy reporting criteria.

C10.6.7.5. When the discrepancy causes the receipt to be posted using more than one transaction (e.g., multiple supply condition codes or multiple stock numbers are received), send an MRA for each transaction posted. If needed, also send an MRA for any quantity not received.

C10.6.7.6. If materiel is received after submitting an MRA Reply with Discrepancy Indicator Code B (No Record of Requisition), submit an MRA following the MRA procedures in C10.6.1.

C10.6.7.7. The MRA report is created at the end of each month to reflect the MRA transactions as received/not received in the preceding month. Receipt of an MRA citing Discrepancy Code B or F updates the Logistics Metrics Analysis Reporting System (LMARS) reports to reflect the current status of MRA transactions received. The MRA Reports are created monthly and reflect the MRA data at the end of each month and will not be adjusted retroactively when an MRA is submitted following receipt of materiel after an MRA citing Discrepancy Indicator Code B or F is received.[6]

[4] This this is an enhancement that the Components never implemented as part of the looping structure capability.
[5] Refer to ADC 1114.
[6] Ibid.

C10.**7**. FOLLOW-UPS FOR DELINQUENT MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.7.1. When materiel shipment is confirmed or when the requisition involves an unconfirmed MRO as described in Chapter 4, the ICP will monitor for receipt of MRA(s). For U.S. Forces' shipments to CONUS activities, ICPs must receive MRA for the total quantity shipped within 12 calendar days from the date released to carrier cited in the DLMS 945A, Materiel Release Advice, or DLMS 856S. For U.S. Forces shipments to OCONUS activities, ICPs must receive MRA within 29 calendar days from the date released to carrier for Transportation Category 1 and 2, 76 calendar days from the date released to carrier for Transportation Category 3, or within 135 calendar days from the DLMS 856S shipment status release date for security assistance requisitions. Otherwise, the ICP will send an MRA Follow-up Transaction for the delinquent MRA to (See Table C10.T2):

C10.7.1.1. The organization that the materiel was shipped to, for U.S. Forces.

C10.7.1.2. The applicable ILCO, for SA requisitions.

C10.7.1.3. The MRA Follow-up timeframes are based upon the existing Time Definite Delivery (TDD) Standards and take into account the wide variation in TDD timeframes based on the Combatant Commands/Regions and the allowed receipt take-up timeframe.

C10.7.1.4. The follow-up time limits for a delinquent MRA are 17 calendar days from the date shipped (date released to carrier) field entry in the MRC or DLMS 856S Pseudo Shipment Status for CONUS, 34 calendar days for OCONUS destinations with Transportation Category 1 and 2, and 81 calendar days for OCONUS destinations with Transportation Category 3. (See Table C10.T2).

C10.7.1.5. Summary of MRA Follow-Up Time Limits. Reporting activities will meet the time limits identified in this chapter. These requirements and timeframes are independent from prescribed shipment tracing and discrepancy reporting requirements and timeframes to which the receiving facility must also adhere. MRA follow-up time limits are summarized in Table C10.T2.

Table C10.T2. Materiel Receipt Acknowledgement Follow-Up Time Limits for ICPs and DLA Disposition Services

The Time Limits below for an MRA Follow-up reflect the TDD timeframes, which include the transaction processing time, and also allow time for processing a Non-Receipt Materiel Receipt Acknowledgement.	
ACTION	TIME LIMIT[7]
Follow-Up for Delinquent MRA	❑ 17 calendar days from the date shipped (date released to carrier) field entry in the Materiel Release Confirmation (MRC) or Pseudo Shipment Status (DLMS 856S/MILSTRIP legacy DIC ASH) for U.S. Forces shipments (CONUS destination). ❑ 34 calendar days from the date shipped (date released to carrier) field entry in the MRC or DLMS 856S Pseudo Shipment Status for U.S. Forces shipments (OCONUS destination) for Transportation Category 1 and 2. ❑ 81 calendar days from the date shipped (date released to carrier)field entry in the MRC or Pseudo Shipment Status (for U.S. Forces shipments (OCONUS destination) for Transportation Category 3. ❑ 135 calendar days from the date shipped (date released to carrier) field entry in the Pseudo Shipment Status for security assistance shipments.
❑ Means take the action when the time limit is reached.	

C10.7.2. To answer the follow-up, the reporting activity will prepare a MRA following paragraph C10.6. Send the MRA to the ICP within 10 calendar days from the transaction preparation date cited in the follow-up.

C10.7.3. In the event that materiel has not been received because a Navy ship has not yet had the opportunity to physically pick it up (it is awaiting pick up at a Navy Local Logistics Support Center or the Material Processing Center), the Navy ship reporting activity will respond with a MRA Follow-up Transaction containing Discrepancy Indicator Code G. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another MRA Inquiry Transaction after another 45 calendar days have elapsed (which may be responded to with an additional MRA Response to Inquiry Transaction with Discrepancy Indicator Code G if the ship is unable to pick up their materiel from the Navy Local Logistics Support Center or the Material Processing Center). The Navy ship reporting activity may send up to six MRA transactions in response to follow-up, using MRA Response to Inquiry Transaction with Discrepancy Indicator Code G. The Navy ship reporting activity will send an MRA, using DLMS 527R MRA Response to Inquiry Transaction, without the Discrepancy Indicator Code G, once the materiel is received (e.g., picked-up or otherwise delivered directly to the ship), which may include the use of other discrepancy codes as appropriate. If a reply is not received within 45 calendar days from the sixth MRA

[7] Refer to ADC 1114.

Response to Inquiry Transaction with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C10.10). Also, if the requisition involves an unconfirmed MRO (see Chapter 4, (Processing Follow-Ups)), then the ICP will resolve the record as described in Chapter 4 for Force Closed Materiel Release Confirmation).

C10.7.4. When Component research into a Follow-up For Delinquent MRA identifies that materiel is still in transit, the reporting activity will respond with a MRA Response to Inquiry transaction containing Discrepancy Indicator Code H in record position 63. This will signal the ICP to keep the record open and continue to monitor for receipt of MRA(s), and send another Follow-up For Delinquent MRA transaction after another 45 calendar days have elapsed.[8] If a reply is not received within 45 calendar days from the sixth MRA Response to Inquiry transaction with Discrepancy Indicator Code G, the ICP will include the delinquency information in the management evaluation report (C6.10). Navy afloat units should use Discrepancy Indicator Code H if they determine the materiel is still in transit and not at an MPC.[9]

C10.7.5. Except as noted in C10.7.3., if a reply is not received within 30 calendar days from the MRA inquiry preparation date, the ICP will include the delinquency information in the MRA Management Information Report. Also, if the requisition involves an unconfirmed MRO, then the ICP will resolve the record as described in the procedures in Chapter 4 (Force-Closed Materiel Release Confirmations).

C10.8. CORRECTING OR CANCELING MATERIEL RECEIPT ACKNOWLEDGEMENT

C10.8.1 MRA Errors

C10.8.1. Identification of Erroneous Information. Activities which acknowledge a materiel receipt in error will not correct the MRA. However, to ensure validation of any SDR for the shipment, the reporting activity must identify the erroneous MRA information in the SDR remarks (SF364, “Report of Discrepancy”) or in the DLMS 842A/W, SDR Follow-up, Correction, Cancellation, & Reconsideration Request note/special instruction segment. MRAs with an invalid quantity field or blank unit of issue will be processed and corrected as addressed in C10.8.1.2.

C10.8.1.2. Syntax Errors in Mixed DLMS/DLSS Environment. MRAs submitted in legacy DIC DRA/DRB format, with an invalid quantity or blank unit of issue, cannot be processed by DLMS trading partners due to syntax errors. Accordingly, when DAAS must convert DIC DRA/DRB to a DLMS 527R MRA transaction for a DLMS trading partner, and the DRA/DRB contained an invalid quantity or blank unit of issue, DAAS will reject the transaction using narrative message rejects as follows:

C10.8.1.2.1. Invalid Quantity Syntax Error. (Quantity field is blank or contains alphas or special characters):

[8] Refer to ADC 1114.
[9] Ibid.

C10.8.1.2.1.1 DAAS will reject MRA transactions (DICs DRA/DRB) received with an invalid quantity field (record position 25-29) to the reporting activity with a narrative message reject stating: Correct and resubmit. The quantity in record position 25-29 is invalid.

C10.8.1.2.1.2. Reporting activities which acknowledged receipt using an invalid quantity are to correct and resubmit the MRA upon receipt of the narrative message reject.

C10.8.1.2.2. Blank Unit of Issue Syntax Error

C10.8.1.2.2.1. DAAS will reject legacy MRA transactions (DICs DRA/DRB) received with a blank unit of issue (record position 23-24) to the reporting activity with a narrative message reject stating: Unit of Issue contains blanks or special characters.

C10.8.1.2.2.2. Reporting activities which acknowledged receipt using a blank unit of issue are to correct and resubmit the MRA upon receipt of the narrative message reject.

C10.8.2. Error Documentation. When the ICP receives an MRA that does not match a shipment record, or contains errors, the ICP will document the error in the management evaluation report or quality control data, as applicable.

C10.9. QUALITY CONTROL

C10.9.1. To comply with the requirements of Chapter 6, ICPs and reporting activities will include the evaluation of internal MRA processing in their quality control programs. The following work processes will be included: accuracy of MRA initiation of follow-up, submission timeliness, and investigative research to determine and correct processing errors.

C10.9.2. Command managers will assign to specific organizations the responsibility for directing and monitoring corrective action. The purpose of the program is to assist management in identifying those human, procedural, or system errors adversely affecting the MRA process or indicating potential deficiencies in the control over in-transit assets.

C10.9.3. Command managers must ensure effective organizational interrelationships among the functional operations/processes concerned with MRA, such as: supply, procurement, financial, inventory management, transportation, quality assurance, and storage.

C10.10. MANAGEMENT EVALUATION

C10.10.1. The DoD Components will establish a management evaluation program which monitors and evaluates MRA submission to ensure compliance with MRA

requirements. Execute timely processing and perform response rate analyses to identify non-responsive activities and initiate corrective actions.

C10.10.2. The program will provide for:

C10.10.2.1. Review of the MRA Management Information report (Report Control Symbol DD-AT&L(AR)1419 applies). DAAS will prepare the report and provide access by electronic means. The report content is determined by the Supply Process Review Committee. Each Supply Process Review Committee representative is responsible for analysis of the report to identify potential deficiencies in their Service or Agency MRA operations or procedures contributing to breakdowns in internal controls for in-transit wholesale stock. Supply Process Review Committee representatives are responsible for initiating corrective action with delinquent and non-reporting activities.

C10.10.2.2. The MRA Management information report will include as a minimum:

C10.10.2.2.1. General MRA Management Report Criteria. Documentation of nonresponses for a reporting period to include: the number of qualifying shipments made to an activity (by "ship to" DoDAAC); the number of MRA responses received from that activity; the number of nonresponses. The following sections identify a common report description, how to do additional analysis of the data, and the types of breakdown to be available for MRA responses/non-responses for several different categories and whether detail by individual DoDAAC is available.

C10.10.2.2.2. Capability for Additional MRA Report Analysis.

C10.10.2.2.2.1. Most of the MRA reports contain a "Save" link above the report title. Clicking the "Save" link launches the applicable MRA report content in a spreadsheet format for additional analysis

C10.10.2.2.2.2. The MRA reports contain an option from the MRA Report Detail page (after selecting a DoDAAC) to download the entire list of document numbers with associated requisition/initial supply transaction data to an Excel file for additional research.[10]

C10.10.2.2.2.3. ***Three MRA Reports (MRA 02 Direct Vendor Delivery, MRA 36 Stock Shipment, and MRA 37 DVD and Stock Reports) contain an option to download the entire list of document numbers for the missing MRA data shown on the Detail Reports page. Clicking the "Save Component Missing MRA Data" link will generate a list of Component options to download file for the missing MRA data and will combine the data for CONUS and OCONUS.***[11]

[10] ADC 1086.
[11] ***Refer to ADC 1330 Revise MRA Download Reports to Include a Component Summary Option.***

C10.10.2.2.2.4. The following data elements are included in the downloadable file***s***:

- Header with ***Report Month or*** Date Run ***(depending on type of report)***
    - ***Source of Supply RIC included on the header for MRA38 (Source of Supply MRA Stock Summary), MRA39 (Source of Supply MRA DVD Summary) and MRA40 (Source of Supply Stock and DVD Summary)***
- ***CONUS / OCONUS Indicator (MRA02, MRA36 and MRA37)***
- Shipment Date
- Document Number
- Suffix
- Supplementary Address[12]
- Ship-To DoDAAC
- Signal Code[13]
- Bill-To DoDAAC
- Priority
- NSN
- Shipped Quantity
- Unit of Issue
- Unit Price (U/P)
- Total Cost
- Initial Transaction DLMS/MILS, (e.g., requisition or initial supply transaction if no requisition is available per MRA Business Rules/Decision Tree)[14]
- Communication Routing Identifier (COMMRI) of the system from which the requisition or initial supply transaction originated
- COMMRI associated with the Document Number DoDAAC, (e.g., could be a requisitioner/requiring/other activity)
- COMMRI where the Follow-up for Delinquent MRA transaction was transmitted

C10.10.2.2.3. Common Text for Report Descriptions. In general, for each report category, the count of qualified shipments requiring an MRA is matched against MRAs received/not received within the allotted timeframe and a percentage is computed. The reports shows results for Shipments Requiring MRA and MRA Not Received. Some of the reports include a column for MRA Received. Where the report is broken out by Service, click on the Service line hyper link to show the specific report

[12] This enhancement perpetuates legacy "MILS" data requirements due to the DAAS Micro Automated Routing System (DMARS) which performs transaction level services, such as, validation, editing, routing, imaging, and exception processing, using the 80 record position legacy format.
[13] Ibid.
[14] This is the transaction that results in the inclusion in the MRA Report per the MRA Business Rules/Decision Tree (ADC 1088 , Reference 3.d.).

category MRA Service/Agency Detail Report showing all DoDAACs making up the totals within each Service. The detail report shows results for shipments requiring an MRA and MRA received. Some of the detail reports include a column for MRA received. Selecting a DoDAAC from the detail report will show all document numbers associated with that DoDAAC total. Clicking on an individual document number will launch WEBVLIPS for further analysis of the selected document number. Differences from this standard report description are noted in the following descriptions of each specific MRA report type:

C10.10.2.2.3.1. MRA Service/Agency Summary. This summary shows shipments for DoD Components/Participating Agencies and all categories by area of the ship-to-DoDAAC and customer. Detail report is available. Summary and Detail Reports include an extra column for MRA received.

C10.10.2.2.3.2. Direct Vendor Delivery (DVD) (Non Stock) MRA Summary. shows DVD (Non Stock) shipments for DoD Components/Participating Agencies and all categories by Area and Customer. Detail report is available.

C10.10.2.2.3.3. Stock Shipment Summary, MRA Not Received. shows Stock Shipments by area of the ship-to-DoDAAC and DoD Components/ Participating Agencies. Detail report is available.

C10.10.2.2.3.4. Direct Vendor Delivery (DVD) and Stock Shipment Summary, MRA Not Received. This summary shows DVD and Stock Shipments for all DoD Components/Participating Agencies and all categories by Ship-to DoDAAC. Detail report is available.

C10.10.2.2.3.5. MRA Report by Source of Supply (Wholesale ICP). This report shows MRAs from the perspective of the wholesale ICP to review how well the Services acknowledge receipt of the materiel the ICP shipped out of wholesale assets for a given Service/Agency. Detail report is available.

C10.10.2.2.4. Specific Category Reports. The MRA Management Information report provides the capability to access information by specific categories for ammunition, contractor, and Army Total Package Fielding. For these specific category reports, the detail report reflects the same layout as the summary report:

C10.10.2.2.4.1. Ammunition Percent of Delinquents Summary. This summary shows shipments for ammunition by area of the ship-to-DoDAAC and DoD Component/Agency. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.2. Contractor Percent of Delinquents Summary. This summary shows contractor shipments by area of the ship-to-DoDAAC and DoD Component/Agency. Detail report is available. The report shows results for Shipments

Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.3. Army Total Package Fielding (TPF), Percent of Delinquents Summary. This summary shows Army TPF shipments by area of the ship-to-DoDAAC. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown.

C10.10.2.2.4.4. Percent of Delinquents General Summary. This summary shows general shipments by area of the ship-to-DoDAAC and DoD Component. The report shows results for Shipments Requiring an MRA, where an MRA was received within the allotted timeframe and where an MRA was not received within the allotted timeframe. Only the percentage of qualified shipments that received an MRA is shown. The report excludes the categories for Ammunition, Contractor, and Army Total Package Fielding.

C10.10.3. ICPs will keep accessible records of shipments and MRA transactions to support the reporting requirements.

C16. CHAPTER 16

DISPOSITION SERVICES

C16.1. General

C16.1.1 Purpose. This chapter prescribes policies, procedures, and transactions relevant to DLA Disposition Services. These procedures establish guidelines for movement of materiel to DLA Disposition Services, handling and accounting for this materiel, and requisitioning DoD excess personal property from DLA Disposition Services. Basic procedures such as requisitioning, status, receipt and discrepancy reporting are documented in DLM 4000.25, Volume 2. This chapter augments those procedures with specific procedures related to DLA Disposition Services and managing DoD excess personal property.

C16.1.2. Transactions. This chapter includes the procedures applicable to the following DLMS transaction functions, which are not addressed in any other chapter. These transaction functions are DLMS enhancements with no corresponding legacy 80 record position transactions. The transaction functions are identified by their beginning segment transaction type code or report type code. See the Defense Logistics Management Standards (DLMS) Program Office Website for available formats on the DLMS IC page.

C16.1.2.1. Disposition Services Turn-In Receipt Acknowledgement (TRA) Transaction is DLMS 527R with beginning segment Transaction Type Code CJ – Confirmation (2/BR02/020 Code CJ).

C16.1.2.2. Disposition Category Update Transaction is DLMS 846C with beginning segment Report Type Code PC – Process Change Notice (1/BIA02/0200 Code PC)

C16.1.2.3. Disposition Category Update Response Transaction is DLMS 846C with beginning segment Report Type Code 09 – Progress Report (1/BIA02/0200 Code 09). Disposition Category Update Responses Transactions are further broken down by beginning segment Action Codes (1/BIA06/0200).

C16.1.2.3.1. Action Code 2 – Change (Update). DLA Disposition Services Field Office uses to notify the DLA Disposition Services ICP that the proposed Disposition Category Code DS – Disposal will be overturned with a Disposition Category Code S – Sales.

C16.1.2.3.2. Action Code CF – Confirm. DLA Disposition Services Field Office uses to confirm the Disposition Category Code DS – Disposal assigned to the DTID by the DLA Disposition Services ICP.

C16.1.2.3.3. Action Code DE – Deny. DLA Disposition Services Field Office uses to deny the Disposition Category Code DS – Disposal assigned to the DTID by the DLA Disposition Services ICP.

C16.1.2.4. Accumulation Number Update Transaction is DLMS 846C with beginning segment Report Type Code RA – Revision Announcement (1/BIA02/0200 Code RA). DLA Disposition Services ICP sends this transaction to the DLA Disposition Services Field Office to advise of a change in the disposition services accumulation number.

C16.2. REQUISITIONING DOD EXCESS PERSONAL PROPERTY FROM THE DISPOSITION SERVICES

C16.2.1. General

C16.2.1.1. Excess Property Requisition. DoD activities and, under certain circumstances, authorized Federal civil agencies, requisition excess personal property through the DLA Disposition Services or directly from a DLA Disposition Services Field Office. Activities will request, through an accountable supply officer, only that property authorized by parent headquarters or command and will not request quantities of property that exceed authorized retention quantities. The DoD Component will give DLA Disposition Services the Federal condition codes that are acceptable in relation to the supply condition code (SCC) being requisitioned. DLA Disposition Services maintains a standardized and centralized control and accounting system for all excess and surplus personal property located in DLA Disposition Services Field Offices, and provides visibility of such property through a variety of utilization screening procedures. (see DoD 4160.21-M, “Defense Materiel Disposition Manual,” August 1997 for utilization policy and procedures.)

C16.2.1.2. Use of Defense Logistics Management Standards 511R. DoD activities will send requisitions using the Defense Logistics Management Standards (DLMS) 511R Requisition, for excess personal property to DLA Disposition Services. The requisition may be hand carried to DLA Disposition Services Field Offices for property previously selected, scheduled for pickup, or required as a result of screening at DLA Disposition Services Field Offices. Always cite the DoD activity address code (DoDAAC) of the DLA Disposition Services Field Office in requisitions hand carried to a DLA Disposition Services Field Office. Activities or units unable to send requisitions electronically may forward them directly to DLA Disposition Services by mail or by narrative message, but will consider this a nonstandard procedure and discontinue its use as soon as the ability to use an electronic method is realized.

C16.2.2. Submission of Requisitions to DLA Disposition Services

C16.2.2.1. General. When DLA Disposition Services is notified of a turn-in to a DLA Disposition Services Field Office, via a DLMS 527R Receipt transaction containing Disposition Category Code RU Reutilization (see C16.2.2.1.2) the disposal turn-in document (DTID) and/or property is considered eligible for requisitioning and

placed in a reutilization cycle that determines eligibility to requisition the item. There are four different continental United States (CONUS) screening periods within the reutilization/transfer/donation (RTD) formal screening cycle: DoD Formal and Special Programs (Screening Cycle Code = DOD), General Services Administration (Screening Cycle Code = GSA), Donation (Screening Cycle Code = DON), and a second RTD screening cycle for items eligible to RTD customers (Screening Cycle Code = RTD2). Outside continental United States (OCONUS) Screening Cycle Codes are FEPP (for Department of Defense, DoD Special Programs and federal Civil Agencies); FEPD (for Donation); and RTD2 for all others. DoD customers can requisition an item at any time during the cycle; however, non DoD agencies and groups only have access to the item once it reaches a certain day within that cycle.

C16.2.2.1.1. Reutilization/Transfer/Donation Property. All customers will have a valid DoDAAC in order to requisition DLA Disposition Services' RTD property. Requisitions may be generated for DLA Disposition Services' property via the DLA Disposition Services RTD Web, GSA Web, or from Service/Agency supply systems. However, RTD Web will be the single interface by which DLA Disposition Services receives requisitions. GSA Web and Service supply system orders will be routed by Transactions Services to RTD Web prior to DLA Disposition Services. Once processed by RTD Web, any additional information/data elements that are maintained within RTD to facilitate processing will be added to the requisition documents and transmitted to DLA Disposition Services.

C16.2.2.1.2. FMS Requisitions of Reutilization Property. All requisitions sent to DLA Disposition Services for property assigned Disposition Category Code RU are considered free-issue, except requisitions from foreign military sales (FMS) customers. DLA Disposition Services supports two types of FMS Customers, identified as FMS Sales Case Customers and FMS Grant Case Customers. Both customers generate packing, crating, and handling (PC&H) costs; however, FMS Sales Case Customers are charged additional costs determined from the acquisition value of the NSN and factoring in the depreciation value based on the condition code, multiplied by the quantity on the Materiel Release. The FMS charges are calculated in EBS, then transferred to DSS via DLMS 940R with the Present Market Value. Once DSS performs the good pick for the FMS requisition, DSS will send a DLMS 945A to EBS in addition to printing these charges on the bottom portion of the DD 1348-1A. The Present Market Value will identify FMS Costs and allow systems to convey this calculated value across multiple platforms for auditability. For FMS Sales Customers, this is the PC&H charges in addition to calculated sales charges. For FMS Grant Customers, the FMS Costs will identify only FMS PC&H charges. Passing this information will allow for proper financial accountability. Additionally, when the DD 1348-1A prints, the continuation sheet will include Foreign Military Sales Cost Information, printed as "FMS Costs". The funds appropriation/funds cite will be perpetuated to the field office on the DLMS 940R Materiel Release Order (MRO) at the time the item is issued. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information

system (SFIS) elements.[1] The DLMS MRO transaction supports inclusion of SLOA required elements.

C16.2.2.1.3. DTID Number and Suffix Code on Requisitions. Service system generated requisitions for DLA Disposition Services' owned property are routed by Transaction Services to RTD Web and are not required to cite a DTID number, or DTID number and suffix, unless a specific property turn-in is being requested to fill the order. All customer requisitions originating via the RTD Web and GSA requisitions submitted to RTD Web are required to site a specific DTID number, or DTID number and suffix, as applicable. All requisitions forwarded from RTD Web to DLA Disposition Services for fulfillment, including Service system requisitions initially submitted without a DTID number, will cite a DTID number, or DTID number and suffix, as applicable.

C16.2.2.1.4. Want Lists. RTD Web customers are able to set up customized want lists within RTD Web. Want lists enable an automatic search of inventory and provide e-mail notification if the specific property becomes available. Customers will log in to RTD Web to initiate the requisition request, or generate a requisition from the Service supply system.

C16.2.2.2. Submission of Service System Generated Requisitions. RTD Web will provide a daily asset inventory file to Transaction Services to enable the Services to generate DLMS or legacy 80-record position format requisitions originating from their own supply systems based on the asset inventory file. Transaction Services has a documented agreement with each customer to provide the asset inventory file under the Integrated Data Environment (IDE) initiative. Military Service/Agency supply systems, external to the DLA Disposition Services RTD Web, may direct requisitions to DLA Disposition Services Routing Identifier Code (RIC) S9D without regard to specific DTID numbers contained within DLA Disposition Services' inventory. These requisitions will be forwarded by Transaction Services to the RTD Web for processing.

C16.2.2.3. RTD Web Generated Requisitions. Items that are within the reutilization cycles are reported daily by DLA Disposition Services via a property characteristic flat file to RTD Web when the Screening Cycle Code is either DOD or RTD2. This daily file to the RTD Web notifies the Web application of the available items. RTD Web maintains rules that determine eligibility to requisition specific items. For all requisitions prepared/generated within RTD Web, the document numbers will be constructed using the customer's DoDAAC, the current ordinal date, and a serial number. The serial number may begin with a specific letter value based upon the applicable business process as directed below.

C16.2.2.3.1. Submission of Requisitions for Items Identified to a Container. To facilitate RTD, DLA Disposition Services employs a containerization process whereby the DTID number or DTID number and suffix, of similar turned-in items is associated to a container and made visible to customers. Using this visibility, customers have the option of requisitioning either the whole container (through RTD

[1] Refer to ADC 1043.

Web only) or specific items from within the container. A separate requisition identifying the disposition services container identification (ID) is sent for each item ordered by the customer. If the customer selects the entire container, a separate requisition is still generated for each item within the container. Where multiple document numbers are needed to support customers ordering containerized property, the RTD Web-generated document number will assign serial numbers beginning with utilization code R. The generation of a distinct document number for each item ordered allows the customer to have visibility and status relative to the processing of each requisition, maintains container synchronization, and facilitates inventory control. In addition to the disposition services container ID mentioned above, when the customer selects the entire container, each individual DLMS 511R Requisition (Transaction Type Code A0) will include an indicator (i.e., Container Issued in Full) to communicate that the whole container is being requisitioned and total of the DTID numbers within the container.

C16.2.2.3.2. Local Stock Number Requisitioning. Local stock number (LSN) requisitioning will be available only via RTD Web. All property marketed via RTD Web will be by DLA Disposition Services' LSN or NSN. In cases where an item is available for requisitioning in less than the standard unit of issue, the resulting requisition transaction sent to DLA Disposition Services will include the 'unit of use' indicator to define the quantity and unit of measure as applicable to unit of use. The LSN will be identified as the primary identification and the NSN will be provided for cross reference.

C16.2.2.4. General Services Administration (GSA) Web Requisitioning. Items that are within the reutilization cycles are reported daily by DLA Disposition Services via a property characteristic flat file to the GSA Web when the Screening Cycle Code is GSA or DON for CONUS, and FEPP or FEPD for OCONUS. This daily file to GSA notifies the GSA Web of the available items. GSA Web maintains rules that determine who is eligible to requisition specific items. GSA customers are then able to requisition these items by generating a requisition. A daily batch file will be sent to Transaction Services. Legacy 80-record position requisitions will be converted by Transaction Services into DLMS 511R Requisition transactions and sent to RTD Web for processing. GSA will use the DTID number as the item control number which, along with a document number for each requisition, will be sent to RTD Web.

C16.2.2.5. Special Programs for Non-DoD/Non-Federal Agency Requisitioners. DLA Disposition Services provides support to federally authorized Special Programs, including organizations that are neither a Federal agency nor a DoD entity. Under policies set forth within the Department of Defense, these organizations are authorized to requisition materiel from DLA Disposition Services. Non-DoD and non-Federal programs requiring DoDAACs are controlled under unique series DoDAACs beginning with a numeric followed by alpha characters in the first two positions. See DLMS Volume 6, (C2.1.2.1.). Policy changes in the DoDM 4160.21 identify that DoD Customers must have priority during the reutilization cycle over Special Programs Customers, and requisitions will no longer be obligated to Special Programs (to include FMS) during the DoD Customer Cycle. This results in DoD Special Program Customers having their requisitions held in EBS until day 14.

However, there are situations in support of customers or disaster relief efforts when Disposition Services will require immediate support for special programs; one example is customer support for FEMA. In order to support the Special Programs customers, the DLMS 511R Requisition will provide a Special Programs Hold Override Indicator, allowing these customers the ability to bypass the required hold period for these special circumstances.

C16.2.2.5.1. DLA Disposition Services 2Y Series DoDAACs. DLA Disposition Services' Special Program DoDAACs will be reserved under the 2Y series. See DLMS Volume 2, Appendix 7, Service and Agency Codes). The 2Y Series DoDAACs will be populated with DoDAAC Authority Code 04, Authorized to Requisition DLA Disposition Services' Materiel Only (see DLMS Volume 2, (C4.10.12, Table C4.T3) and the DoDAAC authority codes link in Volume 6 (C2.4.4.2, Table C2.T2). DLA Disposition Services will submit a letter to the DoD activity address directory (DoDAAD) Administrator (via the DLA DoDAAC central service points) designating the DLA DoDAAC monitor(s) responsible for establishing and maintaining the 2Y series DoDAACs.

C16.2.2.5.2. DoDAAC Assignments. DLA Disposition Services will ensure DoDAACs are only issued to authorized entities for authorized materiels for each special program. Initial DoDAAC assignments are as follows:

C16.2.2.5.2.1. DoD Computers for Learning Program - 2YC. Allows for the transfer of excess DoD computer hardware/information technology (IT equipment) to eligible elementary and secondary schools within the United States.

C16.2.2.5.2.2. Veterans Industries - 2YD. This vocational rehabilitation program, which provides temporary and permanent staffing for manufacturing, warehouse construction and office support, as well as outsourced support in assembly, packaging, sorting, grading, reclaiming, and recycling, is authorized to requisition excess property from DLA Disposition Services.

C16.2.2.5.2.3. DoD Firefighter Program - 2YF. Allows the transfer of excess property to firefighting agencies for use in fire protection and emergency service activities.

C16.2.2.5.2.4. Law Enforcement Support - 2YT. Allows the transfer of excess DoD property to Federal and State law enforcement agencies.

C16.2.2.5.2.5. Civil Air Patrol - 2YX. Allows the Civil Air Patrol (CAP), as the official auxiliary of the United States Air Force, to receive excess and Federal excess personal property (FEPP) without reimbursement.

C16.2.3. Receipt of Requisitions by DLA Disposition Services. Upon receipt of the requisition, DLA Disposition Services will select the requested item for issue or provide appropriate supply status if not available. If requested materiel is not available, DLA Disposition Services will keep the requisition on file for 60 calendar days and send a DLMS 870S Supply Status with Status Code B1 to the requisitioner. If all of the

requested materiel does not become available during the 60 calendar day period, DLA Disposition Services will cancel the remaining unfilled quantity and send a DLMS 870S with Status Code D1 to the requisitioner.

C16.2.4. Processing Requisitions by DLA Disposition Services and the RTD Website

C16.2.4.1. Materiel Release. The MRO (Transaction Type Code NA) will be used to direct the release of property from a DLA Disposition Services Field Office. The MRO will be sent from DLA Disposition Services to the field office when materiel is being issued as a result of sales, reutilization, transfer, or donation. The materiel release process will be accomplished at the DTID number or DTID number and suffix, level of detail. The rules in DLMS Volume 2, Chapter 4 apply to the MRO process; however, the transaction may contain the following additional data to support disposal processing as described below: DTID number, or DTID number and suffix, disposition services container ID, container issued in full indicator, minimum/maximum ship quantity, sales order reference number, complete container count, transportation mode or method, cancellation mandatory/optional flag, customer type, DEMIL code, DEMIL integrity code, and/or funds appropriation number. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Office will send the DLMS 856S Shipment Status (Type Transaction Code AS_) transaction to the customer. The transaction will contain the DTID number or DTID number and suffix of the original document number, and associated disposition services container ID.

C16.2.4.1.1. Disposal Turn in Document Number. The DTID number or DTID number and suffix will be passed to DLA Disposition Services Field Offices on every MRO sent to DLA Disposition Services Field Offices for a usable property. This will allow materiel to be released at a more detailed level of inventory.

C16.2.4.1.2. Customer Pick Up. Information contained in the MRO will indicate whether the materiel will be picked up by the customer or shipped. DoD Transportation Mode Code X will be used to indicate customer pick up; otherwise, the data element will be left blank.

C16.2.4.1.3. Minimum/Maximum Ship Quantity. These quantities will identify allowable over and under release quantities.

C16.2.4.1.4. Disposition Services Customer Type. This data element is used by the DLA Disposition Services Field Office to prioritize the workload of MROs. The codes used are: R (Reutilization) – DoD agencies and programs that are provided for by regulation; T (Transfer) - Customers that are Federal agencies that may receive property from other Federal agencies; D (Donation) - Customers that are non-profit organizations that work with the State Agencies for Surplus Property (SASPs) to withdraw DoD property; and S (Sales).

C16.2.4.1.5. Processing Requisitions Identified to a Container. When DLA Disposition Services receives a requisition with the container issued in full

indicator, the information will be used to insure all requisitions for that container are received and processed appropriately. MROs generated by DLA Disposition Services for requisitioned items associated with a container will identify the disposition services container ID. In addition to the disposition services container ID, MRO transactions generated based on the customer ordering the entire container will contain a container issued in full indicator and the count of total of DTID numbers or DTID numbers and suffix within the container. This allows DLA Disposition Services Field Offices to insure that an MRO for each item/DTID number or DTID number and suffix associated with a container is received and processed. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Offices will send the DLMS 856S Shipment Status (Type Transaction Code AS) transaction to the customer, containing the DTID number or DTID number and suffix, the customer's original requisition number, and the associated disposition services container ID.

C16.2.4.1.6. Demilitarization Code and Demilitarization Integrity Code. DLA Disposition Services passes these data elements to the DLA Disposition Services Field Offices in order to validate that property is still eligible for requisition by a particular customer prior to the physical release of property. Based upon frequency and timing of updates, the DEMIL and DEMIL integrity codes resident in DLA Disposition Services Field Office records may be more current than the data passed in the MRO by DLA Disposition Services. Therefore, if the DEMIL code sent on the MRO does not match the DLA Disposition Services field office record, the field office will hold the property for a period of time to allow DLA Disposition Services records to be updated, and send an MRO cancellation if necessary. Additionally, if the DEMIL Code is Q, the field office will also validate the DEMIL integrity codes prior to release. If, at the end of an established waiting period, DLA Disposition Services has not sent the MRO cancellation, the field office will resume processing.

C16.2.4.1.7. Local Stock Number/Unit of Use. The MRO will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9. for assignment and use of LSNs, including unit of use LSNs.

C16.2.4.1.8. Funds Appropriation Number. This number will be used on the MRO to calculate transportation costs that may be associated with certain orders that are shipped to RTD customers. For FMS orders, it is required by the Traffic Management Office (TMO) in order to correctly charge shipping costs.

C16.2.4.1.9. Materiel Release Orders in Support of Public Sales. In support of public sales, the DLMS 940R, MRO sent to DLA Disposition Services Field Offices to direct release of a sales order line item will contain an original document number (ODN), constructed using a valid DLA Disposition Services DoDAAC as the primary document number in the transaction. The DTID number or DTID number and suffix identifying the property will be carried as a secondary reference number. The sales order reference number will be passed in each transaction as secondary to the DTID number, except when the line item relates to a CV term sale, then the delivery order term sales contract number will be passed in addition to the DTID number. This

will enable the field office to identify all associated MROs into a single pick order. The supplementary address will contain the valid DLA Disposition Services public sales DoDAAC, along with Signal Code K indicating ship to and bill to supplementary address. Public sales MROs will contain a DoD Transportation Mode Code of X to indicate customer pick up. Additionally, these MROs will contain the public customer's first and last name as exception data, which will be used by field office personnel responsible for supervising customer removals to verify the correct customer is removing the property. Once property is removed, the field office will send a DLMS 945A Materiel Release Confirmation transaction, containing the associated ODN and DTID number or DTID number and suffix, to DLA Disposition Services.

C16.2.4.2. Materiel Release Order Denial. The DLA Disposition Services Field Office will send DLA Disposition Services the DLMS 945A, Materiel Release Order Denial (Transaction Type Code NK), with the appropriate management code, to communicate a denial for materiel when materiel no longer exists or when materiel has been damaged prior to customer pickup. This will include the use of denial Management Code Q for instances where there is enough on-hand materiel to fill the order, but not enough materiel on the DTID number or DTID number and suffix specified on the MRO.

C16.2.4.3. Materiel Release Confirmation. When confirming MROs, the DLA Disposition Services Field Office will provide the DLMS 945A, Materiel Release Confirmation (Transaction Type Code NJ) to the DLA Disposition Services following the prescribed rules in DLMS Volume 2, Chapter 4. However, in addition, this transaction will always contain the DTID number or DTID number and suffix or a unique control number (UCN) assigned by DLA Disposition Services during receipt and carried as a DTID number allowing release at a more detailed level of inventory.

C16.2.4.4. Follow-up for Materiel Release Order Status. The DLMS 940R, MRO Follow-Up (Transaction Type Code NB) will be used to communicate the follow-up request for status on open MROs. The DLA Disposition Services Field Office will provide MRO status using the DLMS 945A, Materiel Release Order Status (Transaction Type Code NL), as prescribed in DLMS Volume 2, Chapter 4.

C16.2.4.5. Requisition and Materiel Release Cancellation

C16.2.4.5.1. Customer Requisition Cancellations

C16.2.4.5.1.1. Customer Requisition Cancellations Based on RTD Preparation of the DLMS 869C (DIC AC_), Customer Cancellation Request. Service system customers and RTD Web customers have the option to cancel a submitted requisition prior to receiving the inventory from DLA Disposition Services.

C16.2.4.5.1.2. RTD and GSA Web Customer Cancellations. RTD and GSA Web customers may access the RTD or GSA Web application to view existing requisitions and choose to cancel. As a result, a separate DLMS 869C, Customer Cancellation Request, will be sent to DLA Disposition Services along with the DTID

number or DTID number and suffix for the item that is being cancelled. When the cancellation involves a unit of use LSN, the DLMS 869C will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9 for assignment and use of LSNs, including unit of use LSNs. DLA Disposition Services will use the DTID number or DTID number and suffix as well as the requisition document number and suffix when applicable, to identify and attempt to cancel the order. If no MRO has been generated, the DLA Disposition Services can cancel immediately and adjust available inventory accordingly. If an MRO has been generated to the DLA Disposition Services Field Office and is open, then DLA Disposition Services will attempt to cancel the MRO.

C16.2.4.5.1.3. Customer Submission of DLMS 869C Cancellations Subsequent to Transmission of DLMS Supply Status. In certain instances, the RTD Web will be required to generate document number suffix codes as needed to fill the requisitioned quantity using property associated with multiple DTID number or DTID number and suffixes (see C16.2.4.5.1.2.). Supply status will be provided under the requisitioned document number/suffix code combination citing the DTID number or DTID number and suffix value associated with each suffix. Therefore, customer cancellations submitted via the DLMS 869C from Service/Agency supply systems may be prepared using the document number and applicable suffix code from the supply status when applicable. Component supply systems may also cancel requisitions by document number and quantity alone, requiring the RTD Web to determine the appropriate suffix/DTID number or DTID number and suffix combinations to cancel. The RTD Web would then construct the individual DLMS 869C transactions and forward to DLA Disposition Services.

C16.2.4.5.2. MRO Cancellations Requiring an MRO Cancellation Request Transaction. The DLMS 940R, MRO Cancellation Request (Transaction Type Code ND) will be used to request cancellation of an MRO, and to follow-up on cancellation requests for which there has been no response. The MRO cancellation request can be triggered either by the customer's submission of a DLMS 869C, Cancellation (Transaction Type Code AC) as described above, or systemically by DLA Disposition Services if required payment is not received or when an item property characteristics change affects the customer's eligibility to receive the property, (e.g., DEMIL code change). The MRO cancellation request will contain the DTID number or DTID number and suffix of the materiel to be cancelled and may contain a Disposition Services Indicator for Cancellation Action Mandatory. Normally systemic cancellations requested by DLA Disposition Services will carry the mandatory cancellation indicator. The field office will reply to the MRO Cancellation Request with a DLMS 945A, Materiel Release Cancellation Advice (Transaction Type Code NR) or Materiel Release Status (Transaction Type Code NL). Upon receipt of the DLMS 945A, the DLA Disposition Services will adjust inventory as appropriate. For unit of use LSNs, the DLMS 945A will carry the unit of use LSN and the cross-reference NSN. The unit of use indicator will define the quantity and unit of measure as applicable to unit of use. See C16.6.9 for assignment and use of LSNs, including unit of use LSNs.

C16.2.4.5.3. Customer Requisition Cancellation without Submission of a DLMS 869C, Customer Cancellation Request (Transaction Type Code AC) or the Subsequent DLMS 940R, Materiel Release Order Cancellation Request (Transaction Type Code ND). DLA Disposition Services allows cancellation of submitted requisitions based upon the customer declining the ordered materiel available for pick up at the DLA Disposition Services Field Office. In these instances, the DLA Disposition Services Field Office will notify DLA Disposition Services of the cancellation by providing the DLMS 945A, Materiel Release Order Cancellation Confirmation (Transaction Type Code NR), that will contain DLMS Cancellation Reason Code YD (DLA Disposition Services Customer No-Show), YE (DLA Disposition Services Sales Customer Refused – Penalty May Apply), YF (DLA Disposition Services Sales Customer Refused – No Penalty), YG (DLA Disposition Services Sales Reutilization/Transfer/Donation (RTD) Customer Declined with Prior Notice), YH (DLA Disposition Services RTD Customer Refused Without Prior Notice), or YI (DLA Disposition Services Commercial Venture (CV) Rejected by CV Customer), as appropriate. Subsequently, DLA Disposition Services will communicate requisition status to their RTD Web in order to make the cancellation visible to the customer.

C16.2.4.5.4. Mass Cancellation Request. DLA Disposition Services will not process mass cancellation requests.

C16.2.4.6. Generation of Issue Release/Receipt Document (IRRD) (DD Form 1348-1A/1348-2 for Issues of DLA Disposition Services Owned Property by the DLA Disposition Services Field Office Subsequent to Receipt of the DLMS 940R, Materiel Release Order (Transaction Type Code NA). Shipments of DLA Disposition Services owned property will follow all instructions regarding the data requirement(s) contained in Chapter 29, Release and Receipt of Materiel, relative to the DD Form 1348-1A/1348-2 (and the continuation sheet, if required) including those instructions relative to items requiring serial number tracking and/or tracking under DoD Item Unique Identification (IUID) business rules (inclusive of barcodes). By exception, when materiel is sold to a CV contractor, the storage site has the option to suppress printing of the DD Form 1348-1A. When no IRRD is prepared, DLA Disposition Services will utilize the Workload Location List in lieu of the IRRD as the document transferring ownership from the Government to the CV contractor. The Workload Location List will identify all document numbers associated with the CV delivery order, materiel identification by NIIN, and applicable quantities. A copy of the Workload Location List will be retained by the field office. The CV contractor is responsible for picking up the property at the storage site.

C16.2.4.6.1 Issue Process. The DLA Disposition Services issue process will also include the use of printed data in Block 27 of the DD Form 1348-1A or 1348-2 (and the continuation sheet, if needed) to support issues of DLA Disposition Services owned property. The printed data will support the issue process by providing additional warehouse/shipping instructions and property information such as:

C16.2.4.6.1.1 Exception Shipping Addresses

C16.2.4.6.1.2 Special Shipping Instructions

C16.2.4.6.1.3 Fund Citations

C16.2.4.6.1.4 Foreign Military Sales Proceeds Information

C16.2.4.6.1.5 Type of Property Being Shipped

C16.2.4.6.2. Printed Data. The printed data will also provide information/instructions to the requisitioning customer regarding the property, such as instructions for return of unneeded property requiring demilitarization and/or reimbursement indicator instructions.

C16.2.4.6.3 Additional Printed Data. Additional data to be printed in Block 27, is not communicated to the DLA Disposition Services Field Office(s) via the DLMS 940R MRO, rather the field office system will have resident logic and data that allows this data to be derived based upon current information provided in the release transaction. Business rules and criteria for entering the instructions identified will be determined by DLA Disposition Services and loaded/maintained in tables within the field office's distribution system.

C16.2.4.7. Military Service/Agency Supply System Generated Requisitions. Once the RTD Web receives Military Service/Agency supply system generated requisitions, if a DTID number or DTID number and suffix is not identified, the DLA Disposition Services' inventory will be searched regardless of property location.

C16.2.4.7.1. Absence of a Cited DTID Number or DTID Number and Suffix. When a DTID number or DTID number and suffix is not cited on a requisition transaction, the RTD Web will determine the applicable DTID numbers or DTID number and suffixes necessary to fill the requisition, since DLA Disposition Services' property is managed by LSN/NSN and DTID number or DTID number and suffix. Each LSN/NSN and DTID number combination will be associated with a separate transaction. Therefore, in instances where property is physically located in multiple locations, or multiple DTID numbers or DTID number and suffixes are required to satisfy the requisition quantity, the RTD Web will be required to generate separate requisitions to DLA Disposition Services including the customer-assigned document number and sequentially assigned suffixes as needed to fill the requested quantity.

C16.2.4.7.2. Identification of Partial Fill Action. When the above occurs, the first partial fill action will be identified by the original document number submitted by the customer and will cite Suffix Code A. For the open quantity remaining on the requisition, RTD Web will select the next available DTID number or DTID number and suffix and generate additional document number suffix codes as needed.

C16.2.4.7.3. Processing Status. RTD Web will provide processing status via the DLMS 870S Supply Status transactions for the original customer document number including any suffix codes assigned by RTD Web.

C16.2.4.8. RTD Web Requisitioning

C16.2.4.8.1. Prioritization Logic in RTD Web. When RTD Web receives the property characteristics file from DLA Disposition Services for items applicable to Screening Cycle Codes DOD or RTD2, these items will be visible on the web to all eligible customers. RTD Web uses prioritization logic to assign precedence to requisitions based on the type of customer requisitioning the item. The prioritization logic will be applied in a 24-hour cycle. As requisitions are generated in RTD Web, they are sent to DLA Disposition Services via Transaction Services. At the end of the 24-hour cycle, depending upon the timing of the request and the highest priority for the requisitioned item, RTD Web will determine which requisition(s) to fill. All other requisitions for the property/DTID number will be cancelled via notification from DLA Disposition Services to RTD Web. If the requisition originated from the RTD Web, RTD Web will cancel the requisition. When the user logs on, the cancellation(s) will be visible in their account. If the requisition originated from a Service/Agency supply system, RTD web will generate the DLMS 870S Supply Status with Status Code BQ to the Service's supply system indicating cancellation.

C16.2.4.8.2. Prioritization. Prioritization will be applied to customers based on the following criteria:

- U.S. DoD Military Customers, Priority Designator (PD) 1-15 (based upon Force/Activity Designator (F/AD) and Urgency of Need Designator (UND)).
- Law Enforcement Support Office (LESO), PD 15
- Senior Reserve Officers Training Corps (SROTC), PD 12-15
- National Guard Units, PD 12-15
- Deploying National Guard Units, PD varies based upon DoDAAC and/or F/AD assignment.
- All Special Programs and walk-ins, PD 15
- Humanitarian Assistance Program (HAP), PD 15
- DoD or Service Museums, PD 15
- Computers for Learning (CFL), PD 15
- Morale, Welfare, Recreation Activities (MWRA), PD 15
- Military Affiliated Radio System (MARS), PD 15
- Civil Air Patrol (CAP), PD 15
- DoD Contractors, PD 15
- Foreign Military Sales (FMS), PD 15

C16.2.4.8.3. Exceptions to 24-Hour Processing Cycle. The two exceptions that can alter the 24-hour processing cycle are customer walk-in requisitions and FMS requisitions.

C16.2.4.8.3.1. Customer Walk-ins. Customers who walk-in to a DLA Disposition Services Field Office and wish to requisition property will do so via RTD Web. These requisitions will be identified on the DLMS 511R Requisition transaction sent to DLA Disposition Services by the entry of disposition services indicator and unique document number with serial number beginning with L. These walk-in requisitions will be processed immediately. DLA Disposition Services will verify any pending requisitions for this item by DTID number or DTID number and suffix and fill all, part, or none of the walk-in requisition quantity, based upon the presence or absence of higher priority orders.

C16.2.4.8.3.2. Foreign Military Sales Customers. DLA Disposition Services supports FMS customers by passing the FMS Case Number. The FMS Case Number for Disposition Services is the concatenation of three separate and discrete data elements comprising the Security Cooperation (SC) Customer Code, the SC Implementing Agency Code, and the SC Case Designator. EBSO has designed the DLMS transactions for consistent use of these three data elements across multiple domains. FMS customers with access to RTD Web have the option of freezing property by FMS Case number. The capability to freeze items is provided to facilitate the State Department approval process for FMS customer eligibility. During the approval process, the items are flagged as frozen both in DLA Disposition Services and at the field office, and are not advertised on the RTD Web to other customers. Using RTD Web, DLA Disposition Services Battle Creek HQ FMS Office will create reports of all items that are currently frozen and field offices will have the ability to print out a placard to place on the frozen items to insure walk-in customers know the item is not available. If an FMS freeze is in place, the property will not be available for screening for any other customer.

C16.2.4.8.3.2.1. During the FMS approval process performed by DLA Dispositon Services Battle Creek HQ FMS Office, FMS Customers will require freezing inventory until the final approval of the FMS Case. This will be accomplished by RTD Web sending EBS the DLMS 511R requisition with the freeze code populated. Upon retrieval of the 511R from RTD Web to EBS, EBS will send DSS a DLMS 940S Materiel Staging Request to initiate freezing of the assets (Service Performed Code F with Event Identification F). The DLMS 940S must include the Security Cooperation (SC) Customer Code, SC Implementing Agency Code, and SC Case Designator. These three pieces of information will be concatenated to construct the FMS Case Number (formatted as XX-X-XXX). The field office will also provide the specific warehouse location for this materiel. Once DSS receives the DLMS 940S directing the freeze action, DSS will relocate the asset to a FMS freeze area. When this action is finalized, DSS will provide a DLMS 943A Warehouse Service Advice with confirmation and print a re-warehouse label that will include the FMS Case Number and FMS asset identification, and affix this to the property.

C16.2.4.8.3.2.2. It may be necessary to relocate frozen materiel from one field office to another. When this occurs, DLA Disposition Services will provide a DLMS 527D PMR to the new location including the freeze indicator and the FMS Case Number data elements. These will be perpetuated to the DLMS 527R Receipt.

C16.2.4.8.3.2.3. Once the FMS customer receives approval to acquire the item, RTD Web will send EBS a notification to release the freeze for requisition ("unfreeze for requisition" action) for the FMS assets (via direct feed from RTD to EBS). Concurrently, RTD Web sends a requisition for that property to EBS. EBS will source the property to the FMS customer sending DSS the DLMS 940R to release the particular asset including a freeze indicator so that the property for this case is allocated from the FMS frozen warehouse location in DSS.

C16.2.4.9. Providing Status to Customers

C16.2.4.9.1. Processing Status for Service/Agency and GSA Web Requisitions. For Service/Agency supply system generated requisitions and GSA Web submitted requisitions, RTD Web will provide processing status via the DLMS 870S Supply Status transaction, citing the applicable status code found in Appendix 7.16 on the DLMS Website. As supply status on these requisitions is updated, RTD Web will provide supply status updates to ensure customers have the most current information available on their requisitions.

C16.2.4.9.2. Requisition Visibility in RTD Web. For requisitions originated within RTD Web, customers will have the ability to view current status of all their submitted requisitions on their account at the RTD Web Website. No DLMS 870S Supply Status transaction will be generated for these requisitions.

C16.2.4.9.3. Shipment Status to Customer. Regardless of method of submission, when shipment occurs against a requisition, the DLA Disposition Services Field Office will generate a DLMS 856S Shipment Status to the customer.

C16.2.4.10. Post-Issue Tracking. DLA Disposition Services will use disposition services indicator(s) to identify post-issue tracking requirements on the DLMS 511R requisition provided by RTD Web to DLA Disposition Services. Rules regarding requirements for post-issue tracking will be maintained in RTD Web, which will send the appropriate post-issue tracking indicator to DLA Disposition Services to indicate which particular transaction requires post-issue tracking. If post-issue tracking is required, DLA Disposition Services will compile and store the requirement to facilitate future tracking. Record of the post-issue tracking requirement is maintained for the entire life of the item while being used by that particular customer. Post-issue tracking requirements are essential at time of disposal to ensure appropriate procedures have been followed, (e.g., DEMIL Certificate turned in with the item). Post-issue tracking categories are described below.

C16.2.4.10.1. Materiel Receipt Acknowledgement Required. This indicator will be applied to requisitions for DLA Disposition Services' property falling outside standard MRA requirements under MILSTRAP/DLMS. DoD activities requisitioning from DLA Disposition Services are required to provide the DLMS 527R MRA (MILSTRAP legacy DRA functionality) under current procedures.[2]

C16.2.4.10.2. Demilitarization Certification Required. Providing DEMIL documentation confirms when demilitarization was performed on property. Before this item can be turned in or disposed of by the customer, proof will be provided to DLA Disposition Services.

C16.2.4.10.3. Mutilation Certification Required. Providing mutilation certification when the item is no longer needed prevents reuse or reconstruction if the item. Documentation must be received by DLA Disposition Services to verify that mutilation was completed.

C16.2.4.10.4. Certificate of Recycling. The customer will provide proof via documentation that the item was recycled when no longer needed.

C16.2.5. Processing Requisitions Identified to a Container. When DLA Disposition Services receives a requisition with the container issued in full indicator, the information will be used to insure all requisitions for that container are received and processed appropriately. MROs generated by the DLA Disposition Services for requisitioned items associated with a container will have the disposition services container ID identified on the DLMS 940R Materiel Release. In addition to the disposition services container ID, DLMS 940R Materiel Release transactions generated based on the customer ordering the entire container will contain a container issued in full indicator and the count of total DTID numbers within the container. This will allow DLA Disposition Services Field Offices to insure that an MRO for each item/DTID number or DTID number and suffix associated with a container is received and processed. Upon shipment of the materiel for each MRO, the DLA Disposition Services Field Offices will send the DLMS 856S Shipment Status transaction to the customer, containing DTID number or DTID number and suffix, original requisition number, and associated disposition services container ID.

C16.2.6. Defense Automatic Addressing System Editing. Defense Automatic Addressing System (DAAS) will edit requisitions to determine if the requisition is for excess personal property as follows:

C16.2.6.1. Utilization Code and SCC. If the requisition contains Utilization Code K, L, R, S or T and a (SCC), DAAS will route the requisition to DLA Disposition Services. If the requisition does not contain a SCC, but does contain a DTID number or DTID number and suffix, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.2. No SCC or Disposal Turn In Document. If the requisition does not contain an SCC and does not contain a DTID number or DTID number and suffix, but is

[2] DLA Disposition Services must define the expanded requirements for materiel receipt acknowledgment by DLA Disposition Services' non-DoD customers, via a future DLMS Change Proposal.

directed to the DLA Disposition Services, DAAS will reject the requisition back to the message originator with a clear-text message stating, INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION.

C16.2.6.3. Exceptions. If conditions in the previous two sections are false, DAAS will continue the requisition processing.

C16.2.6.4. Requisitions Directed to DLA Disposition Services. If the requisition is directed to DLA Disposition Services and there is an SCC that does not contain Utilization Code K, L, R, S, or T, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.5. No SCC or Utilization Code. If the requisition does not contain an SCC or Utilization Code K, L, R, S, or T, but has a DTID number or DTID number and suffix, DAAS will route the requisition to DLA Disposition Services.

C16.2.6.6. No SCC, Utilization Code, or DTID. If the requisition does not contain an SCC, Utilization Code K, L, R, S, or T nor a DTID number, but does contain DLA Disposition Services DoDAAC SC4400, DAAS will reject the requisition back to the message originator with a clear-text message stating, INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION.

C16.2.6.7. Requisition Status. DAAS will provide a DLMS 870S, Supply Status, with Status Code BM to the requisitioner for validated excess personal property requisitions. DAAS will also process DLA Disposition Services requisitions with part numbers to obtain an NSN. DAAS will change a part number to an NSN, as appropriate, pass the requisition to DLA Disposition Services, and provide a DLMS 870S, with Status Code BG to the requisitioner. If an NSN is not found, DAAS will reject the requisition with a DLMS 870S.

C16.3. REQUISITIONING AND OTHER MATERIEL MOVEMENT OF CONVENTIONAL SMALL ARMS/LIGHT WEAPONS FROM DISPOSITION SERVICES

C16.3.1 Applicability. Refer to this manual's Definitions and Terms for the definition of applicable small arms/light weapons (SA/LW).

C16.3.2. Federal Supply Classification. Conventional small arms generally fall into one of the following Federal supply classifications (FSC): 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095; however, this list will not be considered all inclusive. DLA Disposition Services will treat any weapon meeting the general guidelines of a SA/LW accordingly, regardless of FSC.

C16.3.3. Small Arms/Light Weapons Requisitioning. Customer generated DLMS 511R Requisitions for SA/LW will be by NSN and quantity, and may specify a DTID number. Neither the customer requisition to DLA Disposition Services nor the resulting DLMS 940R MRO to the DLA Disposition Services Field Office will specify a serial number. However, any serial number of the weapon(s) selected for issue will be carried on the DLMS 140A, with Transaction Code S, Small Arms Shipment transaction (one

copy to the requisitioning activity and another copy to the DLA SA/LW registry. The serial numbers included in the shipment may also be included in the DLMS 945A Materiel Release Order Confirmation response from DLA Disposition Services Field Offices back to DLA Disposition Services for verification of the specific weapons issued and records update.

C16.3.4. Serial Number and Unique Item Identifier Reporting. Any SA/LW unique transactions (DLMS 140A/888A) required by the current business process will be generated separately.

C16.3.5. Redistribution or Disposal. When the DLA Disposition Services takes redistribution or disposal action, the resulting DLMS 940R redistribution order or disposal release order will pass the weapons serial number to the DLA Disposition Services Field Office directing specific weapons for release. This serial number will be included in the DLMS 945A Redistribution Order (RDO)/Disposal Release Order (DRO) Confirmation response from DLA Disposition Services Field Offices back to DLA Disposition Services for verification that the correct weapon was issued.

C16.4. SOURCE OF SUPPLY AND STORAGE ACTIVITY INTERFACE FOR DISPOSAL RELEASE ORDERS

C16.4.1. General. Sources of supply use the DLMS 940R Disposal Release Order (DRO) to direct and control issue of supply system stocks on their records to disposal. Sources of supply will send DROs to the storage site having custody of the stock and result in the preparation of DD Form 1348-1A (or DD Form 1348-2). If the item is classified in SCC Q and is being sent to a DLA Disposition Services Field Offices, the DRO will contain Management Code O (alpha) or S, as appropriate, to indicate if materiel is hazardous to public health and/or safety and whether mutilation[3] is required. The retention quantity in the DRO will determine the quantity of materiel to be turned in to disposal by the storage site. The retention quantity cited in the DRO will be kept and all remaining stocks transferred to disposal, or, if the quantity on hand is less than the quantity indicated, the storage site will answer with DLMS 945A Disposal Release Denial with Status Code BY.

C16.4.1.1. DLMS 940R DROs directing the disposal of Product Quality Deficiency Report (PQDR) exhibits will include the PQDR report control number (RCN), if available.[4]

C16.4.1.2. RESERVED

[3] Material requiring mutilation may not be consigned to DLA Disposition Services Field Offices unless the DoD Component of the activity directing the shipment has made prior official arrangements with the DLA Disposition Services. If mutilation is required, provide specific instructions to the DLA Disposition Services Field Offices by separate correspondence, citing the DTID number.
[4] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits

C16.4.2. Release Confirmation. A DLMS 945A Disposal Release Confirmation (DRC) gives advice from the storage activity to the activity that initiated the DRO of supply action taken. The storage site will send the DRC when quantity shipped is the same quantity, when quantity shipped is greater than requested, or when quantity shipped is less than the quantity requested in the DRO. The materiel owner will use the DRC to make adjustments to inventory records. A DRC will be prepared when materiel is picked up by the carrier for shipment to DLA Disposition Services Field Offices. The DRC will, if appropriate, contain an Intransit Control Indicator (Code 2I in the N9 segment) if the shipped materiel line item value is $800 or more or the item is recorded as pilferable/sensitive.[5] The DLMS 856S Shipment Status provided by the storage activity to the DLA Disposition Services Field Office will perpetuate the Intransit Control Indicator.

C16.4.3. Release Follow-Up. The source of supply will use a DLMS 940R Disposal Release Inquiry to follow-up on storage facilities for unconfirmed DROs 10 calendar days after the date the DRO was created. If the DRO has been complied with, the storage facility will respond with a DRC (see C16.4.2). If the DRO has not been complied with and shipment is anticipated, the storage facility will send supply status, a DLMS 945A, with an estimated shipping date. If there is no record of the DRO, the storage facility will send a status message DLMS 945A with Status Code BF. If the DRO has been denied, the storage activity will send a DLMS 945A Disposal Release Denial with Status Code BY.

C16.4.4. Release Denial.

C16.4.4.1. The storage site will send a DLMS 945A Disposal Release Denial to the source of supply that prepared the DRO as a notification of no action taken. Sources of supply will use the DLMS 945A to adjust inventory records.

C16.4.4.2. Disposal Release Denials for Product Quality Deficiency Reports (PQDR) Exhibits.[6]

C16.4.4.2.1. DLA storage activities will prepare the DLMS 945A Materiel Release Denial 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.

C16.4.4.2.2. When the DLMS 940R 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 DLMS 945A Disposal Release Denial.

C16.4.5. Release Cancellation. Disposal release cancellations, a DLMS 940R, are prepared by sources of supply having initiated DROs and sent to storage sites when

[5] DLMS enhancement for future implementation.
[6] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits

determined disposal actions should be stopped. Source of supply cancellation requests will be sent only when DROs are unconfirmed. Storage activities will respond to the cancellation request using a DLMS 945A Disposal Release Cancellation Advice with appropriate transaction type code, and RIC of the source of supply to which the transaction will be sent and the activity preparing the transaction.

C16.4.6. Release Cancellation Follow-Up. A DLMS 940R Disposal Release Cancellation Follow-up, may be sent by the source of supply to get 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 and will be processed by the storage site as a cancellation request if the original request was not received. If the original request was received and all required actions have been completed, the storage site will respond to the disposal release cancellation follow-up by duplicating previously submitted documentation, a DLMS 945A.

C16.4.7. Reporting Excess Quantity. The source of supply will send replies to excess reports, a DLMS 870M, to notify the reporting activity that the quantity reported is in excess to source of supply requirements and further action is authorized under appropriate DoD Component procedures. Refer to Chapter 11 Materiel Returns.

C16.4.8. Recycling Control Point. When materiel owners direct disposal of property held in the custody of DLA Distribution (using DSS) DLA Distribution will systemically screen in-coming Disposal Release Orders (DLMS 940R/A5J) to determine Recycling Control Point (RCP) eligibility. If the disposal item qualifies for RCP marketing, materiel is issued from the account of the original owner who directed disposal and a DLMS 856S/AS_ shipment confirmation is provided. Concurrently, a DLMS 527R Receipt (Transaction Type Code D4 with 2/LIN01/10 Code I (legacy DIC D6A functionality)) is posted to the RCP RIC S9W account. No DLMS 527R Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction will be generated for materiel transferred to the RCP from a Distribution Center at the same location. Since there is no physical movement of the materiel when it is transferred to RCP ownership, it should not be considered intransit, but can be dropped immediately from the original owner's property record. DLA Distribution will retain physical custody while materiel is offered for RTD and sales via the RCP process.

C16.4.9. Defense Automatic Addressing System Processing of Release Confirmations. DAAS will use data in a DLMS 945A, with Transaction Type Code NM in the WO6 segment, to create shipment status using a DLMS 856S. Upon completion of this process, DAAS will send the DRC to the appropriate organization(s) as indicated in the N1 segment and a DLMS 856S to DLA Disposition Services.

C16.5. DOCUMENTATION REQUIRED FOR SHIPMENTS TO DLA DISPOSITION SERVICES

C16.5.1. General Requirement

C16.5.1.1. Disposal Turn-in Document or Disposal Turn In Document and Suffix. Activities will direct/process all accountable materiel 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. Sources of supply will send a DTID (DD Form 1348-1A or DD Form 1348-2), (see Appendix 8.49 for data requirements) and documentation for in-transit control of property identified by an NSN or local stock number (excluding scrap [SCC S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped or transferred to a DLA Disposition Services Field Office. Shipment/transfer of materiel to a DLA Disposition Services Field Office via DTID number requires authority for disposal, which will be indicated in the DTID by appropriate disposal authority code, along with the reason for disposal code. Ensure property is reported to the integrated material manager (IMM) prior to preparing the DTID, as required, per DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014. DTID and documentation will control the shipment from the time of release by a shipping activity until receipt of the property by DLA Disposition Services Field Office.

C16.5.1.2. Shipment Status. For shipments/transfers to DLA Disposition Services Field Offices, shipping activities will send a DLMS 856S, Shipment Status (Transaction Type Code AS), for each DTID number or DTID number and suffix regardless of dollar value. The DLMS 856S will contain Distribution Code 9 identifying DLA Disposition Services, the unit price of the materiel, the actual quantity shipped, and the date delivered to the carrier for shipment.

C16.5.1.2.1. Shipment Status Visibility/Transactions with Distribution Code 9. 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 DLMS 856S Shipment Status for the following criteria before routing the transaction to the DLA Disposition Services Field Office global record:

C16.5.1.2.1.1. Invalid DoDAAC, Federal supply classification, 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.

C16.5.1.2.1.2. Edit Unit Price. If the transaction contains an LSN with a blank or zero-unit price, reject; if the transaction contains an NSN and blank or zero unit price, insert the Federal Logistics Information System (FLIS) price.

C16.5.1.2.2. Information Capture and Validation. The DLA Disposition Services 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 Services Field Office prior to physical receipt. Additionally, a subset of

shipment transactions meeting the Intransit Control System (ICS) criteria is used to initiate the DLA Disposition Services ICS tracking process.

C16.5.1.3. Fund Citation for Scrap Proceeds Reimbursement. For shipments involving the turn-in of scrap materiel to DLA Disposition Services Field Offices, the turn-in shipping activity will add the data element, 'Scrap Reimbursement', to the instructions in Block 27 (and its continuation page or in available white space on the paper that the form is printed, if needed) of the DD Form 1348-1A or DD 1348-2. The value in this field will be the fund citation for reimbursement of scrap proceeds minus disposition processing costs. For receipt of property, DLA Disposition Services will sign the DD Form 1348-1A, DD 1348-2 and provide a signed digital image of the turn-in document via eDOCS at https://edocs.documentservices.dla.mil/ to confirm receipt in the in-transit system.

C16.5.1.4. Receipt in Place Documentation Processing at the DLA Disposition Services Field Office. For receipt in place excess property where the DoD generator has provided a DLMS 856S Shipment Status (and DLMS 841W for Hazardous Waste), the Distribution Standard System (DSS) due-in report is authorized to be used by DLA Disposition Services without a hard copy DD Form 1348-1A or DD Form 1348-2 for receipt, so long as all required information for turn-in is included in the automated file.

C16.5.2. Requirements for Shipments of Hazardous Material and Hazardous Waste. The following guidance outlines basic documentation requirements for turn-in of Hazardous Material (HM), Hazardous Waste (HW), and other types of wastes (e.g., Polychlorinated Biphenyl (PCBs), Friable Asbestos, etc.). The turn-in activity will enter the bill-to fund code and bill-to DoDAAC (when other than the turn-in activity) for reimbursable actions associated with the disposal, (e.g., HW contractor costs), in the DD Form 1348-1A or DD Form 1348-2), in order to provide reimbursement to DLA Disposition Services. To ensure compliance with federal, state, DoD and host nation regulations, turn-in activities will obtain and become familiar with applicable Code of Federal Regulations (CFR), state regulations, DoD regulations, and Overseas Environmental Baseline Guidance Documents (OEBGD), or the Final Governing Standards (FGS) for the host nation. When initiated electronically the HM/HW turn-in will be directed using the DLMS 940R, Disposal Release Order (DRO). Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[7] The DLMS DRO transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the initiator's Service/Agency and Fund Code. If discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU. If invalid/missing fund code

[7] Refer to ADC 1043/ADC 1043A.

for Signal Code A, B, C, J, K, or L, reject with the DLMS 824R Reject Advice citing Reject Advice Code BU.[8]

C16.5.2.1. Shipment Status. The DLA Disposition Services Field Offices will use the DLMS 856W to electronically capture and validate information about inbound HM/HW property from a customer that is shipping property to a DLA Disposition Services field office prior to physical receipt. The information contained within the transaction is used by DLA Disposition Services Field Offices to schedule inbound shipments and to match the inbound shipment to a Hazardous Waste Profile Sheet (HWPS). In addition to data requirements for shipment status of non-hazardous materials, shipment status for HW/HM will add the following: DTID number or DTID number and suffix number, HWPS number, disposal authority code, disposition services indicator code, item nomenclature, SCC, special materiel identification code, materiel management aggregation code, and DEMIL code. This additional information will assist the DLA Disposition Services Field Offices with the receipt, inspection, and materiel identification of the HM/HW turn-ins. The DLMS 856S/legacy DIC AS3 should not be transmitted when the 856W is provided. See DLA Disposition Services Instruction 4160.14, "Operating Instructions for Disposition Management," for appropriate code value lists.

C16.5.2.1.1. HM/HW DTID Validation. DSS will validate the DTID content contained in the DLMS 856W to check for missing or invalid data elements. If the DTID contains one or more erroneous data elements, DSS will transmit a DLMS 824W containing the rejected DTID number and reject advice code to the generating activity. Generating activities will resubmit corrected DTID content in a new DLMS 841W citing the original DTID number. Table C16.T1. identifies the HM/HW DTID Reject Advice Codes.

The following codes are used in defining record formats:

- Mandatory (M)
- Optional (O)
- Alpha (A)
- Numeric (N)
- Alpha/Numeric (A/N)

[8] Refer to ADC 1043E.

Table C16.T1. HM/HW DTID Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Reject Definition
M	Federal Supply Class	N	4	DA	Erroneous Value if FSC is Missing/Invalid	FSC Missing/Invalid. Mandatory if DTID is used.
M	NIIN/Local Stock Number	A/N	5-9	DB	Erroneous Value if NIIN/LSN is Missing/Invalid	NIIN or LSN Missing/Invalid. Mandatory if DTID is used.
M	Unit of Issue	A	2	DC	Erroneous Value if Unit of Issue is Missing/Invalid	Unit of Issue Missing/Invalid. Mandatory if DTID is used.
M	Quantity	N	1-5	DD	Erroneous Value if Quantity is Missing/Invalid	Quantity Missing/Invalid. Mandatory if DTID is used.
M	Hazardous Waste/Material Code	A	1	DE	Erroneous Value if Hazardous Waste/Material Code is Missing/Invalid	Hazardous Waste/Material Code Missing, Mandatory if DTID is used. "W" for hazardous and non-regulated and "N" for all other property turn-ins to Disposition Services.
M	Unit Price	N	1-5	DF	Erroneous Value if Unit Price is Missing/Invalid	Unit Price Missing/Invalid, Mandatory if DTID is used.
M	Supply Condition Code	A	1	DG	Erroneous Value if Supply Condition Code Missing/Invalid	Supply Condition Code Missing/Invalid. Mandatory if DTID is used.
M	Demilitarization Code	A	1	DH	Erroneous Value if Demilitarization Code is Missing/Invalid	Demilitarization Code Missing/Invalid, Mandatory if DTID is used.

Table C16.T1. HM/HW DTID Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Reject Definition
M	Contact Name	A	4-18	DI	Erroneous Value if Contact Name is Missing/Invalid	Contact Name Missing/Invalid, Mandatory if DTID is used.
M	Contact Phone	A/N	4-21	DJ	Erroneous Value if Contact Phone is Missing/Invalid	Contact Phone Missing/Invalid. Mandatory if DTID is used.
M	Total Disposal Cost	N	4-5	DK	Erroneous Value if Total Disposal Cost is Missing/Invalid	Total Disposal Cost Missing/Invalid. Mandatory if DTID is used.
M	Fund Code	A/N	2	DL	Erroneous Value if Fund Code is Missing/Invalid	Fund Code Missing/Invalid. Mandatory if DTID is used.
M	Chemical Name	A	2-60	HH	Erroneous Value if Chemical Name is Missing/Invalid	Chemical Name is missing or invalid.
M	Chemical Concentration	A/N	1-30	HI	Erroneous Value if Chemical Concentration is Missing/Invalid	Chemical Concentration if missing or invalid.
M	Chemical Range	A/N	2-30	HJ	Erroneous Value if Chemical Range is Missing/Invalid	Chemical Range is missing or invalid.
M	Chemical Abstract (CAS) Number	A/N	2-11	HK	Erroneous Value if CAS Number is Missing/Invalid	CAS Number is missing or invalid.

Table C16.T1. HM/HW DTID Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Reject Definition
CONTAINER NUMBER IS MANDATORY BELOW THIS LINE, BUT OTHER FIELDS ARE OPTIONAL. MULTIPLE ITERATIONS ARE ALLOWED BASED ON THE NUMBER OF CONTAINERS						
M	Container/Drum Number	A/N	4-15	HO	Erroneous Value if Container Number is Missing/Invalid	Container Number Missing. If Container is identified, there must be a container number. If there is no container, the code should be blank.
O	Storage Location	A/N	0-16		Location item is Stored	Location within the building.
O	Container Weight/Volume	N	0-6		The Container Weight	The weight of the container.
O	Accumulation Start Date	N	8		Date Accumulation Begins	Date (CCYYMMDD)

C16.5.2.2. Hazardous Waste Profile Sheet (DLMS 841W Hazardous Material/Hazardous Waste Profile). The HWPS provides detailed information/analysis relative to the waste stream being turned in to the DLA Disposition Field Office. This information will be provided prior to receipt to allow for compatible storage arrangements and will facilitate DLA Disposition Services' ability to plan, manage, schedule, and report on inbound shipments to maximize the efficiency of the receiving process.

C16.5.2.2.1. Required Documents for Hazardous Waste/Hazardous Material Turn-ins. Turn-in activities are required to provide an HWPS, DLA Disposition Services Form 1930, or backup documents indicating lab or manufacturer's chemical analysis with the turn-in of each initial waste stream, and once a year thereafter. An HWPS is required with turn-ins of HW and used and/or opened HM that meets the definition of HW when discarded via disposal service contract. Used and/or opened HM is considered contaminated and may not be the same property described on a Safety Data Sheet (SDS). See DoD 4160.21-M, Chapter 10, Paragraph D. Generators will complete the HWPS by providing information based upon user's knowledge or laboratory analysis of the waste. Supporting documentation, consisting of lab or manufacturer's chemical analysis, description of waste production processes including

raw materials, end products, and other sources documenting how the waste was generated, may be required if user's knowledge does not identify or characterize the waste sufficiently or correctly. All supporting documentation should accompany the physical shipment. A DLMS 841W transaction can be used in lieu of a hard copy Form 1930 for HW received in place, however, hard copy Form 1930s will be required if HW is physically received at the Disposition Services Field Office or if a hard copy HWPS is required by Federal, State, or Local regulation.

C16.5.2.2.2. Initial Hazardous Waste Profile Sheet and Follow-on Turn-in Documents. After the initial turn-in of the waste, turn-ins of identical waste will not require a HWPS for one year; instead, generators will enter a DLA Disposition Services-assigned HWPS reference number in Block 27 (Clear Text Statement) of the DD Form 1348-1A, DTID. The turn-in activity will certify each HWPS annually by providing to DLA Disposition Services Field Office one of the following: a new, signed, and dated HWPS, an electronically transmitted HWPS for each waste turn-in that will be generated during the following year, or a letter listing the HWPS reference number(s) and the name of the corresponding waste stream for each profile which the generator wishes to remain active for another year. If the turn-in activity chooses to provide a letter, that letter will be signed and dated and include the following statement: "The undersigned certifies that the hazardous waste profiles listed in this letter have been carefully reviewed. Any changes to the processes generating these wastes have been considered. New regulations affecting hazardous waste identification and disposal have been applied. Neither the waste streams nor the identification of the waste streams has changed in a manner that would warrant a change in the data previously provided on these waste profiles.

C16.5.2.2.3. Overseas Hazardous Waste/Hazardous Material Shipment Requirements. For overseas shipments of HM/HW, the turn-in activity will include the host nation and International Maritime Dangerous Goods (IMDG) shipping description. The IMDG shipping description includes both the United Nations, and United States Department of Transportation (DOT) requirements and is virtually the same. Any place that a Proper Shipping Name (PSN), container information, state waste code, etc., are required, the respective country codes, container information, etc., will be filled in.

C16.5.2.2.4. Exemption of Hazardous Waste Profile Sheet Requirements. Laboratory chemicals are exempt from HWPS requirements, but will be processed according to DoD 4160.21-M, Chapter 10.

C16.5.2.2.5. Conversion of Department of Transportation Units of Issue to Standard X12 Units of Measure. The Department of Transportation (DoT) has its own unit of issue designations for HM/HW. In some cases, the level of granularity in X12 is not sufficient to uniquely identify the DoT Unit of Issue; in those cases, a composite set of measures from the X12 Data Elements MEA04 and MEA09 will be used to make the identification unique. See Table C16.T2. for the DoT-to-X12 Unit of Issue Conversion used in the DLMS 841W.

C16.T2. DoT-to-X12 Unit of Issue Conversion for the DLMS 841W

Unit of Issue Name Description	DoT UoI	X12 UoM (MEA04)	X12 UoM (MEA09)
Fiber or Plastic Box, Carton, Case	CF	BX	SD
Metal Box, Carton, Case	CM	BX	SE
Wood Box, Carton, Case	CW	BX	SF
Fiberboard or Plastic Drum, Barrel, Keg	DF	BR	SD
Metal Drum, Barrel, Keg	DM	BR	SE
Wooden Drum, Barrel, Keg	DW	BR	SF
Car	HG	NC	---
Tank Car	TC	1P	---
Cylinder	CY	CL	---
Tank	TP	TK	---
Tank Truck	TT	19	---

C16.5.2.3. Safety Data Sheet Requirement

C16.5.2.3.1. Safety Data Sheet Hard Copy Requirement. Turn-in activities will provide a hard copy SDS for hazardous material in the absence of a Hazardous Material Information Repository System (HMIRS) Number. If there is a valid SDS in HMIRS, then indicate the SDS five-digit alpha code from the HMIRS on the DTID (DD Form 1348-1A). This requirement applies to turn-ins of both used and unused HM, as well as opened or unopened HM. The SDS requirement does not apply to exclusions listed in 29 CFR 1910.1200(b)(6).

C16.5.2.3.2. Hazardous Material Information/Documentation Requirements. The SDS will match the specific manufacturer of the hazardous material and should include the manufacturer's name or contractor and Government entity (CAGE) code. In addition to an SDS, used and/or opened HM requires that the chemical name of any hazardous contaminants and the noun name of any non-hazardous contaminants will be identified on the DTID. This is required because used and/or opened HM may have become contaminated with constituents not reflected on the SDS. A HWPS may also be required for used/opened HM going directly to waste disposal contract.

C16.5.2.4. Methods of Document Generation for Hazardous Waste/Hazardous Material Turn-ins. There are three methods available for automated turn in of HM/HW: Generator Communication (GenComm), Electronic Turn-In Document (ETID), and direct interface via Transaction Services.

C16.5.2.4.1. Generator Communication Method[9]. Use of the GenComm Server for automated turn-in of documentation to the DLA Disposition Services Field Office allows the military generator, using its HW disposal system, to electronically send email or upload the DTID, DD 1348-1A and the related HWPS. The GenComm server will transmit the HWPS and any correlating supply shipment status information to Transaction Services using the standard XML-schema. Transaction Services will convert the information into a DLMS 841W transaction and route to the appropriate DLA Disposition Services Field Office using a RIC plus suffix to site identification (ID) to valid RIC crosswalk table. This table will be maintained by DLA Disposition Services and provided to Transactions Services as required. Transaction Services will also generate the DLMS 856W HM/HW shipment status transaction from the information in the XML schema and send to the appropriate field office.

C16.5.2.4.2. Electronic Turn-In Document. Use of ETID for automated turn-in of documentation to the DLA Disposition Services Field Office allows those military generators lacking an automated system to login to ETID via the web and manually generate their DTID and HWPS documentation. ETID will have a direct interface with the DLA Disposition Services Field Office system, which will receive the information for processing of the HM/HW turn-in.

C16.5.2.4.3. Direct Communication with Transaction Services. Use of direct communications with Transaction Services for automated turn-in of documentation to DLA Disposition Services is the preferred method of communication. A Performance Based Agreement (PBA) with Transaction Services is required for a military generator's system to connect with Transaction Services. The PBA should identify the military generator's DoDAAC to be used in the DLMS 841W transaction, as well as confirmation of capability of producing the DLMS 856W, along with the DTID number and HWPS number and all other data required for HM/HW shipment status (see C16.5.2.1.).

C16.5.3. Receipt of Hazardous Material/Hazardous Waste and Processing Related Hazardous Waste Profile Sheet. Upon receipt by a DLA Disposition Services Field Office of the DLMS 841W HM/HW Profile Sheet from Transaction Services, the supporting system will parse the information into its database and store the individual HWPS records by HWPS reference number and DTID number. The DLA Disposition Services Field Office will validate HWPS records to check for missing or invalid data elements, and DSS will subsequently transmit a DLMS 824W to the generating activity to acknowledge acceptance or rejection of the HM/HW profile sheets. The DLMS 824W will contain a list of HWPS numbers processed successfully and HWPS numbers rejected. If one or more HM/HW profile sheets are rejected, the DLMS 824W will contain the rejected HWPS number and reject advice code. Generating activities will review the HWPS and correct the error(s), and then resubmit the corrected HM/HW profile sheet in a new DLMS 841W citing the original HWPS number. The DLA Disposition Services Field Office will maintain a history of changes for the HWPS.

[9] Components must plan to discontinue use of this method of turn-in for HM/HW and convert to generating the DLMS 841W and DLMS 856W in their generating systems. Refer to ADC 1131.

When HM/HW is turned in to the DLA Disposition Services field office, the system will search for a DLMS 527D Pre-positioned Materiel Receipt (PMR) to facilitate automated check-in. In the absence of the PMR, a search for the matching DLMS 856W shipment status will be conducted. Once the matching record is found, the system will use the DTID number or DTID number and suffix, and the HWPS reference number from the shipment status to pull the matching HWPS for the shipment to be receipted. If no electronic records are on file for the DTID number or DTID number and suffix, and the HWPS, the DLA Disposition Services Field Office personnel will be manually prompted to enter the information into their system based on the hard copy documentation accompanying the shipment. Table C16.T3. identifies the HWPS Reject Advice Codes.

The following codes are used in defining record formats:

- Mandatory (M)
- Optional (O)
- Alpha (A)
- Numeric (N)
- Alpha/Numeric (A/N)

Table C16.T3. HWPS Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Rejection Definition
M	Waste Profile Number	A/N	5-20	HA	Erroneous Value if Waste Profile Number is Missing/Invalid	Waste Profile Sheet Number is missing or invalid.
M	Generator Name	A/N	2-30	HB	Erroneous Value if Generator Name is Missing/Invalid	Generator Name is missing or invalid.
M	Facility Address Line 1	A/N	3-30	HC	Erroneous Value if Facility Address is Missing/Invalid	Facility Address is missing or invalid.
M	Facility Address Line 3	A/N	2-30	HD	Erroneous Value if Facility City and State is Missing/Invalid	Facility City and State is missing or invalid.

Table C16.T3. HWPS Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Rejection Definition
M	Facility ZIP Code Line 4	A/N	5-10	HE	Erroneous Value if Facility Zip Code is Missing/Invalid	Facility Zip Code is missing or invalid.
M	Technical Contact	A/N	2-30	HF	Erroneous Value if Technical Contact is Missing/Invalid	Technical Contact is missing or invalid.
M	Technical Phone	A/N	4-21	HG	Erroneous Value if Technical Phone is Missing/Invalid	Technical Phone is missing or invalid.
DATA BELOW THIS LINE ARE OPTIONAL, BUT IF ONE FIELD IS POPULATED, ALL DATA IS REQUIRED. CAN HAVE MULTIPLE ITERATIONS BASED ON CHEMICAL COMPOSITION FOR HWPS						
M	Chemical Name	A	2-60	HH	Erroneous Value if Chemical Name is Missing/Invalid	Chemical Name is missing or invalid. Mandatory if Chemical Concentration, Chemical Range, and CAS Number are used.
M	Chemical Concentration	A/N	1-30	HI	Erroneous Value if Chemical Concentration is Missing/Invalid	Chemical Concentration is missing or invalid. Mandatory if Chemical Name, Chemical Range, and CAS Number are used.
M	Chemical Range	A/N	2-30	HJ	Erroneous Value if Chemical Range is Missing/Invalid	Chemical Range is missing or invalid. Mandatory if Chemical Name, Chemical Concentration, and CAS Number are used.

Table C16.T3. HWPS Reject Advice Codes, Reason for Reject, and Definitions

M/O	Field Name	A, N, or A/N	Field Length (Min/Max)	Reject Code	Reason for Reject	Rejection Definition
M	Chemical Abstract (CAS) Number	A/N	2-11	HK	Erroneous Value if CAS Number is Missing/Invalid	Chemical Abstract Service Number is missing or invalid. Mandatory if Chemical Name, Chemical Concentration, and Chemical Range are used.
DATA BELOW THIS LINE ARE NOT REQUIRED, BUT IF ONE FIELD IS POPULATED, ALL DATA ARE REQUIRED. CAN HAVE MULTIPLE ITERATIONS BASED ON EPA NUMBER FOR HWPS.						
M	EPA Hazardous Waste Number	A/N	4	HL	Erroneous Value if EPA Hazardous Waste Number is Missing/Invalid	EPA Hazardous Waste Number is missing or invalid. Must be NONE, but is mandatory if EPA Range and EPA Units are used.
M	Chemical Range	N	2-20	HM	Erroneous Value if Chemical Range is Missing/Invalid	Chemical Range of Concentration missing. Mandatory if Waste Number and EPA Units are used.
M	EPA Units	A/N	2-5	HN	Erroneous Value if EPA Units is Missing/Invalid	EPA Units missing. Mandatory if EPA Hazardous Waste Number or Range are used.
M	Container/Drum Number	A/N	4-15	HO	Erroneous Value if Container Number is Missing/Invalid	Container Number Missing. If container is identified, there must be a container number. If there is no container, the code must be blank.

C16.5.4. DAAS Processing of the DLMS 824W DTID and HWPS Validation Transaction. If the turn-in activity is not fully DLMS-compatible and cannot process the DLMS 824W, DAAS will transmit a DLMS 824R with Reject Advice Code DZ for 824W DTID rejection and HZ for 824W HWPS rejection to the DLA Disposition Services Field Office. In response to Reject Advice Codes DZ or HZ, the DLA Disposition Services Field Office will use alternative methods of communicating with the turn-in activity.[10]

C16.6. INTRANSIT CONTROL SYSTEMS PROCESSING OF SHIPMENTS TO DLA DISPOSITION SERVICES

C16.6.1. General

C16.6.1.1. ICS is an automated DoD process that provides a central capability to monitor and/or investigate discrepancies in shipments of materiel to DLA Disposition Services field offices that meet ICS rules. Property qualifying for ICS processing have a line item value over $800 or a pilferable/sensitive controlled inventory item code (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 CIICs are equal to: 1, 2, 3, 4, 5, 6, 8, Q, R, $.

C16.6.1.2. Electronic Turn-In Document Process. Use of ETID for automated turn-ins to the DLA Disposition Services 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 generators behalf. For identification purposes, ETID will construct the DTID number or DTID number and suffix, document number citing Utilization Code T in the first position of the serial number. 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.

C16.6.2. Intransit Control System Suspense File. The ETID interface described above, shipment status transactions, hazardous material/hazardous waste shipment status transactions, or any receipts processed prior to shipment status meeting ICS criteria (see C16.6.1.1.), 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 following data shown in Table C16.T4:

[10] Refer to ADC 1214

Table C16.T4. Turn-In Processing Data Requirements

DATA ELEMENT	SOURCE[11]
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	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)

C16.6.3. Intransit 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 a quarterly Intransit to DLA Disposition Services Field Office Report upon request. DLA Disposition Services will provide tailored special extract reports as requested (Appendix 6.33).

C16.6.4. Intransit Control System Tracking and Associated Actions

C16.6.4.1. DLA Disposition Services Field Office Processing against the Global Intransit Control System Suspense File

C16.6.4.1.1. Suspense File Comparison. When a receipt is processed at any of the DLA Disposition Services Field Offices, it will be compared with the suspense file. The 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

[11] References to shipment status in this table include both DLMS 856S/MILSTRIP Legacy AS3 and DLMS 856W. Refer to ADC 1131.

period of one year from the date it is initiated, unless closed by one of the actions below.

C16.6.4.1.2. Intransit Control System Follow-up Transactions. All follow-up transactions generated as a result of ICS processing will be sent through Transaction Services. The field office will prepare the DLMS 940R, Transaction Type Code NH (MILSTRIP DIC AFX/AFZ functionality) Disposal Shipment Confirmation Follow-up identifying the originating activity as DLA Disposition Services (RIC S9D). 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., inventory control point (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 and to perform research in order to provide either the ICP/IMM or storage activity response.

C16.6.4.1.3. Research Guidance (Critical Flag). When the field office prepares the DLMS 940R 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 (DoD 4160.21-M). The DLMS 940R follow-up will also include the DoDAAC of the field office that has received or is intended to receive the turn-in.

C16.6.4.1.4. Closure of Suspense Files. 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.

C16.6.4.1.5. Internal Receipt Refusal. 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.

C16.6.4.1.5.1. DLMS 940R Disposal Shipment Confirmation Follow-Up with Advice Code 36. If after 90 calendar days from the date of 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 940R Disposal Shipment Confirmation Follow-up transaction with Advice Code 36 (MILSTRIP DIC AFX functionality. No response is required and this notification closes the ICS suspense.

C16.6.4.1.5.2. DLMS 940R Disposal Shipment Confirmation Follow-up with Advice Code 37. If after 90 calendar days from the date of 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 940R Disposal Shipment Confirmation Follow-up transaction with Advice Code 37 (MILSTRIP DIC AFX functionality). The ICS remains open awaiting response.

C16.6.4.1.6. Second Follow-up. If the DLMS 870S Supply Status or the DLMS 945A (Type Transaction Code AZ) Disposal Shipment Confirmation transaction is not received within 30 calendar days of sending the DLMS 940R Disposal Shipment Confirmation Follow-up with Advice Code 37, the field office will send a second follow-up (MILSTRIP DIC AFZ functionality). The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the 940R. When moved from the active suspense file, records will be placed on an accessible history file for an additional two years.

C16.6.4.1.7. Terminating In-Transit Control System Processing. Receipt of 870S Supply Status will direct further ICS processing as follows:

C16.6.4.1.7.1. DLMS 870S Supply Status with Status Code DE. Receipt of 870S Supply Status with Status Code DE will terminate ICS processing for the document number in question. Status Code DE indicates no shipment was made.

C16.6.4.1.7.2. DLMS 870S Supply Status with Status Code DF. Receipt of a DLMS 870S 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 two years.

C16.6.4.1.7.3. DLMS 870S Supply Status with Status Code DG. Receipt of a DLMS 870S 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 materiel was not sent by the field office. DLA Disposition Services will keep an accessible history file record for two years. Additionally, the DLA Disposition Services Field Office will provide a TRA transaction to the DoDAAC identified by the DTID (inclusive of ETID) when the field office reports the receipt to DLA Disposition Services.

C16.6.4.1.7.4. DLMS 870S Supply Status with Status Code DH. Receipt of a DLMS 870S 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 two years. Additionally, the DLA Disposition Services Field Office will provide a TRA transaction to the DoDAAC

identified by the DTID (inclusive of ETID) when the field office reports the receipt to DLA Disposition Services.

C16.6.4.1.7.5. DLMS 870S Supply Status with Status Code BF. Receipt of a DLMS 870S 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 two years.

C16.6.4.1.8. Receipt of a DLMS 945A, Disposal Shipment Confirmation, Type Transaction Code AZ. When the DLMS 945A (Type Transaction Code AZ) Disposal Shipment Confirmation 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.

C16.6.4.1.9. Shipping Activity Actions

C16.6.4.1.9.1. Documentation Review. Supply organizations in receipt of the DLMS 940R Disposal Shipment Confirmation Follow-up 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.

C16.6.4.1.9.2. Reserved.

C16.6.4.1.9.3. Quantity Received Verification. Upon receipt of a disposal shipment confirmation follow-up, the shipping activity will verify the actual quantity shipped, and will respond with supply or shipment status as follows:

C16.6.4.1.9.4. 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 DLMS 870S Supply Status with Status Code BF will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.5. 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 DLMS 870S Supply Status with Status Code DE will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.6. TRA/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 DLMS 870S Supply Status with Status Code DF will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.7. No Shipping Activity Record. If the shipping activity has no record of generating a shipment status transaction, but has received either a TRA, or a signed copy of the DTID, a DLMS 945A Disposal Shipment Confirmation (Transaction Type Code AZ) (MILSTRIP DIC ASZ functionality) showing the quantity receipted for the DTID number or DTID number and suffix will be sent in response to the DLMS 940R Disposal Shipment Confirmation Follow-up.

C16.6.4.1.9.8. Use of Distribution Code 9. The DLMS 870S Supply Status and the DLMS 945A Disposal Shipment Confirmation transactions generated by the shipping activity in response to the DLMS 940R Disposal Shipment Confirmation Follow-up will contain Distribution Code 9 to enable Transaction Services to route copies of these transactions to the ICS Global Record.

C16.6.4.1.9.9. Extended Value Determination. The extended value of the shipment will be determined by document number, quality, and unit price.

C16.6.4.1.9.10. Shipment/Transfer Monitoring. ICS provides a means to monitor shipments/transfers to DLA Disposition Services Field Offices. This system also provides a capability for DLA Disposition Services to give information to the DoD Component concerning the shipment/transfer of property to DLA Disposition Services Field Offices.

C16.7. PROCESSING MATERIEL AND MAINTAINING ACCOUNTABILITY BY THE DLA DISPOSITION SERVICES AND THE DISPOSITION SERVICES FIELD OFFICES

C16.7.1 Materiel Acceptability. These procedures do not negate the authority of 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. If materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, DLA Disposition Services Field Office will provide notice of rejection to DLA Disposition Services under existing procedures, thus purging the ICS file. Guidance on shipment notices and ICS processing is applicable only to useable items being shipped/transferred to DLA Disposition Services Field Office.

C16.7.1.1 Disposition Services Turn-in Receipt Acknowledgement. The DLA Disposition Services Field Office will send a TRA transaction to the DoDAAC in the original DTID number; do not send the TRA transaction to the DoDAAC of the UCN. If the turn-in was initiated via ETID, then send the TRA transaction to ETID, which in turn will generate a digitally signed email to the customer notifying them of the disposition services receipt acknowledgement in addition to the TRA transaction sent to the document number DoDAAC. This action provides confirmation to the generator that DLA Disposition Services processed a Receipt transaction to record DLA Disposition Services materiel accountability and ownership for the materiel turned in, and provides a linkage to audit trails retained by the field office. If the DTID (DD Form 1348-1A or DD

Form 1348-2), did not reflect a valid NSN or LSN (excluding scrap [SCC S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property), the TRA transaction materiel identification (NSN/LSN/MCN) data field will contain the invalid materiel identification provided on the DTID as the primary materiel identification (LIN02), and will include the materiel identification (valid NSN or Disposition Services LSN) that the field office assigned at receipt, as a secondary reference (LIN16) for an audit trail. The TRA will also include the original DTID number and suffix, date and time of the receipt, quantity received by the field office, and the DoDAAC and RIC of the from and to activity. The quantity received may be converted to unit of use when less than the full quantity associated with the DoD unit of issue.

C16.7.1.2. 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 in accordance with DoDI 5015.02, DoD Records Management Program. 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 in accordance with DoDI 5015.02, and the DoD Components will have access to EDOCS, as needed.

C16.7.1.3 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 number or DTID number and suffix, DLA Disposition Services Field Offices will notify the shipping activity and submit a supply discrepancy report. See DoD 4160.21-M, Chapter 3; and Chapter 17.

C16.7.2. Maintaining Property Accountability. The accountable property record for inventory owned by the DLA Disposition Services will be maintained by the DLA Disposition Services Field Office system. DLA Disposition Services system will maintain the owner's total item property record and financial accounting for DLA Disposition Services Owned property. End of day processing and an annual reconciliation will occur to ensure that the two inventory records are kept in sync at the DTID number or DTID number and suffix level.

C16.7.2.1. Maintaining Owner Compliance Table. The field office system will maintain an owner compliance table to ensure daily (end of day) and annual (total reconciliation) requirements are executed based on pre-established business rules in compliance with DLM 4000.25, DLMS Manual, Chapter 6. (Physical Inventory Control)

C16.7.2.2. Daily System Reconciliation. The DLA Disposition Services (owner) system and the DLA Disposition Field Office (storage activity) system will match all active records daily (i.e. DTID numbers or DTID number and suffixes that had any transaction affecting record balances) on-hand balances.

C16.7.2.2.1. DLMS 846R Transaction for End-of-Day Processing. The field office system (storage activity) will send the daily closing balance for each affected DTID number or DTID number and suffix using the DLMS 846R, Location Reconciliation Request transaction, Report Type Code LC and the type of reconciliation code for end of day processing. The DLMS 846R will contain the demilitarization code (DEMIL code) that corresponds to the stock number for that DTID number or DTID number and suffix. The DEMIL code will be included in the match of item data characteristics (unit of issue, condition code, CIIC, and DEMIL code) to ensure compatibility between storage activity and owner systems.

C16.7.2.2.2. Additional Use of DLMS 846R. The field office system (storage activity) will also send a DLMS 846R, Location Reconciliation Notification, Report Type Code X4, to advise DLA Disposition Services of the total number of daily DTID number or DTID number and suffix closing balance transactions (number of DLMS 846R, Report Type Code LC transactions) being forwarded and the associated cut-off date. Imbalances will be programmatically researched to assure consideration of in-float documents, delayed transactions, and duplicate transactions.

C16.7.2.3. Annual Record Total Reconciliation. All DLA Disposition Services owner and field office storage activity records (active and inactive, including zero balances) will be reconciled at least once each fiscal year (total reconciliation).

C16.7.2.3.1. DLMS 846R Location Reconciliation by DTID or DTID and Suffix. The field office will prepare location reconciliation requests by line item (DTID number or DTID number and suffix) for each DTID regardless of the balance (including zero balances), using the DLMS 846R, Location Reconciliation Request transaction, Report Type Code LC and the type of reconciliation code for annual location reconciliation. The location reconciliation request will contain the DEMIL code that corresponds to the stock number for that DTID. The DEMIL code will be included in the match of item data characteristics (unit of issue, condition code, CIIC, and DEMIL code) to ensure compatibility between storage activity and owner systems.

C16.7.2.3.2. DTID or DTID and Suffix Closing Balance Transactions. The field office (storage activity) system will also send a DLMS 846R, Location Reconciliation Notification, Report Type Code X4, to advise DLA Disposition Services of the number of annual DTID number or DTID number and suffix closing balance transactions (DLMS 846R Type Code LC transactions) being forwarded and the associated cut-off date. Imbalances will be programmatically researched to assure consideration of in-float documents, delayed transactions, and duplicate transactions.

C16.7.2.4 Mismatches. For any mismatches found, the DLA Disposition Services personnel will ensure that potential or actual inventory accounting adjustments are researched and corrected in accordance with the value of the adjustment and type of item involved. Emails will be sent to the appropriate Disposition Services Field Office personnel requesting assistance to isolate errors in data transmission.

C16.7.3. Disposition Services Containerization Processing

C16.7.3.1. Identifying Items. To enhance potential marketing, the DLA Disposition Services Field Office has the discretion to "containerize" items turned in by DTID number or DTID number and suffixes that can be reutilized/sold together. Rules regarding items that can be grouped in containers are governed by the DLA Disposition Services. For instance, items that share the same or similar item characteristics such as demilitarization (DEMIL) code or CIIC can be placed in the same container.

C16.7.3.1.1 Use of DLA Disposition Services Container Identification Number. When the decision is made to market items via containerization processing, the DLA Disposition Services Field Office will generate a disposition services container Identification (ID) number for the items identified by DTID number or DTID number and suffixes placed in the container. For each DTID number or DTID number and suffix coded receipt, the disposition services container ID number will also be identified in the DLMS 527R Receipt transaction (Transaction Type Code D4) generated by the field office to DLA Disposition Service, along with the disposition services complete container count and disposition services current container count.

C16.7.3.1.2 Container Tracking. DLA Disposition Services will track each DTID number or DTID number and suffix in the container. The disposition services container ID number and the DTID number will be sent to the RTD Web so the items can be marketed as part of the disposition services container.

C16.7.3.2. Container Transfer. In cases where items are eliminated or moved from one container to another based upon DEMIL code challenges, downgrade to scrap or re-marketing decisions, the DLA Disposition Services Field Office will generate the DLMS 846A, Asset Reclassification Response (Type Transaction Code TD) to DLA Disposition Services to maintain container synchronization and inventory accuracy. This container identification change process applies to NSNs, LSNs, and unit of use LSNs. When unit of use LSNs are involved, the DLMS 846A will also contain the cross reference NSN. The DLMS 846A will identify the controlling document number generated by the DLA Disposition Field Office, the DTID number or DTID number and suffix as a primary reference, the existing disposition services container ID number (FROM Container ID), as well as the new disposition services container ID number (TO Container ID). In the case of an item being removed from a container and not being placed in a new container, the TO disposition services container ID will not be cited in the transaction. Disposition services container ID changes always originate from the Field Office to the DLA Disposition Services. Accordingly, there is no corresponding asset reclassification request transaction for container ID changes.

C16.7.4 Reclassification of Scrap

C16.7.4.1. Downgrade to Scrap. The downgrade to scrap process is used by the DLA Disposition Services and its field offices when an item is no longer needed and the property has no commercial value other than for basic materiel content. Policy and

authority for downgrading materiel to scrap can be found in DoD 4160.21-M, "Defense Materiel Disposition Manual".

C16.7.4.1.1. Downgrade Items Upon Receipt (at Time of Turn-in). During the receiving process, if the DLA Disposition Services Field Office determines the item has only scrap value, the item may be downgraded to scrap upon receipt. The field office will assign a Disposition Services Scrap LSN to replace the existing NSN or LSN found on the original DTID number or DTID number and suffix generated by the customer. Simultaneous with sending the DLMS 527R Receipt (Transaction Type Code D4) to DLA Disposition Services, the field office receipt process will trigger a TRA to the DoDAAC in the DTID number reflecting the LSN actually received into DLA Disposition Services inventory as a secondary reference (LIN16), and the materiel identification from the DTID at LIN02. The TRA transaction provides confirmation that materiel was received and provides linkage to audit trails maintained by the field office.

C16.7.4.1.1.1. Assignment of 'Disposition Category' for Items Downgraded Upon Receipt. During the pre-receipt process, the field office will request a 'Disposition Category' from DLA Disposition Services (C16.7.8 - DLA Disposition Category Assignment and Associated Actions). Once the Disposition Category assignment response is provided, the field office will submit the receipt for scrap to the DLA Disposition Services, using the DLMS 527R Receipt (Transaction Type Code D4) using a Scrap LSN. The DLMS 527R Receipt for material downgraded to scrap at time of receipt will reflect the source of the materiel received/returned code, (e.g., J = Return to inventory from other DoD activity users), (see the reason for materiel receipt/return (MRR) code list in LOGDRMS).

C16.7.4.1.1.2. Downgrade (Upon Receipt) of Entire Quantity on Disposal Turn In Document or Disposal Turn In Document and Suffix. If the entire quantity on the DTID number or DTID number and suffix is being downgraded to scrap, the original DTID number or DTID number and suffix number will remain and the original NSN/LSN will be referenced in the Receipt for audit purposes, to link to the newly assigned Scrap LSN. If the DTID number or DTID number and suffix is a duplicate number, then a UCN will be generated for the downgrade to scrap.

C16.7.4.1.1.3. Downgrade (Upon Receipt) of Partial Quantity on Disposal Turn In Document or Disposal Turn In Document and Suffix. If only part of the DTID is being downgraded to scrap, then a UCN will be generated and the Receipt will contain the original DTID number or DTID number and suffix as a secondary reference number.

C16.7.4.1.2. Downgrade Items After Turn-in (After Receipt). Any time after receipt, DLA Disposition Services may notify the Disposition Services Field Office via a DLMS 846C, Disposition Status Update (Report Type Code PC), to change the disposition status of the DTID number or DTID number and suffix to DS (Disposal). When the field office receives a disposal recommendation, the disposition of the property at the field office is determined by pre-defined ultimate disposal process business rules.

C16.7.4.1.2.1. Downgrade Items to Scrap (After Receipt). If the business rule decision is to downgrade to scrap, the field office will send a DLMS 947I, Inventory Adjustment (Type Transaction Code NU) with Quantity or Status Adjustment Reason Code BS – Downgrade (Loss), and associated with the original DTID number or DTID number and suffix.

C16.7.4.1.2.2. Creation of New Receipt for Items Downgraded to Scrap Subsequent to Initial Turn-in. A new receipt is created for the scrap using the DLMS 527R Receipt with the source of Materiel Received/Returned Code W - Receipt as a result of DLA Disposition Services process to downgrade to scrap, subsequent to the initial receipt of materiel. A DLA Disposition Services scrap LSN will be assigned in compliance with the scrap classification listing for use in the new Receipt. A UCN will be assigned and associated with the original DTID number or DTID number and suffix to avoid duplication in DLA Disposition Services. This UCN will become the controlling document number in the DLMS 527R. The new receipt will contain the original DTID number or DTID number and suffix as a secondary reference number, and will reference the original materiel identification (NSN or LSN).

C16.7.4.1.2.3. Materiel Downgraded to Scrap When Materiel Is Part of a Container. If the materiel/DTID number or DTID number and suffix downgraded to scrap is part of a container, the field office will generate a DLMS 846A, Asset Reclassification Response (Report Type Code TD), to delete the DTID number or DTID number and suffix/container ID association in order to maintain container synchronization and inventory accuracy (see C16.7.3.2., Container Transfer).

C16.7.4.2. Upgrade from Scrap. The upgrade from scrap process is used by the DLA Disposition Services and its field offices when a business need exists to re-classify materiel previously receipted as scrap or downgraded to scrap after receipt to a useable NSN or useable LSN item. An upgrade from scrap can occur at any time subsequent to the initial receipt of scrap or downgraded materiel. Policy and authority for upgrading materiel from scrap can be found in DoD 4160.21-M.

C16.7.4.2.1. Assignment of a UCN for Materiel Upgraded from Scrap. Upgrading an item from scrap begins with the assignment of a UCN on the DLMS 527R Receipt transaction, where the eleventh character is assigned a value of ‘C’ to indicate it is related to an upgrade from scrap. The DLA Disposition Services Field Office will enter the scrap LSN that is being upgraded, as well as the warehouse location of the scrap pile for the specific LSN. Both the warehouse location (scrap pile) and LSN are necessary to identify the removal of scrap from the proper warehouse location to maintain inventory integrity of the remaining scrap pile. The field office will also identify the weight to be removed from the warehouse location (scrap pile), as well as the internal type turn-in for the item to be upgraded to in the DLA Disposition Services Field Office system (US – Useable, HM – Hazardous Material, or HW – Hazardous Waste).

C16.7.4.2.2. Inventory Adjustment (Decrease) for Scrap LSN. The field office will generate a DLMS 947I, Inventory Adjustment (Type Transaction Code NU) loss transaction with Quantity or Status Adjustment Reason Code BR to decrement the

relevant scrap pile for the designated weight of the scrap LSN to be upgraded. The DLMS 947I Quantity or Status Adjustment Reason Code BR will indicate an Inventory Adjustment Decrease (Upgrade from Scrap), Loss resulting from the upgrade from scrap subsequent to the initial receipt of materiel.

C16.7.4.2.3. Creation of New Receipt for Items Upgraded from Scrap. The field office will identify the useable NSN or useable LSN, to which the scrap is being upgraded, in addition to quantity and other data required for a regular non-scrap receipt. The upgrade from scrap process will not reference a specific scrap DTID or DTID and suffix, only the scrap LSN and the warehouse location of the scrap pile. Therefore, the DLMS 527R Receipt, with the source of Materiel Received/Returned Code V, will pass the new useable NSN or useable LSN, and will include the original scrap LSN as a secondary reference (LIN08-SW), for auditability purposes. The new receipt is created for the upgraded NSN or LSN, as a result of the DLA Disposition Services process authorized by DoD 4160.21-M, to upgrade materiel from scrap subsequent to the initial receipt of materiel.

C16.7.4.2.4. Adjustment Reason Codes and DLMS 947I Inventory Adjustment use for DLA Disposition Services. Inventory adjustments take place via DLMS 947I transaction which encompasses increases, decreases, or dual adjustments. This relates to MILSTRAP legacy DICs D8_ (increase), D9_ (decrease), or dual adjustment represented as DAC/DAD/DAS respectively. Inventory adjustments are further broken down by the DLMS 947I detail segment (2/W1901/0200) Quantity or Status Adjustment Reason Code. The quantity or status adjustment reason codes correlate to the 3rd position of the MILSTRAP legacy DICs D8_/D9_ or DAC/DAS as identified in Table C7.T1 in DLM 4000.25, Volume 2, Chapter 7. DLA Disposition Services will follow the Status Adjustment Reason codes and explanation identified under C7.T1, which have corresponding Legacy DICs associated for clarity until sunset of the legacy accountable property system of record.

C16.7.5. Relocation Between DLA Disposition Services Field Offices

C16.7.5.1. Use of DLMS 940R, DLMS 856S and DLMS 945A When Relocating Materiel Between Field Offices. In all instances when relocation of materiel between DLA Disposition Services Field Offices is necessary, the DLA Disposition Services will direct this action by using the DLMS 940R, Redistribution Order (RDO) (Transaction Type Code NI), and sending it to the shipping field office, except when the Disposal Category Code for the DTID number or DTID number and suffix is DS Disposal. In addition, an RDO may be created by the DLA Disposition Services Field Office for materiel meeting specific conditions with the intent of transferring the Disposal Turn-In Document (DTID) from the current Field Office where it was receipted to another Field Office (e.g., a Certified DEMIL Center (CDC) for demilitarization. The RDO transaction prepared by the Field Office is provided to DLA Disposition Services. The Field Office processing the RDO will always provide a DLMS 856S, Shipment Status (Transaction Type Code AS) and the DLMS 945A, Redistribution Order

Shipment Confirmation (Transaction Type Code NJ) to DLA Disposition Services upon shipment.

C16.7.5.1.1. RDO Denial. If the shipping Field Office is unable to fully process the DLA Disposition Services RDO and determines that they need to continue processing the DTID in accordance with established business rules at the current site, then a DLMS 945A Materiel Release Denial (Transaction Type Code NK) citing Management Code N will be created and sent to EBS for processing against the original RDO.[12]

C16.7.5.1.2 RDO Cancellation. For cancellation of a self-initiated RDO previously transmitted by the Field Office to DLA Disposition Services, the Field Office will generate a DLMS 945A, Materiel Release Order Cancellation Confirmation (Transaction Type Code NR) containing the DLMS Cancellation Reason Code YJ (DLA Disposition Services Field Office cancellation of Redistribution Order due to change in disposition instructions).

C16.7.5.2. Prepositioned Materiel Receipt and Receipt for Relocations Between Field Offices.

C16.7.5.2.1. Prepositioned Materiel Receipt. For all relocation actions between Field Offices, DLA Disposition Services will generate a DLMS 527D, PMR (Transaction Type Code DE), to the field office designated to receive the relocated materiel. The PMR will contain 2/LIN01/10 Code N (return to inventory of materiel relocated between storage activities without change in ownership (MILSTRAP DIC DWK functionality)). DLA Disposition Services will include the DTID number or DTID number and suffix in the PMR in order for DTID number or DTID number and suffix accountability to be maintained across multiple locations. The DTID number or DTID number and suffix value may be the original turn-in document number or may be a UCN assigned by the field office during receipt processing when the original DTID number or DTID number and suffix is not adequate to uniquely identify the property. Additionally, when an entire container is identified for transfer between field offices, the PMR will contain the disposition services container ID. Along with the Disposition Services Container ID, DLA Disposition Services will pass a Disposition Services Complete Container Count to indicate how many different DTID number, or DTID numbers and suffixes are within the container; this is how many different receipts are expected for a particular container.

C16.7.5.2.2. Receipt. Upon receipt of materiel relocated between field offices, the receiving field office will provide the DTID number or DTID number and suffix or UCN and, when applicable, the disposition services container ID provided in the PMR to DLA Disposition Services using a DLMS 527R, Receipt, (Transaction Type Code D4) identified by 2/LIN01/10 Code N, and sequentially assign the Disposition Services Current Container Count number for each DTID number or DTID number and

[12] Deferred implementation authorized. Pending implementation, field offices may use RDO cancellation procedures per paragraph C16.6.5.1.2. in place of an RDO denial. Refer to ADC 1034B.

Suffix that is in the container. DLA Disposition Services Field Offices must comply with the Chapter 13 time standards for processing receipts.

C16.7.5.3. Relocation of Disposal Category Code DS (Disposal) Items Between DLA Disposition Services Field Offices

C16.7.5.3.1. Field Office Responsibility for DS Category Code on Turn-in Materiel. Turn-in materiel to a DLA Disposition Services Field Office under a DTID number or DTID number and suffix may be assigned Disposal Category Code of DS (Disposal) (see C16.7.8.). DLA Disposition Services Field Offices are responsible to manage the issue of property assigned Disposition Category Code DS and to update DLA Disposition Services' owner record for all property managed by DLA Disposition Services Field Offices, to include disposal category property.

C16.7.5.3.2. Tracking Materiel Issues for Materiel Required to be Relocated Between Field Offices. The DLMS 945A, Materiel Release Confirmation, transaction citing Shipment Hold Code X will be used to track materiel issues between DLA Disposition Services Field Offices for disposal items required to be relocated to another DLA Disposition Services Field Office; (e.g., DEMIL Field Office). In these cases, the DLA Disposition Services Field Office shipping the materiel will send DLA Disposition Services the DLMS 945A Materiel Release Confirmation transaction citing Shipment Hold Code X for each DTID number or DTID number and suffix or Scrap (UCN) LSN quantity being relocated. DLA Disposition Services uses the Materiel Release Confirmation transaction to update the owner record and hold the quantity pending shipment.

C16.7.5.3.2.1. Additional Field Office Responsibilities for Relocation of DS Coded Materiel Requiring Redistribution. For these redistribution orders, the field office will create an internal DLMS 940R Redistribution Order (RDO) using a UCN constructed using the field office DoDAAC and current ordinal date, followed by a unique 4-digit serial number, (e.g., SY205411390001, SY205411390002, etc.). The field office will then decrement the owner balance, create and exit the DLMS 867I Issue, position the Redistribution Order for release, and once released, generate the DLMS 945A Materiel Release Confirmation to the owner and the DLMS 856S Shipment Status to the receiving field office using DAAS. The internal RDO will be used to allocate the DTID and quantity within DSS to support the site-to-site transfer. DSS will simultaneously send an outbound DLMS 945A Materiel Release Confirmation to EBS citing new Shipment Hold Code X. The shipment hold will ensure the inventory is not allocated to another process, or ordered while waiting to be shipped. Upon receipt of the materiel release confirmation citing Shipment Hold Code X, EBS will create an internal order and restrict the DTID quantity, making it unavailable to other orders/processes. The field office will perform the pick when it is ready to ship the materiel. DSS will trigger the transmission of the DLMS 945A without a shipment hold code to EBS upon actual shipment of the redistributed materiel, in addition to sending a DLMS 856S to the receiving office via Transaction Services. EBS will update the order status and DTID quantity to reflect the materiel as shipped, and update the inventory records as indicated by the DLMS 945A.

C16.7.5.3.2.2. Citing Document Identifier Codes on Redistribution Orders. The MILSTRIP DIC cited in the internal DLMS 940R will be A2_, Redistribution Release Order since the materiel is being shipped to another field office.

C16.7.5.3.2.3. Requirement for Posting to the Defense Automatic Addressing System. Since these transactions are internal to the field office, a copy will be passed to Transaction Services to be posted in the DAAS so that the complete issue, confirmation, and status history are maintained.

C16.7.5.3.3. RESERVED.

C16.7.5.3.4. Documenting the On-hand Balance Record for Redistributions. Upon receipt of the DLMS 945A Materiel Release Confirmation transaction citing Shipment Hold Code X, DLA Disposition Services will hold the on-hand balance record for the quantity submitted by the DLA Disposition Services Field Office and generate an internal RDO. For these redistributions no RDO (DLMS 940R, Type Transaction Code NI) will exit the DLA Disposition Services system.

C16.7.5.3.5. Confirmation of Actual Shipment. When the DLA Disposition Services Field Office actually ships the materiel held for redistribution, the field office will release another DLMS 945A Materiel Release Confirmation, citing all applicable carrier information, but with no shipment hold code.

C16.7.5.3.6. Redistribution Orders Quantity. The quantity on the DLMS 945A Materiel Release Confirmation transaction will be used by DLA Disposition Services to populate the RDO quantity field and will be reflected as in-transit until the DLMS 527R Receipt transaction is processed from the receiving DLA Disposition Services Field Office or the RDO is cancelled.

C16.7.5.3.7. Partial Shipments, First Shipment Requirements. If property that requires DEMIL needs to go to a different field office (DEMIL facility) and the size and/or weight limits the use of one conveyance, partial shipments may occur. The first partial shipment will include two document numbers - the RDO document number (i.e., the controlling document number) and the original DTID number or DTID number and suffix from the issuing/losing field office as a secondary reference number. This document number will be reported by the DLA Disposition Services Field Office on the DLMS 527R Receipt transaction submitted to DLA Disposition Services.

C16.7.5.3.8. Partial Shipments, Second Shipment Requirements. When the second partial shipment arrives at the DEMIL facility, the RDO document number cannot identify the receipt by itself due to the disposition services duplicate DTID number or DTID number and suffix business rule. Therefore, a UCN will be created by field office personnel to receipt the remainder of the property, causing three document numbers to be associated with the shipment/receipt transaction: (1) the original RDO document number serving as the primary document number for the new receipt, (2) the original DTID number or DTID number and suffix from the issuing/losing field office (secondary reference number), which is perpetuated from the RDO, and (3) the UCN

generated to prevent DTID number or DTID number and suffix re-use. These document numbers are all linked and all three will be reported on the DLMS 527R Receipt transaction submitted to DLA Disposition Services.

C16.7.6 DLA Disposition Services Public Sales

C16.7.6.1. Public Sales Contracts. Contracts for public sales are maintained at DLA Disposition Services. The DLMS 832N, Catalog Data Support transaction (Catalog Purpose Code SC) will be used to communicate sales contract catalog data to the field offices. This pre-positioned information will be used by the field office to facilitate the receipt process for turned-in property/DTIDs or DTIDs and suffixes initially assigned Disposition Category Code SL–Sales. A separate transaction will be used for each field office, since specific site data and materiel contract information is maintained at the line item level. A detail line is required for each combination of property, sales contract, and sales contract line item. Each transaction may contain one or more detail lines. The following detail level data is included, but not limited to: sales contract number, sales contract line item number, generic name/description, DLA Disposition Services Field Office, unit of measure, and the catalog transaction purpose code used to indicate whether the line item record will be added, changed, or deleted.

C16.7.6.2. Sales Category (SL) Sub-Category Scrap and Salvage Recycling (SR). DLA Disposition Services has partnerships with scrap sales contractors to manage the receipt, marketing, and sale of surplus scrap material generated by DoD installations. The scrap material is stored at DLA Disposition Services Field Offices by Scrap Classification (SCL) code. DLA Disposition Services will send a DLMS 832N to the DLA Disposition Services Field Offices when a new Scrap and Salvage Recycling contract is established. The DLMS 832N will convey contract and catalog information for Scrap and Salvage Recycling contracts, which the DLA Disposition Services Field Offices will use to generate an internal DLMS 940R Materiel Release Order to issue scrap material to the contractor. The DLA Disposition Services Field Office will subsequently send a “post-post” DLMS 511R (DLA Directed MRO) to DLA Disposition Services containing the applicable sales contract number and weight after the contractor has picked up the scrap material.

C16.7.6.3. Comparison of Customer Turn-in Property to Prepositioned Sales Contract Data. The DLA Disposition Services Field Office will match the property received from customer turn-in to the pre-positioned sales contract data. When a match is found, the sales contract number and associated sales contract line item number will be provided on the receipt transaction provided to DLA Disposition Services. See C16.7.8.3. - Disposition Category Code SL–Sales.

C16.7.6.4. WEB Auction for Public Sale of Excess Property. Subsequent to receipt, excess property eligible for public sale will be published to DLA Disposition Services web auctions, which are required to be accessible to the general public without any form of user registration. While published web auctions will be viewable by the general public, users will be restricted from submitting bids until a self-registration process is completed. The completion of the self-registration process will result in the

creation of a DLA Disposition Services business partner record, enabling the registered user to submit bids against published web auctions.

C16.7.6.4.1. End Use Certificate. Upon determination of an auction winner, the customer will be required to submit an end use certificate (EUC). The information on the EUC will be used to authenticate the customer's self-registration credentials and verify eligibility to receive the auction property. Upon completion of the eligibility process, DLA Disposition Services will create a supporting internal sales order document.

C16.7.6.4.2. Materiel Release Order for Public Sale Property. Once the Defense Finance Accounting Service (DFAS) posts customer payment against the sales order, then DLMS 940R Materiel Release Orders will be generated by DLA Disposition Services to the DLA Disposition Services Field Office authorizing release of the materiel. The MRO transaction will serve as the indicator to DLA Disposition Services Field Office personnel responsible for managing property removals, that customer payment was received and removal is permitted. See C16.2.4.1.9. - Materiel Release Orders in Support of Public Sales.

C16.7.7. Receipts of Turn-ins to DLA Disposition Services Field Offices. For receipt of items that have been turned in, the field office will provide DLA Disposition Services a DLMS 527R Receipt (Transaction Type Code D4) with 2/LIN01/10 code I (MILSTRAP D6A functionality) or J (D6B functionality), as appropriate. The DTID number or DTID number and suffix, which represent specific property in the same condition turned in to a specific DLA Disposition Services Field Office, will be passed on all field office generated receipt transactions and provides the level of traceability DLA Disposition Services requires. Because property is often turned in used, simply representing property by materiel number (e.g., NSN or LSN) is insufficient and the DTID number or DTID number and suffix provides the capability to identify and track property at a more granular level of detail. For receipt of property, the field offices will sign the DD Form 1348-1A/1348-2 and provide a signed digital image of the turn-in document via eDOCs, to confirm receipt in ICS. Disposition Services Field Offices must comply with the Chapter 13 time standards for processing receipts. Simultaneous with the creation of the DLMS 527R Receipt to DLA Disposition Services, the field office will trigger a TRA to the DoDAAC in the DTID number. This action provides near time confirmation that DLA Disposition Services picked up materiel accountability and ownership for the materiel and provides a linkage to audit trails retained by the field office. If the DTID DoDAAC is the activity directing the disposal action (not the shipping activity), it is incumbent on that activity to coordinate as necessary with the shipping activity to acknowledge receipt of the TRA. The TRA will include both the DTID number and the UCN when applicable.

C16.7.7.1. Assignment of Disposition Category Code. When property identified to a DTID number or DTID number and suffix is turned in, it is assigned an initial disposition category at pre-receipt (i.e., physical examination of property), which is provided in the DLMS 527R Receipt to DLA Disposition Services (see C16.7.9.). This disposition category is used to determine how the property is to be processed

subsequent to receipt; (e.g. reutilization, disposal, etc). When the receipt transaction is received, DLA Disposition Services will confirm that the correct disposition category has been assigned using property characteristics provided in the DLMS 527R; (e.g. DEMIL Code, HM/HW indicator, etc.).

C16.7.7.2. DLMS 527R Required Data Elements. The DLMS 527R Receipt transaction includes the following data elements as applicable to support the disposition category code assignment process and to subsequently track other disposal processes: Bill to DoDAAC, DEMIL code, demilitarization integrity code, demilitarization performed code, disposition services accumulation number, disposition category code, disposition services container ID, disposition services complete container count, disposition services current container count, disposition services term sales code, disposition services indicator (e.g., Abandoned Property (AP) Indicator, Certificate Availability (CA) Indicator, Controlled Property Branch Verified as Not controlled (CPBV), DEMIL Instructions (DI) Indicator, HM Indicator, HW Indicator, or HWPS Indicator, Receipt-In-Place (RIP) Indicator, SA/LW Indicator, Wash Post (WP) Indicator), disposition services reimbursement code, disposition services UCN, DTID number or DTID number and suffix, DTID materiel description, hazardous material indicator code, Industrial Plant Equipment (IPE) report number, SDS Number, model number (used only in conjunction with IPE Report Number), Sales Contract Number, Sales Contract Line Item Number, Service LSN, year of manufacturer (used only in conjunction with IPE Report Number).

C16.7.7.3. Disposition Category Code SL–Sales. The DLA Disposition Services Office will return a Disposition Category Code SL to notify the field office that the item will be held for sale. When pre-existing sales contract data is available, DLA Disposition Services will pre-position contract data using the DLMS 832N transaction (see C16.7.6.) to facilitate receipt processing. At time of receipt, the field office receiver will match the property received from customer turn-in to the pre-positioned sales contract data. When a match is found, the sales contract number and associated sales contract line item number will be provided on the DLMS 527R Receipt transaction sent to DLA Disposition Services.

C16.7.7.4 Reversal of Incorrect Receipt Transactions for DLA Disposition Services. Receiving activities may use the DLMS 527R Receipt transaction (Legacy DIC D4_/D6_) to reverse incorrect receipt transactions. The Receipt reversal transaction will use reason for reversal codes identified in DLM 4000.25 Volume 2, Appendix 7.32, Reason for Reversal Code. For receipt reversals using Reason for Reversal Code D to identify SDR After Receipt, DLA Disposition Services Field Sites will first trigger the SDR using SDR Action Code 3C, followed by e SDR with Action Code of 3B. This will allow the discrepant materiel to remain in location and on record at the Disposition Services Field Office until the discrepant materiel has been picked up by the originating generating customer. .The receipt reversal transaction will be the last step to the process. See C16.8.1 and C16.8.1.2 for additional information.

C16.7.7.***5***. Turn-in of Small Arms/Light Weapons. When SA/LW materiel is received, DLA Disposition Services DEMIL Center, Anniston, Alabama must identify the

SA/LW by a valid NSN or DoD SA/LW Registry assigned management control number (MCN), in addition to a separate serial number for each individual weapon.

C16.7.7.***5***.1 Verification and Passing of SA/LW Serial Numbers. During the pre-receipt process, the field office will sight verify the serial number(s) received. To report the receipt, the field office will include those serial numbers in the DLMS 527R Receipt transaction sent to DLA Disposition Services and also send a DLMS 140A, Transaction Code R, Receipt, to the DLA SA/LW registry and the generating activity's SA/LW registry. Receipt reporting to DLA Disposition Services and SA/LW registry receipt reporting must be within applicable MILSTRAP/DLMS time standards. There is a "many-to-one" relationship between a weapon serial number and DTID number or DTID number and suffix; therefore, the weapon serial number will be looped on the DLMS 527R Receipt transaction. The DLMS 140A transaction has a "one-to-one" relationship for weapon serial numbers. The system produces two DLMS 140A transactions to each generating activity. For example, each DLMS 527R Receipt transaction for SA/LW will contain the DTID number or DTID number and suffix and a specific weapon serial number for each individual weapon (e.g., if ten weapons make up the DTID number or DTID number and suffix quantity, DLA Disposition Services will receive one Receipt transaction for that DTID number or DTID number and suffix, with ten unique serial numbers). Additionally, that same receipt transaction produces 20 DLMS 140A transactions (e.g., ten outbound to the DLA SA/LW registry and ten outbound to the generating activity).[13]

C16.7.7.***5***.2. Materiel Identification on Disposition Services Turn-In Receipt Acknowledgement (TRA). When the field office receives a SA/LW identified by a Service LSN or invalid materiel identification, the field office conducts research to determine the valid NSN. If the field office cannot identify a valid NSN for the weapon, the field office contacts the DoD SA/LW Registry to obtain an MCN in accordance with Chapter 18 procedures. The field office uses the valid NSN, or the DoD SA/LW Registry assigned MCN, as the primary materiel identification in the 527R Receipt transaction at 2/LIN02/LIN03/010. The field office receipt process will trigger a TRA transaction sent to the DoDAAC in the original DTID number. When the materiel identification in the Receipt transaction differs from that provided in the DTID, the TRA will reflect the DTID materiel identification as the primary identification (LIN02/LIN03) and the valid NSN, or DoD SA/LW Registry assigned MCN, actually received into DLA Disposition Services inventory as a secondary identification (LIN16/LIN17). Inclusion of both materiel identification numbers in the TRA transaction provides linkage to audit trails maintained by the field office. The TRA transaction will include the SA/LW serial number(s) reported in the corresponding 527R Receipt transaction.[14]

[13] DLA has advised that use of the SA/LW serial number will not be implemented initially in the 527R Receipt transaction at the field offices. DLA must provide Enterprise Business Standards Office with their planned Distribution Standard System (DSS) implementation date when known.
[14] DLA advised that the DLA Disposition Services Field Offices will not include the SA/LW serial number in the 527R TRA transaction as part of TRA initial implementation. DLA must provide DLMS Program Office their planned implementation date for including the SA/LW serial number in the TRA, when known.

C16.7.7.***5***.3. Partial Weapon Turn-in[15]

C16.7.7.***5***.3.1. Turn-in activities must include a list of missing parts on the DTID (or an attached continuation page) or a signed statement certifying that the weapons have missing parts when transferring partial/incomplete weapons to DLA Disposition Services under the whole weapon NSN. If using a missing parts list and the shipment includes multiple weapons, associate each list of missing parts with the serial number of the whole weapon. Shipments of a partial weapon identified under the whole weapon NSN but lacking the required list of missing parts or equivalent certification are discrepant. DLA Disposition Services will hold rejected serialized weapons/weapon parts in a segregated location pending resolution of the SDR. If the DLA Disposition Services does not receive a reply to the SDR with the updated documentation or is otherwise unable to resolve the discrepancy within 25 days, DLA Disposition Services will return the partial weapons to the turn-in activity. If DLA Disposition Services cannot locate the turn-in activity, DLA Disposition Services will contact DoD Registry for resolution/disposition instructions or referral to the owning Service.

C16.7.7.***5***.3.2. DLA Disposition Services will NOT accept a turned in weapon subcomponent, such as the upper receiver, butt stock assembly, or barrel assembly, without its matching serialized receiver under its end item NSN. When identifying the serialized receiver on a weapon, the term “serialized receiver” refers to the receiver that displays or holds the serial number of a particular weapon. DLA Disposition Services will receipt the subcomponent under the applicable materiel identification for the subcomponent(s) and submit an informational SDR to the generator. DLA Disposition Services will send a Disposition Services Turn-In Receipt Acknowledgement transaction citing the turn-in materiel identification (for reconciliation by the turn-in activity) and the actual materiel identification used for the DLA Disposition Services receipt. It is the responsibility of the turn-in activity to correct the SA/LW Registry and IUID Registry as applicable. DLA Disposition Services will mutilate and/or destroy non-serialized weapon parts consistent with the demilitarization code requirements, local policies, laws, and regulations.

C16.7.7.***6***. Turn-in of Industrial Plant Equipment. During the pre-receipt process, the field office will verify the serial number received and include that serial number in the DLMS 527R Receipt transaction sent to DLA Disposition Services (one-to-one relationship between DTID number or DTID number and suffix and serial number for IPE).

C16.7.7.***7***. Disposition Services Indicator. The field office will assign a disposition services indicator in the DLMS 527R Receipt transaction to communicate unique property and/or materiel location information as follows:

C16.7.7.***7***.1. AP – Abandoned Property

C16.7.7.***7***.2. CA – Certificate Available to Document Property Condition

[15] Refer to ADC 1175.

C16.7.7.***7***.3. CPBV – Controlled Property Branch Verified as Not Controlled

C16.7.7.***7***.4. DI – DEMIL Instructions Available at Time of Receipt

C16.7.7.***7***.5. HM – Hazardous Material

C16.7.7.***7***.6. HW – Hazardous Waste

C16.7.7.***7***.7. HWPS – Hazardous Waste Profile Sheet Available at Time of Turn-in

C16.7.7.***7***.8. RIP – Receipt-In-Place. Property not physically located at the field office. The generator retains custody and accountability (ownership) until property is ready for sale, reutilization, transfer and/or donation.

C16.7.7.***7***.9. SA/LW – Small Arms and Light Weapons

C16.7.7.***7***.10. WP – Wash Post. Property may have previously processed as RIP pending sale, reutilization, transfer, or donation. Once the customer is available to remove the property from generator's location, the field office will send a DLMS 527R Receipt, with Disposition Services Indicator WP, and the appropriate Disposition Category Code of SL or RU. The receipt quantity will be added to the field office and DLA Disposition Services' inventory records, then immediately dropped. The field office will use the WP indicator to generate an internal DLMS 940R MRO to drop the DTID number or DTID number and suffix (requisitioned quantity) from its inventory balance. Simultaneous with the creation of the DLMS 527R Receipt (Transaction Type Code D4), with Disposition Services Indicator WP to DLA Disposition Services, the field office will trigger a TRA transaction to the DoDAAC in the DTID number to provide notification that materiel has been receipted and DLA Disposition Services processed a Receipt transaction to pick up materiel accountability and ownership for the materiel. The TRA will be provided to the DoDAAC in the DTID.

C16.7.7.***8***. Hazardous Material Indicator Code, Demilitarization code, and Controlled Inventory Item Code. The Hazardous Materials Indicator Code, DEMIL Code and CIIC will be included on all DLMS 527R Receipt transactions generated from Recycling Control Points (RCP) for transfers to DLA Disposition Services (RIC S9W) and from DLA Disposition Services Field Offices for receipts of generator turn-ins to DLA Disposition Services (RIC S9D).

C16.7.7.***9***. Delivery Order Term Sales. The field office will identify property designated for resale under CV delivery order term sales contracts by including the disposition services term sales code in the receipt transaction. The disposition services term sales code is based on specific item characteristics. An example is rolling stock (wheeled items). The delivery order term sales code is a code set maintained by DLA Disposition Services. An internal DLA Disposition Services table is used to associate the delivery order term sales code with the applicable CV contract for sourcing materiel for release to the purchaser.

C16.7.7.***10***. Disposition Services Accumulation Number. The Disposition Services Accumulation Number is a unique number for the weekly time period assigned to all property entering the disposal system during that week. The number controls the multitude of disposal cycles Disposition Services uses to manage the ultimate disposition of property and ensures items receive full screening on the RTD web allowing all customers to have an appropriate time frame to view and requisition property. The original accumulation number is assigned automatically by the DLA Disposition Services Field Office and sent to DLA Disposition Services ICP via the DLMS 527R Receipt transaction.

C16.7.7.***10***.1. When the accumulation number becomes out of sync, DLA Disposition Services ICP (approved headquarters personnel only) will manually change the DTID's accumulation number in DLA's EBS. EBS automatically sends this change to the DLA Disposition Services Field Office using the DLMS 846C Accumulation Number Update transaction.

C16.7.7.***10***.2. The Accumulation Number Update transaction provides the field office with the new accumulation data. The updated fields include: date of accumulation number change, old accumulation number, and new accumulation number. The disposition category code is also passed. For Accumulation Number Update transactions, the disposition category value will always be RU as only items in RU Reutilization status need to be tracked by an accumulation number. The field office will use the RU value to trigger the correct processing of the transaction.

C16.7.8. Disposition Category Code Assignment and Associated Action. When generators turn-in materiel under a DTID number or DTID number and suffix to a DLA Disposition Services Field Office, the field office will send DLA Disposition Services a non-DLMS synchronous real-time transaction to request disposition category assignment. Depending upon the characteristics of the DTID number or DTID number and suffix property, DLA Disposition Services' response will assign one of the following five Disposition Category Codes: Reject (RJ), Research (RS), Reutilization (RU), Sales (SL), or Disposal (DS). After the DLA Disposition Services Field Office receiver verifies the receipt disposition category assignment from DLA Disposition Services, the field office will send a DLMS 527R Receipt transaction with the appropriate disposition category code (see C16.7.8.1. and C16.7.8.2.). Simultaneous with the generation of the DLMS 527R Receipt transaction (Transaction Type Code D4) to DLA Disposition Services, the field office will trigger a TRA transaction to the DoDAAC in the DTID number. This action provides near time confirmation to the generator that DLA Disposition Services processed a Receipt transaction to pick up materiel accountability and ownership for the materiel and provides a linkage to audit trails retained by the field office.

C16.7.8.1. Assignment of Disposition Category Code. The Disposition Category Code assigned to a DTID number or DTID number and suffix determines how the property is processed subsequent to receipt; (e.g. reutilization, disposal, etc). In addition, the category will determine the field office stow process, and which activity will be responsible for the issue of DTID number or DTID number and suffix property. The

DLA Disposition Services will be responsible for issuing DTID number or DTID number and suffix records with Disposition Category Codes of RU or SL, except when the SL Disposition Category Sub-Category Code is CV (Commercial Venture), or SR (Scrap and Salvage Recycling). The Disposition Services Field Office will be responsible for issuing DTID number or DTID number and suffix records with a disposition category of Disposal (DS), or Sales (SL) with a Disposition Category Sub-Category Code CV or SR.

C16.7.8.1.1. Warehouse Storage Location Update. The DLA Disposition Services Field Office will send the DLMS 943A Warehouse Storage Location Update transaction to DLA Disposition Services to provide visibility of the warehouse storage location for DTID number and suffix records with a Disposition Category Code RU or SL. The Warehouse Storage Location Update transaction will be submitted subsequent to the reported 527R Receipt when materiel receipt is stowed in a warehouse storage location or RIP site and at the completion of re-warehousing actions for Disposition Category Code RU and SL items. For RIP, the transaction identifies the alternate property location data. This is structured as "APLD" plus the location DoDAAC (when available), and up to six characters after the DoDAAC further identifying the physical location of the item. In addition to the warehouse location, the Warehouse Storage Location Update will contain the property area code assigned based on the type of property stored in the warehouse location (e.g., DEMIL required, general property, controlled item, etc.) The property area code is internal to, and maintained by, DLA Disposition Services. There will not be a property area code assigned for RIP property. DLA Disposition Services will update the RTD Web with the warehouse storage location data to facilitate the screening process when the RTD specialist or customers request visual inspection (prior to requisitioning).

C16.7.8.1.2. Incorrect RTD Web Warehouse Location. Due to the timing between the RTD Web print out and the customer's visit to the DLA Disposition Services Field Office, if materiel is not found in the warehouse location shown on the RTD Web print out, field office personnel will query DSS to obtain the current warehouse location for DTID items to be examined.

C16.7.8.2. DTID, or DTID and Suffix Property Issued by DLA Disposition Services Field Offices. The DLA Disposition Services Field Office will issue DTID number or DTID number and suffix property based on the Disposition Category Code and additional data reflected in the DLMS 846C. For these issues, the field office will create an internal DLMS 940R (either Redistribution Order or Materiel Release Order, as appropriate). For materiel release to customers of Disposition Category Code DS materiel, or Disposition Category Code SL materiel with subcategory CV or SR, see C16.7.8.5. For relocation/redistribution of Disposition Category Code DS materiel to another DLA Disposition Services Field Office, (see C16.7.5).

C16.7.8.3. Validation/Change of Initial Disposition Category Code. There are multiple situations when DLA Disposition Services and the DLA Disposition Services Field Office validate or change the disposition category code assigned to a DTID number or DTID number and suffix in the initial DLMS 527R Receipt transaction. The DLMS 846C Disposition Category Update transaction (Report Type Code PC–Update),

will be used by DLA Disposition Services for these communications. For instances where a response is warranted, the DLMS 846C, Disposition Category Update Response transaction (Report Type Code 09–Response), will be used by DLA Disposition Services Field Offices. A summary of when the DLMS 846C is used to validate/change initially assigned disposition category codes is as follows:

C16.7.8.3.1. Using 846C Disposition Category Update Transaction. Upon receiving the Receipt transaction from the field office, DLA Disposition Services will validate the disposition category code of the receipted DTID number or DTID number and suffix. If Disposition Category Code DS is assigned, and DLA Disposition Services agrees, a DLMS 846C Disposition Category Update transaction will be generated to the field office citing Disposition Category Code DS. This transaction will notify the field office that the item will be sent to ultimate disposal and will contain data required by the DLA Disposition Field Office to construct internal MROs or RDOs as required to issue the property. Upon receipt of the DLMS 846C Disposition Category Update transaction indicating ultimate disposal, the field office will generate a DLMS 846C Disposition Category Update Response to DLA Disposition Services confirming, changing, or denying the assigned DS Category Code. If confirmed, the field office will subsequently generate the DLMS 867I Issue transaction to DLA Disposition Services if the property is issued to another DLA Disposition Services Field Office (DEMIL or Controlled Property Center) (see C16.7.5.3.2.) or the DLMS 511R (post-post Directed MRO (DIC C0_)) if the property is issued to a disposal customer (see C16.7.8.5.).

C16.7.8.3.2. Update/Changes to a Controlled Property Rule. If DLA Disposition Services updates/changes a controlled property rule, the Disposition Category Code of the DTID numbers, or DTID numbers and suffixes affected by this change may be updated. This can occur prior to or during the RTD screening cycle. DLA disposition category codes can be changed among DS (Disposal), RU (Reutilization) or SL (Sales). If the property goes through the complete RTD cycle and is not requisitioned, it will be assigned Disposal Category Code DS or Disposition Category Code SL-Sales via generation of the DLMS 846C update transaction by DLA Disposition Services. This transaction will contain data required by the DLA Disposition Field Office to construct internal MROs. Items assigned a disposal category are processed as described above. Some DTID number or DTID number and suffix property assigned Disposition Category Code SL–Sales are further identified by a disposition sub-category code in the DLMS 846C as being eligible for CV contracts and are processed as described below.

C16.7.8.3.2.1. Sales Category Sub-Category Commercial Venture. DLA Disposition Services has a partnership with a commercial venture firm to sell DoD surplus property following the RTD screening cycle. DLA Disposition Services will identify property categorized for CV and send the DLMS 846C Disposition Category Update transaction to the field office to initiate processing. Upon receipt of the DLMS 846C indicating CV, the field office will generate the DLMS 846C Disposition Category Update Response transaction to DLA Disposition Services confirming or changing the assigned disposition category codes.

C16.7.8.3.2.1.1. Change of CV Code Due to Ineligibility. When the Controlled Property Verification Officer at the field office determines materiel is not CV eligible, the Disposition Category Update Response transaction will contain disposition category code DS instead of SL, as well as a disposition category change reject reason code, as published in DLA Disposition Services -I 4160.14, reflecting the data characteristic or reason the item will not be released to the CV contract. DLA Disposition Services will in turn send the update DLMS 846C to the field office. The reject reason code will cause the field office to remove the property from the CV holding area at the warehouse and allow the item to be processed through ultimate disposal.

C16.7.8.3.2.1.2. Use of DLMS 511R for Eligible CV Materiel. When the field office determines the materiel is CV eligible, the field office will send the DLMS 511R (post-post directed MRO) transaction to DLA Disposition Services for inventory issued to the CV customer (see C16.7.8.5.).

C16.7.8.3.2.1.3. Use of DLMS 945A Materiel Release Denial for Unauthorized CV Materiel. In limited situations, where a CV delivery order is released to the DLA Disposition Services Field Office listing DTIDs to issue/ship to a CV firm, and a subsequent mission essential RTD order is received for DTID(s) on that delivery order prior to shipment to the CV firm, a DLMS 945A Materiel Release Denial (MILSTRIP legacy DIC A6A/A6B/A61/A62) citing Denial Management Code W needs to be sent to DLA Disposition Services to remove the item from the delivery order and generate a systemic credit for that delivery order. Sales personnel at the DLA Disposition Services Field Offices will then have the ability to properly close-out a pick requirement for property that appears on the CV delivery order that does not qualify for issuing to CV and expedite the denial with a systematic credit to the CV firm.

C16.7.8.3.2.2. RESERVED

C16.7.8.4. Directed Release of Disposal and Sales DTID Number, or DTID Number and suffix, Property (Post-Post Action). DLA Disposition Services Field Offices will send the DLMS 511R, DLA-Directed MRO (DIC C0_) Type Transaction Code A0/Action Code J, to DLA Disposition Services after property has been issued. Upon receipt, DLA Disposition Services will drop its inventory balance. In this instance, no MRO is sent to the field office, as this 511R is for inventory reduction vice shipping (the materiel has already been delivered or picked up).

C16.7.8.4.1. Use of Internal DLMS 940R MRO. For these issues, the field office will create an internal DLMS 940R MRO using a unique document number constructed by using the field office DoDAAC and current ordinal date, followed by a unique 4-digit serial number, (e.g., SY205411390001, SY205411390002, etc). The field office will then decrement the owner balance, create and exit the DLMS 511R directed MRO, position the MRO for release, and once released, generate the DLMS 945A materiel release confirmation to the owner and DLMS 856S Shipment Status to the customer. Materiel release confirmations for both scrap and commercial venture property will use the transportation mode code for “Bearer, Walk-Thru (Customer Pickup of Materiel)” to indicate no physical shipment is involved.

C16.7.8.4.2. DIC for Internal MRO. The DIC cited in the internal DLMS 940R will be A5_, MRO since the property is being shipped or picked up by a customer.

C16.7.8.4.3. Updating DAAS on Internal MROs. Since these transactions are internal to the field office, a copy will be passed to Transaction Services to be posted in the DAAS so that the complete issue, confirmation, and status history are maintained.

C16.7.8.5. Post-post Requisitions. Post-post requisitions from the DLA Disposition Services Field Office will be identified by disposition category code and disposition sub-category code. A Disposition Category Code DS indicates the materiel has already been issued. As discussed above, Disposition Category Code SL (Sales) with the Disposition Sub-Category Code CV (Commercial Venture) indicates the property was issued to the commercial venture customer. Use of Disposition Category Code SL with Disposition Sub-Category Code SR indicates the property was issued to a scrap sales customer.

C16.7.8.6. Routing Identifier Code-To S9W or S9D on DLA Disposition Services Directed Materiel Release Orders. DLA Disposition Services specific DLMS 511R DLA-Directed MRO transactions will always display a RIC-To S9W or S9D. RIC-To S9W will be used to indicate property issued from a RCP; RIC-To S9D will be used to indicate property issued from a DLA Distribution Services Field Office.

C16.7.8.7. Disposition Category Code DS/Disposition Sub-Category Code. Upon receipt of these types of DLMS 511R transactions, DLA Disposition Services will determine the type of post-post order that should be generated based upon the disposition category code/disposition sub-category code. Disposition Category Code DS will indicate a DLA Disposition Services post-post disposal order.

C16.7.8.8. DLA Disposition Services Post-Post Scrap Sales Orders. The DLA Disposition Services Field Office will send DLMS 511R DLA Directed MRO (post-post requisitions) using Disposition Sub-Category Code SR to DLA Disposition Services each time scrap sales contractors remove property for a scrap UCN, DTID number or DTID number and suffix from a DLA Disposition Services Field Office. The DLMS 511R DLA Directed MRO will include the sales contract number and the quantity (by weight) of the scrap material removed. The addition of the sales contract number and weight allows DLA Disposition Services to identify the contract associated with the sale and support back-end billing. DLA Disposition Services will create a post-post sales order for each DLMS 511R DLA-Directed MRO transaction received from the Field Office. DLA Disposition Services will assign DTID number or DTID number and suffix, associated with the materiel on the post-post order based on First In-First Out (FIFO) order, limiting selection to DTID numbers with an available quantity on the DTID Table. DLA Disposition Services will first add a new record to the Sales Order DTID Table and include: DTID number or DTID number and suffix, post-post order number, quantity, date, and order type; and then update the inventory record by decreasing the available quantity for the DTID.

C16.7.8.9. DLA Disposition Services Post-Post CV Orders. The DLA Disposition Services Field Office will send DLMS 511R post-post requisitions using Disposition Sub-Category Code CV to DLA Disposition Services each time CV customers remove property for a commercial venture DTID number or DTID number and suffix, from a DLA Disposition Services Field Office. DLA Disposition Services will create a post-post order for each 511R DLA-Directed MRO transaction received from the field office and add a record to the Sales Order DTID Table to include: DTID number or DTID number and suffix, post-post order number, quantity, date, and order type; and then update the inventory record by decreasing the available quantity for the DTID.

C16.7.8.10. Billing for Materiel. The DLMS 511R transactions for scrap sales and commercial venture will indicate non-Interfund billing to the contractor (Fund Code XP) and the customer will be billed prior to removal of the materiel. The DoDAAC of the commercial or scrap venture firm will be identified as both the ordered-by and ship-to activity. For DLMS 511R transactions, the Signal Code M indicates there will be no billing. In addition, the DoDAAC of the disposal customer will be identified as both the ordered-by and ship-to activity. When a unit of use LSN is being issued, the DLMS 511R will carry both the unit of use LSN and the cross-reference NSN. The unit of use Indicator defines the quantity and unit of measure applicable to the Unit of Use.

C16.7.8.11. Disposal of SA/LW. For DLMS 511R directed MROs with Disposition Category Code DS involving the disposal of SA/LW, the serial number/unique item identifier (UII) will not be populated on the transaction. The serial number/UII will only be present on the 945A confirmation.

C16.7.9. Local Stock Numbers (LSN) and Unit of Use.

C16.7.9.1. Local Stock Numbers (LSN) and Unit of Use. There are several instances that an LSN will be used by the DLA Disposition Services Field Office and supported activities:

C16.7.9.1.1. Useable Local Stock Numbers (LSN). When materiel is turned in to the Disposition Services Field Office identified by an LSN assigned by the generator, and it cannot be further identified to an NSN, and is determined to be useable, a Disposition Services LSN will be assigned (if one does not already exist) and will be used as identification of the property throughout the disposition services process. Useable LSNs will be identified by valid FSC as part of the numbering convention, (e.g., 1035-DS-GUN-GT3M). The original LSN used by a generator to turn in materiel, will be included as a reference on the receipt and will serve as reference information for the item when it is marketed on the RTD website.

C16.7.9.1.2. Scrap LSN. Materiel downgraded to scrap during or subsequent to receipt will be assigned a Scrap LSN. Scrap LSNs will be identified by using a materiel group of SCRP. All scrap LSNs will use this materiel group identification as well as containing a Scrap Classification Code (SCL). The SCL is a

three-character DLA Disposition Services code to identify different types of scrap and appears in positions 11-13 of the Scrap LSN, (e.g., SCRP-DS-000-A01A).

C16.7.9.1.3. Unit of Use. When the materiel turned in to the Disposition Services Field Office can be identified to a NSN but the quantity is less than the FLIS unit of use, the DLA Disposition Services Field Office will create a new LSN by replacing the first character of the NIIN, (e.g., 5965-R1-123-4567, with an "R"). DLA Disposition Services and field offices use of DLMS transactions, including the DLMS 945A Release Confirmation, will carry the unit of use LSN, the cross-reference NSN, and the unit of use indicator. When the unit of use Indicator is present in the transaction, the quantity and unit of measure values associated with this transaction are applicable to the unit of use. However, the property will be identified to its NSN for RTD. This form of LSN for unit of use will not be visible to the customer as its use will only be between DLA Disposition Services and their field offices.

C16.7.9.2. Catalog Data Support Transaction (DLMS 832N). DLA Disposition Services will be the source for all Disposition Services LSNs (useable and scrap LSNs) and will notify DLA Disposition Services Field Offices via a DLMS 832N, Catalog Data Support transaction when it creates, changes or deletes an LSN. The DLA Disposition Services will use the DLMS 832N to create or update their LSN records.

C16.7.9.3. Creation/Update of Unit of Use LSNs. The DLMS 832N will not be used between DLA Disposition Services and their field offices for creation or update of unit of use LSNs, rather both will maintain tables which contain agreed upon conversion factors for what will be the lowest possible assigned unit of measure for each valid Federal Logistics Information System (FLIS) unit of use. When receipts for Unit of Use LSN materiel are processed by DLA Disposition Services, internal logic will link the materiel back to the NSN.

C16.8. SUPPLY DISCREPANCY REPORTING. Supply discrepancy reports (SDRs) and associated responses will be reported via the Disposition Services Field Office system or DoD WebSDR, using the DLMS 842A/W, Standard Supply Discrepancy Report (SDR), Follow-up, Correction, Cancellation, & Reconsideration Request, for the initial SDR and the 842A/R, Standard Supply Discrepancy Report (SDR) Reply, for the reply. Discrepancies may be identified in shipments between the DLA Distribution Center and the DLA Disposition Services field office, between two DLA Disposition Services Field Offices, and between the field office and the generating customer, as well as between DLA Distribution Centers and customers for RCP directed shipments. The SDR may be reported by the receiving field office or by the receiving customer.

C16.8.1. Outgoing SDR. During the receiving process, if the DLA Disposition Services Field Office identifies a supply discrepancy, an SDR will be generated via the field office system using ***using DLMS 842A/W transaction to the generating customer using Discrepancy Report*** Document Type Code D in conjunction with the appropriate SDR Disposition Services ***sub*** type code to distinguish the source of discrepant shipment (generating activity turn-In = T, DLA Distribution Center = B, and

Redistribution between field offices = E, SDR Requested Action Type 3C.). ***Once the originating generator picks the non-accepted property, DLA Disposition Services will update the original SDR (Disposition Services SDR Sub Type Code T) with SDR Requested Action Code 3B. DLA Disposition Services Field Site will also annotate in the remarks section of the SDR the date the materiel was picked up by the generator. Using the SDR Requested Action Code 3B will close out the original SDR created with SDR Requested Action Code 3C. Failure of DLA Disposition Services to send the SDR Action Codes in this order will result in SDRs that remain open, adversely impacting metrics and possibly resulting in an audit.***

C16.8.1.1. Discrepancy Codes. The Disposition Services Field Office will describe the type of discrepant condition, in most instances using unique discrepancy codes within their internal system. For external DoD processing, these unique codes trigger specific remarks for the outgoing SDR, but the code itself will not be perpetuated. Instead, the associated standard DoD discrepancy code value will be used for distribution of the SDR thus allowing the internal codes to remain available in the field office system for metrics and managements reports. Unique DLA Disposition Services discrepant conditions-, such as the turn-in of unauthorized property-or lack of specific documentation for hazardous material/hazardous waste may be identified by the applicable shipping, packaging, and storage discrepancy code.

C16.8.1.2. Action Codes. The DLA Disposition Services Field Office will indicate the applicable action taken or requested on the SDR. When the generator turns in property that cannot be accepted by the field office, the field office will prepare an SDR using SDR Requested Action Code 3C, indicating ***receiving activity not authorized to accept property (pick-up by original owner required) (Disposition Services use only)***. ***Once the originator picks the non-accepted property, DLA Disposition Services will update the original (Disposition Services SDR Sub Type Code T) (DLA Disposition Services receipts from generating turn–in), with SDR Requested Action Code 3B (Discrepancy reported for corrective action and trend analysis. No reply required). DLA Disposition Services Field Office will also annotate in the remarks section of the SDR the date the materiel was picked up by the originator. Using the SDR Requested Action Code of 3B will close out the original SDR created with Action Code 3C.***

C16.8.1.3. Primary/Secondary Document Numbers. The outgoing SDR may require communication of two document numbers. The following rules apply:

C16.8.1.3.1. Property Turned in by Generating Activity. The value used for the DTID/Suffix by the customer will be the primary document number identified in the SDR. If a UCN was established by the field office upon receipt, it will not be perpetuated on the SDR.

C16.8.1.3.2. Property Shipped by the DLA Distribution Center to the DLA Disposition Services Field Office. The document number used to ship the property

will be the primary document number identified in the SDR. No secondary document number is applicable.

C16.8.1.3.3. Redistribution of Property Between Disposition Services Field Offices. The redistribution document number will be the primary document number identified in the SDR. The DTID used by DLA Disposition Services to track materiel will be perpetuated in the SDR and will be available to the receiving field office in both the DLMS 856S, Shipment Status and the DLMS 527D, PMR.

C16.8.2. RCP SDRs Prepared via DoD Web SDR. DLA Disposition Services RCP personnel will receive and process discrepancies for property shipped by the DLA Distribution Centers to various customers. RCP personnel will log in to WebSDR to create and submit SDRs on behalf of the customer using Document Type Code 7 and the related DLA Disposition Services SDR type code to distinguish customer type, as follows:

C16.8.2.1. D = DLA Disposition Services Donated Materiel. D Identifies discrepant property staged at the depot and released to a state agency customer.

C16.8.2.2. F = DLA Disposition Services Transferred Materiel. F Identifies discrepant property shipped to a non-DoD federal agency customer by a distribution center.

C16.8.2.3. O = Other DLA Disposition Services Shipment. O Identifies any other discrepant DLA Disposition Services Field Office property shipment not applicable for identification by any other designated Disposition Services Type Code.

C16.8.2.4. R = DLA Disposition Services Reutilization. R Identifies discrepant property shipped to a DoD customer by a distribution center (applicable to RCP receipt).

C16.8.2.5. S = DLA Disposition Services Sale. S Identifies discrepant property sold to a DLA Disposition Services sales contractor and shipped by a distribution center.

C16.8.3. Incoming Customer SDRs. SDRs addressed to DLA Disposition Services (RIC S9D) or RCP (RIC S9W) will be supported by conversion to email via DoD WebSDR. RCP SDRs will be processed in accordance with paragraph C16.8.2. The generic email address for S9D will be associated with all the DLA Disposition Services Field Offices for Document Type 7 SDR only, allowing customer generated SDRs to be forwarded to DLA Disposition Services. Replies will be created in DoD WebSDR. Incoming Customer SDRs will not be sent to the DLA Disposition Services ICP system.

C16.8.4. Distribution of Document Type Code D SDRs Generated During the Receiving Process at the DLA Disposition Services Field Office.

C16.8.4.1. Discrepant Turn-ins. SDRs resulting from discrepant turn-ins will be directed to the shipping activity DoDAAC (also known as the generator) identified on the turn-in document (DD 1348-1A, Block 2).

C16.8.4.2. SDRs with Type Code T. SDRs citing DLA Disposition Services SDR Type Code T will be sent directly to the activity responsible for the turn-in of property whenever possible. In order to ensure electronic notification to the generating activity, DLA Disposition Services will provide the generator's email address to DoD WebSDR. This email address will be used by WebSDR for dissemination of the SDR.

C16.8.4.2.1. Generator Email Address. The Disposition Services Field Office system will establish a global table to store generator email addresses. The generator's email address will be captured from automated turn-in web-based tools maintained by DLA Disposition Services. The field office system will map the generator email address as indicated by the DLMS 842A/W. DoD WebSDR will use this email address for distribution to the identified address in addition to any other applicable distribution business rules.

C16.8.4.2.2. DoD Component Distribution. The SDR will automatically be sent to SDR applications based upon the existing DoD WebSDR or the Military Service of the customer either by transaction or via the email address associated with the DoDAAC in WebSDR. DLA Disposition Services will monitor for SDRs that never reached the intended recipient when so notified by rejected SDR or failed SDR transmission and pursue manual off-line follow-up if needed.

C16.8.4.3. SDRs Citing the DLA Disposition Services SDR Type Code B or E. SDRs with Type Code = B or E will be directed to the shipping activity and no information copies required.

C16.8.5. Property Requiring Customer Pick-Up. When unauthorized or unacceptable property is turned in to the field office, property will be placed in a frustrated property research area and an SDR prepared with the Discrepancy Code Z7 and Action Code 3C to notify the generator to pick-up the property. If the field office received property where the owner is not known or if the generator fails to respond to the SDR within 55 days or fails to pick up the property, the property may be mutilated and/or destroyed, consistent with Demilitarization Code requirements, local policies, laws, and regulations. As appropriate based upon the security and classification requirements of specific property, DLA Disposition Services may contact the generator in advance of the 55 day SDR time standard (which is consistent with all host nation, Federal, State, and local laws and regulations including DoD disposal policies).

C17. CHAPTER 17

SUPPLY DISCREPANCY REPORTING[1]

C17.1 GENERAL

C17.1.1. Purpose.

C17.1.1.1. This chapter establishes information requirements for reporting and processing of discrepancy reports under the supply discrepancy reporting (SDR) Program. The SDR is a tool used to report shipping or packaging discrepancies attributable to the responsibility of the shipper, (including U.S. Government sources and contractors/manufacturers/vendors) and to provide appropriate responses and resolution, including financial action when appropriate. The purpose of the SDR exchange is to determine the cause of such discrepancies, effect corrective action, and prevent recurrence.

C17.1.1.2. There are additional processing procedures that must be applied for items identified as serially managed materiel requiring owner visibility at DLA Distribution Centers. Refer to Chapter 30 for overview. See paragraph C17.3.8. for detailed SDR procedures.

C17.1.2. Component SDR Systems. The intent of the SDR program is to support reporting of discrepancies identified during receipt processing without requiring separate action by receiving or support personnel to manually re-enter receipt information for the creation of the SDR in a separate, stand-alone SDR system. To facilitate the preparation of complete and accurate SDRs, Components must design supply systems to report supply discrepancies as an integral and seamless part of the receiving process.

C17.1.3. Standard SDR Transactions. Under DLMS, the SDR will be considered a common logistics information exchange to be integrated with transaction processing through DAAS. The DoD approved standard for electronic transmission of SDR transactions is prescribed by the DLMS Implementation Convention (IC) using an ASC X12-compliant variable-length transaction format. Multiple DLMS ICs are provided to support different SDR related functions. The DLMS 842A/W, Standard SDR, will be employed for transactional exchange of initial reports and associated follow-on actions. The DLMS 842A/R, DoD SDR Reply, will be employed for transactional exchange of the SDR reply by the action point. The DLMS ICs for SDRs are available via the Implementation Convention/DLMS IC page of the Defense Logistics Management Standards Website.

[1] Chapter 17 supersedes and replaces Joint Publication DLAI 4140.55/AR 735-11-2/SECNAVINST 4355.18A/AFJMAN 23-215, Reporting of Supply Discrepancies, August 6, 2001.

C17.1.4. DoD WebSDR. The DoD WebSDR supports DLMS implementation via a DAAS-maintained application, that enables SDR transaction exchange; provides a web-based entry method to assist users who are not supported by a Component DLMS-compliant SDR application; and provides visibility of SDRs for research and trend analysis via management report/query capability. The term "DoD WebSDR" (or "WebSDR") refers to both the overall business process and supporting automation, including both direct web input and transaction exchange.

C17.1.4.1. The DoD WebSDR application automates the Standard Form (SF) 364 SDR paper form facilitating the DoD standard transactional exchange described above. It brings the SDR into an integrated transactional environment, supporting both direct input (under Component business rules) and transaction exchange originating within Component applications The WebSDR system facilitates communication and interoperability between U.S. Military and Federal Agencies and the International Logistics Control Office (ILCO) on behalf of the Security Assistance customer. It controls routing of web submissions and logistics transactions according to business rules. It supports information exchange between the customer, the Inventory Control Point (ICP)/Integrated Material Manager (IMM), the shipper, and other interested parties. It encompasses new report submission, correction/modification, cancellation, follow-up, requests for reconsideration, and SDR replies (including interim responses, additional information requests, and resolution responses), in addition to the capture of report and response management statistics.

C17.1.4.2. DoD WebSDR will provide an automated process for tracking SDR response information. Data collected will enable the Department of Defense to identify trends, establish volume and dollar values of SDRs, bring management attention to problems with shipping activities as necessary, and improve the requisitioning and distribution process within logistics operations. This provides an effective means to report, resolve, and measure discrepancies related to pipeline performance. Ultimately, the goal is to incorporate SDR metrics into other logistics response measurements in support of perfect order fulfillment.

C17.1.4.3. The DoD WebSDR process reduces manual SDR form creation and eliminates dual entry where multiple Component systems are used. The DoD requirement is that paper submission of SDRs and non-DLMS compliant SDR applications will be phased out with migration to DLMS. By exception, until electronic reporting under DLMS is universally available, SDRs and associated responses may be reported via hard-copy SF 364, e-mail, through customer service help lines (e.g. the DLA Customer Interaction Center, dlacontactcenter@dla.mil) 1-877-352-2255 (1-877-DLA-CALL)), or any other manner acceptable to the submitter and recipient. All manner of reporting must meet the criteria described in this publication.

C17.1.4.4. Access for DoD WebSDR input and management reports requires submission of a System Access Request (SAR) available from the DAAS home page. DoD WebSDR training is available on the Defense Logistics Management Standards Website.

C17.1.4.5. DoD Components with an established interface with DoD WebSDR will designate primary and alternate representatives for the Component SDR application to DAAS. These representatives will be notified via e-mail when transactions fail during WebSDR processing due to failure to meet minimum format/content requirements for processing. Components will provide name, telephone, and e-mail address to the DoD SDR System Administrator and DAAS WebSDR Program Manager.

C17.1.5. DLMS Process Review Committee (PRC). The DoD Component members of the SDR PRC (U.S. and Security Assistance) are identified on the SDR PRC webpage of the Defense Logistics Management Standards Website. The SDR PRC is responsible for the development, expansion, improvement, maintenance, and administration of supply discrepancy related procedures and SDR transaction processing under the DLMS.

C17.1.6. Applicability. These SDR procedures are applicable to the DoD Components, participating Federal Agencies, and other external organization elements as defined in Volume 1, Chapter 1. This includes shipments made from working capital funds (WCF) and non-WCF funded activities, Security Assistance shipments made under the International Logistics Program, and shipments received from commercial sources. By agreement, contractors receiving U.S. Government furnished property (GFP) under MILSTRIP procedures will comply with U.S. Government SDR procedures provided herein. Discrepancies related to GFP that do not meet minimum dollar value criteria in paragraph C17.3.2., may be reported for information only, as a means of notifying the shipper or ICP/IMM of the discrepant condition.

C17.1.7. Exclusions. The following types of discrepancies are excluded from the provisions of this publication:

C17.1.7.1. Discrepancies found while materiel is in storage. Two exceptions to this exclusion are: 1) short shipment and wrong item discrepancies discovered upon opening a sealed vendor pack may be reported by U.S. Government customers only, and 2) materiel in storage in a sealed vendor's pack that is later discovered to have been shipped with discrepancies relating to item unique identification (IUID) (serial number or unique item identification (UII)). These may be reported as SDRs and are not subject to submission timeframes. Refer to IUID discrepancies below.

C17.1.7.2. Discrepancies involving local deliveries to, or returns from, internal or satellite activities. This exclusion is not applicable to on-site DLA Distribution Center shipments.

C17.1.7.3. Discrepancies involving shipments of privately-owned vehicles.

C17.1.7.4. Transportation discrepancies covered by DTR 4500.9-R, Defense Transportation Regulation, Part II, Cargo Movement, Chapter 210, Transportation Discrepancy Report (TDR), except as specifically permitted under Security Assistance procedures in this chapter.

C17.1.7.5. Product quality deficiencies to the extent covered by Joint DLAR 4155.24 /AR 702-7/SECNAVINST 4855.5B/ AFR 74-6l, except as specifically permitted under Security Assistance procedures in this chapter.

C17.1.7.6. Discrepancies involving personal property shipments.

C17.1.7.7. Billing discrepancies, except as specifically permitted under Security Assistance procedures in this chapter. Price verifications and/or challenges are not reportable on an SDR.

C17.1.8. Types of Discrepancies

C17.1.8.1. Supply Discrepancy. Supply discrepancy is a general term used to describe any variation in goods received from data shown on any authorized shipping document that is not the result of a transportation discrepancy or product quality deficiency. Supply discrepancies include both shipping and packaging discrepancies.

C17.1.8.1.1. Shipping (Item) Discrepancy. A shipping discrepancy is any variation in quantity or condition of goods received from what is shown on the authorized shipping documents, to include incorrect or misdirected materiel, receipts of cancelled requirements, and/or improper or inadequate technical or supply/shipping documentation, that is not the result of a transportation error or product quality deficiency. Discrepancies involving IUID are reportable under shipping discrepancy criteria.

C17.1.8.1.2. Packaging Discrepancy. A packaging discrepancy is any unsatisfactory condition due to improper or inadequate packaging (including preservation, packing, marking, or utilization) that causes the item, shipment, or package to become vulnerable to loss, delay, damage, or unnecessary expense to the U. S. Government, such as excessive packing. Discrepancies involving passive radio frequency identification (pRFID) are reportable under packaging discrepancy criteria. If packaging discrepancies are applicable to hazardous materiel, a hazardous materiel discrepancy code must be used; this code may be used in conjunction with other packaging discrepancy codes to better identify the nature of the discrepancy.

C17.1.8.2. Transportation Discrepancy. A transportation discrepancy is any variation in quantity or condition of materiel received from that shown in the piece count by type of pack on the bill of lading or governing transportation document and other deficiencies in transportation when discrepant materiel is not involved. These discrepancies involve motor, air, water, rail, and small package commercial carriers (excludes USPS shipments that are lost or damaged). Follow TDR policy found in the Defense Transportation Regulation, Part II, Cargo Movement (DTR 4500.9-R). TDRs are entered and distributed under the Electronic Transportation Acquisition (ETA) system at https://eta.sddc.army.mil/.

C17.1.8.3. Product Quality Deficiency. A product quality deficiency is a defective or non-conforming condition that limits or prohibits the item from fulfilling its intended purpose. These include deficiencies in design, specification, materiel,

manufacturing, and workmanship. These are reportable on an SDR only by a Security Assistance customer. All others follow PQDR policy found in DLAR 4155.24/AR 702-7/SECNAVINST 4855.5B, AFR 74-6 Product Quality Deficiency Report Program. Quality deficiencies reported via SDR will be investigated within the ICP/IMM under procedures associated with Product Quality Deficiency Reports. PQDR resolution provided via SDR reply to the submitting ILCO will identify the associated PQDR record control number (RCN) as a cross-reference to the PQDR identification used by the ICP/IMM.

C17.1.8.4. Billing Discrepancy. Billing discrepancies are those discrepancies related to duplicate or multiple billing per individual shipment, or a single billing with no ship line, which are reportable to the ILCO on an SDR by Security Assistance customers only. Within U.S. Government channels, the billing discrepancy will be processed in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance, Chapter 4. This means the ILCO will convert the discrepancy to the appropriate DLMS 812R, Request for Adjustment of Non-Fuel Billing, MILSBILLS DIC FAE with appropriate Billing Advice Code, accessible from the DLMS Website.

C17.1.8.5. Financial Discrepancies. Financial discrepancies are those discrepancies related to administrative and accessorial charges. The ILCO, ICP/IMM, or GSA will forward to Defense Finance & Accounting Service Indianapolis (DFAS-IN), Security Assistance Accounting Customer Accounting Branch for processing all financial discrepancies received directly from a Security Assistance purchaser. Responses to these will be returned to the ILCO. Only financial discrepancies related to Security Assistance purchases are reportable on an SDR.

C17.1.8.6. Military Personal Property Shipments. This category includes both shipping and packaging discrepancies associated with the movement/storage of household goods under the DoD Personal Property Shipment and Storage Program. Any discrepancies related to personal property shipment will be referred to Military Surface Deployment and Distribution Command (SDDC) Personal Property at: USARMY.Scott.SDDC.mbx.omb-for-pp-ops@mail.mil or USARMY.Scott.SDDC.mbx-omb-for-pp-quality@mail.mil.

C17.2. POLICY

C17.2.1. Use of SDR. The DoD Components will use the SDR to report shipping or packaging discrepancies attributable to the responsibility of the shipper (including contractors/manufacturers or vendors) and to provide appropriate responses. The purposes of this exchange are to determine the cause of such discrepancies, effect corrective action, and prevent recurrence.

C17.2.2. Operations Security (OPSEC) Applicability. Due to an identified OPSEC requirement, SDRs have been designated as controlled unclassified information (CUI) by the DLA Headquarters, and must be identified as “For Official Use Only (FOUO).” Handling and electronic transmission of SDRs must comply with DoD rules for this level of sensitive unclassified information, to include proper labeling and protection. DLA has

further directed encryption of all SDR e-mail transmissions. This requirement has been levied on the DoD WebSDR and impacts all participating DoD Components.

C17.2.2.1. In order to receive encrypted e-mail, individual and group e-mail accounts must have their associated e-mail certificate registered at DAAS. SDRs directed to e-mail accounts that do not have a registered certificate will be significantly abridged to display minimal information, thereby allowing the SDR to be transmitted in an unprotected environment.

C17.2.2.2. All action activities using e-mail SDRs must register their certificate, so that all information is available for SDR resolution. For low volume customers relying on e-mail SDRs, especially those supported by third party direct WebSDR input, registration is encouraged, but not required. These users will receive an abridged SDR reply that will provide disposition instructions and financial action, without the accompanying shipment detail.

C17.2.2.3. Unencrypted e-mails with minimal shipment information will include instructions for certificate registration and access to DoD WebSDR. Full WebSDR data content will be available to authorized users of DoD WebSDR. Refer to DAAS SDR processing for further details in the abridged SDR procedures and content.

C17.2.2.4. SDR management reports will be distributed only via e-mail if the corresponding certificate has been signed.

C17.2.3. Documentation Maintenance. The SF364 (or the electronic version DLMS 842A/W) and the action activity's response (or electronic DLMS 842A/R) will be used to support adjustments to inventory and financial accounting records and will be maintained as required.

C17.2.4. Receivers of discrepant materiel will use the SDR to:

C17.2.4.1. Report shipping discrepancies, packaging discrepancies, and discrepancies or non-receipt of United States Postal Service (USPS) shipments.

C17.2.4.2. Modify, cancel, or follow-up on a previously submitted report.

C17.2.4.3. Request reconsideration of a response.

C17.2.4.4. Security Assistance ***submitters*** may use SDRs to contest the decision stated in a reconsideration response.

C17.2.4.5. Provide information copies of the report to interested parties.

C17.2.5. Responsible action activities as identified in this chapter will use SDRs to:

C17.2.5.1. Notify the report initiator of interim status or resolution of the SDR.

C17.2.5.2. Request additional information on incomplete submissions.

C17.2.5.3. Reroute/forward the SDR to the appropriate party.

C17.2.5.4. Forward recommendations to the source of supply or other designated activity for determination of financial resolution or materiel disposition.

C17.2.5.5. Provide information copies of the response to interested parties.

C17.2.6. Non-Receipt of Shipments. Non-receipts, shipped by traceable means such as Government or Commercial Bill of Lading, will not be reported using the SDR, unless the non-receipt is for other than a transportation discrepancy, or for damaged items shipped via modes other than USPS. SDRs will not be submitted for non-receipt of shipments made by traceable USPS registered, insured, or certified mail until appropriate tracer action has been completed. If tracer action results confirm non-receipt, then submit an SDR and include results of the tracer action. Customers without automated access to in transit visibility information should contact the ICP/storage activity to determine which shipments are traceable. (Not applicable to Security Assistance customers.)

C17.2.7. Interface with Other Materiel Management Functions. Under DLMS, discrepancy processing may be used to trigger other standard materiel management functions.

C17.2.7.1. IMMs will use the SDR response to establish a due-in record for return of discrepant materiel under Chapter 12 of this volume. ICPs/IMMs will use the prepositioned materiel receipt (PMR) to advise storage activities to which a return is directed using MILSTRAP procedures for the DLMS 527D, Due-In/Advance Receipt/Due Verification. Refer to paragraph C11.19. of this volume, for additional guidance.

C17.2.7.2. DLMS capable activities returning discrepant materiel will prepare shipment status for materiel returns using the DLMS 856R, Shipment Status Materiel Returns, under paragraph C11.19.

C17.2.8. Discrepancy Reports Relating to Interchangeability/Substitutability (I&S) or Quantity Unit Pack (QUP) Issues. Incorrect item SDRs will not be submitted for authorized substitution. The DoD Components and participating Agencies (e.g., GSA), will follow the policy of automatic shipment of an item, unless the requisition contains an appropriate requisition advice code in accordance with Chapter 4, limiting the request to a specific item. Therefore, incorrect item SDRs will not be submitted for authorized substitutions. Similarly, quantities may be adjusted to the quantity unit pack, unless restricted by the appropriate advice code in the customer requisition. Such adjustments resulting in quantity variance are not reportable as discrepant.

C17.2.9. Responsibility for Costs Incurred Due to Discrepancies in Returned Materiel. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when

discrepancies are reported and validated in accordance with this publication. This includes returns made in violation of prescribed procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity such as repackaging, marking, and disposal.

C17.2.10. Multiple Requisitions. Multiple requisitions received under a consolidated shipment cannot be combined for discrepancy reporting purposes. Individual SDRs must be submitted for each discrepant requisition received in the shipment. An exception to this is authorized for consolidation and containerization points (CCP)/transshippers. Refer to guidance for CCP/transshipper-originated SDRs below. When both item discrepancies and packaging discrepancies are noted on the same shipment, both types of discrepancy will be included on the same report.

C17.3. PROCEDURES

C17.3.1. Original Submission of SDR

C17.3.1.1. Discrepancy Identification. The receiving activity, or transshipment activity noting packaging or documentation deficiencies on shipments in transit, will prepare an SDR when one or more of the conditions described under reporting criteria exist.

C17.3.1.1.1. Pending improved processing techniques, it is required that DLMS SDRs identify the type of SDR using the Discrepancy Report Document Type Code (Appendix 7.28). Within the context of SDR processing, this data element is known as the SDR Document Type Code. This is a one position code used to describe the type of discrepant report and the type of shipment involved, (e.g., depot shipment to the customer = Type 7; direct vendor shipment to the customer = Type 6).

C17.3.1.1.2. Identify the discrepancy using the Shipping, Packaging, and Storage Discrepancy Code (Appendix 7.28). Within the context of SDRs this data element is known as the SDR Discrepancy Code. Use up to three different codes to describe the discrepancy on SDRs. (Distribution Center-originated SDRs and their equivalents prepared via WebSDR may only use two discrepancy codes). Packaging discrepancies must be identified by four-character packaging discrepancy codes and applicable remarks.[2] If no code exists to adequately describe a shipping/item discrepancy, select Code Z1 and use a clear-text description. The goal of the initial SDR submission is to provide as much relevant information as possible to the action activity, including clarifying remarks to supplement discrepancy codes, so that they can take timely action to correct the problem and provide a timely response and disposition to the customer.

C17.3.1.2. Shipment Information. SDRs must contain a document number. Identify the original requisition document number when known; otherwise a constructed

[2] Applicable for new submissions after September 1, 2013. Refer to ADC 1059.

document number is required. DoD requisitioners reporting discrepant shipments may only use a constructed document number for selected discrepancies as discussed below. A constructed document number identifying the receiving distribution center is required for depot receipts reported electronically, including new procurement receipts. A constructed document number may also be prepared by a transshipper based upon the CCP or port DoDAAC. Additional information, such as transportation numbers (TCN, bill of lading number, etc.) may be provided in accordance with the DLMS IC. Procurement information must be provided for wholesale level procurement source receipt discrepancies (SDR Document Type 9 or P). Procurement information will include the procurement instrument identifier (PIID) (this term is inclusive of the PIID call/order), contract line item number (CLIN), and vendor shipment number.[3] When a PIID call/order number (F or M in 9th position) is used, provide the value in the PIID field. When reporting new procurement receipts, the distribution center will cite a "pseudo shipment number," equivalent to that cited on the receipt, when the actual vendor shipment number is not available from shipping documentation. The pseudo shipment number will be constructed to identify the receiving depot and a constant 01 (that is, the serial number will not be incremented; therefore, the pseudo shipment number will not be unique). In order to systematically identify pseudo shipment numbers the third position must be numeric (vendor assigned shipments use a three digit alpha prefix to identify the vendor). For example, pseudo shipment numbers prepared by Distribution Center San Joaquin, California (DDJC), will be reported as DD1JC01. Action activities must have the capability to update procurement information via the SDR reply when not populated by the submitter or EDA input on procurement source receipt discrepancies involving direct vendor/contractor delivery to the customer (SDR Document Type 6).

C17.3.1.3. Requested Action

C17.3.1.3.1. The SDR originator must indicate what action has been taken concerning the discrepant materiel and/or the desired response from the responsible action activity. Identify the action code using the SDR Requested Action Code (Appendix 7.28). Within the context of SDR processing, this data element is known as the Action Code. If no code exists to adequately describe the action taken or requested disposition, select Code 1Z and use a clear-text description.

C17.3.1.3.2. When an SDR is submitted using Action Code 1H, "No Action Required, Information Only," the SDR must be processed to verify the discrepancy does not require further action. SDRs with Action Code 3B, "Discrepancy Reported for Corrective Action and Trend Analysis. No Reply Required." must be reviewed to determine the appropriate corrective action to prevent recurrence. A reply transaction from the action activity is not required, for Action Codes 1H or 3B, but when provided, it will be accepted by the customer application. Systematically, this may be interpreted to mean that customer applications may auto-close these SDRs, but must allow them to re-open automatically to process a reply transaction if one is provided. A

[3] Use the legacy PIIN pending transition to the PIID. When using the PIIN, include the four-position call/order number. Refer to ADC 1161A.

non-significant reply (e.g. indicating acknowledgement of the SDR), may be dropped or posted, but will not require further attention.

C17.3.1.4. Shipping Documentation. Retain shipping and associated documentation in a readily accessible format to provide a copy if requested. Do not mail hard-copy documentation if data is otherwise accessible to the responsible action activity. Where relevant to the discrepancy, shipping documentation may be provided electronically as an SDR attachment. Shipping activities should retain documents and transaction history records in accordance with DoDI 5015.02, DoD Records Management Program.

C17.3.2. Reporting Criteria

C17.3.2.1. U.S. Forces and participating non-Security Assistance fall under the reporting criteria based upon dollar value and/or condition as follows:

C17.3.2.1.1. GSA and DLA Directed Shipments Dollar Value Criteria. Optionally, recipients of DLA and GSA directed shipments may submit an SDR for all types of shipments regardless of dollar value. Otherwise, report discrepant shipments when they meet the conditions and value criteria cited in the paragraphs below.

C17.3.2.1.2. Contractor/Manufacturer or Vendor Shipments. Report discrepant shipments from contractors/manufactures or vendors that meet conditions cited under reporting criteria regardless of dollar value. DLA Distribution Centers will perform kind, count, and condition (KCC) inspection during receipt to determine if any discrepancies exist in accordance with MILSTRAP (refer to C13.2.8.3. Processing Discrepant/Deficient Receipts).

C17.3.2.2. DoD action activities will recognize the ILCO's determination whether SDRs fall within submission time standards and dollar limitation contained in the United States of America Department of State Letter of Offer and Acceptance controlling the case, or any other sales agreement with a Security Assistance purchaser. Once accepted by the ILCO and forwarded to the responsible action activity, further evaluation for time standard and dollar criteria is not appropriate.

C17.3.2.3. Condition of Materiel

C17.3.2.3.1. Condition Misrepresented. Report when the condition of an item valued in excess of $100 per line-item is found to be other than shown on the shipping document, or, in the case of subsistence, on supporting inspection/test certificates or records. Use the hazardous materiel discrepancy code when applicable.

C17.3.2.3.1.1. For UIT program items, SDRs indicating a receipt in other than the original condition shipped will include UII and serial number (when available) for the discrepant quantity received. When all items are discrepant, no UII

and/or serial number is required for IUID materiel as this information is already known to the relevant parties.[4]

C17.3.2.3.1.2. For Capital equipment candidate items, SDRs indicating a receipt in other than the original condition shipped will include UII and serial number (when available) for the discrepant quantity received. When all items are discrepant, no UII and/or serial number is required for IUID materiel as this information is already known to the relevant parties.

C17.3.2.3.2. Hazardous Materiel. Report discrepant receipt of hazardous materiel under the appropriate H-series discrepancy code. Use in place of the C-series codes for condition/shelf-life discrepancies when a hazardous item is received in a condition other than shown on the supply document or on the supporting inspection/test certificate. Report receipt of hazardous item requiring repair and lack of a safety data sheet (SDS) in Hazardous Material Information Resource System (HMIRS). Also use to report receipt of a non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous.

C17.3.2.3.3. Missing Part. Report materiel received for repair that has been cannibalized of nonexpendable parts or components (including cannibalization of nonexpendable basic issue item (BII) or nonexpendable supply system responsibility item (SSRI) without the authorization of the inventory manager when the total value of the missing item(s) is in excess of $100). Expendable BII and SSRI are not subject to these procedures.

C17.3.2.3.4. Expired Shelf Life. Report receipt of materiel for which the shelf life either has expired (Type I non-extendible item) or the inspect/test date has lapsed (Type II extendible item), regardless of dollar value. Use the hazardous materiel discrepancy code when applicable.

C17.3.2.3.4.1. For Type I DoD and GSA managed items: submit an SDR.

C17.3.2.3.4.2. For Type II DoD-managed items: prior to submitting an SDR, access the DoD Shelf-Life Extension System (SLES) through the DoD Shelf-Life Program Website or through the shelf life program secure site if you have a .mil address.

C17.3.2.3.4.2.1. Type II items requiring laboratory test: query the DoD Quality Status Listing (QSL) to determine if the specified Type II item is listed as having passed the required laboratory testing and has been extended. Items that are listed on the QSL as passed may be extended and remarked accordingly if the item has been stored in accordance with its storage standard. For items not on the QSL, prior to submitting an SDR, contact the DLA call center at 1-877-DLA-CALL if the shipment originated from a DLA storage activity.

[4] Refer to ADC 1198.

C17.3.2.3.4.2.2. Type II items requiring visual inspection: query the Materiel Quality Control Storage Standards for the specified Type II item, perform visual inspection in accordance with the items storage standard, and extend and remark if the item has been stored in accordance with its storage standard. If the item fails the visual inspection, dispose of as required by local procedures.

C17.3.2.3.4.3. For Type II GSA-managed shelf-life-items: prior to submitting an SDR, contact the GSA Shelf-Life Hotline at 1-209-547-8634 to determine if the inspect/test date has been extended.

C17.3.2.4. Canceled Requisitions. An SDR is required when materiel received is valued in excess of $100 per line-item for canceled requisitions. Confirmation of the cancellation must be on file. The submitter should request disposition instructions for unwanted materiel. Exception: an SDR must be submitted when controlled inventory items are received on previously canceled requisitions regardless of dollar value.

C17.3.2.5. Documentation. Report when documentation is missing, incomplete, or improperly prepared regardless of dollar value.

C17.3.2.5.1 Receiving activities must report documentation discrepancies that impact timely receipt processing. Typically, this includes missing, incomplete, or improperly prepared supply documents such as the Issue Release/Receipt Document (DD Form 1348-1A). For shipments from a procurement source, documentation discrepancies apply to the Receiving Report/Material Inspection and Receiving Report (MIRR) (DD 250 or equivalent). Shipments to DLA Disposition Services will be reported for a missing, incomplete, or improperly prepared Hazardous Waste Profile Sheet or Hazardous Waste Manifest. Transshippers will report other types of missing or improper shipment documentation to include Special Handling Data/Certification (DD Form 1387-2), Transportation Control and Movement Document (TCMD) (DD Form 1384), and the Shipper's Declaration for Dangerous Goods.

C17.3.2.5.2. Sources of supply will prioritize resolution of SDRs submitted by DLA Distribution Centers citing Discrepancy Code D4. The objective is to preclude delays in reclassifying materiel suspended due to lack of a Quality Assurance Representative (QAR) signature in Invoicing, Receipt, Acceptance, and Property Transfer (iRAPT). When no other discrepancies have been identified, the source of supply will direct the distribution center to prepare an inventory adjustment to bring the materiel into fully serviceable condition upon posting of the QAR signature.[5] Note that QAR signature is not required for receipt processing when Certificate of Conformance (CoC) or Alternate Release Procedures (ARP) are authorized. Use system edits to block inappropriate suspension of materiel and submission of SDRs when these procedures are applicable.[6]

[5] Refer to ADC 1066.
[6] Refer to ADC 1202.

C17.3.2.6. Overage/Shortage, Nonreceipt, or Duplicate Discrepancies

C17.3.2.6.1. Overage/Shortage. An item overage or shortage discrepancy occurs when the quantity received is greater or less than that shown on the shipping document. This type of variance is not evident on delivery but is discovered when the article of freight, as described on the transportation document, is opened and the contents are checked. Report DoD shipper overages or shortages valued in excess of $100 per line item, except for controlled inventory items, that are reported regardless of dollar value. Customers may use a clear text description to indicate that erroneous or conflicting Materiel Receipt Acknowledgement information was previously submitted.

C17.3.2.6.2. Concealed Overage/Shortage. U.S. Government customers must report overages or shortages discovered while opening a sealed vendor pack regardless of dollar value or shipper. These reports must contain, if available, the PIID from the packaging, the lot number, and original document number. A constructed document number must be provided when the original number is not known. When using a constructed document number in an SDR coordinate with the applicable Component finance office. Use the credit-to/bill-to DoDAAC as the basis for constructing the document number, follow MILSBILLS procedures citing Code U in the first position of the constructed document number serial number (DLMS Utilization Code U), and include fund code to ensure that credit/billing is appropriate. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event (e.g., credit or debit) to include SLOA mandated standard financial information system (SFIS) elements.[7] The DLMS SDR transaction supports inclusion of SLOA required elements.

C17.3.2.6.3. Quantity Variances. Quantity variances on receipts from procurement authorized by the terms of the contract are not reportable as discrepant.

C17.3.2.6.4. Quantity Unit Pack (QUP) Variances. Report quantity variance due to incompatibility of unit of issue (U/I) between documentation and materiel received. Automatic adjustment for unit pack is allowable by policy, unless the requisition contains an appropriate advice code, in accordance with Chapter 4, restricting the quantity.

C17.3.2.6.5. Exceptions to Reporting Overage/Shortage. For U.S. Government customers, this does not include transportation discrepancies as follows:

C17.3.2.6.5.1. Overages or shortages of boxes, packages, or loose articles of freight in a commercial/Government-owned/leased shipping container (commonly called SEAVAN), Military SEAVAN (MILVAN), a Military Sealift Command SEAVAN (MSCVAN or MILVAN), roll-on/roll-off (RORO) trailer, or CONEX.

[7] Refer to ADC 1043.

C17.3.2.6.5.2. Overages or shortages of freight (packaged or loose), upon delivery by a carrier, found to be in excess of the quantity of articles recorded on the bill of lading or transportation document covering the shipment.

C17.3.2.6.5.3. Average Net Weight Lotting System. DLA's subsistence commodity will use the average net weight lotting system when shipping perishable specification freeze and chill items. Actual weight received may differ from actual weight requisitioned or shown on the supply documentation. Do not submit a discrepancy report if the number of cases/containers received agrees with the number shown on supply documentation, and actual weight received is within weight range variation.

C17.3.2.6.6. Total Nonreceipts

C17.3.2.6.6.1. Report non-receipt of items shipped via traceable means, (e.g., GBL or CBL, registered, insured, certified USPS, or small package carrier shipments), regardless of dollar value only when it has been determined that non-receipt is not the result of a transportation discrepancy. In all cases, U.S. Government customers must have received supply/shipment status and employed materiel follow-up procedures. It is strongly recommended that the customer check for requisition status on Web Visual Logistics Information Processing system (WebVLIPS), for proof of shipment data on DLA Distribution Standard System (DSS) Materiel Release Order (MRO) Tracker or on the Integrated Data Environment/Global Transportation Network (IGC/IDE), or use the DoD WebSDR hyperlink to WebVLIPS to check requisition status before creating an SDR for total non-receipt. This may preclude the need for an SDR or may enable the action activity to resolve the problem more quickly.

C17.3.2.6.6.2. Security Assistance customers reporting non-receipt are required to provide documentation from the freight forwarder indicating that no materiel has been received on the requisition and transportation control numbers that apply. The ILCO will deny and return as incomplete any SDRs that do not have the documentation attached.

C17.3.2.6.6.3. An SDR is required when items valued in excess of $100 dollars per line-item, reported shipped by non-traceable USPS (i.e., not shipped registered, insured, certified mail) are not received or are received in a damaged condition.

C17.3.2.6.7. Duplicate Shipments. Report duplicate shipments regardless of dollar value.

C17.3.2.6.8. SDRs for Air Force Maintenance Denials Under BRAC Supply, Storage and Distribution (SS&D) Agreement. SDRs resulting from distribution center denial of an Air Force-directed release order for inventory previously requisitioned from DLA and receipted into Air Force ownership as the result of a "wash" (issue/receipt in-place), will be reported to the depot for initial action. This is an automatic SDR generation triggered by a warehouse refusal citing Denial Management

Code 1 (stock exhausted) or 2 (materiel not available in condition requested). The SDR will identify the original requisition document number (under which the materiel was purchased from DLA) and the maintenance denial document number (identified by the Air Force maintenance site M-series identifier in the first six characters of the document number). The maintenance denial document number will be carried as the customer-assigned SDR number to facilitate depot research. The discrepancy may be reported as total non-receipt (total denial) or as a shortage (partial denial). DLA will issue credit based upon the depot recommendation and confirmation of prior billing. If materiel is still required, a new requisition will be generated perpetuating the applicable denial management code. The replacement requisition will also cite the prior (original) document number for cross-reference.

C17.3.2.7. Misdirected Materiel. Report when materiel, regardless of dollar value, is improperly addressed and shipped to the wrong activity. The document number assigned to the SDR will be the document number from the shipping documentation of the misdirected shipment received. (If the customer requisitioned materiel that was not received, it must be reported on a separate SDR for total non-receipt using the document number for the requisitioned materiel.) Misdirected shipments received by Security Assistance customers identify the location of the discrepant materiel and the country reporting the receipt (which may differ from the intended customer). All customers (U.S. and Security Assistance) are required to report misdirected controlled inventory, arms, arms parts, and explosives within 24 hours of discovery. (Properly addressed materiel incorrectly shipped to the wrong activity while under U.S. Government-controlled transportation is reportable as a transportation discrepancy.)

C17.3.2.8. Packaging Discrepancies

C17.3.2.8.1. Improper Packaging. Report any unsatisfactory condition resulting from improper packaging that causes the item, shipment, or package to be vulnerable to any loss, delay, or damage according to the specific conditions cited. Unless otherwise indicated, the minimum dollar value reporting criteria is when the estimated/actual cost of correction exceeds $100; or the value of the item, shipment, or package is $2500 or over, regardless of the estimated or actual cost to correct the packaging discrepancy. This may include loss or damage to the item, shipment, or package except when a report is otherwise required by DTR 4500.9-R, Defense Transportation Regulation, Part II, Cargo Movement. Where encoded information on the SDR is not sufficient, the submitter is strongly encouraged to provide photographs and detailed descriptions of how the materiel was packaged, as well as the actual damages incurred to the materiel (when applicable). When requesting disposition instructions, the submitter should also include the estimated or actual cost of correction of packaging on the initial SDR. Repackaging costs may include total costs to complete packing, packaging, preservation, palletization and/or marking (materiel and labor) as appropriate for the situation. The submitter must include the actual cost of corrective action when using the SDR to document repackaging cost on an SDR provided for reimbursement after corrective action has occurred. Repackaging prior to receipt of disposition instructions from the action activity is only authorized by exception. DLA

Distribution Centers are pre-authorized to correct packaging discrepancies by the owning Component based upon a coordinated stock readiness agreement specifying the applicable dollar threshold. Customer receiving activities may need to take immediate corrective action when operationally necessary (clarify reason in SDR remarks and provide supporting documentation). If the estimate provided on the initial SDR submission differs from the actual cost, the submitter should provide a correction to their SDR submission to alert the item manager for a corrected reimbursement amount. If there is a substantial difference between the estimated and actual repackaging cost, the item manager will review documentation to ensure the claim is valid and may request clarification for the difference. The source of supply will provide credit to customers in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.3.2.8.2. Packaging Discrepancies Noted at DLA Distribution Centers. To ensure proper visibility and traceability of preservation, packaging, packing and marking (PPP&M) costs, DLA Distribution Centers must include estimated costs for repackaging, including the discrete cost for labor and repackaging materiels.

C17.3.2.8.2.1. For DLA-managed materiel only, if the materiel received by the DLA Distribution Center has a PMR on file, no item discrepancies are noted, is a secondary item, and the cost to correct the discrepant packaging is less than $300, the DLA Distribution Center may perform the corrective action without authorization from the owner/manager based upon prior agreement. The SDR will be provided to the owner/manager for information only using Action Code 1H. For DLA-managed clothing and textile commodities, the authorized threshold is $500.

C17.3.2.8.2.2. For all other Components, if the materiel has a packaging discrepancy, no item discrepancies are noted, is a secondary item, and the cost to correct the discrepant packaging is less than $300, the DLA Distribution Center may perform the corrective action without authorization based upon prior agreement regardless of whether a PMR was provided. The SDR will be provided to the owner/manager for information only.

C17.3.2.8.3. Mission or Life Endangering. Report packaging discrepancies, regardless of dollar value, resulting in damaged materiel that may endanger life, impair combat or deployment operations, or affect other materiel. Report immediately to the shipping activity, contracting office, or control point by the quickest communication medium to enable the shipper to take immediate corrective action. Submit an SDR within 24 hours of the initial report.

C17.3.2.8.4. Hazardous Materiel (Includes Ammunition and Explosives). Report any packaging discrepancy, regardless of dollar value, if a potentially hazardous condition could result or if damage or an unsatisfactory condition has occurred involving any hazardous materiel. This includes improper identification markings of items and packaging and/or unitized loads. Use hazardous materiel discrepancy codes when applicable.

C17.3.2.8.5. Excessive Packaging. Report excessive packaging by contractors that result in additional costs to the U.S. Government, regardless of dollar value.

C17.3.2.8.6. Improper Packing. Report any type of inadequate or improper packing to include incorrect blocking or bracing, oversized or incorrect container, and inadequate closure, resulting in an unsatisfactory condition or damage. Report when materiel is not packed in required reusable container regardless of dollar value.

C17.3.2.8.7. Delay or Additional Costs. Report packaging discrepancies resulting in delay or additional packaging costs at aerial or water terminals or at consolidation and containerization points. The activity responsible for operating the terminal or port of embarkation/debarkation will be responsible for the preparation and submission of an SDR on discrepancies noted on shipments moving through the activity. These SDRs will be prepared using Discrepancy Document Type Code W.

C17.3.2.8.8. Improper Packaging of Customer Returned Materiel. Distribution Centers will send an SDR to the materiel owner for packaging discrepancies related to customer returned materiel or inter-depot transferred materiel. The materiel owner is responsible for funding packaging costs associated with preparing materiel for storage and reissue. Packaging discrepancies occurring in materiel returns are subject to recoupment action at the discretion of the materiel owner. If the packaging is so bad that the item must be disposed, the shipper may be required to reimburse the receiver for any packing required to effect the shipment and the cost of turn in to DLA Disposition Services. The distribution center will always include the estimate of the costs of repackaging or disposal on the initial SDR submission, in the remarks section and complete the appropriate data element entries for electronic submission.

C17.3.2.8.9. Wood Packaging Materiel (WPM). Report WPM that is not consistent with the international standards for the regulation of WPM transiting international boarders and Department of Agriculture regulation governing importation of regulated WPM. Compliant WPM must display certification marking as prescribed in reference. Use discrepancy code P215 and provide remarks as applicable. Also see guidance for CCP-originated SDRs below.

C17.3.2.8.10. Repetitive Packaging Discrepancies. Include Discrepancy Code Z2, Repetitive Discrepancy, with the other specific packaging discrepancy code(s) to report repetitive packaging discrepancies that impose a significant burden on receiving or transshipment activities. Total costs to correct packaging will be included in the SDR. For FMS SDRs reporting repetitive packaging discrepancies, each individual SDR must comply with the Security Assistance dollar thresholds for SDR submission. The SDR submission cannot be based upon the dollar value of the accumulated discrepancies.

C17.3.2.8.11. Improper Preservation. Report any type of inadequate or improper preservation or physical protection resulting in an unsatisfactory condition or damage. Report improper preservation of any materiel identified as being electrostatic/electromagnetic (ES/EM) sensitive, regardless of the dollar value.

C17.3.2.8.12. Improper Marking. Prepare an SDR to report any omitted, incomplete, illegible, or misplaced markings. Report improper identification of containers, or items that require opening the container, or result in improper storage of the materiel, regardless of cost. Improper marking includes discrepancies related to passive radio frequency identification (pRFID) tags as follows:

C17.3.2.8.12.1. Report all missing, damaged, or unreadable pRFID tags when such tags are required by contract provisions, DoD policy, or specified by prior shipment notice/status reflecting pRFID content. Report duplication of tag identification associated with a previously processed receipt.

C17.3.2.8.12.2. SDRs may be used to report a tag read formatted for DoD use, but which does relate to an advance shipment notification containing pRFID content when such advance shipment notification is required by contract provisions or DoD policy.

C17.3.2.8.13. Improper Unitization. Report improper unitization that includes inadequate wrapping/strapping or lack of unitization, where appropriate, resulting in an unsatisfactory condition or damage. Report multiple consignees in a single consignee consolidation container as improper unitization.

C17.3.2.8.14. Latent Packaging Discrepancies. Prepare a late SDR for materiel found in storage with latent preservation and packaging discrepancies. Confine these reports to stocks that constitute a problem resulting from a particular specification, preservation, or packaging method. Reports relative to packaging discrepancies found in storage will be annotated "not incident to shipment."

C17.3.2.9. Receipt Notification SDRs for Quality-Related Issues Identified During Distribution Center Receipt. Three-position Q-series discrepancy codes have been developed to accommodate materiel owners/managers with special programs requiring immediate visibility and notification of quality deficient (or potentially deficient) materiel received at the distribution center. These codes are applicable for reporting to ICP/IMMs via the SDR process, based upon special inspection requests by the materiel manager. These reports are contingent upon pre-existing receipt restriction requirements that identify the National Stock Number (NSN) and/or other screening criteria and specific actions the materiel managers expects the distribution center to perform. Some of the specific programs that require reporting of quality-related concerns for receipts, including new procurement and customer returns, are: items identified as customer return improvement initiative (CRII) items, critical safety items (CSI), items that failed under use, and items requiring First Article Testing. Additionally, receipt of PQDR exhibits will be reported to the owner or manager using the applicable three-position Q-series discrepancy code. For PQDR exhibits, report the receipt and

SDR to the same organization (based upon the PMR, when available). Report suspended materiel in the appropriate supply condition code (SCC) under DLMS/MILSTRAP procedures, to include PQDR exhibit receipts in SCC Q and CSI in SCC L for procurement source receipts or SCC K for non-procurement source receipts. For other than PQDR exhibits or first article testing, provide the SDR to the manager with a distribution copy to the owner, if different. Disposition instructions for these SDRs will be provided by the manager (a response from the owner prior to the manager response will be considered premature and will result in a status update from the distribution center indicating that the SDR is still pending manager response (Reply Code 522)). The manager will provide an interim response if the SDR will remain open for an extended period pending investigation. If resolution of the SDR requires the materiel to be returned to the manager, the manager will request that the owner direct ownership transfer using "ship-to-self/shipment in-place" procedures and provide document number(s) applicable to the original requisition (or a constructed document number) for reimbursement. Interim Reply Code 523 applies. The manager will provide a PMR to the distribution center to ensure proper processing of the receipt resulting from the shipment in-place and to allow the manager to monitor for the directed return. The owner will provide an SDR reply with applicable document number(s) for credit and confirm materiel release order for ownership transfer at the current location. Interim Reply Code 524 applies. In this situation, the SDR will remain open until the manager has provided disposition instructions for the discrepant materiel and the distribution center has completed this action. At this point, the distribution center will provide a completion notice to the manager with an information copy to the original owner.

C17.3.2.10. Technical Data. Report item technical information, (e.g., name plate, operating handbook, logbook, precautionary markings, warranty data, engineering drawings and associated lists, specifications, standards process sheets, manuals, technical reports, catalog item identifications, and related information) that are missing, illegible, incomplete and/or incorrect regardless of dollar value. When reparables are returned and the appropriate historical information/documentation, operator/maintenance logbooks, engine oil analysis, etc., as required by Government regulations, and/or technical manuals are not included, the receiving activity will submit an SDR regardless of dollar value. Any additional costs incurred by the repairing depot/arsenal because of the missing data will be charged to the originating activity. The submitter will ensure that the specific description of what documentation is missing is included in the remarks section.

C17.3.2.11. Incorrect Item

C17.3.2.11.1. Report incorrect or misidentified materiel or unacceptable substitutes regardless of dollar value. However, unless the requisition contains an appropriate advice code in accordance with Chapter 4, limiting the request to a specific item, automatic shipment of an interchangeable or substitute item is allowed by policy. See Interchangeability & Substitutability (I&S) guidance. Report wrong item receipts of controlled inventory, arms, arms parts, and explosives within 24 hours.

C17.3.2.11.2. Incorrect item discrepancies discovered while opening a sealed vendor pack will be reported regardless of dollar value or shipper. These reports must contain the PIID from the packaging and, if available, the lot number and the original document number. A constructed document number will be provided when the original number is not known. When using a constructed document number in an SDR coordinate with the applicable Component finance office. Use the credit-to/bill-to DoDAAC as the basis for constructing the document number, follow MILSBILLS procedures citing Code U in the first position of the constructed document number serial number (DLMS Utilization Code U), and include fund code to ensure that credit/billing is appropriate. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event (e.g., credit or debit) to include SLOA mandated standard financial information system (SFIS) elements.[8] The DLMS SDR transaction supports inclusion of SLOA required elements. Include identity of the incorrect item received in the discrepancy report.

C17.3.2.11.3. Where two separately managed items are involved in a wrong item SDR, (e.g., a DLA-managed item was ordered and a Military Service-managed item was received due to shipper error), the SDR initiator will forward the report to the shipping depot or manager of the item ordered, in accordance with Component rules. It is the responsibility of the SDR action activity (receiver of the SDR) to ensure full and appropriate resolution by coordinating with the other involved ICP/IMM or transferring the SDR (manually), so that the initiator receives all applicable and appropriate response information from the responsible party. This may be interpreted to mean two separate SDR replies, or a single coordinated response identifying financial resolution from the Component that sourced the order, and materiel disposition instructions provided by the owner of the materiel shipped.

C17.3.2.11.4. Report part number discrepancies when the part number marking appears to be inconsistent with the specified NSN. This includes when the part number received is not associated with the applicable NSN or when the part number cannot be matched to Federal Logistics Information System (FLIS) catalog data/FEDLOG. The SDR must include the part number and manufacturer's Commercial and Government Entity (CAGE) Code for the item received. Part discrepancies will be submitted directly to the item manager.

C17.3.2.11.5. DoD WebSDR requires identification of the incorrect item received using discrete data elements (refer to the DLMS IC 842A/W). If multiple incorrect items are received under the same document number, use the appropriate discrepancy code for mixed stock and identify the first (highest quantity or controlled item) and use the remarks text to explain the mixed content shipment.

C17.3.2.12. Repetitive or Other Discrepancies. U.S. receiving activities will report repetitive discrepancies, regardless of dollar value. For FMS SDRs reporting repetitive discrepancies, each individual SDR must comply with the Security Assistance dollar thresholds for SDR submission. The SDR submission cannot be based upon the

[8] Refer to ADC 1043.

dollar value of the accumulated discrepancies. Additionally, receiving activities may report any other discrepant condition of an item not specifically identified in this chapter at the time of receipt, unless listed specifically under exclusions.

C17.3.3. SDRs Resulting from Redistribution Orders (RDOs). The following procedures are applicable to DLA Distribution Centers and may be applied to other storage activities as directed by the responsible Service/Agency. ***Only the current DLA Distribution Center can update the owner, manager, or source of supply field. Submitters must cancel and resubmit their SDR if they need to update this field.*** When a storage activity receives a shipment based upon a redistribution order and the materiel is short, over, wrong, quality deficient, or otherwise discrepant the receiving activity will:

C17.3.3.1. RDO Shortage. Prepare the SDR to report shortage and use Action Code 1D (materiel still required). The shipping activity will receive the action copy; the ICP will receive an information copy. The shipping activity receiving the SDR will treat it as a priority and conduct inventories as appropriate. If the inventory confirms an over balance, the shipping activity will respond using Disposition/Status (Reply) Code 123 (materiel will be reissued at no charge) citing inventory conducted and verified shipment error. If the inventory confirms correct balance or the balance is short, the shipping activity will reply with Disposition/Status (Reply) Code 126 (materiel not available for reshipment) or 701 (SDR rejected) citing inventory conducted and no overage was discovered; no materiel will be shipped, OR, inventory conducted and shortage was identified; loss adjustment recorded on depot accountable record, no materiel will be shipped.

C17.3.3.2. RDO Overage. Prepare the SDR to report overage using Action Code 1B (materiel being retained). The shipping activity will receive the action copy; the ICP will receive an information copy. The depot receiving the SDR will treat it as a priority and conduct inventories as appropriate. If the inventory confirms an over-shipment error, the shipping activity will respond with Disposition/Status (Reply) Code 137, annotating that inventories were conducted and balances were adjusted to show correct on hand balance. If inventory confirms no over-shipment was made, the shipping activity will respond with Disposition/Status (Reply) Code 701 (SDR rejected), citing inventory conducted and on-hand balances are correct.

C17.3.3.3. RDO Wrong Item. Prepare the SDR to report receipt of wrong item using Action Code 1D (materiel still required). The shipping activity will receive the action copy; the ICP will receive an information copy. The shipping activity receiving the SDR will treat it as a priority and conduct inventories on both the wrong item that was shipped and the correct item that was not shipped. No DLA Distribution Center will request or authorize return or movement of wrong materiel received as an RDO; the ICP/IMM will make all materiel movement decisions. If the inventory confirms an overage of the correct NSN, the shipping depot will respond using Disposition/Status (Reply) Code 123 (materiel will be reissued at no charge), citing inventory conducted and shipment error confirmed; materiel will be shipped to correct shipment error. If the inventory fails to confirm an overage of the correct NSN, but an inventory of the wrong

NSN reveals a shortage, the shipping activity will reply using Disposition/Status (Reply) Code 126 (materiel not available for shipment), citing inventories conducted on both NSNs confirm shipment error; accountable record corrected; no materiel will be shipped. Report wrong item receipts of controlled inventory, arms, arms parts, and explosives within 24 hours.

C17.3.3.4. RDO Quality-Related Issues. Prepare an SDR when quality-related issues are noted upon receipt, or when materiel received on the RDO must be suspended prior to stow. The action copy will be sent to the item manager using Action Code 1A (disposition instructions requested). An information copy will be prepared for the materiel owner directing the redistribution if different from the item manager. The action activity will respond to the receiving activity with disposition instructions, to include condition code change requirements where appropriate. Refer to quality-related issues in paragraph C17.3.2.9.

C17.3.3.5. Packaging, Documentation, and Other Discrepancies. Prepare the SDR to report the discrepancy using Action Code 3B (discrepancy reported for corrective action and trend analysis) where the receiving activity is able to process the receipt, there is no impact to the shipping activity inventory records, and no disposition/resolution is required from the item manager. Include repackaging costs when applicable. U.S. Forces should include supporting documentation for repackaging when available. All others are required to provide documentation for repackaging costs,(i.e., an invoice). Follow standard SDR distribution rules. The storage activity receiving the SDR will review the SDR for corrective action for future shipments and record the SDR trend analysis. No response is required for Action Code 3B SDRs.

C17.3.4. Materiel Returns

C17.3.4.1. Discrepancy Greater Than $100. Continental United States (CONUS) and Outside Continental United States (OCONUS) activities receiving materiel returns (excess or redistributed materiel, or reparable materiel, including returns from FMS customers) will submit an SDR for discrepancies specified above regardless of condition when the dollar value is equal to or greater than $100 per line-item. Discrepancies pertaining to controlled inventory items will be reported by SDR regardless of dollar value or condition.

C17.3.4.2. Unauthorized Returns (no PMR/incomplete or missing documentation/no identified owner).[9] Refer to paragraph C17.3.6. Distribution Center Receipt with no Due In/Prepositioned Materiel Receipt. Discrepancy reports for distribution center receipts of unauthorized materiel returns with insufficient information to determine the appropriate owner will be routed under MILSTRAP for receipt reporting:

C17.3.4.2.1. Depot Level Reparable Items. Report discrepant receipt SDR to the owner/manager. Commercial maintenance activities will return reparables

[9] Refer to ADC 110/1102A.

on a controlling contract number and may include a significant secondary document number. Storage activities will report discrepant receipts on Document Type 9 or P, as applicable, and identify the Return (Repaired/Overhauled/Other Commercial Return) Code R to distinguish commercial returns from repair, non-destructive test/evaluation, assembly, disassembly, reclamation, and conversion/modification from new procurement receipts. For commercial returns, the SDR must include contract information comparable to new procurement: PIID (or PIID call/order) with contract line/subline item number and contractor-assigned shipment number when available. DoD WebSDR will populate the shipper's CAGE and the Contract Administration Office (CAO) DoDAAC when available from EDA. [10]

C17.3.4.2.2. Consumable Items. Report discrepant receipt SDR to the applicable item manager except:

C17.3.4.2.2.1. Navy-returned consumable items must be reported to the Navy using RIC NRP regardless of the item manager. An SDR will be provided to the Navy owner for information only.

C17.3.4.2.2.2. Marine Corps-returned consumable items must be reported to RIC MPB regardless of the item manager. An SDR will be provided to the Marine Corps owner for information only.

C17.3.4.2.2.3. Air Force-returned consumable items must be reported to RIC FHZ regardless of the item manager. An SDR will be provided to the Air Force owner for information only.

C17.3.4.3. Exception for Returns Between U.S. Activities. When the materiel return shipments are classified as unserviceable and uneconomically reparable upon receipt, the receiving activity will report to the shipping activity. The report will include materiel return document number, quantity, and an explanation of condition classification.

C17.3.4.4. Reimbursable Costs for Discrepant/Unauthorized Returns. Under MILSBILLS and MILSTRIP procedures DoD activities returning materiel in violation of prescribed procedures may be held accountable for recoupment of all reimbursable costs including disposal. Recoupment action may be initiated by the DLA Distribution or, upon subsequent identification of the applicable manager, by the manager.

C17.3.4.5. Supplemental Information for Suspended Returns. SDRs applicable to returned materiel in a suspended condition will include supplemental information as follows: contract reference (required entry; indicate "NONE" if no contract reference is available), and original packaging indicator (required yes/no entry).

[10] Refer to ADC 1268.

C17.3.5. Discrepancies Resulting from Lateral Redistribution Orders (LROs) on Total Asset Visibility (TAV) Shipments. Coordination with the Military Service shipping activity is recommended prior to ICP resolution of the SDR.

C17.3.5.1. All SDRs submitted for DLA directed LROs where the item is managed by DLA, owned by Army's Non-Army Managed Items (NAMI) Group, Supply Directorate (Routing Identifier Code (RIC) AJ2), and shipped from an Army CONUS site, must be sent to NAMI for investigation, with an information copy to DLA (RIC SMS). This is normally accomplished via exception routing rules within DoD WebSDR. SDRs meeting these criteria will be assigned Document Type V. Any SDRs received directly by DLA will be forwarded to NAMI (RIC AJ2) via SDR forwarding reply citing Reply Code 504. NAMI will research the discrepancy and forward recommended disposition to DLA for final action. The NAMI action activity will provide recommended disposition to DLA within 25 calendar days using an SDR forwarding reply citing Reply Code 307. After 25 calendar days have elapsed and NAMI recommended resolution has not been received, DLA will follow-up for recommended disposition.

C17.3.5.2. Upon receipt of recommended disposition, DLA will review and provide final decision to the customer, along with an information copy to NAMI. DLA will be responsible for reversing credit to the TAV shipping activity, issuing credit to the requisitioner, and deleting activities from the TAV process due to poor performance, in coordination with NAMI.

C17.3.5.3. If Army shipped the wrong item or an overage, NAMI will be responsible to provide the customer with disposition instructions and/or directions for returning the item back to Army. If the item is to be retained by the customer, NAMI will be responsible for financial actions as appropriate. DLA will not reimburse the shipper for wrong item or over shipments of Army issues relative to TAV.

C17.3.6. Distribution Center Receipt with no Due In/Prepositioned Materiel Receipt (PMR). DLA Distribution Centers will report receipt of unscheduled materiel from new procurement and non-procurement sources to the owner or manager, as applicable, regardless of condition of materiel, as a discrepancy. When a PMR is not available, the receiving activity will report the receipt using documentation, packaging, and other information, as available. DLA Distribution Centers will prepare an SDR to report the missing/unmatched of a PMR to the owner/manager as the only discrepancy or in combination with other identified discrepancies. The distribution center will identify the SDR as informational or otherwise indicate requested action. If the distribution center erroneously reported the receipt to the wrong owner due to missing/unmatched PMR, the wrong owner will use the SDR reply process to reject the SDR (using Reply Codes 901). If the wrong owner is unable to reject the receipt transaction systemically, the wrong owner will also request that the distribution center reverse the receipt (using Reply Codes 612). If known, the wrong owner should identify the correct owner in the receipt rejection or SDR reply to facilitate reprocessing of the receipt. These procedures

do not authorize rejection/reversal of receipts reported to the owner designated by PMR or the pre-designated Service owner for unauthorized return of consumable items.[11]

C17.3.6.1. New procurement materiel with other applicable discrepancies, (e.g., missing receiving report/DD Form 250, improper packaging), will be placed in Supply Condition Code (SCC) L pending resolution.

C17.3.6.2. If other than new procurement, the SDR should show receipt in SCC K when the actual condition cannot be determined. Materiel returned with other identified discrepancies, (e.g., without associated technical data), will also be reported as indicated under the appropriate discrepancy category. Returns of excess materiel that are not ICP/IMM directed are subject to recoupment of costs associated with disposal or repackaging costs incurred by the distribution Center. If the receiving activity identifies no other discrepancies requiring disposition instructions and is able to process the receipt to the owner the SDR will cite Action Code 3B for corrective action and trend analysis. The distribution center will direct the action copy of the SDR to the owner or manager and a distribution copy to the returning activity (based on the DoDAAC in the document number or shipping documentation.)

C17.3.6.3. Unscheduled receipts of materiel subject to MILSTRAP automatic disposal is reported via SDR for trend analysis and corrective action (Action Code 3B) with a distribution copy to the returning activity. SDRs associated with DLA obsolete materiel (materiel managed under obsolete RICs beginning with S9) must cite Discrepancy Code Z1 (see remarks), Z3 (no PMR), and any other relevant discrepancy code. SDR remarks will state, “Unauthorized return; materiel processed under DLA automatic disposal procedures for obsolete materiel. No further action required.”

C17.3.7. DLA Disposition Services Discrepancies

C17.3.7.1. Dollar Value Greater Than $100. Receiving activities will submit an SDR for discrepancies specified above in shipments to and from DLA Disposition Services Field Offices when the dollar value is greater than $100 per line item.

C17.3.7.2. Exception. Activities will submit a discrepancy for overages and shortages in shipments of controlled inventory items regardless of dollar value.

C17.3.7.3. DLA Disposition Services and DLA Disposition Field Office SDR Procedures. During the receiving process, if the DLA Disposition Services Field Office identifies a supply discrepancy, an outgoing SDR will be generated consistent with Chapter 16.

C17.3.8. Discrepancies in Item Unique Identification (IUID) Data.[12]

C17.3.8.1. Report supply-related discrepancies involving IUID under DoD IUID Supply policy, including but not limited to Unique Item Tracking (UIT) programs,

[11] Refer to ADC 1273.
[12] Refer to ADC 1030.

capital equipment candidates, or as contractually required. Pending full transition to DoD IUID Supply policy using the UII, SDRs identifying discrepancies in unique identification will be prepared citing both UII and/or corresponding serial number, when both are available. Until UII is implemented as the primary identifier under full IUID implementation across the Department of Defense, the human readable serial number is mandatory in the SDR for discrepancy scenarios identified in this chapter, as is the UII when available. The intent is to capture both serial number and UII, however not all items are marked and the UII cannot be considered a mandatory element at this time. That is the context in which the term "serial number/UII" is used in this chapter.[13] Applicability under DoD IUID Supply Policy is identified by NSNs with IUID Indicator Yes (Y). For missing or mismatched unique item identification of items that are DoD serially-managed/tracked, use the applicable U-series discrepancy code (see Table C17.T1.). Report missing or mismatched materiel identification unrelated to IUID (e.g. missing or mismatched part number or NSN) using the applicable packaging (labeling/marking), documentation, technical data, or wrong item discrepancy code(s). Report quality-related deficiencies involving IUID, (e.g., improperly constructed unique item identifier within the 2D data matrix), using Product Quality Deficiency Report (PQDR) procedures under DLA Regulation 4155.24, et al.

C17.3.8.2. In order to facilitate reporting of discrepancies, particularly those involving discrepancies where inclusion of the serial number/UII is required/desirable, the SDR submission process should be integrated with the receiving process, allowing receipt data to be captured once and reused. IUID discrepancies may be related to the packaging label, including automated information technology (AIT) readable content; the item marking, including AIT readable marks; supply documentation; the due-in record; and/or a mismatch between the item and any of these. When reporting an IUID missing or mismatch (including shortage, overage, and incorrect item) the serial number/UII may be specifically identified as applicable to items received or not received using the IUID Received/Not Received Indicator. If the SDR does not include the indicator, the UII and/or serial number will be interpreted as applicable to the materiel received. Pending integrated capability to support IUID reporting in SDRs, attachment files may be uploaded/transmitted to DoD WebSDR to identify UIIs and/or serial numbers UIIs.[14]

C17.3.8.3. Discrepancies involving missing or mismatched unique identification identified during receipt of new procurement materiel (including direct vendor delivery (DVD)) must be reported prior to acceptance. Receipt new procurement materiel requiring IUID or serial number tracking in a suspended condition pending resolution.

C17.3.8.4. Pending full transition to DoD IUID Supply Policy procedures, only report missing serial number/UII in DLMS shipment status transactions (Discrepancy

[13] Refer to ADC 1244.
[14] Discrete data entries (rather than attachment files) for serial number/UII identification are required under ADC 1244 beginning December 2018.

Code U04) for shipment of UIT program items and capital equipment candidates originating at DLA Distribution Centers.

C17.3.8.5. The materiel owner is responsible for IUID Registry updates associated with discrepancies for mismatched IUID information.

C17.3.8.6. In support of Financial Improvement and Audit Readiness (FIAR) compliance for accountability and management of capital equipment, capital equipment candidates require serialization data visibility.[15] The materiel owner also requires serialization data visibility for UIT program items at DLA Distribution Centers.[16] Thus, capital equipment candidates and UIT program items received at DLA Distribution Centers without a serial number will not only require an SDR, but will stop the equipment in the supply chain until a serial number is identified and the materiel is marked. If the distribution center cannot determine the serial number using the associated shipment notice and marks/labels on the item or packaging, the distribution center will report the receipt in a suspended condition) and submit the SDR to the owner citing the Discrepancy Code U13 and other applicable discrepancy code(s) with clarifying remarks. The materiel owner is responsible for determining the appropriate serial number and providing disposition for marking the item. SDR Reply Codes 603 (remark and return to stock) and 611 (Reidentify unique identification (UII/serial number) and return to stock) apply. Upon positive resolution of the missing or mismatched serial number/UII scenario, separate dual inventory adjustment transactions are required to update the serial number/UII and update the SCC of the suspended item to the appropriate SCC.

C17.3.8.7. SDRs prepared for a mismatch with no discrepancy in quantity or stock number received will include the serial number/UII identifying the mismatch. That is, identify the serial number/UII for item(s) received that do not correspond to the shipment status, as well as the serial number/UII for the expected item(s) NOT received. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the IUID discrepancy code.

C17.3.8.8. SDRs prepared for a shortage of items identified by IUID Indicator Y will include the serial number/UII for the item(s) NOT received based upon comparison with the shipment status (when available) or shipping documentation. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the applicable discrepancy code for the shortage and the IUID discrepancy code.

C17.3.8.9. SDRs prepared for an overage of items identified by IUID Indicator Y will include the serial number/UII for the extra item(s) received based upon comparison with the shipment status (when available) or shipping documentation. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the applicable discrepancy code for the overage and the IUID discrepancy code.

[15] Refer to ADC 1198/ADC 1198A
[16] Refer to ADC 1244.

C17.3.8.10. SDRs prepared for receipt of an incorrect item where the item received is identified by an NSN with a IUID Indicator Y will include the serial number/UII for the wrong item. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the applicable discrepancy code for the incorrect item receipt and the IUID discrepancy code

C17.3.8.11. SDRs prepared for receipt of a condition discrepancy (i.e., the materiel condition is misrepresented or otherwise deviates from the original condition on the shipping document or the prepositioned materiel receipt) where the item received is a capital equipment candidate or UIT program item will include the serial number/UII for the discrepant item. Serial number is mandatory for capital equipment candidates and UIT program items. Cite the applicable discrepancy code for the condition discrepancy and the IUID discrepancy code.

C17.3.8.12. SDRs reporting non-compliant serial number will be reported using Discrepancy Code U14 (Serial number convention invalid). This code is distinguished from other similar U-series discrepancy codes in that this code specifically informs the owner that a serially managed item was received with an invalid serial number convention – the serial number maximum field length may not exceed 30 characters and may only include alpha numeric (A-Z, 0-9), dashes and forward slashes. Spaces are not allowed. The receiving activity must annotate the non-compliant serial number in the SDR comments field since the DLMS 842A/W SDR transaction will not allow for an invalid serial number convention to be transmitted in the transaction.

C17.3.8.13. Table C17.T1 provides a decision matrix for the principal scenarios when an SDR is required based on missing or mismatched IUID data during receipt processing.

Table C17.T1. SDR Decision Matrix: Discrepant IUID Data

Procurement Source (IUID contractually required)	Approved UIT	Capital Equipment Candidate (DLA Distribution Receipt)[17]	Wrong Item Received w/IUID Indicator Y	Missing IUID (item or packaging)	Mismatch IUID with shortage/ overage	Mismatch IUID no shortage/ overage	Create SDR	SDR Action Code[18]
Y	Y/N	Y/N	N	N	Y	N	Y	1A or 2A
Y	Y/N	Y/N	N	N	N	Y	Y	1A
Y	Y/N	Y/N	N	Y	N	N	Y	1A
Y	Y/N	Y/N	N	N	N	Y	Y	1A
Y	Y/N	Y/N	N	Y	N	N	Y	1A
Y/N	Y/N	Y/N	Y	Y/N	Y/N	Y/N	Y	1A or 2A
N	N	N	N	N	N	Y	Y	3B
N	N	N	N	N	Y	N	Y	1A or 2A
N	N	N	N	Y	N	N	N	No SDR
N	Y	N	N	N	N	Y	Y	1A
N	Y	N	N	N	Y	N	Y	1A or 2A
N	Y	N	N	Y	N	N	Y	1A
N	N	Y	N	N	N	Y	Y	1A
N	N	Y	N	N	Y	N	Y	1A
N	N	Y	N	Y	N	N	Y	1A

C17.3.8.14. Table C17.T.2 identifies selected discrepancy scenarios for UIT program items that DoD WebSDR will edit for missing serial number on the SDR submission. Rejection criteria is for specific discrepancy codes as shown and is applicable regardless of originator or action activity. This does not preclude the inclusion of serial numbers for other discrepancies involving UIT program items.[19]

Table C17.T.2. UIT Program Mandatory Serial Number by Discrepancy Code

Discrepant Condition	
C1	Quantity received less than quantity indicated on supply documentation
C2	Expired shelf life item
C3	Damaged U.S. Postal Service shipment

[17] Refer to ADC 1198A
[18] SDR Action Codes are selected by the submitter based upon the desired response to the SDR. Codes identified in Table C17.T1 are:
1A Disposition instructions for discrepant materiel requested; financial action not applicable.
2A Disposition of materiel and financial adjustment (credit) requested.
3B Discrepancy reported for corrective action and trend analysis; no reply required.
[19] Refer to ADC 1244

C4	Materiel received stripped of parts or components (cannibalized) (applicable to materiel returns or repairs only)
C5	Incomplete item received. Do not use for incomplete sets/kits/outfits
H1	Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
H5	Expired hazardous shelf life item
Shortage	
S1	Quantity received less than quantity indicated on supply documentation
S2	Quantity received is less than quantity requested minus variance (other than unit of issue or unit of pack)
S8	Concealed shortage discovered upon opening a sealed vendor's pack
Overage	
O1	Quantity received is more than quantity shown on the supply document
O2	Quantity received is more than quantity requested plus variance, if applicable (other than unit of issue or unit of pack)
O5	Concealed overage discovered in a sealed shipping container
IUID Mismatch	
U07	Mismatch between unique identification (UII/serial number) on item and label
U08	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated shipping documentation
U09	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated due-in/shipping notice

C17.3.9. Transshipper Prepared SDRs. CCPs will prepare an SDR to report packaging discrepancies as described below.

C17.3.9.1. Supply Discrepancies Requiring Transshipper Reporting. SDRs will be prepared for supply discrepancies related to hazardous shipments and non-compliant wood packaging material (WPM). Refer to the D5-series[20] for common transportation documentation discrepancies. Refer to P2-series and P3-series for packaging (including WPM) and labeling (including Military Shipping Label (MSL)) discrepancies. Select the most specific discrepancy code available and use SDR remarks to further clarify the nature of the problem.

C17.3.9.2. CCP SDRs for Non-Compliant WPM. CCPs will notify ICPs that their OCONUS WPM shipment is not in compliance with DoD 4140.65-M, "Compliance For Defense Packaging: Phytosanitary Requirements for Wood Packaging Material

[20] Refer to ADC 317A. Note: Discrepancy Code H6, Shipper's Declaration for Dangerous Goods is re-assigned to the D series code list in DLMS Volume 2, Appendix 7.28.

(WPM)," and ISPM 15 requirements. The expiration of the DoD Pest Free mark and the requirement to use the International Plant Protection Convention (IPPC) stamp to indicate WPM compliance brings the requirement to remediate all noncompliant WPM destined for OCONUS. WPM shipments can be remediated by repackaging or by use of a heat chamber. SDRs will be prepared for noncompliant shipments received by the CCPs. Noncompliant shipments will not be held for disposition. Shipments on noncompliant pallets will immediately be re-palletized onto compliant wood pallets. Boxes, crates, etc. will be sent to a remediation area through use of DSS packing, packaging, preservation & marking (PPP&M) process, and placed in a Hold Status W until remediation is completed. SDRs will be generated for both pallet replacements and box/crate rebuilds. The SDR will normally cite SDR Action Code 3B, Discrepancy Reported for Corrective Action and Trend Analysis. No reply is required. This type of SDR does not require a response from the source of supply or other designated activity; but is provided so that the source of supply may take appropriate action with the Component shipper or vendor and track trends and associated repackaging costs. The SDR will be auto-closed in the DSS, based on the P215 discrepancy code (indicating noncompliant WPM), and will not be reopened. The point of contact (POC) may be contacted if SDR was sent to the wrong supply source. Labor and material to remediate will be charged to a CCP Cost Code. If a frustrated shipment requires an expedited SDR reply to the CCP, use of Action Code 3A, Transshipper (Aerial/Water port or CCP) Requests Expedited Response; Shipment Frustrated, is authorized.

C17.3.9.3. Aerial or Water Port Prepared SDRs. The port (identified by DoDAAC) will prepare an SDR to report packaging or documentation discrepancies as described above. If the corrective action can be taken immediately, (e.g., as a result of off-line communication with the shipping activity,) and the port is not awaiting the action activity response, the SDR will cite Action Code 3B, Discrepancy Reported for Corrective Action and Trend Analysis. No reply is required. If the shipment is frustrated awaiting action activity response, the SDR will cite Action Code 3A, Transshipper (Aerial/Water port or CCP) Requests Expedited Response; Shipment Frustrated. The submitter will use the remarks block to clarify desired actions and shipment information where specific data fields in the SDR are not sufficient.

C17.3.9.4. Expected Data Content for Transshipper SDRs. These SDRs will be identified by Discrepancy Document Type Code W and will include the number and type of discrepant pieces. The transportation control number (TCN) will be the primary reference number for operational processes. If the shipment is received at the CCP without a TCN, one will be assigned in accordance with the DTR. SDRs prepared at the shipment level may include multiple items, or there may not be due-in or documentation available. Because a document number is mandatory within DoD WebSDR, the CCP or other transshipment activity may need to generate a document number based upon the submitter's DoDAAC if multiple documents are included or the original document number is unavailable. Action activities will not reject Transshipper SDRs for unmatched document numbers without researching by TCN and other identifying shipment information. Multiple document numbers, when available, will be recorded in the SDR remarks. Materiel identification may be identified as "UNKNOWN" or "MIXED" (multi-pack or other consolidation of different items). When this occurs, quantity and U/I

will be left blank. Identification of hazardous materiel shipments is mandatory using the hazardous materiel indictor (Yes/No). When possible, the shipper will be perpetuated from the due-in notification (e.g. DLMS (US TRANSCOM-maintained) 856A) or shipping documentation. The owner/manager (source of supply) will be identified as the ICP/IMM that directed the shipment when applicable.

C17.3.10. SDR Distribution. This section addresses those organizations that must be identified on the SDR as initial action recipient or as receiver of information copies. Such determination is based upon the type or origin of the shipment involved, the DoD Component that directed shipment, and the type of discrepancy. Applicable action activities include ICP, ILCOs, DLA CCPs, and DLA Distribution Centers. For items requiring special handling and/or reporting, such as controlled inventory items, the responsible action activity must ensure additional distribution of the report as required. The submitter will provide a copy of the Serious Incident Report, or other Component-required report, regarding controlled inventory items believed to be stolen, lost, or unaccounted for. Do not mail hard copy documents when access to an electronic SDR application and associated supply information is available. Where electronic attachment capability is not available, users should supplement their original SDR submission via WebSDR correction process attachment functionality to upload information not readily available to the action activity and photographic/pictorial evidence of the discrepancy.

C17.3.10.1. Security Assistance Shipments. All Security Assistance SDRs will be sent directly to the applicable ILCO for initial screening and processing. SDRs may be submitted to the ILCO via SF 364, Report of Discrepancy, or authorized electronic/automated formats. The ILCO will forward the SDR electronically to the appropriate action activity. Security Assistance SDRs bypassing the ILCO will not be accepted by DoD and participating Agency action activities.

C17.3.10.2. SDR Distribution for Shipment (Item) Discrepancies

C17.3.10.2.1. DoD Originated Shipments. Customers will normally direct SDRs to the DoD shipping activity with exceptions and specific business rules as follows.

C17.3.10.2.1.1. Army Directed Shipments

C17.3.10.2.1.1.1. Army Managed Items (AMI) and Non-Army Managed Items (NAMI) Shipments. Direct initial action to the source of supply. The only valid Army action activity/source of supply RICs are AKZ, A12, A35, AJ2, AP5, B14, B16, B17, B46, B64, and B69. ***Additionally, SDRs may be addressed to the Army Program Managers for total package fielding (TPF) using RICs AER, AEL, AFK, AEV, AF8, AEU, AEW, AFL, AF9, AFC, and BAM.*** WebSDR will pass SDRs addressed to these activities transactionally to the Army's Logistics Modernization Program (LMP). WebSDR will provide an information copy to DLA Distribution Centers when the shipping activity is identified.[21] These information copies will be used for

[21] Refer to ADC 1102, implementation delayed.

metrics and correction of inventory records where applicable; DLA Distribution Centers are not authorized to respond to the submitter via SDR reply. Army users are advised not to submit SDRs to single stock fund (SSF) site RICs or to Army shipping depot RICs via DoD WebSDR. There are currently no WebSDR interfaces to support SSF sites or Army shipping depots. The Army action activity can be determined from the shipping documentation (e.g., the RIC in record position 67-69 of the DD 1348-1A), or as part of a NIIN/NSN or Part Number search in WebFLIS. Note that the FLIS source of supply will not apply if the requisition was filled by AJ2, Non-Army Manager Item (NAMI) source of supply. Services ammunition users may send SDRs to B14 for ammunition commodity discrepancies or directly to those Army ammunition storage depots listed below.

C17.3.10.2.1.1.2. Army Ammunition Storage Activity Shipments. WebSDR will pass SDRs addressed to the following Army ammunition storage activities transactionally to Army LMP: Anniston Munitions Center (BAD), Pine Bluff Arsenal (BA9), Hawthorne Army Depot (BD2), Letterkenny Munitions Center (BKD), Crane Army Depot (BB2), McAlester Army Depot (BC2), Tooele Army Depot (BTD), and Blue Grass Army Depot (B47). The Army will ensure visibility of these SDRs to Army ammunition storage depots that manage Army, Service common, and Service unique ammunition stock.

C17.3.10.2.1.1.3. Global Combat Supply System-Army (GCSS-Army) Inter-Service Lateral Redistribution of Retail Assets By Inter-Service Agreement. The Army requires that these SDRs be processed by the AMI or NAMI ICP regardless of the FLIS-designated manager or the Army Supply Support Activity (SSA) providing lateral support. Any SDRs directed to the SSA will be transmitted to the default Army e-mail account pending a system interface with DoD WebSDR or alternative guidance. The Army will ensure that these SDRs will be forwarded to the appropriate Army action activity and coordinated with the LMP for financial resolution when applicable.

C17.3.10.2.1.2. Total nonreceipt SDRs

C17.3.10.2.1.2.1. Total Nonreceipt of Security Assistance Shipments from DLA Distribution Centers. ILCOs will forward SDRs directly to the DoD shipping depot regardless of implementing Component. Where the shipping depot is unknown, forward to the ICP/IMM.

C17.3.10.2.1.2.2. Total Nonreceipt of Materiel Shipped via DLA CCP.[22]

C17.3.10.2.1.2.2.1. Customers should direct SDRs to the CCP for research. Include proof of delivery (POD) to the CCP when available. If the SDR bypasses the CCP, the source of supply will forward the SDR to the CCP for research using Reply Code 504 including POD if not provided on the initial submission.

[22] Refer to ADC 1241.

C17.3.10.2.1.2.2.2. The CCP will reply to the customer with status of the shipment if no further action is needed. WebSDR will provide a copy of the SDR to the source of supply. If the CCP cannot provide status or if POD is not available, the CCP will annotate the SDR reply to the submitter with this information and forward to the source of supply for further research using the appropriate 300-series forwarding reply code.

C17.3.10.2.1.2.2.3. After CCP response, the source of supply will review CCP findings and conduct additional research as needed (e.g. using Integrated Development Environment/Global Transportation Network Convergence (IGC) or contacting the vendor, if necessary). As a result, the source of supply may return the SDR to the CCP for further research including the POD (if not previously attached). Alternatively, the source of supply may provide credit based upon customer-reported nonreceipt and other findings. By exception to standard procedures, GSA policy does not authorize credit when proof of delivery to the CCP is available.

C17.3.10.2.1.3. Defense Logistics Agency (DLA) Directed Shipments. Initial action to the DoD shipping activity. Where the shipping activity is not known, forward the SDR to the ICP/IMM. WebSDR will provide an information copy to the ICP when identified on the SDR and when the SDR response is provided by the shipping activity. The ICP will provide additional response to the submitter with final resolution and providing financial action when applicable. For contact information for DLA action activities refer to the DLA Customer Handbook. For assistance contact the Customer Support - Virtual Contact Center at 1-877-352-2255 (1-877-DLA-CALL) or DSN 661-7766 or e-mail: dlacontactcenter@dla.mil; or the DLA Distribution Customer Support Team at DDC.ISDR@dla.mil.

C17.3.10.2.1.4. GSA Directed Shipments

C17.3.10.2.1.4.1. GSA shipped from a GSA Supply Distribution Facility. Initial action to GSA (GSA National Customer Service Center).

C17.3.10.2.1.4.2. GSA shipped from a DLA Distribution Center. Initial action to the shipping activity. DoD WebSDR will provide a copy to GSA.

C17.3.10.2.1.4.3. Purchases made by DoD Activities from Federal Supply Schedules or GSA Open-End Contracts. The customer may coordinate off-line with the supplier for resolution. Identify GSA to receive the SDR under the following conditions:

- repetitive discrepancies,
- cases of dispute that cannot be resolved between the ordering office and the supplier, or
- product quality deficient materiel in Security Assistance shipments where GSA has provided inspection at source.

C17.3.10.2.1.5. All Other DoD Component or Participating Agency Directed Shipments. Initial action to the DoD shipping activity. Where the shipping activity is not known, forward to the ICP/IMM. WebSDR will provide an information copy to the ICP, when identified, and/or the SDR response is provided by the shipping activity.

C17.3.10.2.2. DoD Central Procurement and Direct Vendor Delivery. For materiel procured centrally by a DoD Component ICP, distribution will be as follows irrespective of the point of inspection and acceptance.

C17.3.10.2.2.1. Initial action to the procuring ICP for internal distribution to the contracting officer or designated personnel.

C17.3.10.2.2.2. Copy to office administering the contract/purchase order, if different from the purchasing office, except as otherwise prescribed for purchases made from federal supply schedules or GSA open-end contracts below. If not identified on the SDR, the initial action activity may forward as appropriate. When the Defense Contract Management Agency (DCMA) is identified as the Contract Administration Office (CAO), DoD WebSDR will provide an information copy of the initial submission and subsequent SDR transactions to DCMA.[23]

C17.3.10.3. Materiel Returns

C17.3.10.3.1. Use PMR or shipping documentation to identify the owner, otherwise, initial action to manager's ICP.

C17.3.10.3.2. Copy to shipping activity.

C17.3.10.4. Shipments to DLA Disposition Services

C17.3.10.4.1. Initial action to the turn-in activity, as identified on the defense turn-in document (DTID) (DD 1348-1A, Block 2). The SDR will be sent directly to the generator's e-mail address when available as the result of an electronic turn-in (DLA Disposition Services ETID). If ETID e-mail address is not available, WebSDR distribution will be to the turn-in activity SDR monitor or Component-sponsored SDR application.

C17.3.10.4.2. If distribution via ETID e-mail address, a WebSDR generated copy will also be provided to the turn-in activity SDR monitor or Component-sponsored SDR application.

C17.3.10.4.3. Partial Weapon Turn-in.[24] When SA/LW materiel is received, DLA Disposition Services DEMIL Center, Anniston, Alabama must identify the

[23] Refer to ADC 1052.
[24] Refer to ADC 1175.

SA/LW by a valid NSN or DoD SA/LW Registry assigned management control number (MCN), in addition to a separate serial number for each individual weapon.

C17.3.10.4.3.1. Shipments of a partial weapon identified under the whole weapon NSN but lacking the required list of missing parts or a signed statement certifying that the weapons have missing parts are discrepant using Discrepancy Code D301. DLA Disposition Services will send an SDR to the turn-in activity and attempt to contact the turn-in activity off-line. DLA Disposition Services will hold rejected serialized weapons/weapon parts in a segregated location pending resolution of the SDR. If the DLA Disposition Services does not receive a reply to the SDR with the updated documentation or is otherwise unable to resolve the discrepancy within 25 days, DLA Disposition Services will return the partial weapons to the turn-in activity. If DLA Disposition Services cannot locate the turn-in activity, DLA Disposition Services will contact DoD Registry for resolution/disposition instructions or referral to the owning Service.

C17.3.10.4.3.2. If the SDR is resolved via off-line communication, the DLA Disposition Services will update the SDR via the correction process to change the action code to indicate an informational SDR (Action Code 3B), and document the resolution in the SDR remarks. This will allow all parties involved to recognize that no further action is needed on the SDR. The SDR will close automatically within the Distribution Standard System after these updates are processed.

C17.3.10.4.3.3. A turned in weapon subcomponent, such as the upper receiver, butt stock assembly, barrel assembly, etc., without its matching serialized receiver will NOT be accepted under its end item NSN under any circumstances. When identifying the serialized receiver on a weapon, the term "serialized receiver" refers to the receiver that displays or holds the serial number of a particular weapon. DLA Disposition Services will receipt the subcomponent under the applicable materiel identification for the subcomponent(s) and submit an SDR to the turn-in activity for corrective action (Action Code 3B) indicating both an item identification error and an IUID mismatch. The SDR will alert the turn-in activity to correct serialized item tracking registries as needed. It is the responsibility of the turn-in activity to correct the SA/LW Registry and IUID Registry as applicable. DLA Disposition Services will mutilate and/or destroy non-serialized weapon parts consistent with the demilitarization code requirements, local policies, laws, and regulations. The SDR will close automatically within the Distribution Standard System with no further action.

C17.3.10.5. Shipments from DLA Disposition Services. Initial action to the Disposition Services Field Office or Recycling Control Point (RCP) as applicable. If not known, SDRs may be directed to DLA Disposition Services (RIC S9D).

C17.3.10.6. Local Purchase. Follow DoD Component guidance. A copy will be furnished the Government inspector when inspection is at origin. DoD WebSDR does not support SDRs applicable to local purchase discrepancies.

C17.3.10.7. Industrial Plant Equipment Shipments. DLA, will review all SDRs from the initiator, make further distribution as necessary, request appropriate action from the consignor, and provide the initiator with replies from the consignor and other closeout action.

C17.3.10.8. SDR Distribution for Packaging Discrepancies

C17.3.10.8.1. Contractor/Vendor Shipments

C17.3.10.8.1.1. Initial action to the ICP.

C17.3.10.8.1.2. Copy to Contract Administration Office (CAO). For direct vendor delivery discrepancies, the ICP must ensure the contract information is included in the SDR reply if not provided by the submitter. Based upon entry of the PIID or PIID call/order for procurement source shipments, DoD WebSDR will retrieve the CAO DoDAAC from the EDA System contract files and update the SDR accordingly.[25] When the contract is administered by the Service or Agency issuing the contract, the ICP is responsible for insuring the CAO has access to the SDR information. When DCMA is identified as the CAO, DoD WebSDR will provide an information copy of the initial submission and subsequent SDR transactions to DCMA. [26]

C17.3.10.8.1.3. Copy to Administrative Contracting Office (ACO). The initial action activity will furnish a copy of the SDR to the ACO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.4. Copy to Procuring Contracting Office (PCO). The initial action activity will furnish a copy of the SDR to the PCO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.5. Copy to Component Packaging Monitor. SDRs for Air Force ICP-directed shipments will be provided to the designated Air Force ICP packaging monitor by DoD WebSDR under Component-unique routing rules.

C17.3.10.8.2. DoD Originated Shipments

C17.3.10.8.2.1. Initial action as indicated above for DoD originated shipments.

C17.3.10.8.2.2. Information copy to be provided systemically by DoD WebSDR per Component guidance. SDRs for Air Force ICP directed shipments will be provided to the designated Air Force ICP packaging monitor.

[25] Refer to ADC 1268.
[26] Refer to ADC 1052.

C17.3.10.10. The Exchange (formerly Army and Air Force Exchange Service (AAFES)). SDRs may be routed to the Exchange via DoD WebSDR to the source of supply RIC.

C17.3.11. Follow-Up on Original SDR

C17.3.11.1. Submitter Responsibility. When the action activity does not respond to an SDR within the prescribed timeframe specified in this chapter, the submitting activity must provide an SDR follow-up. Follow-ups must be directed to the last identified action activity when the original SDR was forwarded by the original recipient. Cite the SDR report number of the original report. For transactional exchange, include the WebSDR-assigned control number when known. Follow-up transactions should include all data that was in the previous SDR submission. POC information for the follow-up and the follow-up date are required. A narrative entry is required to provide clarification for the follow-up. The submitter or DoD WebSDR must forward the follow-up to the current action activity when SDR history indicates a or updated action activity has been identified (such as based upon prior Reply Code 504, 526, 527 or a 300-series reply code).

C17.3.11.1.1 SDR submitters may follow-up on SDRs sent to DLA Distribution Centers after 31 days from the submission date have elapsed. This will not ensure full resolution of the SDR, but will help identify a communication problem before the entire SDR response period has elapsed (i.e. depot and source of supply processing time).

C17.3.11.1.2. Routine SDR follow-ups (e.g. not applicable to controlled inventory items) must be submitted no sooner than 55 days from the original submission date when no response has been provided.

C17.3.11.1.3. Submitters must follow up to the current action activity after receipt of an interim reply but no further response within 55 days of the initial reply.

C17.3.11.1.4. Prior to submitting a second follow-up, the submitting activity should first attempt to ascertain the status of the SDR using the DoD WebSDR query function. If there is no record of an action activity reply, a second follow-up may be submitted or the submitting activity may contact the action activity off-line. The originator may contact DLA Distribution for distribution center shipments (direct e-mail to: DDC.ISDR@dla.mil) or the source of supply for all other shipments to request assistance. Off line communication with the action activity is recommended because electronic processing errors may have impeded timely response to the SDR and later follow-up could encounter similar issues.

C17.3.11.1.5. At 31 day intervals, the submitting activity may prepare two additional follow-ups. If the action activity has not provided a functionally significant reply after three follow-ups, DoD WebSDR will block transmission of a fourth follow-up and request that the submitter contact the action activity directly.

C17.3.11.1.6. In response to interim Reply Code 520 indicating suspected Counterfeit Materiel/Unauthorized Product Substitution (CM/UPS) materiel may be suspended for an extended period, the storage activity will limit systemic follow-up requests to once every 12 months. There will be no limit on the follow-ups allowed.

C17.3.11.1.7. In response to interim Reply Code 521 indicating suspected product quality deficient materiel may be suspended for an extended period of time, the storage activity will not follow-up for response until 120 days have elapsed, and then subsequent follow-ups should be sent every 60 days. No more than three response/follow-up transactions per SDR will be allowed.

C17.3.11.1.8. By exception, DLA Disposition Services will not generate SDR follow-ups for turn-in of partial weapons lacking the required list of missing parts or a signed statement certifying that the weapons have missing parts. Turn-in activities are required to respond to the SDR within 25 days. Additionally, DLA Disposition Services will attempt to contact the turn-in activity off-line, and if it has not resolved the issue within 25 days, DLA Disposition Services will return the serialized weapons/weapon parts or contact the DoD Registry ***Logistics Data Analysis Center (LDAC)*** for resolution/disposition instructions or referral to the owning Service. ***LDAC*** may contact others to include item managers as deemed necessary to provide resolution.

C17.3.11.2. Action Activity Procedures.[27] Action activities must respond to submitter follow-ups in a timely manner. Action activities are encouraged to be responsive to submitter follow-ups in a positive way whenever possible. Rejection should be reserved for unduly late follow-ups where the elapsed time impedes proper research. Follow-ups on open SDRs submitted prior to completion of the authorized response time or after a significant delay may be rejected using the assigned reject reply code. The preferable response to follow-ups submitted after the SDR has been closed is retransmission of the original response.

C17.3.11.2.1. Upon receipt of the follow-up, the action activity will ensure that a response with disposition or interim status is provided within 30 calendar days.

C17.3.11.2.2. Action activities may reject premature follow-ups using SDR Reply Code 933.

C17.3.11.2.3. Action activities may reject late submission of follow-ups on unresolved non-FMS SDRs using SDR Reply Code 715 no sooner than 200 days have elapsed since the date of shipment if the action activity has no prior record of the SDR, or no sooner than 100 days from the date of the last transaction recorded by the action activity (e.g. an information copy of the SDR or an interim reply).

[27] Refer to ADC 1066.

C17.3.11.2.4. The applicable ILCO is responsible for rejecting FMS SDR follow-ups considered outside acceptable time standards.

C17.3.12. Responsible Action Activity Response to an SDR

C17.3.12.1. Procedures

C17.3.12.1.1. Processing. Responsible action activities will process all discrepancy reports under the policies and procedures set forth in this publication and the DoD Component implementing regulations. Responsible action activities include all activities required to take action on a reported discrepancy. Action activities will consider the associated MRA during validation of SDRs. Conflicting information will be investigated as appropriate.

C17.3.12.1.2. Replies. Action activities will reply to SDRs by submission of a DLMS 842A/R to WebSDR or via direct WebSDR input. SDR replies will indicate the appropriate disposition, (e.g., acknowledgement of the report, disposition of the materiel, validation of the report with authorization of financial adjustment, and/or instructions for repackaging, repair or other types of corrective action). SDR replies must contain the appropriate discrepancy code consistent with all information provided by the customer. The action activity may need to update the discrepancy codes used by the customer to assign the appropriate discrepancy code for the scenario described in the SDR remarks. The action activity will identify the disposition/status using the appropriate Reply Code (Appendix 7.28). Action activities may include the applicable Cause Code (CN/CP/CS) in the SDR to provide better visibility of the underlying reason for the SDR; cause codes are required for SDR (Document Type Code 6/9/P/W) associated with contractor/vendor noncompliance. Upon subsequent determination that contractor/vendor noncompliance is not applicable, (e.g., in response to a contractor challenge), the item manager must provide a new SDR reply containing Reply Code 151 (prior response is superseded) and no cause code (or a replacement cause code not associated with the contractor noncompliance).[28] Action activities will ensure that inappropriate reply codes are blocked from use when responding to transshipper SDRs (Document Type Code W).[29] The action activity must complete shipment information applicable to direct vendor deliveries, new procurement, etc., where incomplete or inaccurate on the original report. This includes identification of the vendor (by CAGE), PIID, and identifying shipment numbers. When procurement information is populated by EDA interface, it will not be overridden by subsequent entries. DLMS compliant applications must also ensure that direct vendor delivery shipments are identified by Document Type Code 6 on the SDR reply, regardless of what the customer originally designated. However, this can only be accomplished by the source of supply when the source of supply is the designated action activity. If the SDR was misrouted to a DLA Distribution Center under the wrong document type code, the action activity must reject it and advise the submitter to resubmit with the correct

[28] Refer to ADC 1181A.
[29] Refer to Approved DLMS Change 317B, Action Activity Replies to Transshipper-Prepared SDRs

information. Reply transactions must be used to fulfill these requirements even where the submitter used an action code indicating that an SDR reply was not required.

C17.3.12.1.2.1. Interim Replies. Interim replies may be used to inform the submitter that an SDR has been forwarded to another organization for investigation or resolution. Responsible activities must provide an interim reply where a final reply cannot be provided within the established timeframes. Failure to meet the established timeframes must be caused by reasons outside the control of the ICP/IMM. Such interim replies will identify any other action activities involved and, when feasible, indicate when additional status will be provided. Identify the interim disposition/status using the appropriate reply code. Interim reply codes in the 300 or 500 series are typically used to designate an interim reply involving forwarding to another organization (Appendix 7.28). The storage activity will provide an interim reply when recommending credit be provided by the source of supply based upon a validated discrepancy. For this purpose, the storage activity will cite Reply Code 525 and forward the SDR using the applicable 300-series applicable to the source of supply for processing of MILSBILLS financial adjustments under Volume 4, Chapter 4. When the storage activity forwards an SDR to the source of supply for action using a 300-series interim reply code, the SDR transaction must be formatted to identify the source of supply RIC as the action activity. WebSDR will provide notification of forwarding action to the SDR initiator. This "forwarding" process and associated format will allow the reply transaction, including the initial responder's reply remarks, to be transmitted to the new action activity. WebSDR will recognize the new action activity for reports and Web responder role access. If no coding exists to specifically identify the reasons for the delay, select Reply Code 137 and provide a clear-text explanation.

C17.3.12.1.2.1.1. Storage Activity/Initial Action Activity Forwarding to the Owner/Manager. When the SDR is directed to the shipping activity (e.g., DLA Distribution Center) or other authorized initial action activity (e.g., the NAMI program office for SDRs subsequent to inter-Component lateral redistribution) for initial investigation, the specific discrepancy or Component-directed procedures may require that the SDR be forwarded to the owner/manager for final resolution. These SDRs are forwarded using the applicable 300-series forwarding reply code.

C17.3.12.1.2.1.1.1. The SDR reply transmitted by the initial action activity using a 300-series reply code is interpreted as an interim reply and may include the results of investigation and the recommended financial resolution and disposition. It is responsibility of the owner/manager to which the SDR was forwarded to provide the final response. The final response may differ from that provided on the interim response.

C17.3.12.1.2.1.1.2. A unique formatting rule is required for 300-series forwarding replies requiring the owner/manager to which the SDR is being forwarded to be identified as the RIC-To (rather than the DoDAAC of the SDR submitter normally used as the "transaction-to" activity in the SDR reply). The RIC-To must match the owner/manager data field unless a specific exception to this rule is authorized. WebSDR will forward the SDR to the designated owner/manager for action

and a copy will be provided to the SDR submitter. WebSDR will populate the owner/manager RIC as the Transfer-To RIC in the copy of the SDR reply sent to the submitter to specifically identify the activity to which action has been transferred. When used by a storage activity, the submitter's SDR application must be updated to reflect the new action activity while retaining the SDR in an open status.

C17.3.12.1.2.1.2. For suspected CM/UPS, the ICP/IMM may use interim Reply Code 520 (SDR materiel undergoing test/evaluation) to indicate that materiel may be suspended for an extended period of time. Upon receiving the Reply Code 520, the storage activity will limit systemic follow-up requests to once every 12 months. There will be no limit on the follow-ups allowed. Once the investigation is complete, final disposition will be provided by the ICP/IMM to the storage activity.

C17.3.12.1.2.1.3. For suspended materiel resulting in processing of a PQDR, the ICP may use interim Reply Code 521 (SDR resolution pending PQDR review) to indicate that materiel may be suspended for an extended period of time. Upon receiving the Reply Code 521, the storage activity will not follow-up for response until 120 days have elapsed, and then subsequent follow-ups should be sent every 60 days. No more than three response/follow-up transactions per SDR will be allowed. A fourth transmission of Reply Code 521 or associated follow-up will result in systemic rejection and will require manual attention.

C17.3.12.1.2.1.4. Source of Supply Returning SDR Disposition Instructions to Storage Activity/Initial Action Activity after Storage Activity Response.[30]

C17.3.12.1.2.1.4.1. Following initial action activity reply/forwarding and closure of the SDR by the initial activity system, the source of supply for the shipment may need to return the SDR to the storage activity/initial action activity to reopen the SDR and perform directed disposition instructions. To accomplish this, the SDR reply must identify the storage activity/initial action activity as the Transfer-To party and the appropriate interim reply code: Reply Code 526 (Credit authorized; storage activity issue reversal requested) or Reply Code 527 (SDR returned to storage activity/initial action activity for additional action (see remarks)). WebSDR will recognize this construct and make distribution to the SDR submitter and the identified action activity (or reject inappropriately forwarded SDRs with Reply Code 945).

C17.3.12.1.2.1.4.2. The storage activity/initial action activity system must reopen the SDR upon receipt of the incoming reply. Storage activity/initial action activity personnel will review the requested disposition and respond as appropriate within 25 days. If the storage activity/initial action activity is able to complete the requested action, that activity will provide a new reply to the customer citing applicable reply codes including Reply Code 151 (Replacement/revised

[30] Refer to ADC 1217.

disposition/status; prior response is superseded). WebSDR will distribute the reply to the SDR submitter and to the source of supply based upon inclusion of the source of supply in the owner/manager/source of supply field.[31] If the storage activity/initial action activity is unable to complete the requested deposition for issue reversal, it may forward the SDR to the source of supply for action using Reply Code 530 (Storage activity unable to perform requested issue reversal) and the appropriate 300-series forwarding reply code. If the storage activity/initial action activity is otherwise unable to complete the requested disposition, the 300-series forwarding reply applies. The source of supply should contact DLA Distribution if it does not receive a response to the returned SDR within 30 days.

C17.3.12.1.2.1.5. Item Manager Forwarding to Defense Contract Management Agency (DCMA). SDRs may only be forwarded to DCMA for action when the contract indicates that DCMA is responsible for inspection or acceptance. SDRs lacking this evidence of the discrepancy will make it difficult for DCMA to support a claim of vendor noncompliance. Therefore, if the SDR submitter did not provide evidential matter substantiating the discrepancy at time of creation, the item manager will reply to the SDR submitter and request additional information using Reply Code 104. The item manager will annotate in SDR remarks requesting photographs or documentation supporting the discrepancy reported. DLA Distribution Centers will reply to the request for evidence of the discrepancy using a Status Update with Reply Code 321. Customers (or others lacking status update functionality) must provide an SDR Correction in response to the request. SDR submitters my upload attachments via SDR if their SDR system does not provide attachment functionality. DCMA is required to reply to SDRs forward for action (Reply Code 501) within 25 days. If DCMA is unable to conclude their investigation within 25 days, DCMA will generate an interim response (e.g., citing Reply Code 503 or 515) indicating the expected timeframe for closure.

C17.3.12.1.2.1.6. DCMA Response to the Item Manager. DCMA will include the findings of their investigation in the remarks; additional information may be included using the SDR attachment functionality. These findings may include but are not limited to: validation of reported discrepancy, cause of deficiency, responsibility of deficiency, and corrective action take to prevent reoccurrence of deficiency. DCMA will forward the SDR to the responsible item manager (original action activity) using the 300-series forwarding reply code. DCMA must provide the appropriate disposition reply in conjunction with the 300-series forwarding reply code regardless of whether or not contractor noncompliance is determined. The 300-series forwarding reply code dictates the structure of the reply transaction requiring the action activity identified as the item manager and will trigger the appropriate transfer of action in WebSDR and the receiving Component item manager system. If the item manager incorrectly forwards the SDR to DCMA for action, DCMA will return (forward) the SDR to the item manager with the appropriate 300-series reply code and clarifying remarks, (e.g., “Forwarding to DCMA for action not

[31] Current processing uses a single multi-purpose field. Upon implementation of ADC 1126, separate discrete data fields will identify the owner, manager, and source of supply.

authorized; DCMA not responsible for inspection or acceptance.") The item manager will provide the final reply as appropriate.

C17.3.12.1.2.2. Status Updates.[32] Status updates (Transaction Set Purpose Set Code SU) are a unique form of reply prepared by the activity that submitted the SDR in response to the action activity. This type of transaction goes directly to the identified recipient without being copied to other parties, except to specifically identified copy recipients identified in the transaction. It is used by the storage activity to provide a status update to the ICP/IMM, often in response to an interim reply requesting clarification of the discrepancy. Using the status update format the SDR may engage in a two-way communication with the action activity. The status update may not be used to modify originally reported SDR data elements. The status update may also be used to send research findings/ recommendations to the ICP/IMM (Army directed shipments only).

C17.3.12.1.2.2.1. When the SDR is routed to the ICP as the action activity rather than the shipping depot under Army SDR routing rules, it may subsequently be transferred (Transaction Set Purpose Set Code 47) to the shipping activity as a secondary action activity. The shipping activity will use the status update to provide results of storage activity research and a recommended disposition. The status update is not copied to the SDR submitting activity by DoD WebSDR, as would be applicable when using a standard reply format (Transaction Set Purpose Set Code 11).

C17.3.12.1.2.2.2. For interim replies requesting additional clarification (Reply Code 104), the submitting activity is encouraged to respond immediately, but no later than 31 day from issuance of the request. In a transactional response to the request for additional information, the submitting activity must provide a status update (Transaction Set Purpose Set Code SU) using Reply Code 321 to notify the action activity that the requested information is being provided or the submitter may provide clarification via off-line communication. No more than three request/response transactions per SDR will be allowed. A fourth transmission of Reply Code 104 or 321 will result in systemic rejection and will require manual attention.

C17.3.12.1.2.2.3. When the ICP/IMM has directed reclassification of materiel by Reply Code 608 the storage activity will perform the requested action and provide status update with Reply Code 320 (Reclassification of materiel complete). Reply Code 608 may not be used in conjunction with other reply codes. When using Reply Code 608, the action activity must provide final disposition separately by a subsequent SDR reply after the reclassification action is reported as complete. No more than three request/response per SDR will be allowed. A fourth transmission of Reply Code 608 or 320 will result in systemic rejection and will require manual attention. (Note that action activities may use Reply Code 609 to request

[32] Refer to ADC 1044A Clarification of Business Rules associated with SDR Replies for Status Update and Completion Notification.

reclassification of materiel in combination with other disposition instructions identified via additional reply code(s) and remarks.)

C17.3.12.1.2.3. Replacement or corrected replies.[33] The action activity may identify a replacement or corrected reply using Disposition Status Code 151 to indicate that the previous reply is superseded. This code may be used when a closed or completed SDR (meaning a response was already provided by the action activity) is reopened or reconsidered as a result of a formal ***submitter*** request for reconsideration; as a result of new findings during action activity review/investigation; or as a result of a mistake requiring a corrected reply.

C17.3.12.1.2.4. Denials. SDRs not meeting the reporting criteria or timeframes specified in this chapter or not including sufficient justification, may be considered for information only, or denied, as appropriate. DoD ICP/IMM action activities are encouraged to accept late submissions lacking justification for trend analysis/corrective action; with associated financial credit provided at the discretion of the action activity. The responsible activity will use the SDR response and cite the appropriate disposition/status (reply) code.

C17.3.12.1.2.5. Completion Notification.[34] A completion notification, identified by Transaction Set Purpose Code CN in the SDR reply, will be used by the storage activity to communicate with the ICP/IMM that final action has been taken on an SDR requiring a materiel disposition action. This is equivalent to indicating that the storage activity has closed the SDR. The receiving SDR system may close the SDR as well or keep it open for additional actions. Submission of a completion notice is appropriate for all SDRs prepared by the storage activity, with the exception of those clearly identified as being provided for information only and requiring no action activity reply (SDR Action Codes 1H or 3B only). The completion notice may not be used to modify originally reported SDR data elements. It will be provided in the following specific situations and will be available for additional use as needed.

C17.3.12.1.2.5.1. The storage activity will use a completion notification to inform the ICP/IMM that all action is complete using Reply Code 410.

C17.3.12.1.2.5.2. Under selected scenarios, the storage activity may provide a completion notice without a response from the owner/manager when the SDR is automatically closed immediately after transmission. SDR Action Codes 1B (Materiel being retained) and 1G Reshipment not required; item to be re-requisitioned) apply. A completion notice will be provided using Reply Code 410.

C17.3.12.1.2.5.3. The storage activity will prepare a completion notification to notify the ICP/IMM that the SDR has been closed due to zero balance on record. This will not result in an investigation as it is generally the result of processing a release order during the interim period after the SDR was prepared and

[33] Refer to ADC 222.
[34] Refer to ADC 1044A Clarification of Business Rules associated with SDR Replies for Status Update and Completion Notification.

prior to execution of the disposition instructions. The ICP may close the SDR due to the materiel no longer being available. If SDR is a Document Type 9, then the ICP must take further action to locate new procurement materiel.

C17.3.12.1.2.5.4. If a completion notice is inadvertently transmitted, the SDR may be reopened by submission of a correction citing Discrepancy Code Z6 as the first discrepancy code in the transaction. The correction must contain the WebSDR control number originally assigned to the SDR. This will allow the action activity to reopen the original record. Do not submit a new SDR (Transaction Set Purpose Code 00) in this situation as this SDR will be considered a duplicate SDR and will be rejected. A subsequent completion notice may be provided when appropriate.

C17.3.12.1.2.5.5. The storage activity will use a completion notification to inform the ICP/IMM that materiel disposition could not be completed due to zero balance at storage location using Reply Code 412 and clarifying remarks. The ICP may close the SDR due to the materiel no longer being available. If the SDR is a Document Type 9, the ICP must take further action to locate the new procurement materiel.

C17.3.12.1.3. DoD ICP/IMM, Shipping Depot, or GSA Actions. The ICP/IMM or shipping depot will:

C17.3.12.1.3.1. Review all SDRs received for processing and determine proper course of action based on available supply records and the results of investigation. This includes SDRs which the customer has reported as requiring no action (Action Code 1H or 3B).

C17.3.12.1.3.2. Provide the SDR response to include disposition instructions as needed to the customer or the ILCO for Security Assistance SDRs. The responsible activity will provide point of contact information for each SDR response.

C17.3.12.1.3.3. Based upon validated SDRs, the storage activity may reverse the original issue or adjust inventory balances, as applicable. Prior coordination with the ICP/IMM is required for use of issue reversals as a means of correcting records and providing credit to the billed party. The ICP/IMM is responsible for providing a PMR to the distribution center when the SDR reply (prepared by the source of supply or distribution center) directs return of discrepant materiel. Based upon validated SDRs, the ICP/IMM may request that DFAS or integrated financial process authorize adjustment/credit in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Military Standard Billing System – Finance. Failure to comply with instructions to return discrepant materiel will result in billing for materiel received.

C17.3.12.1.3.3.1. The storage activity may recommend credit/debit via interim reply forwarded to the source of supply (must include applicable 300-series reply code). The storage activity response will be based upon research to include review of inventory records and physical inventory, as appropriate. WebSDR will provide an information copy of the storage activity reply to the SDR submitter.

C17.3.12.1.3.3.2. Upon receipt of a storage activity recommendation, the source of supply will conduct further research (supply and financial records) and provide a final reply to the SDR submitter indicating credit/debit is authorized or denied, as appropriate.

C17.3.12.1.3.4. Fulfill customer requests for expedited or replacement shipment (e.g., due to shortage, non-receipt, wrong item, or comparable discrepancy) when feasible and assets are available.[35]

C17.3.12.1.3.4.1. Source of supply procedures must ensure replacement shipments do not incur double billing. Therefore, credit will be provided for the original shipment when applicable. Security Assistance customers will not be explicitly excluded from receiving a replacement shipment. The source of supply will reprocess the customers' requirements using the original document number suffixed to ensure separate billing and unique TCN assignment. Source of supply processing must trigger relevant supply and shipment status. Expedited Transportation Handling Signal 777 in response to a non-Security Assistance customer request for expedited shipment may be assigned when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, or 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.

C17.3.12.1.3.4.2. If reshipment cannot be accomplished, respond with Reply Code 126 (Stock not available or will not be reshipped in response to SDR) and up to two additional reply codes, as applicable. Customers will be required to re-requisition materiel that is still required.

C17.3.12.1.3.5. Provide signed evidence of shipment to the ILCO for Security Assistance SDR for non-receipt of materiel. If this documentation cannot be provided, appropriate credit is required.

C17.3.12.1.3.6. Provide documentation to the ILCO that is matched to the quantity shipped for Security Assistance SDRs for concealed shortages. Examples of such documentation are those containing size, total weight, and cube accepted by the carrier. Credit is denied if the documentation, in conjunction with the unit weight, supports shipment of the total quantity billed. Otherwise, appropriate credit for the differences is required.

C17.3.12.1.4. Disposition of Materiel. Use the SDR response as an action reply for those discrepant conditions requiring disposition instructions to the

[35] Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

reporting activity, (e.g., overages, damages (USPS), deficient materiel (Security Assistance), or erroneous or misdirected materiel).

C17.3.12.1.4.1. Customer Returns. In many cases, logistics business rules require that the return shipment use the same document number as the related order/sale. While this reuse may be appropriate for some materiel held at the customer's location, it is not feasible for all situations. When the materiel is already located in a DLA Distribution Center and no physical shipment is required to return the materiel to the original owner/manager, the current owner must not reuse (or suffix) the original document number for the Prepositioned Materiel Receipt (PMR) and Materiel Release Order (MRO) directing the return. The responsible action activity must assign an alternative document number when materiel is located in a DLA Distribution Center and the current owner must use a ship-in-place materiel release order to direct the return. Additionally, ***submitters*** must use the reconsideration request to ask for an alternative document number due to system constraints prohibiting reuse of the original shipment document number. When using a new document number for the directed return of discrepant/deficient materiel, the owner/manager and the returning activity must retain an audit trail linking the old and new document number/suffix (both document numbers will be included in the PMR, Materiel Returns Shipment Status, and Receipt transactions). The SDR reply will include the date by which the customer is requested to return the materiel to the designated location. The ICP will require expedited return where appropriate, such as FMS classified/sensitive item returns, and overage returns for back-ordered materiel not available within another customer's required delivery date. Identify the return-to location by DoDAAC or CAGE (use for contractors when no DoDAAC is assigned). Clear text addresses may be included in addition to the DoDAAC and must be included in the SDR Reply remarks text for returns directed to the contractor identified by a CAGE only.[36] The source of supply will provide reimbursement for packing, crating, handling, and transportation for directed returns under MILSBILLS procedures in DLM 4000.25, Volume 4, Finance, procedures. Use of the Defense Transportation System (DTS) for the return movement is encouraged except where use of a designated commercial carrier is more cost effective/efficient or transportation cost will be borne by another party (e.g., a vendor for return of nonconforming materiel). As an alternative to providing transportation reimbursement, the responsible action activity may provide the transportation account code (TAC) chargeable for the transportation services or direct use of a commercial carrier by providing the paying activity's carriers account number or a pre-paid return shipping label. In those cases where an exhibit of the discrepant materiel is directed for return, the activity requesting this action will pay for exhibit shipment costs. Action activities will either furnish DD Form 1348-1A for materiel to be returned or provide comparable information to accomplish the return. A copy of the SDR and the shipment document will be included with returned materiel and annotated as an "SDR RETURN." When discrepant materiel is directed for return to a contractor, a hard-copy SDR including disposition instructions will be included with the shipment. No statement

[36] Include return-to location, suspense date, return document number/suffix, and (when applicable) carrier tracking number in the SDR Reply remarks text pending full implementation of discrete transaction data fields. Refer to ADC 1249.

adversely affecting the Government's claim will be shown on any documentation returned to the contractor. For non-Security Assistance customers, materiel not returned as directed within 90 calendar days (if CONUS) or 120 days (if OCONUS) of the SDR reply will be billed.

C17.3.12.1.4.2. DLA Distribution Center Returns and Transfers to DLA Disposition Services. SDR disposition instructions to DLA disposition centers may direct disposal or shipment of discrepant/deficient materiel to another location (e.g., return to a vendor) using the appropriate SDR reply code. This type of SDR disposition must be provided concurrent to transmission of the DLMS 940R Materiel Release Order in accordance with MILSTRIP procedures in DLM Volume 2 for clear audit history for inventory reporting. The DLMS MRO supports discrete identification of the carrier and the carrier account number to allow systemic recognition of this information and ensure the appropriate party is charged for the transportation of the nonconforming materiel.[37]

C17.3.12.1.4.3. Corrective Action for Packaging Discrepancies. Responsible activities will immediately investigate reported discrepancies and take action to prevent their recurrence. An indication of what corrective action will normally be included in the SDR reply. An information copy will be sent to the appropriate Component packaging monitor. For shipments of ammunition, explosives, or other hazardous materiel, the DoD or GSA responsible activities must provide reports of corrective action in all cases. Wherever possible, use the reply code and SDR remarks to show the corrective action. A corrective action statement may be recorded on a separate document if additional space is required. Statements of corrective action will also be sent when requested by the SDR initiator or upon special request of the Component packaging monitor. For contractor originated shipments, investigating activities will send an information copy of the results of their investigation to the responsible procurement activity or commodity command. Reports of corrective action must not be delayed pending final determination of the contracting officer when reimbursement is warranted. Report final actions when completed. When a Contract Administration Office (CAO) investigating activity finds corrective or preventive action is outside the scope of contract administration and requires action by the procuring activity, the SDR and investigation report will be forwarded to the procuring activity for action, with information copies to the appropriate Component packaging monitor and the initiator.

C17.3.12.1.4.4. Packaging Discrepancies Noted at a Distribution Center. The ICP will annotate the SDR to indicate that distribution center repackaging is approved or not approved. If the ICP authorizes corrective action, the SDR will also show the appropriate funding/ authorization document, (e.g., job order number, Military Interdepartmental Purchase Request (MIPR) number, or SF 1080), to which the distribution center may charge the corrective action costs. After completing corrective action, the distribution center will annotate the actual cost of the work performed, note the date completed, and forward a copy to the ICP for close-out.

[37] Refer to ADC 1164

C17.3.12.1.4.5. Corrective Action for Non-Compliant WPM. Action activities in receipt of SDRs reporting WPM non-compliance under generic packaging discrepancy codes must reassign the discrepancy code to P215 on their responses. This supports mandatory tracking and trend analysis using automated SDR applications. In the event the shipment becomes frustrated, the action activity will provide instructions for corrective action in order to bring the shipment into conformance or otherwise direct remedial action. Corrective actions and options will be based upon the circumstances of the quarantined/frustrated shipment, value and priority of the shipment, access to the shipment by DoD personnel, and location of the consignee. Alternatives include:

C17.3.12.1.4.5.1. Inspection, certification, and marking of compliant WPM,

C17.3.12.1.4.5.2. Replacement of the WPM,

C17.3.12.1.4.5.3. Consignee pick-up of the materiel only, or

C17.3.12.1.4.5.4. Return to origin or designated location.

C17.3.12.1.4.5.5. Repacking and disposal costs associated with non-compliant WPM receipts that will be the responsibility of the owner of the stock directing shipment (i.e. last identified shipper or item manager). Photographic evidence may be requested to substantiate a claim for the recoupment of funds expended in bringing the shipment into compliance. Where applicable, the reporting activity may submit an SF 1080, "Voucher for Transfers between Appropriations and/or Funds."

C17.3.13. Time Standards

C17.3.13.1. Submitting SDRs and SDR Responses. This section provides standard timeframes for submission of SDRs and SDR responses.

C17.3.13.1.1 Timeframes for SDR Submission by Non-Security Assistance Customers. An SDR will be submitted by receiving activities and/or transshipment activities as soon as possible, but not later than the time standards listed below. SDRs not meeting the reporting criteria or timeframes specified in this guidance that do not present sufficient justification will be processed for information only. Routine time standards, special rules, and exceptions are:

C17.3.13.1.1.1 CONUS Destinations: 60 calendar days from date of shipment.

C17.3.13.1.1.2. Overseas Destinations: 120 calendar days from the date of shipment

C17.3.13.1.1.3. Discrepant Controlled Inventory Items, Arms, Arms Parts, Ammunition, and Explosives. Report discrepancies within 24 hours of discovery for shortage, overage, wrong item, misdirected shipments. This includes stock number

materiel with a catalogued controlled inventory item code (CIIC) indicating the item is identified as classified or sensitive. In addition, pilferable codes associated with arms and ammunition are also included (codes N and P) in this category.

C17.3.13.1.1.4. Exceptions:

C17.3.13.1.1.4.1. Time limits do not apply to short shipment and wrong item discrepancies discovered upon opening a sealed vendor pack.

C17.3.13.1.1.4.2. Time limits do not apply to those IUID discrepancies that must be reported to ensure the IUID registry and/or owner records are properly maintained.

C17.3.13.1.1.4.3. Time limits for reporting discrepancies relating to contractor warranties are prescribed in individual warranty clauses and/or contracts. Those time limits override other time limits specified in this chapter.

C17.3.13.1.1.5. Late Submission. When circumstances prevent compliance with the above time standards, (e.g., response to a tracer action reveals a supposed transportation discrepancy to be a shipping/packaging discrepancy), the reasons for delay will be provided in a brief clear-text explanation. If appropriate, the responsible activities will honor the discrepancy report. Reporting activities are required to send SDRs to report a shipping or packaging discrepancy even after the above submission time standard has elapsed. If lacking justification, action activities will process for use in reporting metrics and corrective action, if appropriate. The source of supply will not be responsible for financial resolution on late submission SDRs unless shipment history is available and the circumstances warrant such action

C17.3.13.2. Time Standards for SDR Response. Responsible action activities will reply to all SDRs received within the following time standards. Interim responses will be provided when extenuating circumstances necessitate additional processing time.

C17.3.13.2.1. Discrepant materiel classified SECRET or above, or nuclear weapon related materiel (NWRM) (shortage/overage/wrong item/mismatched IUID/misdirected): The action activity must respond to the discrepancy report within 24 hours and must take appropriate corrective actions to preclude additional recurrences of the discrepancy. When the discrepancy requires further research for resolution, the action activity must provide an interim response within 24 hours indicating that the SDR is being giving appropriate attention and will be followed by a comprehensive response within 15 business days (inclusive of sequential processing by multiple action activities when necessary).

C17.3.13.2.2. Discrepant controlled inventory items other than those classified SECRET, or above or NWRM, arms, arms parts, and explosive and inert ammunition (shortage/overage/wrong item/mismatched IUID/misdirected): Total response time, to include sequential processing by multiple action activities when necessary, will not exceed 25 calendar days.

C17.3.13.2.3. Wrong item receipts identified as controlled/sensitive or above and NWRM and unidentified items will be returned to the designated location within 30 calendar days of the SDR reply. Sources of supply will monitor for the return and follow-up with the SDR submitter if materiel is not returned.

C17.3.13.2.4. Expedited processing is required for transshipper prepared SDRs requiring positive action from the action activity (e.g., preparation of SDS or verification of label/marking information. Where forward movement of the shipment is delayed pending a response as indicated by Action Code 3A, the response time will not exceed 5 calendar days.

C17.3.13.2.5. SDRs for materiel identified in Supply Condition Code (SCC) K, Suspended (Returns): Action activities will coordinate with the receiving depot, as needed, and provide a SDR reply within 50 days directing reclassification within the MILSTRAP time standard.

C17.3.13.2.6. Distribution centers will respond to SDRs submitted directly to the shipping activity within 25 calendar days. Responses from distribution centers may be confirmed or superseded/corrected by a later response when Component business rules require sequential processing by the source of supply and the finance center.

C17.3.13.2.7. ICP/IMMs will respond to SDRs submitted directly to the source of supply within 50 calendar days. Where sequential process by distribution center and ICP/IMM are required, total processing time will not exceed 50 calendar days.

C17.3.13.2.8. Action activities receiving SDRs inappropriately will make every effort to forward to the correct action activity within 5 calendar days. Customers should be aware that misrouting of SDRs may extend total processing time beyond the authorized 50 calendar day processing time.

C17.3.13.2.9. Turn-in activities receiving SDRs from DLA Disposition Services for turn-in of partial weapons lacking the required list of missing parts or a signed statement certifying that the weapons have missing parts will respond to the SDR within 25 days. DLA Disposition Services will attempt to contact the turn-in activity off-line, but there will be no SDR follow-up.

C17.3.13.2.10. DCMA will respond to SDRs forwarded for action within 25 calendar days.[38]

C17.3.13.3. Transfers of IMM Responsibilities

C17.3.13.3.1. Logistics Reassignment.

[38] Refer to ADC 1181A.

C17.3.13.3.1.1. Under the logistics reassignment procedures, IMM responsibility for an item may have been transferred to another DoD Component after the date of shipment. In these instances, a single discrepancy reported on a requisition line-item may require action and/or reply from two different DoD Components (e.g., shipper's ICP/IMM and gaining item manager (GIM)). For example, on receipt of an incorrect item, one DoD Component could be responsible for the investigation (shipping activity) and the initiation of a billing adjustment (shipper's ICP/IMM) for the item billed (but not received), and the GIM would be responsible for providing disposition instructions for the erroneous materiel.

C17.3.13.3.1.2. SDRs applicable to storage activity procurement source receipts after logistics reassignment where the LIM issued the contract will be reported to the LIM based upon the PMR. The LIM is responsible for negotiation with the contractor for resolution of the discrepancy. If no PMR was provided, the SDR may be reported to the item manager (the GIM). If the GIM had no due-in for this materiel, the SDR will be rejected with Reply Code 901 (submitted to wrong source of supply) and remarks text directing resubmission to the LIM, or forwarded (via Reply Code 504) to the LIM for action.

C17.3.13.3.2. Response Coordination. It is not the responsibility of the SDR initiator to forward copies of the SDR to all parties involved. Instead, it is the responsibility of the LIM to coordinate with the GIM for an appropriate response/disposition to the submitter. The LIM may provide an interim response citing financial resolution and including Reply Code 506 (indicating the SDR is forwarded to the GIM for disposition of materiel) and the appropriate 300-series forwarding reply code. The transaction must identify the GIM as the RIC-To in accordance with formatting rules for this type of forwarding. WebSDR will use this value to populate the Transfer-To activity in the forwarded transaction, which will be provided to the customer and to the GIM. Additionally, the presence of Reply Code 506 will trigger WebSDR to provide an information copy of the SDR to the GIM. The LIM must maintain the SDR in an open status until the GIM has provided a disposition response.

C17.3.14. Contested Decisions for Non-Security Assistance Related Discrepancies. When the SDR originator does not concur with a reply/disposition received in response to an SDR, they will forward the SDR indicating a contested decision. Requests for reconsideration pertaining to distribution center shipments will be forwarded to the shipping depot; all others will be forwarded to the source of supply. Requests for reconsideration must be submitted within 45 calendar days from date of action activity response. Cite the SDR report number of the original report. For transactional exchange, SDR applications will include the WebSDR-assigned control number when known. Requests for reconsideration transactions require all data that was in the previous SDR submission. In addition, a narrative entry is required to provide justification for reconsideration. POC information for the new submission and submission date is required. An SDR must be in a closed status before a request for reconsideration can be submitted (this means the action activity reply to the SDR must be recorded within the applicable Component application). The designated recipient of the request for reconsideration will review all data relating to the problem and provide a

response to the reporting activity with information to all concerned parties within 45 calendar days. When the shipping depot is unable to respond to the contested SDR, the depot will forward the SDR to the source of supply for resolution (when the SDR is forwarded, the 45 calendar days for processing and evaluation will begin when the SDR is received by the source of supply). The resulting decision will be final.

C17.3.15. Correction and Modification/Update of Original Report. When the originator needs to modify discrepancy information or requested action concerning a previously submitted SDR, a new transmission of the SDR may be used. Indicate that the SDR is a modification or correction and forward to all parties who received the original submission. Cite the nonconformance report number of the original report. SDR applications will include the WebSDR-assigned control number when known. SDR applications will include revised content and the original unchanged discrepancy information from the original report using the DLMS 842A/W. POC information applicable to the revised SDR is required. A brief narrative description of the revision must be included. Significant errors, such as an incorrect requisition document number document number suffix or owner/manager identification on storage activity-submitted SDRs, must be corrected by canceling the original SDR and submitting a new report.

C17.3.16. Cancellation of an Original Report.

C17.3.16.1. When an SDR originator discovers a previously reported SDR is not valid or appropriate for any reason and should be withdrawn, a new SDR cancellation must be prepared to cancel the original. Forward to all parties that received the original submission. Cite the original report number . SDR applications will include the WebSDR-assigned control number when known. POC information applicable to the cancelled SDR is required. A brief narrative description of the reason for cancellation must be included.

C17.3.16.2. If an SDR is inadvertently cancelled, it may be reopened by submission of a correction citing Discrepancy Code Z6 as the first discrepancy code in the transaction. The cancellation must contain the WebSDR control number originally assigned to the SDR. This will allow the action activity to reopen the original record and retain the relationship between that SDR and the newly submitted content. Do not submit a new SDR (Transaction Set Purpose Code 00) in this situation as this SDR will be considered a duplicate SDR and will be rejected.

C17.3.17. Historical SDR Purpose and Procedures. During the design for WebSDR, Components using internal SDR systems identified a need for a business process that would allow SDRs to be worked internal to the Component or internal to the Component's SDR application without providing standard transaction/e-mail outputs from WebSDR. Historical SDRs (identified by Transaction Set Purpose Code 49) were established for this purpose. Historical SDRs are currently employed by ***one*** system: the Product Data Reporting and Evaluation Program (PDREP). For PDREP-generated SDRs, the use of historical SDRs allows WebSDR to have a full record of the SDR history for query and management report preparation without impacting the internal PDREP procedures. Without this process, there would be duplicate dissemination of

SDRs or, conversely, gaps within the WebSDR database. PDREP system design must ensure a new original is provided to WebSDR if, subsequent to initial submission, it is determined that the SDR must be transmitted to an external action activity.

C17.3.18. Follow-up on Credit Adjustments on SDRs. When an action activity has indicated that a credit adjustment has been authorized, reimbursement is normally provided to the fund code/line of accounting and bill-to address cited on the original requisition. When concerned about an apparent non-receipt of credit and 60 calendar days has elapsed, the SDR submitter should consult the bill-to finance office for verification. When non-receipt of credit is confirmed, the financial office will submit a request for billing adjustment as prescribed by MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.3.19. Materiel Receipt Acknowledgement (MRA). ICPs will monitor for discrepancies reported on MRAs (DLMS 527R) to ensure identified discrepancies have been properly reported.

C17.3.20. Defense Automatic Addressing System (DAAS) SDR Processing

C17.3.20.1. Under DLMS, SDRs are integrated with standard logistics transaction processing through DAAS. DLMS transaction formats are available in ASC X12 EDI or EDI-based XML. Guidance for transaction content is provided in DLMS ICs available on the DLMS IC page. DoD WebSDR will perform the following actions:

C17.3.20.1.1. Pass/route SDR transactions. The following special rules apply:

C17.3.20.1.1.1. Generate and route an SDR reply citing Reply Code 103, Discrepancy Report Receipt Acknowledgement each new SDR submission to the submitting system based upon agreement with the submitting Service/Agency. The timing of the acknowledgement reply is dependent upon the original SDR and any associated attachments posting to the WebSDR database. When the transaction identifies that attachments are being provided and the attachments are not received/accepted, the record will post in WebSDR without the attachments in approximately 16 hours (64 processing cycles) after receipt and the acknowledgement will be transmitted. When this happens, the submitting system point of contact will also receive an error message e-mail from WebSDR that attachments never linked up. A correction may be used to attempt posting of the corrections. The WebSDR transaction receipt acknowledgement will be used by the submitting system to append the WebSDR-assigned control number to the internal system record for the specified SDR so that subsequent updates transmitted to WebSDR will be linked to the correct original SDR. The submitting system must recognize the limited purpose of these SDR replies provided by WebSDR to prevent inadvertent update of the SDR action activity to RIC SGA (DAAS).[39]

[39] Refer to ADC 1026.

C17.3.20.1.1.2. Generate and route an information copy of each SDR reporting packaging discrepancies associated with Air Force-directed shipments to the Air Force packaging monitoring office.

C17.3.20.1.1.3. Route the action copy of SDRs reporting distribution center receipt of PQDR exhibits (Discrepancy Code Q11) to the materiel owner by agreement with DLA. For Air Force owners, this process will use an electronic (e-mail-based) interface with the Air Force processing system for product quality deficiencies.

C17.3.20.1.1.4. Provide special e-mail routing of the action or distribution copy of transshipper prepared SDRs upon Component request.

C17.3.20.1.1.5. Return unroutable transshipper prepared SDRs to the submitter for continued processing off-line.[40]

C17.3.20.1.1.6. DoD WebSDR will route submitter transactions for follow-up to the current action activity when SDR history indicates a new or updated action activity has been identified (such as based upon prior Reply Code 504, 526/527 or a 300-series reply code). WebSDR will disseminate other transaction types based upon the identified action activity (current action activity after Reply Code 504 forwarding) and SDR distribution rules.

C17.3.20.1.2. Edit SDR transactions in accordance with business rules specified below. Additionally, DoD WebSDR will edit SDRs to improve data consistency and the appropriateness of data content as follows:

C17.3.20.1.2.1. The owner/manager may not be identified by a routing identifier associated with a Distribution Center or a CCP.

C17.3.20.1.2.2. The shipping activity may not be identified by the RIC associated with an inventory control point or item manager. Additionally, WebSDR users may not identify RIC SD9 (DLA Vendor Shipment Module) as the shipper.

C17.3.20.1.2.3. Inappropriate entries will be overlaid with the correct value, if available, from DAAS history.[41]

C17.3.20.1.2.4. SDRs directed to obsolete DLA supply center RICs will be redirected to DLA Enterprise Business System.

C17.3.20.1.2.5. SDRs that contain a PIID will be edited to ensure that the shipper is populated correctly. DoD WebSDR will match the PIID against the Electronic Document Access (EDA) System contract files to identify the

[40] Refer to ADC 317, Revised Business Rules for Transshipper-Prepared Supply Discrepancy Reports. Implementation delayed.
[41] Refer to ADC 425, Revised SDR Codes and Procedures, including Incorrect Part Number Discrepancy Codes and DoD WebSDR Data Edits and Forwarding Enhancement.

vendor/contractor CAGE code and the applicable CAO DoDAAC. If a match is found, these values from the EDA contract information will update in the SDR record. WebSDR will override user input with EDA values if different. In addition, WebSDR will retrieve the base contract number from an EDA response to a PIID call/order number search. WebSDR will retain the base contract number for use in management reports and user queries[42]

C17.3.20.1.2.6. If discrete values for the SLOA data elements in the transaction (new SDRs, correction, follow-up, and request for reconsideration) do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction, reject with the DLMS 842A/R SDR Reply citing Reply Code 943.

C17.3.20.1.2.7. If the SDRs contain a constructed document number, check if fund code is invalid/missing. If fund code is invalid/missing, reject with the DLMS 842A/R SDR Reply citing Reply Code 943.[43]

C17.3.20.1.2.8. Edit new submission SDRs (transactions and direct input) to ensure the requirement for mandatory inclusion of serial number for UIT program items is met. Reject SDRs identifying a discrepant condition, shortage, overage, or IUID data mismatch with no identified serial number using Reply Code 946. Refer to Table C17.T.2 for applicable discrepancy codes.

C17.3.20.1.2.9. Edit new submission SDRs (transactions and direct input) to enforce the serial number convention that the serial number maximum field length may not exceed 30 characters and may only include alpha numeric (A-Z, 0-9), dashes and forward slashes. Spaces are not allowed. Reject SDRs with serial numbers not meeting this convention using new Reply Code 947 (Transaction Rejected. Invalid serial number length or convention.

C17.3.20.1.3. Convert SDRs for e-mail distribution where SDR transactions are not feasible due to lack of an established SDR application interface.

C17.3.20.1.3.1. Upon determination that an e-mail (vice transaction) is to be prepared for a specific SDR communication, DAAS will check to determine if the appropriate e-mail certificate has been registered. If registered, the SDR e-mail transmission will be encrypted as FOUO. The e-mail SDR will contain all associated SDR content as well as clear text addresses and code explanations to facilitate interpretation. If not registered, an abridged content SDR report, confirmation, distribution copy, or reply, as appropriate, will be prepared. The e-mail sent to the user will also provide information on how to access WebSDR and instructions on registering the e-mail certificate.

[42] Refer to ADC 1168.
[43] Refer to ADC 1043E.

C17.3.20.1.3.1.1. Abridged SDR. The abridged unencrypted version of the SDR e-mail will include the following data content. Coded information will not include the corresponding clear-text explanation. The submitter and action activities will not be identified by clear-text addresses.

- DoD Web SDR Report Control Number
- Additional System SDR Control Number
- Customer-Assigned Control Number
- Document Number/Suffix
- PIID
- Transportation Control Number
- Date of Preparation
- Document Type Code
- DLA Disposition Services SDR Type Code
- Discrepancy Code(s)
- Action Code
- Submitter (Activity From)
- SDR Point of Contact
  - Name
  - Commercial Phone or DSN
  - E-mail
- Attachment/Off-line Flag

C17.3.20.1.3.1.2. Abridged SDR Reply. The abridged unencrypted version of the SDR Reply e-mail will include the following data content. Coded information will not include the corresponding clear-text explanation with the exception of the Reply Disposition Code which must include text for understanding. The submitter and action activities will not be identified by clear-text addresses.

- DoD WebSDR Report Control Number
- Additional System SDR Control Number(s)
- Original Reference Number
- Document Number/Suffix
- PIID
- Transportation Control Number
- Reply Date
- Document Type Code
- DLA Disposition Services SDR Type Code
- Reply Code(s)
- Action Activity (Activity From)Submitter (Activity To)

- Comments/Remarks
- Reply POC
  - Name
  - Commercial Phone or DSN
  - E-Mail
- Attachment/Off-line Flag

C17.3.20.1.3.1.3. Organizations that are not supported by an SDR application for transactional reference will provide to DAAS an e-mail address to be linked with their DoDAAC/RIC for e-mail distribution.

C17.3.20.1.3.1.4. Each DoD Component will designate to the DoD SDR System Administrator a specific e-mail account or point of contact to receive unroutable SDRs for manual attention. This is required to ensure operational support where no SDR application or e-mail address has been identified for an SDR recipient, or an attempted e-mail distribution has failed due to an invalid address.

C17.3.20.1.4. Maintain historical records of SDRs and associated transactions.

C17.3.20.1.5. Provide access to SDR information via Web Visual Logistics Information Processing System (WEBVLIPS).

C17.3.20.1.6. Provide ad-hoc queries and management reports.

C17.3.20.1.6.1. WebSDR provides visibility of all transactions associated with the WebSDR-assigned control number via query by producing a composite view of the SDR. The composite view provides a “snapshot” of the SDR history by displaying header information followed by an abbreviated view of each individual associated transaction in date sequence (with most recent at the top). The composite view includes both valid and rejected transactions. Users are able to drill down to a detail view of any of the individual transaction records by selecting the applicable link.

C17.3.20.1.6.2. Management reports are restricted by SAR roles and responsibilities. After initial approval, users must contact the DAAS WebSDR help desk for assistance to obtain the appropriate settings for required visibility.

C17.3.20.1.6.3. Authorized users have the ability to tailor management reports to meet desired criteria by using the WebSDR management report selection screen. This functionally supports hundreds of variations in selection criteria, but employs a standard display format for all search results. The initial summary view provides a breakdown display by discrepancy code count and dollar value arrayed by action activity, submitter, or owner/manager as selected by the user. Users are able to drill down to a listing of SDRs applicable to any of the highlighted totals contained within the summary report. By selecting the grand total in the lower right corner of the report,

the management report will be converted to a listing of all the relevant SDRs displaying most of the content data. The WebSDR control number is hyperlinked to the composite view described in the above paragraph.

C17.3.20.1.6.4. Management reports may be viewed on-line or WebSDR will provide an encrypted e-mail to the user's SAR e-mail address containing the requested report in EXCEL format. Note that the on-line display may not include all the selected SDRs due to size restrictions for display; however, the EXCEL report provided via e-mail will contain all applicable records.

C17.3.20.1.7. Maintain the DoD WebSDR as a value-added service to support submission, reply, and other functions related to SDR processing.

C17.3.20.1.8. Convert CCP-generated SDRs for e-mail distribution pending owner/manager ability to process electronically.

C17.3.20.2. WebSDR will edit SDR transactions prior to passing/routing to ensure minimal standards of acceptability.[44] Reject to the generating activity SDR and follow-on transactions that do not meet the following conditions:

C17.3.20.2.1. SDR transactions must contain valid values as appropriate to the transaction purpose: discrepancy code, action code, and reply code. Reject with Disposition/Status Code (Reply) Code 915, 916, or 927. When populated, the materiel location on Security Assistance SDRs must contain a valid code (Reply Code 919).

C17.3.20.2.2. SDR must include materiel identification. Materiel identification may consist of the NSN, manufacturer's part number and manufacturer's CAGE, or as authorized under DLMS for unique business processes (e.g. "mixed" or "unknown" for transshipper SDRs and local catalog identification number[45]). Where wrong item discrepancies are reported, materiel identification of the wrong item must be included. Wrong item received may be identified as previously indicated or by description alone (citing "UNKNOWN" as the wrong item part number). Reject with Disposition/Status (Reply) Code 931.

C17.3.20.2.3. SDRs reporting materiel received is not in the correct condition must include valid condition codes to identify the received conditions. Only valid condition codes will be permitted. The condition code must be appropriate for the discrepant materiel and associated action activity or source of supply (i.e., Supply Condition Code N, V, and T may not be directed to the DLA ICP). Reject with Disposition/Status (Reply) Code 928.

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[44] Refer to ADC 452, Implementation of DOD WebSDR Automated SDR Rejection Capability.
[45] Refer to ADCs 282, CCP-Originated SDRs including Noncompliant WPM Procedures and Shipment Hold Code; 317, Revised Business Rules for Transshipper-Prepared SDRs; and 322, Addition of Local Catalog ID qualifier to Support Requirements for Theater Enterprise-Wide Logistics System (TEWLS) Requisitions. Local Catalog ID implementation delayed.

C17.3.20.2.4. SDRs coded to indicate narrative is required must provide applicable narrative. Reject with Disposition/Status (Reply) Code 924.

C17.3.20.2.5. SDRs must include minimal point-of-contact information to include name and phone/e-mail. Reject with Disposition/Status (Reply) Code 920 or 921.

C17.3.20.2.6. Only valid DoDAACs and RICs will be permitted. Reject with Disposition/Status (Reply) Code 929. Organizations identified must be authorized for the purpose identified by the transaction.

C17.3.20.2.6.1. SDRs may not be directed to RIC SGA (DAAS) or SD9 (DLA Vendor Shipment Module) or identify RIC SGA RIC SD9 as the shipper. (The only exception is for RIC SGA on SDR replies citing Reply Code 936 (Request DoD WebSDR provide an information copy of the original report).)

C17.3.20.2.6.2. New SDRs directed to DCMA as the initial action activity will be rejected with Reply Code 929 and remarks text indicating that the SDR must be submitted to the responsible Service/Agency action activity (e.g. ICP/IMM) whose the contract performance resulting in the reported discrepancy. DCMA may be identified as a distribution copy recipient.[46]

C17.3.20.2.6.3. WebSDR will reject storage activity-submitted SDRs (Document Types Codes 8, 9, R, A, N, and P) attempting to change the value of the owner or manager after original submission using Reply Code 929.

C17.3.20.2.7. Quantity fields will only allow entry of numeric values. Reject with Disposition/Status (Reply) Code 917 or 918.

C17.3.20.2.8. SDR replies coded to indicate that a ship-to/mail-to address or additional information is associated with the reply, must include the specified additional address or information as transaction data fields and must include narrative remarks to reflect the address (due to limited implementation of the separate address fields). Reject with Discrepancy Status/Disposition Code (Reply) 924.

C17.3.20.2.9. SDR follow-ups must comply with follow-up submission timeframes. Follow-ups submitted without allowing sufficient action activity response time will be rejected (see section C17.3.13. Reject with Discrepancy Status/Disposition Code 933 (implementation pending).

C17.3.20.2.10. SDR follow-ups and contested SDR/reconsideration requests will not be submitted against cancelled SDRs. Reject with Discrepancy Status/Disposition Code 907.

[46] Refer to ADC 1005.

C17.3.20.2.11. SDR corrections and follow-ups will not be submitted when no valid corresponding SDR record is on file or when the original SDR was rejected. Reject with Discrepancy Status/Disposition Code 907.

C17.3.20.2.12. Reply with Discrepancy Status/Disposition Code 504 forwarding action may not be used to forward SDRs where incomplete information is available to construct the new forwarded SDR, or the SDR is otherwise not suitable for automated forwarding action. Reject with Discrepancy Disposition/Status (Reply) Code 935.

C17.3.20.2.13. ***WebSDR direct online application input and SDR transactions will be rejected for any SDR Document Type Code other than 7 or R, or any SDR using Reply Code 504 with any other reply code. Reject with Discrepancy Disposition/Status (Reply) Code 946.***

C17.3.20.2.14. SDR document numbers and associated suffix codes must conform to MILSTRIP standards. A temporary exception is allowed for Air Force maintenance document numbers used between the Air Force item manager and the supporting depot. The full document number edit does not apply to transshipper SDRs (Document Type W) due to the potential for reporting against the shipment unit rather than a specific document number. For these SDRs, the document number must be filled and must be 14 positions. It may contain a 14 position purchase request number, the first 14 positions of the transportation control number, or a constructed document number based upon the DoDAAC of the port submitting the SDR. Reject with Discrepancy Status/Disposition Code 910.

C17.3.20.2.15. SDRs must contain valid transaction set purpose codes and document type codes as shown in the applicable DLMS IC. Reject with Discrepancy Disposition/Status (Reply) Code 938 and 939, respectively. Submitting system personnel will be notified of invalid transaction set purpose codes.

C17.3.20.2.16. SDRs associated with new procurement (Document Type 9 or P) must contain the applicable PIID and contractor-assigned shipment number. Reject with Discrepancy Disposition/Status (Reply) Code 940. New SDR submissions containing a thirteen position number with the F or M designation in the 9th position in the call/order number data field will be rejected using Reply Code 940 and clarifying remarks stating that the thirteen-position PIID Call/Order Number must be provided in the PIID (contract number) data field.

C17.3.20.2.17. Inter-Component SDR replies citing 200-series reply codes may be used only for Security Assistance SDRs. Reject with Discrepancy Disposition/Status (Reply) Code 941.

C17.3.20.2.18. The number of submitter follow-up transactions may not exceed the allowable maximum based upon the action activity response or lack of response, as applicable.[47]

C17.3.20.2.18.1. If the action activity has not provided a functionally significant reply after three follow-ups (this excludes acknowledgement of receipt and forwarding via Reply Code 504), DoD WebSDR will reject the fourth follow-up using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.20.2.18.2. WebSDR will reject a fourth follow-up subsequent to interim Reply Code 521 using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.20.2.19. The number of interim responses and submitter status update combinations may not exceed the allowable maximum based upon the action activity response or lack of response, as applicable.

C17.3.20.2.19.1. WebSDR will reject a fourth Reply Code 104 or 321 per SDR using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.20.2.19.2. WebSDR will reject a fourth Reply Code 608 or 320 per SDR using Reply Code 701 with remarks text directing the submitter to contact the action activity directly.

C17.3.20.2.20. Duplicate SDRs defined as a new submission matching an existing SDR on WebSDR control number. Prior to WebSDR control number assignment, duplicate SDRs are defined as a new submission matching an existing valid SDR on all of the following: WebSDR status is not cancelled, document number/suffix, discrepancy code, (minimum of one matching value), SDR document type code, and transportation control number (if provided). Pending future system upgrade by DLA Distribution, the Distribution Standard System (DSS) Automated Discrepancy Reporting System (ADRS), and the depot control number (DCN) in conjunction with the submitting system RIC/DoDAAC also distinguishes unique SDRs to preclude rejection as a duplicate.[48] Reject with Discrepancy Disposition/Status (Reply) Code 719.

C17.3.20.2.21. WebSDR will reject Historical SDRs (Transaction Set Purpose Code 49) containing Reply Code 501 (SDR assigned to DCMA for investigation). SDRs forwarded to DCMA must be processed using a reply transaction through WebSDR in order to maintain visibility of the transfer of action. WebSDR will

[47] Refer to ADC 1044 Enhanced Interim SDR Reply Capability, Status Update, and Completion Notification.
[48] Refer to ADC 1250.

use Reply Code 938 (Transaction rejected. Missing or invalid disposition/reply code) and include the appropriate narrative remarks.[49]

C17.3.20.2.22. WebSDR will reject any SDR reply from DCMA that does not contain a 300-series forwarding reply. Use of the 300-series reply code is required to maintain visibility of the transfer of action back to the item manager(action activity). WebSDR will use Reply Code 927 (Transaction rejected. Missing or invalid disposition/reply code) and include the appropriate narrative remarks.[50]

C17.3.20.2.23. WebSDR will reject attempted return of SDRs to the storage activity/initial action activity using Reply Code 526/527 when the identified Transfer-To party is not identified or consistent with SDR history (must be same action activity that received and processed the original SDR response) using Reply Code 945.[51]

C17.3.20.3. WebSDR will edit SDR submissions via DoD WebSDR at the point of entry to improve the accuracy of the data content. All of the above criteria apply. In addition, web-specific functionality includes:

C17.3.20.3.1. The SDR submission process will be facilitated by the auto-population of data content based upon the shipment and cataloging data available to DAAS.

C17.3.20.3.2. Address information will be retrieved based upon DoDAAC and RICs. User generated updates to initiator's address are permitted and will be passed to the receiving system for information, but will not impact SDR processing.

C17.3.20.3.3. SDR replies coded to indicate that an address or additional information is associated with the reply must include the specified additional address or information.

C17.3.20.3.4 New SDR submissions via direct web input will be edited to block identification of a DCMA activity as the initial action activity.[52]

C17.3.20.4. DAAS will provide the support to SDR transaction exchange to facilitate DLMS processes.

C17.3.20.4.1. WebSDR will facilitate appropriate distribution when the action party receiving the initial distribution employs the Distribution/Status (Reply) Code 504 indicating the SDR must be forwarded to a new action activity. ***WebSDR direct online application and SDR transactions will be edited to restrict the use of Reply Code 504 for use only for SDR Document Type Code 7 or R, and SDRs***

[49] Refer to ADC 1181A.
[50] Refer to ADC 1181A.
[51] Refer to ADC 1217.
[52] Refer to ADC 1005.

using another reply code in conjunction with Reply Code 504 will be rejected with Reply Code 949 - Transaction rejected. Reply Code 504 can only be used for SDR Document Type Code 7 or R, and cannot be used with any other reply code. Action Activities receiving SDRs (other than Type 7 or R) identified to the wrong action activity will use Reply Code 612 to reject the SDR back to the submitter ILO using Reply Code 504 to redirect it to another action activity. WebSDR will prepare the forwarded SDR in an original SDR format (Transaction Set Purpose Code 00) retaining all the information provided in the initial transmission plus the unique data fields applicable to the forwarding action per the DLMS 842A/W. The submitter will receive the reply transaction as notification of interim status. If an information copy of the initial SDR was provided to the source of supply based upon Component rules, WebSDR will prepare an information copy of the forwarded transaction using the correction format (Transaction Set Purpose Code CO). When the source of supply identified in the SDR correction is the same activity identified to receive the source of supply copy of the SDR reply (Transaction Set Purpose Code 11), this reply transaction will be suppressed as redundant to the correction. WebSDR will update the SDR database to reflect the current action activity after this type of forwarding action and ensure that subsequent transactions are properly transmitted to the new action activity (rather than the original action activity).[53]

C17.3.20.4.2. If an SDR source of supply is updated to identify a different source of supply (based upon ***DLA Distribution updating the owner, manager, or source of supply field using a reply***) after an information copy was provided to the original, an SDR closure notification (Reply Code 450 ***- Administrative Closure Notification. SDR information copy sent to wrong source of supply***) will be generated by WebSDR to the originally identified source of supply so that the open record can be administratively closed. ***WebSDR will suppress any future Party to Receive (Qualifier/Code PK) distribution copies (Transaction Set Purpose Code 22) to an activity that received the Reply Code 450 for only Document Type 7, and R SDRs.*** WebSDR will also provide an information copy (Transaction Set Purpose Code 22) of the original SDR to the newly identified source of supply (the information copy will contain the updated RIC value rather than perpetuating the original value).[54]

C17.3.20.4.3. WebSDR will facilitate appropriate distribution when the action party receiving the initial distribution employs distribution status codes in the 300 series indicating that the SDR must be sent to the source of supply for disposition. The SDR reply will be sent to the designated source of supply by the responding activity and WebSDR will prepare a reply to the SDR initiator for notification of interim status. WebSDR will update the SDR database to reflect the current action activity after this type of forwarding action and ensure that subsequent transactions are properly transmitted to the new action activity (rather than the original action activity).

C17.3.20.4.4. WebSDR will forward SDR replies containing Reply Code 501 to DCMA for investigation. The SDR database will be updated to show DCMA as a

[53] Refer to ADC 1066/1066A. Delayed implementation authorized for rerouting of follow-on transactions.
[54] Ibid.

secondary action activity and as the current action activity. The activity forwarding the SDR will be retained as the original action activity. Subsequent to the DCMA reply, WebSDR will reassign the original action activity as the current action activity, and the DCMA DoDAAC will be retained as a secondary action activity. Subsequent to forwarding to DCMA, WebSDR will ensure that both DCMA and the original action activity receive all follow-on transactions.[55]

C17.3.20.4.5. WebSDR will respond to DAAS-directed rejected reply transactions indicating no matching original report or information copy of the SDR is found in the automated application (Reply Code 926), by providing an information copy of the original report to the activity which rejected the reply. Unmatched requests for an information copy will be returned by DAAS as rejected (Reply Code 926) to the sending organization. DAAS will create and forward an information copy of the DLA source of supply for all customer SDRs based upon the storage site reply where an information copy was not previously provided.

C17.3.20.4.6. WebSDR will provide information copies of SDRs in accordance with Component business rules and as designated by the initiator.

C17.3.20.4.6.1. WebSDR will ensure DLA Enterprise Business System (EBS) receives an information copy of all SDRs routed to a distribution center for initial action where EBS is the source of supply.

C17.3.20.4.6.2. All parties receiving an information copy of the original SDR as designated by the initiator or by a Component business rule will receive a copy of all changes, cancellation, and replies associated with the SDR.

C17.3.20.4.6.3 WebSDR will provide an information copy to DCMA of all SDRs identifying DCMA as the CAO.[56]

C17.3.20.4.6.4. WebSDR will provide an information copy to NAMI (RIC AJ2) when SDRs are directed to the other Service/Agency source of supply and the requisition cited NAMI funding (Signal = C Fund Code = Z9, and Supplementary Address=W9046W)

C17.3.20.4.6.5. WebSDR will provide an information copy of the SDR to the GIM when an SDR is forwarded by the LIM to the GIM for disposition instructions after a logistics reassignment (Reply Code 506).

C17.3.20.4.7. WebSDR will accept and forward supporting documentation associated with SDRs using DLMS attachment exchange procedures.

C17.3.20.4.7.1. SDR attachments may be uploaded directly to the DoD WebSDR or exchanged electronically in association with the SDR transaction.

[55] Refer to ADC 1005. Delayed implementation authorized (expected implementation April 2014).
[56] Ibid.

C17.3.20.4.7.2. SDR attachments must be referenced/uploaded under a SDR Attachment File Name constructed in accordance with DLMS rules. Up to five attachments may be associated with a new SDR report and subsequent change, reply, request for reconsideration. Attachment file names must follow a specific naming convention to allow space for WebSDR or the submitting system to append a date/time stamp and other information to ensure uniqueness and to associate the attachment with the appropriate transaction. The user-assigned portion of the file name may be up to ten characters and should include key words to facilitate user recognition. When submitted to WebSDR, the submitting system must ensure that the file name contains no special characters other than the underscore (_). The period may only be used once prior to the file extension. WebSDR supports the following file types: BMP, DOC, DOCX, GIF, JPEG, JPG, PDF, TXT, XLS, and XLSX.

C17.3.20.5. DoD WebSDR will restrict the use of inappropriate discrepancy status/disposition reply codes in responses to transshipper prepared SDRs.

C17.3.20.6. The DLMS SDR transaction supports various data fields that may include special characters (e.g. SDR remarks text). WebSDR will reject/fail to process transactions containing special characters that are unacceptable/ reserved for use as XML parsers. Table C17.T3 defines allowable and unacceptable special characters. Any characters not specifically identified in these lists should not be used.[57]

Table C17.T3. Special Characters

Authorized Special Characters	Invalid Special Characters	Conditionally Allowed Special Characters (See Note)[58]
@ (at sign) # (number/pound sign) $ (dollar sign) ((open parenthesis)) (close parenthesis) – (dash) = (equal sign) + (plus sign) , (comma) . (period) : (colon) / (forward slash) \ (backward slash) [(open bracket)	; (semi-colon) < (less than) > (greater than) “ (quotation marks) * (asterisk) ^ (caret)	& (ampersand) ’ (apostrophe)

[57] See ADC 1127, Enclosure 1
[58] See ADC 1174, Enclosure 1

Authorized Special Characters	Invalid Special Characters	Conditionally Allowed Special Characters (See Note)[58]
] (close bracket) ? (question mark)		
Note: The values listed in the third column are allowed in e-mail addresses; they are not recommended for other use. WebSDR will convert to text for XML-formatted transactions (rather than reject).		

C17.3.20.8. DAAS will prepare and transmit the WebSDR Contractor Noncompliance Data Extract as an automated interface in support of contractor evaluation by Supplier Performance Risk System (SPRS).[59] SDR records will be selected based upon inclusion of an SDR cause code indicating contractor/vendor noncompliance (Cause Codes CN, CP, or CS) in the final reply by the item manager for SDR Document Type Codes (6/9/P/W including Historical (49) SDRs). WebSDR will monitor SDR updates for changes to the cause code and transmit the SDR Data Extract to SPRS if a previously assigned contractor noncompliance Cause Code has been removed or new noncompliance cause code has been added or updated. Applicable data content for transmission is identified in Appendix 8.56. Transmission will occur on a daily basis containing only those SDRs validated since the previous transmission.[60]

C17.4. MANAGEMENT EVALUATION

C17.4.1 Purpose. The SDR program is designed to promote evaluation, correction, and improvement of logistics operations. To accomplish this objective, discrepancies as specified in this publication must be reported and investigated in accordance with established policies and procedures. DoD Components must institute SDR quality programs that will include periodic reviews to assess the accuracy and quality of work processes applicable to supply discrepancy processing. In addition, DoD Components must require, as a minimum, semi-annual summary reporting to an appropriate headquarters for review and analysis. The DoD Components unable to support the full scope of the required data collection under legacy systems must incorporate this reporting requirement under business system modernization efforts. The DoD WebSDR management reports and canned queries may be used to supplement internally prepared reports. To facilitate management evaluation and corrective action, WebSDR will prepare and disseminate focused content reports to DoD Component representatives for specific areas requiring additional attention. Focused content reports include several reports highlighting discrepancies identified by transshippers and a report listing DLA Distribution Centers SDRs indicating lack of a PMR. DoD Components and USTRANSCOM must monitor SDR program performance applicable to transshipper SDRs. DCMA must monitor reported discrepancies applicable to

[59] Refer to ADC 1181B
[60] Refer to ADC 1181A.

procurement source shipments. Data collected must be sufficient to enable monitoring activities to:

C17.4.1.1. Identify trends.

C17.4.1.2. Establish volume and dollar values of SDRs.

C17.4.1.3. Bring management attention to problems with shipping activities as necessary.

C17.4.1.4. Prevent recurrence of discrepancies.

C17.4.1.5. Measure quality and responsiveness of action activities.

C17.4.1.6. Assess vendor performance to ensure compliance with contract requirements, identify and correct recurring issues, and incorporate SDR metrics during consideration of future contract awards.

C17.4.1.7. Promote timely QAR performance to prevent delays in processing of procurement source receipts.

C17.4.2. IMM/ICP Summary Reporting. As a minimum, the IMM/ICP and shipping activities must have visibility of detail/summary reports that show:

C17.4.2.1. The number of SDRs received during a particular timeframe by shipping activity, dollar value, and discrepancy type. Reports will measure compliance with SDR submission timeframes.

C17.4.2.2. The number of SDR responses processed during a particular timeframe by action activity, dollar value, and discrepancy type. Reports will show a breakdown of SDR actions taken to include dollar value of credit authorized and reshipped materiel. Reports will measure compliance with SDR processing timeframes and show age of ongoing investigations.

C17.4.3. Receiving Activity Reporting. As a minimum, the U.S. Government receiving activity and the ILCO must have visibility of detail/summary reports that show:

C17.4.3.1. The number of SDRs prepared during a particular timeframe by shipping activity, dollar value, and discrepancy type. Reports will measure compliance with SDR submission, processing, and follow up timeframes.

C17.4.3.2. Responses received from the responsible action activity, and dollar values recovered, either in the form of reshipped materiel or credit received.

C17.5. SECURITY ASSISTANCE DISCREPANCY REPORTS

C17.5.1. General. This section provides specific procedural guidance relevant to the processing of Security Assistance SDRs. Based upon United States of America Letter of Offer and Acceptance (LOA) agreements, Security Assistance customers will

use SDRs to report all supply, billing/financial, and product quality deficiencies/discrepancies associated with Security Assistance shipments. Supply discrepancies are identified under paragraph C17.3.2., Reporting Criteria, except as specifically excluded for Security Assistance and as supplemented below. In addition to the routine data content, Security Assistance SDRs will include the location of the discrepant materiel (in-country depot, freight forwarder, U.S. Government facility, or contractor facility) and the country that received the discrepant materiel. Security Assistance discrepancy reports below dollar limitations contained in the United States of America Department of State LOA controlling the case, or any other sales agreement with a Security Assistance purchaser, will not be accepted by the ILCO for subsequent processing by the DoD Components or participating Agencies unless a valid justification for the submission is also provided.

C17.5.1.1. All Security Assistance SDRs will be submitted directly to the applicable ILCO for initial screening and processing in accordance with this manual and DoD 5105.38-M, SDRs may be forwarded via SF 364, Report of Discrepancy, or authorized electronic/automated formats. Incorrect item SDRs must provide supporting documentation to include photographs of the wrong item received.

C17.5.1.2. Acceptable SDRs will be forwarded for further processing to DoD ICP/IMM, shipping depot, GSA, or other organization as applicable. ILCOs will submit SDRs using a DLMS-compliant SDR application or, pending full implementation, via direct DoD WebSDR input. Total non-receipt SDRs will normally be forwarded directly to the shipping depot. All responses to discrepancy reports will be returned to the ILCO.

C17.5.1.3. Responding action activities will provide the SDR reply for Security Assistance SDRs using a DLMS-compliant SDR application via DoD WebSDR or, pending full implementation, via direct DoD WebSDR input or authorized electronic/automated equivalent format. SDR replies must include, at a minimum, the applicable document number, the Security Assistance report number (item 2 of the SF 364), point of contact information, and pertinent information from the data blocks on the reverse side of the SF 364 or the expanded SDR data element code lists (Appendix 7.28).

C17.5.1.4. The DoD shipping activity will retain paper copies of the Security Assistance shipping documentation (signed carrier's receipt and shipping document) at the shipping site for a period of 2 years following the shipping date. After this point, the DoD shipping activity will retain a copy of the Security Assistance shipping documentation in accordance with its NARA-approved Component record schedule as required by DoDI 5015.02, DoD Records Management Program. Billing documentation will be retained by the Military Departments and DoD agencies as specified in MILSBILLS procedures and DoD 7000.14-R, Vol. 15, Department of Defense Financial Management Regulation (Security Assistance Policy and Procedures).

C17.5.2. Time Standards

C17.5.2.1. Time Standards for SDR Submission by Security Assistance Customers. Discrepancy report preparation and submission time by the Security Assistance purchaser is limited to the time standards cited in the United States of America Department of State LOA, and amendments thereto, as explained in DoD 5105.38-M.

C17.5.2.2. Security Assistance customers receiving misdirected shipments or shipments containing incorrect items that are identified as classified/sensitive materiel, and/or arms, arms parts, or explosives, must report within 24 hours of discovery regardless of dollar value for disposition. Where estimated dollar values are unknown or fall below the minimum criteria, report using Action Code 1A, Disposition instructions for discrepant materiel requested; financial action not applicable.

C17.5.2.3. ILCOs are permitted 15 calendar days from the time of discrepancy report receipt for processing prior to forwarding to the appropriate action activity. Upon return of the SDR response from the action activity, ILCOs are permitted 15 calendar days for processing and forwarding to the Security Assistance customer.

C17.5.3. Directed Returns

C17.5.3.1. Whenever materiel is directed for return to U.S. custody, the purchasing country will be instructed to reship the materiel using the same document number under which the materiel was originally shipped. The country will be advised that they must return the materiel to U.S. Government custody within 180 calendar days from date of approval/instructions. However, the time standard allowed for the return of wrong item controlled/sensitive materiel or unidentified materiel is 30 calendar days from date of the ILCO reply. The ILCO will monitor directed returns and follow-ups with customers where controlled/sensitive materiel has not been returned. In those instances when materiel is to be returned to the United States at U.S. Government expense, every effort will be made to utilize the DTS for the return movement. Action activities will provide the Service/Agency transportation account code (TAC) chargeable to return the discrepant materiel to the appropriate U.S. Government activity or other designated location. In lieu of the TAC, the action activity may provide commercial package carrier account information. In addition, the source of supply will provide reimbursement for packing, crating, handling for directed returns under MILSBILLS procedures in DLM 4000.25, Volume 4, Finance. The source of supply will also provide reimbursement for in-country transportation of the original shipment to the Security Assistance customer (when a directed return applies) under procedures prescribed by DoD 5105.38-M, as amended. When appropriate, the action activity may direct the submitter to return an exhibit of the discrepant materiel. The activity requesting this action will pay for exhibit shipment costs. The exhibit will be returned to U.S. Government custody within 90 calendar days from the date of instructions. Action activities or the ILCO will furnish DD Form 1348-1A for materiel to be returned. A copy of the SDR and DD Form 1348-1A should be included with returned materiel and annotated as an “SDR RETURN.” Upon evidence of materiel being returned, a credit

adjustment will be processed for the return of the discrepant materiel if previously authorized. This evidence releases the Security Assistance customer of liability for the materiel.

C17.5.3.2. Discrepant Security Assistance materiel not being returned to the stocks of the Department of Defense or GSA, or retained, or sent to disposal by the foreign government at the direction of the ILCO, will be turned in to the nearest U.S. accountable military activity (regardless of the DoD Component responsible for the materiel). This is in accordance with the governing regulation serving as the authority for the turn-in. The local U.S. military activity will pick up the materiel up in stock as a gain to inventory and determine if materiel is required or is in excess to requirements. If materiel is required, it will be retained. If excess to requirements of the local military activity, the materiel must be reported under Chapter 12.

C17.5.4. Incorrect Items. Incorrect item SDRs are not permitted for authorized substitution, unless the substitute item does not meet fit, form, or function standards. DoD Components and GSA follow the policy of automatic shipment of an interchangeable item unless the requisition contains an appropriate advice code, in accordance with MILSTRIP, limiting the request to a specific item. Similarly, quantities may be adjusted to the unit pack quantity, when appropriate, unless restricted by the appropriate advice code in the customer requisition. Such adjustments resulting in quantity variance are not reportable as discrepant.

C17.5.5. Non-receipt. When an SDR is initiated for non-receipt, the Security Assistance customer is required to provide documentation from the freight forwarder indicating that no materiel has been received on the requisition and transportation control numbers that apply. The ILCO will deny any non-receipt SDRs received that do not have this documentation attached. The ILCO will return these SDRs to the customer as incomplete.

C17.5.6. Frustrated Shipments Located at the Freight Forwarder.[61] The Security Assistance customer will report packaging and documentation discrepancies causing materiel to be frustrated at the freight forwarder location. Shipments frustrated at the freight forwarder's location due to packaging or documentation discrepancies attributed to the shipper may be submitted regardless of dollar value. Validated SDRs may direct return, disposal, repackaging with reimbursement of actual repackaging costs, or other action, as deemed appropriate by the item manager. Note that repackaging by the freight forwarder or a third party contracted by the freight forwarder is an optional approach to resolve the packaging discrepancy. The customer may request alternative action by the item manager if the SDR reply does not provide an acceptable solution for the customer. An estimated cost for repackaging may be requested prior to authorizing repackaging except for shipments below the FMS dollar threshold as the cost of obtaining an estimate may exceed the value of the shipment. In addition to the customer's requested action, the ILCO and owner/manager will consider the estimated cost for corrective action prior to determining the most appropriate approach for

[61] Refer to ADC 1203.

resolution. When the estimated cost exceeds the value of the shipment, the burden for corrective action must fall on the owner/manager and must not be delegated to the FMS customer/freight forwarder. This will eliminate the potential for credit reimbursement for repackaging to exceed the value of the original purchase of the materiel. When applicable, transactional exchange to support reimbursement for repackaging costs will follow normal procedures with additional steps as follows:

C17.5.6.1. Submitter creation of the SDR requesting disposition instructions. Use Action Code 2A and include estimated repackaging cost when available. If the materiel requires immediate repackaging (e.g., due to leakage) or if materiel cannot be returned to shipper in current condition without incurring repackaging costs, include this information in the SDR remarks and provide supporting evidence. The submitter must not employ a third party to provide a repackaging estimate if the shipment is valued below $200.

C17.5.6.2. Shipping activity transmission of an interim reply, when applicable, to validate the discrepancy and recommend credit using Reply Code 525. The shipping activity will forward the SDR to the item manager. This SDR reply will include the applicable 300-series forwarding reply code and a copy will be provided to the submitter.

C17.5.6.3. Item manager transmission of a final reply indicating planned resolution. The item manager may provide an interim reply either requesting a repackaging estimate if not already provided or authorizing repackaging by the freight forwarded (inclusive of a third party engaged by the freight forwarder to perform repacking and certification), when this action is acceptable to the customer. Authorization for repacking by the freight forwarder with subsequent reimbursement by the Government is only authorized once the owner/manager and the ILCO have determined this to be the most appropriate and cost effective resolution and reimbursement will not exceed the value of the purchase. This interim reply will include SDR Reply Code 131 and reply codes indicating additional information is required (Reply Code 104) and that no credit will be provided without evidence of actual repackaging cost (Reply Code 129).

C17.5.6.4. Submitter creation of an SDR correction to the owner manager upon completion of the repackaging including the actual repackaging cost and supporting documentation (e.g. invoice for repackaging). Other data content may be perpetuated from the original submission.

C17.5.6.5. Item manager review of documentation to validate repackaging costs and transmission of final reply authorizing credit using Reply Code 109. If there is a substantial difference between the estimated and actual repackaging cost, the item manager will consider further review to validate the claim and may request clarification for the difference. The item manager will provide credit in accordance with MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.

C17.5.7. SDR Follow-Up. When the action activity does not respond to an SDR within the prescribed time standard specified in this chapter, the ILCO, acting on behalf of the Security Assistance customer, will submit an SDR follow-up. Prior to submitting a follow-up, the ILCO must first attempt to ascertain the status of the SDR using the DoD WebSDR query function. If there is no record of an action activity reply, a follow-up should be submitted. Follow-ups must be directed to the last identified action activity when the original SDR was forwarded by the original recipient. Cite the SDR report number of the original report. For transactional exchange, include the WebSDR-assigned control number when known.

C17.5.7.1. Follow-up transactions should include all data that was in the previous SDR submission. POC information for the follow-up and the follow-up date are required. A narrative entry is required to provide clarification for the follow-up.

C17.5.7.2. If no response is received to the follow-up within 30 calendar days, the ILCO may contact DLA Distribution for distribution center shipments or the source of supply to request assistance. Off-line communication with the action activity is recommended because electronic processing errors may have impeded timely response to the SDR and subsequent follow-up. DLA Distribution or the source of supply will ensure that a response with disposition or interim status is provided within 30 calendar days.

C17.5.8. Cancellation of an Original Report. When an SDR originator discovers a previously reported SDR is not valid or appropriate for any reason and should be withdrawn, an SDR cancellation must be prepared to cancel the original. The ILCO via the DoD WebSDR will forward to all parties that received the original submission. Cite the original report number and the WebSDR-assigned control number when known. Do not duplicate detail information from the original report except as indicated in the DLMS IC. Provide POC information. A brief narrative description of the reason for cancellation should be included.

C17.5.9. Contested Decisions and Requests for Reconsideration. These procedures allow the report originator to voice disagreement with disposition decisions. The Security Assistance purchaser has recourse through the ILCO to the ICP/IMM or GSA and, if still not satisfied, to the ILCO's Service focal point.

C17.5.9.1. Requests for Reconsideration

C17.5.9.1.1. The Security Assistance purchaser may ask the U.S. Government to reconsider the disposition for a reported supply discrepancy. Purchasers must send a Request for Reconsideration to the ILCO within 45 calendar days from the date of the ILCO final reply to the ***submitter*** concerning disposition, except when materiel/exhibit return to the customer is required subsequent to US Government-directed evaluation/testing/repair. This exception is applicable only when the materiel/exhibit must be re-inspected by the customer to confirm that the reported discrepancy/deficiency has been resolved and, therefore, additional transportation time is necessary for the return shipment. Under this scenario only, the SA purchaser is

authorized up to 90 days from the date of the final ILCO reply to submit the Request for Reconsideration to the ILCO. The ILCO will be responsible for monitoring that requests for reconsideration are submitted within the allowable time standards.

C17.5.9.1.2. The request for reconsideration will use the nonconformance number associated with the original report. When the ***submitter*** ask***s*** for reconsideration, the ILCO will add a Suffix Code R to the SDR number. The ILCO will convert the request for reconsideration to electronic transmission and forward to the appropriate DoD ICP/IMM or GSA action activity for reconsideration within 20 calendar days of receiving the request for reconsideration from the ***submitter***. If relevant information is not accessible by the responsible activity, the ILCO may forward supporting documentation. The designated recipient of the request for reconsideration will review all data relating to the problem and provide a response to the reporting activity with information to all concerned parties within 45 calendar days (90 days for security assistance shipments where materiel was returned to country when previous SDR resubmission was closed)[62]. When the shipping depot is unable to respond to the contested SDR, the depot will forward the SDR to the source of supply for resolution (when the SDR is forwarded, the 45 calendar days for processing and evaluation will begin when the SDR is received by the source of supply).

C17.5.9.2. Second Request for Reconsideration (Contested Reconsideration Response). Security Assistance ***submitters*** may further contest the ICP/IMM or GSA decision given after the request for reconsideration. To do so, the ***submitter*** must send a written request to the ILCO within 45 calendar days from the date of the ILCO reply to the request for reconsideration. The ***submitter*** must indicate why the ICP/IMM or GSA decision is not satisfactory. Cite the nonconformance number on the original SDR. The ILCO will add a Suffix Code C to the report number, which will be used in all references to the SDR. The ILCO will convert the request to electronic transmission and forward the SDR, with an appropriate advice code, within 20 calendar days to the appropriate focal point who will review all the information and send the ILCO the final decision within 50 calendar days from the date of receipt of the ILCO information. A contested reconsideration may only be submitted transactionally to DoD WebSDR and will be forwarded to the original action activity(ies). Additional distribution may be accomplished manually. Pending full DLMS implementation, contested reconsideration requests may be forwarded manually. If relevant information is not accessible by the focal point, the ILCO may forward supporting documentation. The ILCO will ensure all interested parties receive the SDR resolution.

C17.5.10. Follow-up on Credit Adjustments on SDRs

C17.5.10.1. When an action activity has indicated that a credit adjustment has been authorized, reimbursement is normally provided to the fund code/line of accounting and bill-to address cited on the original requisition. When concerned about an apparent non-receipt of credit, the ILCO should consult with the appropriate finance office for verification. Allow a minimum of 60 calendar days from the date of the SDR

[62] ADC 430, Timeframe Change for Security Assistance SDR Requests for Reconsideration

response before initiating a follow-up action. To facilitate research of supply and financial records, it is suggested that follow-up action for non-receipt of credit associated with the return of discrepant materiel occur within a reasonable period (e.g., not longer than 45 calendar days after the ILCO provides the action activity the initial notice with evidence of discrepant materiel return).

C17.5.10.2. When non-receipt of credit is confirmed, the ILCO will submit a request for billing adjustment as prescribed by MILSBILLS procedures under DLM 4000.25, Volume 4, Finance, using DLMS 812R (DIC FAE) and Billing Advice Code 26. Do not send a hardcopy of the SDR or reply, as this may create duplicate work for the finance centers and may cause improper processing of your request.

C17.5.11. Product Quality. Product quality deficiencies relative to Security Assistance shipments are reportable via SDR. If product quality is for latent defect, the Security Assistance customer must provide evidence that a receipt inspection was done and the defect could not be detected at that time and that the defect is present for reasons other than deterioration or damage incurred during storage or handling. Quality deficiencies include deficiencies in design, specifications materiel, manufacture, and/or workmanship. The submitter must identify by discrepancy code any quality deficiencies (including latent defects) that result in a safety hazard. Include the following information in the SDR, as applicable: manufacturer's name; contract/purchase order number; date of manufacture, pack, or expiration; lot/batch number; location of materiel; point of contact information (if other than the preparing official); along with a detailed description of the complaint if needed to supplement encoded information. Include the following information in all product quality SDR packages, as applicable: photographs, test data, and related documentation. When submitting a latent defect discrepancy code on the SDR, the report must include substantiating documentation to validate the latent defect such as the applicable test report used to identify the latent defect. Latent defects must be submitted to the ILCO with substantiating documentation. Following is a list of potentially applicable forms of substantiating documentation:

C17.5.11.1. Receipt tests conducted and test reports (including test equipment model, serial number and software version), or documentation of receipt tests not conducted, and justification for tests not conducted.

C17.5.11.2. Subsequent tests conducted and results including test equipment model, serial number, and software version along with test readings.

C17.5.11.3. Justification that initial receipt inspection and testing could not have detected the deficiency.

C17.5.11.4. Documentation of storage and handling of the item since receipt including type of storage.

C17.5.12. Billing Discrepancy. Billing discrepancies reported to the ILCO on a SDR will be converted to the appropriate transaction format per MILSBILLS procedures under DLM 4000.25, Volume 4, Finance, for the DLMS 812R (DIC FAE).

C17.5.13. Financial Discrepancy. Financial discrepancies reported to the ILCO on a SDR will be forwarded to DFAS-DE/I for processing.

C17.5.14. Management Evaluation. As a minimum, the ILCO must have visibility of detail/summary reports that show:

C17.5.14.1. The number of SDRs received during a particular time standard by customer with breakdown by shipping activity showing dollar value and discrepancy type. Reports will measure customer compliance with SDR submission time standards and ILCO compliance with SDR processing time standards.

C17.5.14.2. A breakdown of SDR action activity response showing actions taken to include dollar value of credit authorized and reshipped materiel.

C17.5.15. Responsibilities

C17.5.15.1. The ILCO will:

C17.5.15.1.1. Complete initial SDR screening in accordance with this manual and DoD 5105.38-M.

C17.5.15.1.2. Review all SDRs received for processing and determine proper course of action based on available case history data. Reject discrepancy reports that fail to meet Security Assistance time and dollar standards (with exception of those that require disposition instructions for wrong item received or misdirected shipments) or do not contain required data, unless such data is readily available, at the ILCO. Forward SDRs to the appropriate ICP/IMM, shipping depot, or GSA action activity.

C17.5.15.1.3. Forward the SDR and supporting documentation to the implementing agency's Headquarters element for review and approval, prior to submission to DSCA, if recommending FMS administrative surcharge funds exceeding $50,000 be used to resolve an SDR. This is a manual process outside WebSDR transaction exchange.

C17.5.15.1.4. Reject duplicate SDRs, except those that are resubmitted to request reconsideration of previous decision.

C17.5.15.1.5. Review all requests for reconsideration that contest a reconsideration decision (second request for reconsideration). Reject those requests that lack sufficient justification or were not received within the established time standards.

C17.5.15.1.6. Process to the Security Assistance customer initial acknowledgement of receipt of SDR replies and/or denials.

C17.5.15.1.7. Report the disposition of SDRs applicable to materiel and services to the DFAS-DE/I as required in the DoD 7000.14-R, Volume 15.

C17.5.15.1.8. Review SDR replies from action activities for completeness and reject those that do not specify necessary information, (e.g. disposition instructions for discrepant materiel). Under DLMS transactional exchange, the ILCO reject transaction may be directed to the action activity to identify necessary corrections. A maximum of five ILCO rejections per SDR control number is allowed. However, after three ILCO reject transactions, it may be more appropriate for the ILCO to contact the action activity off-line to clarify the issues involved.

C17.5.15.1.9. Maintain records of all Security Assistance-related discrepancy reports to completion.

C17.5.16.1. The DoD ICP/IMM, shipping depot, or GSA will:

C17.5.16.1.1. Review all SDRs received for processing and determine proper course of action based on available supply records and the results of investigation.

C17.5.16.1.2. Furnish properly completed SDRs to the ILCO for further processing to the Security Assistance customer. The action activity will cite the appropriate reply code (Appendix 7.28).

C17.5.16.1.3. Based upon the validated SDR, request that DFAS authorize adjustment/credit in accordance with MILSBILLS procedures under DLM 4000.25, Volume 4, Finance.

C17.5.16.1.4. Provide signed evidence of shipment to the ILCO when non-receipt of materiel is involved. If this documentation cannot be provided, appropriate credit is required.

C17.5.16.1.5. Provide documentation that is matched to the quantity shipped for concealed shortages. Examples of such documentation are those that contain size, total weight, and cube accepted by the carrier. Credit is denied if the documentation, in conjunction with the unit weight, supports shipment of the total quantity billed. Otherwise, appropriate credit for the difference is required.

AP1. APPENDIX AP1

FORMS INDEX

APPENDIX	FORM NUMBER	TITLE
AP1.1	DD Form 2338-1	Inventory Control Effectiveness Report (Ammunition)
AP1.2	DD Form 2338-2	Inventory Control Effectiveness Report (General Supplies)

AP1.1. APPENDIX 1.1

INVENTORY CONTROL EFFECTIVENESS REPORT (AMMUNITION) DD FORM 2338-1

INVENTORY CONTROL EFFECTIVENESS (ICE) REPORT AMMUNITION *(Dollar Data Expressed In Thousands)*			REPORT CONTROL SYMBOL DD-A&L(Q)935	
REPORTING ORGANIZATION	QUARTER ENDING:		FISCAL YEAR:	TO DATE
	Low risk	High Risk	Low Risk	High Risk
PART 1. PERFORMANCE				
1. MATERIEL RELEASE DENIALS				
A. LINES DIRECTED FOR SHIPMENTS				
B. TOTAL MATERIEL RELEASE DENIALS				
C. MATERIEL DENIAL RATE ((1B/1A)X100)				
2. RECEIPT PROCESSING				
A. RECEIPTS STORED AND POSTED				
B. RECEIPTS STORED AND POSTED ON TIME				
C. ON TIME RECEIPT RATE ((2B/2A)X100)				
3. LOCATION AUDIT PROGRAM				
A. LOCATIONS SURVEYED				
B. SURVEY ERRORS				
C. SURVEY ACCURACY (100-((3B/3A)X100))				
D. LOCATIONS RECONCILED				
E. RECONCILIATION ERRORS				
F. RECONCILIATION ACCURACY (100-((3E/3D)X100))				
PART 11. PHYSICAL INVENTORY ADJUSTMENTS				
1. PHYSICAL INVENTORIES				
A. NO. OF SCHEDULED AND UNSCHEDULED INVENTORIES COMPLETED				
B. NO. OF INVENTORIES WITH VARIANCES				
C. INVENTORY RECORD ACCURACY (100-(1B/1A)X100))				
2. NO. OF INVENTORY ADJUSTMENTS FROM OTHER THAN PHYSICAL INVENTORY				
A. LOCATION RECONCILIATION				
B. END OF DAY PROCESSING				
C. TOTAL (2A + 213)				
3. TOTAL ADJUSTMENTS (1B+2C)				
4. NO. OF REVERSALS OF INVENTORY ADJUSTMENTS				
A. NO. OF GAIN REVERSALS				
B. NO. OF LOSS REVERSALS				
C. TOTAL (4A + 4B)				

Report continues on next page

DD Form 2338-1, SEP 2000 (EG) PDF (DLA)

ICE Report Ammunition *(Continued from previous page)*				
	Low Risk	High Risk	Low Risk	High Risk
5. MONETARY VALUE ($000)				
A. AVERAGE VALUE OF INVENTORY				
B. RECORD VALUE OF ITEMS INVENTORIED				
C. VALUE OF INVENTORY ADJUSTMENTS				
(1) PHYSICAL INVENTORY ADJUSTMENTS				
(A) GAINS				
(B) LOSSES				
(C) GROSS ADJ. (5C(1)(A) + 5C(1)(B))				
(2) REVERSALS - CURRENT QUARTER				
(A) GAINS				
(B) LOSSES				
(C) TOTAL (5C(2)(A)+5C(2)(B))				
(3) REVERSALS - PRIOR QUARTER				
(A) GAINS				
(B) LOSSES				
(C) TOTAL (5C(3)(A)+5C(3)(B))				
(4) TOTAL REVERSALS (5C(2)(C) + 5C(3)(C))				
(5) TOTAL RECORD IMBALANCES ((5C(1)(C) + 5C(4))				
6. GROSS ADJUSTMENT AS A PERCENT OF				
A. AVERAGE VALUE OF INVENTORY ((5C0)(C)/5A)X100)				
B. VALUE OF ITEMS INVENTORIED ((5C0)(C)/5B)X100)				
7. TOTAL RECORD IMBALANCES AS PERCENT OF				
A. AVERAGE VALUE OF INVENTORY ((5C(5)/5A)X1OO)				
B. VALUE OF ITEMS INVENTORIED ((5C(5)/5B)X1OO)				
8. MONETARY VALUE OF LOCATION RECONCILIATION				
A. VALUE OF ITEMS RECONCILED				
B. VALUE OF GAINS				
C. VALUE OF LOSSES				
D. TOTAL(8B+8C)				
9. MONETARY VALUE OF END OF DAY PROCESSING				
A. VALUE OF GAINS				
B. VALUE OF LOSSES				
C. TOTAL(9A+9B)				

DD Form 2338-1, SEP 2000 PDF (DLA)

AP1.2. APPENDIX 1.2

INVENTORY CONTROL EFFECTIVENESS REPORT (GENERAL SUPPLIES) DD FORM 2338-2

INVENTORY CONTROL EFFECTIVENESS (ICE) REPORT - PART I GENERAL SUPPLIES		REPORT CONTROL SYMBOL DD-AT&L (AR) 935
REPORTING ORGANIZATION	QUARTER ENDING	FISCAL YEAR TO DATE
1. NUMBER OF PHYSICAL INVENTORIES & VARIANCE RATE		
A. NUMBER OF INVENTORIES COMPLETED		
B. NUMBER OF INVENTORIES WITH ADJUSTMENTS		
C. INVENTORY VARIANCE RATE ((1B/1A)x100)		
D. NUMBER OF INVENTORY ADJUSTMENTS ≥ CAUSATIVE RESEARCH CRITERIA		
E. CAUSATIVE RESEARCH VARIANCE RATE ((1D/1A)x100)		
2. NUMBER OF ADJUSTMENTS		
A. NUMBER OF ADJUSTMENT GAINS		
B. NUMBER OF ADJUSTMENT LOSSES		
C. NUMBER OF GAIN REVERSALS		
D. NUMBER OF LOSS REVERSALS		
E. TOTAL NUMBER OF ADJUSTMENTS (2A+2B+2C+2D)		
F. NUMBER OF ISSUES AND RECEIPTS (TRANSACTIONS)		
G. NUMBER OF ADJUSTMENTS, GAINS, AND LOSSES		
H. TRANSACTION ADJUSTMENT RATE (2G/2F)x100		
3. MONETARY VALUE OF ADJUSTMENTS		
A. VALUE OF ADJUSTMENT GAINS		
B. VALUE OF ADJUSTMENT LOSSES		
C. VALUE OF GAIN REVERSALS		
D. VALUE OF LOSS REVERSALS		
E. TOTAL VALUE OF ADJUSTMENTS (3A+3B+3C+3D)		
4. ADJUSTMENT RATES		
A. AVERAGE VALUE OF MATERIEL IN STORAGE		
B. RECORD VALUE OF ITEMS INVENTORIED		
C. ABSOLUTE ADJUSTMENT RATE FOR MATERIEL IN STORAGE ((3E/4A)x100)		
D. ABSOLUTE ADJUSTMENT RATE FOR ITEMS INVENTORIED ((3E/4B)x100)		
E. INITIAL ADJUSTMENT RATE AS PERCENT OF INVENTORY IN STORAGE ((3A+3B)/4Ax100)		
F. INITIAL ADJUSTMENT RATE AS PERCENT OF ITEMS INVENTORIED ((3A+3B)/4Bx100)		
5. DENIAL RATES		
A. LINES DIRECTED FOR SHIPMENT		
B. TOTAL MATERIEL RELEASE ORDER DENIALS		
C. MATERIEL DENIAL RATE ((5B/5A)x100)		

DD FORM 2338-2, FEB 2012

AP2. APPENDIX 2

CODES INDEX

APPENDIX	TITLE
AP2	Index
AP2.1	Document Identifier Codes
AP2.2	Type of Physical Inventory/Transaction History Codes
AP2.3	Ownership Codes
AP2.4	Purpose Codes
AP2.5	Federal Condition Codes
AP2.6	Management Codes
AP2.7	Correction/Change Codes for Storage Item Records
AP2.8	Reject Advice Codes
AP2.9	Asset Status Reporting Codes
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AP2.11	Special Program Requirement Status Codes
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AP2.24	Other Codes

AP2.1. APPENDIX 2.1

DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Identifies:

(1) Actions as forming a part of the inventory accountability system.

(2) The type of document and the effect a transaction has upon inventory control records.

(3) The specific relation of various inventory transactions to appropriation fund and stock fund financial statements.

RECORD POSITIONS: 1-3

A table showing the correlation of MILSTRAP legacy document Identifier Code (DIC) functionality to the Defense Logistics Management System (DLMS) is available from the Defense Logistics Management Standards Website. This table provides visibility of how MILSTRAP DIC functionality is incorporated in DLMS American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12 transactions.

AP2.1.1. Under MILSTRAP legacy 80 record position transacttions, the DIC provides a means of identifying a given product (e.g., receipt, issue, demand, inventory adjustment, etc.) to the logistics system and processing operation(s) to which it pertains and further identifies such data as to the intended purpose, usage, and operation dictated. The DIC enables automatic data processing equipment to select the appropriate program(s) and to mechanically perform operations dictated by the code, and provides a corresponding function for manual processing.

AP2.1.2. The DIC is a mandatory entry on all legacy 80 record position documents entering and leaving the supply distribution systems under MILSTRAP. Each transaction, therefore, will be identified by an appropriate code. The assignment of the first character of the code is a responsibility of DoD.

AP2.1.3. The following rationale is applicable to DICs pertaining to MILSTRAP distribution system(s):

AP2.1.3.1. The first record position will always be an alpha.

AP2.3.1.1. Alpha D identifies transactions relating to inventory accountability system(s) irrespective of Component or systems within a Component.

AP2.3.1.2. Alpha E, in lieu of D, identifies MILSTRAP simulated mobilization exercise transactions which will not automatically affect materiel asset records or physical movement of materiel. Components responsible for initiating exercises must ensure complete coordination with all DoD Components involved. The following series of codes applicable for MILSTRAP, MILSBILLS, and MILSTRIP are permanently reserved for simulated mobilization exercise purposes only (MILSTAMP had the 'R series', but MILSTAMP has been incorporated into the Defense Transportation Regulation):

MILSTRAP – E Series

MILSBILLS – H Series

MILSTRIP – U Series

AP2.3.1.3. Alphas B and X identify transactions relating to inventory control system(s) within Components. Each Component may develop and assign these codes, but they will be confined to intra-Component use only.

AP2.3.1.4. Alpha C identifies transactions relating to the DLA inventory control system which are confined to intra-DLA use only.

AP2.3.1.5. Alphas Y and Z are authorized for Component assignment to identify transactions need for internal depot, source of supply, or base operations when they cannot be identified directly to the preceding paragraph AP2.3.1.1, AP2.3.1.2, AP2.3.1.3, or AP2.3.1.4, and when they are not universal in scope and application. Transactions containing Y and Z in the first record position may never appear on any documents passed beyond the confines of a base, depot, ICP, or equivalent.

AP2.1.3.2. The second record position may be either alpha or numeric. A numeric entry denotes a transaction which affects an on hand balance and shows the general nature of the transaction. An even number denotes a receipt or debit; an odd number denotes an issue or credit. An alpha entry, excluding DIC DAC, DAD, or DAS, denotes a transaction which does not affect the overall or total on hand balance.

AP2.1.3.3. The third record position may be either alpha or numeric.

AP2.1.4. D series DICs are listed on the following pages. Unassigned codes in the D series are reserved for future assignment by DoD.

CODE	DOCUMENT TITLE	EXPLANATION
D4G	Materiel Receipt - Procurement Instrument Source (Destructive Test/Evaluation)	Return to inventory of unused items originally issued to a commercial activity for destructive test/evaluation.
D4H	Materiel Receipt - Procurement Instrument Source (Furnished Materiel for Consumption)	Return to inventory of Government-owned materiel previously furnished to a commercial activity to be consumed or expended during the manufacturing or maintenance process but not so consumed or expended. Excludes return of materiel furnished for incorporation in the deliverable item but not so incorporated.
D4L	Materiel Receipt - Procurement Instrument Source (Assembly/ Disassembly/Reclamation/ Conversion/Modification)	Return to inventory of assembled items, components from disassembled or reclaimed items, or converted or modified items originally issued to a commercial activity for assembly, disassembly, reclamation, conversion, or modification. Includes return of Government-owned materiel furnished for incorporation in the deliverable item but not so incorporated. Excludes return of repaired or tested/evaluated items and of materiel expected to have been consumed or expended during the manufacture or maintenance process.
D4M	Materiel Receipt - Procurement Instrument Source (Repair or Non-Destructive Test/ Evaluation)	Return to inventory of items previously issued to a commercial activity for repair or nondestructive test/evaluation.
D4N	Materiel Receipt - Procurement Instrument Source (Loan)	Return to inventory from authorized commercial activity of materiel on loan. Includes return of Government-owned equipment furnished to a commercial activity for use in performing a contract.
D4S	Materiel Receipt -Procurement Instrument Source (Commercial)	To inventory as a result of purchase from commercial sources.
D4U	Materiel Receipt - Procurement Instrument Source (DoD Activity)	From procurement instrument source to inventory as a result of purchase from another DoD activity, including purchases from Government production facilities where procurement funds are charged.

CODE	DOCUMENT TITLE	EXPLANATION
D4V	Materiel Receipt -Procurement Instrument Source (Non-DoD Activity)	From procurement instrument source to inventory as a result of purchase from a non-DoD activity, including purchase from Government production facilities where procurement funds are charged.
D4X	Materiel Receipt -Procurement Instrument Source (Decapitalization)	From losing inventory manager (LIM) to gaining inventory manager (GIM) as notification of receipt of an item decapitalized. Indicates to GIM: (a) that due-in and financial records of loser have been updated, and (b) that memorandum due-in is to be updated.
D4Z	Materiel Receipt - Procurement Instrument Source (Other)	To inventory when a specific DIC is not known. (Assignor of this code will maintain intelligence pertaining to its use and, as required, will furnish these data.)
D6A	Materiel Receipt - Other Than Procurement Instrument Source (Own Service/Agency)	Returns from own Component users into inventory. Excludes receipts of end items from repair activity
D6B	Materiel Receipt - Other Than Procurement Instrument Source (DoD Activities)	Returns from other DoD activity users into inventory. Excludes receipts of end items from repair activity.
D6C	Materiel Receipt - Other Than Procurement Instrument Source (Non-DoD Activities)	Returns from non-DoD activity users into inventory. Excludes receipts of end items from repair activity.
D6D	Materiel Receipt - Other Than Procurement Instrument Source (Grant Aid)	Returns from Grant Aid users into inventory.
D6E	Materiel Receipt - Other Than Procurement Instrument Source (FMS)	Returns from foreign military sales (FMS) users into inventory.
D6G	Materiel Receipt - Other Than Procurement Instrument Source (Destructive Test/ Evaluation)	Return to inventory of unused items originally issued to a Government activity for destructive test/ evaluation.

CODE	DOCUMENT TITLE	EXPLANATION
D6H	Materiel Receipt - Other Than Procurement Instrument Source (Government-Furnished Materiel for Consumption)	Return to inventory of materiel previously furnished to a Government activity for consumption during the manufacturing or maintenance process but not so consumed or expended. Excludes return of materiel furnished for incorporation in the deliverable item but not so incorporated.
D6J	Materiel Receipt - Other Than Procurement Instrument Source (Reutilization and Marketing)	Returns from disposition services to inventory.
D6K	Materiel Receipt - Other Than Procurement Instrument Source (Relocation)	Return to inventory of materiel relocated between storage activities without change in ownership. Excludes receipts of repaired items.
D6L	Materiel Receipt - Other Than Procurement Instrument Source (Assembly/Disassembly/ Reclamation/Conversion/Modification)	Return to inventory of assembled items, components from disassembled or reclaimed items, or converted or modified items originally issued to a Government activity for assembly, disassembly, reclamation, components from disassembled or reclaimed conversion, or modification. Includes return of materiel furnished for incorporation in the deliverable item but not so incorporated. Excludes return of repaired or tested/evaluated items and of materiel expected to have been consumed or expended during the manufacture or maintenance process.
D6M	Materiel Receipt - Other Than Procurement Instrument Source (Repair/ or Non-destructiveTest/Evalutaion)	Return to inventory of repaired or tested/evaluated items previously issued to a government activity for repair or nondestructive test/evaluation.
D6N	Materiel Receipt - Other Than Procurement Instrument Source (Loan)	Return to inventory of materiel on loan from authorized non-commercial recipient. Includes return of Government-owned equipment furnished to a non-commercial activity for use in performing a contract.

CODE	DOCUMENT TITLE	EXPLANATION
D6Q	Materiel Receipt - Other Than Procurement Instrument Source (Removal Items)	Returns into inventory of designated principal item/weapon system.
D6R	Materiel Receipt - Other Than Procurement Instrument Source (Exchange Item)	Exchanges of Component designated items into inventory, when a like item is issued on an exchange basis.
D6T	Materiel Receipt - Other Than Procurement Instrument Source (Own Service/Agency)	Into inventory as a result of requisitioning from own Component.
D6U	Materiel Receipt - Other Than Procurement Instrument Source (DoD Activity)	Into inventory as a result of requisitioning from another DoD activity.
D6V	Materiel Receipt - Other Than Procurement Instrument Source (Non-DoD Activity)	Into inventory as a result of requisitioning from a non-DoD activity.
D6X	Materiel Receipt - Other Than Procurement Instrument Source (Decapitalization)	From LIM to GIM as notification of receipt of an item decapitalized. Indicates to GIM: (a) that due-in and financial records of loser have been updated and (b) that memorandum due-in is to be updated.
D6Z	Materiel Receipt - Other Than Procurement Instrument Source (Other)	Into inventory when a specific DIC is not known. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data).
D7A	Issue (Own Service/Agency)	Issue to own Component from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7B	Issue (DoD Activities)	Issue to other DoD activities from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7C	Issue (Non-DoD Activities)	Issue to non-DoD activities from inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7D	Issue (Grant Aid)	Issue to security assistance (SA) program (grant aid) from inventory or by direct delivery from vendor.

CODE	DOCUMENT TITLE	EXPLANATION
D7E	Issue (Foreign Military Sales)	Issue to SA program (FMS) from inventory or by direct delivery from vendor.
D7G	Issue (Destructive Test/Evaluation)	Issue from inventory for destructive test/ evaluation when the item is not expected to be returned.
D7H	Issue (Furnished Materiel for Consumption)	Issue of materiel furnished by the owner to be consumed or expended in the manufacturing or maintenance process. Includes issues from inventory or by direct delivery from a vendor. Excludes materiel furnished for incorporation in the deliverable item.
D7J	Issue (Reutilization and Marketing)	Issue to disposition services from inventory.
D7K	Issue (Relocation)	Issue for relocation between storage activities without change in ownership. Excludes issues of items for repair or test/evaluation.
D7L	Issue (Assembly/Disassembly/ Reclamation/Conversion/ Modification)	Issue of components for assembly or items for disassembly, reclamation, conversion, or modification furnished by the owner from inventory or by direct delivery from vendor. Includes materiel furnished for incorporation in a deliverable item. Excludes issue of materiel furnished to be consumed or expended during the manufacture or maintenance process.
D7M	Issue (Repair or Nondestructive Test/Evaluation)	Issue from inventory for repair or nondestructive test/evaluation and expected return of the same item.
D7N	Issue (Loan)	Issue from inventory for loan to authorized recipients. Includes Government-owned equipment furnished for use in performing a contract.
D7P	Issue (Returned Purchases)	Issue of returned purchases from inventory to suppliers for credit or reimbursements.
D7Q	Issue (Designated Items)	Issue of designated items from inventory, for installation on a principal item/weapon system.

CODE	DOCUMENT TITLE	EXPLANATION
D7R	Issue (Exchange Items)	Issue of Component designated items from inventory, when a like item is returned on an exchange basis.
D7Z	Issue (Other)	Issue from inventory, when a specific DIC is not otherwise provided. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)
D8A	Inventory Adjustment - Increase (Physical Inventory)	Gain disclosed as a result of physical count of stock, single adjustment.
D8B	Inventory Adjustment - Increase (Accounting Error)	Gain resulting from clerical or automated information system errors which are not subject to correction by reversal of original transaction, single adjustment.
D8C	Inventory Adjustment - Increase (Condition)	Gain resulting from condition transfer, single adjustment.
D8D	Inventory Adjustment - Increase (Purpose)	Gain resulting from purpose transfer, single adjustment.
D8E	Inventory Adjustment - Increase (Logistics Transfer)	Gain of item management responsibility as a result of logistics transfer, single adjustment.
D8F	Inventory Adjustment - Increase (Capitalization)	Gain to a stock fund or stock fund division at time of activation or subsequent extension/ expansion, as result of capitalization, single adjustment.
D8J	Inventory Adjustment - Increase (Reidentification)	Gain resulting from inspection of an item in stock which has been misidentified, single adjustment.
D8K	Inventory Adjustment - Increase (Catalog Changes)	Gain resulting from stock number and/or unit of issue changes, single adjustment. Excludes change of unit price only.
D8S	Inventory Adjustment - Increase (Ownership)	Gain resulting from ownership transfer by the SMCA, single adjustment. Use is restricted to users of the conventional ammunition system.

CODE	DOCUMENT TITLE	EXPLANATION
D8Z	Inventory Adjustment - Increase (Other)	Gains for which a specific DIC is not otherwise provided, single adjustment. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)
D9A	Inventory Adjustment - Decrease (Physical Inventory)	Loss disclosed as a result of physical count of stock, single adjustment.
D9B	Inventory Adjustment - Decrease (Accounting Error)	Loss resulting from clerical or automated information system errors which are not subject to correction by reversal of original transaction, single adjustment.
D9C	Inventory Adjustment - Decrease (Condition)	Loss resulting from condition transfer, single adjustment.
D9D	Inventory Adjustment - Decrease (Purpose)	Loss resulting from transfer action for a specific purpose, single adjustment.
D9E	Inventory Adjustment - Decrease (Logistic Transfer)	Loss of item management responsibility, logistic transfer, single adjustment.
D9F	Inventory Adjustment - Decrease (Decapitalization)	Loss from a stock fund or stock fund division at time of deactivation or contraction as a result of decapitalization, single adjustment.
D9G	Inventory Adjustment - Decrease (Survey Process)	Loss from shrinkage, theft contamination, deterioration, and/or expired shelf life, single adjustment.
D9H	Inventory Adjustment - Decrease (Disaster)	Loss from major disasters, fire loss, enemy action, act of God, etc., single adjustment.
D9J	Inventory Adjustment -Decrease (Reidentification)	Loss resulting from inspection of an item in stock which has been erroneously identified, single adjustment.
D9K	Inventory Adjustment - Decrease (Catalog Change)	Loss resulting from stock number and/or unit of issue changes, single adjustment. Excludes change of unit price only.
D9S	Inventory Adjustment - Decrease (Ownership)	Loss resulting from ownership transfer by the single manager for conventional ammunition (SMCA), single adjustment. Use is restricted to users of the conventional ammunition system.

CODE	DOCUMENT TITLE	EXPLANATION
D9Z	Inventory Adjustment - Decrease (Other)	Losses for which a specific DIC is not otherwise provided, single adjustment. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish these data.)
DA1	Single Managed Conventional Ammunition Unfreeze Action	From the SMCA to advise owning Service ICP of action taken to unfreeze a quantity on a specific depot for a given NSN/part number, ownership/purpose code, and supply condition code.
DA2	Single Managed Conventional Ammunition Freeze Action	From the SMCA to advise owning Service ICP of action taken to freeze a quantity on a specific depot for a given NSN/part number, ownership/purpose code, and supply condition code.
DAC	Inventory Adjustment - Dual (Condition Transfer)	Dual adjustment (increase and decrease) resulting from condition transfer.
DAD	Inventory Adjustment - Dual (Purpose Transfer)	Dual adjustment (increase and decrease) resulting from purpose transfer.
DAS	Inventory Adjustment - Dual (Ownership Transfer)	Dual adjustment (increase and decrease) resulting from ownership transfer by the SMCA. Use is restricted to internal processing within the SMCA distribution system.
DB_	Financial Adjustment (Gain)	For use as prescribed by Components.
DC_	Financial Adjustment (Loss)	For use as prescribed by Components.
DD_	Due-In - Procurement Instrument Source	Used to report establishment or cancellation of due-in (from procurement instrument source). The third digit code in this series corresponds to the third digit code provided in the D4 series.
DDX	Memorandum Due-In - Procurement Instrument Source	Notification from the LIM to the GIM of due-in (from procurement source) involved in an LR.
DEE	Logistic Transfer	Logistic transfer from LIM to GIM. Transfer of onhand balances from appropriation accounts other than stock fund of the loser.

CODE	DOCUMENT TITLE	EXPLANATION
DEF	Decapitalization	Decapitalization from LIM to GIM. Transfer of onhand balances from stock fund accounts of the loser.
DF_	Due-In - Other Than Procurement Instrument Source	Used to report establishment or cancellation of dues-in (from other than procurement instrument source). The third digit code in this series corresponds to the third digit code provided in the D6 series.
DFX	Memorandum Due-In - Other Than Procurement Instrument Source	Notification from the LIM to the GIM of due-in (from other than procurement source) involved in an LR.
DG_	Backorder	Used to report establishment or cancellation/ reversal of a backorder. The third digit code in this series corresponds to the third digit code provided in the D7 series.
DHA	Demand	Used to report establishment or cancellation of demand transactions to ICPs.
DJA	Physical Inventory Request	From owner/manager to initiate, follow up on, or cancel a physical inventory. From storage activity to initiate or cancel a physical inventory, advise of no record (stock or part number) and to respond to a follow-up.
DLA	Logistics Transfer/ Decapitalization Follow-Up	Logistics transfer/decapitalization follow-up from GIM to LIM to request asset data pertaining to transferred items.
DLB	Reply to Logistics Transfer/ Decapitalization Follow-Up	Reply from LIM to GIM as a result of a logistics transfer/decapitalization follow-up to advise of status items.
DLC	Logistics Reassignment Delinquent Due-In Follow-Up	Logistics reassignment follow-up from the GIM to the LIM to request status on items due-in at the time of reassignment to the GIM.

CODE	DOCUMENT TITLE	EXPLANATION
DLD	Logistics Reassignment Delinquent Due-In Response	Reply from the LIM to a GIM logistics reassignment delinquent due-in follow-up to advise the status of items. Also used by the LIM to provide the GIM revised due-in estimated delivery dates as changes occur.
DLE	Logistics Reassignment Due-In Reconciliation Request	Used from the GIM to the LIM to request reconciliation of dues-in.
DLF	Logistics Reassignment Due-In Reconciliation Response	Reply from the LIM to a GIM logistics reassignment due-in reconciliation request to reconcile the LIM and GIM due-in records.
DLS	Logistics Reassignment General Management Data	Management data provided to GIM by LIM for LR consumable items.
DLT	Logistics Reassignment Backorder and Demand Data	Management data provided to GIM by LIM or LR consumable items.
DLU	Logistics Reassignment On-Hand Asset Data	Management data provided to GIM by LIM for LR consumable items.
DLV	Logistics Reassignment Due-In Asset Data	Management data provided to GIM by LIM for LR consumable items.
DLW	Logistics Reassignment Contract History Data	Management data provided to GIM by LIM for LR consumable items.
DLX	Logistics Reassignment Technical and Quality Data	Management data provided to GIM by LIM for LR consumable items.
DMA	Recurring U.S. Other War Materiel Requirements Data	Used by the DoD Components to submit recurring U.S. OWMR data to the IMM. Used by the LIM to advise the GIM of recurring U.S. OWMR data involved in an LR.
DMB	Nonrecurring U.S. Other War Materiel Requirements Data	Used by the DoD Components to submit nonrecurring U.S. OWMR data to the IMM. Used by the LIM to advise the GIM of nonrecurring U.S. OWMR data involved in an LR.
DMC	Nonrecurring Allies Other War Materiel Requirements Data	Used by the DoD Components to submit nonrecurring Allies OWMR data to the IMM. Used by the LIM to advise the GIM of nonrecurring Allies OWMR data involved in an LR.

CODE	DOCUMENT TITLE	EXPLANATION
DMD	War Materiel Requirements Forecasted Return Data	Used by the DoD Components to submit forecasted reparable item return data to the IMM. Used by the LIM to advise the GIM of forecasted reparable item return data
DME	War Materiel Requirements Visibility Data	Used by the DoD Components to submit PWRMR and PWRMRP visibility data to the IMM. Used by the LIM to advise the GIM of PWRMR and PWRMRP visibility data involved in an LR.
DRA	Materiel Receipt Acknowledgment	From reporting activity to source of supply to acknowledge materiel receipt.
DRB	Materiel Receipt Acknowledgment Reply to Follow-Up	From reporting activity to source of supply to acknowledge materiel receipt in reply to follow-up.
DRF	Follow-Up For Delinquent Materiel Receipt Acknowledgment	From source of supply to reporting activity to follow up when materiel receipt has not been acknowledged on time.
DSA	Small Arms and Light Weapons Multi-Field Corrections	Used for correcting erroneous or invalid NSN, DoDAAC/UIC, or WSN on the Component Registry.
DSB	Small Arms and Light Weapons Mass Stock Number Change	Used to update the Component Registry for all weapon serial numbers and stock numbers with one transaction.
DSC	Small Arms and Light Weapons Correction	Used for correcting rejected transaction or missing reconciliation transaction on the Component Registry.
DSD	Small Arms and Light Weapons Receipt/Issue Follow-Up	Used for follow up by the Component Registries to confirm serial number of weapon(s) shipped for which no receipt was confirmed or weapon(s) received for which no shipment was reported.
DSF	Small Arms and Light Weapons Reconciliation/Reject Follow-Up	Used to notify a unit/activity that rejected transaction or reconciliation transaction has not been received.
DSM	Weapon Serial Number Control	Used for registration and reporting of small arms and light weapons between Component Registries and between the Component Registry and the DoD Registry.

CODE	DOCUMENT TITLE	EXPLANATION
DSR	Small Arms and Light Weapons Reconciliation/Reject	Used for annual reconciliation between all units/activities having possession or accountability of small arms and light weapons and the Component Registry. Used to reject invalid/incomplete transactions.
DU_	Pre-Positioned Materiel Receipt (Procurement Instrument Source)	Used by ICPs to provide storage activities with advance notification of scheduled materiel receipts from a procurement instrument source. The third digit code in this series corresponds to the third digit code provided in the D4 series.
DW_	Pre-Positioned Materiel Receipt (Other Than Procurement Instrument Source)	Used by ICPs to provide storage activities with advance notification of scheduled materiel receipts from other than procurement instrument source. The third digit code in this series corresponds to the third digit code provided in the D6 series.
DWS	Not assigned	Reserved for Future DoD Assignment.
DXA	Materiel Receipt Follow-Up (Procurement Instrument Source)	From ICP to storage activity for materiel receipt follow up (procurement instrument source).
DXB	Materiel Receipt Follow-Up (Other Than Procurement Instrument Source)	From ICP to storage activity for materiel receipt follow up (other than procurement instrument source).
DXC	Reply to Materiel Receipt Follow-up (Procurement Instrument Source)	Reply to materiel receipt follow-up from storage activity advising the ICP of nonreceipt of materiel from procurement instrument source.
DXD	Reply to Materiel Receipt Follow-Up (Other Than Procurement Instrument Source)	Reply to materiel receipt follow-up from storage activity advising the ICP of nonreceipt of materiel from other than procurement instrument source.
DYA	Special Program Requirement Request	Request from forecasting activity to ICP to advise of expected future requirements. Excludes requests submitted for CLSSA requirements.

CODE	DOCUMENT TITLE	EXPLANATION
DYB	Special Program Requirement Request (Exception Data)	Request with exception data from forecasting activity to ICP to advise of expected future requirements. Excludes requests submitted for CLSSA requirements.
DYC	Special Program Requirement Cancellation	Forecasting activity cancellation notice to ICP to request cancellation of a previously submitted request.
DYD	Special Program Requirement Modifier	Forecasting activity modification request to ICP to request change of certain data in a previously submitted request.
DYG	Special Program Requirement Substitute Item Acceptance	Acceptance of ICP offered substitute item from forecasting activity.
DYH	Special Program Requirement Substitute Item Rejection	Rejection of a substitute item by forecasting activity to ICP.
DYJ	Special Program Requirement Follow-Up	Forecasting activity follow up to ICP to request response to a previously submitted request.
DYK	Special Program Requirement Status	ICP status to forecasting activity in response to a request, follow-up, modifier, cancellation, or substitute item rejection.
DYL	Special Program Requirement Request (Cooperative Logistics Supply Support Arrangement)	Forecasting activity request to ICP to advise of expected future CLSSA requirements.
DYM	Special Program Requirement Request (Exception Data for Cooperative Logistics Supply Support Arrangement).	Forecasting activity request to ICP with exception data, to advise of expected future CLSSA requirements.
DZ9	Status Notification	DAAS notification to the submitter that a MILSTRAP document was rerouted or the FSC changed.
DZA	Asset Status	Asset status information.
DZB	Storage Item Data Correction/Change	From ICP to storage activity to change elements of data pertaining to an NSN.
DZC	Logistics Reassignment Storage Information	From LIM to LIM storage activity to request transfer of quantities between ownership accounts on the storage activity records as a result of an LR.

CODE	DOCUMENT TITLE	EXPLANATION
DZD	Logistics Reassignment Storage Information Reply	From LIM storage activity to LIM to advise of quantity transferred to the GIM as a result of an LR.
DZE	Asset Status Reporting Request	From ICP to Military Service designated central points to request reporting from bases, posts, camps and stations. (See Chapter 8.)
DZF	Asset Status Reporting (Base, Post, Camp and Station Level Use)	Asset status reporting from bases, posts, camps, and stations to ICP.
DZG	Transaction Reject	Used by the processing activity to reject to the submitting activity a transaction which could not be processed due to erroneous or missing data. Includes LR transactions, for which no valid due-in exists, received more than one year after the effective transfer date.
DZH	Location Reconciliation Request	From storage activity to the owning/managing ICP to reconcile storage activity and owner/manager records.
DZJ	Transaction History/Custodial Balance Request	Transaction history/custodial balance request from ICP to storage activity.
DZK	Transaction History Transmittal	Transaction history transmittal from a storage activity in support of a depot scheduled physical inventory or in response to an ICP request for history.
DZM	End of Day Transaction Count	From storage activity to owner/manager too advise owner/manager of the number of balance affecting transactions that were forwarded during the daily course of business.
DZN	Location Reconciliation Notification	From storage activity to owner/manager to advise of the number of DIC DZH Location Reconciliation Request transactions being forwarded, transmission date, and the medium.

CODE	DOCUMENT TITLE	EXPLANATION
DZP	Location Reconciliation History Notification	From storage activity to owner/manager to advise of the number of DIC DZK Transaction History Transmittal transactions being forwarded, the cutoff date, and the medium

AP2.2. APPENDIX 2.2

TYPE OF PHYSICAL INVENTORY/ TRANSACTION HISTORY CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Used in physical Inventory/transaction history documents to identify the type of Inventory being conducted/requested, or to identify requests for/transmission of custodial balances/transaction history.

RECORD POSITIONS: 7

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "FC – Type of Physical Inventory or Transaction History Code"

CODE	DEFINITION
A through B	Reserved for future DoD assignment.
C	Special Inventory, all supply condition codes (SCC). Initiated by the storage activity in support of inventory accuracy improvements initiative.
D	Special Inventory, all supply condition codes. Initiated by owner as a result of end of day processing imbalances.
E	Spot Inventory due to denial (all SCCs). Initiated by the storage activity or owner as a result of denials.
F	Reserved for future DoD assignment.
G	Scheduled Inventory. Inventory to be conducted within a specified period of time according to an established plan on controlled items and all other items or categories designated by the DoD Component.
H	Special Inventory, all SCCs. Initiated by owner when an Inventory is necessary and the date of last Inventory is less than 90 days.
I	Scheduled Inventory. Initiated by owner based on owner's inventory prioritization methodology.
J	Special Inventory, all SCCs. Initiated by owner as a result of location reconciliation errors.

CODE	DEFINITION
K	Special Inventory, all SCCs. Initiated by storage activity as a result of location survey errors.
L	Scheduled Inventory, specified SCCs. Initiated by owner for a random statistical sample Inventory.
M	Special Inventory, SCCs. Initiated by storage activity as a result of onhand balance mismatches between the locator and property accountability records.
N	Scheduled Inventory, specified SCCs. Initiated by storage activity for the annual statistical sample Inventory.
O	Reserved for future DoD assignment.
P	Scheduled Inventory, specified SCCs. Initiated by storage activity for a random statistical sample Inventory.
Q	Reserved for future DoD assignment.
R	Special inventory, specified SCC. Initiated by storage activity in an effort to resolve a customer report of discrepancy.
S	Special inventory, specified SCC. Initiated by storage activity as part of receipt follow-up (intransit) resolution process.
T	Special inventory, specified SCC. Initiated by storage activity as a result of a disposal release order directing ownership transfer to the Recycling Control Point.
U	Special inventory, specified SCC. A location-level inventory initiated by storage activity for low asset visibility counts.
V	Special inventory, specified SCC. Initiated by storage activity as a result of a location-level inventory adjustment or exceeding predetermined thresholds.
W	Automatic submission of transaction history from storage activity to owner/ manager.
X	Storage activity transaction history requested by owner/manager or transaction history response from storage activity to owner.
Y	Annual (Total) Transaction History (optional for use to distinguish history associated with annual reconciliation from other transaction history)
Z	Special Inventory (specified SCC) systemically initiated by the storage activity for quantity mismatches within the storage activity's management system between the quantity-by-location and the owner balances (i.e. Book-to-Book adjustments).
0 through 7	Reserved for future DoD assignment.

CODE	DEFINITION
8[1]	Distribution depot/storage activity has no transaction for the stock or part number requested for the dates specified, but transactions are available since the date of last location reconciliation. For use with DLMS Supplement 846P when beginning segment Report Type Code (1/BIA02/20) is 'AD'. Used only with DLMS.
9[2]	Distribution depot/storage activity has no transactions available for the dates specified or since the date of last reconciliation. For use with DLMS Supplement 846P when beginning segment Report Type Code (1/BIA02/20) is 'AD'. Used only with DLMS.

[1] As an interim exception, DLA vendor storage activities do not use codes 8 or 9 under DLMS. DLA vendor storage activities 8-fill or 9-fill the document number field, until such time as they fully implement ADC 198.
[2] Ibid .

AP2.3. APPENDIX 2.3

OWNERSHIP CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Provides a means of segmenting inventory balances, accounted for in inventory control records of a Military Service/DLA, but which are owned by others. Further segmentation of these stocks by purpose code is neither prescribed nor intended.

RECORD POSITIONS: 70

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "A1 – Ownership Code"

CODE	TITLE	EXPLANATION
1	ARMY	Stocks held on inventory control records of a non-Army item manager but owned by Army.
2	DEFENSE LOGISTICS AGENCY	Stocks held on inventory control records of a non-DLA item manager but owned by DLA.
3	OTHERS	Stocks held on inventory control records of a Service/Agency item manager but owned by an Agency outside of DoD.
4	MARINE CORPS	Stocks held on inventory control records of a non-Marine Corps item manager but owned by Marine Corps.
5	NAVY	Stocks held on inventory control records of a non-Navy item manager but owned by Navy.
6	AIR FORCE	Stocks held on inventory control records of a non-Air Force item manager but owned by Air Force.

CODE	TITLE	EXPLANATION
7	OTHER DoD	Stocks held on inventory control records of a Military Service/Defense Threat Reduction Agency (DTRA) DLA item manager but owned by a DoD Agency other than a Military Service/DTRA or DLA.
8	Grant Aid	Stocks held on inventory control records of a Service/Agency item manager but owned by grant aid.
9	OTHER ITEM MANAGER	Stocks held on inventory control records of a Service/Agency item manager but owned by another item manager within that same Service/Agency.
0	SPECIAL OPERATIONS FORCES	Stocks held on inventory control record of a non-Special Operations Forces item manager but owned by Special Operations Forces

AP2.4. APPENDIX 2.4

PURPOSE CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alphabetic
EXPLANATION:	Provides the owner of materiel with a means of identifying the purpose or reason for which an inventory balance is reserved. Assigned and used only on an intra-Component basis by the Component owning the materiel. NOTE: Assigned purpose codes, and explanation for their use, are contained in the various regulatory procedures published by the Components.[1]
RECORD POSITIONS:	70
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Data Element ID 1270 Qualifier "99 – Purpose Code"

[1] In accordance with the approved change for Ownership Code 0 (Zero) to identify DoD Special Operations Forces ownership, DoD Component publications and procedures are to restrict alpha Purpose Code O from being assigned/used. This restriction is made to avoid confusion between use of alpha Purpose Code O and numeric Ownership Code 0, since ownership code and purpose code share a field under the constraints of the legacy 80-record position Defense Logistics Standard System (DLSS) transaction formats. (See AMCL 15.)

AP2.5. APPENDIX 2.5

FEDERAL CONDITION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: There are two different and distinct condition codes under the definition of Federal condition codes:

a. Supply condition codes are used to classify materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel. MILSTRAP/DLMS is the authoritative source for the supply condition code portion of the Federal condition code.

a. Disposal condition codes are assigned by the DLA Disposition Services Field Office based on inspection of materiel at time of receipt. A combination of the disposal condition codes, which most accurately describe the materiel physical condition, and the supply condition codes will constitute the Federal condition codes for utilization program screening and review purpose. DoDM 4160.21, “Defense Materiel Disposition, Volumes 1-4”, 31 August 2018, is the authoritative source for the disposal condition code portion of the Federal condition code.

SUPPLY CONDITION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphabetic

EXPLANATION: Classify materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel. When materiel is determined to be in excess of approved stock levels and/or no longer serviceable, Supply Condition Codes (SCC) A through H, Q, and S will be utilized to reflect materiel condition prior to turn-in to the DLA Disposition Services Field Office.[1]

LEGACY RECORD POSITION: 71

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "83 – Supply Condition Code"

CODE	TITLE	EXPLANATION
A	SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable to all customers without limitation or restriction. Includes materiel with more than 6 months shelf-life remaining.
B	SERVICEABLE (ISSUABLE WITH QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable for its intended purpose but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service life expectancy. Includes materiel with 3 through 6 months shelf-life remaining.
C	SERVICEABLE (PRIORITY ISSUE)	Items which are serviceable and issuable to selected customers, but which must be issued before SCCs A and B materiel to avoid loss as a usable asset. Includes materiel with less than 3 months shelf-life remaining.
D	SERVICEABLE (TEST/ MODIFICATION)	Serviceable materiel which requires test, alteration, modification, technical data marking, conversion, or disassembly. This does not include items which must be inspected or tested immediately prior to issue.

[1] Refer to the DoD 4140.27, "Shelf-Life Item Management Programl", 31 August 2018 for serviceability timeframes associated with shelf-life items. SCCs J through P, R, and V, will not be used for materiel turn-ins to the DLA Disposition Services.

CODE	TITLE	EXPLANATION
E	UNSERVICEABLE (LIMITED RESTORATION)	Materiel which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located. May be issued to support ammunition requisitions coded to indicate acceptability of usable SCC E stock.
F	UNSERVICEABLE (REPARABLE)	Economically reparable materiel which requires repair, overhaul, or reconditioning; includes reparable items which are radioactively contaminated.
G	UNSERVICEABLE (INCOMPLETE)	Materiel requiring additional parts or components to complete the end item prior to issue.
H	UNSERVICEABLE (CONDEMNED)	Materiel which has been determined to be unserviceable and does not meet repair criteria; includes condemned items which are radioactively contaminated; Type I shelf-life materiel that has passed the expiration date; and Type II shelf-life materiel that has passed expiration date and cannot be extended. (NOTE: Classify obsolete and excess materiel to its proper condition before consigning to the DLA Disposition Services Field Office. Do not classify materiel in Supply Condition Code H unless it is truly unserviceable and does not meet repair criteria.)
I	NOT ASSIGNED	Reserved for future DoD assignment.
J	SUSPENDED (IN STOCK)	Materiel in stock which has been suspended from issue pending condition classification or analysis, where the true condition is not known. Includes shelf-life Type II materiel that has reached the expiration date pending inspection, test, or restoration.
K	SUSPENDED (RETURNS)	Materiel returned from customers or users and awaiting condition classification.
L	SUSPENDED (LITIGATION)	Materiel held pending litigation or negotiation with contractors or common carriers.
M	SUSPENDED (IN WORK)	Materiel undergoing maintenance at an organic or contractor maintenance facility.
N	SUSPENDED (AMMUNITION SUITABLE FOR EMERGENCY COMBAT USE ONLY)	Ammunition stocks suspended from issue except for emergency combat use.
O	NOT ASSIGNED	Reserved for future DoD assignment.

CODE	TITLE	EXPLANATION
P	UNSERVICEABLE (RECLAMATION)	Materiel determined to be unserviceable, uneconomically reparable as a result of physical inspection, teardown, or engineering decision. Item contains serviceable components or assemblies to be reclaimed.
Q[2]	SUSPENDED (PRODUCT QUALITY DEFICIENCY)	Potential and confirmed product quality deficiency related materiel which is prohibited for use within DoD and prohibited for reutilization screening. Includes product quality deficiency exhibits returned by customers/users as directed by the intetgrated materiel manager (IMM) due to technical deficiencies reported by Product Quality Deficiency Reports. Exhibits require technical or engineering analysis to determine cause of failure to perform in accordance with specifications. Includes product quality deficient materiel identified by SF 368 Product Quality Deficiency Report; DD Form 1225, Storage Quality Control Report; SF 364, Supply Discrepancy Report (Security Assistance only); or authorized electronic equivalent.
R	SUSPENDED (RECLAIMED ITEMS, AWAITING CONDITION DETERMINATION)	Assets turned in by reclamation activities which do not have the capability (e.g., skills, manpower, or test equipment) to determine the materiel condition. Actual condition will be determined prior to induction into maintenance activities for repair/modification.
S	UNSERVICEABLE (SCRAP)	Materiel that has no value except for its basic materiel content. No stock will be recorded as on hand in SCC S. This code is used only on transactions involving shipments to DLA Disposition Services Field Offices. Materiel will not be transferred to SCC S prior to turn-in to DL*A* Disposition Services Field Offices if materiel is recorded in SCCs A through H at the time materiel is determined excess. Materiel identified by NSN will not be identified by this SCC.

[2] SCC Q not implemented by Navy. Navy defered implementation to their Enterprise Resource Planning system modernization effort. Navy must advise Defense Logistics Management Standards office when implememted.

CODE	TITLE	EXPLANATION
T	SERVICEABLE (AMMUNITION SUITABLE FOR TRAINING USE ONLY) [3]	New, used, repaired, or reconditioned ammunition stock originally intended for combat use but due to condition, function, or performance characteristics is serviceable and issuable for training use only. Authorized for intra-Service use and authorized for staggered implementation for inter-Service use by agreement of impacted trading partners.
U	NOT ASSIGNED	Reserved for future DoD assignment
V	Unserviceable (waste military munitions)	Waste military munitions will be assigned SCC V only under the authority of a designated DoD or Service designated disposition authority. The waste munitions must meet criteria of waste munitions under the Environmental Protection Agency Military Munitions Rule Implementation Policy, be safe to store and ship based on DoD Explosive Safety Board/Department of Transportation criteria and have a current serviceability inspection. (NOTE: SCC V assets are not authorized for turn-in to DLA Disposition Services Field Office. The Services are responsible for appropriate disposal of SCC V assets.)
W	NOT ASSIGNED	Reserved for future DoD assignment.
X[4]	SUSPENDED (REPAIR DECISION DELAYED)	Materiel in stock or returned from customers/ users and awaiting repair or disposition. Not authorized for transfer to disposal, issue for maintenance by a Service other than that of the owner, or for release to users.
Y, Z	NOT ASSIGNED	Reserved for future DoD assignment.

[3] Ordnance Information System implementation date for SCC T is October 1, 2012. Ordinance Information System is used by Navy, Marine Corps, and Coast Guard. For Army, further analysis is required to determine supportability and implementation timeline for incorporation of SCC T in Army's Logistics Modernization Program. Air Force has no plans to implement SCC T at this time. Refer to ADC 446.

[4] Refer to ADC 1159.

DISPOSAL CONDITION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Assigned by DLA Disposition Services Field Office to accurately describe the materiel physical condition based on inspection of materiel at time of receipt. DoDM 4160.21 is the authoritative source for the disposal condition code portion of the Federal condition code. Refer to DoDM 4160.21 for disposal condition code values.

LEGACY RECORD POSITION: 71

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EJ – Disposal Condition Code"

AP2.6 APPENDIX 2.6

MANAGEMENT CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

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

RECORD POSITION: 72

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

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

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

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

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

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

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

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

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

[2] Also applicable to DICs assigned by the DoD Components for use on the Disposal Turn-In Document (DTID) below the wholesale level.
[3] Refer to ADC 391, implementation date January 2011.
[4] Expanded for use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014.)
[5] ADC 391, New Denial Management Code to Support the New Protection Process at the Navy Shipyards (NSYs) when Protection Document Number/Job Order does not Match DSS Records under BRAC SS&D/IMSP.

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

[6] Refer to ADC 449, Intra-DLA Revisions to the DLMS 945A, Materiel Release Advice, Cancellation Reason Code, Management Code, and Associated Procedures under Reutilization Business Integration (RBI)
[7] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.
[8] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[9] Also applicable to DICs assigned by the DoD Components for use on DTID below the wholesale level.
[10] Authorized for use in Army interface with DLA in response to a DLA directed LRO.

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

[11] Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice (945A) and New Denial Management Code for Marine Corps BRAC SDI.
[12] See ADC 1054.
[13] Authorized for use only in intra-Navy referral orders.
[14] Excludes intra-DLA Disposition Services A6A, A6B, A61, and A62 denial transactions in support of Commercial Venture actions.
[15] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DLA.
[16] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[17] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[18] Refer to ADC 370, Requisitioning for Off-Station Forward Site Support and New Non-Inventory Affecting Denial Management Code indicating Off-Station Materiel under Navy BRAC SS&D IMSP

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

[19] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[20] Authorized for use only in intra-Navy referral orders.
[21] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[22] Authorized for use only in intra-Navy referral orders.
[23] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[24] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[25] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[26] Authorized for use only in intra-Navy referral orders.
[27] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[28] Authorized for use only in intra-Navy referral orders.

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

[29] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[30] Authorized for use only in intra-Navy referral orders.
[31] Authorized for use in intra-Army supply status (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.
[32] Authorized for use in Army interface with DLA in response to a DLA directed LRO.
[33] Authorized for use only in intra-Navy D7_ Issue transaction reversals and in D7_ Issue transaction reversals between Navy Specialized Support Points and DSCs.
[34] Authorized for use only in intra-Navy referral orders.

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

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

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

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

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

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

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

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

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

[35] Refer to ADC 243, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization.
[36] Refer to ADC 375, New Management Code for Navy Funded Non-Production Support Materiel Ordered under BRAC SS&D/IMSP.
[37] Refer to ADC 352, Identification of Army Single Stock Fund (SSF) Requisitioning Actions and Edit Action Code (EAC) Authorization. Management Code for Product Quality Deficiency Report (PQDR) Replacement Requisitions. Note: The requisition alert transaction allows Navy BRAC IMSP sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 381 for the procedures and content of the DLMS Requisition Alert.
[38] Expanded use for all DoD Components requisitioning from DLA is planned for future implementation (approximately 2014).

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

[39] Refer to ADC 338A, Requirements of Mission Support Material (MSM) under Navy BRAC SS&D IMSP. Implementation date January 2011. Note: The requisition alert transaction allows Navy industrial sites to notify DLA of their requirements in advance of the funded requisition, thereby allowing DLA to procure and position materiel appropriately to support prompt order fulfillment. Refer to ADC 352 for DLMS Requisition Alert procedures.
[40] Refer to ADC 359, Perpetuation of the Denial Management Code to the DLMS Requisition, and Modification of Air Force BRAC IMSP SDR Procedures.
[41] Ibid.

AP2.7. APPENDIX 2.7

CORRECTION/CHANGE CODES FOR

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Indicates in the Storage Item Data Correction/Change transaction, the nature of the change actions to be taken and affected data fields.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZB
LEGACY RECORD POSITION (rp):	7
DLMS IMPLEMENTATION CONVENTION (IC):	888I Storage Item Correction
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/190 Qualifier EF – Correction or Change for Storage Item Records Code"

STORAGE ITEM RECORDS

CODE	TITLE	EXPLANATION
1	Consolidation of National Stock Numbers (NSN)	Indicates the NSN (2/G39/040) affected by catalog/stock list change will be consolidated with the new NSN (2/N9/151). Both items will be issued under the new NSN. The affected NSN is not necessarily being cancelled.
2	Change of National Stock Number (NSN)	Indicates the affected NSN (2/G39/040) was changed to the new NSN (2/N9/151).
3	Change of Shelf-Life Code	Indicates the shelf-life code has been changed for the NSN (2/G39/040). The new shelf-life code is shown in the transaction.
4	Change of Controlled Inventory Item Code	Indicates the Controlled Inventory Item Code has been changed for the NSN (2/G39/040).

CODE	TITLE	EXPLANATION
5	Change of Unit of Issue	Indicates the NSN's unit of issue (2/G39/040) has been changed. Unit of issue will be changed in accordance with the conversion factor (2/MEA/153) reflected in the transaction.
6	Multiple Changes	Indicates multiple changes for the NSN (2/G39/040).[1]
7	Change of Demilitarization Code	Indicates the DEMIL code has been changed for the NSN (2/G39/040.
8	National Stock Number Deleted without Replacement	Indicates the NSN (2/G39/040) has been deleted and not replaced.
9	National Stock Number Change/ Inventory Manager Change	Indicates the affected NSN (2/G39/040) was changed to the new NSN (2/N9/151) and the inventory manager was changed.[2]
0	Not Assigned	Reserved for future DoD assignment
A-H	Not Assigned	Reserved for intra-Component assignment and use.
I	Not Assigned	Not to be assigned.
J-N	Not Assigned	Reserved for future DoD assignment.
O	Not Assigned	Not to be assigned.
P-X	Not Assigned	Reserved for future DoD assignment.
Y	Manager	Indicates the correct manager in the transaction.
Z	New or Reinstated National Stock Number	Indicates a new or reinstated NSN (2/G39/040)

[1] This code is obsolete when using a DLMS transaction. To express multiple changes, use multiple loops of 2/LQ/190. For legacy MILSTRAP transactions this code may still be used.
[2] Ibid

AP2.8. APPENDIX 2.8

REJECT ADVICE CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	Identifies to the originator of a transaction, the reason for rejection, and indicates return of the transaction for correction and resubmission.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZG
LEGACY RECORD POSITION (rp.):	79-80
DLMS IMPLEMENTATION CONVENTION (IC):	824R, 824W (no legacy DIC)
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/086 Qualifier "ET – Reject Advice Code"

AP2.8.1. All A B, D and H series reject advice codes not listed in this appendix are reserved for future use and are not to be used unless authorized and disseminated by the DoD MILSTRAP Administrator. All other series are reserved for intra-Component use.

CODE	EXPLANATION
AA	Rejected. DIC iinvalid.
AB	*Rejected.* Submitted to incorrect manager. If known, the correct manager's routing identifier code (RIC) is supplied in the DLMS 824R 2/NM1/065 segment.
AC	Rejected. Type of physical inventory code invalid or blank.
AD	Rejected. Stock or part number unidentifiable.
AE	Rejected. Quantity field invalid.
AF	Rejected. Document number invalid.
AG	Rejected. Ship-to address unidentifiable.
AH	Rejected. Required signal code invalid or blank.
AI	Rejected. Procurement instrument identifier (PIID) (contract number) invalid or blank.
AJ	Rejected. Required fund code invalid or blank.

CODE	EXPLANATION
AK	Rejected. Ownership/purpose code invalid or blank.
AL	Rejected. Unauthorized owning DoDAAC or RIC (use for Air Force Government Furnished Property - Accountability (GFP-A) only).
AM	Rejected. Supply condition code invalid or blank.
AN	Rejected. Physical location of property not provided.
AO	Rejected. Insufficient inventory in the accountable property system of record (APSR) due to potential mismatch.
AP	Rejected. Required management code invalid or blank.
AQ	Rejected. Processing/count date invalid or blank. Location Reconciliation Request cutoff date invalid.
AR	Rejected. Unit of issue incorrect.
AS	Rejected. Support date invalid. Location Reconciliation Request and/or Transaction History Transmittal received past scheduled deadline.
AT	Reserved for DoD assignment.
AU	Rejected. Invalid Country Code. The code is not valid in the Geopolitical Entities, Names, and Codes (GENC) Standard. Originator must update the transaction with a valid country code and resend.
AV	Rejected. Location Reconciliation Request RIC (From) activity not valid.
AW	Rejected. Logistic Reassignment Logistics Transfer/Decapitalization transaction (DLMS 846D, DIC DEE/DEF) or memorandum Due-in transaction (DLMS 527D with LIN01 Code T, DIC DDX)) received more than 1 year after the ETD. (The gaining item manager (GIM) will reject the memorandum Receipt transaction (DLMS 527R with LIN01 Code T, DIC D4X) if no memorandum due-in is on record at the GIM to indicate it is a valid procurement receipt.)
AX	Rejected. General Services Administration (GSA) is the source of supply for the requested SPR. GSA does not participate in SPR procedures. If required, submit a funded requisition citing the applicable required delivery date.
AY	Rejected. Location Reconciliation Request and/or Transaction History Transmittal does not equal the number of transactions recorded in the Location Reconciliation Notification and/or Location Reconciliation History Notification.
AZ	Rejected. Number of Location Reconciliation Requests received from storage activity exceed reasonable variance from owner/manager.
BA	Rejected. Serial Number or UII (when available) invalid or missing (use for Air Force Government Furnished Property - Accountability (GFP-A) only).
BN	Rejected. Invalid logistics bill number.

CODE	EXPLANATION
BU	Rejected. Failed validation with Standard Financial Information Structure (SFIS) Fund Code to Fund Account Conversion Table. (1) Discrete values for the SLOA data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code cited in the transaction. (2) Invalid/missing fund code. Resubmit with a valid fund code. Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.
BV	Rejected. DoDAAC in the transaction does not have the appropriate authority code for its intended use
BW	Rejected. Suspense account is not authorized for Interfund use
BX	Rejected. Total dollar value detail of bills is not equal to total dollar value of the summary bill
BY	Rejected. Count of detail bills is not equal to the count in the summary bill. The count of DLMS 810L IT1 Loops (2/IT1/010) must equal DLMS 810L 3/CTT01/070.
BZ	Rejected. DoDAAC is not valid in DAAS
DA	Rejected. FSC Missing/Invalid.
DB	Rejected. NIIN or LSN Missing/Invalid.
DC	Rejected. Unit of Issue Missing/Invalid.
DD	Rejected. Quantity Missing/Invalid.
DE	Rejected. Hazardous Waste/Material Code Missing/Invalid.
DF	Rejected. Unit Price Missing/Invalid.
DG	Rejected. Supply Condition Code Missing/Invalid.
DH	Rejected. Demil Code Missing/Invalid.
DI	Rejected. Contact Name Missing/Invalid.
DJ	Rejected. Contact Phone Missing/Invalid.
DK	Rejected. Chemical Abstract Service Number is Missing/Invalid.
DL	Rejected. Fund Code Missing/Invalid.
DZ	Rejected. Turn-in activity cannot process DLMS-formatted transactions. DTID rejection must be communicated through alternative methods.
HA	Rejected. Waste Profile Sheet Invalid or Missing/Invalid.
HB	Rejected. Generator Name Missing/Invalid.

CODE	EXPLANATION
HC	Rejected. Facility Address Missing/Invalid.
HD	Rejected. Facility City and State Missing/Invalid.
HE	Rejected. Facility Zip Code Missing/Invalid.
HF	Rejected. Technical Contact Missing/Invalid.
HG	Rejected. Technical Phone is Missing/Invalid.
HH	Rejected. Chemical Name Missing/Invalid.
HI	Rejected. Chemical Concentration is Missing/Invalid.
HJ	Rejected. Chemical Range is Missing/Invalid.
HK	Rejected. Chemical Abstract Service Number is Missing/Invalid.
HL	Rejected. EPA HW Number Missing/Invalid.
HM	Rejected. Range of Concentration Missing/Invalid.
HN	Rejected. Unit of Issue Incorrect.
HO	Rejected. Container Number Missing/Invalid.
HZ	Rejected. Turn-in activity cannot process DLMS-formatted transactions. HWPS acknowledgment must be communicated through alternative methods.

AP 2.9. APPENDIX 2.9

ASSET STATUS REPORTING CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Identifies in the Asset Status Reporting Request, the type of reporting required and indicates whether a request is for commencement, change, or termination of reporting. Each new code will update the reporting requirement. Identifies the type of reporting being furnished in asset status reports. The asset status reporting codes are applicable to: Asset Status Reporting Request transaction (DLMS 846I with BIA02 Report Type Code TI). Asset Status Reporting (Base, Post, Camp, and Station Level Use) transaction (DLMS 846I with BIA02 Report Type Code TJ) (referred to as asset status reporting in the code explanations)
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DZE, DZF
LEGACY RECORD POSITION (rp):	7
DLMS IMPLEMENTATION CONVENTION (IC):	846I
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/270 Qualifier "EA – Asset Status or Transaction Reporting Code"

CODE	EXPLANATION
A and B	Reserved for future assignment by DoD.
C	Commence daily asset status reporting on the date indicated in the asset status reporting request.[1]
D	Commence monthly asset status reporting on the date indicated in the asset status reporting request.
E	Terminate reporting on the date indicated in the asset status reporting request.

[1] Throughout this document, the "date indicated" refers to segment 2/DTM/100 of the DLMS 846I.

CODE	EXPLANATION
F and G	Reserved for future assignment by DoD.
H	Change type of reporting to daily asset status reporting (Code C above) on the date indicated in the asset status reporting request.
J	Change type of reporting to monthly asset status reporting (Code D, above) on the date indicated in the asset status reporting request.
K and L	Reserved for future assignment by DoD.
M	Commence daily asset status reporting as soon as possible.
N[2]	Submit a one-time asset status report (DIC DZF) for the asset visibility/redistribution program. Submit the report by the date indicated in the asset status reporting request.
O	Reserved for future assignment by DoD.
P[3]	Report assets above the activity's requisitioning objective using the customer asset report materiel returns program transaction (DLMS 180M[3]).
Q thru Y	Reserved for future assignment by DoD.
Z	One-time asset status report is requested/furnished on an expedited basis. The date Submit the report by the date is required is entered indicated in the asset status reporting request.
0 thru 9	Reserved for intra-Component use.

[2] Restricted for use based upon agreement of the DoD Components involved.
[3] Legacy DIC FTE

AP2.10. APPENDIX 2.10

ASSET TRANSFER STATUS CODE

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alphabetic

EXPLANATION: For response to the gaining inventory manager (GIM) follow-up request for asset data. Also used for follow-up and reconciliation requests for due-in information pertaining to logistically reassigned items.

RECORD POSITION: 65-66

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EB – Asset Transfer Status Code"

CODE	EXPLANATION
AA	No assets are available for transfer. (Applies to Document Identifier Code (DIC) DLB.) No record of due-in; cancel memorandum due-in record. (Applies to DICs DLD and DLF.)
AB	DIC DEE/DEF Logistic Transfer/ Decapitalization transactions and DIC DD_/DF_ due-in transactions (provided due-in existed) submitted previously. Losing inventory manager (LIM) will submit duplicate transactions. (Applies to DIC DLB.) Due-in (full or partial quantity) has been received. LIM will provide duplicate DIC DEE/DEF logistics transfer/decapitalization transactions and DIC D4X/D6X memorandum receipt transactions. (Applies to DICs DLD and DLF.)
AC	DIC DEE/DEF Logistics Transfer/Decapitalization transaction will be submitted. (Applies to DIC DLB.)
AD	No assets are available for transfer but due-ins exist. Due-in transactions will be submitted. (Applies to DIC DLB.) Delinquent due-in exists. Routine follow-up action being taken by the LIM. (Applies to DICs DLD and DLF.)
AE	Additional due-in available for transfer. LIM will provide memorandum due-in. (Applies to DIC DLF when additional due-in is available for transfer or when no DIC DLE was received.)
AF	Change to estimated delivery date. Revised delivery date is provided. (Applies to DICs DLD and DLF.)
AG	Original due-in transaction has been reversed (i.e., cancelled). Cancel delinquent due-in. (Applies to DICs DLD and DLF.)

CODE	EXPLANATION
AH	Original pre-award procurement due-in has been awarded on a contract. LIM will submit DIC DDX reversal for the pre-award due-in and a new DIC DDX with contract number, quantity, EDD, etc. (Applies to DICs DLD and DLF.)
A1	Contract delivery action is complete. LIM will submit DIC DDX reversal for the portion of the due-in quantity not received. (Applies to DICs DLD and DLF.)
AJ	Materiel pending litigation or returned to contractor. GIM will retain due-in pending resolution by ACO. (Applies to DICs DLD and DLF.)
AK	Invalid due-in. Original due-in transaction will be reversed (i.e., cancelled). (Applies to DICs DLD and DLF.)

AP 2.11. APPENDIX 2.11

SPECIAL PROGRAM REQUIREMENT

STATUS CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic
EXPLANATION:	Used in Special Program Requirement (SPR) Status transactions to inform forecasting activities submitting SPR documents of action taken.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DYK
LEGACY RECORD POSITION (rp):	65-66
DLMS IMPLEMENTATION CONVENTION (IC):	870L with 1/BSR01/20 Status Report Code 9
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/330 Qualifier "EY Special Program Requirement Status Code"

CODE	EXPLANATION
PA	Request or modifier accepted. Submit requisition in time to all for delivery within the appropriate Uniform Materiel Movement and Issue Priority System (UMMIPS) time standard.
PB	SPR is not within inventory control point (ICP) acceptance criteria. The ICP will maintain the SPR quantity only until the procurement lead time and/or assembly time away from the support date to advise the forecasting activity of any technical or management changes and to assure return/retention should unexpected assets materialize. Continuation of this requirement into the procurement lead time and/or assembly time period depends solely on receipt of a requisition sufficiently in advance of the support date. The number of days for procurement lead-time and/or assembly time included in the support date is indicated in 2/QTY/230.
PC	Request or modifier accepted. Requires extra time to assemble after receipt of requisition. The required assembly time in number of days is indicated in 2/QTY/230..

CODE	EXPLANATION
PD	Cancellation accepted.
PE	Rejected. The request is a duplicate of a previously submitted request.
PF	Rejected. Remarks listed herein or separate correspondence referring to this document number explain reason(s) for this action.
PI	USAF Request Rejected by DLA. SPR is from an Air Force activity. Per Air Force guidance, all future forecasts to DLA should be submitted via Demand Data Exchange. Contact the AF Global Logistics Support Center Planning for DLA Managed Consumables Flight Office for more information.[1]
PJ	Rejected. Item coded (or being coded) obsolete in latest stock lists/catalogs. See superseding item in stock number field (2/PO1/150). Resubmit under stock number of superseding item.
PM	Rejected. Request received less than 90 calendar days in advance of the support date. Submit requisition.
PN	Rejected. Source of supply is local manufacture or fabrication.
PP	Rejected. Source of supply is local procurement.
PQ	Rejected. Stocks not available to meet your support date. Procurement/assembly required. Request received less than procurement lead time/assembly time in advance of support date. Procurement lead time/ assembly time in number of days is indicated in 2/QTY/230. Submit funded requisition.
PR	SPR for which a PB Status Code was previously furnished is now within one procurement lead time and/or assembly time of the support date. Submit immediate requisition to continue this requirement and to allow for delivery in time to meet support date. (See DLMS, Volume 2, Chapter 2 for SPR requisition preparation.)
PS	Rejected. The item is coded (or is being coded) as a terminal item in latest stock lists/catalogs and has no known replacement.
PT	Substitute item available. If substitute stock number shown in stock number field (2/PO1/150) is acceptable, resubmit using SPR Substitute Item Acceptance transaction and submit requisition in time to allow for delivery within the appropriate UMMIPS time standard. In the event substitute item is not acceptable, resubmit SPR Substitute Item Acceptance transaction.
PV	Cancelled. Item has been logistically reassigned to the activity indicated in 2/N101/90. Submit new SPR to gaining activity.
PW	This is an interim reply to your request. Manual review being made and additional response will be furnished.

[1] Refer to ADC 366, New Special Program Requirement (SPR) Status Code to Reject Air Force SPRs Submitted for Planning for DLA Managed Consumables (PDMC) Flight

CODE	EXPLANATION
PX	Rejected. The item is an Acquisition Advice Code J item (centrally procured for shipment directly to user or another service, not stocked by procuring activity). Submit funded requisition in time to permit procurement. Procurement lead time in days is indicated in 2/QTY/230.
PY	Cancelled. Item has been changed from stocked to non-stocked by the Integrated Materiel Manager (IMM). If still required, submit requisition for quantity required, so that procurement action can be initiated for direct shipment.

AP2.12. APPENDIX 2.12

SMALL ARMS AND LIGHT WEAPONS TRANSACTION

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alphabetic/numeric[1]
EXPLANATION:	Transaction codes are used for reporting changes affecting the Small Arms/Light Weapons (SA/LW) status in the master file of the Component Registries and the DoD Registry.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DSA, DSB, DSC, DSD, DSF, DSM
LEGACY RECORD POSITION (rp.):	7
DLMS IMPLEMENTATION CONVENTION (IC):	140A, 888A
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Qualifier "EX – Small arms and Light Weapons (SA/LW) Transaction Codes"

CODES

CODE	EXPLANATION
A	Weapon not received. Used to respond to follow-up request.
B	Initial registration of SA/LW.
C	Inventory Adjustment Gain. Reports of a serial number gain through inventory adjustments will be made under this transaction.

[1]Unassigned codes are reserved for future DoD assignment. Codes 1, 2, 3, 4, and 5 are predesignated for intra-Army use in controlling category I non-nuclear missiles and rockets under the DoD SA/LW Serialization Program. DoD assignment or revision of codes 1 through 5 for intra-Army use will not be staffed prior to publication in this manual. When category I non-nuclear missiles and rockets are designated for DoD-wide registration under the DoD SA/LW Serialization Program, the code 1 through 5 assignments will be reviewed for inter-Component application.

CODE	EXPLANATION
D	Shipment Reversal. Used to reverse an invalid shipment transaction (code S) for which a serial number was previously reported to a Component Registry.
E	Used for intra-Component reconciliation of SA/LW serial numbers, and for inter-Component reconciliation when reconciling with DLA Defense Distribution Depots.
F	Shipment to FMS/grant aid. Used for issues of small arms directed under grant aid or FMS agreements.
G	Shipment to General Officers. Used to record issues to general officers.
H	Mass Stock Number Change. Used by the Component Registry to accommodate stock number changes in SA/LW.
I	Interrogation/Inquiry Record. Enter all inquiries from law enforcement agencies and from appropriate Military and civilian activities for weapons located in foreign countries on the DoD Registry file when no record exists on the active or inactive file.
J	Emergency Suspense Status. Includes weapons shipped for mobilization or shipments with personnel/units to combat areas pending return to the supply system.
K	Multi-Field Correction. Used by reporting activities to correct erroneous serial number, NSN, MCN, LCN, or owning activity address (DoDAAC/Unit Identification Code (UIC) of activity in possession of the weapon) reported and posted to the Component Registries master file.
L	Inventory Adjustment - Loss. Reports inventory adjustment loss after all investigative requirements, including/Financial Liability Investigation of Property Loss Report (DD Form 200[2]).
M	DoDAAC/UIC Mass Change. This transaction will cause all serial numbers to be dropped from a DoDAAC/UIC and recorded to another DoDAAC/UIC designated in DLMS 140A 2/N1/020. This normally results from unit redesignation. Only one transaction is required to change the DoDAAC/UIC in all records.
N	Shipment to Other Agencies. Reports shipments to activities outside the control of DoD. This would include shipments to civilian activities, non-DoD governmental activities, and nonreporting (classified) Military activities. (Excludes FMS/Grant Aid shipments.)
O	Reserved for future DoD assignment.

[2] DD Form 200 can be found at the Enterprise Business Standards Office Website under related links.

CODE	EXPLANATION
P	Procurement Gains. Prepared by procurement sources for initial registration of weapons when they are shipped.
Q	Notification of Suspected Loss. Reports potential lost or stolen weapon and investigation/Financial Liability Investigation of Property Loss Report (DD Form 200[3]) is in process.
R	Receipt. Confirms receipts of SA/LW from one reporting activity to another. Used to report receipts between DoD activities.
S	Shipment. Reports shipment from one reporting activity to another. Used to report shipments between DoD activities.
T	Reserved for future DoD assignment.
U	Found or Recovered. Investigation/report of survey completed, if required. Weapon has been located.
V	Demilitarization. Used by demilitarization activities to report destruction of weapons through demilitarization.
W thru Y	Reserved for future DoD assignment.
Z	Reserved for future DoD assignment.
1 thru 5	Reserved for future DoD assignment for intra-Army use.

[3] Ibid.

AP2.13. APPENDIX 2.13

SMALL ARMS AND LIGHT WEAPONS ERROR

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alphabetic/numeric[1]
EXPLANATION:	Indicates the type of transaction error. These codes will be used on line or on reject transactions to identify erroneous transactions rejected by the DoD and Component Registries.
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DSC, DSR
LEGACY RECORD POSITION (rp.):	23-24
DLMS IMPLEMENTATION CONVENTION (IC):	140A, 888A
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Qualifier "EW – Small Arms and Light Weapons (SA/LW) Error Transaction Reject Codes"

TRANSACTION REJECT CODES

ERROR CODE	DOCUMENT TITLE	EXPLANATION
05	Identifies an existing SA/LW record on the Component Registry Master File but reporting activity did not submit E reconciliation record.	Verify active/inactive records. If weapon is on active file, return the error transaction to the Component Registry with the required transaction code to indicate that the Component Registry is correct, thereby removing the reject suspense and precluding follow-up action.

[1]Unassigned codes are reserved for future DoD assignment. Codes 1, 2, 3, 4, and 5 are predesignated for intra-Army use in controlling category I non-nuclear missiles and rockets under the DoD SA/LW Serialization Program. DoD assignment or revision of codes 1 through 5 for intra-Army use will not be staffed prior to publication in this manual. When category I non-nuclear missiles and rockets are designated for DoD-wide registration under the DoD SA/LW Serialization Program, the code 1 through 5 assignments will be reviewed for inter-Component application.

ERROR CODE	DOCUMENT TITLE	EXPLANATION
06	Identifies a duplicate record submitted for reconciliation by a reporting activity.	No action required. Duplicate records will be rejected to the Component Registry for verification action. Number of duplicates will be identified as summary information to the activity being reconciled.
07	Identifies a reconciliation request submitted to the Component Registry that reflects another reporting activity as the owner. Reject is included in the SA/LW Record Reject Suspense File which must be cleared to complete the reconciliation.	Verify active/inactive records. 1. If a receipt, request shipping activity to submit required shipment transactions and resubmit error transaction with SA/LW Transaction Code R and other pertinent data as required to post to Master File and remove the reject suspense. 2. If not a receipt of shipment, and weapon is physically on hand as reported, take the necessary action prescribed for duplicate serial numbers within the same NSN.
08	Reflects confirmation that the Component Registry had added serial number as a result of a reconciliation E transaction processed. No prior receipt of a transaction record received by the Component Registry.	No action required. The reconciliation record will be recorded in the next Component Registry Master File update as an initial registration. The number of code 8 records posted to the Component Master File will be identified as summary information to the activity being reconciled.
09	Identifies a reconciliation request submitted to the Component Registry that is not scheduled for reconciliation on date received.	Verify when reconciliation is scheduled. Reject suspense will not be created.
1A	NSN not Equal to Current NSN	DoD Registry and Component Registry use.
1B	Invalid NSN	DoD Registry and Component Registry use.
1C	NSN Table Date Invalid	DoD Registry and Component Registry use.
2A	Document Identifier Code/ Routing Identifier Code Invalid	Notify reporting activity of the error condition so that its files will be corrected. Correct and resubmit transaction.
2B	Serial Number Contains Blanks	Notify reporting activity of the error and request a corrected transaction be submitted.
2C	Invalid Transaction Code	Correct and resubmit transaction.

ERROR CODE	DOCUMENT TITLE	EXPLANATION
2D	Unmatched Stock Number	1. If the stock number is not reportable under DLMS, Volume 2, Chapter 18, notify the reporting units to discontinue reporting for this tock number. 2. If the stock number is in error, notify the reporting activity of the error and request that a corrected transaction be resubmitted. 3. If the stock number is valid and pertinent, but does not appear in the stock number file, prepare and submit SA/LW Transaction Code H to the Component Registry.
2F	Document Number Date in Error	Verify, correct, and resubmit transaction.
2G	Document Number Serial in Error	Verify, correct, and resubmit transaction.
2J	Invalid DoDAAC/Unit Identification Code (UIC) from or DoDAAC/UIC to a Mass Change	Assure that DoDAAC/UIC (from-to) are valid and in the file; correct DoDAAC/UIC.
2K	Invalid DoDAAC/UIC in Document Number	Verify, correct, and resubmit transaction.
2L	Invalid Transaction Date	Verify, correct, and resubmit transaction.
2M	Action Date Greater Than Current Date	Verify, correct, and resubmit transaction.
2O	Invalid DoDAAC/UIC	Verify, correct, and resubmit transaction.
3A	Document Number Interrogation Exceeds Limit	Correct and return transaction by next cycle. Notification will be by card/listing. Listings will reflect error code and narrative description.
3B	Serial Number Interrogation Exceeds Limit	Same as 3A.
3C	Stock Number Interrogation Exceeds Limit	Same as 3A.
3D	DoDAAC/UIC Number Interrogation Exceeds Limit	Same as 3A.
3F	Transaction Date Prior to Master Date	Verify, correct, and resubmit transaction.

ERROR CODE	DOCUMENT TITLE	EXPLANATION
3G	Unmatched Transaction	Missing transaction(s). Verify, correct, and resubmit transaction.
3H	New Serial Number Matches Previously Established Master File	1. Error in reported serial number. 2. Duplicate serial number exists. 3. Reporting activity must be contacted to verify reported serial number if serial number is in error. Correct and resubmit transaction.
3I	From DoDAAC/UIC in Transaction Does Not Match DoDAAC/UIC in Master File	Verify, correct, and resubmit transaction.
3J	Transaction Matched on Stock Number But Not on Serial Number	1. Serial number error exists in transaction. 2. There are missing transactions in the computer. Verify, correct, and resubmit transactions.
3K	Receipt Transaction Received Prior to Shipment Transaction	Post receipt. Reject Transaction to shipping activity--verify serial number shipped--correct if required.
3L	Input Transaction is Incompatible to Master File	Compare rejected transaction against master file and take necessary action to correct the SA/LW Transaction Code, (e.g., S transaction on the master file will accept R transaction only).
3M	Duplicate on Serial Number, Stock Number, and Transaction Code	Request printout from the Component Registry by stock number and serial number. Examine transaction to determine if transaction is an exact duplicate. If it is not, correct and resubmit transaction.
3U	NSN And Weapon Serial Number Duplicat/Another Weapon On Master File	1. Verify NSN and serial number of weapon. If incorrect, resubmit correct transaction. 2. If correct and weapon was received from activity shown in master file, submit receipt R transaction to the Component Registry. 3. If correct, and weapon was not received from activity shown on master file, take the necessary action described for duplicate serial numbers within same NSN.

AP2.14. APPENDIX 2.14

TYPE OF MEDIA CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha

EXPLANATION: Identifies the type of media for transmittal of inventory control point requested transaction history.

RECORD POSITION: 60

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "FB – Type of Media Code"

CODE	EXPLANATION
A	Transaction images to be transmitted using DLA Transaction Services methodologies for exchanging computer-readable transactions.[1]

[1] See DLM 4000.25-4, Defense Automatic Addressing System, for an explanation of DLA Transaction Services methodologies for transaction exchange.

AP2.15, APPENDIX 2.15

INVENTORY ADJUSTMENT - PHYSICAL INVENTORY ERROR CLASSIFICATION CODES

NUMBER OF CHARACTERS:	Three
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Provides processing activities a means of mechanically identifying the causes for errors which resulted in potential/actual inventory adjustments and the processing operations in which they occurred
DLSS RECORD POSITIONS:	63-65 of inventory adjustment transactions (Document IIdentifier Code (DIC) D8A/D9A and D8B/D9B
DLMS SEGMENT/QUALIFIER:	DLMS 947I LQ segment, LQ01 qualifier 'EL' used with W19 segment, W1901 Quantity or Status Adjustment Reason Code 'AA-Physical Count'

AP2.15.1. PURPOSE

AP2.15.1.1. The physical inventory program error classification codes provide a standard means for Components to classify the causes of actual/potential adjustments for subsequent analysis, evaluation, and corrective action.

AP2.15.1.2. The error classification code is a required entry on MILSTRAP documentation for use in preparing reports and for providing evaluation data to higher authority in standard error classification categories.

AP2.15.2. CODE STRUCTURE

AP2.15.2.1. First Position. The first character is the operation code which shall be numeric or alphabetic and shall identify the operation during which the error occurred and not the operation in which the error was detected. Code assignment for the first character is controlled by DoD and may not be assigned by the Components. The following operation codes are assigned as the first character in the error classification code:

CODE	OPERATION	CODE	OPERATION
0	Not assigned; reserved for future assignment by DoD	6	Warehousing/ Rewarehousing
1	Receiving	7	Location Survey
2	Issue	8	Other
3	Physical Inventory	9	Not assigned; reserved for future assignment by DoD
4	Cataloging Changes	A-Z	Not assigned; reserved for future assignment by DoD
5	Logistics Reassignments		

AP2.15.2.2. Second Position. The second character is the type of error code which is alphabetic or numeric and identifies the type of error which occurred. Code assignment for the second character is controlled by DoD and may not be assigned by the Services/ Agencies. The following type of error codes are assigned as the second character in the error classification code:

CODE	LEGEND	DEFINITION
A	System/Program Error	Property accountability record was not correctly updated by a valid transaction because system failed or program contained a logic error
B	Document Not Posted	Physical processing was completed but transaction update of the property accountability record was not effected
C	Source Document Error	Error in the source document national stock number (NSN), quantity, unit of issue, condition, type of pack, lot number, ownership/ purpose, and/or location (routing identifier) caused erroneous update of property accountability record
D	Data Entry Error	Input transaction did not match source document NSN, quantity, unit of issue, condition, type of pack, lot number, ownership/purpose, and/or location (routing identifier) and caused erroneous update of the property accountability record

CODE	LEGEND	DEFINITION
E	Rejected Document Not Posted	Transaction was rejected during processing and was not reinput to update the property accountability record
F	Duplicate Document Posted	Same transaction updated the property accountability record more than once
G	Reversal Document Not Posted	Property accountability record was updated by a transaction processed to completion and required transaction reversal was not processed
H	Erroneous Reversal Posted	Prior action to reverse a transaction which updated the property accountability record was taken in error
I	Not Assigned	
J	Misidentified/Mixed Materiel	Assets in storage location were identified by incorrect/multiple stock number, unit of issue, supply condition, shelf-life, type of pack, lot number, or ownership/purpose
K	Duplicate Physical Processing	Transaction updated the property accountability record once but materiel physically processed more than once
L	Wrong Materiel Selected	Materiel selected did not match transaction which updated the property accountability record (i.e., wrong stock number, quantity, unit of issue, supply condition, type of pack, lot, ownership/purpose, and/or location was physically selected)
M	Materiel Selected From Wrong Location	Storage location from which materiel was selected did not match storage location cited in the transaction
N	Physical Processing Not Complete	Transaction updated the property accountability record but physical processing of materiel was not completed
O	Not Assigned	
P	Erroneous Denial	Denial processed in error. Materiel found after denial was submitted
Q	Materiel Not Stored/Stored Incorrectly	Materiel was not stored in finite location or placed in finite location when processing the storage transaction

CODE	LEGEND	DEFINITION
R	Infloat Document Control Error	Erroneous data posted to the property accountability record because infloat documents were not considered or were not available
S	Erroneous Count	Materiel incorrectly counted
T	Erroneous Adjustment Posted	Prior action to adjust the property accountability record was taken in error
U	Catalog Change Not Posted	Transaction resulted in erroneous update of the property accountability record because the property accountability record was not updated by catalog change transaction
V	Erroneous Catalog Change Posted	Erroneous data posted to property accountability record due to error in catalog change record due to error in catalog change transaction (e.g., wrong unit of issue to or from, etc.)
W	Bin Tag/Locator Label Error	Bin tag/locator label missing, incomplete, or reflected erroneous data for assets in storage location
X	Theft	Inventory adjustment attributed to probable theft
Y	No Conclusive Findings	Cause for the inventory discrepancy could not be determined
Z	Not Assigned	Reserved for future DoD assignment
0-9	Not Assigned	Reserved for future DoD assignment

AP2.15.2.3. Third Position. The third character may be assigned by each Component to internally amplify the error classification. Numeric and alphabetic code assignments in this position will be controlled by each individual Component for their internal use.

APPENDIX 2.16

INVENTORY ADJUSTMENT - ACCOUNTING ERROR CLASSIFICATION CODES

NUMBER OF CHARACTERS:	Three
TYPE OF CODE:	Alpha/Numeric
EXPLANATION:	Provides processing activities a means of mechanically identifying the causes for errors which resulted in potential/actual inventory adjustment (accounting error) transactions,[1] and the processing operations in which they occurred
DLSS RECORD POSITIONS:	rp 63-65 of Inventory Adjustment (Accounting Error) transaction (DI Code D8B/D9B)
DLMS SEGMENT/QUALIFIER:	DLMS 947I LQ segment, LQ01 qualifier 'ACC' used with W19 segment, W1901 Quantity or Status Adjustment Reason Code 'AB-Accounting Error'

AP2.16.1 PURPOSE

AP2.16.1.1 The physical inventory program error classification codes for accounting error inventory adjustments (Document Identifier Code (DIC) D8B/B9B) provide a standard means for DoD Components to classify the causes of actual/potential accounting error inventory adjustments for subsequent analysis, evaluation, and corrective action.

AP2.16.1.2 The error classification code is a required entry on MILSTRAP documentation for use in preparing reports and for providing evaluation data to higher authority in standard error classification categories.

AP2.16.2 CODE STRUCTURE

AP2.16.2.1 First Position. The first character shall be numeric or alphabetic and shall identify the type of transaction during which the error occurred. Code assignment for the first character is controlled by DoD and may not be assigned by the DoD Components. The following operation codes are assigned as the first character in the error classification code:

[1] The owner/manager may use the Inventory Adjustment –Accounting Error Classification Codes in rp 63-65 in DIC D8B/D9B Inventory Adjustment Transactions (Accounting Errors) pending the establishment of single shared asset balances (see chapter 7).

CODE	OPERATION	CODE	OPERATION
0	Not assigned; reserved for future assignment by DoD	6	Condition Code Transfer (DAC)
1	Receipt (D4_/D6_)	7	Not Assigned
2	Issue (D7_/A5_)	8	Other
3	Physical Inventory (D8A/D9A)	9	Not assigned; reserved for future assignment by DoD
4	Cataloging Changes	A-Z	Not assigned; reserved for future assignment by DoD
5	Logistics Reassignments		

AP2.16.2.2 Second Position. The second character is alphabetic or numeric and identifies the type of error which occurred. Code assignment for the second character is controlled by DoD and may not be assigned by the DoD Components. The following type of error codes are assigned as the second character in the error classification code:

CODE	LEGEND	DEFINITION
A	System/Program Error	Total item property record (TIPR) was not correctly updated by a valid transaction because system failed or program contained a logic error
B	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
C	Source Transaction Error	Error in the source transaction national stock number (NSN), quantity, unit of issue, condition, type of pack, lot number, ownership/ purpose, and/or location (routing identifier) caused erroneous update of TIPR
D	Data Entry Error	Input transaction did not match source transaction NSN, quantity, unit of issue, condition, type of pack, lot number, ownership/purpose, and/or location (routing identifier) and caused erroneous update of the TIPR
E	Rejected Document Not Posted	Transaction was rejected during processing and was not reinput to update the TIPR
F	Duplicate Document Posted	Same transaction updated the TIPR more than once
G	Reversal Document Not Posted	TIPR was not updated by a reversal transaction processed and transmitted by the storage activity.
H	Erroneous Reversal Posted	Prior action to reverse a transaction which updated the TIPR was taken in error
I	Not Assigned	

CODE	LEGEND	DEFINITION
J	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
K	Duplicate Physical Processing	Transaction updated the TIPR once but inventory accounting adjustment processed more than once
L	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
M	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
N	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
O	Not Assigned	
P	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
Q	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
R	Infloat Transaction Control Error	Erroneous adjustment posted to the TIPR because infloat transactions were not considered or were not available
S	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
T	Erroneous Inventory Adjustment (Accounting Error) Posted	Prior action to adjust the TIPR was taken in error
U	Catalog Change Not Posted	Transaction resulted in erroneous update of the TIPR because the inventory accounting record was not updated by catalog change transaction
V	Erroneous Catalog Change Posted	Erroneous data posted to TIPR due to error in catalog change record due to error in catalog change transaction (e.g., wrong unit of issue to or from, etc.)
W	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
X	Not Assigned	Not assigned for Inventory Adjustment (Accounting Error)
Y	No Conclusive Findings	Cause for the inventory adjustment (accounting error) could not be determined
Z	Not Assigned	Reserved for future DoD assignment
0-9	Not Assigned	Reserved for future DoD assignment

AP2.16.2.3 Third Position. The third character may be assigned by each Component to internally amplify the error classification. Numeric and alphabetic code assignments in this position shall be controlled by each individual Component for their internal use.

AP2.17. APPENDIX 2.17

RECEIPT ACKNOWLEDGEMENT DISCREPANCY/INFORMATION INDICATOR CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alphabetic
EXPLANATION:	A one-digit code. Reporting activities use these codes in the Material Receipt Acknowledgement (MRA) transaction to indicate when a supply or transportation discrepancy or product quality deficiency affects the receipt posting and/or MRA process. Reporting activities also use to provide MRA information. MRA is DLMS 527R with Transaction Type Code TH (legacy DIC DRA/DRB). DLA Disposition Services may use Receipt Acknowledgement Discrepancy/Information Indicator Codes A, D, E, and F with the Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction when acknowledging receipt of a discrepant/ deficient shipment. TRA is DLMS 527R with Transaction Type Code CJ. TRA is a DLMS enhancement with no legacy DIC. Refer to ADC 1111. Army may use select codes with intra-Army Receipt (Other than Procurement Instrument Source) transactions (DLMS 527R with Transaction Type Code D4 (legacy DIC D6_))
LEGACY MILSTRAP DOCUMENT IDENTIFIER CODE (DIC):	DRA, DRB, D6_ (Intra-Army only)
LEGACY RECORD POSITION (rp.):	63 of MRA (DIC DRA/DRB) 80 (intra-Army use only) of Other Than Procurement Instrument Source Receipts (DIC D6_).
DLMS IMPLEMENTATION CONVENTION (IC):	527R
DLMS SEGMENT/QUALIFIER:	LQ Segment, 2/LQ01/130 Qualifier “EI – Discrepancy Indicator Code”

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

CODE	DEFINITION
A	SDR being submitted. (Excludes shortage and partial or total nonreceipt.)
B	No record of requisition. Use in MRA reply to follow-up if there is no record of the requisition and the materiel has not been received.
C	Reserved for future DoD assignment.
D	Transportation discrepancy report being submitted. (Excludes shortage and partial or total nonreceipt.)
E	Product quality deficiency report being submitted.
F	Shortage or partial or total nonreceipt. When used with MRA transaction, the quantity not received is entered. When used with TRA transaction, the quantity received is entered.
G	Nonreceipt due to extended transit time. Use in MRA reply to follow-up, if more time is needed to pick up the materiel. Only for use by Navy ships and only when materiel is being held at a Navy Local Logistics Support Center or Materiel Processing Center.[1]
H	Materiel still in transit[2]
I-L	Reserved for future DoD assignment.
M-T	See below
U	Reserved for future DoD assignment.
V	MRA is based on a systemic virtual receipt. MRA is generated from virtual receipt transaction which the Navy industrial site (Navy Shipyard/Fleet Readiness Center) created from a Supply Status transaction (DLMS 870S) with Status Code 'PD'. Authorized for Navy and DLA use in MRA under Supply, Storage and Distribution/Inventory Management and Stock Positioning (SS&D/IMSP). Refer to ADC 372.
W	Reserved for future DoD assignment.
X	Discrepant receipt, other than shortage and partial or total nonreceipt, which does not meet qualifying criteria for discrepancy report submission.
Y-Z	Reserved for future DoD assignment.

[1] Refer to ADC 474. As required by DODM 4140.01, the DoD Components must provide implementation status for this approved change. Navy expected implementation by 2020/21. DLA EBS implemented indicator G in October 2017.
[2] Refer to ADC 1114.

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

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

AP 2.18. APPENDIX 2.18
TYPE INSPECTION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Type Inspection Code is used with either MILSTRAP legacy Document Identifier Code (DIC) DLX (Logistics Reassignment Technical and Quality Data and corresponding DLMS 536L; or with DLMS 842C/I (Stock Screening Request) and 842S/Q (Storage Quality Control Report (SQCR))

RECORD POSITION: 48

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Qualifier EZ

Type inspection codes used with MILSTRAP DIC DLX and corresponding DLMS 536L:

CODE	EXPLANATION
1	Contractor.
2	Standard source inspection.
3	Inspection in accordance with ANSI/ASQC Q9000-1-1994, “Quality Management and Quality Assurance Standards-Guidelines and Selections for Use” (formerly MIL-I-45208A, “Military Specification Inspection System Requirements”).
4	Inspection in accordance with ANSI/ASQC Q9000-1-1994, “Quality Management and Quality Assurance Standards-Guidelines and Selections for Use” (formerly MIL-Q-9858A, “Military Specification Quality Program Requirements”).

AP 2.18.2. Type inspection codes used with DLMS 842S/Q SQCR and 842C/I Stock Screening Request:[1]

CODE	DEFINITION	USAGE
C	Visual Inspection	Monthly care of supplies in storage (COSIS) inspections. Applicable to SQCRs only; not used on Stock Screening Requests.
F	Safety of Flight (SOF) Inspection	Special inspection of SOF materiel or Aviation Safety Action Message (ASAM).
P	Special Inspection at Single Location	Specific to one storage location (e.g., take picture of materiel at specific location).
Q	Quality-Related Inspection	Inspection applicable to suspected quality problem, e.g., subsequent to receipt of PQDR or SDR.
R	Reimbursable Special Inspection	For materiel stored at DLA distribution centers, request is transmitted to all DSS sites.
S	Shelf-life Inspection	Monthly cyclic inspections for shelf life items. Applicable to SQCRs only; not used on Stock Screening Requests.
U	Safety of Use (SOU) Inspection	Special inspection of SOU materiel.
X	Critical Safety Item (CSI) Inspection	Special inspection of CSI materiel.
Z	Suspect Counterfeit Inspection	Applicable to suspected counterfeit material/unauthorized product substitution (CMUPS).

[1] Refer to ADC 240 and ADC 1045. Pending implementation of ADC 1045, targeted for first quarter FY 2017, the following codes will remain available:
A Aviation Safety Action Message (ASAM)
O Outbound Shipment
T Stock Readiness

AP2.19. APPENDIX 2.19

REVIEW PERIOD INDICATOR CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: A code identifying the review period relative to the effective transfer date (ETD).

RECORD POSITION: 7

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EV – Review Period Indicator Code"

CODE	EXPLANATION
1	ETD minus 120 days review period.
2	ETD minus 30 days review period.
3	ETD plus 90 days review period.
4	ETD plus 270 days review period.

AP2.20. APPENDIX 2.20

RESERVED

AP2.21. APPENDIX 2.21

RESERVED

AP2.22. APPENDIX 2.22

TYPE DUE-IN INDICATOR

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: A code identifying the type of due-in.

RECORD POSITION: 49 and 67

DLMS SEGMENT/QUALIFIER: LQ Segment, LQ01 Data Element ID 1270 Qualifier "EH – Type Due-In Indicator"

CODE	EXPLANATION
1	Purchase request.
2	Contract.
3	Other.

AP2.23. APPENDIX 2.23

TYPE LOCATION RECONCILIATION REQUEST [1]

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Numeric
EXPLANATION:	Used to identify the type of location reconciliation request
RECORD POSITION:	7
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Data Element ID 1270 Qualifier "FH – Type Location Reconciliation Request"

CODE	EXPLANATION
1	End-of-day processing
2	Annual location reconciliation request

[1]The end-of-day processing and location reconciliation process will not be required with the establishment of single shared asset balances (see Volume 2, Chapter 6).

AP2.24. APPENDIX 2.24

OTHER CODES

NUMBER OF CHARACTERS: Variable

TYPE OF CODE: Variable

EXPLANATION: This appendix provides the source, and other information, for codes used or referred to in this manual which are prescribed by other DoD publications and which are not republished in this manual.

References in this Appendix are linked to the authoritative sources from the Enterprise Business Standards Office Website pages, unless otherwise specified, for the following publication categories at:

DoD Directives:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/directives/

DoD Instructions:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/instructions

DoD Manuals/Regulations etc.:
http://www.dla.mil/HQ/InformationOperations/DLMS/elibrary/manuals/regulations/

DoD Component Joint:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/joint

Military Standards:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/milstds

Non-DoD:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/nondod

DoD Component Regulations/Manuals etc.
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/other

CODE	AUTHORITATIVE SOURCE
Acquisition Method	DoD 4100.39-M, FLIS, Volume 10 Table 71
Acquisition Method Suffix	DoD 4100.39-M, FLIS, Volume 10 Table 71
Advice	DLM 4000.25, Volume 2, , Appendix AP7.15

CODE	AUTHORITATIVE SOURCE
Call/Order Serial Number	DFARS[1]
Commercial and Government	Cataloging Handbook H4/H8 Entity Commercial and Government Entity (CAGE) Code
Contract Line-Item Number	DFARS[1]
Controlled Inventory Item	DoD 4100.39-M, FLIS, Volume 10, Table 61.
Criticality Designator	DoD 4000.25-5-M, MILSCAP, Appendix A9.
Data Universal Numbering System	FAR, section 52.204-6.
Delivery Date (Standard/Required)	DLM 4000.25, Volume 2, Appendix AP7.14.
Demand	DLM 4000.25, Volume 2, Appendix AP7.8.
Distribution	DLM 4000.25, Volume 2, Appendix AP7.12.
Document Number	DLM 4000.25, Volume 2, Appendix AP7.7.
DoD Activity Address	DLM 4000.25, DLMS, Volume 6, Chapter 2.
Essentiality	DoD 4140.26-M, Defense Integrated Materiel Management Manual for Consumable Items.
Fund	DLM 4000.25, Volume 4
Media and Status	DLM 4000.25, Volume 2, Appendix AP7.4.
National Stock Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Normal Source of Procurement	DoD 4100.39-M, FLIS, Volume 10, Table 138.
Part Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Priority Designator	DLM 4000.25, M Volume 2, Appendix AP7.14.
Procurement Instrument Identification (PIID)	FAR or DFARS[2]
Project	DLM 4000.25, Volume 2, Appendix AP7.13.
Production Equipment	DoD 4100.39-M, FLIS
Routing Identifier	DLM 4000.25, Volume 2, Appendix AP7.3.
Signal	DLM 4000.25, Volume 2, Appendix AP7.10.

[1] Defense Federal Acquisition Regulations (DFAR) applies for structure of contract data entries assigned/prescribed by DoD inventory control points (ICP)/integrated materiel managers (IMM). Federal Acquisition Regulation (FAR) applies for structure of contract data entries assigned/prescribed by non-DoD IMMs.
[2] Ibid.

CODE	AUTHORITATIVE SOURCE
Status	DLM 4000.25, Volume 2, Appendix AP7.16.
Stock Number	DLM 4000.25, Volume 2, Appendix AP7.5.
Subsistence Type of Pack	DLM 4000.25, Volume 2, Appendix AP7.20.
Suffix	DLM 4000.25, Volume 2, Appendix AP7.8.
Supplementary Address	DLM 4000.25, Volume 2, Appendix AP7.9.
Type of Business	DFARS, 253.204-71 (*f*),section D.
Type of Contract	DFARS, 253.204-70 (c)(4)(v)(C)
Unit of Issue	DoD 4100.39-M, FLIS, Volume 10, Table 53
Vendor Shipment Number	FAR or DFARS[3]

[3] Ibid

AP3. APPENDIX 3

FORMATS INDEX

APPENDIX	Document Identifier Code(s)	TITLE
AP3		Index
AP3		Introduction
AP3.1	D4_	Materiel Receipt - Procurement Instrument Source
AP3.2	D6_	Materiel Receipt - Other Than Procurement Instrument Source
AP3.3	D7_	Issue
AP3.4	D8_, D9_	Inventory Adjustment - Increase or Decrease
AP3.5	D8E, D8F, D9E, D9F	Inventory Adjustment - Increase or Decrease (Logistics Transfer/ Capitalization/Decapitalization)
AP3.6	D8S, D9S	Inventory Adjustment - Increase or Decrease (Ownership Transfer)
AP3.7	DA1, DA2	Single Managed Conventional Ammunition Freeze/ Unfreeze Action
AP3.8	DAC, DAD	Inventory Adjustment - Dual (Condition/Purpose Transfer)
AP3.9	DAS	Inventory Adjustment - Dual (Ownership Transfer)
AP3.10	DD_	Due-In - Procurement Instrument Source
AP3.11	DEE, DEF	Logistics Transfer/Decapitalization
AP3.12	DF_	Due-In - Other Than Procurement Instrument Source
AP3.13	DG_	Backorder
AP3.14	DHA	Demand
AP3.15	DJA	Physical Inventory Request
AP3.16	DLA	Logistics Transfer/Decapitalization Follow-up
AP3.17	DLB	Reply To Logistics Transfer/Decapitalization Follow-up
AP3.18	DLC	Logistics Reassignment Delinquent Due-In Follow-Up
AP3.19	DLD	Logistics Reassignment Delinquent Due-In Response
AP3.20	DLE	Logistics Reassignment Due-In Reconciliation Request
AP3.21	DLF	Logistics Reassignment Due-In Reconciliation Response
AP3.22	DLS	Logistics Reassignment General Management Data
AP3.23	DLT	Logistics Reassignment Backorder and Demand Data
AP3.24	DLU	Logistics Reassignment On-Hand Asset Data

APPENDIX	Document Identifier Code(s)	TITLE
AP3.25	DLV	Logistics Reassignment Due-In Asset Data
AP3.26	DLW	Logistics Reassignment Contract History Data
AP3.27	DLX	Logistics Reassignment Technical and Quality Data
AP3.28	DM_	War Materiel Requirements Data
AP3.29	DRA, DRB	Materiel Receipt Acknowledgment
AP3.30	DRF	Follow-Up For Delinquent Materiel Receipt Acknowledgment
AP3.31	DSA	Small Arms Multi-Field Corrections
AP3.32	DSB	Small Arms Mass Stock Number Change
AP3.33	DSC	Small Arms Correction
AP3.34	DSD	Small Arms Receipt/Shipment Follow-Up
AP3.35	DSF	Small Arms Reconciliation/Reject Follow-Up
AP3.36	DSM	Weapon Serial Number Control
AP3.37	DSR	Small Arms Reconciliation/Reject
AP3.38	DU_	Pre-Positioned Materiel Receipt - Procurement Instrument Source
AP3.39	DW_	Pre-Positioned Materiel Receipt - Other Than Procurement Instrument Source
AP3.40	DXA	Materiel Receipt Follow-Up - Procurement Instrument Source
AP3.41	DXB	Materiel Receipt Follow-Up - Other Than Procurement Instrument Source
AP3.42	DXC	Reply To Materiel Receipt Follow-Up - Procurement Instrument Source
AP3.43	DXD	Reply To Materiel Receipt Follow-Up - Other Than Procurement Instrument Source
AP3.44	DYA, DYB, DYL, DYM	Special Program Requirement Request
AP3.45	DYC	Special Program Requirement Cancellation
AP3.46	DYD	Special Program Requirement Modifier
AP3.47	DYG	Special Program Requirement Substitute Item Acceptance
AP3.48	DYH	Special Program Requirement Substitute Item Rejection
AP3.49	DYJ	Special Program Requirement Follow-Up
AP3.50	DYK	Special Program Requirement Status
AP3.51	DZ9	Status Notification Transaction

APPENDIX	Document Identifier Code(s)	TITLE
AP3.52	DZA	Asset Status
AP3.53	DZB	Storage Item Data Correction/Change
AP3.54	DZC	Logistics Reassignment Storage Information
AP3.55	DZD	Logistics Reassignment Storage Information Reply
AP3.56	DZE	Asset Status Reporting Request
AP3.57	DZF	Asset Status Reporting (Base, Post, Camp, and Station Level Use)
AP3.58	DZG	Transaction Reject
AP3.59	DZH	Location Reconciliation Request
AP3.60	DZJ	Transaction History Request
AP3.61	DZK	Transaction History Transmittal
AP3.62	DZM	End of Day Transaction Count
AP3.63	DZN	Location Reconciliation Notification
AP3.64	DZP	Location Reconciliation History Notification

AP3. APPENDIX 3

FORMATS INTRODUCTION

AP3.1. General. The AP3 series appendices prescribe the alignment and data entries for the MILSTRAP formats.

AP3.2. Formats. MILSTRAP formats are described in Appendices AP3.1 through AP3.64.

AP3.3. Special Explanation/Instruction. To prevent repeating lengthy and repetitious footnotes, explanations, and instructions, the following are provided for reference purposes and shall be referred to in the applicable formats:

AP3.3.1. For ammunition and ammunition related items in Federal supply group 13, and Federal supply classes 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140, quantities exceeding 99,999 may be expressed in thousands by placing an M in record position 29. For example: A quantity of 1,950,000 would be expressed as 1950M (1950 in record positions 25-28 and an M in record position 29). Quantities not evenly divisible by thousands shall require two transactions. The first transaction shall reflect the rounded thousands using the M modifier and the second transaction shall reflect the residual quantity: For example: A quantity of 100,001, the first document shall reflect a quantity of 0100M and the second document shall reflect a quantity of 00001.

AP3.3.2. When reversal or cancellation of the original transaction is required, enter a reversal indicator in record position 25. Chapter 9 provides a list of the MILSTRAP transactions that are authorized for reversal.

AP3.3.2.1. Reversal Indicator. In punched-card transactions, the reversal indicator was an eleven-zone over punch of the quantity digit in record position 25 of the quantity to be reversed. In non punched-card MILSTRAP 80 record position transactions, the reversal indicator is the Extended Binary Coded Decimal Interchange Code (EBCDIC) or American Standard Code for Information Interchange equivalent of the punched-card entry, which is also entered in record position 25 of the reversal quantity for the 80 record position MILSTRAP transactions. (NOTE: A transaction reversal for Defense Logistics Management System (DLMS) transactions is accomplished with a negative sign in front of the quantity. Therefore, the MILSTRAP legacy 80 record position transaction reversal indicator as described below does not apply in DLMS transactions. The EBCDIC reversal indicators are a minus sign for a blank entry, a } (closing brace) for an entry of zero, or an alphabetic J through R for an entry of 1 through 9 respectively. Since significant digits are to be preceded by zeros, the blank and minus sign indicators in record position 25 are actually invalid entries and are mentioned only to cover all possibilities. The punched card and EBCDIC reversal indicators are as follows:

QUANTITY ENTRY	RECORD POSITION 25 PUNCHED-CARD TRANSACTION ENTRY	RECORD POSITION 25 EBCDIC REVERSAL	EBCDIC REVERSAL QUANTITY ENTRY
1	11-zone and blank	- (MINUS)	- 1
00001	11-zone and 0 (zero)	}	}0001
10001	11-zone and 1	J	J0001
20001	11-zone and 2	K	K0001
39999	11-zone and 3	L	L9999
42180	11-zone and 4	M	M2180
57832	11-zone and 5	N	N7832
60000	11-zone and 6	O	O0000
78364	11-zone and 7	P	P8364
80000	11-zone and 8	Q	Q0000
99999	11-zone and 9	R	R9999

AP3.3.2.2. For ammunition, an M-modifier may be entered in record position 29 of the quantity field to denote thousands. In such cases, the quantity and reversal indicators would appear as shown in the following example for a reversal quantity of 800000:

QUANTITY ENTRY	RECORD POSITION 25 PUNCHED-CARD TRANSACTION ENTRY	RECORD POSITION 25 EBCDIC REVERSAL CHARACTER	EBCDIC REVERSAL QUANTITY ENTRY
0800M	11-zone and 0 (zero)	}	}800M

AP3.3.3. When all data elements, other than quantity, are identical and the quantity due-in or being adjusted exceeds 99,999 or 9999M (M-Modifier thousands - and residual quantities are for ammunition); or when all data elements are the same, except the condition of materiel, for materiel being received or being adjusted; assign consecutive suffix codes in record position 44 beginning with alpha code A in the initial transaction; otherwise, leave blank.

AP3.3.4. Date Indicator is a three-position field used to identify the year and month (e.g., 305 is year 2003, month of May). Date indicators refer to the last day of the month unless otherwise noted in the transaction. The Date Indicators in special program requirement (SPR) transactions refer to the first day of the month as noted in the formats.

AP3.3.5. Exception Rule Available for Communicating Larger Quantities in Identified Transactions. For ammunition and ammunition related items in FSG 13, and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140, exception rule for ammunition and ammunition related items: By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities in identified transactions. This rule is only applicable when the initiating system is DLMS compliant (and supports larger quantities), and the receiving system is using legacy MILSTRAP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration using the qualifier "M" in rp 29 to represent thousands, per AP3.3.1. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions). Refer to ADC 441, Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

AP3.4. General Guidance for Quantity, Day, and Date Entries

AP3.4.1. Quantity. Unless otherwise stated in the format explanation and instructions, quantity fields must be completely filled. If the quantity being entered does not fill the prescribed number of positions, right justify the entry and precede the significant digits with zeroes. For instance, a quantity of 55 would be entered in record positions 25-29 as 00055.

AP3.4.2. Day. The term Julian day is not recognized for data element terminology. Accordingly, all instructions covering the entry of a 3-digit day refer to the ordinal day of the calendar year. For instance, 25 February shall be entered as 056 and 14 July would be entered as 195 or 196 in a leap year.

AP3.4.3. Date. Date entries of four positions, unless otherwise specified, consist of the last position of the calendar year and the 3-digit ordinal day of the calendar year. For instance, 25 February 2003 would be entered as 3056.

AP3.1. APPENDIX 3.1

MATERIEL RECEIPT - PROCUREMENT INSTRUMENT SOURCE

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

[1] See Appendix AP3 - Formats Introduction, AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, AP3.3.2.
[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[4] Ibid.

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

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

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

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

AP3.2. APPENDIX 3.2

MATERIEL RECEIPT – OTHER THAN PROCUREMENT INSTRUMENT SOURCE

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

[1] Navy uses rp 7 for Navy Materiel Turned Into Store (MTIS) indicator 'S'. The MTIS indicator identifies and allows completion of a receipt that was initiated through a unique MTIS Interface between DSS and Navy Uniform Automated Data Processing System (UADPS) II (U2). Navy use is documented in MILSTRAP for mapping purposes for conversion to DLMS in a mixed DLSS/DLMS environment. (Refer to ADC 246).
[2] See Appendix AP3 - Formats Introduction, AP3.3.1.
[3] See Appendix AP3 - Formats Introduction, AP3.3.2.
[4] See Appendix AP3 - Formats Introduction, AP3.3.3.

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

[5] For intra-Army use, rp 60-61 identifies the priority designator. (Refer to ADC 234.)
[6] For intra-Army use, rp 65-66 identifies the advice code. (Refer to ADC 234.)
[7] For intra-Air Force use, rp 60-65 identifies the Ship-From DoDAAC for use in Air Force retail receipts of shipments from Air Force retail activities. (Refer to ADC 1185.)
[8] Refer to ADC 218.
[9] On an intra-Army basis, Army sometimes uses D6X for their Direct Support/Reparable Exchange process by citing X in rp 73 with rp 74-75 blank. This is a temporary deviation from standard processing in place until implementation of Army Exchange Pricing (estimated to be April 2009). (Refer to ADC 267.)
[10] For Navy CAV-ORM DIC D6K, rp 76-78 identifies the Shipper RIC.
[11] For intra-Army use only, rp 80 identifies the discrepancy indicator code (see appendix 2.17). (Refer to ADC 272.)

AP3.3. APPENDIX 3.3

ISSUE

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

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

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

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

[3] For Navy, rp 77 identifies the "issue on request" code. Navy uses when a customer receives material without a material release order and DSS sends a D7_ (with an "I" in position 77) to Navy systems (e.g., Uniform Inventory Control Program (UICP)) to indicate that material has been issued. (See ADC 235)
[4] For Navy, rp 80 identifies the Issue Reversal Code B or S per legacy requirements. (See ADC 259.)
[5] Implementation staggered. Refer to ADC 1160.

AP3.4. APPENDIX 3.4

INVENTORY ADJUSTMENT – INCREASE OR DECREASE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the D8 or D9 series except D8E, D8F, D8S, D9E, D9F, and D9S.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter the appropriate type of physical inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter the quantity being adjusted, preceding significant digits with zeros. [1, 2]
Document Number	30-43	For reclassification of previously suspended returns, enter document number under which materiel was received; otherwise, enter appropriate document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Multiuse	45-51	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Fund	52-53	Enter appropriate fund code for intra-Component use. For inter-Component use, leave blank.

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

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

[3]See Appendix AP3 - Formats Introduction, AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56	Enter appropriate distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter appropriate project code if stocks are segregated and maintained by code reflected in the project field; otherwise, leave blank.
Multiuse	60-62	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Dual Use	63-65	
Error Classification	(63-64)	For DIC D8A and D9A, enter appropriate DoD assigned physical inventory error classification code from Appendix 2.15, otherwise, leave blank. For DIC D8B and D9B enter appropriate DoD assigned accounting error classification code from Appendix 2.16, otherwise, leave blank.
	(65)	For DIC D8A/D9A and D8B/D9B, enter Component assigned code amplifying the DoD error classification code; otherwise, leave blank.
or		
Multiuse	(63-65)	For intra-Component use with DIC other than D8A/D9A or D8B/D9B, enter data prescribed by Component. For inter-Component use except for DIC D8A/D9A or D8B/D9B, leave blank.
Multiuse	66	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership/Purpose	70	Enter appropriate ownership/purpose code, if applicable.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter supply condition code of inventory balance being affected.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day of Year	73-75	Enter the ordinal day of the calendar year on which the adjustment is processed by the initiating activity.
Multiuse	76-80	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.

AP3.5. APPENDIX 3.5

INVENTORY ADJUSTMENT – INCREASE OR DECREASE (LOGISTICS TRANSFER/ CAPITALIZATION/DECAPITALIZATION)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC D8E, D8F, D9E, or D9F, asappropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the inventory control point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity of the increase or decrease, preceding significant digits with zeros. [1,2]
Document Number	30-43	For DIC D8_ increase transactions, perpetuate document number from DIC DEE or DEF transactions. For DICD9_, decrease transactions, enter current document number of the losing ICP using a consecutive serial number for each different inventory control record balance.
Suffix	44	For DIC D8_ transactions, perpetuate code from DIC DEE or DEF transaction. For DIC D9_transactions, enter consecutive alpha codes A through Z when assignment of suffix codes is necessary. 3
Routing Identifier (Losing)	45-47	Enter RIC of the losing ICP.

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

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	48-53	Leave blank.
Distribution	54-56	Enter distribution code if inventory control records are maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if inventory control records are maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60-61	Leave blank.
Day of Year (Effective)	62-64	Enter original effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Ownership/Purpose	65	To be used by gaining ICP.
Supply Condition	66	To be used by gaining ICP.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of storage activity at which item is stored.
Ownership/Purpose	70	Enter ownership/purpose code of the inventory balance being affected.
Supply Condition	71	Enter supply condition code of the inventory balance being affected.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Blank	76-80	Leave blank.

AP3.6. APPENDIX 3.6

INVENTORY ADJUSTMENT – INCREASE OR DECREASE (OWNERSHIP TRANSFER)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC D8S or D9S, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity of the increase or decrease, preceding significant digits with zeros. [1] [2]
Document Number	30-43	Enter appropriate document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Blank	45-51	Leave blank.
Fund	51-53	For intra-Component use, enter appropriate code. For inter-Component use, leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.

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

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter project code if stocks are segregated and maintained by code reflected in the project field; otherwise, leave blank.
Blank	60-66	Leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership	70	Enter ownership code reflected by RIC in record positions 4-6.
Supply Condition	71	Enter supply condition code of the inventory balance being affected.
Management	72	Enter management code; otherwise, leave blank.
Day of Year	73-75	Enter ordinal day of the calendar year on which adjustment is processed to the Single Manager for Conventional Ammunition record.
Blank	76-80	Leave blank.

AP3.7. APPENDIX 3.7

SINGLE MANAGED CONVENTIONAL AMMUNITION FREEZE/UNFREEZE ACTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DA1 or DA2, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded, if applicable.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being frozen/unfrozen.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being frozen/unfrozen, preceding significant digits with zeros. [1] / [2]
Document Number	30-43	Enter or perpetuate the controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Blank	45-66	Leave blank.
Routing Identifier Code	67-69	Enter or perpetuate RIC of the (Storage Activity) storage activity where stock is positioned.
Ownership/Purpose	70	Enter ownership/purpose code, if applicable.
Supply Condition	71	Enter or perpetuate supply condition code of the inventory balance being frozen or unfrozen.

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

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Management	72	Enter or perpetuate management code; otherwise, leave blank.
Blank	73	Leave blank.
Date (Freeze/Unfreeze)	74-78	For DIC DA1, enter date freeze was lifted. For DIC DA2, enter date freeze was applied. Enter last two digits of the calendar year in record positions 72-73 and the ordinal day of the calendar year in record positions 74-76 (e.g. 02029 is January 29, 2002).
Blank	79-80	Leave blank.

AP3.8. APPENDIX 3.8

INVENTORY ADJUSTMENT – DUAL (CONDITION/PURPOSE TRANSFER)

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

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] For intra-DLA use only, if DAC is applicable to Supply Condition Code (SCC) L, enter the Procurement Instrument Identifier (PIID) in rp 30-42.
[4] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

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

[5] For intra-DLA use only, if DAC is applicable to SCC L, enter the intra-DLA Contract Line Item Number in rp 45-50.
[6] Ibid
[7] Cannot change ownership code with DIC DAC or DAD. Must use appropriate issue and receipt transactions to change ownership.

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

[8] Ibid.
[9] Air Force enters the existing numeric ownership code in rp 70 for the DAC transaction. Refer to ADC 1149.
[10] Refer to ADC 461

AP3.9. APPENDIX 3.9
INVENTORY ADJUSTMENT – DUAL (OWNERSHIP TRANSFER)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DAS.
Routing Identifier Code (TO)	4-6	Enter RIC of the storage activity to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being adjusted.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity being adjusted, preceding significant digits with zeros.[1] / [2]
Document Number	30-43	Enter document number under which the materiel originally was issued.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[3]
Routing Identifier Code (Losing)	45-47	Enter RIC of Service from which materiel is being transferred.
Multiuse	48-50	For intra-Service, enter data prescribed by the Service. For inter-Service use, leave blank.
Blank	51	Leave blank.
Fund	52-53	Enter fund code for intra-Service use. For inter-Service use, leave blank.

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

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60-64	Leave blank.
Ownership (TO)	65	Enter TO ownership code.
Supply Condition	66	Enter supply condition code.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership (FROM)	70	Enter FROM ownership code.
Supply Condition	71	Perpetuate the supply condition code entered in record position 66; otherwise leave blank.
Management	72	Enter management code; otherwise, leave blank.
Day of Year	73-75	Enter ordinal day of the calendar year on which the adjustment is processed to the Single Manager for Conventional Ammunition (SMCA) record.
Multiuse	76-80	For intra-Service use, enter data prescribed by the Service. For inter-Service use, leave blank.

AP3.10. APPENDIX 3.10

DUE-IN –PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DD series (third digit codes in this series correspond to the third digit codes provided in the D4 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item due-in.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter quantity due-in, preceding significant digits with zeros.[1 / 2]
Procurement Instrument Identifier (PIID) or Due-In Document Number	30-43	
Procurement Instrument Identifier (PIID)	(30-42)	Enter (or perpetuate) the PIID or the applicable 13-position call/order number (identified by F in the 9th position).[3]
Blank	(43)	Leave blank.
or		
Document Number	(30-43)	For intra-Component use only enter (or perpetuate) due-in document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[4]
Item Number	45-50	Enter the contract/exhibit line item number or subline item number as follows:
Contract/Exhibit	(45-48)	Contract Line Item Number:

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

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

[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Line Item Number		Enter the CLIN beginning in record position 48, preceding significant digits with zeros. Exhibit Line Item Number: Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46 through 48, beginning with record position 46, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in record position 50, if applicable; otherwise, zero fill.
Routing Identifier Code (FROM)	51-53	Enter DIC of the ICP transmitting this transaction for logistics reassignment due-in; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Unit Price	60-66	Enter unit price if prescribed by Component managing the item; otherwise, leave blank.
Routing Identifier Code (Storage Activity)	67-69	Enter DIC of the storage activity to which the item is due-in.
Ownership/Purpose	70	Enter ownership/purpose code of item due-in.
Multiuse	71-72	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.[5]
Date Indicator (Estimated Delivery)	73-75	Enter last digit of the calendar year and 2-digit month signifying estimated delivery date; e.g., 207 is 2002, month of July.[6]

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

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

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

AP3.11. APPENDIX 3.11

LOGISTICS TRANSFER/DECAPITALIZATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DEE or DEF, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being transferred.
Unit of Issue	23-24	Enter UI of item.
Quantity (Transfer/ Decapitalization)	25-29	Enter quantity being transferred/ decapitalized, preceding significant digits with zeros.[1] [2]
Document Number	30-43	Enter current document number of the losing ICP using consecutive numbers for each different inventory record control balance.
Suffix	44	Enter consecutive suffix code (beginning with the letter A in the initial transaction) when quantity for inventory control record balance exceeds 99,999.
Routing Identifier Code (Losing)	45-47	Enter RIC of the losing ICP.
Blank	48-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Multiuse	57-61	For intra-Component use, enter data prescribed by Component. For inter-Component use, leave blank.
Day of Year (Effective)	62-64	Enter the effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Ownership/Purpose	65	To be used by gaining Inventory Control Point (ICP).
Supply Condition	66	To be used by gaining ICP.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity at which item is stored.
Ownership/Purpose	70	Enter appropriate ownership/purpose code of the balance being transferred/ decapitalized.
Supply Condition	71	Enter supply condition code of the balance being transferred/decapitalized.
Multiuse	72	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Blank	73	Leave blank.[3]
Unit Price	74-80	Enter unit price in effect for valuing the inventory. (For transfers within a Component, this field may be left blank.)

[3] For intra-DLA use only, enter the intra-DLA logistics reassignment price type indicator when applicable; otherwise leave blank. (See ADC 125.)

AP3.12. APPENDIX 3.12

DUE-IN-OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DF series (third digit codes in this series correspond to the third digit codes provided in the D6 series).
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item due-in.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter quantity due-in, preceding significant digits with zero.[1 / 2]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code, otherwise leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Multiuse	60-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.[3, 4, 5]

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

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Ownership/Purpose	70	Enter ownership/purpose code of item due-in.
Supply Condition	71	Enter supply condition code of the item due-in.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter last digit of calendar year and 2-digit month signifying estimated delivery date; e.g., 307 is 2003, month of July.[6]
Routing Identifier Code (FROM)	76-78	Enter RIC of the ICP transmitting this transaction for logistic reassignment due-in; otherwise, leave blank.
Blank	79-80	Leave blank.

[3] For intra-Army use, rp 60-61 identifies the priority designator. (See ADC 234.)
[4] For intra-Army use, rp 65-66 identifies the advice code. (See ADC 234.)
[5] Priority Designator is identified in Army Regulation (AR) for intra-Army use in rp 60-61.
[6] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.13. APPENDIX 3.13

BACKORDER

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

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

[2] See Appendix AP3 – formats introductions, paragraph AP3.3.2.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity against which the backorder is recorded.
Ownership/Purpose	70	Enter ownership/purpose code of item backordered.
Supply Condition	71	Enter supply condition code of the item backordered.
Management	72	Enter issue management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is processed.
Multiuse	76-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP3.14. APPENDIX 3.14

DEMAND

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

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

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

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity from which the item should have been shipped. (Leave blank on submission to ICP.)
Blank	70-71	Leave blank.
Management	72	Enter management code; otherwise, leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is processed.
Blank	76-80	Leave blank.

AP3.15. APPENDIX 3.15

PHYSICAL INVENTORY REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DJA.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter appropriate type of inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of item to be counted.
Unit of Issue	23-24	Enter UI of item.
Blank	25-34	Leave blank.
Date (Physical Inventory Infloat Control)	35-38	Enter the ordinal date established for initiating controls on all in-process transactions and materiels which could affect the outcome of the inventory.
Blank	39-43	Leave blank.
Multiuse	44-46	For inter-Component use, when agreed by the Components involved, enter the lot/segment number for controlling the inventory; otherwise, leave blank. For intra-Component use, enter the data prescribed by the Component.
Blank	47-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank or date (Physical Inventory Cutoff)	60 - 64	Leave blank, or for materiel owners with existing interface agreements with DLA enter Physical Inventory Cutoff Date.
Multiuse	65-66	For intra-Component transactions, enter the data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which this transaction is being forwarded.
Ownership/Purpose	70	Enter the ownership/purpose code if stocks are segregated and maintained by codes reflected in the ownership/purpose field; otherwise, leave blank.
Supply Condition	71	Enter the applicable supply condition code of the item to be counted when Type of Physical Inventory/Transaction History Code L, N, and P is entered in record position 7; otherwise, leave blank.
Management	72	Enter management code; otherwise, leave blank.
Blank	73-75	Leave blank.
Multiuse	76-78	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Dual Use	79-80	
Multiuse	(79-80)	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
or		
Subsistence Type of Pack	(79)	<u>For Subsistence Items Only</u>: Enter the applicable subsistence type of pack code (see MILSTRIP).
Blank	(80)	<u>For Subsistence Items Only</u>: Leave blank.

AP3.16. APPENDIX 3.16

LOGISTICS TRANSFER/DECAPITALIZATION FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier	1-3	Enter DIC DLA.
Routing Identifier Code (TO)	4-6	Enter RIC of the losing item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of transferred item for which asset data is being requested.
Unit of Issue	23-24	Enter UI of item.
Blank	25-29	Leave blank.
Document Number	30-43	Enter gaining item manager (GIM) assigned document number controlling this transaction.
Blank	44-61	Leave blank.
Day of Year (Effective)	62-64	Enter the original effective day (ordinal day of the calendar year) of the logistic transfer or decapitalization.
Blank	65-66	Leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the GIM preparing this transaction.
Blank	70-80	Leave blank.

AP3.17. APPENDIX 3.17

REPLY TO LOGISTICS TRANSFER/ DECAPITALIZATION FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLB.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager (GIM) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from follow-up transaction.
Unit of Issue	23-24	Enter UI of item.
Blank	25-29	Leave blank.
Document Number	30-43	Perpetuate from follow-up transaction.
Blank	44-64	Leave blank.
Asset Transfer	65-66	Enter appropriate code from appendix AP2.10.
Routing Identifier Code (FROM)	67-69	Enter RIC of the losing item manager (LIM) preparing this reply.
Blank	70-80	Leave blank.

AP.3.18. APPENDIX 3.18

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN FOLLOW-UP

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

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

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

AP3.19. APPENDIX 3.19

LOGISTICS REASSIGNMENT DELINQUENT DUE-IN RESPONSE

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

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

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

AP3.20. APPENDIX 3.20

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION REQUEST

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

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

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

AP3.21. APPENDIX 3.21

LOGISTICS REASSIGNMENT DUE-IN RECONCILIATION RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLF.
Routing Identifier Code (TO)	4-6	Enter RIC of the gaining item manager to which this transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-22	Enter NSN of the item.
Unit of Issue	23-24	Enter UI of item.
Quantity (Due-In)	25-29	Enter open quantity due-in, preceding significant digits with zeros.[1]
Various Fields	30-50	Perpetuate from the DIC DLE request. If no request received, perpetuate from DIC DD_ or DF_ due-in record.
Call/Order Number	51-54	Enter legacy four-position call/order number associated with the PIIN, if applicable; otherwise, leave blank.
Quantity (Received)	55-59	Enter DIC D4_ or D6_ quantity received. Zero fill if none received. Leave blank if data not available.
Blank	60-64	Leave blank.
Asset Transfer Status	65-66	Enter appropriate code from appendix AP2.10 of this manual.
Routing Identifier Code (Storage Activity)	67-69	Enter RIC of the storage activity to which the item is due-in.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code of the item due-in.

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

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

AP3.22. APPENDIX 3.22

LOGISTICS REASSIGNMENT GENERAL MANAGEMENT DATA

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLS.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Blank	21-23	Leave blank.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Unit Cube	32-38	Enter the actual maximum cube of unit pack in feet (rounded to three decimals); otherwise, leave blank.
Unit Weight	39-43	Enter maximum gross weight of unit pack in pounds (rounded to two decimals); otherwise, leave blank.
Date (Last Buy)	44-48	Enter date of last purchase request initiation (enter two-digit year in record positions 44-45 and three- digit ordinal day in record positions 46-48); otherwise, leave blank.
Date (Last Demand)	49-53	Enter date last demand was recorded (enter two-digit year in record positions 49-50 and three-digit ordinal day in record positions 51-53); otherwise, leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Production Lead-time (Days)	54-56	Enter number of production lead-time days; otherwise, leave blank.
Essentiality	57	Enter essentiality code; otherwise, leave blank.
Blank	58	Leave blank.
Requirement Contract Indicator	59	Enter Y (yes) if a current term/requirement type contract is available for placement of purchase orders for stock replenishment and/or direct delivery to requisitioners; otherwise, leave blank.
Date (Contract End)	60-64	Enter date current contract will end (enter two-digit year in record positions 60-61 and three-digit ordinal day in record positions 62-64); otherwise, leave blank.
Contract Extension Options	65	Enter 0 if contract cannot be extended beyond current end date. Enter 1, 2, 3, etc. for each year, if contract contains optional contract extension clauses; otherwise, leave blank.
Quantity (Total Onhand/Due-in Wholesale Assets)	66-75	Enter the sum of the onhand and due-in wholesale assets for this NSN as reflected in the sum of record 1, record positions 32-41, of DICs DLU and DLV respectively.
Blank	76-80	Leave blank.

AP3.23. APPENDIX 3.23

LOGISTICS REASSIGNMENT BACKORDER AND DEMAND DATA

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Quantity (OWRMRP)	32-40	Enter other war reserve materiel requirement, protectable quantity, otherwise, leave blank.
Quantity (Backorder)	41-49	Enter sum of quantities on backorder (excludes direct vendor deliveries); otherwise, leave blank.
Count (Number of Backorder Lines	50-54	Enter number of requisitions on backorder (excludes direct vendor deliveries); otherwise, leave blank.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Total Demand)	55-63	Enter sum of recurring and nonrecurring demand quantities (previous four quarters); otherwise, leave blank.
Total Demand Frequency Count	64-72	Enter total frequency of recurring and nonrecurring demands (previous four quarters); otherwise leave blank.
Quantity (Reorder Point Level)	73-80	Enter the computed reorder point quantity; otherwise, leave blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e., A03, A04, etc.) for each additional record. On the last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Quantity (1st Quarter Recurring Demand)	24-32	Enter total recurring demand quantity; otherwise leave blank.
1st Quarter Recurring Demand Count	33-37	Enter total recurring demand frequency; otherwise leave blank.
Quantity (1st Quarter Nonrecurring Demand)	38-46	Enter total nonrecurring demand quantity; otherwise leave blank.
1st Quarter Nonrecurring Demand Count	47-51	Enter total nonrecurring demand frequency; otherwise leave blank.
Blank	52	Leave blank.
Quantity (2d Quarter Recurring Demand)	53-61	Enter total recurring demand quantity; otherwise leave blank.
2d Quarter Recurring Demand Count	62-66	Enter total recurring demand frequency; otherwise leave blank.
Quantity (2d Quarter Nonrecurring Demand)	67-75	Enter total nonrecurring demand quantity; otherwise leave blank.
2d Quarter Nonrecurring Demand Count	76-80	Enter total nonrecurring demand frequency; otherwise leave blank.

RECORD 3

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter the next sequence number for this DIC and NSN. On the last record, enter Z and the appropriated two-positoin sequence number
Quantity (3d Quarter Recurring Demand)	24-32	Enter total recurring demand quantity; otherwise leave blank.
3d Quarter Recurring Demand Count	33-37	Enter total recurring demand frequency; otherwise leave blank.
Quantity (3d Quarter Nonrecurring Demand)	38-46	Enter total nonrecurring demand quantity; otherwise leave blank.
3d Quarter Nonrecurring Demand Count	47-51	Enter total nonrecurring demand frequency; otherwise leave blank.
Blank	52	Leave blank.
Quantity (4th Quarter Recurring Demand)	53-61	Enter total recurring demand quantity; otherwise leave blank.
4th Quarter Recurring Demand Count	62-66	Enter total recurring demand frequency; otherwise leave blank.
Quantity (4th Quarter Nonrecurring Demand)	67-75	Enter total nonrecurring demand quantity; otherwise leave blank.
4th Quarter Nonrecurring Demand Count	76-80	Enter total nonrecurring demand frequency; otherwise leave blank.

RECORD 4[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLT.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter the next sequence number for this DIC and NSN. On the last record, enter Z and the appropriate two position sequence number.
Provisioning Item	24	Enter y or N; otherwise, leave blank.
Date (Provisioning Item Requirement)	25-29	Enter date provisioning item is required; otherwise leave blank. Enter two-digit year in record positions 25-26 and three-digit ordinal day in record position 27-29.
Life of Type Buy	30	Enter Y or N; otherwise, leave blank.
Diminishing Manufacturing Source Item	31	Enter Y or N; otherwise leave blank.
Quantity (Procurement Cycle)	32-40	Enter procurement cycle quantity if available; otherwise, leave blank.
Quantity (Economic Order)	41-49	Enter economic order quantity if available; otherwise leave blank.
Quantity (Price Break; Life of Type Buy, and Minimum Buy	50-58	Enter total quantity of all buys for price buy; life of type buy; and minimum buy quantities; otherwise, leave blank.

[1] DLT Record 4 is optional and intended for use only by DoD Components which implemented Record 4 in their legacy systems in the 1990s. DLA, Air Force, and Navy are known to have implemented Record 4 in the 1990s. Any DoD Component that has not previously implemented DIC DLT record 4 should NOT revise their legacy systems to do so.

RECORD 4[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Numeric Stockage Objective and Insurance)	59-67	Enter total quantity of all buys from numeric stockage objective quantity and insurance quantity, only is not included in reorder point quantity computation; otherwise, leave blank.
Quantity (Funded Planned Requirement)	68-76	Enter funded planned requirement quantity not included in reorder point quantity computation; otherwise, leave blank.
Blank	78-80	Leave Blank.

AP3.24. APPENDIX 3.24

LOGISTICS REASSIGNMENT ON-HAND ASSET DATA[1]

RECORD 1

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLU.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager to which the transaction is being forwarded.
Review Period Indicator	7	Enter review period indicator 1 or 2 in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal day in record positions 29-31).
Quantity (Total Onhand Wholesale Assets)	32-41	Enter the total quantity of onhand wholesale assets (all locations); otherwise, leave blank.
Blank	42-46	Leave blank.
Quantity (Onhand Wholesale)	47-56	Enter onhand wholesale quantity; Wholesale) otherwise, leave blank.[2]

[1] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.
[2] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets

RECORD 1

FIELD LEGEND	RECORD POSITION	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Location)	57-59	Enter RIC of the storage location; otherwise, leave blank.[2]
Ownership/Purpose	60	Enter ownership/purpose code; otherwise, leave blank.[2]
Supply Condition	61	Enter supply condition code; otherwise, leave blank. [2]
Quantity (Onhand Wholesale)	62-71	Enter onhand wholesale quantity; otherwise, leave blank. [2]
Routing Identifier Code (Storage Location)	72-74	Enter RIC of the storage location; otherwise, leave blank. [2]
Ownership/Purpose	75	Enter ownership/purpose code; otherwise, leave blank. [2]
Supply Condition	76	Enter supply condition code; otherwise, leave blank.[2]
Blank	77-80	Leave blank.

reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLU.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e. A03, A04, etc.) for each additional record. On the last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Quantity (Onhand Wholesale)	32-41	Enter onhand wholesale quantity; otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	42-44	Enter RIC of the storage location; otherwise, leave blank.[3]
Ownership/Purpose	45	Enter ownership/purpose code; otherwise, leave blank.[3]
Supply Condition	46	Enter supply condition code; otherwise, leave blank.
Quantity (Onhand Wholesale)	47-56	Enter onhand wholesale quantity; otherwise, leave blank.
Routing Identifier Code (Storage Location)	57-59	Enter RIC of the storage location; otherwise, leave blank.

[3] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

Ownership/Purpose	60	Enter ownership/purpose code; otherwise, leave blank.
Supply Condition	61	Enter supply condition code; otherwise, leave blank.[4]
Quantity (Onhand	62-71	Enter onhand wholesale quantity; Wholesale) otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	72-74	Enter RIC of the storage location; otherwise, leave blank.[4]
Ownership/Purpose	75	Enter ownership/purpose code; otherwise, leave blank.[4]
Supply Condition	76	Enter supply condition code; otherwise, leave blank.[4]
Blank	77-80	Leave blank.

[4] The DIC DLU records convey the total onhand wholesale assets. The records provide the individual quantities, by ownership/purpose and supply condition, at each storage activity. The sum of all assets reported for individual locations are to equal the total quantity in record positions 32-41. When an individual quantity is entered, the routing identifier code, ownership/purpose code, and supply condition code for that quantity must be entered; otherwise all four fields are left blank.

AP3.25. APPENDIX 3.25

LOGISTICS REASSIGNMENT DUE-IN ASSET DATA[1]

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLV.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which this transaction is being forwarded.
Review Period	7	Enter review period indicator 1 or 2 in Indicator accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying the losing item mamanger preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. Enter two-digit year in record positions 27-28 and three digit ordinal date in record positions 29-31.
Quantity (Total Due-In Wholesale)	32-41	Enter the total due-in wholesale quantity; otherwise, leave blank.[1]
Blank	42-49	Leave blank.
Quantity (Due-In Wholesale)	50-58	Enter due-in wholesale quantity; otherwise, leave blank.[1]

[1] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (Storage Location)	59-61	Enter RIC of the storage location; otherwise, leave blank.[2]
Date (Due-In)	62-66	Enter due-in date; otherwise, leave blank.[2]
Type Due-In Indicator	67	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave blank.[2]
Blank	68-80	Leave blank.

[2] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLV.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the GIM to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	Enter A02 on this record and increment by one (i.e. A03, A04, etc.) for each additional record. On the last record, enter Z and appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Quantity (Due-In Wholesale)	32-40	Enter due-in wholesale quantity; otherwise, leave blank.[2]
Routing Identifier (Storage Location)	41-43	Enter RIC of the storage location; otherwise, leave blank.[2]
Date (Due-In)	44-48	Enter due-in date; otherwise, leave blank.[3]
Type Due-In Indicator	49	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave blank.[3]
Quantity (Due-In Wholesale)	50-58	Enter due-in wholesale quantity; otherwise, leave blank.[3]
Routing Identifier Code (Storage Location)	59-61	Enter RIC of the storage location; otherwise, leave blank.[3]
Date (Due-In)	62-66	Enter due-in date; otherwise, leave blank.[3]

[3] The DIC DLV records convey the total due-in wholesale assets. The records provide the individual quantities due-in at each storage activity by due-in date and due-in indicator. The sum of all the due-in quantities for the individual locations are to equal the total quantity in record 1, record positions 32-41. When an individual quantity is entered, the RI code, due-in date and due-in indicator for that quantity must be entered; otherwise all four fields are left blank.

RECORD 2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Type Due-In Indicator	67	Enter type due-in indicator in accordance with appendix AP2.22; otherwise, leave blank.[3]
Blank	68-80	Leave blank.

AP3.26. APPENDIX 3.26

LOGISTICS REASSIGNMENT CONTRACT HISTORY DATA[1]

RECORD 1

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

[1] Review periods subsequent to the ETD-120 days are to include updated information. If updated transactions have blank spaces, the blank spaces will not overlay any data in the file.
[2] If record position 24 is N, record positions 25-80 will be blank.

RECORD 1

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

[3] If record position 24 is N, record positions 25-80 will be blank.
[4] If record position 62 is U, N, C, or 9, zero fill record positions 52-61. If record position 62 is E or blank, enter contract unit price in record positions 52-61.

RECORD 2

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

RECORD 2

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

RECORD 3

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

RECORD 4

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

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

RECORD 4

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract Administration Services Component Identifier	59-64	Enter contract administration services code component's DoD activity address (see DoD 4140.59H); otherwise, leave blank. For GSA one position, right justify, zero fill. Enter L if locally administered.
Competitive Characteristics	65	Enter competitive characteristics code; otherwise leave blank. (This code is obsolete and is no longer published in DFARS. This code is temporarily published in MILSTRAP, appendix AP2.20, only for convenience in interpreting this field when data is entered in this transaction.)
Criticality Designator	66	Enter criticality designator code; otherwise, leave blank.
Acquisition Method	67	Enter acquisition method code at time of award; otherwise, leave blank.
Acquisition Method Suffix	68	Enter acquisition method suffix code at Suffix time of award; otherwise, leave blank.
Date (Shipped)	69-73	If active record and date is available, enter date of last shipment for this CLIN or zero fill if no shipment has been made. If purged record, enter contract physically completed date. For GSA enter last receipt date. (Enter two-digit year in record positions 69-70 and three-digit ordinal day in record positions 71-73.)

RECORD 4

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date (Original Contract Delivery)	74-78	Enter original contract delivery date Contract if available. Air Force will enter last delivery date when multiple deliveries per CLIN or contract subline item number. If original contract delivery date is not available, Army will enter contract physically completed date; Navy will enter date of last shipment or zeros if no date is available. (Enter two-digit year in record positions 74-75 and three-digit ordinal day in record positions 76-78.)
Type of Contract	79	Enter type of contract code; otherwise, leave blank.
Blank	80	Leave blank.

AP3.27. APPENDIX 3.27

LOGISTICS REASSIGNMENT TECHNICAL AND QUALITY DATA

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLX.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the gaining item manager (GIM) to which the transaction is being forwarded.
Review Period Indicator	7	Enter appropriate review period indicator in accordance with appendix AP2.19.
National Stock Number	8-20	Enter NSN of item being transferred.
Package Sequence Number	21-23	To sequence the records, enter A01 if more than one record is required for this DIC and NSN. Enter Z01 if only one record is required.
Routing Identifier Code (FROM)	24-26	Enter RIC identifying losing item manager preparing the transaction.
Date (Extracted)	27-31	Enter date data was extracted from files. (Enter two-digit year in record positions 27-28 and three-digit ordinal date in record positions 29-31).
Blank	32	Leave blank.
End Item National Stock Number, Name, Type, or Model Number	33-45	Enter the NSN, name, type, or model number for the end item application; otherwise leave blank. For items with multiple applications, enter data for most critical application, or enter the word various.
Critical Application Indicator	46	Enter Y (yes) if the item has a critical application as defined by DLAR 3200.1 et al. otherwise, enter N (no).

RECORD 1

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Place of Inspection	47	Enter 1 for Source Inspection. Enter 2 for Destination Inspection. Leave blank if place of inspection has not been established.
Type of Inspection Code	48	Enter the appropriate type of inspection code in accordance with appendix AP2.18. Leave blank if type of inspection has not been indicated or established.
First Article Test	49	Enter Y (yes) if first article testing is required. Enter N (no) if not required. Leave blank if first article testing requirements have not been indicated or determined.
Source, Maintenance, and Recoverability	50-54	Enter applicable source, maintenance, and recoverability code; otherwise leave blank.
Packaging Data Availability Indicator	55	Enter Y (yes) if specific preservation, packaging, packing, and marking data is available for the item. Enter N (no) if specific requirements have not been developed/specified.
Product Quality Deficiency Report History Indicator	56	Enter Y (yes) if reports on contractor performance are on file at the LIM. Enter N (no) if no reports are on file.
Purchase Description Indicator	57	Enter Y (yes) if a purchase description is being included on the following DLX record(s) for the NSN. Enter N (no) if a purchase description is not available.
Blank	58-80	Leave blank.

RECORD 2

RECORD

FIELD LEGEND	POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DLX.
Routing Identifier Code (TO)	4-6	Enter RIC of gaining item manager to which the transaction is being forwarded.
Blank	7	Leave blank.
National Stock Number	8-20	Enter NSN of the item being transferred
Package Sequence Number	21-23	Enter A02, and increment by one (i.e., A03, A04, etc.) for each additional record. On last record, enter Z and the appropriate two position sequence number. If only this record is required, enter Z02.
Blank	24-31	Leave blank.
Purchase Description	32-79	Enter clear text purchase description; otherwise, leave blank. Continue description on additional DIC DLX records using package sequence number to maintain correct sequence number to maintain correct sequence. Max of 30 records can be used.
Blank	80	Leave blank.

AP3.28. APPENDIX 3.28

WAR MATERIEL REQUIREMENTS DATA

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC in the DM series.
Routing Identifier Code (TO)	4-6	Enter RIC of the item manager to which this transaction is being forwarded.
Transaction Serial Number	7	Enter consecutive numeric serial number for each transaction within a DIC for this stock or part number (e.g., 1 for first DMA, 2 for second DMA, 1 for first DMB, etc.).[1]
Stock or Part Number	8-20	Enter stock or part number of item required.
Unit of Issue	21-22	Enter UI of item.
Quantities	23-70	a. For DICs DMA, DMB, and DMC, respectively, enter the monthly OWRMR quantity for recurring U.S. requirements, nonrecurring U.S. requirements, and nonrecurring Allies requirements. b. For DIC DMD, enter the forecasted monthly reparable return quantity. c. For DIC DME, enter the PWRMR in record positions 23-30 and the PWRMRP in record positions 31-38; leave record positions 39-70 blank.[1]
First Month	(23-30)	
Second Month	(31-38)	
Third Month	(39-46)	
Fourth Month	(47-54)	
Fifth Month	(55-62)	
Sixth Month	(63-70)	
Blank	71	Leave blank.
Total Number of Transactions	72-73	Enter the total number of WMR transactions submitted for all DICs for this stock or part number.
Routing Identifier Code (FROM)	74-76	Enter RIC of the activity from which this transaction is being submitted.

[1] Use additional transactions as required, entering the consecutive transaction serial number within each DIC, to accommodate submission of the number of months data specified by the Defense Guidance issued each year.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date (Transaction Preparation)	77-80	Enter the date (last digit of the calendar year and ordinal day of the calendar year) on which this transaction is prepared.

AP3.29. APPENDIX 3.29

MATERIEL RECEIPT ACKNOWLEDGEMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DRA when submitting materiel receipt acknowledgment (MRA). Enter DIC DRB when submitting a delinquent MRA in reply to followup.[1]
Routing Identifier Code (TO)	4-6	Enter the RIC of activity to receive this transaction.[2]
Multiuse Mode of Shipment or Service Use	7	For security assistance shipments, enter the applicable mode of shipment, if available; otherwise, leave blank. For U.S. forces shipments, enter data prescribed by the Component (e.g., code for controlling receipt of partial or split quantities).
Stock or Part Number	8-22	Enter stock number or part number of the item received.[3] For total or partial nonreceipt, duplicate form due-in record.
Unit of Issue	23-24	Enter UI of the item received. For total or partial nonreceipt, duplicate from due-in record.

[1] In reply to follow-up, when no record of the basic requisition document number exists, duplicate record positions 8-24 and record positions 30-51 from the DIC DRF Follow-up.

[2] Duplicate from the following in listed order of preference: record positions 4-6 of the DIC DRF, MRA follow-up or DIC AS_ Shipment Status; record positions 67-69 of the DD Form 1348-1 or DIC AE_ Supply Status; record positions 4-6 of the original requisition. For intra-DoD Component follow-up requirements, enter code prescribed as the DoD Component.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity	25-29	Enter total quantity received for the document number and suffix code entered in record positions 30-44. For total or partial nonreceipt, enter the missing quantity and enter Discrepancy Indicator Code F in record position 63.[4]
Document Number	30-43	Duplicate from receipt document. For total or partial nonreceipt, duplicate from due-in record.
Suffix	44	Enter suffix code, if any, from receipt documentation. For total or partial nonreceipt or missing documentation, duplicate from due-in record.
Supplementary Address	45-50	Duplicate from receipt document. For total or partial nonreceipt, duplicate from due-in record.
Signal	51	Duplicate from receipt document. For total or partial nonreceipt, duplicate form due-in record.
Blank	52-53	Leave blank.
Routing Identifier Code (TO)	54-56	When prescribed by Component, enter applicable RIC for:[5] a. Activity requiring MRA in addition to activity indicated in record positions 4-6. b. Management Control Activity requiring MRA in addition to Inventory Control Point (for Government Furnished Material shipments to contractors).
Project	57-59	Duplicate from receipt document. For total or partial nonreceipt, duplicate form due-in record.

[4] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.

[5] Defense Automatic Addressing System will edit and provide an MRA to the activity identified by a valid RIC in record position 54-56.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Day of Year (Posted to Record/Shipped)	60-62	Enter ordinal day of calendar year as follows: a. For U.S. forces, enter day receipt was posted to stock record/property account or equivalent. If record position 63 is F, enter day this transaction is prepared. b. For security assistance shipments, when mode is entered in record position 7 enter the day shipped; otherwise, enter day this transaction is prepared.
Discrepancy Indicator	63	Enter code from appendix AP2.17, when applicable; otherwise, leave blank.
Blank	64-66	Leave blank.
Service Use	67-69	Enter data prescribed by the Component.
Blank	70-72	Leave blank.
Service Use	73-80	Enter data prescribed by the Component.

AP3.30. APPENDIX 3.30

FOLLOW-UP FOR DELINQUENT MATERIEL RECEIPT ACKNOWLEDGEMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DRF.
Routing Identifier Code(From)	4-6	Enter RIC of activity preparing the transaction.[1]
Media and Status	7	Duplicate form the Materiel Release Confirmation (MRC) (DIC AR_) or DIC ASH Shipment Status.[2]
Stock or Part Number	8-22	Duplicate form the MRC or DIC ASH Shipment Status.[2]
Unit of Issue	23-24	Duplicate form the MRC or DIC ASH Shipment Status.[2]
Quantity	25-29	Enter quantity of the shipment which has not been acknowledged or reported as not received.[3]
Document Number	30-43	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Suffix	44	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Supplementary Address	45-50	Duplicate from the MRC or DIC ASH Shipment Status.[2]
Signal	51	Duplicate the original or modified requisition entry. [2]
Blank	52-53	Leave blank.
Distribution Code	54-56	Duplicate the requisition entry.
Day of Year (Date Shipped)	57-59	Duplicate form the MRC or DIC ASH Shipment Status.[4]

[1] For Intra-Component followup requirements, enter code prescribed by the Component.
[2] See DLMS Volume 2, Appendix 8 for transaction format.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1
[4] See footnote 2 on page AP3.30-1.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Shipment Unit Number	60-76 [5]	Duplicate from the MRC or DIC ASH Shipment Status. [4]
Mode of Shipment	77	Duplicate from the MRC or DIC ASH Shipment Status.[4]
Day of Year (Transaction)	78-80	Enter ordinal day of the calendar year this transaction is prepared.

[5] Based on November 1993 implementation of MILSTRIP AMCL 138; otherwise priority is entered in record positions 60-61.

AP3.31. APPENDIX 3.31

SMALL ARMS AND LIGHT WEAPONS MULTI-FIELD CORRECTIONS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSA
Routing Identifier Code (TO)	4-6	Enter the appropriate RIC as follows: Component — RIC Army — AGT Navy — P64 Air Force — FLZ DLA — S9D
Small Arms and Light Weapons Transaction	7	Enter Small Arms and Light Weapons Transaction Code K.
Stock or Part Number	8-22	Enter stock or part number, Management Control Number (MCN), or Local Control Number (LCN) on Component Registry.
Blank	23	Leave blank.
DoD Activity Address Code (Reporting Activity)	24-29	Enter DoDAAC of reporting activity. For U.S. Army only, use Unit Identification Code (UIC) if DoDAAC not assigned.
Blank	30	Leave blank.
Serial Number	31-41	Enter serial number on master file.
Corrected Stock Number	42-56	Enter new or corrected stock or part or Part number, MCN, or LCN, if applicable; otherwise, leave blank.
Blank	57	Leave blank.
Corrected DoD Activity Address Code (Accountable Activity)	58-63	Enter new or corrected DoDAAC/UIC of unit/activity or property book officer owning/ possessing weapon, if applicable; otherwise, leave blank.
Blank	64	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Corrected Serial Number	65-75	Enter new or corrected serial number, if applicable; otherwise, leave blank.
Dual Use	76-80	
Reject Error	(76-77)	For rejects, enter reject code from appendix AP2.13.
Transaction Date or	(78-80)	Rejected transactions will contain the last three digits of the ordinal date on the rejected document.
Transaction Date	(76-80)	Enter last two-digits of the calendar year in record positions 76-77 and ordinal day of the calendar year in record positions 78-80 when entering the transaction on the Component Registry.

AP3.32. APPENDIX 3.32

SMALL ARMS AND LIGHT WEAPONS MASS STOCK NUMBER CHANGE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSB
Routing Identifier Code (TO)	4-6	Enter the appropriate RIC as follows: Component — RIC Army — AGT Navy — P64 Air Force — FLZ DLA — S9D
Small Arms and Light Weapons Transaction	7	Enter Small Arms and Light Weapons Transaction Code H. (See AP2.12.)
Stock or Part Number (Recorded)	8-22	Enter stock or part number, Management Control Number (MCN), or Local Control Number (LCN) on Component Registry.
Stock or Part Number (New)	23-37	Enter new stock or part number, MCN, or LCN.
Date (Effective)	38-42	Enter last two-digits of the calendar year in record positions 38-39 and three-digit ordinal day for the calendar year in record positions 40-42 on which the change is effective.
Blank	43-50	Leave blank.
DoD Activity Address Code (Reporting Activity)	51-56	Enter DoDAAC of activity reporting mass stock number change.
DoD Activity Address Code (Accountable Activity)	57-62	Enter DoDAAC/Unit Identification Code of unit/activity or property book officer owning/possessing weapon.
Multiuse	63-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP3.33. APPENDIX 3.33

SMALL ARMS AND LIGHT WEAPONS CORRECTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSC.
Routing Identifier Code (TO)	4-6	Enter appropriate RIC for the activity to receive the corrected transaction
Small Arms and Light Weapons Transaction	7	Perpetuate from rejected transaction or enter corrected transaction code.
Stock or Part Number	8-22	Perpetuate from rejected transaction or enter corrected stock or part number, Management Control Number, or Local Control Number .
Reject Error	23-24	Perpetuate from rejected transaction.
Date (Reject)	25-29	Perpetuate from rejected transaction.
Document Number	30-43	Perpetuate from rejected transaction.
Suffix	44	Perpetuate from rejected transaction.
DoD Activity Address Code (Shipped To/Received From)	45-50	Perpetuate from rejected transaction or enter corrected DoDAAC.
DoD Activity Address Code (Reporting Activity)	51-56	Perpetuate from rejected transaction or enter corrected DoDAAC.
Serial Number	57-67	Perpetuate from rejected transaction or enter corrected weapon and light weapons serial number.
Blank	68	Leave blank.
DoD Activity Address Code (Accountable Activity)	69-74	Perpetuate from rejected transaction or enter corrected DoDAAC/Unit Identification Code of unit/activity or property book officer owning/possessing weapon.
Blank	75	Leave blank.
Date (Transaction)	76-80	Perpetuate from rejected transaction

AP3.34. APPENDIX 3.34

SMALL ARMS AND LIGHT WEAPONS RECEIPT/SHIPMENT FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSD.
Routing Identifier Code (TO)	4-6	Enter appropriate RIC of the activity to receive this transaction.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter National Stock Number, Management Control Number, or Local Control Number.
Multiuse	23-29	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Document Number	30-43	Enter (or perpetuate) appropriate document number.
Suffix	44	Enter (or perpetuate) suffix code if applicable; otherwise, leave blank.
DoD Activity Address Code (Shipped To/ Received From)	45-50	Enter DoDAAC of activity Shipped To/ Received From.
DoD Activity Address Code (Reporting Activity)	51-56	Enter reporting activity/manufacturer DoDAAC identification (for U.S. Army only, use Unit Identification Code (UIC) if DoDAAC not assigned.)
Serial Number	57-67	Enter serial number. Right justify and fill unused positions with zeros. If the serial number begins with a zero, also enter a 12-zone in the zero position which starts the serial number.
Blank	68	Blank
DoD Activity Address Code (Accountable Activity)	69-74	Enter DoDAAC/UIC of unit/activity or property book officer owning/possessing weapon.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	75	Leave blank.
Date (Shipped/Received)	76-80	Enter last two digits of the calendar year in record positions 76-77 and ordinal day of the calendar year in record positions 78-80. Follow-ups for receipt data will contain the date the weapon was shipped. Follow-ups for shipment data will contain the date the weapon was received.

AP3.35. APPENDIX 3.35

SMALL ARMS AND LIGHT WEAPONS RECONCILIATION/REJECT FOLLOW-UP

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

AP3.36. APPENDIX 3.36

SMALL ARMS AND LIGHT WEAPONS SERIAL NUMBER CONTROL

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSM.
Routing Identifier Code (TO)	4-6	Enter the appropriate RIC as follows: Component — RIC Army — AGT Navy — P64 Air Force — FLZ DLA — S9D
Small Arms and Light Weapons Transaction	7	Enter small arms and light weapons transaction code from appendix AP2.12.
Stock Number	8-22	Enter National Stock Number , Management Control Number , or Local Control Number .
Multiuse	23-29	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Document Number	30-43	Enter (or perpetuate) appropriate document number.
Suffix	44	Enter (or perpetuate) suffix code, if applicable; otherwise, leave blank.
DoD Activity Address Code (Shipped To/ Received From)	45-50	Use for shipment transaction codes F, N, S, and Z and receipt transaction code R.
DoD Activity Address Code (Reporting Activity)	51-56	Enter Reporting Activity/Manufacturer DoDAAC. For U.S. Army only, use Unit Identification Code (UIC) if DoDAAC not assigned.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Serial Number	57-67	Enter serial number. Right justify and fill unused positions with zeros. If the serial number begins with a zero, also enter a 12-zone in the zero position which starts the serial number.
Blank	68	Leave blank.
DoD Activity Address Code (Accountable Activity)	69-74	Enter DoDAAC/UIC of unit/activity or property book officer owning/possessing weapon.
Blank	75	Leave blank.
Date	76-80	Enter last two digits of calendar year in record positions 76-77 and ordinal day of the calendar year in record positions 78-80. For replies to follow-up for shipment data enter date shipped. For replies to follow-up for receipt data enter date received. When answering a DIC DSD follow-up for weapon(s) shipped but not received, leave blank.

AP3.37. APPENDIX 3.37

SMALL ARMS AND LIGHT WEAPONS RECONCILIATION/REJECT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DSR.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to receive this transaction.
Transaction	7	Enter Small Arms and Light Weapons Transaction Code E for reconciliation. For rejects, perpetuate from source document.
Stock Number	8-22	Enter National Stock Number , Management Control Number , or Local Control Number being reconciled. For rejects, perpetuate from source document.
Reject Error	23-24	Leave blank on reconciliation transaction. For rejects, enter appropriate small arms andl light weapons reject code from appendix Ap2.13.
Date (Reject)	25-29	Leave blank on reconciliation transaction. For rejects, enter date (last 2 digits of the calendar year and ordinal day of the calendar year) transaction is rejected.
Document Number	30-43	For reconciliation transaction, enter appropriate document number. For rejects, perpetuate from source document.
Suffix	44	Enter suffix code, if applicable, on reconciliation transaction. For rejects, perpetuate from source document.
DoD Activity Address Code (Shipped To/ Received From)	45-50	Leave blank on reconciliation transaction. For rejects, perpetuate from source document.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
DoD Activity Address Code (Reporting Activity)	51-56	For reconciliation transactions, enter reporting activity DoDAAC. For Army only, use Unit Identification Code (UIC) if DoDAAC not assigned. For rejects, perpetuate from source document.
Serial Number	57-67	Enter serial number being reconciled. For rejects, perpetuate from source document.
Blank	68	Leave blank.
DoD Activity Address Code (Accountable Activity)	69-74	Enter DoDAAC/UIC of unit/activity or property book officer owning/possessing weapon. For rejects, perpetuate from source document.
Blank	75	Leave blank.
Date (Transaction)	76-80	For reconciliation transactions, enter last two digits of the digits of the calendar year in record positions 76-77 and ordinal day of the calendar year in record positions 78-80. For rejects, perpetuate from source document.

AP3.38. APPENDIX 3.38

PRE-POSITIONED MATERIEL RECEIPT – PROCUREMENT INSTRUMENT SOURCE

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

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[4] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

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

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

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

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

AP3.39. APPENDIX 3.39

PRE-POSITIONED MATERIEL RECEIPT –OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITIONS	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter appropriate DIC from the DW series.
Routing Identifier Code (FROM)	4-6	Enter RIC of the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1/2]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Multiuse	60-66	For intra-DoD Component use, enter data prescribed by the DoD Component.[3, 4, 5]
Dual Use	65-66	

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.2.
[3] For intra-Navy use, rp 60-66 identifies the standard unit price. (See ADC 63.)
[4] For intra-Army use, rp 60-61 identifies the priority designator. (See ADC 234).
[5] For intra-Air Force use, rp 60-61 identifies the priority designator. (See ADC 1080).

FIELD LEGEND	RECORD POSITIONS	ENTRY AND INSTRUCTIONS
Multiuse or	(65-66)	For intra-DoD Component use, enter data prescribed by the DoD Component.[6]
Optional inter-DoD Component use for delay notification	(65-66)	For Inter-DoD Component use, either shipment delay notification code "BD" in rp 65-66, if required based on Service/Agency NIMS agreement, and assets are not available to replenish the NIMS retail site requirement; otherwise, leave blank.[7]
Routing Identifier Code (TO)	67-69	Enter RIC of the storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	If prescribed by the DoD Component managing the item, enter last digit of the calendar year and two-digit month signifying estimated delivery date, e.g., 211, means 2002, month of November.[8] (When delayed shipment notification "BD" is used in rps 65-66, then the date entry represents the Estimated Shipping Date vice the Estimated Delivery Date).
Blank	76-78	Leave blank.[9]
Multiuse	79-80	For intra-DoD Component use, enter data prescribed by Component. For inter-Component use, leave blank.

[6] For intra-Army use, rp 65-66 identifies the advice code. (See ADC 234).
[7] The DWK, Pre-Positioned Materiel Receipt-Other Than Procurement, may carry "BD" delayed notification on an optional basis, IAW Service/Agency agreement when materiel to support a National Inventory Management Strategy (NIMS) site requirement is delayed. Under this circumstance, the transaction will also carry an Estimated Ship Date. See Chapter 4, Paragraph C4.3.4.
[8] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.
[9] For Navy Commercial Asset Visibility-Organic Repair Module DIC DWK, rp 76-78 identifies the Shipper RIC. (See ADC 124.)

AP3.40. APPENDIX 3.40

MATERIEL RECEIPT FOLLOW-UP PROCUREMENT INSTRUMENT SOURCE

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

[1] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.1.
[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Contract/Exhibit Line Item Number	(45-48)	Contract Line Item Number: Enter the CLIN, preceding significant digits with zeros. Exhibit Line Item Number: Enter the alphabetic exhibit identifier in record position 45. Enter the exhibit line number in record positions 46-48, preceding significant digits with zeros.
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number, if applicable; otherwise, zero fill.
Blank	51-53	Leave blank.
Distribution	54-56	Enter (or perpetuate) distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Shipment Number	60-66	Enter vendor shipment number if known; otherwise, leave blank.
Routing Identifier Code (TO)	67-69	Enter RIC identifying storage activity which is to receive the item.
Ownership/ Purpose	70	Enter ownership/purpose code of item to be received.
Supply Condition	71	Enter SCC of item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 205 means 2002, month of May.[4]
Blank	76	Leave blank.
Call/Order Number	77-80	Enter applicable legacy four-position call/order number associated with the PIIN; otherwise, leave blank.

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

AP3.41. APPENDIX 3.41

MATERIEL RECEIPT FOLLOW-UP OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DXB.
Routing Identifier Code (FROM)	4-6	Enter RIC identifying the Inventory Control Point to which the receipt shall be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number to be received.
Unit of Issue	23-24	Enter UI of item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[2]
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise leave lank.
Unit Price	60-66	Enter unit price if prescribed by the Component managing the item; otherwise, leave blank.

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

[2] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.3.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Routing Identifier Code (TO)	67-69	Enter RIC identifying the storage activity which is to receive the item.
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.
Supply Condition	71	Enter SCC of the item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 207 is 2002, month of July.[3]
Blank	76-80	Leave blank.

[3] See Appendix AP3 - Formats Introduction, Paragraph AP3.3.4.

AP3.42. APPENDIX 3.42

REPLY TO MATERIEL RECEIPT FOLLOW-UP PROCUREMENT INSTRUMENT SOURCE

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

[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

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

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

AP3.43. APPENDIX 3.43

REPLY TO MATERIEL RECEIPT FOLLOW-UP OTHER THAN PROCUREMENT INSTRUMENT SOURCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DXD.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the receipt will be reported.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item to be received.
Unit of Issue	23-24	Enter UI of the item to be received.
Quantity	25-29	Enter quantity to be received, preceding significant digits with zeros.[1]
Document Number	30-43	Enter controlling document number.
Suffix	44	Enter controlling suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter SUPADD; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter the distribution code; otherwise, leave blank.
Project	57-59	Enter project code; otherwise, leave blank.
Unit Price	60-66	Enter vendor shipment number, if known; otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity which is to receive the item.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Ownership/Purpose	70	Enter ownership/purpose code of the item to be received.
Supply Condition	71	Enter SCC of the item to be received.
Management	72	Enter management code; otherwise, leave blank.
Date Indicator (Estimated Delivery)	73-75	Enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., 307 means 2003, month of July.[2]
Blank	76-80	Leave blank.

[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.44. APPENDIX 3.44

SPECIAL PROGRAM REQUIREMENT REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYA, DYB, DYL, or DYM, as appropriate.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity required, preceding significant digits with zeros. If the quantity exceeds 99,999, additional transactions will be prepared and submitted for the remaining balance.[1]
Document Number	30-43	Enter document number controlling this transaction.
Suffix	44	Enter consecutive alpha codes A through Z when assignment of suffix codes is necessary.[2]
Supplementary Address	45-50	Enter DoDAAC of the expected ship-to address; otherwise, leave blank.
Multiuse	51-56	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Project	57-79	Enter project code; otherwise, leave blank.
Coast Designation	60	Enter E if consignee location is east of the Mississippi River, Atlantic, Europe, Near east, Africa, Central, or South America. Enter W if consignee location is other than above.

[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	61	Leave blank.
Date Indicator (Support)	62-64	The first day of the month by which it is anticipated materiel will be requisitioned for the program. Enter last digit of the calendar year and 2-digit month signifying the support date; e.g., 503 is 2005, month of March. [3]
Advice	65-66	Enter MILSTRIP Advice Code 2B (requested item only will suffice; do not substitute/interchange); otherwise, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting this request.
Purpose	70	Enter purpose code of item; otherwise, leave blank.
Supply Condition	71	Enter supply condition code of item required.
Blank	72	Leave blank.
Routing Identifier Code	73-75	If the activity submitting the SPR is not the originator of the requirement, enter the RIC of the originator; otherwise, leave blank.
Generic Submission	76	For clothing and footwear, enter the alpha G to indicate that this is a generic submission and that the stock number indicated is the first size in the series. When used, it will indicate that the quantity entered in record positions 25-29 represents the total requirements for the generic item. This quantity will be converted by the ICP to individual sizes using the applicable tariff.
Blank	77-80	Leave blank.

[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.45. APPENDIX 3.45

SPECIAL PROGRAM REQUIREMENT CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYC.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Enter quantity required, preceding significant digits with zeros. If the quantity exceeds 99,999, additional transactions will be prepared and submitted for the remaining balance.[1]
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Coast Designation	60	Perpetuate from source document.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the cancellation.
Purpose	70	Perpetuate from source document.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Perpetuate from source document.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is prepared.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

AP3.46. APPENDIX 3.46

SPECIAL PROGRAM REQUIREMENT MODIFIER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYD.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which the transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item required.
Quantity	25-29	Enter new quantity when quantity required is changed; otherwise, enter quantity from the source document.[1]
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Enter new address, when applicable; otherwise, perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Enter new project code, when applicable; otherwise, perpetuate from source document.
Coast Designation	60	Enter new coast designation when applicable; otherwise, perpetuate from source document.
Blank	61	Leave blank.

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

RECORD		
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Date Indicator (Support)	62-64	Enter new support date when applicable (last digit of the calendar year and 2-digit month signifying the support date); otherwise, perpetuate from source document.[2]
Advice Code	65-66	Perpetuate from source document.
Routing Identifier (FROM)	67-69	Enter new RIC of the activity submitting the transaction, if applicable; otherwise, perpetuate from source document.
Purpose	70	Perpetuate from source document.
Supply Condition	71	Perpetuate from source document.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which the transaction is prepared.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.4.

AP3.47. APPENDIX 3.47

SPECIAL PROGRAM REQUIREMENT SUBSTITUTE ITEM ACCEPTANCE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYG.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from Special Program Requirement (SPR) status.
Unit of Issue	23-24	Perpetuate from SPR status.
Quantity	25-29	Perpetuate from SPR status.
Document Number	30-43	Perpetuate from SPR status.
Suffix	44	Perpetuate from SPR status.
Supplementary Address	45-50	Perpetuate from SPR status.
Multiuse	51-56	Perpetuate from SPR status.
Project	57-59	Perpetuate from SPR status.
Coast Designation	60	Perpetuate from SPR status.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from SPR request/modifier.
Advice	65-66	Perpetuate from SPR request.
Routing Identifier Code (FROM)	67-69	Enter RIC identifying the activity submitting the acceptance transaction.
Purpose	70	Perpetuate from SPR status.
Supply Condition	71	Perpetuate from SPR status.
Blank	72	Leave blank.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Day of Year (Transaction)	73-75	Enter the ordinal day of the calendar year on which the transaction is prepared.
Generic Submission	76	Perpetuate from SPR status.
Blank	77-80	Leave blank.

AP3.48. APPENDIX 3.48

SPECIAL PROGRAM REQUIREMENT SUBSTITUTE ITEM REJECTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYH.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item required.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-29	Perpetuate from Special Program Requirement (SPR) Status.
Document Number	30-43	Perpetuate from SPR Status.
Suffix	44	Perpetuate from SPR Status.
Supplementary Address	45-50	Perpetuate from SPR Status.
Multiuse	51-56	Perpetuate from SPR Status.
Project	57-79	Perpetuate from SPR Status.
Coast Designation	60	Perpetuate from SPR Status.
Blank	61	Leave blank.
Date Indicator (Support)	62-64	Perpetuate from SPR Request/Modifier.
Advice	65-66	Perpetuate from SPR Request.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the rejection transaction.
Purpose	70	Perpetuate from SPR Status.
Supply Condition	71	Perpetuate from SPR Status.
Blank	72	Leave blank.

	RECORD	
FIELD LEGEND	**POSITION(S)**	**ENTRY AND INSTRUCTIONS**
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Generic Submission	76	Perpetuate from SPR Status.
Blank	77-80	Leave blank.

AP3.49. APPENDIX 3.49

SPECIAL PROGRAM REQUIREMENT FOLLOW-UP

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYJ.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Perpetuate from source document.
Unit of Issue	23-24	Perpetuate from source document.
Quantity	25-29	Perpetuate from source document.
Document Number	30-43	Perpetuate from source document.
Suffix	44	Perpetuate from source document.
Supplementary Address	45-50	Perpetuate from source document.
Multiuse	51-56	Perpetuate from source document.
Project	57-59	Perpetuate from source document.
Coast Designation	60	Perpetuate from source document.
Blank	61	Leave blank.
Support Date Indicator	62-64	Perpetuate from source document.
Advice	65-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity submitting the request.
Purpose	70	Perpetuate from source document.
Supply Condition	71	Perpetuate from source document.
Blank	72	Leave blank.
Routing Identifier Code	73-75	Perpetuate from source document.
Generic Submission	76	Perpetuate from source document.
Blank	77-80	Leave blank.

AP3.50. APPENDIX 3.50

SPECIAL PROGRAM REQUIREMENT STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DYK.
Routing Identifier Code (TO)	4-6	Enter RIC of forecasting activity from record positions 67-69 of the incoming request.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of substitute, if offered, or superseding item when requested item is obsolete; otherwise, perpetuate stock number from the document being replied to.
Unit of Issue	23-24	Enter UI of item in record positions 8-22.
Quantity	25-29	Perpetuate from document being replied to.
Document Number	30-43	Perpetuate from document being replied to.
Suffix	44	Perpetuate from document being replied to.
Supplementary Address	45-50	Perpetuate from document being replied to.
Multiuse	51-56	Perpetuate from document being replied to.
Project Code	57-59	Perpetuate from document being replied to.
Coast Designation	60	Perpetuate from document being replied to.
Blank	61	Leave blank.
Lead Time	62-64	When specified by the status code in record positions 65-66, enter the number of days representing procurement lead time and/or time required for assembly; otherwise leave blank.
Special Program Requirement Status	65-66	Enter applicable SPR status code from appendix AP2.11.
Routing Identifier Code (FROM)	67-69	Enter RIC of the ICP preparing this response.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Purpose Code	70	Perpetuate from document being replied to.
Supply Condition Code	71	Perpetuate from document being replied to.
Blank	72	Leave blank.
Day of Year (Transaction)	73-75	Enter ordinal day of the calendar year on which transaction is prepared.
Generic Submission	76	Perpetuate from document being replied to.
Gaining Inventory Manager	77-79	Enter GIM on logistic reassignments; otherwise leave blank.
Blank	80	Leave blank.

AP3.51. APPENDIX 3.51
STATUS NOTIFICATION TRANSACTION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZ9.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity which submitted the incoming transaction being rerouted or revised by the Defense Automated Addressing System (DAAS).
Request	7	Perpetuate from incoming request.
Federal Supply Class	8-11	When MILSTRIP Status Code BG is entered in record positions 79-80, enter the correct FSC for the National Item Identification Number; otherwise, perpetuate from original transaction.
Other fields	12-56	Perpetuate from original transaction.
Routed Document Identification	57-59	Enter DIC identification from record positions 1-3 of the incoming transaction being rerouted or revised by the DAAS.
Other Fields	60-66	Perpetuate data from original transaction.
Routing Identifier Code	67-69	When MILSTRIP Status Code BM is entered in record positions 79-80, enter RIC of the source of supply to whom DAAS is rerouting the transaction; otherwise, leave blank.
Other Fields	70-76	Perpetuate from original transaction.
Blank	77-78	Leave blank.
Status	79-80	Enter MILSTRIP Status Code BG when the FSC in the original transaction was revised. Enter MILSTRIP Status Code BM when the original transaction was rerouted to the correct source of supply.

AP3.52. APPENDIX 3.52

ASSET STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZA.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point (ICP) to where this transaction is being forwarded.
Card Overflow	7	Enter codes A through Z (Except I and O) when any quantity exceeds the number of digits allotted. For ammunition and ammunition related items in Federal Supply Group (FSG) 13, and Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 by trading partner agreement, enter code '9' and enter the 7th, 8th and 9th position of the "on-hand" quantity in record position (rp) 52-54, prefixing significant digits with zeros.[1]
Stock or Part Number	8-22	Enter stock or part number of item reported.
Unit of Issue	23-24	Enter UI of item.
Quantity (On hand)	25-30	Enter quantity of the item on hand, preceding significant digits with zeros. For FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 ammunition and ammunition related items, when '9' is entered in rp 7, follow guidance at rp 7.
Quantity (Due-In)	31-36	Enter quantity of the item due-in, preceding significant digits with zeros.
Quantity (Backordered)	37-41	Enter quantity of the item on backorder, preceding significant digits with zeros.
Multi-use	42-66	When used between Components, leave blank. When used within a Component, enter data prescribed by that Component. See rows below for specific Component use.

[1] Refer to ADC 444,

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
For Army, the following data is entered in rp 43-64 of the multi-use field[2].		
Quantity (Requirements Objective	43-48	Army enters requirements objective established for purpose code in rp 70.
Quantity (Safety Level)	49-54	Army enters quantity that reflects the safety level requirement, except for ammunition and ammunition related FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 as noted for rp 52-54 below.
Project Code	55-57	Army enters project code.
Routing Identifier (Storage Activity)	58-60	Army enters code of storage activity at which item is stored if different from activity preparing this transaction (FROM RI Code, rp 67-69).
Date (Transaction Preparation)	61-64	Army enters Julian date of asset status (date on which transaction was prepared).
For ammunition and ammunition related FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140, the following data is entered in rp 52-54 of the multi-use field.		
Quantity Overflow	52-54	For ammunition and ammunition related items in Federal Supply Group 13 and Federal Supply Classes 1410, 1420, 1427, 1440, 5330, 5865, 6810, and 8140, when '9' is entered in rp 7, enter the first through sixth positions of the on hand quantity in rp 25 – 30, and the seventh through ninth positions in rp 52 – 54, preceding significant digits with zeroes. For example for a quantity of 98,765,432, enter 765432 in rp 25 – 30 and enter 098 in rp 52-54.[3]
Routing Identifier (FROM)	67-69	Enter RI code of the ICP preparing the transaction.[4]

[2] Refer to ADC 250, Revise DLMS Supplement (DS) 846I and MILSTRAP DZA Asset Status Transactions to Support Army Distribution Operations, and Revise DS 846I for Use of Universal Time Coordinate (UTC) and for Administrative Updates.
[3] Refer to ADC 444, Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.
[4] For Army/DLA interface, based upon mutual agreement, a DLA storage activity may prepare the DZA on behalf of the DLA ICP. The DLA ICP RI Code SMS appears in rp 67-69. (Refer to ADC 250, Revise DLMS Supplement (DS) 846I and MILSTRAP DZA Asset Status Transactions to Support Army

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
		For ammunition and ammunition related items in FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810, and 8140, enter the RI code of the Storage Activity preparing the transaction.[5]
Ownership/Purpose	70	When used between Components, enter ownership code of the item. When used within a Component, enter purpose code of the item.
Supply Condition	71	Enter supply condition code of the item.
Multiuse	72-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank. See rows below for specific Component use.
The following DoD Component data is identified for rp 72-77 multiuse field:		
Time	72-77	Army enters time of transaction preparation in HHMMSS Format expressed in universal time coordinate. Refer to ADC 250.
Date (Transaction Preparation)	73-75	Navy, and ammunition systems, enters transaction preparation date. Navy, and ammunition ICPs, uses this date to determine the most current asset posture when more than one asset report is received within the same cycle. [6] [7]
Stockage List Code	78	Army enters the Stockage List Code. This is an intra-Army code and use of this data is meaningful to Army only.[8]

Distribution Operations, and Revise DS 846I for Use of Universal Time Coordinate (UTC) and for Administrative Updates.)

[5] Refer to ADC 444 Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.

[6] Refer to ADC 355, Revise DLMS Supplement (DS) 846I, Asset Status Inquiry/Report to Address Intra-Navy Use of Transaction Preparation Date in Multiuse Field of MILSTRAP DZA Transaction

[7] Refer to ADC 444, Revise Asset Status Report Transactions, DLMS 846I and MILSTRAP DZA, to Document Ammunition Systems Use by Agreement of Nine Digit Quantity On-Hand.

[8] Refer to ADC 458, Documentation of Intra-Army Use of Army Data Elements for MILSTRAP DZA and DLMS 846I Asset Status Transactions

AP3.53. APPENDIX 3.53

STORAGE ITEM DATA CORRECTION/CHANGE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZB.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which this transaction is being forwarded.
Item Data Correction/Change	7	Enter the code from appendix AP2.7 which indicates the data field(s) affected by the change.
Stock or Part Number	8-24	Enter data as follows:
	(8-20)	Enter stock or part number reported in the storage activity transactions or affected by catalog/stock list change.
	(21-24)	Enter production equipment code, DoD identification code, or locally assigned number(s), as appropriate; otherwise, leave blank.
Unit of Issue	25-26	Perpetuate the UI reported in the storage activity transaction or affected by catalog/stock list change.
Stock or Part Number	27-43	Enter data as follows:
	(27-39)	Enter the new stock or part number when stock or part number is being changed; otherwise, leave blank.
	(40-43)	Enter production equipment code, DoD identification code, or locally assigned number(s), as appropriate; otherwise, leave blank.
Unit of Issue	44-45	Enter new UI when UI is being changed; otherwise, leave blank.
Unit of Issue Conversion Factor	46-50	Use only when the UI is being changed; otherwise, leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Decimal Locator	(46)	The following table identifies the position of the decimal in the multiplication factor: 0-whole number (no decimal) 1-decimal before record position 50 2-decimal before record position 49 3-decimal before record position 48 4-decimal before record position 47
Multiplication	(47-50)	Enter the factor by which the old Factor quantity must be multiplied to convert to the new unit of issue.
Shelf-Life	51	Enter the new shelf-life code if the shelf-life code is being changed; otherwise, leave blank.
Controlled Inventory Item	52	Enter the new controlled inventory item code if the code is being changed; otherwise, leave blank.
Demilitarization	53	Enter the new demilitarization code if code is being changed; otherwise, leave blank.
Special Action/ Information for Identifying Repairability, Reclamation, Recoverability, etc.	54-55	Reserved for future DoD standardization. Present use to accommodate individual Component assigned codes.
Routing Identifier Code (Manager)	56-58	Enter the RIC of the manager.
Date (Transaction)	59-62	Enter last digit of the calendar year and ordinal day of the calendar year this transaction was prepared.
Multiuse	63-66	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity preparing this transaction.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Dual Use	70-73	
Date or	(70-73)	For inter-Component use, enter the effective date (last digit of the calendar year and ordinal day of the calendar year of the catalog/stock list change when applicable; otherwise, leave blank. (See chapter 10.)
Multiuse	(70-73)	For intra-Component use, enter data prescribed by the Component; otherwise, leave blank.
Multiuse	74-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP.3.54. APPENDIX 3.54

LOGISTICS REASSIGNMENT STORAGE INFORMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZC.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to where this transaction is being forwarded.
Blank	7	Leave blank.
Stock or Part Number	8-22	Enter stock or part number of item being transferred.
Unit of Issue	23-24	Enter UI of item being transferred.
Quantity (Transfer)	25-29	Enter quantity being transferred to gaining item manager (GIM); otherwise, enter zeros.[1,2]
Document Number	30-43	Perpetuate from the DEE/DEF transaction.
Suffix	44	Enter consecutive alpha code A through Z when assignment of suffix codes is necessary.[3]
Routing Identifier Code (Gaining)	45-47	Enter RIC of the GIM.
Multiuse	48-56	Enter data prescribed by the Component.
Project	57-59	Enter appropriate code if stocks are segregated and maintained by codes reflected in project code field: otherwise, leave blank.
Blank	60	Leave blank.
Date (Effective Transfer)	61-64	Enter ordinal date on which the logistics reassignment is effective.

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

[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.2.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	65-66	Leave blank.
Routing Identifier (FROM)	67-69	Enter RIC of activity preparing document.
Ownership/Purpose	70	Enter ownership/purpose code if prescribed by Component; otherwise, leave blank.
Supply Condition	71	Enter supply condition code of balance affected.
Management	72	Enter management code as prescribed by Component; otherwise, leave blank.
Multiuse	73-75	Enter data prescribed by the Component.
Quantity (Retention)	76-80	Enter quantity being retained by the losing item manager.

AP3.55. APPENDIX 3.55

LOGISTICS REASSIGNMENT STORAGE INFORMATION REPLY

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZD.
Routing Identifier Code (TO)	4-6	Enter RIC from record positions 67-69 of DIC DZC to which reply is being made or losing item manager (LIM) RIC.
Follow-up Indicator	7	LIM storage activity not in receipt of a DIC DZC, enter A (denoting follow-up) to provide available asset information to the LIM. Otherwise, leave blank.
Stock or Part Number	8-22	Perpetuate from DIC DZC.
Unit of Issue	23-24	Perpetuate from DIC DZC.
Quantity (Transfer)	25-29	Enter quantity which was available for transfer subject to the retention quantity contained in record positions 76-80 of DIC DZC.[1,2]
Document Number	30-43	Perpetuate from DIC DZC.
Suffix Code	44	Enter consecutive alpha codes A through Z when assignment of suffix codes are necessary.[3]
Routing Identifier Code (Gaining)	45-47	Perpetuate from DIC DZC.
Multiuse	48-56	Enter data prescribed by the Component.
Project Code	57-59	Perpetuate from DIC DZC.
Blank	60	Leave blank.
Date (Effective Transfer)	61-64	Perpetuate from DIC DZC.

[1] See Appendix AP3 - Formats Introduction, paragraph AP3.3.1.
[2] See Appendix AP3 - Formats Introduction, paragraph AP3.3.2.
[3] See Appendix AP3 - Formats Introduction, paragraph AP3.3.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	65-66	Leave blank.
Routing Identifier Code	67-69	Enter RIC of storage activity from which reply is being made.
Ownership/Purpose	70	Perpetuate from DIC DZC.
Supply Condition Code	71	Perpetuate from DIC DZC.
Management	72	Perpetuate from DIC DZC.
Multiuse	73-75	Enter data prescribed by the Component.
Quantity (Retention)	76-80	Enter the quantity being retained by the LIM.

AP3.56. APPENDIX 3.56

ASSET STATUS REPORTING REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZE.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the request is submitted (see chapter 8).
Reporting	7	Enter the appropriate code from appendix AP2.9.
Stock or Part Number	8-22	Enter the stock or part number of item to be reported.
Date	23-26	Enter the ordinal date when required by the reporting code in record position 7. Always reflect dates for commencing, or change of reporting, under codes C, D, H, and J, as the first day of a month. Always reflect the date for termination of reporting (code E) as the last day of a month. When the code entered in record position 7 is M or P, this field will be left blank. When the code entered in record position 7 is N or Z, enter the date by which the one-time asset status report is required.
Blank	27-66	Leave blank.
Routing Identifier Code	67-69	Enter the appropriate RIC of the activity to which the asset status reports are to be submitted.
Multiuse	70-80	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.

AP3.57. APPENDIX 3.57

ASSET STATUS REPORTING (BASE, POST, CAMP, AND STATION LEVEL USE)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZF.
Routing Identifier Code (TO)	4-6	Enter the RIC of the activity to which this transaction is being forwarded.
Reporting	7	Enter code from appendix AP2.9 which indicates type of reporting being accomplished.
Stock or Part Number	8-22	Enter the stock or part number of item reported.
Unit of Issue	23-24	Enter the UI of item.
Multiuse	25-30	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Routing Identifier Code	31-33	When rp 7 = N, enter RIC of the owning activity to which any resulting MILSTRIP DIC A4_ Lateral Redistribution Orders are to be sent; otherwise enter RIC of the activity preparing this transaction (FROM RIC).
Routing Identifier Code (Storage Activity)	34-36	Enter the RIC of storage activity at which item is stored, if different from record positions 31-33; otherwise, leave blank.
Date	37-40	Enter last digit of the calendar year and ordinal day of the calendar year which reflects assets as of close of business.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (Requisitioning Objective)	41-46	When rp 7 = N, enter total system RO for RIC in rp 31-33; if multiple transactions with the same rp 31-33 RIC are generated for the same NSN, each shall reflect the same requisitioning objective.[1] If rp 7 does not equal N, enter requisitioning objective quantity established for item being reported, preceding significant digits with zeros; if quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity is not involved.
Quantity (Due-In)	47-52	Enter quantity of the item due-in, preceding significant digits with zeros. If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved. When rp 7 = N, this field may be left blank.
Multiuse	53	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Multiuse	54	For intra-Component use, enter data prescribed by the Component. For inter-Component use, enter the purpose code of quantity on hand reported in rps 56-61, if required based on Service/Agency agreement; otherwise leave blank.
Supply Condition Code	55	Enter SCC of quantity on hand reported in record positions 56-61.

1For Air Force Secondary Inventory Control Activities (SICAs) which own their Services= wholesale and retail assets, only DIC DZFs with the same RIC in rps 31-33 for the same NSN, and 01 entry in rps 79-80 will contain the same SICA total system requisitioning objective. DIC DZFs with the SICA RIC in rp 31-33 without a 01 entry in rps 79-80 will contain the requisitioning objective for the RIC in rps 34-36.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (On Hand)	56-61	When rp 7 = N, enter the quantity on-hand for the activity at which the materiel is stored, i.e., the quantity on-hand for the RIC in rps 31-33 (if no RIC is present in rps 34-36) or the quantity on-hand for the RIC in rps 34-36 if both RICs are present.[2] If rp 7 does not equal N, enter quantity on hand preceding significant digits with zeros. (Does not include reserved quantity entered in record positions 71-76.) If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Multiuse	62	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Multiuse	63	For intra-Component use, enter data prescribed by the Component. For inter-Component use, enter the purpose code of quantity on hand reported in rps 65-70, if required by Service/Agency agreement; otherwise leave blank.
Supply Condition Code	64	Enter SCC of quantity on hand reported in record positions 65-70.

[2] For all Service Secondary Inventory Control Activities (less Air Force): If both rps 31-33 and rps 34-36 contain RICs, then the recipient must add the on-hand quantity on all the DIC DZF transactions, for the reported NSN, that have the same RIC in rps 31-33. This aggregate on-hand quantity is then compared to the system requisitioning objective in rps 41-46 when making MILSTRIP Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.
For Air Force Secondary Inventory Control Activities: Both rps 31-33 and rps 34-36 will contain RICs. The recipient must add the quantity on-hand on all DZF transactions containing a "01" in rps 79-80, for the reported NSN, that have the same RIC in rps 31-33. This aggregate on-hand quantity is then compared to the system requisitioning objective contained in rp 41-46 when making Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.
For DZFs with only one RIC (rps 31-33) and for Air Force Secondary Inventory Control Activity DZFs with two RICs and "blanks" in rps 79-80, the on-hand quantity and requisitioning objective in the individual DZF are compared when making Lateral Redistribution Order decisions using DoD Total Asset Visibility business rules.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity (On Hand)	65-70	Enter quantity on hand, preceding significant digits with zeros. (Does not include reserved quantity entered in record positions 71-76.) If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Quantity (Reserved)	71-76	Enter quantity reserved for special projects/programs, preceding significant digits with zeros. If quantity exceeds 999,999, enter overflow quantity in next transaction. Leave field blank in ensuing transactions when overflow quantity not involved.
Blank	77-78	Leave blank.
Number of Transactions	79-80	Enter total number of transactions being submitted for item identified in record positions 8-22 (precede significant digit with zero, when applicable). EXCEPTION: when rp 7 = N, leave blank for all Service SICAs except Air Force; for Air Force SICAs, enter a SICA wholesale/retail indicator as follows: 01 for SICA wholesale Blank for SICA retail

AP3.58. APPENDIX 3.58

TRANSACTION REJECT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZG.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the transaction is being forwarded.
Other Fields	7-53	Perpetuate data from the incoming transaction being rejected.
Correct Manager's Routing Identifier Code	54-56	Enter RIC of correct manager, if known, when code AB is indicated in record positions 79-80; otherwise, leave blank.
Rejected Document Identification Code	57-59	Enter DIC from record positions 1-3 of the incoming transaction being rejected.
Other Fields	60-66	Perpetuate data from the incoming transaction being rejected.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity rejecting the document.
Other Fields	70-78	Perpetuate data from the incoming transaction being rejected.
Dual Use	79-80	
Reject Advice	(79-80)	Enter applicable advice code (see appendix AP2.8 of this manual).
or		
MILSTRIP Status	(79-80)	Enter applicable MILSTRIP status code (see MILSTRIP).

AP3.59. APPENDIX 3.59

LOCATION RECONCILIATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZH.
Routing Identifier Code (TO)	4-6	Enter RIC of the Inventory Control Point to which this transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter type of location reconciliation request code which indicates the type of reporting being accomplished.
Stock or Part Number	8-22	Enter stock or part number of item being requested for reconciliation.
Unit of Issue	23-24	Enter UI of item.
Quantity	25-34	Enter quantity, preceding significant digits with zeros.
Multiuse	35	For intra-Component use, enter the data prescribed by the Component. For inter-Component use, leave blank.
Date Cutoff	36-39	Enter mutually agreed upon cutoff date (last digit of the calendar year and ordinal day of the calendar year; e.g., 6253 is 10 Sep 86) for location reconciliation.
Shelf-Life	40	Enter shelf-life code of the item.
Controlled Inventory Item	41	Enter controlled inventory item code applicable to the item.
Manager/Owner	42	Enter numeric 1 if activity in record Identifier positions 4-6 is the Integrated Materiel Manager (IMM) or numeric 2 if the activity is an owner but not the IMM.[1]
Blank	43	Leave blank.

[1] May be used intra-Component or inter-Component when agreed to by the Components involved.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Transaction Lot/Number	44-46	Enter the lot/segment number of the Segment transactions being reconciled; otherwise, leave blank.
Blank	47-59	Leave blank.
Consecutive Transaction Number	60-66	Enter consecutive number beginning with 0000001 in the first transaction to identify each transaction in the reconciliation.
Routing Identifier Code (FROM)	67-69	Enter RIC of the storage activity preparing the transaction.
Ownership/Purpose	70	Enter ownership or purpose code if assets are segregated physically or on the storage activity record; otherwise leave blank.[2]
Supply Condition	71	Enter SCC of item being reconciled.
Inventory Category	72	Enter inventory category code, if prescribed by Component managing the item; otherwise, leave blank.
Blank	73-75	Leave blank.
Multiuse	76-78	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
Dual Use	79-80	
Multiuse	(79-80)	For intra-Component use, enter data prescribed by the Component. For inter-Component use, leave blank.
or		
Subsistence Type of Pack	(79)	For Subsistence Items Only: Enter subsistence type of pack code (see MILSTRIP) for the item.
Blank	(80)	For Subsistence Items Only: Leave blank.

[2] May be used intra-Component or inter-Component when agreed to by the Components involved.

AP3.60. APPENDIX 3.60

TRANSACTION HISTORY REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZJ.
Routing Identifier Code (TO)	4-6	Enter RIC of the storage activity to which the request is being forwarded.
Type of Physical Inventory/Transaction History	7	Enter the applicable type of physical inventory/transaction history code.
Stock or Part Number	8-22	Enter stock or part number of the item for the history/balance being requested.
Unit of Issue	23-24	Enter UI of item.
Transaction History Timeframe	25-31	Enter data specifying the period timeframe for which transaction history is being requested.
	(25-28)	Enter transaction history start date.
	(29-31)	Enter the total number of prior days transaction history required.
Blank	32-53	Leave blank.
Distribution	54-56	Enter distribution code if stocks are segregated and maintained by codes reflected in distribution field; otherwise, leave blank.
Lot/Segment Number	57-59	Enter the lot/segment number for controlling the inventory/reconciliation; otherwise, leave blank.
Type of Media	60	Enter the code which identifies the transaction history transmission media (see appendix AP2.15); otherwise, leave blank.
Blank	61-66	Leave blank.

[1] May be used intra-Component or inter-Component when agreed to by the Components involved.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which the request is being forwarded.
Ownership/Purpose	70	Enter applicable ownership/purpose code for the history/balance requested; otherwise, leave blank.
Supply Condition	71	Enter applicable SCC for the history/ balance requested; otherwise, leave blank.
Blank	72	Leave blank.
Day of Year (Transaction)	73-76	Enter the ordinal date of the calendar year on which the transaction is prepared.
Blank	77-80	Leave blank.

AP3.61. APPENDIX 3.61

TRANSACTION HISTORY TRANSMITTAL[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZK.
Routing Identifier Code (TO)	4-6	Enter RIC of the activity to which the transaction is being forwarded.
Type of Physical Inventory/Transaction History	7	Perpetuate from the DIC DZJ Transaction History Request; otherwise, enter code W for automatic submission of transaction history.
Other Fields	8-29	Perpetuate from source document.[2]
Document Number	30-43	When record position 7 of the DIC DZJ request is W and the storage activity has no transactions for the stock or part number requested for the dates specified in record positions 25-31, but transactions are available since the date of last location reconciliation, 8-fill this field; when no transactions are available for the dates specified or since the date of last reconciliation, 9-fill this field. When record position 7 is X and the storage activity has no transactions for the dates specified, 9-fill this field; otherwise, perpetuate from the source document.
Other Fields	44-50	Perpetuate from source document.
Blank	51	Leave blank.
Fund	52-53	Perpetuate from source document.
Source Document Identifier Code	54-56	Enter DIC from record positions 1-3 of the source document.

[1] May be used intra-Component or inter-Component when agreed to by the Components involved.
[2]All references to the source document relate to the document on the storage activity transaction history file; e.g., D4_, D6_, D7_, D8_, D9_.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Lot/Segment Number	57-59	Enter the lot/segment number for controlling the inventory/reconciliation; otherwise, leave blank.
Contract Shipment Number	60-66	Perpetuate from source document.
Routing Identifier Code (FROM)	67-69	Enter RIC of the activity from which the transaction is being forwarded.
Other Fields	70	Perpetuate from source document.
Supply Condition	71	When record positions 30-43 of the DIC DZK are 8- or 9-filled, enter the applicable SCC; otherwise perpetuate from the source document.
Other fields	72	Perpetuate from the source document.
Ordinal Date	73-76	Enter the date on which the source document was entered on the storage activity record.
Blank	77-80	Leave blank.

AP3.62. APPENDIX 3.62

END OF DAY TRANSACTION COUNT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZM.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Accountable Transaction Count	7	Enter 1 to identify the number of transactions included in this transmission. or Enter 2 to identify the individual balance affecting transaction.
Blank	8-27	Leave blank.
Accountable Transaction Document Identifier Code	28-29	Enter the first two positions of the balance affecting transactions (D4, D6, D7, D8, D9, DA, DZ). Leave blank if record position 7 is equal to 1.
Accountable Transaction Count	30	Enter the number of transactions included in this transmission. Leave blank if record position 7 is equal to 2.
Blank	31-37	Leave blank.
Number of Balance Affecting Transactions	38-43	Enter the daily volume of balance affecting transactions applicable to the reported DIC in record position 28-29. Leave blank if record position 7 is equal to 1.
Blank	44-66	Leave blank.
Routing Identifier Code (FROM)	67-69	Enter the RIC identifying the storage activity preparing the transaction.
Date (Transaction)	70-73	Enter the ordinal day on which the transaction took place.
Blank	74-80	Leave blank.

AP3.63. APPENDIX 3.63

LOCATION RECONCILIATION NOTIFICATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZN.
Routing Identifier Code (TO)	4-6	Enter RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter code from Appendix AP2.23 identifying Type of Location Reconciliation Request.
Number of DIC DZH Transactions to be Transmitted	8-14	Actual number of DIC DZH requests to be transmitted, e.g., 0000151.
Date (Cutoff)	15-18	Enter the date for location reconciliation. The last digit of the calendar is entered in record position 15 and the day of the year is entered in record positions 16-18; e.g., 2027 is Jan 27, 2002.
Routing Identifier Code (FROM)	19-21	Enter RIC identifying the storage activity preparing the transaction.
Type of Media	22	Enter type of media code from Appendix AP2.15 identifying medium used to transmit the transactions.
Blank	23-80	Leave blank.

AP3.64. APPENDIX 3.64

LOCATION RECONCILIATION HISTORY NOTIFICATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC DZP.
Routing Identifier Code (TO)	4-6	Enter the RIC identifying the owner/manager to which the transaction is being forwarded.
Type of Location Reconciliation Request	7	Enter code from Appendix AP2.23 identifying Type of Location Reconciliation Request.
Number of DIC DZK Transactions to be Transmitted	8-14	Actual number of DIC DZK requests to be transmitted, e.g., 0000151.
Date (Cutoff)	15-18	Enter the date for location reconciliation. The last digit of the calendar is entered in record position 15 and the day of the year is entered in record positions 16-18; e.g., 2029 is Jan 29, 2002.
Routing Identifier Code (FROM)	19-21	Enter the RIC identifying the storage activity preparing the transaction.
Type of Media	22	Enter type of media code from Appendix AP2.15 identifying medium used to transmit the transactions.
Blank	23-80	Leave blank.

AP6. APPENDIX 6

FORMS/MESSAGE FORMATS INDEX

Number	Title
AP6.	FORMS/MESSAGE FORMATS INDEX
AP6.1.	FORMS/MESSAGE FORMATS INTRODUCTION
AP6.2.	DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)
AP6.3.	DD FORM 1348M, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MECHANICAL)
AP6.4.	DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT
AP6.5.	STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT
AP6.6.	DD FORM 1348-6, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)
AP6.7.	RESERVED
AP6.8.	MILSTRIP MESSAGE REQUISITION
AP6.9.	MILSTRIP MESSAGE FOLLOW-UP
AP6.10.	MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST
AP6.11.	ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS
AP6.12.	ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS
AP6.13.	MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION
AP6.14.	RESERVED
AP6.15.	MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION
AP6.16.	MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST
AP6.17.	REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)
AP6.18.	FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)
AP6.19.	REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)
AP6.20.	FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO TO SAOs)

Number	Title
AP6.21.	REPORT OF VALIDATION OF MATERIEL OBLIGATIONS
AP6.22.	ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)
AP6.23.	MASS OR UNIVERSAL CANCELLATION MESSAGE
AP6.24.	DEFENSE LOGISTICS MANAGEMENT STANDARDS/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT
AP6.25.	ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING
AP6.26.	RESERVED
AP6.27.	ISSUE RELEASE/RECEIPT DOCUMENT PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA
AP6.28.	RESERVED
AP6.29.	ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES
AP6.30.	RESERVED
AP6.31.	ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL
AP6.32.	MESSAGE REQUEST FORM DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE
AP6.33.	QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT
AP6.34.	UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT
AP6.35.	ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A) WITH CODE 39 (THREE OF NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL (2D) BAR CODE
AP6.36	ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD Form 1348-2) CONTINUATION PAGE
AP6.37	TEMPLATES FOR PROJECT CODE MANAGEMENT SYSTEM GENERATED PROJECT CODE DISSEMINATION NOTICES
AP6.38	APPOINTMENT LETTER TEMPLATE FOR SERVICE/AGENCY PROJECT CODE REPRESENTATIVE

AP6.1. APPENDIX 6.1

FORMS/MESSAGE FORMATS (INTRODUCTION)

AP 1.1.1. Requisitions may be transmitted using the CJCSI 5721.01E, The Defense Message System[1] and Associated Legacy Message Processing Systems, requirements. DLM 4000.25, Volume 1, describes methods used to transmit and receive requisition and requisition-related transactions. In addition, the specific forms and message formats[2] prescribed for use under MILSTRIP are described below.

AP6.1.2. MILSTRIP Message Requisition (AP6.8.) and Abbreviated MILSTRIP Message Supply Status (AP6.11)

AP6.1.2.1. The first line in the body of the message will contain the words "MILSTRIP REQUISITION." Thereafter, each requisition will be numbered, commencing with number 1, and the first 66 positions of data (except for dividing slashes (/)) will be inserted. The basic requisition will consist of 18 separated field-lengths of data.

AP6.1.2.2. Below is a sample message requisition segmented and explained.

AP6.1.2.2.1. First Line: A0E/(DIC); XYS/(RIC); S/(M&S); 1224005123456/(stock or part number); EA/(unit of issue); 00015(quantity); ZY1234/(requisitioner); 1150/(ordinal date); 0112/(serial number); R/(demand); BLNK/(SUPADD); A/(signal).[3]

AP6.1.2.2.2. Second Line: 19/(fund); 089/(distribution); BLNK/(project); 03/(PD); 154 (RDD); 2B/(advice).[4]

AP6.1.2.3. Part number requisitions converted to message format are illustrated in AP6.13.

AP6.1.3. MILSTRIP Message Follow-Up (AP6.9.).

AP6.1.3.1. Follow-up on requisitions may be transmitted electronically in the form of a formatted message or a narrative message when requesting status and improved estimated shipping date (ESD), under Volume 2, Chapter 4.

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[1]CJCS Directives Home Page – https://www.jcs.mil/library

[2]Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater.

[3]When an element of data is not available, the field shall be recognized and entered as "BLNK."

[4]Ibid.

AP6.1.3.2. The first line in the body of the message will contain the words "MILSTRIP FOLLOW-UPS." When requesting normal status, DICs AF1, AF2, and AF3 apply. When requesting an improved ESD, DIC AFC applies. Exception data, and additional wording will be omitted unless DIC AT_ is used. The DIC dictates action to be taken by the supply source, under Volume 2, Chapter C4, and added comments or requests are not applicable since the narrative message is no more than one of the media of communications for submitting follow-ups.

AP6.1.3.3. Below is a sample narrative follow-up message segmented and explained:

AP6.1.3.3.1. First Line: AT5/(DIC); S/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); XTZ456/(requisitioner); 1250/(ordinal date); 0111/(serial number); R/(demand); BLNK/(SUPADD).[5]

AP6.1.3.3.2. Second Line: 12/(fund code); 089/(distribution code); BLNK/(project code); 02/(PD); 154/(RDD); 2B/(advice).[6]

AP6.1.4. Request for Supply Assistance. Requests for Supply Assistance are described under Volume 2, Chapter 4 and illustrated in AP6.10. Paragraphs AP6.3.2 and AP6.3.3., above, also apply, except DIC AFC will always be used. This will ensure manual review and reply using Volume 2, Chapters 4 and 5.

AP6.1.5. Message Cancellation

AP6.1.5.1. Cancellation of a requisition may be transmitted electronically in the form of a narrative message[7] under Volume 2, Chapters 1 and 4.

AP6.1.5.2. The first line is the body of the message will contain the words "MILSTRIP CANCELLATION." Exception data, remarks, and additional verbiage will be omitted.

AP6.1.5.2.1. First Line: AC1/(DIC); FMI/(R); 2/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); FB2300/(requisitioner); 6265/(ordinal date); 0111/(serial number); R/)demand code); BLNK/(SUPADD); A/(signal).[8]

AP6.1.5.2.2. Second Line: 12/(fund); 089/(distribution); BLNK/(project); 02/(PD); 354/(RDD); BLNK/(advice).[9]

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[5]Ibid.

[6]Ibid.

[7] Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater.

[8] When an element of data is not available, the field shall be recognized and entered as "BLNK.".

[9] Ibid.

AP6.1.6. Abbreviated Message Documents (AP6.11 and AP6.12)

AP6.1.6.1. Abbreviated message formats are provided for MILSTRIP follow-ups (DIC AF_ series only), cancellations, supply status, and shipment status, respectively. Use of these documents will be at the option of the individual Service/Sgency (S/A). Use between S/As will be based upon agreement between the S/As.

AP6.1.6.2. Abbreviated message follow-up (DIC AF_ only) and cancellation documents will be initiated only by those activities with capability to prepare machine-readable documents for transmission by the Defense Message System (DMS).[10]

AP6.1.6.3. When abbreviated messages are used, each message will be limited to a maximum of seven items or the contents of a single page, whichever is greater.

AP6.1.6.4. The first line in the body of the message will contain the words ABBREVIATED MILSTRIP FOLLOW-UP, CANCELLATIONS, SUPPLY STATUS, OR SHIPMENT STATUS, as applicable. Thereafter, number each line item, commencing with number 1. Insert slashes (/) or other appropriate marks between each code and/or data element as depicted in AP6.11 and AP6.12. The authorized data elements[11] and code entries for abbreviated messages are as follows:

AP6.1.6.4.1. Follow-Ups and Cancellation Requests (No Supply Status Received)

AP6.1.6.4.1.1. Document Identifier Code (DIC)

AP6.1.6.4.1.2. Routing Identifier Code (RIC) (To)

AP6.1.6.4.1.3. Stock or Part Number

AP6.1.6.4.1.4. Unit of Issue

AP6.1.6.4.1.5. Quantity

AP6.1.6.4.1.6. Requisition Document Number

AP6.1.6.4.1.7. Distribution, when applicable; otherwise, leave blank.

AP6.1.6.4.1.8. Priority Designator

AP6.1.6.4.2. Follow-Ups and Cancellation Requests (Supply Status Received)

AP6.1.6.4.2.1. Document Identifier Code

[10] CJCS Directives Home Page – https://www.jcs.mil/library.

[11] When an element of data is not available, the field shall be recognized and entered as “BLNK.”.

AP6.1.6.4.2.2. Routing Identifier Code (To)

AP6.1.6.4.2.3. Stock or Part Number

AP6.1.6.4.2.4. Unit of Issue

AP6.1.6.4.2.5. Quantity

AP6.1.6.4.2.6. Requisition Document Number

AP6.1.6.4.2.7. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.2.8. Status

AP6.1.6.4.2.9. Distribution, when applicable; otherwise, leave blank.

AP6.1.6.4.2.10. Priority Designator

AP6.1.6.4.3. Supply Status

AP6.1.6.4.3.1. Document Identifier Code

AP6.1.6.4.3.2. Stock or Part Number

AP6.1.6.4.3.3. Unit of Issue

AP6.1.6.4.3.4. Quantity

AP6.1.6.4.3.5. Requisition Document Number

AP6.1.6.4.3.6. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.3.7. Priority Designator

AP6.1.6.4.3.8. Status

AP6.1.6.4.3.9. Estimated Shipping Date

AP6.1.6.4.4. Shipment Status

AP6.1.6.4.4.1. Document Number Code

AP6.1.6.4.4.2. Quantity

AP6.1.6.4.4.3. Requisition Document Number

AP6.1.6.4.4.4. Suffix, when applicable; otherwise, leave blank.

AP6.1.6.4.4.5. Date Shipped or Estimated Shipping Date

AP6.1.6.4.4.6. Priority Designator

AP6.1.6.4.4.7. Transportation Control Number (TCN).

AP6.1.6.4.4.8. Mode-of-Shipment

AP6.1.6.4.4.9. If available, any of the following may also be provided: GBL Number, Registered Parcel Post Number, or other shipment number.

AP6.1.6.5. Materiel Obligation Validation Form Letters and Messages. Form letter requests, followup requests, message requests, and replies are provided in AP6.15 through AP6.20 and AP6.32 for use in connection with Materiel Obligation Validation (MOV) procedures under Chapter C8.

AP6.1.6.6. DD Form 1348-1A, Issue Release/Receipt Document (AP6.25, AP6.27, AP6.29, AP6.31, and AP6.35).

AP6.1.6.6.1. Non-Preprinted Issue Release/Receipt Document. A single line item, single part form produced on plain stock paper (see example, AP6.25). The size may vary within a range of 7-3/4 to 9 inches long (side to side) and 4 to 5 inches high (top to bottom) (see Chapter 29). Data to be entered in the data blocks are shown in Appendices 8.48 and 8.49. Blocks 24, 25, and 26 must contain bar coded data except for DLA Disposition Services Field Office documents. DLA Disposition Services Field Office documents will not contain bar coding in Block 26. Block 27 must contain a two-dimensional (2D) bar code (Portable Data File (PDF) 417) encompassing the linear bar code data elements plus additional elements to improve automated information technology (AIT) efficiencies and to facilitate item unique identification (IUID) when applicable.

AP6.1.6.6.2. The Issue Release/Receipt Document data elements, configuration and locations are as follows:

DATA ELEMENT NAME	LENGTH	RECORD POSITION(S)
Document Identification Code	3	1-3
Routing Identifier Code (From)	3	4-6
Media and Status	1	7
Unit of Issue	2	23-24
Quantity	5	25-29
Service	1	45
Supplementary Address	5	46-50
Signal	1	51

DATA ELEMENT NAME	LENGTH	RECORD POSITION(S)
Fund	2	52-53
Distribution	3	54-56
Project	3	57-59
Priority	2	60-61
Required Delivery Date	3	62-64
Advice	2	65-66
Routing Identifier	3	67-69
Ownership/Purpose	1	70
Condition	1	71
Management	1	72
Multi Use	1	73
Unit Price[12]	7	74-80

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Total Price	12[13]	1
Ship-From	10	2
Ship-To	9	3
Mark-For	24[14]	4
Doc Date	5	5
NMFC	9	6
Freight Rate	8	7
Type Cargo	10	8

[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.

[13] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

[14] Maximum length is 24 positions: Mark-for clear text (with no DoDAAC or RIC) displays on DoD shipment documents as two lines of 12 characters each. If text is combined with a DoDAAC, up to 17 clear text characters are allowed. If text is combined with a RIC, up to 20 clear text characters is allowed. Insert a slash (/)during printing of shipment documentation to separate the DoDAAC or RIC from clear text; do not perpetuate the slash (/) in the DLMS transaction. Refer to ADC 1009A.

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Physical Security	4	9
Quantity	7	10
Unit Pack	3	11
Unit Weight	10	12
Unit Cube	7	13
UFC	6	14
Shelf Life	3	15
Freight Classification Nomenclature	36	16
Item Nomenclature	36	17
Type Container	5	18
No. of Containers	8	19
Total Weight	13	20
Total Cube	10	21
Received By	26	22
Date Received	10	23
Document Number and Suffix (30-44)	44	24
National Stock Number and Additional (8-22)	44	25
For other than Security Assistance: RIC (4-6) UI (23-24) QTY (25-29) COND Code (71) Dist (55-56) UP (74-80)[15]	Variable	26
If Security Assistance: RIC (4-6), UI (23-24), QTY (25-29), COND (71), UP (74-80)[16], SUPPADD (45, 48-50)		

[15] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.
[16] Ibid

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
Additional Data	Variable	27
For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.		
Perpetuate the customer's internal purchase order (PO) number when provided on the release order[17].	PO number value: 10-13 characters	
For FMS repair/return and repair/replace items, include the estimated or actual unit cost of the repair service per Appendix 8.48.[18]	Repair value: up to 9 digits dollars followed by period and 2 digits cents	

[17] Refer to ADC 473A
[18] Refer to ADC 1031

BLOCK ELEMENT NAME	BLOCK SIZE/ NO. OF CHARACTERS	BLOCK NUMBER
For IUID to support UIT/ serialized item management, include the following:[19]	Field size and characteristics of item unique identification data content and specific policy guidance is available at:	
Unique Item Identifier and/or Serial Number	http://www.acq.osd.mil/dpap/pdi/uid/index.html	
The following additional data elements may be included in support of IUID:		
Manufacturer's CAGE, Current Part Number, Batch/Lot		
Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.		

AP6.1.6.6.3. The Issue Release/Receipt Document is used as:

AP6.1.6.3.1. An issue document from distribution point to consignee resulting from a requisition.

AP6.1.6.3.2. A release document for retrograde materiel or inter base (post, camp, station, etc.) movements.

AP6.1.6.3.3. A materiel return document from base to depot.

AP6.1.6.3.4. A receipt document by the consignee

AP6.1.6.3.5. Disposal turn-in document.

AP6.1.6.3.6. Local requisition on DLA Disposition Services Field Office.

AP6.1.6.6.4. The Issue Release/Receipt Document is designed to accommodate the various elements of data used by any of the Services as source information for preparing other documentation. The document enables supply sources to use a single method of documentation for all requisitions and provide a standard

[19] Capability to support IUID data content within the PDF 417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/ADC 399A. Components have not reported implementation at this time.

receiving document that will accommodate both manual and automated requisitioners and consignees.

AP6.1.7. DD Form 1348-2, Issue Release/Receipt Document with Address Label (AP6.31)

AP6.1.7.1. The Service/Agencies have the option to stock or print the DD Form 1348-2. The DD Form 1348-2 configuration is a DD Form 1348-1A with a perforated address label attached to the outer right edge. The length of the DD Form 1348-2 is 13 inches. The DD Form 1348-2 may be configured for printing as continuous forms. For continuous forms configuration, pin-fed strips of one-half inch on each side may be added. The length of the DD Form 1348-2 with pin-fed strip will not exceed 14 inches. The address label dimensions of the DD Form 1348-2 are 4-1/4 inches long and 5-1/2 inches high. Use of the address label with preprinted postage data is only authorized for shipments by the U.S. Postal Service. The address label will contain the following elements.

AP6.1.7.1.1. Postage Data

AP6.1.7.1.2. TCN Data

AP6.1.7.1.3. Weight Data

AP6.1.7.1.4. Type Service Data

AP6.1.7.1.5. From Data

AP6.1.7.1.6. Ship-to Data

AP 1.1.7.2. Data will be entered on the address label as follows:

AP6.1.7.2.1. Postage Data. A shipment through the U.S.P.S. must contain the following phrase, “OFFICIAL BUSINESS.” This phrase will be printed on the bottom line of the postage block.

AP6.1.7.2.2. Transportation Control Number. Enter the TCN applicable to the shipment.

AP6.1.7.2.3. Weight. Enter the weight of the item being shipped.

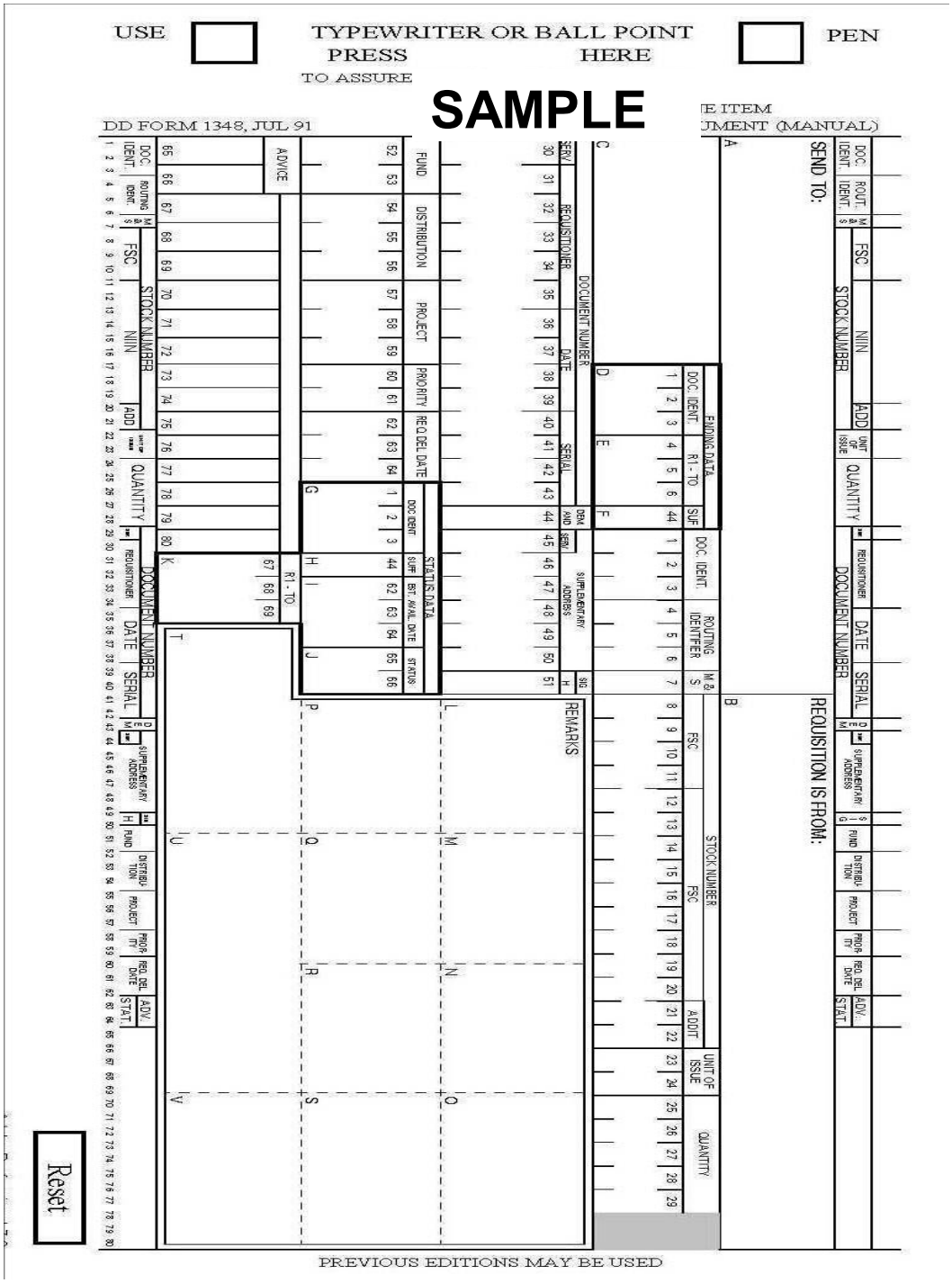
AP6.1.7.2.4. Type Service. Enter the appropriate type of delivery service; for example, first-class-priority, express mail, and Military Official Mail (MOM).

AP6.1.7.2.5. Ship-to. Enter the applicable in-the-clear address of the activity that is to receive the shipment. If mark-for data is required, enter the mark-for data above the city/state/zip code data. If the Port of Embarkation (POE) is required, enter the POE in this block.

AP6.1.8. IRRD (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This is a mandatory document for serialized Item shipments containing machine readable bar codes for the encoded content information to include the serial numbers, unique item identifiers (UIIs), and batch/lot numbers as required for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes. The continuation page is intended to expedite supply and distribution processes by providing a means to automate the capture of data using automatic identification technology (AIT) devices. The continuation page is free form. The data elements and preferred format are shown in AP6.36.

AP6.2. APPENDIX 6.2

DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)



AP6.3. APPENDIX 6.3

DD FORM 1348m, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MECHANICAL)

AP6.4. APPENDIX 6.4

DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT

NOTICE OF AVAILABILITY/SHIPMENT

ORIGIN INFORMATION

Origin Point of Contact (Full name)	NOA DATE	NOA NOTICE NUMBER
ORIGIN INFORMATION RIC: PHONE:	RETURN COMPLETED FORM TO: EMAIL: FAX:	NOA ADDRESSEE MAPAC

SHIP TO MAPAC	MARK FOR MAPAC	Security Cooperation Customer Code	Transportation Control Number
# of Line Items (DD 1348-1/DD 250)	Delivery Term Code	FMS Case Designator	Export Release Required (Yes or No)

FREIGHT NOMENCLATURE	WATER COMMODITY DATA Commodity Code: Type Cargo Code: Special Handling Code:	AIR COMMODITY DATA Commodity Code: Special Handling Code: Air Dimension Code:

Transportation Priority	Project Code	Type Pack	Pieces	Weight (pounds)	Cube (Cubic FT)	Total Shipment Value (USD)

OVER-DIMENSIONAL INFORMATION

LENGTH (inches)	WIDTH (inches)	HEIGHT (inches)	WEIGHT (pounds)

SPECIAL REQUIREMENTS

Hazmat Indicator (Yes or No)	Explosive Indicator (Yes or No)	UN/NA Identification Number
Proper Shipping Name	Primary Hazard Class/Division	Packing Group

DODIC	Net Explosive Weight (pounds)	Special Approval Number (DOT/CAA/COE)	Controlled Inventory Item Code

CONSIGNEE INFORMATION
(To be completed by the Freight Forwarder/Security Cooperation Representative)

Point of Contact Name	Street Address		Telephone
City	State	Country (GENC and Full Name)	Postal Code

Port of Embarkation (POE)	Port of Debarkation (POD)	Ship Mode to Final Destination (Air or Surface)

Comments/Remarks

SAMPLE

DD FORM 1348-5, JAN 2015 PREVIOUS EDITION IS OBSOLETE. Adobe LiveCycle 11.0

AP6.5. APPENDIX 6.5

STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT

DOCUMENT IDENTIFICATION

1. DOC. IDEN.	2. ROUTING IDEN.	3. M & S	DOCUMENT NUMBER: 9-10 REQUISITIONER	DOCUMENT NUMBER: 11. DATE	13. DEM	14-15F. SUPPLEMENTARY ADDRESS	16F. SIG	17. FUND	18F. DISTRI-BUTION	19. PROJECT	20. PRI-ORITY	21. REQ'D DELIVERY DATE
1-3	4-6	7	30-35	36-39	44	45-50	51	52-53	54-56	57-59	60-61	62-64

SIGNATURE *(If required)*

TELEPHONE NUMBER

REQUISITION DATA

STOCK NUMBER: 4. FSC	STOCK NUMBER: 5. NIIN	6. ADD-TN'L	7. UNIT OF ISSUE	8. QUANTITY	12. SERIAL	14-15V. SUPPLEMENTARY ADDRESS	16V. SIG	18V. DISTRI-BUTION	19V. PROJECT	22. ADVICE
8-11	12-20	21-22	23-24	25-29	40-43	45-50	51	54-56	57-59	65-66

NOTE: Entries in shaded blocks may be in either the **FIXED (F)** or **VARIABLE (V)** sections - **NEVER** in both.

23. REMARKS

SAMPLE

MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT NSN 7540-00-965-2379 **STANDARD FORM 344** (REV. 2-93)
Prescribed by GSA, FPMR (41 CFR) 101-26.2

AP6.6. APPENDIX 6.6

DD FORM 1348-6
DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)

DOCUMENT IDENTIFER			ROUTING IDENTIFIER			M & S	ITEM IDENTIFICATION* (NSN, FSCM/Part No., Other)														UNIT OF ISSUE		QUANTITY					DOCUMENT NUMBER					
							FSCM					PART NUMBER															SERV	REQUISITIONER				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35

DOCUMENT NO. (Cont.)						DEMAND	SUPPLEMENTARY ADDRESS				SIGNAL	FUND CODE		DISTRI-BUTION CODE			PROJECT CODE			PRIORITY	REQUIRED DELIVERY DAY OF YEAR			ADVICE CODE		BLANK						
DATE			SERIAL				SERV																								
36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69

											REJECT CODE (FOR USE BY SUPPLY SOURCE ONLY)		IDENTIFICATION DATA
70	71	72	73	74	75	76	77	78	79	80	65	66	*1. MANUFACTURER'S CODE AND PART NO. (When they exceed card columns 8 thru 22)
													2. MANUFACTURER'S NAME

3. MANUFACTURER'S CATALOG IDENTIFICATION	4. DATE (YYMMDD)	5. TECHNICAL ORDER NUMBER
6. TECHNICAL MANUAL NUMBER	7. NAME OF ITEM REQUESTED	
8. DESCRIPTION OF ITEM REQUESTED		8a. COLOR
		8b. SIZE
9. END ITEM APPLICATION		9a. SOURCE OF SUPPLY

9b. MAKE	9c. MODEL NUMBER	9d. SERIES	9e. SERIAL NUMBER
10. REQUISITIONER (Clear text name and address)	11. REMARKS		

FOLD LINE

FOLD LINE

SAMPLE

DD Form 1348-6, FEB 85 (EG) *Edition of Apr 77 may be used until exhausted.* DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT *(MANUAL – LONG FORM)*

INSTRUCTIONS FOR IDENTIFICATION OF DATA BLOCKS

FIELD LEGEND	BLOCK NUMBER	ENTRY AND INSTRUCTIONS
Manufacturer's Code and Part Number	1	Enter the item contractor and Government entity (CAGE) code when available, first, followed by the complete part number when the part number exceeds 10 digits.
Manufacturer's Name	2	Enter the manufacturer's name and address (including Zip Code, if known) when the CAGE is not available.
Manufacturer's Catalog Identification	3	Enter the manufacturer's catalog identification number when available.
Date	4	Enter the date of the publication in calendar date format (YYMMDD).
Technical Order Number	5	Enter the applicable order number in which the requested item may be defined.
Technical Manual Number	6	Enter the applicable technical manual number in which the requested item may be defined.
Name of Item Requested	7	Enter the appropriate name of item requested.
Description of Item Requested	8	Enter the description of item requested and, if necessary, attach exhibits or pictures.
Color	8a	Enter the color of item requested, if applicable.
Size	8b	Enter the size of item requested, if applicable.
End Item Applicable	9	Enter the name of the applicable end item for which the requested item applies. Entry should cite NSN and/or nomenclature. If application is unknown, enter unknown.
Supply Source	9a	Enter the supply source of the applicable end item, if known.
Make	9b	Enter the manufacturer's make of the applicable end item, if known.
Model Number	9c	Enter the manufacturer's model number of the applicable end item, if known.

FIELD LEGEND	BLOCK NUMBER	ENTRY AND INSTRUCTIONS
Series	9d	Enter the manufacturer's series number of the applicable end item, if known.
Serial Number	9e	Enter the serial number of the end item, if known. If UII is available, enter in Block 11 (prefixed with "UII").
Requisitioner	10	Enter the requisitioner's clear-text name, commercial or DSN number, and address including ZIP code.
Remarks	11	Enter any additional information which will assist the supply source to obtain the correct item.

AP6.7. APPENDIX 6.7

RESERVED

AP6.8. APPENDIX 6.8

MILSTRIP MESSAGE REQUISITION

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP REQUISITIONS:

1.
A0A/FMI/2/8305001234567/EA00040/FB2300/1150/0111/R/BLNK/A/12/089/BLNK/02/154/2B

2.
A0A/FMI/B/8305002345678/EA/00001/FB2300/1150/0112/N/BLNK/A/19/089/BLNK/03/154/BLNK

3.
A0E/FMI/B/1234005123456/EA/00015/FB2300/1150/0113/R/BLNK/A/19/089/BLNK/03/154/BLNK

{NOTE: SEE CHAPTER 2, PARAGRAPH A FOR TYPE OF EXCEPTION TO BE ENTERED}

4.
A0A/FMI/B/8310002345678/EA/00011/FB2300/1150/0114/R/BLNK/A/14/089/BLNK/02/155/BLNK

SAMPLE

AP6.9. APPENDIX 6.9

MILSTRIP MESSAGE FOLLOW-UP

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP FOLLOW-UPS:

1. AF1/FMI/2/8305001234567/EA/00040/FB2300/1250/0111/R/BLNK/A/12/089/BLNK/02/154/2B

2. ATE/FMI/B/8310002345678/EA/00010/FB2300/1250/0114/R/BLNK/A/14/089/BLNK/02/155/BLNK

3. AFC/FMI/0/8310002345679/EA/00010/FB2300/1250/0115/R/BLNK/A/15/089/BLNK/02/156/BLNK

NOTE: EXCEPTION DATA WILL BE OMITTED FROM AF_ SERIES FOLLOW-UPS

AT5 OR ATE FOLLOWUPS WILL REPEAT THE EXCEPTION DATA FROM THE ORIGINAL A05 OR A0E REQUISITION.

SAMPLE

AP6.10. APPENDIX 6.10

MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP SUPPLY ASSISTANCE REQUEST

1. THIS COMMAND IS EXPERIENCING SERIOUS PROBLEMS DUE TO LACK OF ITEM(S) SHOWN BELOW. REQUEST AGGRESSIVE ACTION TO ACCELERATE DELIVERY AND IMPROVE ESD.

DOC NO. W/SUFFIX	NSN
FB2300/1152/0111/0	8305-01-123-4567

2. SUBSTITUTES. LIST ALL KNOWN AND ACCEPTABLE SUBSTITUTE NSNs OR PART NUMBERS. IF NONE, SO STATE.

3. NEXT HIGHER ASSEMLY. IF NONE, SO STATE

4. LATERAL SUPPORT. LIST ANY ACTIVITIES CONTACTED IN AN ATTEMPT TO OBTAIN ITEM THROUGH LATERAL SUPPORT AND/OR KNOWN ACTIVITIES USING SAME END ITEM OF WEAPONS SYSTEM. IF NONE, SO STATE.

5. KNOWN SOURCE. LIST ANY KNOWN SOURCES FOR THE ITEM TO INCLUDE NAME, MAILING ADDRESS, AND TELEPHONE NUMBER (IF KNOWN). IF NONE, SO STATE.

6. MISSION IMPACT STATEMENT. INCLUDE END ITEM DESCRIPTION, WEAPON SYSTEM APPLICATION. INDICATE MISSION DEGRADATION CREATED BY LACK OF ITEM(S) OR STATEMENT “A CLASSIFIED NMCS CONDITION EXISTS DUE TO LACK OF REQUIRED ASSTETS.”

7. REMARKS. INCLUDE ADDITIONAL PERTINENT DATA NOT COVERED ABOVE.

SAMPLE

AP6.11. APPENDIX 6.11

ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SUPPLY STATUS

1. AE1/8305001234567/EA/00040/FB2300/1215/0001/BLNK/02/BB/3015

2. AE1/8310002345678/EA/00012/FB2300/1259/0014/B/02/BV/2283

SAMPLE

AP6.12. APPENDIX 6.12

ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SHIPMENT STATUS

1. AS1/00040/FB5249/1165/0001/BLNK/036/02/FB524911650001XXX/B

2. AS1/00012/FB5294/1165/0003/A/C44/02/FB529411650003XXX/B

SAMPLE

AP6.13. APPENDIX 6.13

MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP REQUISITIONS

1. A0E/FHZ/2/350451234567899/EA/00040/FB2300/0150/0111/R/BLNK/A/12/089/BLNK/02/154/29

- INDENTIFICATION DATA {INCLUDE ONLY APPLICABLE INFORMATION, PRESERVING THE ALPHA DESIGNATOR.}

A. CAGE CODE AND PART NUMBER <USE TOTAL CAGE CODE AND PART NUMBER WHEN TOO LARGE FOR RP 8-22\ WHEN PLACED HERE LEAVE RP 8-22 BLANK>.
B. MFG. NAME
C. MFG. CAT. AND DATE
D. TECH. ORD. NO.
E. TECH.MAN.NO.
F. END ITEM APPL.
G. NAME/DESCRIPTION
H. MAKE
I. MODEL NO.
J. SERIES
K. SERIAL NO.
L. COLOR
M. SIZE

REMARKS: WHEN ADDITIONAL DATA NOT COVERED ABOVE, IS FURNISHED.

SAMPLE

AP6.14. APPENDIX 6.14

RESERVED

AP6.15 APPENDIX 6.15

MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. REQUEST SPECIAL RECONCILIATION AND VALIDATION OF NEED FOR ITEM HELD AS MATERIEL OBLIGATION AT THIS ACTIVITY.

A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

B. STOCK OR PART NO. {ENTER NUMBER BEING REVIEWED}.

C. QUANTITY {ENTER QUANTITY ON BACKORDER}.

D. PD {ENTER PRIORITY DESIGNATOR OF REQUISITION}.

E. SHIP TO {IF OTHER THAN ADDRESSEE, ENTER DODAAC}.

2. REQUEST REPLY BY {ENTER A DATE 15 DAYS BEYOND THE DATE OF THIS REQUEST} INDICATING QUANTITY TO BE RETAINED AS A MATERIEL OBLIGATION. IF REPLY IS NOT RECEIVED BY THIS DATE, THE OBLIGATION QUANTITY WILL BE CANCELED.

SAMPLE

AP6.16. APPENDIX 6.16

MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: REPLY TO MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. THIS IS IN REPLY TO YOUR MESSAGE ON {INSERT DATE OF REQUEST} REQUESTING SPECIAL VALIDATION OF NEED FOR ITEM HELD AS A MATERIEL OBLIGATION.

A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

B. STOCK OR PART NO. {ENTER APPLICABLE NUMBER}.

C. QUANTITY {ENTER QUANTITY STILL REQUIRED OR "NONE"}.

2. A QUANTITY OF: _____ HAS BEEN RECEIVED PRIOR TO PREPARATION OF THIS VALIDATION RESPONSE.

SAMPLE

NOTE: Paragraph 2 above shall be omitted if none of the items have been received.

AP6.17. APPENDIX 6.17

REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

FROM:	(Insert the official clear-text name and address of the initiating activity and its assigned activity address code (AAC).)
TO:	(Insert the official clear-text name and address, including the AAC of the ILCO to receive the Validation Request Documents.)
SUBJECT:	Request for Validation of Materiel Obligations

AP6.17.1. Enclosed are (enter quantity) MOV Request documents (enter a listing of the documents or strike out if not applicable). Each of the enclosed validation requests, pertaining to FMS and Grant Aid transactions, reflects quantities of the items indicated held as materiel obligations at this installation as of (enter cutoff date) and for which the requisitions are aged 180 days or more past the requisitions document number date. The validation requests are submitted to your activity using the code contained in record position 54 of the original requisition document.

AP6.17.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed MOV request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. An AP_ response document is required for each item contained with the validation request, enclosed/listed, to indicate the desirability for continuation or cancellation of the requirement.

AP6.17.3. Acknowledge the receipt of the enclosed validation request by inserting the date and signature below and return the correspondence to this installation.

Enclosures
MOV Request documents
Listing of Request documents (if applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above validation request documents were received

_____
(Date)

_____
(Signature)

DO NOT DETACH

AP6.18. APPENDIX 6.18

FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

FROM: (Insert the official clear-text name and address of the initiating activity and its assigned Activity Address Code (AAC).)

TO: (Insert the official clear-text name and address, including the AAC of the International Logistics Control Office (ILCO) to receive the MOV Request documents.)

SUBJECT: Request for Validation of Materiel Obligations

AP6.18.1. The referenced letter forwarded (enter quantity) MOV Request documents, pertaining to FMS and Grant Aid transactions, and requested that receipt be acknowledged. This activity has no record of receipt of the requested acknowledgment nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of the (enter quantity) MOV Request documents and a listing of these documents (strike out if not applicable).

AP6.18.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed validation request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. A response is required for each validation request to indicate the desirability for continuation or cancellation of the requirement.

AP6.18.3. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and returning the correspondence to this installation.

Enclosures
MOV Request documents
Listing of Request documents (as applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above MOV Request documents were received

_____
(Date)

_____
(Signature)

DO NOT DETACH

AP6.19. APPENDIX 6.19

REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO to SAOs)

(Insert date)

FROM: (Insert the official clear-text name and address of the initiating International Logistics Control Office (ILCO) and its assigned activity address code (AAC).)

TO: (Insert the official clear-text name and address, of the security assistance office (SAO) to receive the validation request documents.)

SUBJECT: Request for Validation of Materiel Obligations.

AP6.19.1. Enclosed are listings (in duplicate) of MOV Request documents and a complete set of the documents (strike out if not applicable). Each of the enclosed validation requests, reflect quantities of the indicated item recorded as materiel obligations as of (enter cutoff date) and for which the requisition are aged 180 days or more past the requisitions document number date. The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP6.19.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP6.19.3. Request that a copy of the enclosed listing/data Block 8 and Block 21 of the remarks block, respectively (strike out one) of documents be annotated to indicate: (1) the quantity of each item still required and (2) the quantity of each item received prior to receipt of the validation requests. A copy of the annotated listing/the annotated documents should transmitted by priority mail to this activity to arrive no later than (enter date), which is 35 calendar days prior to the supply source response due date.

AP6.19.4. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and return of the correspondence to this installation.

Enclosures
Listings of Validation Requests (in duplicate)

MOV Request documents (as applicable)

_____

(ACKNOWLEDGMENT OF RECEIPT)

_____

Above MOV Request documents were received

_____
(Date)

_____
(Signature)

DO NOT DETACH

AP6.20. APPENDIX 6.20

FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO to SAOs)

(Insert date)

FROM:	(Insert the official clear-text name and address of the initiating ILCO and its assigned AAC.)
TO:	(Insert the official clear-text name and address of the security assistance organization (SAO) to receive the validation request documents.)
SUBJECT:	Follow-up on Request for Validation of Materiel Obligations.
REFERENCES:	(Insert reference to original letter.)

AP6.20.1. The referenced letter forwarded a listing (in duplicate) of MOV Request documents and a complete set of the documents (strike out one if not applicable) and requested that receipt be acknowledged. This activity has no record of receiving the requested acknowledgment, nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of listings for MOV Request documents and a complete set of the documents (strike out if not applicable). The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP6.20.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP6.20.3. Annotate a copy of the enclosed listing/Data Block 8 and Block U of the remarks block, respectively, for each document to indicate:

(1) The quantity of each item still required, and

(2) The quantity of each item received prior to receipt of the validation requests.

A copy of the annotated listing/the annotated documents (strike out one) should be transmitted by priority mail to this activity to arrive no later than enter date, which is 35 calendar days prior to the supply source response due date.

AP6.20.4. Acknowledge receipt of the enclosed MOV Request documents by insertion

of the date and signature below and return of the correspondence to the installation.

Enclosures

1. MOV Request documents
2. Listing of Request documents (as applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above MOV Request documents were received

_____

(Date)

_____

(Signature)

AP6.21. APPENDIX 6.21

REPORT OF VALIDATION OF MATERIEL OBLIGATIONS

1. Total overage Materiel obligations referred for validation (includes those forwarded by USAF bases to ALCs):		
a. U.S. Forces	Number	Value[1]
b. FMS and Grant Aid	Number	Value[2]
2. Total cancellations requested by the requisitioner.	Number	Value[3]
3. Total canceled by the logistics system as a direct result of the above requests:[4]		
a. U.S. Forces	Number	Value[5]
b. FMS and Grant Aid	Number	Value[6]
4. Percentage of accomplishment (Line 3 divided by Line 2).	Percent	Percent
5. Materiel Obligation Validation requests to which the requisitioner did not respond (requisitioner failed to acknowledge receipt of requests; did not confirm that materiel obligation should be retained; and did not request suspension of automatic cancellations).	Number	Value[7]

[1] All dollar values will be expressed in thousands.

[2] Ibid.

[3] Ibid.

[4] A materiel obligation shall not be counted as actually canceled until it is certified that the materiel will not be delivered to the requisitioner; for example, the affected elements of the logistics system have confirmed that shipment/procurement action has been stopped.

[5] All dollar values will be expressed in thousands.

[6] Ibid.

[7] Ibid.

6. Total canceled by the logistics systems due to nonresponse:[8]		
a. U.S. Forces	Number	Value[9]
b. FMS and Grant Aid	Number	Value[10]
7. Percentage of accomplishment (Line 6 divided by Line 5)	Percent	Percent
8. Reinstatement requests received:[11,12]		
Army	Number	Value[13]
Navy	Number	Value[14]
Air Force	Number	Value[15]
Marine Corps	Number	Value[16]
Other DoD	Number	Value[17]
9. Reinstatements accomplished:[18,19]		
Army	Number	Value[20]
Navy	Number	Value[21]
Air Force	Number	Value[22]
Marine Corps	Number	Value[23]
Other DOD	Number	Value[24]

[8] Ibid

[9] Ibid.

[10] Ibid.

[11] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

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

[13] All dollar values will be expressed in thousands.

[14] Ibid.

[15] Ibid.

[16] Ibid.

[17] Ibid.

[18] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

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

[20] All dollar values will be expressed in thousands.

[21] Ibid

[22] Ibid

[23] Ibid

[24] Ibid

AP6.22. APPENDIX 6.22

ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP ASSET REPORT

FTE/SMS/2/5910001882725/EA/53188/FB2300/1221/001/Blank/FM2300/J/6C/Blank/
3AA/ Blank/Blank/DPK/Blank/A/Blank

NOTE: The above example applies equally to other MRP formats by indicating applicable document identifier code (DIC) and data content displayed in this Appendix.

SAMPLE

AP6.23. APPENDIX 6.23

MASS OR UNIVERSAL CANCELLATION MESSAGE

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MASS OR UNIVERSAL CANCELLATION REQUEST

1. REQUESTED BY: {ENTER OFFICE SYMBOL OF REQUESTOR (FROM)}.

2. CONSIGNEE: {ENTER "N/A" OR APPLICABLE DODAAC(S) TO BE CANCELLED}.

3. EFFECTIVE DATE: {ENTER ORDINAL DAY OF YEAR THAT CANCELLATION ACTION IS TO BE IMPLEMENTED}.

4. PRIORITY DESIGNATOR: {ENTER "N/A" OR APPLICABLE PD(S) TO BE CANCELLED}.

5. FSC, FSG, NSN, P/N: {ENTER "N/A" OR FSC, FSG, NSN, P/N TO BE CANCELLED}.

6. PROJECT CODES(S): {ENTER "N/A" OR PROJECT CODE(S) TO BE CANCELLED}.

7. SPECIAL INSTRUCTIONS: {ENTER "N/A" OR APPLICABLE ENTRY FROM CHAPTER 8, 1.5. FOR MASS CANCELLATIONS, ENTER "NONE" FOR UNIVERSAL CANCELLATIONS}.

NOTE: All paragraph headings are mandatory entries. The Department of Defense activity address code (DoDAAC) is a mandatory entry in Paragraph 2 above, when data is entered in Paragraph 4 or 5.

SAMPLE

AP6.24. APPENDIX 6.24

DEFENSE LOGISTICS MANAGEMENT STANDARDS/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT

STATUS REPORT

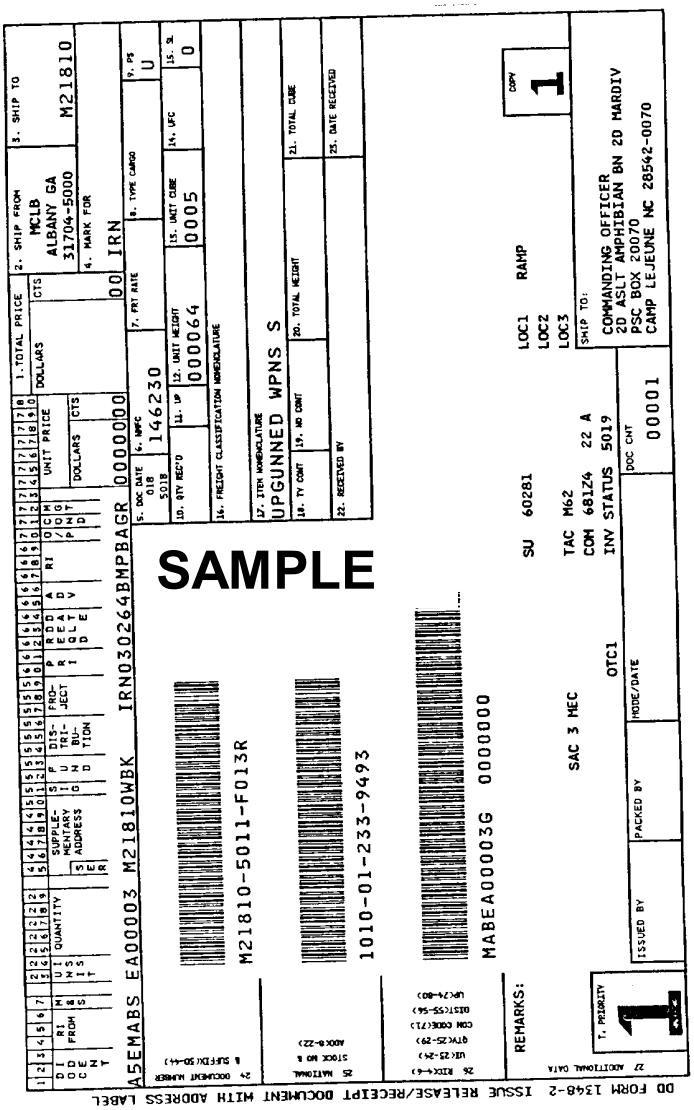
APPROVED MILSTRIP CHANGES/APPROVED DLMS CHANGES

APPROVED MILSTRIP CHANGE/APPROVED
DLMS CHANGE NO:_____ AS OF: _____

STATUS: (Provide narrative as to current status and whether effort is on target. Address any problems that may prevent meeting the implementation date and planned action to recover. Final report should include S/A implementing publication number/system identification/subsystem identification, as applicable.)

AP6.25. APPENDIX 6.25

ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING[1]



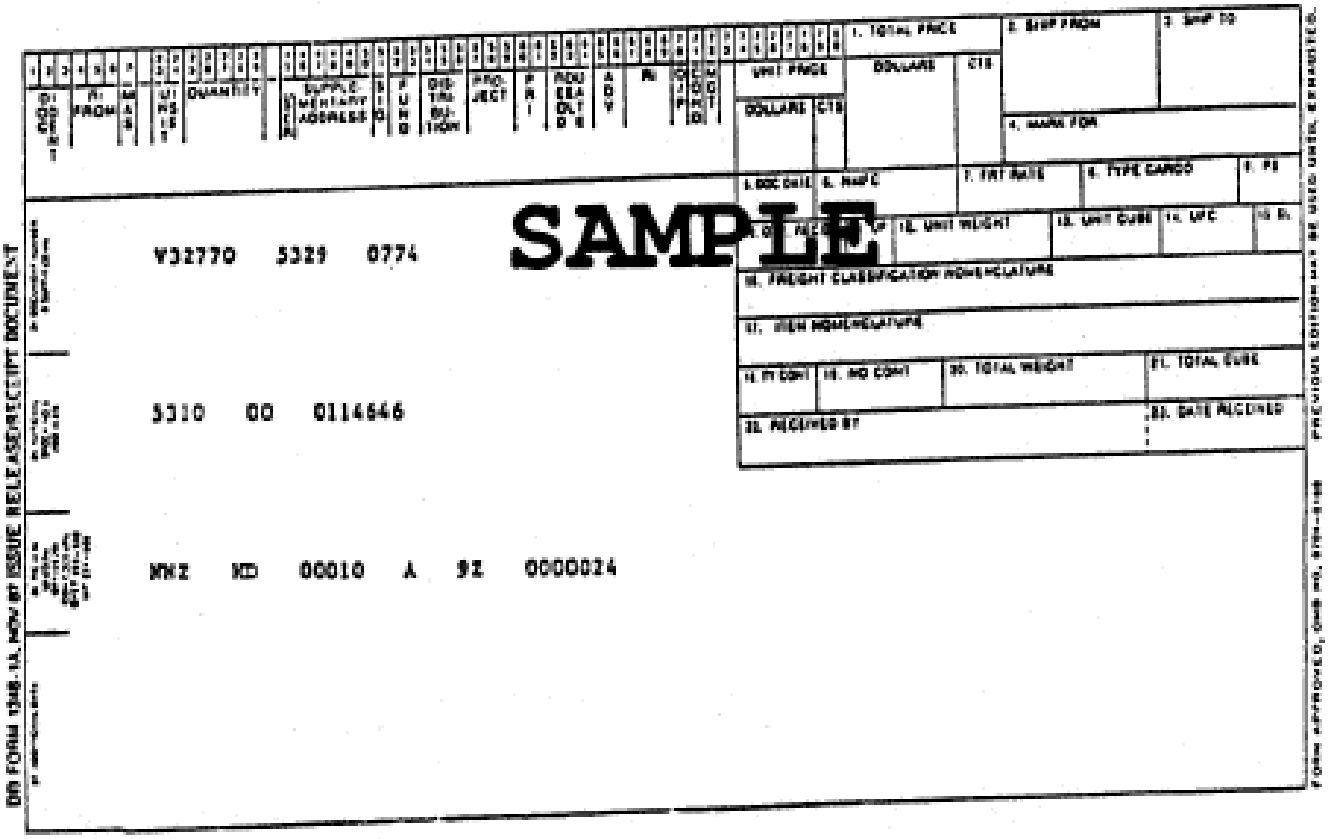
[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.26. APPENDIX 6.26

RESERVED

AP6.27. APPENDIX 6.27

ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA[1]



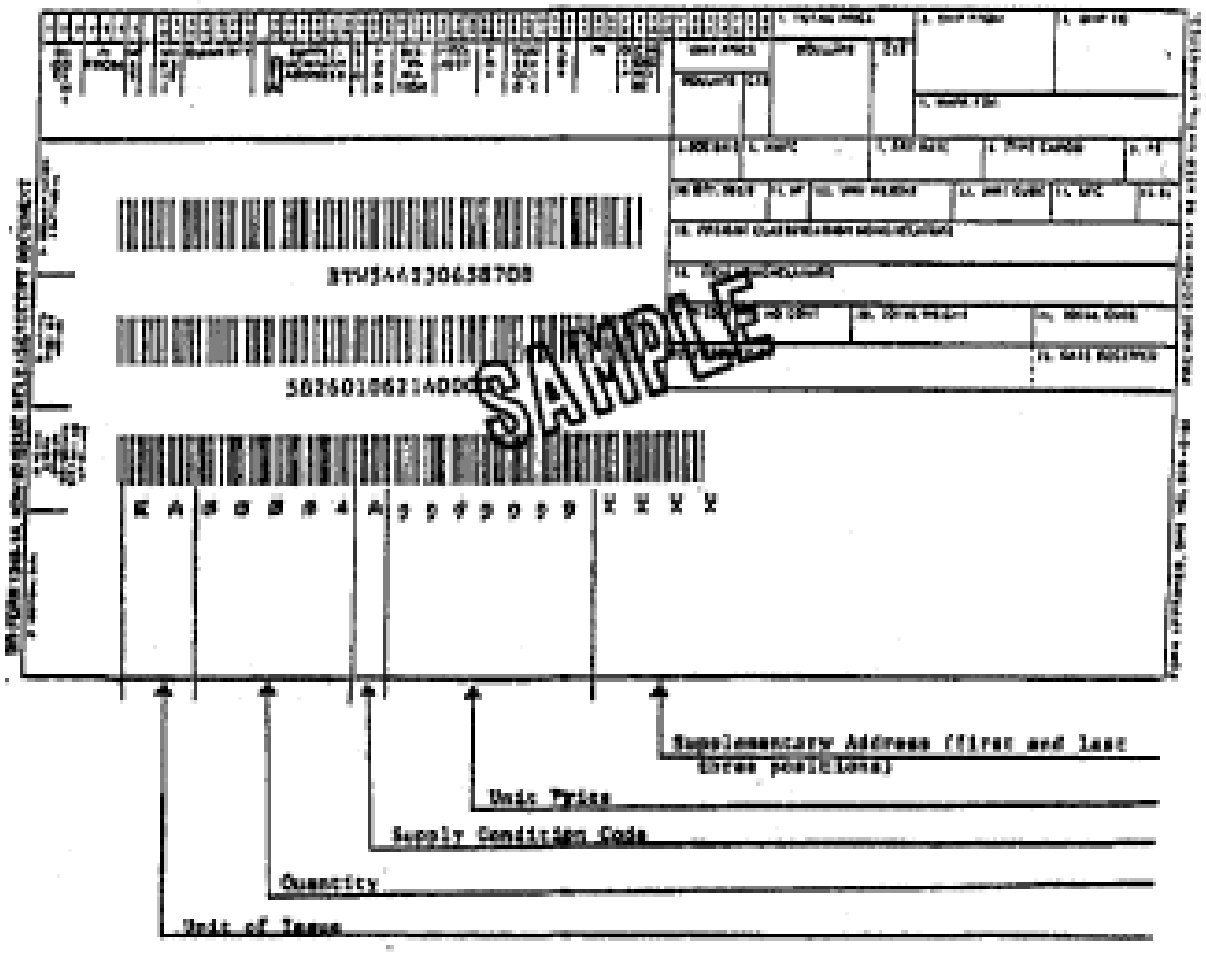
1 Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221, DLMS enhancement for communication of unit price and total price.

AP6.28. APPENDIX 6.28

RESERVED

AP6.29. APPENDIX 6.29

ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES[1]



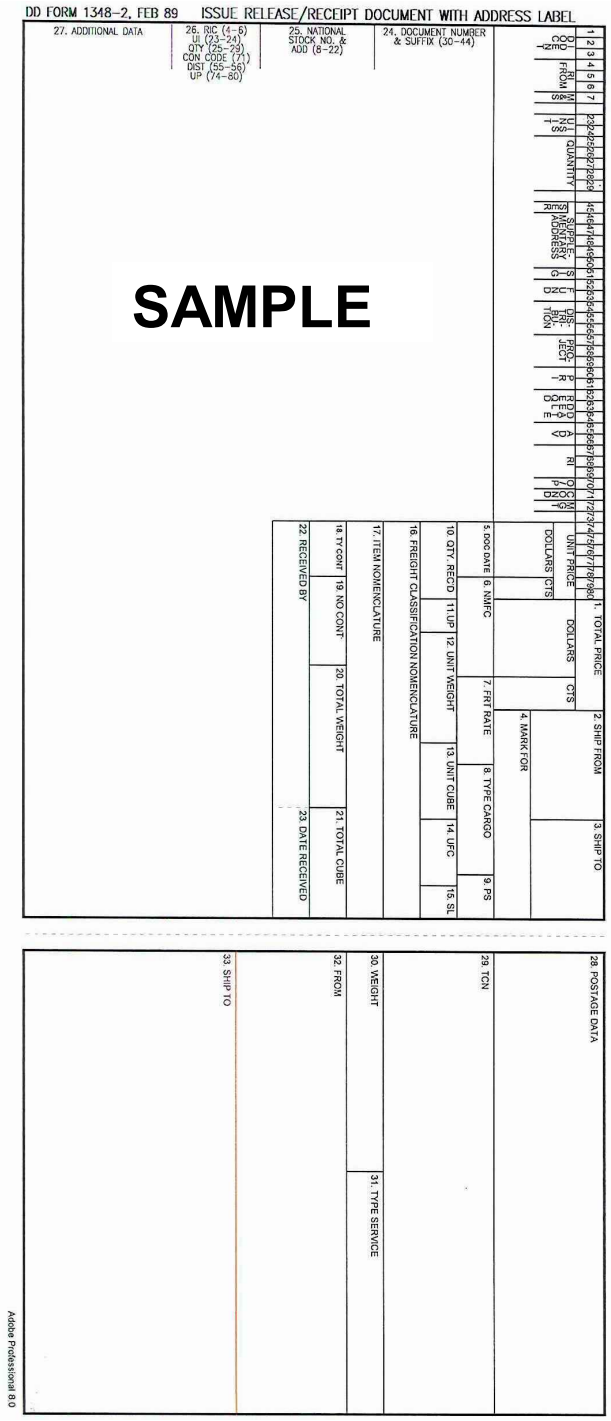
[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.30. APPENDIX 6.30

RESERVED

AP6.31. APPENDIX 6.31

ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL



AP6.32. APPENDIX 6.32

MESSAGE REQUEST FOR DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE[1]

FROM: (ENTER APPROPRIATE AUTHORIZING MAJOR COMMAND (MACOM) OR THEATER/FLEET COMMANDER)

TO: DLA TRANSACTION SERVICES WRIGHT-PATTERSON AFB OH//

SUBJECT: REQUEST FOR DAAS TO PROVIDE MOV RESPONSE

THIS COMMAND REQUESTS THAT DAAS PROVIDE RESPONSES TO MOV REQUESTS FOR (ENTER NAME OF ACTIVITY TO INCLUDE DODAAC) FOR MOV CYCLE (ENTER APPROPRIATE CYCLE NUMBER FROM CHAPTER 7, TABLE C7.T1.) THIS REQUEST HAS BEEN APPROVED BY THE (ENTER MACOM OR FLEET/THEATER COMMANDER, AS APPROPRIATE).

THE ACTION OFFICER FOR THIS MESSAGE IS (ENTER THE NAME AND DSN TELEPHONE NUMBER OF RESPONSIBLE INDIVIDUAL HAVING KNOWLEDGE OF THIS REQUEST).

[1] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP6.33. APPENDIX 6.33

QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT[1]

AP6.33.1. A Quarterly Intransit To DLA Disposition Services Field Office Report is produced by DLA Disposition Services upon request. In addition, an annual report is produced at the end of each fiscal year that includes the previous four totals upon request. The report is in four parts:

AP6.33.1.1. Total DoD Summary.

AP6.33.1.2. Service Summary.

AP6.33.1.3. DoDAAC breakout (including further subdivision by DLA Disposition Services Field Office Routing Identifier Code (RIC).

AP6.33.1.4. A supplemental invalid DoDAAC report.

AP6.33.2. The report shall be distributed upon request. All copies of the reports are provided to the designated DoD Component MILSTRIP Focal Points. Further dissemination of the reports is the responsibility of each individual DoD Component.

AP6.33.3. The format of the report and the explanation of the derivation of the counts are as follows:

<table>
<tr><td colspan="8">QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT</td></tr>
<tr><td colspan="8">Total DoD, Service, or DoDAAC (Clear-text name and address of the DoDAAC will be printed)</td></tr>
<tr><td></td><td></td><td>AFX Generated</td><td>AFZ Generated</td><td colspan="3">No Response to AFZ</td><td rowspan="2">Unresolved Discrepancies Moved to History</td></tr>
<tr><td></td><td>Discrepancies Cleared</td><td>Advice Code</td><td>Advice Code</td><td>30-60 Days</td><td>60-90 Days</td><td>>90 Days</td></tr>
<tr><td>Total Matches</td><td>ASZ/AE3 – BF, DE, DF, DG, DH</td><td>36 37</td><td>36 37</td><td>36 37</td><td>36 37</td><td>36 37</td><td>36 37</td></tr>
<tr><td>Note:</td><td colspan="7">1. All columns show transaction totals and dollar totals. Dollars shall be shown in multiples of $100.00
2. Report prepared in hardcopy shall page break after each distinct record, i.e., after each DoDAAC or Service.</td></tr>
</table>

[1] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

AP6.33.4. Explanation of columns in the report:

AP6.33.4.1. Total Matches. Reflects a count of matching DIC AS3 transactions and DLA Disposition Services Field Office receipts. Physical security/controlled inventory item totals required an exact quantity match. All other items require a quantity match within $800 of an exact match.

AP6.33.4.2. Discrepancies Cleared. Reflects a count of transactions received by DLA Disposition Services Field Offices in response to DIC AFX and AFZ follow-ups, subdivided by type of response; DIC ASZ or DIC AE3 with Status Code BF, DE, DF, DG, or DH.

AP6.33.4.3. AFX Generated. Reflects a count of DIC AFX transactions generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by the type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.4. AFZ Generated. Reflects a count of the DIC AFZ transaction generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.5. No response to AFZ. Reflects a count of the DIC AFZ transactions to which there has been no response, subdivided by number of days since the DIC AFZ transaction was generated prior to the report preparation cutoff date; further subdivided by type of condition causing a mismatch of the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP6.33.4.6. Unresolved Discrepancies Moved to History. Count of the transactions (records) moved from the active file to history during the period (quarter of fiscal year) that has no resolution of the discrepant condition. Documents (records) are removed from the active file to history, one year from the date of receipt of the first transaction in the record (either a DIC AS3 or a DLA Disposition Services Field Office receipt transaction).

AP6.34. APPENDIX 61.34

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT

AP6.34.1. The Unauthorized Priority Designator Assignment Report is produced by DLA Transaction Services to identify suspected abuse of priority designator (PD) assignment. This report also provides visibility of requisitions downgraded automatically by DLA Transaction Services during requisition processing based upon Service/Agency authorization. See Appendix 7.14 for detailed discussion on appropriate PD assignment and validation procedures. The report is prepared monthly. Summary sections, Parts I, II, IV, and V, are also available quarterly and annually. The report is in seven parts.

AP6.34.1.1. Part I – Service/Agency Summary of Requisitions Submitted Through Defense Automatic Addressing System (DAAS).

AP6.34.1.2. Part II – (DoD Activity Address Code (DoDAAC) Summary by Service/Agency of Requisitions Submitted Through DAAS

AP6.34.1.3. Part III – Requisition Detail by DoDAAC of Requisitions Submitted Through DAAS

AP6.34.1.4. Part IV – Service/Agency Summary of Requisitions NOT Submitted Through DAAS

AP6.34.1.5. Part V – DoDAAC Summary by Service/Agency of Requisitions NOT Submitted Through DAAS

AP6.34.1.6. Part VI – Requisitions Detail by DoDAAC of Requisitions NOT Submitted Through DAAS

AP6.34.1.7. Part VII – Requisitions Detail by DoDAAC of Requisitions Downgraded to a Lower Priority by DAAS

AP6.34.2. The report is available for review or downloading through Internet access to the DLA Transaction Services website[1] after the 5th of the month.

[1] Defense Automatic Addressing System (DAAS) requires a user ID and logon to gain access to their various reports and services; such as, the Unauthorized Priority Designator Assignment Report, DoDAAC queries, fund codes, Routing Identifier Codes (RIC), Military Assistance Program Address Codes (MAPAC), Military Standard Billing System (MILSBILLS) reports, and other information. If you do not currently have an approved access (user id and password) please complete a request for access by going to the following DAAS Website: https://www.transactionservices.dla.mil/sar/warning.asp

AP6.34.3. The format of the report and the explanation of the contents are as follows:

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT PART I - SERVICE/AGENCY SUMMARY OF REQUISITIONS SUBMITTED THROUGH DAAS							
		JUN 1, 2001- JUN 30, 2001			MAR 1, 2001- MAY 31, 2001		
		# OF AACS	# OF REQNS	# OF REQNS DWNGD	# OF AACS	# OF REQNS	# OF REQNS DWNGD
MILITARY SERVICE	ARMY	82	888	648	109	4,743	1,700
	NAVY	74	1,990	1,806	122	7,628	2,586
	AIR FORCE	49	550	299	57	2016	344
	MARINES	10	52	46	12	125	14
	SUB-TOTAL	215	3,480	2,799	300	14,512	4,644
AGENCY/OTHER	GSA	26	165	39	44	391	45
	FAA	1	1	1	0	0	0
	DLA	2	12	10	3	160	19
	COAST GUARD	8	49	49	16	128	128
	OTHER	7	217	23	11	867	267
	SUB-TOTAL	44	444	122	74	1,546	385
SECURITY ASSISTANCE	ARMY	0	0	0	0	0	0
	NAVY	0	0	0	0	0	0
	AIR FORCE	0	0	0	4	19	19
	MARINES	0	0	0	0	0	0
	DLA	0	0	0	3	30	30
	SUB-TOTAL	0	0	0	7	49	49
GRAND TOTAL		259	3,924	2,921	381	16,107	5,075

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT

PART II - DODAAC SUMMARY BY SERVICE/AGENCY OF REQUISITIONS

REPORT PERIOD: Jun 1, 2001 - Jun 30, 2001
PREVIOUS PERIOD: Mar 1, 2001 - May 31, 2001

SERVICE/AGENCY=ARMY

	REPORT	PERIOD	STATS		PREVIOUS	PERIOD	STATS	
DODAAC	PD 01	PD 04	PD 11	TOTAL REQNS	PD 01	PD 04	PD 11	TOTAL REQNS
CLOKX1	18	61	17	96	142	132	18	292
W90M7W	0	76	0	76	0	0	0	0
W8124E	5	25	45	75	805	34	107	946
W81EWF	0	66	0	51	0	77	0	77

UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT

REPORT PERIOD: JUNE 1, 2001 - JUNE 30, 2001

PART III - REQUISITION DETAIL BY DODAAC OF REQUISITIONS SUBMITTED THROUGH DAAS

ARMY

DODAAC: AC1359	NO. OF REQUISITIONSIDENTIFIED	2	
XU ASF EUSTIS BLDG 2407 FELKER AAF FORT EUSTIS VA 23604-5594			
PD 01 NOT DOWNGRADED		2	
A0DHM0F1501ANL1002 EA00001AC135911780001N		DNS	01
A0DHM0F1501ANL1005 EA00001AC135911780002N		DNS	01

AP6.34.4. Explanation of data in report.

AP6.34.4.1. Requisition data displayed in this report is selected in accordance with the validation process described under appendix AP7.14, paragraph AP7.14.4. Parts IV/V/VI repeat the earlier display format; however, the source of data is the requisition image transaction provided to DLA Transaction Services where an

alternative means of requisition submission has been used bypassing DLA Transaction Services validation; such as, Defense Supply Expert System (DESEX) input.

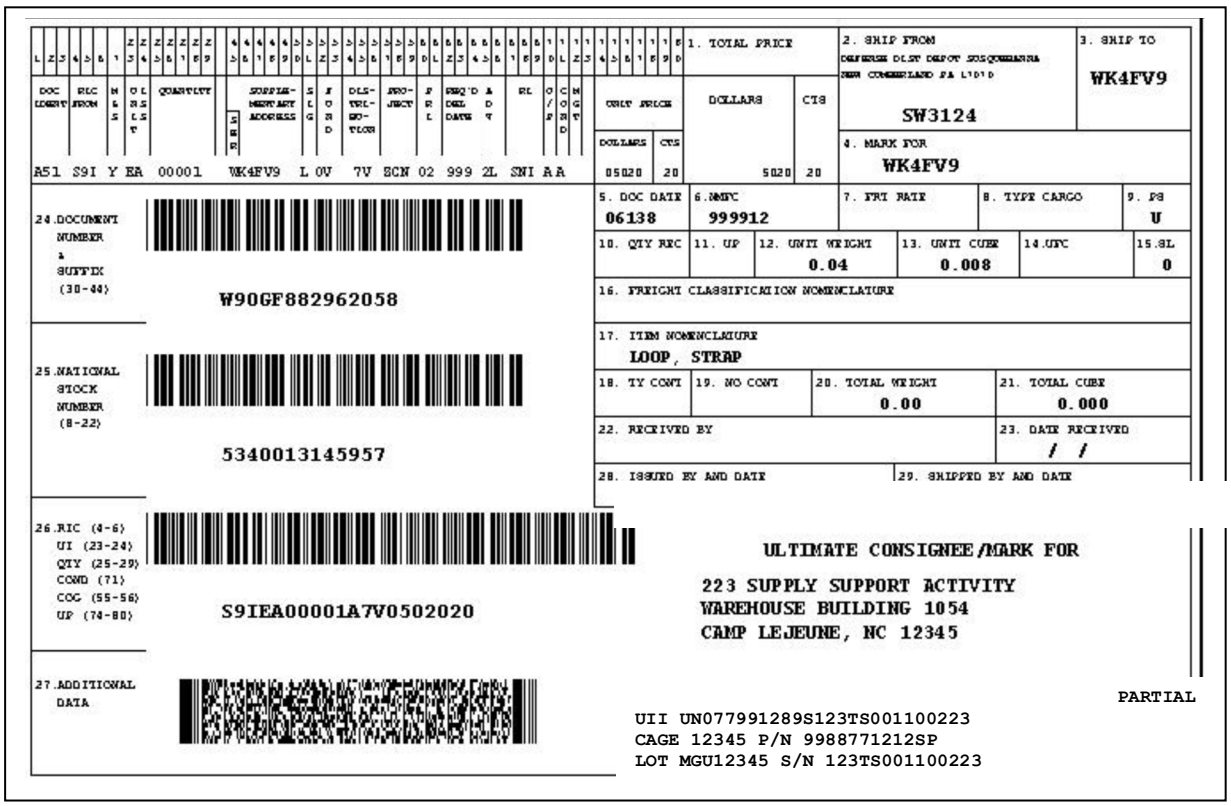
AP6.34.4.2. Report data is sorted in descending order by number of requisitions. Summaries and transaction display are grouped using DoDAAC identified in the requisition document number. Contractor and Security Assistance customers are grouped with the sponsoring Service/Agency. The annual report is prepared without prior quarter totals

AP6.34.4.3. Part VII identifies requisitions that have been subjected to automatic downgrading of the PD based upon DLA Transaction Services validation and S/A agreement. Transactions are grouped by PD and indicate in the header the original and modified PD assignment.

AP6.34.4.4. To support accurate monitoring of the “volume” of F/AD abuse, report logic eliminates “redundancy” by identifying only a single occurrence of abuse per requisition number. To determine the volume of abuse (vice transaction volume), requisition modifications, follow-ups, passing orders, referral orders, and requisition reinstatements are not included where the original requisition initiated the unauthorized PD assignment and was recorded in the DAAS database. If the original requisition is not recorded in the DAAS database or did not initiate the unauthorized PD assignment, the follow-on transaction is used to identify the suspected abuse. This report logic does not impact DAAS transaction edits that apply to all requisition-related transaction types.

AP6.35. APPENDIX 6.35

ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A) WITH CODE 39 (THREE-OF-NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL 2D BAR CODE



Notes:

1. Above sample is for illustration only. Implemented version may differ in placement and size of PDF417 2D bar code. The Code 39 linear bar code and PDF417 2D bar code requirements are described in this appendix.
2. For shipment quantities of two or more serialized items, in lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A, the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data (see AP6.36).
3. Unit prices obtained via electronic interfaces that are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP6.35.1. Code 39 Linear Bar Code Requirements. The following encoded data are required on the DD Form 1348-1A.

AP6.35.1.1. Code 39 linear bar coded data with human-readable interpretation for issue to Services/Agencies.

AP6.35.1.1.1. Document number and suffix assigned to the requisition for a maximum fifteen characters should be bar coded in Block 24.

AP6.35.1.1.2. Thirteen-digit national stock number (NSN) and two additional code values, as applicable, per Appendix 7.5.2, should be bar coded in Block 25. In the absence of the NSN, the manufacturer's CAGE and Part Number will be used up to a maximum of 15 characters.

AP6.35.1.1.3. Three character routing identifier code (RIC), two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character supply condition code (COND), blank or last two characters of the distribution code field (DIST), and a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal bar coded in block 26. The bar code will have a fixed length of 20 or 24 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 8.48. For transfers to DLA Disposition Services, Block 26 will not contain bar code data in accordance with Appendix 8.49.

AP6.35.1.2. Code 39 linear bar coded data, with human-readable interpretation requirements, for issue to FMS/Grant Aid customers.

AP6.35.1.2.1. Block 24. The document number and suffix assigned to the requisition up to a maximum fifteen characters should be bar coded.

AP6.35.1.2.2. Block 25. The thirteen digit national stock number (NSN) and two additional code values, as applicable, per Appendix 7.5.2, should be bar coded. In the absence of the NSN, the manufacturer's CAGE and part number will be used up to a maximum of 15 characters.

AP6.35.1.2.3. Block 26. The two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character condition code (COND), a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal, and the first position and last 3 positions of supplementary address (SUPADD) should be bar coded. The bar code will have a fixed length of 19 or 23 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 8.48.

AP6.35.1.3. The application of Code 39 linear bar codes on the DD Form 1348-1A should be in accordance with MHIA MH10.8.1, Annex A and MIL-STD-129 (as revised). The specific technical information provided in is not intended to be compressive and should be used in conjunction with the MIL-STD 129. A data check character is not used. The following requirements and exceptions apply:

AP6.35.1.3.1. The height of the bar code should be at least 0.5 inches (12.7 mm); and height must be no less than 0.25 inches (6.3 mm) , regardless of the density (characters per inch/mm).

AP6.35.1.3.2. Blocks 24 and 25. The length of the bar code must not be greater than 4.0 inches (101.6 mm). Each bar code must have 15 characters. When there is an absence of any character(s) (less than 15) within these two bar codes, encoded spaces will be used as fillers (based upon specific encoded data element).

AP6.35.1.3.3. Block 26. The length of the bar code must not be greater than 4.5 inches (114.3 mm). Encoded spaces will be used as fillers for any unknown, or unencoded, data characters.

AP6.35.1.3.4. Block 27. The length of the bar codes must not be greater than 4.00 inches (101.6 mm) for serial numbers that may have up to 30 characters. The narrow element X-dimension should be at least 0.01 inches (.25mm) but will not be less than 0.007 inches (0.1778 mm) for these high-density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP6.35.1.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified in ISO/IEC 16388, Table 1 (i.e.[A to Z][1 to 9][hyphen][period][space][$][/][+][%][stop/start (*)]. The full ASCII 128 character set will not be used to encode information. Also, scanners and imagers will not be configured to decode the full ASCII 128 character set for linear (Code 39) bar codes.

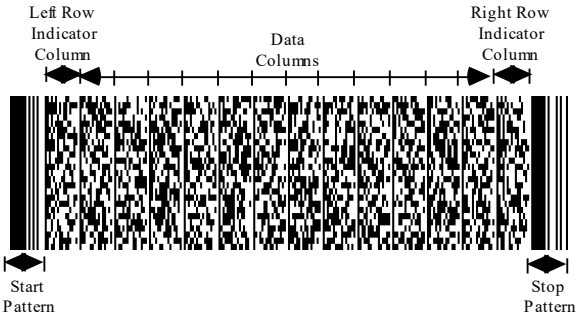
AP6.35.1.4. The application of Code 39 linear bar codes must be in accordance with ISO/IEC 16388. Print quality, element width, and wide to narrow ratios must comply with ISO/IEC 15416 and MHIA MH10.8.1. The standard linear (Code 39) bar code density range should be from 3.0 to 9.4 characters per inch (CPI) (25.4 mm).

AP6.35.2. Programmer's Technical Summary for PDF417 2D Bar Code

AP6.35.2.1. Refer to ISO/IEC 15438 for detailed technical specifications for printing PDF417 2D bar codes. Refer to the ISO/IEC 15434 standard for the message syntax specifications within the PDF417 2D bar codes. Refer to the MH10.8.2 or ISO/IEC 15418 standards for the data qualifier semantics for message data within the PDF417 2D bar codes and refer to MIL-STD 129 (latest revision) for comprehensive guidance. For DoD assistance concerning the application of these standards contact the DOD AIT Office through the USTRANSCOM web site at https://www.ustranscom.mil/cmd/associated/ait/index.cfm

AP6.35.2.2. The PDF417 2D bar code used for shipping and receiving should be printed with no more than 12 data columns in width. The use of 13 to 18 data columns is allowed for inventory or supporting documentation applications (identification marking, ammunition/explosive marking, packing list, etc.) if smaller PDF417 2D bar codes cannot accommodate the increased data requirements. A PDF417 2D bar code

includes a start pattern, a left row indicator column, one or more data columns, a right row indicator column, and a stop pattern.



AP6.35.2.3. The PDF417 2D bar code must not exceed 2.4 inches (61 mm) in height to include the surrounding minimum quiet zone.

AP6.35.2.4. The PDF417 2D bar code must have a minimum quiet zone of 0.04 inches (1 mm) above, below, to the left, and to the right.

AP6.35.2.5. The minimum narrow element dimension (X-dimension) must not be less than 0.01 inches (10 mils/.254 mm). For PDF417 2D bar codes up to 12 data columns, the X- dimension must not exceed 0.017 inches (17 mils/.432 mm). For 13 to 18 data columns, the X-dimension will not exceed 0.01 inches.

AP6.35.2.6. The PDF417 2D bar code must have a minimum row height of three times the width of the narrow element (X-dimension).

AP6.35.2.7. The PDF417 2D bar code will use error correction level 5.

AP6.35.2.8. The label should be designed so that two bar codes are not next to each other in the same horizontal plane unless the label is wide enough to reduce the possibility of interference with successful bar code scanning.

AP6.35.2.9. Data identifiers, that contain no information, should not be encoded in the PDF417 2D bar code.

AP6.35.2.10. The quality of the printed PDF417 2D bar code must meet a grade requirement of 2.5 (B) at the point of production when measured in accordance with ISO/IEC 15438 with a measurement aperture of 0.25 mm and an inspection wavelength of 660 ± 10 nm.

AP6.35.3. Data Format. The following table provides examples and explanations of the data stream for a PDF417 2D bar code.

AP6.35.3.1. Compliance Indicator (Column 1), shows the special formatting characters associated with the ISO/IEC 15434 data format. The Compliance Indicator will be the first three characters in the Message Header. The Compliance Indicator will be [)> (left bracket, right parenthesis, and greater than).

AP6.35.3.2. Separator/Trailer Characters (Column 2), which are non-printing ASCII control characters, show the separator or terminal code that is for that particular part of the data stream. The Format Trailer Character (RS) will be used at the end of the Message Header (before a format series) and at the end of each format series of data (before the next series of data). The Data Element Separator (GS) separates data elements within each format series of the data table. The Message Trailer (EOT) identifies the end of the message within the data stream.

AP6.35.3.3. Format Header (Column 3) is a two-digit numeric identifier “06” or “07”that identifies the rules governing the message format for the data elements that follow.

AP6.35.3.4. Data Identifiers (DI) or Data Element Identifiers (DEI) Column 4) define data content within the message. DIs, for Format Header 06, pertain to American National Standards Institute (ANSI) authorized data elements. Refer to ANSI MH10.8.2, American National Standard for Material Handling, for additional information. DEIs, for Format Header 07, pertain to DoD authorized data elements.

AP6.35.3.5. Data Field (Column 5) contains an abbreviated description of the data field.

AP6.35.3.6. Data Format Type/Length (Column 6) contains indicators of whether the data is alpha and/or numeric and the length of the actual data represented by this field (e.g. an5). A convention of “an..25” means a variable length data string of up to 25 alphanumeric characters, where “an25” means a fixed length of precisely 25 alphanumeric characters. A convention of “an13..15” means a minimum of 13 characters and a maximum of 15 characters. The plus symbol (+) is used to show concatenated data fields within a DI/DEI string. Variable length fields are not zero-filled unless the information is extracted from an external data source that requires leading zeros. If a DI or DEI is used to encode data for multiple applications, several data formats may be described.

AP6.35.3.7. Sample Data (Column 7) contains sample data for the field indicated.

AP6.35.3.8. Total Characters (Column 8) reflects length of the data element separator + header/data element identifier + data field.

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
[]>				**Message Header Compliance indicator**		[]>	4
	$^{R}_{S}$	**06**		**Data Identifier Format (ANSI Standard)**		06	3
	$^{G}_{S}$		**12S** Category 19, Traceability Number for an Entity: Document Number (internally assigned or mutually defined)	Document Number Includes Suffix Code when applicable	an14..15	12SW90GF8829620258	19
	$^{G}_{S}$		**N** Category 14, Industry Assigned Codes: National/NATO Stock Number (NSN)	**National Stock Number (NSN) or Stock Identification Elements** May reflect NSN, CAGE Code/part number, FSC, etc., as applicable. May also include associated coding, e.g., Type of Pack, USN Special Material Identification Code (SMIC) or USAF Materiel Management Aggregation Code (MMAC). This data content is analogous to the legacy MILSTRIP stock number field. When using this data field to identify an item byCAGE Code/part number, also use separate identifiers below for CAGE Code and part number. For unique item tracking or in support of DoD policy for the application of IUID in supply processes, use this identifier for the NSN and use separate identifiers listed below to uniquely identify a specific individual item.	an..15	N5340013145957	17
	$^{G}_{S}$		**7Q** Category 17, Measurement: Quantity, Amount, or Number of Pieces in the format: Quantity followed by the two character ANSI X12.3 Data Element Number 355 Unit of Measurement Code	**Quantity and Unit of Issue** Do not include leading zeros Staffing Note: Original footnote deleted; restricted quantity to 1.	an..5+an2	7Q1EA	10
	$^{G}_{S}$		**V** Category 22, Party to the Transaction: Supplier Code assigned by Customer	**Routing Identifier Code – Shipping Activity** Identifies the RIC of the shipping activity (MILSTRIP legacy transaction rp 4-6).	an3	SRR	5
	$^{G}_{S}$		**7V** Category 22, Party to the Transaction: Code assigned to a party which has financial liability for an entity or group of entities (e.g., owner of inventory) (mutually defined)	**Routing Identifier Code – ICP/IMM** Identifies the RIC of the activity originating the MRO/LRO/DRO (MILSTRIP transaction rp 67-69).	an3	7VN32	6
	$^{G}_{S}$		**8V** Category 22, Party to the Transaction: Customer Code assigned by Customer	**Distribution Cognizance Code** Last two positions of DoD Distribution Code used for DD Form 1348-1A linear bar code data.	an2	8V7V	5
	$^{G}_{S}$		**2R** Category 18, Miscellaneous: Return code assigned by the Customer	**Condition Code**	an1	2RA	4
	GS		**12Q** Category 17, Measurement: Value followed by an ISO 4217 data element code for representing unit of value of	**Unit Price** Configured as 9 digits (whole dollars), decimal, and 2 digits (cents) followed by “USD” indicating U.S. dollars. Do not include leading zeros.	n..9.n2+an3	12Q50.20USD	19

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
			currencies and funds (e.g., 12Q2.50USD) (2.50 Monetary Value in USA Dollars)				
	$^{G}_{S}$		**5Q** Net Amount	**Repair Value** For repair/return and repair/replace, include the estimated or actual unit cost. Configured as 9 digits (whole dollars), decimal, and 2 digits (cents). Do not include leading zeros. Do not suffix the value with "USD".	n..9.n2 Value is in U.S. dollars.	5Q1500.00	15
	$^{G}_{S}$		**5P** Category 16, Item Information: Freight Classification Item Number assigned by Carrier for purposes of rating hazardous materials (e.g., Motor Freight, Air, Boat, Rail Classification)	**National Motor Freight Classification Commodity Number**	n6	5P999912	9
	$^{G}_{S}$		**25S** Category 19, Traceability Number for an Entity: Identification of a party to a transaction assigned by a holder of a Company Identification Number (CIN) and including the related Issuing Agency Code (IAC) in accordance with ISO/IEC 15459 and its registry, structured as a sequence of 3 concatenated data elements: IAC, followed by CIN, followed by the supplier assigned serial number that is unique within the CIN holder's domain (See MH10.8.2 Annex C.11)	**Unique Item Identifier (UII).** The unique identification assigned by the supplier or DoD to an entity for its lifetime	an..50 Decreased to 50 to match UII registry	25SD12345123TS001100223	54
	$^{G}_{S}$		**S** Category 19, Traceability Number for an Entity: Serial number or code assigned by the Supplier to an entity for its lifetime, (e.g., computer serial number, traceability number, contract tool identification)	**Serial Number** The item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes.	an..30	S123TS001100223	32
	$^{G}_{S}$		**1T** Category 20, Traceability Number for Groups of Entities: Traceability Number assigned by the Supplier to identify/trace a unique group of entities (e.g., lot , batch , heat)	**Batch/Lot Number** Assigned by the supplier (or DoD) to identify/trace a unique group of entities, (e.g. lot, batch, or production run).	an..25	ITMGU12345	28
	$^{G}_{S}$		**17V** Category 22, Party to the Transaction: U.S. DoD CAGE Code	**Manufacturer ID Commercial and Government Entity Code (CAGE)** The manufacturer's CAGE for the identified item. [Optional alternative manufacturer identification may be used by Component agreement only. If Dun & Bradstreet Data Universal Numbering System (DUNS) number, use identifier 12V. If GS1 Company Prefix code, use identifier 3V.]	an5 [n9] [an7..10]	17V1AAA9 [12V123456789] [3V0614141]	14
	$^{G}_{S}$		**1P** Category 16, Item Information: Item Identification Code assigned by Customer	**Part Number** The part number currently used to identify this item. Use to supplement item identification when the item is otherwise identified (e.g., by NSN or local stock number) and when the combined CAGE code/part number is cited.	an..32	1P9988771212SP	35

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
	G_S		**4R** Category 18, Miscellaneous: U.S. Department of Defense Identification Code (DoDIC)	**U.S. Department of Defense Identification Code (DoDIC)** The DoDIC currently used to identify this item.	an4	4RA576	7
	G_S		11V Category 22, Party to the transaction: Ownership Code	**Ownership Code** The ownership code of the military Service or other activity having title to the assets	an1	11V5	5
	G_S		7D Category 4, Date	**Serviceable Condition Expiration Date for Ammunition and Explosive (A&E)** Also known as Maintenance/Expiration/Next Inspection Due (M/E/N) Date. (MMYY).	n4	7D0217	7
	R_S	**07**		Format Indicator (ANSI Free Text)	n2	07	3
	G_S		**03**	**Project Code**	an3	03ZCN	6
	G_S		**B6**	**DoD Distribution Code** Three-position field must reflect blanks as applicable. Blanks may be located in any position.	an3	B6_7V	6
	G_S		**27**	**Consignee DoDAAC** Reflects ship-to DoDAAC (Block 3)	an6	27WK4FV9	9
	G_S		**37Y**	**Ammunition Defect code**[1]	An6	37YNBNZ55	10
	G_S		**38**	**Nomenclature**	an..20	38LOOP, STRAP	23
	G_S		**32**	**Required Delivery Date (RDD)** May reflect RDD in DDD format or special codes, e.g., expedited shipment and handling (Code 999), Not Mission Capable Supply (NMCS) (Code N__), etc.	an..3	32999	6
	G_S		**B7**	**Requisition Priority Designator (PD)**	n2	B703	5
	G_S		**B8**	**Partial Shipment Indicator**	a1	B8P	4
	G_S		**81**	**Supplementary Address** Derived from rp 45-50 of the requisition	an6	81WK4FV9	9
	G_S		**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for DoDAAC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UC)	**Mark-for Party DoDAAC** Reflects DoDAAC in MARK FOR (Block 4)	an6+UC The (+UC) is encoded data	HW90GF8+UC	10

[1] This row added as an administrative update; although this row is shown in ADC 1252 it was inadvertently not added in formal change 10

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
				The Mark-for DoDAAC may be used alone or in combination with a text element. In either case, the DoDAAC is separately encoded. Only one Mark-for DoDAAC may be used.			
	$^{G}_{S}$		**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for RIC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UD)	**Mark-for Party RIC** Reflects RIC in MARK FOR (Block 4) The Mark-for RIC may be used alone or in combination with a text element. In either case, the RIC is separately encoded. Only one Mark-for RIC may be used.	an3+UD The (+UD) is encoded data	HAER+UD	7
	$^{G}_{S}$		**H** Category 8, Name of Party: DI (H) is followed by the (Mark-for text) followed by a (+) character followed by the EDIFACT Code List 3035 code value (HK)	**Mark-for Party Text** Reflects text other than DoDAAC or RIC in MARK FOR (Block 4) The Mark-for text may be used alone or in combination with a DoDAAC or RIC element. In either case, the text is separately encoded without the DoDAAC or RIC. All 24 Mark-for text positions are available if a mark-for DoDAAC or a Mark-for RIC is not encoded. If a Mark-for DoDAAC is encoded separately, 17 positions are available for the clear text. If a Mark-for RIC is encoded separately, 20 positions are available for the clear text. When the Mark-for text is printed in combination with a DoDAAC or RIC, do not encode the printed slash (/).	an1..24+HK The (+HK) is encoded data	HJohn Doe+HK	28
	$^{R}_{S}$ EOT						2

AP6.35.4 Encoding the Separator/Trailer Characters. The following table shows the encoded values that can be used for the non-printing ASCII control characters used as Element Separators.

Table of Hexadecimal and Decimal Values

ASCII / ISO 646	HEX	DEC
RS	1E	30
GS	1D	29
EOT	04	04

AP6.35.5. PDF417 2D Bar Code Data Syntax

AP6.35.5.1. Common data for the IRRD item will be encoded in the ISO/IEC 15434 Format 06 and Format 07 syntax envelopes, as applicable.

AP6.35.5.2. For an IRRD quantity of one item, the Format 06 envelope may also be used to associate the format applicable item-specific data (e.g. serial number, UII, batch/lot, etc.) for the uniquely identified item. A single data qualifier or paired data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item. The UII and serial number (used for tracking under a UIT program or in support of DoD supply policy for the application of IUID) will be encoded to based upon IUID Indicator Y when they are when machine readable and readily available, or when retrievable from the system generating the form. However, at a minimum, the serial number is required for a NSNs falling under a UIT program.

AP6.35.5.3. For IRDD quantities of two or more items, use the DD Form 1348-1A Continuation Page (see AP6.36).

Sample PDF417 2D bar code data stream:

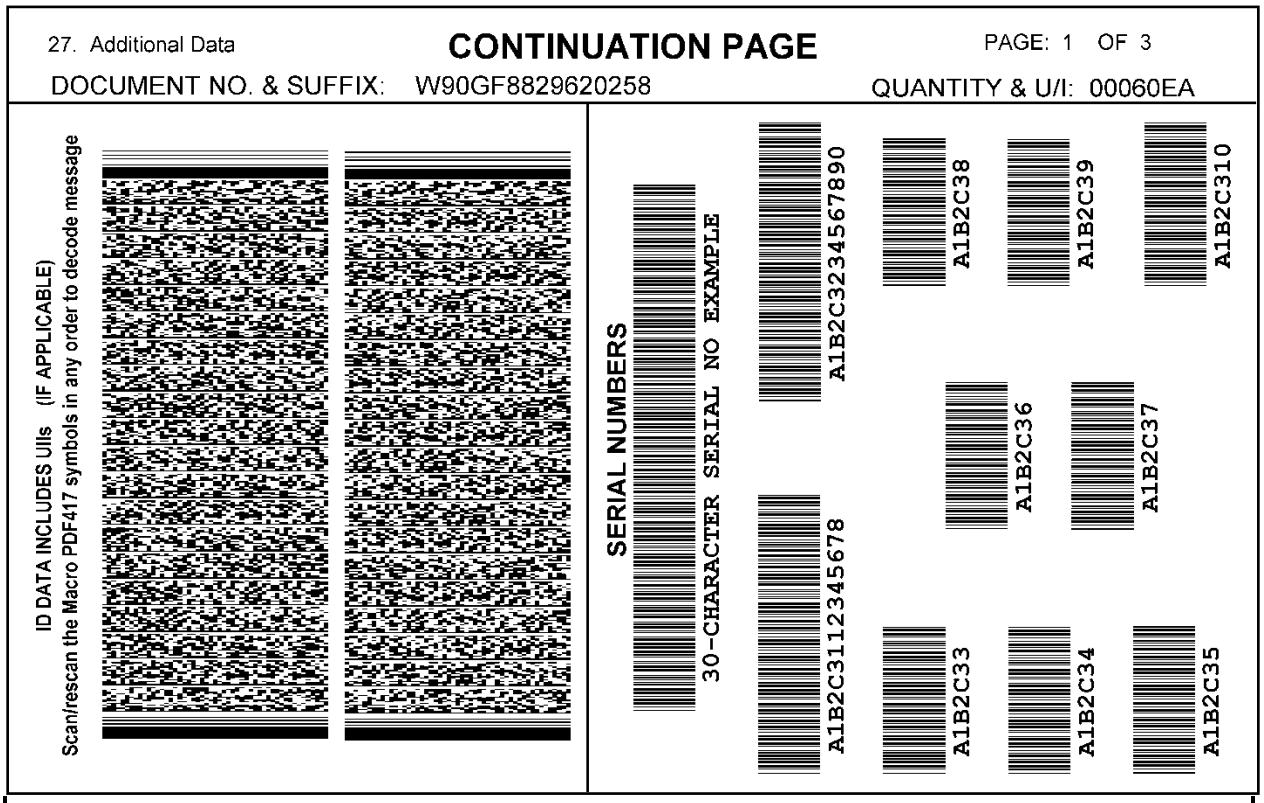
[)>^{RS}06^{GS}12SW90GF8829620258^{GS}N5340013145957^{GS}7Q1EA^{GS}VS9I^{GS}7VN32^{GS}2RA^{GS}12Q050.20USD^{GS}5P999 912^{GS}25SUN077991289674B36AB^{GS}S123TS001100223^{GS}1TMGU12345 ^{GS}17V1AAA9 ^{GS} 1P9988771212SP^{RS}07 ^{GS} 03ZCN^{GS}B6 7V^{GS}27WK4FV9^{GS}38LOOP, STRAP^{GS}32999^{GS}B702^{GS}B8P^{GS}81WK4FV9^{RS}$_{EOT}$

Sample PDF417 2D Bar Code

AP6.36. APPENDIX 6.36

ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD FORM 1348-2) CONTINUATION PAGE

Example 1. This IRRD Continuation Page may be used for all commodities with the exception of ammunition and explosives (A&E). Due to unique data content, separate continuation page formats for A&E are shown on subsequent pages.



WAREHOUSE/SHIPPING INSTRUCTIONS:

OTHER INSTRUCTIONS:

Note: Example 1 is for illustration only and is not actual size. The sample shows only the first page of a multi-page set; the follow-on pages would show the listed serial number linear bar code information for the remaining items in the shipment.

Example 2. This IRRD A&E Continuation Page is prepared as a separate document and must be attached to the DD 1348-1A.

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAE

A&E CONTINUATION PAGE **DOCUMENT NO. & SUFFIX: M132205212P001** Page 1 of 1

27.ADDITIONAL DATA

(LOT NUMBER AND QUANTITY)

TAC15L001-001 2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

28.ISSUED BY		29.DATE
30.PACKED BY/DATE		31.DATE SHIPPED
32.INSPECTED BY		33.DATE
34.WAREHOUSE BY		35.DATE
36.WHSE LOC TES1	37.CAA	38.NEW 7 58
39 TCN		

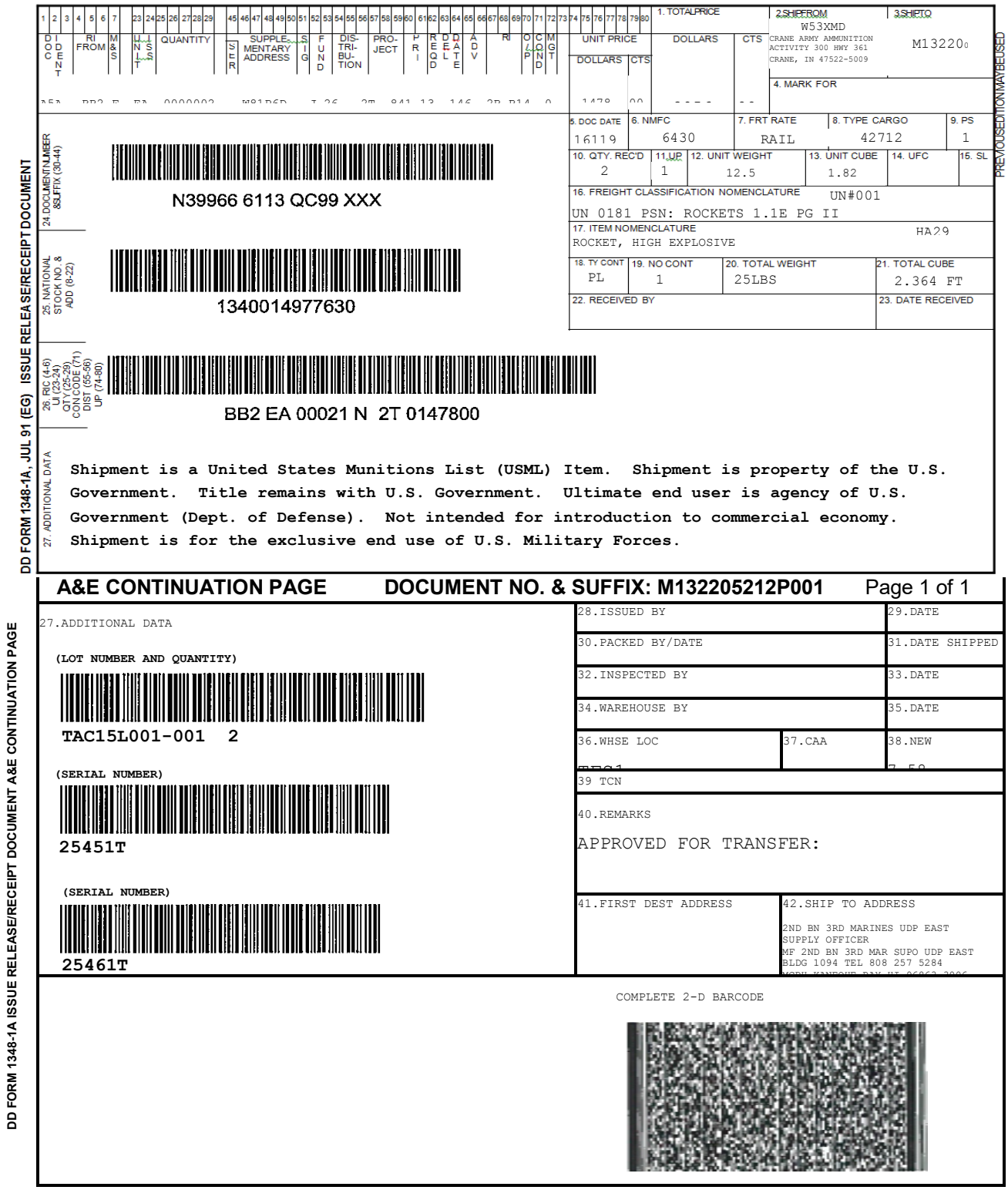
40.REMARKS

APPROVED FOR TRANSFER:

41.FIRST DEST ADDRESS	42.SHIP TO ADDRESS
W6TC 596TH USA TRANS SURF BDE TRANS SDAT OPT BLDG 101 6280 SUNNY POINT ROAD SE SOUTHPORT NC 28461-7800	0001 CS HHC HHC X1 THTR SPT AMMO SUPPLY POINT KUWAIT CLASS V AL JALAIL ASP

Note: Example 2 is an illustration only and is not actual size. The sample reflects A&E Continuation Page for the DD Form 1348-1A prepared as a separate document.

Example 3. This IRRD A&E Continuation Page displayed on a single page with the DD 1348-1A.



DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

PREVIOUS EDITION MAY BE USED

DOC IDENT	RI FROM	M&S	UNIT ISSUE	QUANTITY	SUPPLEMENTARY ADDRESS	SIG	FUND	DISTRIBUTION	PROJECT	PRI	REQD DELIVERY DATE	ADV	RI	OP CODE	CONDITION	MGT
BB2	E	EA		0000002	W81B6D		J	26	2T	841	13	146	2B	P14	0	

UNIT PRICE DOLLARS	UNIT PRICE CTS	DOLLARS	CTS
1478	00	- - - -	- -

1. TOTAL PRICE

2. SHIP FROM: W53XMD
CRANE ARMY AMMUNITION ACTIVITY 300 HWY 361
CRANE, IN 47522-5009

3. SHIP TO: M13220$_0$

4. MARK FOR

5. DOC DATE	6. NMFC	7. FRT RATE	8. TYPE CARGO	9. PS
16119	6430	RAIL	42712	1

10. QTY. REC'D	11. UP	12. UNIT WEIGHT	13. UNIT CUBE	14. UFC	15. SL
2	1	12.5	1.82		

16. FREIGHT CLASSIFICATION NOMENCLATURE: UN#001
UN 0181 PSN: ROCKETS 1.1E PG II

17. ITEM NOMENCLATURE: HA29
ROCKET, HIGH EXPLOSIVE

18. TY CONT	19. NO CONT	20. TOTAL WEIGHT	21. TOTAL CUBE
PL	1	25LBS	2.364 FT

22. RECEIVED BY

23. DATE RECEIVED

24. DOCUMENT NUMBER & SUFFIX (30-44): N39966 6113 QC99 XXX

25. NATIONAL STOCK NO. & ADD (8-22): 1340014977630

26. RIC (4-6) U/I (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80): BB2 EA 00021 N 2T 0147800

27. ADDITIONAL DATA

Shipment is a United States Munitions List (USML) Item. Shipment is property of the U.S. Government. Title remains with U.S. Government. Ultimate end user is agency of U.S. Government (Dept. of Defense). Not intended for introduction to commercial economy. Shipment is for the exclusive end use of U.S. Military Forces.

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAGE

A&E CONTINUATION PAGE **DOCUMENT NO. & SUFFIX: M132205212P001** Page 1 of 1

27.ADDITIONAL DATA

(LOT NUMBER AND QUANTITY)

TAC15L001-001 2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

28.ISSUED BY	29.DATE
30.PACKED BY/DATE	31.DATE SHIPPED
32.INSPECTED BY	33.DATE
34.WAREHOUSE BY	35.DATE

36.WHSE LOC	37.CAA	38.NEW
FTG1		Z 50

39 TCN

40.REMARKS

APPROVED FOR TRANSFER:

41.FIRST DEST ADDRESS	42.SHIP TO ADDRESS
	2ND BN 3RD MARINES UDP EAST SUPPLY OFFICER MF 2ND BN 3RD MAR SUPO UDP EAST BLDG 1094 TEL 808 257 5284 HONOLULU, HI 96863-3006

COMPLETE 2-D BARCODE

Note: Example 3 is an illustration only and is not actual size. It is acceptable for AIT systems to print both the 1348-1A and the continuation page on a single page when

space permits. The sample reflects the 1348-1A and A&E Continuation Page printed on a single page.

AP6.36.1. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page. There are two unique continuation pages addressed in AP6.36, the standard continuation page used with all commodities other than A&E, and a continuation page specific to A&E. The A&E continuation page may be produced by AIT systems either on the same page as the 1348-1A if space permits, or separately. When the continuation page is used as an extension of the IRRD Block 27, it will contain the following minimum data:

AP6.36.1.1. Continuation Page (Title).

AP6.36.1.2. Document Number and suffix (from requisition/shipment).

AP6.36.1.3. Quantity Shipped and Unit of Issue (processed for shipment).

AP6.36.1.4. Page number and total number of continuation pages.

AP6.36.1.5. PDF417 2D bar code or Macro PDF417 2D bar codes. See Appendix 6.35 for included data elements, their respective data identifiers, and print quality requirements.

AP6.36.1.6. Code 39 linear bar codes with human-readable information. Each item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes, as applicable, will be printed and encoded with a Code 39 linear bar code. This requirement provides backward compatibility for distribution systems unable to decode the PDF417 2D bar code information. Each item will have no more than one encoded serial number; some items may not have a serial number (i.e., the item only has a UII or the item is not serialized). See AP6.36.4 for implementation business rules.

AP6.36.1.7. Small Arms/Light Weapons (SA/LW) Turn-In.[1] If Block 27 of the IRRD does not provide sufficient space for listing missing parts associated with a partial/incomplete weapon turned-in under the whole item NSN, provide a missing parts list on, or attached to, the continuation page. If the shipment includes multiple weapons, list missing parts under the serial number of the applicable weapon. In lieu of listing the missing parts, the owning Component may authorize including a signed statement in Block 27 or the attached continuation page certifying that the weapons have missing parts. Provide name and contact information of the authorizing official. If prepared electronically, provide a digital signature.

AP6.36.2. A&E Continuation Page. A&E Continuation Page unique content requirements numbered 28 through 42. Associated numbers to block titles and description may vary based on AIT system and service unique requirements:

[1] Refer to ADC 1175.

Note: When supported by AIT, electronic signatures are preferred for blocks requiring signatures.

Block(s)	Block Title	Entry Description
28	Issued/Picked By	Signature of individual from the originating activity.
29	Date	Date Issued/Picked
30	Packaged By/Date	Crew Supervisor/Individual responsible for prepping materiel Signature and date
31	Date Shipped	Date the shipment departs originating activity
32	Inspected By	(Mandatory) Signature of individual from the originating activity performing final inspection
33	Date	Inspected Date
34	Warehoused By	Signature of the crew supervisor or individual responsible for stowage of the item at the completion of the receipt process.
35	Date	Warehoused Date
36	Warehouse Location	Storage/staging location of the item. Normally expressed as a building number or area number. May reflect multiple locations as applicable. Different locations will be separated by a comma between locations
37	CAA	Competent Authority Approval (CAA), the CAA number for those items that require a CAA document to accompany the shipment
38	NEW	Net Explosive Weight of items covered by the 1348-1A.
39	TCN	Transportation Control Number associated with the shipment.
40	Remarks	Remarks (Approval for transfer)
41	First Destination Address	Department of Defense Activity Address Code (DoDAAC) and associated shipping address for the first destination. This block is associated with items shipped “For Further Transfer (FFT)”
42	Ship-To Address	Shipping address associated with the Ship-To DoDAAC in cBlock 3.

AP6.36.3. Code 39 Linear Bar Code Business Rules. Format requirements for the DD Form 1348-1A Continuation Page applications are:

AP6.36.3.1. The minimum bar height should be at least 0.50 inches (12.7 mm), but must not be less than 0.25 inches (6.3 mm.).

AP6.36.3.2. The space provided on the continuation page must be able to encode up to 30 characters for the serial number and the bar code should not exceed 4 inches in length.

AP6.36.3.3. The narrow element X-dimension should be at least 0.010 inches (0.25 mm) but must not be less than 0.007 inches (0.18 mm) for these high density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP6.36.3.4. The quality of the printed bar code must meet a grade requirement of 1.5(C) at the point of production when measured in accordance with ISO/IEC 15416 with a measurement aperture of 0.25 mm and an inspection wavelength of 660±10 nm.

AP6.36.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified ISO/IEC 16388, Table 1. The full ASCII 128 character set will not be used.

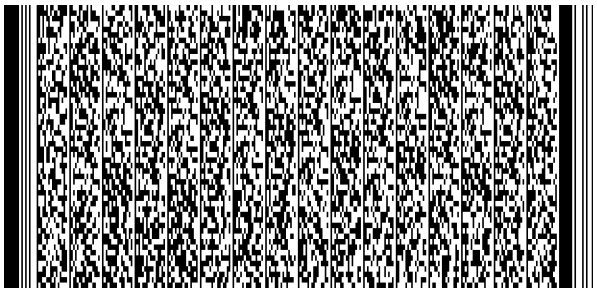
AP6.36.4. Common data for all of the IRDD items will be encoded in the PDF417 (or Macro PDF417) 2D bar code's first ISO/IEC 15434 Format 06 and Format 07 envelopes, as applicable.

AP6.36.5. UIIs and serial numbers (including batch/lot number when required for tracking) will be encoded and linked together to support DoD supply policy based upon IUID Indicator Y when they are machine readable and readily available, or when retrievable from the AIS generating the form. However, at a minimum, the serial number is required for NSNs falling under a UIT program.

AP6.36.5.1. One item. If the continuation page is used for an IRDD quantity of one serialized item, the first Format 06 envelope may also be used to associate item-specific data for the uniquely identified item. A single data qualifier or a single set of data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item.

AP6.36.5.2. Two or more items. For an IRDD quantity of two or more serialized items, an additional Format 06 envelope (one per item) will be used for each item to encode item-specific data (e.g., UII (DI 25S), serial number (DI S), batch/lot (1T)) for the uniquely identified item.

AP6.36.5.3. The example is for 40 items in an IRDD.



Sample PDF417 2D bar code (actual size)

[)>RS06GS12SW90GF8829620258GSN5340013145957GS7Q40EAGSVS9IGS7VN32GS2RAGS12Q050.20USDGS5P9999
12GS1TMGU12345GS17V1AAA9 GS1P9988771212SPRS07GS03ZCNGSB6 7VGS27WK4FV9GS38LOOP,STRAPGS329
99GSB702GSB8PGS81WK4FV9RS06GSSVT45645RS06GSSVT45646RS06GSSVT45647RS06GSSVT45648RS06GSSVT456
49RS06GSSVT45651RS06GSSVT45652RS06GSSVT45653RS06GSSVT45654RS06GSSVT45655RS06GSSVT45656RS06GSS
VT45657RS06GSSVT45658RS06GSSVT45659RS06GSSVT45660RS06GSSVT45661RS06GSSVT45662RS06GSSVT45663RS
06GSSVT45664RS06GSSVT45665RS06GSSVT45666RS06GSSVT45667RS06GSSVT45668RS06GSSVT45669RS06GSSVT4
5670RS06GSSVT45671RS06GSSVT45672RS06GSSVT45673RS06GSSVT45674RS06GSSVT45675RS06GSVT45676RS06GSS
674A3604RS06GSSVT45677RS06GS25S06141411A0B9C3D7RS06GS25SUN077991289674B36AARS06GS25SUN0779

91289674B36AB[RS]06[GS]SVT45678[GS]25SUN077991289674B36AC[RS]06[GS]S674A3605[GS]25S06141411A0B9C3D8[RS]
06[GS]SMK98765[GS]25SUN077991289674B36AD[RS]$_{EOT}$

Linear Bar Code Sample Data Stream (above)

AP6.36.6. PDF417 2D Bar Code Business Rules. If only one PDF417 2D bar code is required to encode the information, it will be a standard PDF417 2D bar code and not a Macro PDF417 2D bar code. If two or more PDF417 2D bar codes are required, they must be Macro PDF417 2D bar codes. The PDF417 2D bar codes will be on the first page(s) of the continuation page to be followed by each item's serial number encoded with Code 39 linear bar codes.

AP6.36.6.1. Macro PDF417 2D bar codes will be used when the encoded data message file exceeds the capacity of a single PDF417 2D bar code. When space is exhausted in a PDF417 2D bar code's data capacity, the application program must begin using Macro PDF417 2D bar codes to encode the data content in multiple bar codes. There is no requirement to repeat shipment-related data in the next Macro PDF417 2D bar code; the Macro PDF417 2D bar codes are linked with codewords to derive a single transaction file. A full size 18 data column 2D bar code (PDF417 or Macro PDF417) can encode approximately 1100 characters at Error Level 5. The character capacity of the PDF417 2D bar code is based on a PDF417 2D bar code limit of 925 codewords, the compaction algorithm used to encode data in a codeword, and the PDF417 2D bar code's error correction level.

AP6.36.6.2. Macro PDF417 2D bar codes will be encoded and printed in accordance with ISO/IEC 15438.

AP6.36.6.3. Each Macro PDF417 2D bar code represents a segment of the whole file. To reconstruct the whole file, the segments need to be placed in the correct order. Each Macro PDF417 2D bar code is encoded with a control block of codewords that facilitates this reassembly process after all the PDF417 2D bar codes have been scanned at least once in any sequence order.

AP6.36.6.4. Each receiving system used to scan Macro PDF417 2D bar codes will need to determine if the system scanner will operate in a buffered or unbuffered mode. As the Macro PDF417 2D bar codes are scanned, the de-packetizing function reconstructs the original message. If operating in buffered mode, the PDF417 2D bar code codeword de-packetizing function is in the scanner's decoder; if operating in unbuffered mode, it is in the receiving system decoder.

AP6.36.6.5. Decoders should provide a specific means whereby the processing of a given Macro PDF417 2D bar code control block file ID may be aborted, thus allowing the decoder to begin processing a different set of Macro PDF417 2D bar codes. This is necessary to prevent a deadlock condition should one or more Macro PDF417 2D bar codes of a given file ID be missing or undecodable.

AP6.36.6.6. To accommodate potentially unbuffered operations by some receiving systems, the segment count field in the control block will be encoded in each Macro PDF417 2D bar code to facilitate checking that all segments in a set of Macro PDF417

2D bar codes are received. The segment count field identifies the total number of Macro PDF417 2D bar codes in the distributed file.

AP6.36.6.7. The following is provided to describe the example Macro PDF417 2D bar code control block used for the continuation page Macro PDF417 2D bar codes shown in AP6.36.6. The codewords are encoded by software suites using different schemes; thus, the example only shows the numeric value of each codeword and not the actual syntax of how it is encoded.

- Continuation page example first Macro PDF417 2D bar code Control Block code words within the Macro PDF417 2D bar code's segment data structure are:

  (928) (111)(100) (129) (923)(001) (111)(002)

- Continuation page example second Macro PDF417 2D bar code Control Block codewords are:

  (928) (111)(101) (129) (923)(001) (111)(002) (922)

- The code-words represent the following controls:

  (928) = the tag identifier for the start of a macro control block

  (111)(100) = the modular math base 900 value for the 1st segment (00000)

  (111)(101) = the modular base 900 value for the 2nd segment (00001)

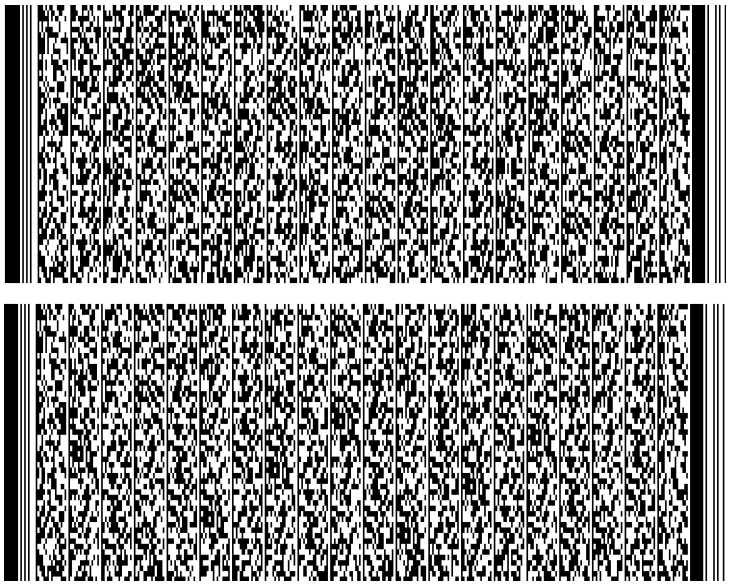
  (129) = the file ID assigned for the set of Macro PDF417 2D bar codes

  (923)(001) = the tag and field designator for the Segment Count field

  (111)(002) = the modular base 900 value for the Segment Count (00002)

  (922) = the tag identifier for the end of the last macro Control Block

AP6.36.7. Example Macro PDF417 2D Bar Codes. The following two Macro PDF417 2D bar codes from the continuation sample page are printed full size for system developer review. The two Macro PDF417 2D bar codes contain all of the linear bar coded information from the parent DD Form 1348-1A (or DD Form 1348-2), additional item identification detail, and the included UIIs and/or serial numbers. The annotations of ^(nnn) in the encoded strings below denote Macro PDF417 code words.



Macro PDF417 2D Bar Code Samples (actual size) from Continuation Page

[]>[RS]06[GS]12SW90GF8829620258[GS]N5340013145957[GS]7Q60EA[GS]VS9I[GS]7VN32[GS]2RA[GS]12Q050.20USD[GS]5P9999
12[GS]1TMGU12345[GS]17V1AAA9[GS]1P9988771212SP[RS]07[GS]03ZCN[GS]B6 7V[GS]27WK4FV9[GS]38LOOP,
STRAP[GS]32999[GS]B702[GS]B8P[GS]81WK4FV9[RS]06[GS]S30-CHARACTER SERIAL NO
EXAMPLE[RS]06[GS]SA1B2C3112345678[RS]06[GS]SA1B2C3234567890[RS]06[GS]25SD1AAA9A1B2C33[GS]SA1B2C33[RS]06
[GS]25SD1AAA9A1B2C34[GS]SA1B2C34[RS]06[GS]25SD1AAA9A1B2C35[GS]SA1B2C35[RS]06[GS]25SD1AAA9A1B2C36[GS]
SA1B2C36[RS]06[GS]25SD1AAA9A1B2C37[GS]SA1B2C37[RS]06[GS]25SD1AAA9A1B2C38[GS]SA1B2C38[RS]06[GS]25SD1AA
A9A1B2C39[GS]SA1B2C39[RS]06[GS]25SD1AAA9A1B2C310[GS]SA1B2C310[RS]06[GS]25SD1AAA9A1B2C311[GS]SA1B2C
311[RS]06[GS]25SD1AAA9A1B2C312[GS]SA1B2C312[RS]06[GS]25SD1AAA9A1B2C313[GS]SA1B2C313[RS]06[GS]25SD1AAA9
A1B2C314[GS]SA1B2C314[RS]06[GS]25SD1AAA9A1B2C315[GS]SA1B2C315[RS]06[GS]25SD1AAA9A1B2C316[GS]SA1B2C3
16[RS]06[GS]25SD1AAA9A1B2C317[GS]SA1B2C317[RS]06[GS]25SD1AAA9A1B2C318[GS]SA1B2C318[RS]06[GS]25SD1AAA9
A1B2C319[GS]SA1B2C319[RS]06[GS]25SD1AAA9A1B2C320[GS]SA1B2C320[RS]06[GS]25SD1AAA9A1B2C321[GS]SA1B2C3
21[RS]06[GS]25SD1AAA9A1B2C322[GS]SA1B2C322[RS]06[GS]25SD1AAA9A1B2C323[GS]SA1B2C323[RS]^(928)^(111)^(100
)^(129)^(923)^(001)^(111)^(002)

06[GS]25SD1AAA9A1B2C324[GS]SA1B2C324[RS]06[GS]25SD1AAA9A1B2C325[GS]SA1B2C325[RS]06[GS]25SD1AAA9A1B
2C326[GS]SA1B2C326[RS]06[GS]25SD1AAA9A1B2C327[GS]SA1B2C327[RS]06[GS]25SD1AAA9A1B2C328[GS]SA1B2C328[RS]
06[GS]25SD1AAA9A1B2C329[GS]SA1B2C329[RS]06[GS]25SD1AAA9A1B2C330[GS]SA1B2C330[RS]06[GS]25SD1AAA9A1B
2C331[GS]SA1B2C331[RS]06[GS]25SD1AAA9A1B2C332[GS]SA1B2C332[RS]06[GS]25SD1AAA9A1B2C333[GS]SA1B2C333[RS]
06[GS]25SD1AAA9A1B2C334[GS]SA1B2C334[RS]06[GS]25SD1AAA9A1B2C335[GS]SA1B2C335[RS]06[GS]25SD1AAA9A1B
2C336[RS]06[GS]25SD1AAA9A1B2C337[RS]06[GS]25SD1AAA9A1B2C338[RS]06[GS]25SD1AAA9A1B2C339[RS]06[GS]25SD1A
AA9A1B2C340[RS]06[GS]25SD1AAA9A1B2C341[RS]06[GS]25SD1AAA9A1B2C342[RS]06[GS]25SD1AAA9A1B2C343[RS]06[G
S]25SD1AAA9A1B2C344[RS]06[GS]25SD1AAA9A1B2C345[RS]06[GS]25SD1AAA9A1B2C346[RS]06[GS]25SD1AAA9A1B2C
347[RS]06[GS]25SD1AAA9A1B2C348[RS]06[GS]25SD1AAA9A1B2C349[RS]06[GS]25SD1AAA9A1B2C350[RS]06[GS]25SD1AA
A9A1B2C351[RS]06[GS]25SD1AAA9A1B2C352[RS]06[GS]25SD1AAA9A1B2C353[RS]06[GS]25SD1AAA9A1B2C354[RS]06[GS]2
5SD1AAA9A1B2C355[RS]06[GS]25SD1AAA9A1B2C356[RS]06[GS]25SD1AAA9A1B2C357[RS]06[GS]25SD1AAA9A1B2C3
58[RS]06[GS]25SD1AAA9A1B2C359[RS]$_{EOT}$^(928)^(111)^(101)^(129)^(923)^(001)^(111)^(002)^(922)

AP6.37. APPENDIX 6.37

Templates For Project Code Management System Generated Project Code Dissemination Notices

AP6.37.1. The message templates of this appendix support the procedures of DLMS Appendix 7Appendix 7.13, Project Codes.

AP6.37.1.1. The notices are automatically generated by the Project Code Management System (PCMS) and distributed to subscribers to announce new project codes, note when the termination date is extended, or project code(s) close either by reaching the current termination date or by intent to close the project code earlier than the last announced termination date.

AP6.37.1.2. In the following templates yellow highlight indicates pseudo-code logic to generate the notice content based on system data and grey highlight is for example data. Within the highlighted areas, braces "{…}" encapsulate logic expressions, brackets "[…]" contain PCMS data fields to populate the report, and parentheses "(…)" identify data formatting to be applied.

Note: A pending update to ADC 1118 will remove the requirement for the two outdated templates that follow. (8/23/2019)

AP6.37.2. New Project Code Notice. This template is used by PCMS to generate notifications of new project codes.

{Notice generation date (Month DD, YYYY)}

TO: DLMS PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Code [PROJECT_CODE], [PROJECT_CODE_NAME]

This notice promulgates Project Code [PROJECT_CODE]. New Project Code [PROJECT_CODE] is assigned by the {Full name for [CODE_OWNER]} for use by the Military Services and DOD Agencies in support of [PROJECT_CODE_NAME].

Policy and procedures for project codes are contained in DLM 4000.25, DLMS, Volume 2, Appendix 7.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services or:
https://www.dlmso.dla.mil/CertAccess/SvcPointsPOC/ProjCodes/FOUO_CD_ProjCd.pdf (For Official Use Only (FOUO) version, including point of contact information), or
http://www.dlmso.dla.mil/elibrary/manuals/dlm/dlm_pubs.asp (general access).

Project Code [PROJECT_CODE] is assigned as follows:

Code	Duration	Use/Reference	Monitor/Coordinator
[PROJECT_CODE]	[DUR_BEGIN_DATE (Month DD, YYYY)] + {If DUR_END_DATE is null, Then " to Continuing", Else " to " [DUR_END_DATE] (Month DD, YYYY) } **Examples:** **1)** October 13, 1976 to Continuing **2)** August 29, 2013 to August 31, 2014	[PROJECT_CODE_NAME] + [PROJECT_CODE_DESC] {If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries." {If NATO_ONLY is True, Then "This project code is for NATO use only." [REFERENCE]	[ORGANIZATION] "Comm: " + [POC_COMM] (###-###-####) "DSN: " + [POC_DSN] (###-###-####)

Addressees may direct their questions to the DoD DLMS Administrator. All others please contact your Component Supply PRC Representative.

AP6.37.3. Project Code Extension Notice. This template is used by PCMS to generate notifications when the project code(s) owner extends the termination date.

{Notice generation date (Month DD, YYYY)}

TO: DLMS PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Codes C and D Updates

This notice promulgates the extension of Project Code [PROJECT_CODE].

Policy and procedures for project codes are contained in DLM 4000.25-1, Military Standard Requisition Issue Procedures (DLMS) Appendix 7Appendix 7.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services: https://www.dla.mil/j-6/dlmso/CertAccess/SvcPointsPOC/ProjCodes/CD_ProjCd.docx (For Official Use Only (FOUO) version, including point of contact information), or www.dla.mil/j-6/dlmso/eLibrary/ServicePoints/CD_ProjCd_nopoc.docx (general access).

Project Code [PROJECT_CODE] is updated as follows:

Code	Duration	Use/Reference	Monitor/Coordinator
PROJECT_CODE]	[DUR_BEGIN_DATE (Month DD, YYYY)] + " Extended to" + [DUR_EXTENSION_DATE] (Month DD, YYYY) **Example:** April 08, 2008 Extended to July 31, 2014	[PROJECT_CODE_NAME] + [PROJECT_CODE_DESC] {If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries." {If NATO_ONLY is True, Then "This project code is for NATO use only." [REFERENCE]	[ORGANIZATION] "Comm: " + [POC_COMM] (###-###-####) "DSN: " + [POC_DSN] (###-###-####)

Addressees may direct their questions to the DOD DLMS Administrator. All others please contact your Component Supply PRC Representative.

AP6.37.4. Closing of a Project Code Notice. This template is used by PCMS to generate notifications when the project code(s) reaches the current termination date or the project code owner decides to close use of the code earlier than the last announced termination date.

{Notice generation date (Month DD, YYYY)}

TO: DLMS PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Codes C and D Updates

This notice promulgates the expiration of Project Code [PROJECT_CODE].

Policy and procedures for project codes are contained in DLM 4000.25-1, Military Standard Requisition Issue Procedures (DLMS) Appendix 7Appendix 7.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services: https://www.dla.mil/j-6/dlmso/CertAccess/SvcPointsPOC/ProjCodes/CD_ProjCd.docx (For Official Use Only (FOUO) version, including point of contact information), or www.dla.mil/j-6/dlmso/eLibrary/ServicePoints/CD_ProjCd_nopoc.docx (general access).

Project Code [PROJECT_CODE] is updated as follows:

Code	Duration	Use/Reference	Monitor/Coordinator
PROJECT_CODE]	[DUR_BEGIN_DATE (Month DD, YYYY)] + {If DUR_EXTENSION_DATE is not null, Then "- ~~Extended to~~" + [DUR_EXTENSION_DATE] (~~Month DD, YYYY~~), Or If DUR_END_DATE is null, Then " ~~to Continuing~~", Else " ~~to~~ " [DUR_END_DATE] (~~Month DD, YYYY~~) } Expired on [ACTUAL_EXPIRED_DATE] (Month DD, YYYY) **Examples:** **1)** April 08, 2008	[PROJECT_CODE_NAME] + [PROJECT_CODE_DESC] {If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries." {If NATO_ONLY is True, Then "This project code is for NATO use only." [REFERENCE]	[ORGANIZATION] "Comm: " + [POC_COMM] (~~###-###-####~~) "DSN: " + [POC_DSN] (~~###-###-####~~)

	~~Extended to July 31, 2014~~ Expired on October 25, 2013 **2)** October 13, 1976 ~~to Continuing~~ Expired on October 25, 2013 **3)** August 29, 2013 ~~to August 31, 2014~~ Expired on October 25, 2013		

Addressees may direct their questions to the DOD DLMS Administrator. All others please contact your Component Supply PRC Representative.

AP6.38. APPENDIX 6.38

Template for Service/Agency Project Code Representative Appointment Letter

[AGENCY LETTERHEAD]

MEMORANDUM FOR: Defense Logistics Management Standards Office,
DLA Transaction Services PCMS Administrator

SUBJECT: Service/Agency Project Code Representative Letter of Appointment

REFERENCES: (a) DLM 4000.25, Defense Logistics Management Standards (DLMS), Volume 2, Appendix 7.13

In accordance with Reference (a), Primary and Alternate Service/Agency Project Code Representatives are appointed on behalf of the OSD/CJCS/Service/Agency as follows:

Primary Project Code Representative:
Ms. XXXXX XXXX
Email: XXXXXX.XXXX@
Comm: 703-607-XXXX
DSN: 327

Alternate Project Code Representative:
Mr. XXXXXXX XXXXXX,
Email: XXXXXXX.XXXXXX@
Comm: 703-607-XXXX
DSN: 327

These representatives are responsible for the currency and accuracy of our project codes and for maintaining records to support the assignment, modification or deletion of each project code.

If there are any additional questions or concerns, please contact me at XXX-XXX-XXXX.

XXXXX X. XXXXXX
Authorized Agency Representative

Instructions/Information

1. Service/Agency Project Code Service Representatives may not appoint themselves.

2. Send your letter as a PDF attachment to a digitally signed email to MILSTRIP Project Code Support.[1]

3. A new letter listing all Service/Agency Project Code Service Representatives is required promptly for any additions or deletions.

4. Service/Agency Project Code Representatives are shown at: **https://intelshare.intelink.gov/sites/dlms/ArchiveDocs/FOUO_CD_ProjCd.pdf** (CAC Required

   Additional Requirements for PCMS Users (Required for: OSD/CJCS representatives and DoD MILSTRIP Administrator; Optional for: Project Code Service Representative read only access):

5. Send a copy of your digitally signed appointment letter to DLA Transaction Services.[2]

6. To submit a System Access Request (SAR) to the DLA Transaction Services PCMS application following appointment, visit **https://www.daas.dla.mil/sar/sar_menu.html**.[3]

7. Deleted Service/Agency Project Code Representative accounts for the PCMS at DLA Transaction Services will be immediately deactivated.

1 Email to be provided when available.
2 Ibid.
3 Project Code Management System (PCMS) will be operational at a future date.

AP6.39. APPENDIX 6.39

PREPARATION OF SUPPLY DISCREPANCY REPORT USING STANDARD FORM (SF) 364

AP6.39.1. ORIGINAL REPORT. A hard copy Supply Discrepancy Reports (SDR) shall only be used by exception under Chapter 17 guidance. When reported manually via hard copy, the following instructions for use of the SF 364, Report of Discrepancy, apply.

AP6.39.1.1. Indicate whether shipping discrepancy or packaging discrepancy by placing an "X" in appropriate boxes at the top of the form.

Item 1 Date of Preparation. Use month, day, and four-position year format for the date the reporting activity prepares the SDR (e.g., January 10, 2012).

Item 2 Report Number. Provide the locally assigned report number. For Security Assistance shipments, this consists of one alpha character to identify the initiating office in-country, four numeric characters for number control, two alpha characters for the foreign customer country and three to six alphanumeric characters for the master and line item case designator, i.e., A0010-JA-KBD/001. For any unnumbered reports received, the International Logistics Control Office (ILCO) shall assign number x9000 to x9999 and so advise the foreign country customer on the receipted copy. Suffix code R added to the report number indicates the purchaser has asked for reconsideration of the report disposition. Suffix code C added to the report number indicates that the purchaser has contested the U.S. Government's decision on a request for reconsideration.

Item 3 To. In-the-clear name, address, ZIP code and DoD Activity Address Code (DoDAAC) and/or Routing Identifier Code (RIC) (if assigned), and attention symbol/code of action activity. The action activity is based upon the origin of the shipment. If forwarding to the ICP, the RIC of the ICP is located in positions 67-69 of the DD Form 1348-1A. If forwarding to the Defense Distribution Depot, the RIC of the shipping depot is located in positions 4-6 of the DD Form 1348-1A.

Item 4 From. DoDAAC, name, address and ZIP code of the reporting activity or Security Assistance customer (consignee). The in-the-clear address shall be entered.

Item 5a Shipper's Name. Enter name, DoDAAC and/or RIC (for DoD activities) or commercial and government entity (CAGE) code (if available, for commercial contractor facilities), and address of shipper (consignor) when different from Item 3. If applicable, the RIC of the shipping depot is located in positions 4-6 of the DD Form 1348-1A.

Item 5b Number and Date of Invoice. Applicable to Security Assistance billing discrepancies. Enter number and date of vendor's invoice or shipper's bill number. Attach copy of invoice to SF 364.

Item 6 Transportation Document. Enter the type of transportation document, Transportation Control Number (TCN), Government Bill of Lading (GBL), Commercial Bill of Lading (CBL), manifest, waybill, insured/certified U.S. Postal Service, or transportation control and movement document (TCMD) and the identifying number assigned to such document. This is a mandatory entry when shipment received was made via traceable means, (e.g., GBL, CBL). Further for U.S. SDRs, for discrepancies involving shortages, include following statement in Item 12--"Shortage has been verified as not being transportation related."

Item 7a Shipper's Number. Enter shipment number (when more than one shipment is made under a contract or requisition) and contract/contract line item number/document number (e.g., contract, purchase order). For Security Assistance, also include the shipment date to distinguish multiple shipments from a contractor source.

Item 7b Office Administering Contract. Name, address, and ZIP code of the Contract Administration Office (CAO) activity that directed/arranged shipment.

Item 8 Requisitioner's Number. Enter the requisitioning activity's number, (e.g., requisition, purchase request, and suffix code), if applicable. Entry of the applicable requisition document number is mandatory in all instances, even though a contract/purchase order is involved. Only one document number will be included on each SF 364. For U.S. SDRs only, when the original requisition number cannot be identified for discrepancies in sealed vendor packs, the reporting activity must include a constructed document number. When using a constructed document number in an SDR, use block 13 to cite the fund code and bill-to/credit-to DoDAAC, if different from that in the document number.

Item 9a NSN/Part Number and Nomenclature. If item received is different from item shown on shipping documents, or different from item ordered, show each item on a separate line. For serial numbered principal items, sets, kits and outfits, list the item individual serial number first, followed by the discrepancies applicable to that serial number. (Sets,

kits and outfits showing an assembly order number, the assembly order number should also be listed.)

Item 9b Unit of Issue. Enter unit of issue as billed or indicated on shipping document for each item listed in Item 9a.

Item 9c Quantity Shipped/Billed. Enter quantity of item shipped or billed. When code C1 is applicable, enter the quantity and the supply condition code of the item when shipped, (e.g., 980A as shown on shipping document).

Item 9d Quantity Received. Enter the quantity of item received.

Item 10a Discrepancy Quantity. Enter the discrepant quantity. If code C1 is applicable, enter the quantity and the supply condition code of the item received. If total quantity received is classified under more than one condition code, enter separately each partial quantity so classified, followed by the applicable condition code, (e.g., 960A, 20F).

Item 10b Discrepancy Unit Price. Enter the unit price as billed or shown on shipping document.

Item 10c Discrepancy Total Cost. For shipping discrepancies, enter the total value of materiel (10a x 10b). For U.S. SDR packaging deficiencies, enter total cost for corrective packaging of all discrepant items. For SDRs reporting both a packaging and a shipping discrepancy on the same item, enter on separate lines both the total value of the materiel and the total cost for corrective packaging.

Item 10d Discrepancy Code. Nature of the discrepancy using the applicable discrepancy code. See Appendix 7.28 for discrepancy codes that supplements those listed on the face of the form. If a condition exists that is not listed, use code Z1 and describe discrepancy in Item 12, Remarks. Use up to three discrepancy codes. When Discrepancy Code Q1, Product Quality Deficiency, or C2, Expired Shelf Life, is applicable, enter the following information under Item 12, Remarks:

1. Manufacturer's name and commercial and government entity (CAGE) code (if available).

2. Contract/purchase order number if not shown in Item 7a.

3. Date manufactured, date cured, date assembled, date packed (apply one as appropriate), and expiration date for Type I (nonextendible) shelf-life items and inspection or test date for Type II (extendible) shelf-life items. Include the date overhauled/rebuilt if pertinent.

4. Lot/batch number.

5. Location of materiel.

6. Name, address, and telephone number of point of contact.

7. Nature of complaint stating in detail why materiel is unsatisfactory.

Item 11 Action Code. Nature of the action requested identified by action code. See Appendix 7.28 for action codes that supplements those listed on the face of the form.

Item 12 Remarks.

General Conditions. Use for any supplemental information when the combination of discrepancy codes and action codes needs clarification; when discrepancies need explanation; and when a breakdown of cost to report, in terms of labor man-hours and materials, is required. Specific data such as appearance, lot/batch number, manufacture/packaging date, inspector number and inspection date, probable cause of improper packaging, and suggested corrective action should be entered here. Provide photos where it would assist in determining the cause/validity of the discrepancy/deficiency.

Information Contact. Include name and communication numbers, (e.g., DSN and commercial telephone numbers, facsimile number, and e-mail address) of the person to be contacted for additional information if different from that entered in Item 14a.

Discrepancies in Sealed Vendor Packs. Enter, if available, the contract number and lot number from the item package and the words "concealed discrepancy found upon opening sealed vendor pack," or cite the appropriate discrepancy code.

Special conditions. For shortages or nonreceipt of GSA items shipped via U.S. Postal Service--cite whether all packages shown as shipped in Item 5 of GSA or DD Form 1348-1A were received. For medical materiel requiring refrigeration or frozen storage--cite the information requested on the special instruction sheet, which is included with shipments of such materiel. For classified materiel--cite whether indications of container tampering were or were not evident; indicate whether a security deviation inquiry may be necessary at the origin.

Security Assistance SDRs. Cite the specific violation of specification, regulation, packaging instruction, or contract.

Item 13 Funding and Accounting Data. (Not applicable to Security Assistance SDRs.)

For packaging discrepancies, the accounting/appropriation fund cite may be entered in this block by the SDR initiator if reimbursement funds/credits are expected for costs incurred to correct reported deficiencies. Use only when a billing document such as the SF 1080, Voucher for Transfer Between Appropriation and/or Funds, will not be prepared.

When using a constructed document number under authorized SDR procedures and prior coordination with the applicable Component finance office (Code U in the first position of the constructed document number serial number (DLMS Utilization Code U) per MILSBILLS procedures), include fund code and credit-to/bill-to DoDAAC, to ensure that credit/billing is appropriate.

Item 14a Typed or Printed Name, Title, and Phone Number of Preparing Official. Self-explanatory. Include both full commercial, DSN, and facsimile communication numbers and e-mail address, if available.

Item 14b Signature. Self-explanatory.

Item 15 Distribution Addressees for Copies. Enter other addressees receiving copies of the report. Not applicable to Security Assistance SDRs.

AP6.39.2 SUPPLY DISCREPANCY REPORT REPLY. The reverse of SF 364 shall be completed by the action activity as required by this publication.

Item 16 From. The name, DoDAAC and/or RIC, and address of the activity preparing the reply.

Item 17 Distribution Addressees for Copies. Enter addressees (including DoDAAC and/or RIC (if assigned)) receiving copies of the reply in addition to addressee listed in Item 18.

Item 18 To. Enter address (including DoDAAC and/or RIC (if assigned)) of the activity indicated in Item 4 on face of the form. For Security Assistance, use the address for the appropriate ILCO.

Item 19 Enter action taken by responsible action office by placing an "X" in appropriate box(es). Do NOT check box 19f(2) for U.S. SDRs; the regulation(s) citation(s) applies only for shipments to Security Assistance customers. Also, see instructions for Item 23.

Item 20 Enter disposition instructions by placing an "X" in appropriate box(es). Also, see instructions for Item 23.

Item 21 Enter an "X" to indicate to the reporting activity that a new requisition is required if the materiel is still needed. Also, see instructions for Item 23.

Item 22 Enter an "X" to indicate a replacement shipment will be made and the approximate shipment date. Also, see instructions for Item 23.

Item 23 Remarks

General Conditions. Enter any clarification or information necessary for a complete reply. Enter corrective action taken to preclude future packaging discrepancies and/or record the SDR reply code (Appendix 7.28). This code and applicable narrative may be used rather than marking equivalent boxes for Items 19, 20, and 21.

Item 24a Typed or Printed Name and Phone Number of Preparing Official. This is the individual authorized to provide an SDR response. Include both DSN and full commercial telephone numbers.

Item 24b Signature. Self-explanatory.

Item 24c Date. Use month, day, and four-position year (e.g., January 10, 2012).

AP6.39.3. SUPPLY DISCREPANCY REPORT FOLLOW-UPS, CORRECTIONS, AND CANCELLATIONS

AP6.39.3.1. At the top of the original report annotate the appropriate word ("FOLLOW-UP," "CORRECTION," or "CANCELLATION") and the date the follow-up, correction, or cancellation was prepared and forward to the same distribution addresses as the initial report.

AP6.39.3.2. Where there is any change to the point of contact information provided in block 14a of the original SF 364, enter the new point of contact name and telephone number(s) and e-mail address.

AP6.39.3.3. For corrected or cancelled SDRs, the initiator shall explain the clarifying data in detail in the "Remarks" block. Include the signature, date, DSN number, complete commercial telephone number, and e-mail address, if available, of the person preparing the revised report.

SF364, Supply Discrepancy Report Form (Front)

REPORT OF DISCREPANCY (ROD)

☐ SHIPPING ☐ PACKAGING

1. DATE OF PREPARATION	2. REPORT NUMBER
3. TO *(Name and address, include ZIP Code)*	4. FROM *(Name and address, include ZIP Code)*
5a. SHIPPER'S NAME	5b. NUMBER AND DATE OF INVOICE / 6. TRANSPORTATION DOCUMENT NUMBER *(GBL, Waybill TCN, etc.)*
7a. SHIPPER'S NUMBER *(Purchase order/Shipment, Contract, etc.)*	7b. OFFICE ADMINISTRATION CONTRACT / 8. REQUISITIONER'S NUMBER *(Requisition, Purchase Request, etc)*

9. SHIPMENT, BILLING, AND RECEIPT DATA				10. DISCREPANCY DATA				11.
NSN/PART NUMBER AND NOMENCLATURE (a)	UNIT OF ISSUE (b)	QUANTITY SHIPPED/ BILLED (c)	QUANTITY RECEIVED (d)	QUAN-TITY (a)	UNIT PRICE (b)	TOTAL COST (c)	CODE[1] (d)	AC[2] TION CODE

12. REMARKS *(Continue on separate sheet of paper if necessary)*

[1] DISCREPANCY CODES	[2] ACTION CODES

CONDITION OF MATERIAL
C1 — In condition other than that indicated on release/ receipt document
C2 — Expired shelf life
C3 — Damaged parcel post shipment
SUPPLY DOCUMENTATION
D1 — Not received
D2 — Illegible or mutilated
D3 — Incomplete /improper or without authority *(Only when receipt cannot be properly processed)*
MISDIRECTED MATERIAL
M1 — Addressed to wrong activity
OVERAGE/ DUPLICATE SHIPMENTS
O1 — Quantity in excess of that on receipt document
O2 — Quantity in excess of that requested *(Other than unit of issue pack)*
O3 — Quantity duplicates shipment
PACKING DISCREPANCY
P1 — Improper preservation
P2 — Improper packing
P3 — Improper marking
P4 — Improper utilization
PRODUCT QUALITY DEFICIENCIES
Q1 — Deficient material (Applicable to Grant Aid and FMS shipments only)
SHORTAGE OF MATERIAL
S1 — Quantity less than that on receipt document
S2 — Quantity less than that requested *(Other than unit of issue pack)*
S3 — Non-receipt of parcel post shipments
ITEMS TECHNICAL DATA MARKINGS *(i.e. Name Plates, Log Books, Opening Handbooks, Special Instructions, etc.)*
T1 — Missing
T2 — Illegible or mutilated
T3 — Precautionary operational markings missing
T4 — Inspection data missing or incomplete
T5 — Serviceability operating data missing or incomplete
T6 — Warranty data missing
WRONG ITEM *(Identify requested item as a separate copy in item 9 above)*
W1 — Incorrect item received
W2 — Unacceptable substitute
OTHER DISCREPANCIES
Z1 — See remarks

1A — Disposition instructions requested *(Reply on reverse)*
1B — Material being retained *(See remarks)*
1C — Supporting supply documentation requested
1D — Material still required expedite shipment *(Not applicable to FMS)*
1E — Local purchase material to be returned at supplier's expense unless disposition instructions to the contrary are received within 15 days *(Reply on reverse) (Not applicable to FMS)*
1F — Replacement shipment requested *(Not applicable to FMS)*
1G — Reshipment not required, item to be re-requisitioned.
1H — No action required, information only
1Z — Other action requested *(See remarks)*

13. FUNDING AND ACCOUNTING DATA

14a. TYPED OR PRINTED NAME, TITLE, AND PHONE NUMBER OF PREPARING OFFICAL	14b. SIGNATURE

15. DISTRIBUTION ADDRESSEES FOR COPIES

SF364, Supply Discrepancy Report Form (Reverse Side)

16. FROM:

17. DISTRIBUTION ADDRESSEES FOR COPIES

18. TO:

Use window envelope to mail this document. Insert name, and address, including ZIP Code, starting one typing space below the left dot. Each address line must NOT extent beyond right dot. Address must not exceed four singles space typing lines.

19. IN ACCORDANCE WITH NOTICE OF DISCREPANCY ON FACE OF THIS FORM:

a. MATERIAL ☐ HAS SEEN ☐ WILL BE SHIPPED — DOCUMENT NUMBER

b. ☐ NO RECORD OF SHIPMENT. RESUBMIT REPORT TO PROPER OFFICE UNDER APPROPRIATE REGULATION.

c. ☐ AN ADJUSTMENT IN BILLING HAS BEEN / WILL BE PROCESSED AS A: ☐ CREDIT ☐ DEBIT

d. ☐ INVOICE/BILL ATTACHED

e. ☐ PROOF OF DELIVERY (Parcel Post Shipments) OR EVIDENCE OF SHIPMENTS ENCLOSED.

f. ☐ AN ADJUSTMENT IN BILLING FOR THE REPORTED DISCREPANCY WILL NOT BE PROCESSED FOR THE FOLLOWING REASON WHICH IS CITED IN THE INDICATED REGULATION.

(1) REASON FOR NOT PROCESSING		(2) PRESCRIBING REGULATION
(a) DISCREPANCY WAS NOT REPORTED WITHIN THE TIME FRAMES ALLOWED AND/OR		(a) CHAPTER 5 OF THE GSA HANDBOOK, DISCREPANCIES OR DEFICIENCIES IN GSA OR DOD SHIPMENTS, MATERIAL, OR BILLINGS (FPMR 101-26.5)
(b) DOLLAR VALUE DOES NOT MEET THE CRITERIA PRESCRIBED IN THE REGULATION OR AGREEMENT INDICATED IN 19f(2)		(b) CHAP.2 AND/OR 7 OF DOD 4000.25-7-M, MILITARY STANDARD BILLING SYSTEM (MILSBILLS) AND/OR DD 1513, U.S. DOD OFFER AND ACCEPTANCE, AS APPLICABLE.

20. THE FOLLOWING DISPOSITION IS TO BE MADE OF THE REFERENCED MATERIAL:

a. ☐ PROCESS FOR DISPOSAL IN ACCORDANCE WITH SERVICE/AGENCY DIRECTIVES.

b. ☐ REPRESENTATIVE WILL CALL FOR DISCUSSION CONCERNING DISPOSITION IN: ____ DAYS

c. ☐ RETAIN MATERIAL AT NO CHARGE.

d. ☐ MATERIAL WILL BE PICKED UP IN: ____ DAYS

e. ☐ SHIP MATERIAL *(Specify location):*

(1) ☐ GBL APPROPRIATIONS CHARGEABLE:

(2) ☐ CHARGES COLLECT-VIA: ☐ FREIGHT ☐ EXPRESS ☐ PARCEL POST *($_____ postage advanced herewith. NOTE: Please enclose postage. Material cannot be returned Parcel Post collect.)*

(3) ☐ PARCEL POST LABEL ATTACHED (4) ☐ FREIGHT PREPAID

f. ☐ OTHER *(Specify)*

21. ☐ IF MATERIAL IS STILL REQUIRED, SUBMIT NEW REQUISITION

22. ☐ REPLACEMENT WITH SATISFACTORY MATERIAL WILL BE MADE ON OR BEFORE: DATE

23. REMARKS *(Continue on separate sheet of paper if necessary)*

24a. TYPED OR PRINTED NAME AND PHONE NUMBER OF PREPARING OFFICIAL	24b. SIGNATURE	24c. DATE

STANDARD FORM 364 BACK (REV. 2-88)

AP7. APPENDIX 7

DATA ELEMENTS AND CODES INDEX

Number	Title
AP7.1	DOCUMENT IDENTIFIER CODES
AP7.2	SERVICE AND AGENCY CODES
AP7.3	ROUTING IDENTIFIER CODES
AP7.4	MEDIA AND STATUS CODES
AP7.5	STOCK OR PART NUMBERS
AP7.6	UNIT OF ISSUE AND QUANTITY
AP7.7	DOCUMENT NUMBER
AP7.8	DEMAND AND SUFFIX CODES
AP7.9	SUPPLEMENTARY ADDRESS
AP7.10	SIGNAL CODES
AP7.11	FUND CODES
AP7.12	DISTRIBUTION CODES
AP7.13	PROJECT CODES
	MASTER PROJECT CODE LIST - w/ POC-POSTED TO WEBSITE ONLY
	MASTER PROJECT CODE LIST - w/o POC-POSTED TO WEBSITE ONLY
AP7.14	PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES
AP7.15	ADVICE CODES
AP7.16	STATUS CODES
AP7.17	SHIPMENT HOLD CODES
AP7.18	COUNTRY AND ACTIVITY CODES
AP7.19	SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES
AP7.20	SUBSISTENCE TYPE OF PACK CODES
AP7.21	DISPOSAL AUTHORITY CODES
AP7.22	COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES
AP7.23	PRECIOUS METALS INDICATOR CODES

Number	Title
AP7.24	AUTOMATED DATA PROCESSING IDENTIFICATION CODES
AP7.25	CUSTOMER IDENTIFICATION

AP7.1. APPENDIX 7.1

DOCUMENT IDENTIFIER CODES

AP7.1.1. Document Identifier Codes (DIC) (located in record position (rp) 1-3 of transactions) provide a means of identifying a given product (for example, a requisition, referral action, status transaction, follow-up, or cancellation) to the system to which it pertains and further identify such data as to the intended purpose, usage, and operation dictated. DIC enables automatic data processing (ADP) equipment to select the appropriate program(s) and to mechanically perform operations dictated by the data element or code and performs a similar function in manual operations. (All A__ and FT_ series DICs that are not listed in this appendix are reserved for future use and are not to be used unless authorized and disseminated by the DoD Military Standard Requisitioning and Issue Procedures (MILSTRIP) Administrator.)

AP7.1.2. DIC is a mandatory entry on all documents entering and leaving the supply distribution systems under MILSTRIP; therefore, each transaction shall be identified by an appropriate code.

AP7.1.3. Control of assignments of the first character of the DIC is a responsibility of the DoD. Alphabetic characters A and B have been assigned to the supply distribution system(s) for requisitioning and issue. Alphabetic characters FT are assigned to the Materiel Returns Program (MRP). In addition, alphabetic characters X, Y, and Z have been provided as variable codes usable in any or all systems but under the restrictive conditions hereafter indicated.

AP7.1.4. The following rationale is applicable only to DICs pertaining to MILSTRIP supply distribution system(s)

AP7.1.4.1. First Position (rp 1):

AP7.1.4.1.1. Alphabetic A in rp 1 identifies requisitioning/issue systems transactions.

AP7.1.4.1.2. Alphabetic U in lieu of A in rp 1 identifies mobilization exercise requisitioning/issue transactions which shall not automatically be processed as real documents. Whether such transactions are created for simulation purpose only, or require action by elements of supply distribution system(s), they shall be explicated by the Component activity responsible for conducting the particular exercises. The following code blocks are reserved in the transaction formats for the legacy 80 record position logistics transactions for mobilization purposes:

LOGISTICS SYSTEMS		EXERCISE CODE BLOCK
MILSTRIP	A - series	U - series
MILSTRAP	D - series	E - series
Transportation[1]	T - series	R - series
MILSBILLS	F - series	H - series

AP7.1.4.1.3. RESERVED:

AP7.1.4.1.4. Alphabetic B and X are provided to identify transactions relating to inventory control system(s) within the Components. Each Component may develop and assign these DICs but they will be confined to intra-Service use only.

AP7.1.4.1.5. Alphabetic C is provided to identify transactions relating to the inventory control system of the Defense Logistics Agency (DLA).

AP7.1.4.1.6. Alphabetic characters Y and Z are provided to facilitate assignment of DICs by Components that are necessary to internal depot, source of supply, or base operations when they cannot be identified directly to the preceding subparagraphs AP7.1.4.1.2. and AP7.1.4.1.4., when they are not universal in scope and application. Transactions containing codes Y or Z in the first position of the DIC may never appear on any transactions passed beyond the confines of a base, depot, Inventory Control Point (ICP), or equivalent.

AP7.1.4.2. Second position (rp 2) may contain alphabetic or numeric entries.

AP7.1.4.3. The third position (rp 3) may be either alphabetic or numeric. When used with alphabetic A in the first position of requisitions, passing orders, referral orders, redistribution orders, and MROs, any numeric in rp 3 shall signify that shipment of materiel is intended for an Outside Continental United States (OCONUS) consignee. Conversely, when rp 3 is any alphabetic character, it shall mean shipment to a domestic recipient. The actual character (regardless of whether numeric or alphabetic) will indicate the content of the stock or part number field.

AP7.1.5. The alphabetic FT_ series DICs are applicable to reporting and return of materiel to a distribution system.

AP7.1.5.1. First two positions (rp 1 and 2): Alphabetic FT shall identify transactions relating to the reporting and return of materiel to distribution systems irrespective of Component or systems within a Component.

AP7.1.5.2. Third position (rp 3) may be alphabetic or numeric.

[1] See DTR 4500.9-R. “Defense Transportation Regulation.”

AP7.1.6. Document identifier codes are listed below:

DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS**:** Three

TYPE OF CODE**:** Alpha/Numeric

EXPLANATION: Provides means for identifying a transaction as to the system to which it pertains and further identifies such transaction as to its intended purpose and usage

RECORD POSITION(S): 1 through 3

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CODE	DOCUMENT TITLE	EXPLANATION
A01	Requisition	For overseas shipment/with national stock number (NSN)/North Atlantic Treaty Organization (NATO) stock number
A02	Requisition	For overseas shipment/with part number
A04	Requisition	For overseas shipment/with other
A05	Requisition	For overseas shipment/with exception data[2]
A07	Requisition	For overseas shipment/Overseas Dependent School System Requirement
A0A	Requisition	For domestic shipment/with NSN/NATO stock number
A0B	Requisition	For domestic shipment/with part number
A0D	Requisition	For domestic shipment/with other
A0E	Requisition	For domestic shipment/with exception data[3]

[2] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[3] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A21	Redistribution Order	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (Defense Logistics Manual (DLM) 4000.25, Volume 3, Chapter 2).
A22	Redistribution Order	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A24	Redistribution Order	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A25	Redistribution Order	For overseas shipment/with exception data[4]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A27	Redistribution Order	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[4] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A2A	Redistribution Order	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2B	Redistribution Order	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2D	Redistribution Order	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A2E	Redistribution Order	For domestic shipment/with exception data[5]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A31	Passing Order	For overseas shipment/with NSN/NATO stock number
A32	Passing Order	For overseas shipment/with part number
A34	Passing Order	For overseas shipment/with other
A35	Passing Order	For overseas shipment/with exception data[6]
A37	Passing Order	For overseas shipment/Overseas Dependent School System Requirement
A3A	Passing Order	For domestic shipment/with NSN/NATO stock number

[5] Ibid.
[6] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A3B	Passing Order	For domestic shipment/with part number
A3D	Passing Order	For domestic shipment/with other
A3E	Passing order	For domestic shipment/with exception data[7]
A41	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A42	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A44	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A45	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/with exception data[8]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A47	Referral Order/Lateral Redistribution Order for Retail Assets	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[7] Ibid.
[8] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A4A	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4B	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4D	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A4E	Referral Order/Lateral Redistribution Order for Retail Assets	For domestic shipment/with exception data[9]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A51	Materiel Release Order	For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A52	Materiel Release Order	For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[9] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A54	Materiel Release Order	For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A55	Materiel Release Order	For overseas shipment/with exception data[10]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A57	Materiel Release Order	For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5A	Materiel Release Order	For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5B	Materiel Release Order	For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5D	Materiel Release Order	For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[10] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A5E	Materiel Release Order	For domestic shipment/with exception data[11]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A5J	Disposal Release Order	From ICP to storage activity (may also be used by local generating activity). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
A61	Materiel Release Denial	For overseas shipment/with NSN/NATO stock number
A62	Materiel Release Denial	For overseas shipment/with part number
A64	Materiel Release Denial	For overseas shipment/with other
A65	Materiel Release Denial	For overseas shipment/with exception data[12]
A67	Materiel Release Denial	For overseas shipment/Overseas Dependent School System Requirement
A6A	Materiel Release Denial	For domestic shipment/with NSN/NATO stock number
A6B	Materiel Release Denial	For domestic shipment/with part number
A6D	Materiel Release Denial	For domestic shipment/with other
A6E	Materiel Release Denial	For domestic shipment/with exception data[13]

[11] Ibid.
[12] Ibid.
[13] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
A6J	Disposal Release Denial	From storage activity to ICP
AB1[14]	Direct Delivery Notice	To requisitioner (rp 30-35)
AB2[15]	Direct Delivery Notice	To SUPADD (rp 45-50)
AB3[16]	Direct Delivery Notice	To rp 54
AB8[17]	Direct Delivery Notice	To Defense Automatic Addressing System (DAAS) from S/A for distribution by DAAS of Direct Delivery notice, DICs, AB1, AB2, and/or AB3, under MILSTRIP status distribution rules
AC1	Cancellation	By requisitioner (rp 30-35)
AC2	Cancellation	By SUPADD (rp 45-50)
AC3	Cancellation	By rp 54
AC4	Cancellation	By rp 55 (for intra-Service use only)
AC5	Cancellation	By rp 56 (for intra-Service use only)
AC6	Cancellation	From ICP/IMM to Storage Activity or Reporting Activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AC7	Cancellation	From ICP/IMM to Storage Activity. Results from the receipt of a universal cancellation request.
ACJ	Disposal Release Cancellation	From ICP to storage activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[14] Use of DIC 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.
[15] Ibid.
[16] Ibid.
[17] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
ACM	Cancellation	From ICP to procurement activity. Results from the receipt of a universal cancellation request
ACP	Cancellation	From ICP to procurement activity. Cancellation for indicated quantity of the item listed on the procurement instrument or procurement document designated by the number in rp 62-74
AD1	FMS Notice of Availability (initial key document)	To designated CR/FF. Will accompany the FMS NOA Initial Detail document
AD2	FMS Notice of Availability (initial detail document)	To designated CR/FF. Will accompany the FMS NOA Initial Key document
AD3	FMS Notice of Availability (delay key document)	To designated CR/FF. Will accompany the FMS NOA Delay Detail document
AD4	FMS Notice of Availability (delay detail document)	To designated CR/FF. Will accompany the FMS NOA Delay Key document
AD5	FMS Notice of Availability (reply document)	To the activity originating the NOA
ADR	FMS Notice of Availability (export release Required)	To designate CR/FF. Will accompany the FMS NOA Initial Detail document
AE1	Supply Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity
AE2	Supply Status	To SUPADD (rp 45-50) in U.S. requisition. To FMS country status recipient from ILCO/monitoring activity
AE3	Supply Status	To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions
AE4	Supply Status	To rp 55 (for intra-Service use only)
AE5	Supply Status	To rp 56 (for intra-Service use only)

CODE	DOCUMENT TITLE	EXPLANATION
AE6	Supply Status	To ICP/IMM from storage or reporting activity in response to a DIC AF6, AC6, AC7, DIC A4_ series with Distribution Code 2, or A5_ series when a DIC AR_ series or DIC AS6, does not apply. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo incheck, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2).
AE8	Supply Status	To DAAS from S/A for distribution by DAAS of supply status DIC AE1, AE2, and/or AE3 under MILSTRIP status distribution rules
AE9	Supply Status	From DAAS: a. To activities identified by M&S (rp 7), and/or distribution code (rp 54) to advise of the rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66) b. To activity in rp 30-35 when the M&S is 0, and rp 54 is blank or invalid to advise of rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66) c. To activities in rp 30-35, 45-50, and 54 to advise of rejection of a MILSTRIP requisition transaction as reflected by supply status code (rp 65-66) d. To "From" RIC (rp 74-76) to advise of the rerouting of a DIC A3_ (passing order), or DIC A4_ (referral order) e. From DAAS on behalf of an identified internet ordering application with Supply Status CX to all status recipients (identified in rp 30-35, 45-50, and 54) to advise of rejection due to lack of available funds or other criteria associated with the funds verification process. The internet ordering application used by the customer for submission of the requisition/referral order is identified as the RIC-From (rp 4-6). Rejection is the result of the DoD Component responding to the funds verification request and not the DAAS or source of supply.[18]

[18] Used by internet ordering applications on requisitions, modifications, and follow-ups for subsequent rejection by DAAS. Refer to ADC 328.

CODE	DOCUMENT TITLE	EXPLANATION
AEA	Supply Status	For Service prepared Security Assistance requisitions with NSN/NATO Stock Number
AEB	Supply Status	For Service prepared Security Assistance requisitions with part number
AED	Supply Status	For Service prepared Security Assistance requisitions/with other
AEE	Supply Status	For Service prepared Security Assistance requisitions/with exception data
AEJ	Disposal Supply Status	From storage activity to ICP. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo in-check, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2).
AF1	Follow-up	By requisitioner (rp 30-35)
AF2	Follow-up	By SUPADD (rp 45-50)
AF3	Follow-up	By rp 54
AF4	Follow-up	By rp 55 (for intra-Service use only)
AF5	Follow-up	By rp 56 (for intra-Service use only)
AF6	Follow-up	By ICP to storage or reporting activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AFC	Follow-up (request for improved ESD)	Furnished by requisitioning activities as requests to sources of supply to initiate actions which will improve estimated availability dates provided in supply status transactions

CODE	DOCUMENT TITLE	EXPLANATION
AFJ	Disposal Release Follow-up	From ICP to storage activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AFT	Request for Shipment Tracing-Registered, Insured, and Certified Parcel Post	From consignee (based on signal code) to source of supply and ILCO to source of supply unless business firm or civilian contractor not required to process follow-ups received from Military sources. In this case, from consignee to ICP and ILCO to ICP
AFX[19]	Disposal Shipment/Receipt Confirmation Follow-up	From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6
AFY[20]	Follow-up (Request for DoDAAC of Initial Transportation Shipping Activity)	A request to source of supply to obtain the DoDAAC of the initial (origin) transportation shipping activity for tracing shipments.
AFZ	Disposal Shipment Confirmation Follow-up (DIC ASZ not received)	From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6
AG6	Reply to Cancellation Request	To ICP from storage activity
AGJ	Reply to Disposal Release Cancellation	From storage activity to ICP
AK1	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By requisitioner (rp 30-35)

[19] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

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

CODE	DOCUMENT TITLE	EXPLANATION
AK2	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By SUPADD (rp 45-50)
AK3	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By rp 54
AK4	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	By rp 55 (for intra-Service use only)
AK5	Follow-up on Cancellation Request (Process as cancellation if original cancellation not received)	By rp 56 (for intra-Service use only)
AK6	Follow-up on Cancellation Request (process as cancellation if original cancellation not received)	From ICP to storage activity
AKJ	Disposal Release Cancellation Follow-up	From ICP storage activity
AM1	Document Modifier (process as requisition if original document not received)	For overseas shipment/with NSN/NATO stock number

CODE	DOCUMENT TITLE	EXPLANATION
AM2	Document Modifier (process as requisition if original document not received)	For overseas shipment/with part number
AM4	Document Modifier (process as requisition if original document not received)	For overseas shipment/with other
AM5	Document Modifier (process as requisition if original document not received)	For overseas shipment/with exception data[21]
AMA	Document Modifier (process as requisition if original document not received)	For domestic shipment/with NSN/NATO stock number
AMB	Document Modifier (process as requisition if original document not received)	For domestic shipment/with part number
AMD	Document Modifier (process as requisition if original document not received)	For domestic shipment/with other
AME	Document Modifier (process as requisition if original document not received)	For domestic shipment/with exception data[22]

[21] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[22] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
AMF[23]	Document Modifier (process only to change SUPPADD and signal code field)	From ICP to procurement activity. Changes SUPADD and signal code.
AMJ	Disposal Release Order Modification	To storage activity from ICP (Not applicable for MILSTRIP legacy formatted transactions; used for DLMS transaction exchange only).
AMP	Document Modifier (process only to change RDD field)	From ICP to procurement activity. Changes RDD field (rp 62-64) to Expedite Handling Signal 555.
AN1	Materiel Obligation Validation Request	To requisitioner (rp 30-35)
AN2	Materiel Obligation Validation Request	To SUPADD (rp 45-50)
AN3	Materiel Obligation Validation Request	To rp 54
AN4	Materiel Obligation Validation Request	To rp 55 (for intra-Service use only)
AN5	Materiel Obligation Validation Request	To rp 56 (for intra-Service use only)
AN9	Materiel Obligation Validation Control Document	Header document used when forwarding request documents by DMS or mail
ANZ	Materiel Obligation Validation Request Follow-up Control	Header document used when following up on request documents previously forwarded (DIC AN9) by DMS or mail
AP1	Materiel Obligation Validation Response	From requisitioner (rp 30-35)
AP2	Materiel Obligation Validation Response	From SUPADD (RP 45-50)
AP3	Materiel Obligation Validation Response	From rp 54

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

CODE	DOCUMENT TITLE	EXPLANATION
AP4	Materiel Obligation Validation Response	From rp 55 (for intra-Service use only)
AP5	Materiel Obligation Validation Response	From rp 56 (for intra-Service use only)
AP8[24]	Materiel Obligation Validation Response	DAAS transaction to effect MOV response for specified activities. Also used by activities to have DAAS provide responses for validated MOV requests (Chapter 7, C7.1.11.2.)
AP9	Receipt Confirmation for Materiel Obligation Validation Requests	Return document for acknowledgment of documents transmitted either by DMS or mail
APR[25]	Materiel Obligation Validation Reinstatement Request	Notification to source of supply requesting reinstatement of a requisition canceled under MOV
APX	Notice of Non-receipt of Total Batch of MOV Documents	Notification to DAAS or the source of supply that the total number of documents indicated in the control document was not received
AR0	Materiel Release Confirmation	To ICP from storage. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARA	Materiel Release Confirmation	For release of quantity greater than requested (due to unit pack). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).

[24] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

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

CODE	DOCUMENT TITLE	EXPLANATION
ARB	Materiel Release Confirmation	For release of quantity less than requested (due to unit pack). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARH	Force Closed Materiel Release Confirmation	For use by ICPs and storage activities to force close open MRO records. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARJ	Disposal Release Confirmation	From storage activity to ICP. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARK	Disposal Release Confirmation	From storage activity to ICP for release of quantity greater than requested. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
ARL	Disposal Release Confirmation	From storage activity to ICP for release of quantity less than requested. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2).
AS1	Shipment Status	To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity
AS2	Shipment Status	To SUPADD (rp 45-50) in U.S. requisition. To Security Assistance country status recipient from ILCO/monitoring activity

CODE	DOCUMENT TITLE	EXPLANATION
AS3	Shipment Status	To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions
AS4	Shipment Status	To rp 55 (for intra-Service use only)
AS5	Shipment Status	To rp 56 (for intra-Service use only)
AS6	Shipment Status	To ICP/IMM from reporting activities for LRO shipments of retail assets
AS8	Shipment Status	To DAAS from S/A for distribution by DAAS of AS_ shipment status under MILSTRIP distribution rules
ASH	Pseudo Shipment Status for Unconfirmed Materiel Release Orders	From ICP to DAAS for distribution under MILSTRIP rules. This transaction shall be used by the ICP as shipment status for unconfirmed MROs
ASY[26]	Shipment Status (DoDAAC of Initial Transportation Shipping Activity)	The source of supply response to the request for DoDAAC of the initial (origin) transportation shipping activity
ASZ	Disposal Shipment Confirmation	From shipping activity to DLA Disposition Services
AT1	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with NSN/NATO stock number
AT2	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with part number
AT4	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with other

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

CODE	DOCUMENT TITLE	EXPLANATION
AT5	Follow-up (process as requisition if original requisition not received)	For overseas shipment/with exception data[27]
AT7	Follow-up (process as requisition if original requisition not received)	For overseas shipment/Overseas Dependent School System Requirement
ATA	Follow-up (process as requisition if original requisition not received)	For domestic shipment with NSN/NATO stock number
ATB	Follow-up (process as requisition if original requisition not received)	For domestic shipment with part number
ATD	Follow-up (process as requisition if original requisition not received)	For domestic shipment with other
ATE	Follow-up (process as requisition if original requisition not received)	For domestic shipment with exception data[28]
AU1	Reply to Cancellation Request-Shipment Status	To requisitioner (rp 30-35)
AU2	Reply to Cancellation Request-Shipment Status	To SUPADD (rp 45-50)
AU3	Reply to Cancellation Request-Shipment Status	To rp 54

[27] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.
[28] Ibid.

CODE	DOCUMENT TITLE	EXPLANATION
AU4	Reply to Cancellation Request-Shipment Status	To rp 55 (for intra-Service use only)
AU5	Reply to Cancellation Request-Shipment Status	To rp 56 (for intra-Service use only)
AU8	Reply to Cancellation Request-Shipment Status	To DAAS from S/A for distribution by DAAS of status (AU_) under MILSTRIP distribution rules
AU0	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity same as requested
AUA	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity greater than requested (due to unit pack)
AUB	Reply to Cancellation Request-Materiel Release Confirmation	To ICP. Release of quantity less than requested (due to unit pack)
AX1[29]	Inventory Control point Government-Furnished Materiel Validation Request	From ICP to MCA to validate GFM transactions to a valid contract. May be intercepted by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card.
AX2[30]	Management Control Activity Government-Furnished Materiel Validation Response	From MCA to ICP. Response to ICP validation request of GFM transactions. Also used by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card.
FTA	Automatic Return Notification	Customer or maintenance activity notification to a source of supply of an automatic return

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

[30] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22..

CODE	DOCUMENT TITLE	EXPLANATION
FTB	Reply to Follow-up for Materiel Return Program Credit	Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures)
FTC	Cancellation of Customer Asset Report	Customer Cancellation of previously submitted asset report
FTD	Disposition Instructions	ICP/IMM status to customer advising of delay in response to asset report
FTE	Customer Asset Report	Customer report of available assets
FTF	Follow-up for ICP/IMM Reply to Customer Asset Report	Customer follow-up to ICP/IMM
FTG[31]	Customer Asset Report (Part-numbered items)	Customer report of available assets for part-numbered items. (Not authorized for asset reports directed to DLA.)
FTL	Materiel Returns Program Supply Status	Customer Status to ICP/IMM indicating estimated date of shipment
FTM	Shipment Status	Customer status to ICP/IMM indicating release of shipment to carrier
FTP	Follow-up for Materiel Return Program Credit	Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures)
FTQ	DAAS Customer Asset Report Information Status	DAAS status to customer indicating actions on reports of assets
FTR	Reply to Customer Asset Report	ICP/IMM reply to customer asset report
FTT	Follow-up for ICP/IMM Materiel Receipt Status	Customer follow-up due to non-receipt of ICP/IMM receipt acknowledgment

[31] Use of part-numbers in the Materiel Returns Program last reported as not implemented by USMC. Refer to AMCL 167.

CODE	DOCUMENT TITLE	EXPLANATION
FTZ	ICP/IMM Materiel Receipt Status	ICP/IMM advice to customer of receipt or non-receipt of materiel
FT6	ICP/IMM Follow-up	ICP/IMM follow-up materiel authorized to be returned

AP7.2. APPENDIX 7.2

SERVICE AND AGENCY CODES[1]

DLMS SERVICE CODES

NUMBER OF CHARACTERS: One or two

TYPE OF CODE: Alpha

EXPLANATION: Services/Agency (S/A) codes are designed to accommodate S/A identity in Defense Logistics Management Standards (DLMS) documentation. For this purpose, these codes are used in conjunction with other codes to identify the parent S/A of requisitioners and other addressees. The S/A codes shall be used in rp 4, 30, 31, 45, 46, 67, and 74 of the DD Form 1348 series of documents according to the following DLMS record position key:

4	First position of the Routing Identifier Code (RIC)
30	First position of the Document Number
31	Second position of the Document Number
45	First position of Supplementary Address
46	Second position of Supplementary Address
67	First position of RIC for U.S. storage activity preparing the DD Form 1348-1A or DD Form 1348-2
74	First position of the RIC

By exception, two position combination codes using the authorized S/A code and a specified second position are authorized to identify contractor DoDAACs.[2] FEDSTRIP provides for the use of the two position codes, defined as civil Agency codes, to be entered in rp 30-31 and 45-46 of the Government Services Administration (GSA) Form 1348 series of documents. The DLMS Service codes[3] and the Federal Standard Requisitioning and Issue Procedure (FEDSTRIP) Agency codes[4] are listed below:

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[1] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the activity address code (AAC).

[2] Combination codes authorized for USCG and DLA. Refer to ADC 319.

[3] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.

[4] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the activity address code (AAC).

RECORD POSITION: 4, 30, 31, 45, 46, 67, and/or 74

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
A	A		A		A		A		A		Army	
B	B						B		B		Army	
B			B		B						Army	Security Assistance Use Only[5]
C	C						C		C		Army	
C			C		C						Army	Contractor Use Only
D	D						D		D		Air Force	
D			D		D						Air Force	Security Assistance Use Only[6]
E	E						E		E		Air Force	
E			E		E						Air Force	Contractor Use Only
F	F		F		F		F		F		Air Force	
G	G		G		G		G		G		GSA	
H	H		H		H						Other DoD Activities	Note: To designate other[7] DoD Activity contractors, you must use Service Code H with G. When code HG is used, rp 30-31 or 45-46 shall contain the HG code, as appropriate[8].
H			H	G	H	G					Other DoD Activity Contractors	
H							H		H		Not Assigned	
I			I								Missile Defense Agency	Security Assistance Use Only
J	J		J		J		J		J		Air Force	
K	K						K		K		Not Assigned	
K			K		K						Marine Corps	Security Assistance Use Only[9]
L							L		L		Not Assigned	
L	L		L		L						Marine Corps	Contractor Use Only

[5] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.
[6] Ibid.
[7] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.
[8] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.
[9] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
M	M		M		M		M		M		Marine Corps	
N	N		N		N		N		N		Navy	
O											Not Assigned	
P	P						P		P		Navy	
P			P		P						Navy	Security Assistance Use Only[10]
Q	Q						Q		Q		Navy	
Q			Q		Q						Navy	Contractor Use Only
R	R		R		R		R		R		Navy	
S	S		S		S		S		S		DCMA	See footnote[11]
S	S		S		S		S		S		DLA	See footnote[12]
S			S	D	S	D					DLA	Contractor Use Only
T	T						T		T		DLA	
T			T								DLA	Security Assistance Use Only[13]
T					T						(See Footnote[14])	
U	U						U		U		Not Assigned	
U			U		U						DLA	Contractor Use Only
V			V		V						Navy	
V	V						V		V		Navy	Contractor Use Only
V							V		V		Not Assigned	
W	W		W		W		W		W		Army	
X											Reserved	(Used internally by DLA Transaction Services)
Y					Y[15]						Reserved	See Footnote
Z	Z	Z	Z		Z		Z		Z		Coast Guard	

[10] Ibid.
[11] DCMA: DoDAACs begin with S and end with A; any character is allowed in between. RICs are in the format S-numeric-alpha, where the numeric value is 6, 7, or 8 only.
[12] DLA: S-series excluding those values that fall within the DCMA format rules identified in the previous footnote for DCMA.
[13] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.
[14] S/A Code T entered in rp 45 may be used for any Foreign Military Service (FMS) country Defense organization which is not designated as an element of that country's Army, Navy, Air Force, or Marine Corps.
[15] Identifies Security Assistance Grant Aid when used in a Security Assistance requisition (as designated by rp 30). Otherwise, considered nonsignificant except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel. See Appendix 7.9 for details.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
Z			Z	0	Z	0					Coast Guard	Contractor Use Only

FEDSTRIP CIVIL AGENCY CODES[16]

NUMBER OF CHARACTERS:	Two.
TYPE OF CODE:	Numeric, Numeric.
EXPLANATION:	Identifies civil agencies under FEDSTRIP
RECORD POSITION(S):	30-31 and 45-46.

SPECIAL PROGRAM ACTIVITY CODES[17]

NUMBER OF CHARACTERS:	Two.
TYPE OF CODE:	First-position Numeric, Second-position Alpha.
EXPLANATION:	Identifies special program activities that are neither DoD or Federal Agencies
RECORD POSITION(S):	30-31 and 45-46.

[16] Refer to the Treasury Financial Manual Supplement – FAST Book (Part II link to Independent Agencies) for linsitn of Federal civil Agency codes https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm used as the first two positions of the AAC.
[17] Request for Implementation Date for Approved DLMS Change (ADC) 384, Special Programs for NonDoD/No-Federal Agency Requisitioners and Administrative Change for Contractor DoDAACs, January 18, 2011

AP7.3. APPENDIX 7.3

ROUTING IDENTIFIER CODES

AP7.3.1. Routing Identifier Codes (RIC) (located in rp 4-6, 67-69, and 74-76 of transactions) are assigned by Service/Agencies (S/A) for processing inter-S/A, and intra-S/A logistical transactions. The codes serve multiple purposes in that they are supply source codes, intersystem routing codes, intrasystem routing codes and consignor (shipper) codes. Defense Automatic Addressing System (DAAS) maintains an electronic database of these codes; users with accounts[1] can access the database from the DAAS portal: https://www2.transactionservices.dla.mil/portal/portal.asp. Those without accounts can access the database, with limited functionality at https://www.transactionservices.dla.mil/DAASINQ.

AP7.3.2. To qualify for assignment of a RIC, the facility/activity must be an integral and predetermined element of an established logistical system and must perform a general logistical control, distribution and/or storage mission (to include bases, posts, camps, and stations, when applicable).

AP7.3.3. The use of a RIC on any one document does not infer, imply, or intend that follow-on documentation resulting from there must contain the same RIC or any element thereof. It is a fundamental premise of Military Standard Requisitioning and Issue Procedures (MILSTRIP) that any RIC serves as only one of the following:

AP7.3.3.1. An address to indicate the intended recipient of the document for logistical actions.

AP7.3.3.2. Identification of the actual consignor (shipper) on supply type release/receipt transactions originated within the distribution system(s).

AP7.3.4. All authorized RICs shall contain one of the characters depicting Service assignment as listed in Appendix 7.2, Service and Agency Codes, in the first position.

AP7.3.5. The second and third positions may be in any combination of alphanumerics, except as noted in Appendix 7.2. These positions may identify either a facility or activity of the S/A depicted by the first position.

AP7.3.6. Each S/A is responsible for the assignment of RICs to its facilities and activities. A S/A that has activities located at another S/A facility shall assign its own RIC to the activity. A S/A which has assets located at another S/A facility shall use the RIC assigned by the S/A owning/operating the facility. (An appropriate RIC may be assigned to identify these assets when requested by the S/A owning the assets.)

[1] DAAS requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DAAS Website https://www.transactionservices.dla.mil/sar/sar_menu.asp

Washington Headquarters Service (WHS) shall make RIC H_ series assignments for "Other DoD Activities."

AP7.3.7. Each S/A shall designate a coordinator with the responsibility to control, monitor, and submit/validate all RIC additions, revisions, and deletions relative to its S/A. In most cases the DoDAAC and RIC coordinators (or monitors) are the same. S/A coordinators established for assignment of RICs are available at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/

AP7.3.8. DAAS maintains the RIC database and serves as the focal point for receipt of all RIC database revisions. DAAS will monitor RIC code assignment for compliance with the above assignment rules. RIC database is published electronically and updated from requests for additions, changes, and/or deletions as submitted by the Component RIC coordinators. Interested parties may interrogate the RIC database through the DAAS Website[2] at https://www.transactionservices.dla.mil/DAASINQ.

[2] DAAS requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DAAS https://www.transactionservices.dla.mil/sar/sar_menu.asp.

AP7.4. APPENDIX 7.4

MEDIA AND STATUS CODES

AP7.4.1. General. This appendix delineates business rules for furnishing status on DLMS requisitions, Materiel Returns Program (MRP), and related transactions based upon the Media and Status (M&S) code. The M&S code is populated on the initiating transaction to identify the desired status recipient(s) and the type of status to be provided. Once assigned, the M&S code is perpetuated to subsequent transactions.

AP7.4.1.1. Based upon the status recipient profile, DLA Transaction Service's Defense Automatic Addressing System (DAAS) will determine the appropriate communication process/format, e.g., Defense Information System Network (DISN) using DLMS (X12/XML) or the legacy 80 record position (rp) format, or DLA Transaction Services Automatic Message Exchange System (DAMES). The original M&S code set defined the media for communication of status, as well as the type of status and required recipients. However, with the substitution of web portals for viewing status where transactional exchange is not available, document mailing has been terminated, thus eliminating the option for the user to specify a communication media by M&S code. Requisitioners without communication services supported by DAAS may use various web portals for supply and shipment status. Web portals include:

- DoD EMALL - registration required; provides visibility of status for orders sourced by DLA,
- GSA Advantage Requisition Status - no registration required; visibility of status on orders sourced by GSA or provided by any source via DAAS to civil agency customers, and
- Web Visual Logistics Information and Processing System (WebVLIPS) - registration required; provides visibility of status processed via DAAS for all sources of supply.

AP7.4.1.2. Selected requisition-related and MRP transactions that identify status recipients and are applicable to the procedures discussed in this appendix are identified in Table AP7.4.T1.

Table AP7.4.T1. Transactions Used for Identification of Status Recipients

Transaction Name	DLMS Transaction	Document Identifier Code (DIC)
Transaction Category: Requisition-Related		
Requisition/ Requisition Passing Order/ Requisition Referral Order	511R with Transaction Type Code AN 511R with Transaction Type Code BM 511R with Transaction Type Code BN	A0_ A3_ A4_

Requisition Modification	511M	AM_
Requisition Follow-Up	869F	AT_
Materiel Obligation Validation (MOV) Requisition Reinstatement Request	517M with Transaction Type Code AW	APR
Transaction Category: Materiel Returns		
Customer Asset Report	180M with Transaction Type Code FT	FTE/FTG
Automatic Return	180M with Transaction Type Code FT and Action Code RF	FTA

AP7.4.1.3. Status transactions include supply and shipment status, as well as materiel obligation validation (MOV) and responses to MRP transactions. Selected transactions applicable to procedures discussed in this appendix are identified in Table AP7.4.T2.

Table AP7.4.T2. Status Transactions

Transaction Name	DLMS Transaction	DIC
Supply Status	870S	AE_, AB_
	Supply status provided to DAAS	AE8, AB8
	Supply status to status recipients	AE1, AE2, AE3, AE9, AB1, AB2, AB3
Shipment Status	856S	AS_, AU_
	Shipment status provided to DAAS	AS8, AU8
	Shipment status to status recipients	AS1, AS2, AS3, AU1, AU2, AU3
MOV Response	517M with Transaction Type Code AP	AP_
	MOV Response provided to DAAS	AP8
	MOV Response to status recipients	AP1, AP2, AP3
Materiel Returns Supply Status/Follow-up	870M	FT6, FTD, FTR, FTQ, FTZ
Reply to Follow-Up for Credit Status (MILSBILLS)	812L	FTB

AP7.4.1.4. Status recipients may be identified by using the M&S code as a pointer to various organizations identified by coded data within the transaction:

Table AP7.4.T3. Derivation of Status Recipients

Status Recipient	DLMS Location/Data Reference (X12 Segment/Code)	Signal Code	Legacy Location/Data Reference (RP)
Requisitioner	Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)	Any	Document Number DoDAAC (30-35)
Reporting Activity	Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)	Any	Document Number DoDAAC (30-35)
Ship-To and/or Bill-To	Ship-To and/or Bill-To (when other than the requisitioner) (N1/ST – Ship To; BT – Bill- to-Party; or BS –Bill and Ship To) Perpetuated to the supplemental address (SUPADD) /data (LQ/A9 – Supplemental Data)	B, J, K, L, M	SUPADD (40-45)
Credit-To	Credit-To (when other than the reporting activity) (LQ/ZB – Party to Receive Credit) Perpetuated to the supplemental address (SUPADD)/data (LQ/A9 – Supplemental Data)	B or K	SUPADD (40-45)
Credit-To	Credit-To (when other than the reporting activity or SUPADD) equates to the DoDAAC associated with the Fund Code in the Fund Code to DoDAAC Conversion Table (see DLMS Volume 4, Finance, Appendix 1.01) May be perpetuated to the credit-to (LQ/ZB – Party to Receive Credit)	C or L	Fund Code (52-53)
Distribution Activity	Distribution Activity equates to the DoDAAC associated with a significant entry in first position of the Distribution Code in the Distribution Code Table (see	Any	Distribution Code (54)

Table AP7.4.T3. Derivation of Status Recipients			
Status Recipient	DLMS Location/Data Reference (X12 Segment/Code)	Signal Code	Legacy Location/Data Reference (RP)
	DLMS Appendix 7.12). (LQ/AK – Distribution Code)		

AP7.4.1.5. The M&S code is not used for all status distribution processing:

AP7.4.1.5.1. Services may provide status to distribution activities identified by the second or third position of the distribution code on an intra-Service basis.

AP7.4.1.5.2. Under the DLMS, not all status recipients are identified by the M&S Code. An enhancement to DLMS transactions allows for discrete identification of status recipients by DoDAAC when not specified by the M&S Code (see N1 Segment/Code Z1 – Party to Receive Status). DAAS will provide distribution to these activities when status distribution is required.

AP7.4.1.6. M&S codes are used in different ways on requisition-related and MRP transactions.

AP7.4.1.6.1. On requisition-related transactions:

AP7.4.1.6.1.1. M&S may indicate that status is to be furnished to the requisitioner and/or the ship-to/bill-to activity.

AP7.4.1.6.1.2. M&S may indicate that no status is to be provided to the requisitioner or the ship-to/bill-to activity (M&S O and Y).

AP7.4.1.6.1.3. M&S may indicate that status is restricted to the Secondary Inventory Control Activity (SICA) identified by the distribution code (first position) under all circumstances on transactions for nonconsumable items (M&S 8).

AP7.4.1.6.2. With the exception of M&S 8, M&S codes do not apply to:

AP7.4.1.6.2.1. The mandatory provision of shipment status to all valid status recipients.

AP7.4.1.6.2.2. Rejection or cancellation status.

AP7.4.1.6.2.3. Responses to follow-ups.

AP7.4.1.6.2.4. Status responses to MOV response documents.

AP7.4.1.6.3. M&S codes do not inhibit the mandatory furnishing of 100 percent supply and shipment status to the activity designated by a significant entry in the distribution code (first position).

AP7.4.1.6.4. M&S Y is an exception to the general requirement for 100 percent status to the activity designated by a significant entry in the distribution code (first position), and specifies that only exception status and shipment status are wanted.

AP7.4.1.6.5. M&S codes designate the following types or combinations of status is required:

AP7.4.1.6.5.1. Exception status.

AP7.4.1.6.5.2. One hundred percent supply status.

AP7.4.1.6.5.3. Exception status and shipment status.

AP7.4.1.6.5.4. One hundred percent supply status and shipment status

AP7.4.1.7. On MRP transactions:

AP7.4.1.7.1. M&S codes specify the activity to receive replies to asset reports and related transactions output by ICPs/IMMs.

AP7.4. 1.7.2. M&S codes may indicate that such replies must be routed to the credit-to activity associated with the Fund Code (M&S 9).

AP7.4. 1.7.3. When the SICA is identified as the credit-to activity associated with the fund code, M&S 9 will be entered (optional for automatic return notification).

AP7.4.1.8. DLA Transaction Services' Defense Automatic Addressing System (DAAS) Transmission Rules. Regardless of the M&S cited, sources of supply or designated activities must transmit all machine sensible status transactions via DAAS. Upon receipt of the status, DAAS will determine the appropriate business process for dissemination as follows:

AP7.4.1.8.1. For transmission services, refer to the DAAS Manual, DLM 4000.25-4, Chapter 5 and Appendix 1.1.

AP7.4. 1.8.2. When an addressee is not served by by DAAS, DAAS status cannot be provided directly to that addressee. These activities must rely on web portal visibility.

AP7.4. 1.8.3. DAAS will forward status addressed to a non-DoD agency addressee to GSA to provide visibility via the GSA Advantage web portal.[1]

[1] Refer to PDC 1067.

AP7.4. 1.8.4. Activities requiring the specialized processing must submit written justification to DLA Transaction Services for consideration. These exception procedures apply only when DMS capability is not available.

AP7.4.1.8.5. When status is forwarded to DAAS for transmission to the appropriate status recipient, DAAS will furnish applicable status based on DLMS status distribution rules as prescribed in this appendix.

AP7.1.9. Activities requiring status must be encouraged in S/A implementing instructions to obtain and utilize full supply and shipment status. This requirement should be implemented to reduce the need for activities to submit follow-up inquiries.

AP7.1.10. M&S is a mandatory entry by the originator of the document and will not be altered during subsequent processing except under the procedures for SICA processing (See DLMS Volume 2, Chapter 4 and 11) or Service-level guidance for internet-based ordering applications.

AP7.4.1.11. M&S Codes are listed below.

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alpha-numeric.
EXPLANATION:	Indicates the status recipient and type of status required. One hundred percent supply status includes exception status.
DLMS LOCATION:	Industry Code (LQ01) DF – Media & Status Code
LEGACY RECORD POSITION:	7

M&S Codes Used with MRP Transactions

CODE	EXPLANATION
1	Reserved.
2	Reply to the reporting activity.
3	Reserved.
4	Reply to shipped from and/or credit-to as perpetuated to the SUPADD.
5, 6, 7, 8	Reserved.
9	Reply to credit-to activity as associated with the fund code.

M&S Codes Used with Requisition-Related Transactions

CODE	EXPLANATION
0	No status to requisitioner or ship-to and/or credit other than mandatory shipment status to the ship-to activity. One hundred percent supply status and shipment status to the activity designated by a significant entry in the distribution code (first position).
1	Reserved.
2	Exception supply status to requisitioner.
3	Reserved.
4	Exception supply status to ship-to and/or credit-to as perpetuated to the SUPADD.
5, 6, 7	Reserved.
8	One hundred percent supply status and shipment status to activity indicated in the distribution code (first position). Do not provide status to any other status eligible recipient under any other circumstances. (For use only by SICAs on transactions for nonconsumable items).
9, A	Reserved.
B	One hundred percent supply status to requisitioner.
C	Reserved.
D	One hundred percent supply status to ship-to and/or credit-to as perpetuated to the SUPADD.
E	Reserved.
F	One hundred percent supply status and shipment status to requisitioner and ship-to and/or credit-to as perpetuated to the SUPADD.
G, H	Reserved.
I	Not used.
J	Reserved.
K	Exception supply status and shipment status to requisitioner.
L	Reserved.

M&S Codes Used with Requisition-Related Transactions

CODE	EXPLANATION
M	Exception supply status and shipment status to ship-to and/or credit-to as perpetuated to the SUPADD.
N	Reserved.
O	Not used.
P, Q, R	Reserved.
S	One hundred percent supply status and shipment status to requisitioner.
T	Reserved.
U	One hundred percent supply status and shipment status to ship-to and/or credit-to as perpetuated to the SUPADD.
V, W, X	Reserved.
Y	No status to requisitioner or ship-to and/or credit-to as perpetuated to the SUPADD other than mandatory shipment status to the ship-to activity. Exception supply status and shipment status to the activity designated by a significant entry in the distribution code.
Z	Exception supply status and shipment status to requisitioner and ship-to and/or credit-to as perpetuated to the SUPADD.

AP7.5. APPENDIX 7.5

STOCK OR PART NUMBERS

AP7.5.1. Stock or part numbers are located in rp 8-22 of transactions. When a 13-digit national stock number (NSN) or non NSN assigned to the Overseas Dependent School System items is applicable:

AP7.5.1.1. The federal supply classification (FSC) will be entered in rp 8-11.

AP7.5.1.2. The national or NATO item identification number (NIIN) will be entered in record position (rp) 12-20.

AP7.5.1.3. Example:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NSN	8	3	2	0	0	0	3	1	2	3	4	1	2	BLANK	

AP7.5.1.4. Cognizance symbols, stratification codes, fraction symbols, condition codes, etc., are never to be entered in rp 8-20.

AP7.5.2. When codes are required in addition to the NSN to properly identify the item being requisitioned and these codes are recognizable to the initial processing source, the codes will be entered in rp 21 and 22. If one digit only, entry will be in rp 21. See examples below:

rp	8	9	10	11	12	13	14	25	16	17	18	19	20	21	22
NSN plus one code	8	3	2	0	0	0	3	1	2	3	4	1	2	3	BLANK
OR															
rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NSN plus two codes	1	5	6	0	0	0	3	1	2	3	4	1	2	B	C

AP7.5.3. When a 13-digit NATO NSN is applicable:

AP7.5.3.1. The North Atlantic Treaty Organization (NATO) FSC will be entered in rp 8-11.

AP7.5.3.2. A two-position NCB code which identifies the NATO country assigning the NIIN will be entered in rp 12-13. Examples of NCB codes are: (1) 00 and 01 - United States, (2) 99 - United Kingdom, (3) 21 - Canada, and (4) 12 - Germany. See Cataloging Data and Transaction Standards, Volume 10, Table 9 for a complete listing of NCB codes.

AP7.5.3.3. The seven-digit NATO NIIN will be entered in rp 14-20.

AP7.5.3.4. Example:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
NATO NSN	5	3	4	0	0	0	1	2	3	1	2	3	4	BLANK	

AP7.5.4. When a manufacturer's part number is applicable:

AP7.5.4.1. The contractor and Government entity (CAGE) code will be entered in rp 8-12 (see example in paragraph AP7.5.4.5., below). If the CAGE code is not available, enter the in-the-clear description in the remarks section.

AP7.5.4.2. The manufacturer's part number, if 10 digits or less, will be entered in rp 13-22 progressing from left to right, with unused spaces, if any left blank. Use the Federal Logistics Information System (FLIS) Technical Procedures, Volume 4, Chapter 3, to verify the validity of part numbers.

AP7.5.4.3. When a manufacturer's part number exceeds 10 digits, the materiel will be requisitioned on DD Form 1348-6.

AP7.5.4.4. When requisitioning across Service lines (i.e., inter-Service, DLA Supply Center, GSA) the 5-digit CAGE code will always be entered in rp 8-12. When the requisitioner cannot determine the appropriate 5-digit CAGE, the manufacturer's name will be provided using DD Form 1348-6.

AP7.5.4.5. Example: (Applicable to paragraphs AP7.5.4.1, AP7.5.4.2., and AP7.5.4.4., above.)

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Part Number	1	2	3	4	5	1	2	3	4	5	6	7	8	9	0

AP7.5.5. If an NSN or manufacturer's part number is not known but a description or publication reference is available to adequately identify the item, and such reference is meaningful to the processing point, use DD Form 1348-6.

AP7.5.6. When other than an NSN or part number is applicable (i.e., a plant equipment code, DoD ammunition code, locally assigned number, etc.) and:

AP7.5.6.1. If 15 digit or less, it will commence in rp 8 and progress to the right, with unused spaces left blank. Example of less than fifteen digits:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Number	1	2	3	4	5	6	7	8	9	1	2	3	Blank		

AP7.5.6.2. If 15 digits, it will commence in rp8 and progress to the right. Example of Fifteen digits:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Number	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6

AP7.5.6.3. If 16 digits or more, the DD Form 1348-6 will be used and the entire number will be entered in block 1 thereof.

AP7.5.7. Brand name resale subsistence items are identified by special item identification numbers assigned by DLA Troop Support and configured to conform with the NSN, as explained below:

rp	8	9	10	11	12	13	14	15	16	17	18	19	20
DLA Troop Support Number	8	9	1	5	0	0	A	1	6	1	0	9	9
	FSC (a)				NCB (b)		Alpha (c)	Supply Bulletin Number (d)			Item Number (e)		

AP7.5.7.1. Rp 8-11 will contain the FSC. Example: FSC 8915 is canned fruit and vegetables.

AP7.5.7.2. Rp 12-13 will contain NCB Code 00 or 01.

AP7.5.7.3. Rp 14 will contain an alpha character to distinguish brand name resale item numbers from NSNs. The letter A identifies item in 10-500 series of DLA supply

bulletins for brand name resale items. The letter B identifies items in the 10-600 bulletins. The letters S and J are assigned to certain brand name items not appearing in the 500 and 600 series bulletins. The latter are announced by DLA Troop Support in monthly master item lists.

AP7.5.7.4. Rp 15-17 will contain the supply bulletin number, which identifies the brand name supplier. Example: SB 10-500-161, the numeric 161 identifies the specific supplier by name for brand name resale items listed in that bulletin.

AP7.5.7.5. Rp 18-20 will contain the numerical sequence of items listed in the specific bulletin (0 thru 999), i.e., line item number in the bulletin.

AP7.5.8. Rp 3 of the document identifier code (DIC) (Appendix AP7.1) is significant to the type of number entered in rp 8-22. Any requisition containing special or locally assigned numbers (e.g., production equipment code (PEC), DoD Ammunition Code, Subsistence Brand Name Resale Item Identification Number) must contain a 4 or D unless additional data are entered in the remarks space.

AP7.5.9. Requisitions for perishable and nonperishable subsistence will contain the applicable subsistence type of pack code in rp 21.

AP7.6. APPENDIX 7.6

UNIT OF ISSUE AND QUANTITY

AP7.6.1. The unit of issue (located in rp 23-24 of transactions) is a two-letter abbreviation of the types of units under which materiel is issued. Unit of issue codes are contained in Cataloging Data and Transaction Standards (CDTS), Volume 10, Table 53.

AP7.6.2. The quantity (located in rp 25-29 of transactions) is a numerical designation of the number of units applicable to the transaction. If the quantity required exceeds 99,999,[1] additional requisition(s) with new document number(s) shall be prepared and submitted for the remaining balance.

AP7.6.3. Exception rule for ammunition and ammunition related items (federal supply group (FSG) 13 and federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6818 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities. This rule is only applicable when the initiating system is Defense Logisitcs Management System compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration of using the qualifier "M" in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[2]

[1] For ammunition transactions only (FSG 13), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950.00 shall be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29). The "M" modifier is an optional feature that can be applied intraS/A and, by agreement, inter-S/A.

[2] Refer to ADC 441, Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits

AP7.7. APPENDIX 7.7

DOCUMENT NUMBER

AP7.7.1. The document number (located in record position (rp) 30-43 of transactions) is a nonduplicative number throughout the system. For support of U.S. Forces, it is constructed as follows: (See chapter 25 for document number construction for Security Assistance transactions.)

AP7.7.1.1. Department of Defense activity address code (DoDAAC) or Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC) (rp 30-35).

AP7.7.1.2. Four-position ordinal date (rp 36-39).

AP7.7.1.3. Serial number (rp 40-43).

Service													
Agency Code													
Activity Address Code						Ordinal Date				Serial Number			
30	31	32	33	34	35	36	37	38	39	40	41	42	43

AP7.7.2. The entries in rp 30 and 31 will always be the appropriate character(s) from appendix AP7.2 that indicates the Service/Agency (S/A).

AP7.7.3. DoDAAC or FEDSTRIP AAC for each activity will be established and disseminated by each of the Services, DLA and the GSA. (See DLM 4000.25, Volume 6, Chapter 2, DoDAAD.) Each code so established will contain or serve as an address to permit shipping and billing for materiel and for mailing of documentation.

AP7.7.4. Entries in rp 36-39 (date) will always be numeric and will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

AP7.7.4.1. Rp 36 will indicate the last numeric digit of the calendar year in which the document was originated. Example: 0 for 1990, 1 for 1991, etc.

AP7.7.4.2. Rp 37-39 will indicate the numerical or consecutive day of the calendar year; for example, 035 is equal to February 4TH.

Additional Examples:

RECORD POSITIONS					DATES
36	37	38	39		
0	0	0	5	-	January 5, 2010
9	0	5	2	-	February 21, 2009
2	2	7	9	-	October 5, 2012

AP7.7.5. Document serial numbers, assigned at the discretion of the document originator, are entered in rp 40-43. The document serial number will not be duplicated on the same day. The serial number may be assigned to consist of alphanumeric characters, with the exception of alphas I and O (on inter-Service transactions) under the following criteria:

AP7.7.5.1. Rp 40 may consist of alpha or numeric characters with the utilization of certain alphas limited as specified in paragraph AP7.7.5.3., below. Under DLMS implementation, this embedded information will be carried as a distinct data element referred to as the utilization code.

AP7.7.5.2. Rp 41-43 may consist of alpha or numeric characters on inter-S/A requisitions. However, the entries in rp 41-43 will not be meaningful to the receiving S/A, but will be perpetuated on documentation initiated as a result of requisition processing.

AP7.7.5.3. The following alphabetic codes have been reserved for use in rp 40:

CODE	EXPLANATION
B[1]	Document number assigned by the Marine Corps Maintenance Center Bridge in conjunction with the changes required under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated within the Marine Corps systems and submission of the corresponding material release order is transmitted to the DLA managed warehouse. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
C	Use in the document number (unique control number) assigned for receipt of an item upgraded from scrap under DLA Disposition Services procedures. (This meaning is applicable only to DLA Disposition Services Field Office-prepared receipt transactions.)

[1] Available under DLMS. Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice ((945A) and New Denial Management Code for Marine Corps BRAC Storage and Distribution Interface (SDI).

CODE	EXPLANATION
D[2]	Document number assigned by the depot on behalf of the Marine Corps Maintenance Center under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated without submission of a corresponding material release order. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.)
E	Navy exception "ship to" for deployed naval units.
G	Navy exception "ship to" for deployed naval units.
J	Inventory control point (ICP) interrogations or offers of excess, and requisitions resulting from the interrogations or offers (denotes inter-service supply support transactions between ICPs).
K	Reserved.
L	Use to identify requisitions submitted to DLA Disposition Services that result from physical screening of property at the DLA Disposition Services Field Office. This type of requisition is referred to as a "Walk-In Requisition."
M[3]	Use to identify Inventory Control Point/Integrated Materiel Manager directed disposal release orders resulting from Base Realignment and Closure (BRAC). This value is not currently approved for use on other transaction types.
N	Reserved.
P	Reserved for DoD assignment.
Q	Use to identify requisitions and related transactions/documents for items reclaimed from aircraft and equipment from the Aerospace Maintenance and Regeneration Center (AMARC).
R[4]	Use to identify document numbers generated within the DLA Disposition Services' Reutilization/Transfer/Donation (RTD) Web to accommodate processing of the individual lines associated with requisitioning a Disposition Services container.
S[5]	Use to identify requisitions submitted to DLA Disposition Services.
T	Use to identify Electronic Turn-In Document (ETID) prepared shipments/ transfers to DLA Disposition Services.[6]

[2] Ibid.
[3] Use of modified definitions for codes M, R, and S in record position 40 last reported as not implemented by United States Navy (USN), United States Air Force (USAF), and United States Marine Corps (USMC). Refer to AMCL 145
[4] Ibid.
[5] Ibid.
[6] ADC 464 (PDC 484), Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940/ DIC AFX/AFZ) under RBI.

CODE	EXPLANATION
U	Product quality deficiency report (PQDR), storage quality control report (SQCR), and supply discrepancy report (SDR) related transactions when the original requisition number is not known. (See MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.)
V[7]	Nuclear Related Materiel Code 2305 material requires manual routine contact of Nuclear Engineering Department for delivery instructions.
W	Navy exception "ship to" for deployed naval units.
Z[8]	Nuclear related materiel code 2305 material requires manual immediate contact of Nuclear Engineering Department for delivery instructions.

[7] Available under DLMS. Refer to ADC381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP
[8] Ibid.

AP7.8. APPENDIX 7.8

DEMAND AND SUFFIX CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	Has dual use and the meaning of the code entered is dependent upon the directional flow of the document.
RECORD POSITION:	44

AP7.8.1. Demand Codes.[1] Requisitions requiring demand codes shall be entered in this position by the activity creating the request. The demand code is a mandatory entry of an alphabetic character to indicate to the management element of a distribution system whether the demand is recurring or nonrecurring as follows:

CODE	EXPLANATION
I	INACTIVATED ITEM DEMAND. This code will be entered only in requisitions (document identifier code (DIC) A0_) applicable to inactivated items by DAAS.
N	NONRECURRING DEMAND. A request made for a requirement known to be a one-time occurrence; for example, a modification work order (MWO) kit for application or an initial request for storage. Requisitions shall be coded nonrecurring when the demand is anticipated to be nonrepetitive.
O (Alpha)	NO DEMAND. To be assigned by requisitioning activities in submitting requisitions for substitute items which are acceptable in lieu of previously requisitioned but delayed items and for initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements. Also applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received. May be prescribed by the program manager on the basis of a nonrepetitive program requirement for which use of Demand Code N or P is determined to be inappropriate.
P	NONRECURRING DEMAND FOR SPECIAL PROGRAM REQUIREMENTS. Entered in requisitions by a requisition initiator to identify a requisition for special program/requirements for which stocks were known to have been acquired by the ICP in anticipation of such demands.

[1] When no demand code is entered in the requisition, the ICP shall consider such demand as R. (See DLMS Volume 2, Chapter 4.)

R RECURRING DEMAND. A request made periodically or anticipated to be repetitive by an authorized requisitioner for consumption or use, or for stock replenishment. The occurrences encompass most demands; therefore, a demand shall be considered recurring when a doubt exists. Note: This requirement is not applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received; use Demand Code O for these requirements.

S COMMISSARY RESALE DEMAND. A demand for perishable and nonperishable subsistence items only for resale. Commissary demands for troop issue subsistence shall be identified with Demand Codes R or N only.

AP7.8.2. Suffix Codes – General

AP7.8.2.1. Suffix codes shall be entered in this position by elements of the distribution system as transactions occur. The purpose of the suffix code is to relate and identify requisition and Materiel Returns Program (MRP) transaction "partial actions" taken on the original requisition or MRP transaction without duplicating or causing loss of identity of the original number.

AP7.8.2.2. Suffix codes do not relate to separate transportation units involved in the shipment of materiel. Neither do they identify final shipments nor differentiate between partial and final shipments.

AP7.8.2.3. Suffix codes shall be alphabetic or numeric with the exception that the following alpha and numeric characters shall never be used:

ALPHA	NUMERIC
I, N, O, P, R, S, and Z	1 and 0

AP7.8.2.4. Suffix Y is reserved for used by Navy and DLA only in their intra-Service action involving duplicate shipments.

AP7.8.2.5. Service/Agency (S/A) implementation of these instructions shall provide for block assignment of suffix codes in a decentralized system to preclude duplicate assignment of suffix codes against the same document number. Block assignment of the suffix codes should be accomplished essentially as follows:

PROCESSING SOURCE	ASSIGNED SUFFIXES
Initial Source	A through E
First Secondary Source	F through H, J and K
Second Secondary Source	L, M, Q, T, and U
Third Secondary Source	V through X

Fourth Secondary Source	2 through 9

AP7.8.2.6. Suffix assignment within centralized distribution systems shall be accomplished from the authorized codes as listed below:

	AUTHORIZED SUFFIXES
Central Processing Source	A through Z and 2 through 9, exclusive of I, N, O, P, R, S, Y, and Z

AP7.8.2.7. Storage and other activities responsible for processing transactions containing suffixes shall always perpetuate the suffix code onto related transactions that they generate.

AP7.8.2.8. When assigned, suffix codes shall be sequentially advanced within code assignments as split actions occur. Recipients of status transactions containing suffix codes shall consider the suffix codes in combination with dates, status codes, and quantities when accounting for split transactions.

AP7.8.3. Suffix Codes – Requisition Transaction

AP7.8.3.1. Processing elements of the distribution system shall enter a suffix code in rp 44[2] of transactions involving partial quantities such as:

AP7.8.3.1.1. Referral actions for a partial quantity.

AP7.8.3.1.2. Passing actions for a partial quantity.

AP7.8.3.1.3. Release of a partial quantity.

AP7.8.3.1.4. Rejection of a partial quantity.

AP7.8.3.1.5. Backorder of a partial quantity.

AP7.8.3.1.6. Backorder release of a partial quantity.

AP7.8.3.1.7. Procurement of a partial quantity for direct delivery by a vendor.

AP7.8.3.1.8. Any other action applicable to a partial quantity.

AP7.8.3.2. Processing elements of distribution systems shall not enter suffix codes under the following conditions:

[2] MILSTRIP supports the valid use of Suffix Code X, which may be perpetuated into the 15th character of the Transportation Control Number (TCN) (which is normally derived from the MILSTRIP suffix code). However, the Defense Transportation Regulation (DTR) also allows X as a default value when no suffix code is assigned. This redundancy in the significance of the X in the TCN is recognized and accepted.

AP7.8.3.2.1. Referral actions for a total quantity.

AP7.8.3.2.2. Passing actions for a total quantity.

AP7.8.3.2.3. Release of a total quantity.

AP7.8.3.2.4. Rejection of a total quantity.

AP7.8.3.2.5. Backorder of a total quantity.

AP7.8.3.2.6. Backorder release of a total quantity.

AP7.8.3.2.7. Procurement of a total quantity for direct delivery by a vendor.

AP7.8.3.2.8. Any other action applicable to a total quantity.

AP7.8.4. Suffix Codes - Materiel Returns Program

AP7.8.4.1. Processing elements of the distribution system shall enter a suffix code in rp 44 of MRP transactions involving partial quantities, such as:

AP7.8.4.1.1. Return partial quantity with credit.

AP7.8.4.1.2. Return partial quantity without credit.

AP7.8.4.1.3. Partial quantity authorized for disposal.

AP7.8.4.1.4. Effect lateral redistribution of partial quantity.

AP7.8.4.1.5. Effect split returns by separate priority.

AP7.8.4.1.6. Any other action applicable to a partial quantity.

AP7.8.4.2. Processing elements of distribution systems shall not enter suffix codes in MRP transactions for total quantity.

AP7.9. APPENDIX 7.9

SUPPLEMENTARY ADDRESS

AP7.9.1. The supplementary address (SUPADD)/supplemental data field is a multi-purpose data element. Usage rules vary for U.S. Forces and Security Assistance, by the intent of the transaction originator, as well as based upon the transaction format (legacy MILSTRIP vs. DLMS) used to communicate the information. Regardless of usage or format, the originator's SUPADD/supplementary data shall be perpetuated in all subsequent transactions and documentation.

AP7.9.2. U.S. Forces

AP7.9.2.1. Under legacy MILSTRIP, the SUPADD (located in rp 45-50) in transactions for support of U.S. Forces, when significant, will contain a DoD activity address code (DoDAAC). The entry in the first position (Service) or first and second position (Federal Agency, if numeric-numeric, or special program activity, if numeric-alpha) shall always be the appropriate character(s) identifying the Service/Agency (S/A) or program (see Appendix 7.2. Service and Agency Codes). The DoDAAC shall be established in the authoritative DLA Transaction Services DoD Activity Address Directory (DoDAAD) database by S/A designated DoDAAD Central Service Points for dissemination in a variety of formats. Each code so established will contain address(es) in detail to permit the shipping and billing of materiel. (See the DLM 4000.25, Volume 6, Chapter 2, DoD Activity Address Directory (DoDAAD).)

Service/Agency					
Activity Address Code					
45	46	47	48	49	50

AP7.9.2.2. Under DLMS, the SUPADD shall be replaced by a generic supplemental data field. DoDAACs provided for the purpose of identifying a ship-to and/or bill-to activity are carried as discrete data elements in the DLMS transaction address segment with specific data qualifiers indicating the exact purpose.

AP7.9.2.2.1. In a mixed legacy/DLMS environment, the supplemental data field is used to perpetuate/populate the legacy MILSTRIP SUPADD. During this time, field size for the supplemental data field is restricted to 6 positions. When containing a DoDAAC, the value carried in the supplemental data field must also be repeated in the applicable DLMS address segment to identify the ship-to/bill-to activity.

AP7.9.2.2.2. Under full DLMS, the requirement to pass activity address information within the supplement data shall be terminated and the supplementary data field will be used for miscellaneous data only. Under full DLMS, the field length shall be expanded to 30 positions.

AP7.9.2.3. Non-significant Supplemental Data. The Service/Agency Code Y in the first position shall be used to denote that the field is being used for data rather than a ship-to/bill-to DoDAAC. When the originator of the transaction uses the SUPADD/supplemental data field for data rather than addressing, the entry shall be considered non-significant to the receiving activity except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel.

AP7.9.2.4. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel

AP7.9.2.4.1 When used for inter-Service ownership transfer of ammunition or ammunition-related materiel located in a Single Manager for Conventional Ammunition (SMCA) storage activity where no physical movement of materiel or billing applies, the Referral Order (DLMS 511R/DIC A4_) shall cite Signal Code M and Project Code CYK in conjunction with a SUPADD/supplemental data field beginning with Service/Agency Code Y (a ship-to DoDAAC is not applicable). In a mixed DLMS/legacy environment, the required additional data content to support this process will be concatenated in the SUPADD/supplemental data field as follows:

- First position: Service/Agency Code Y
- Second position: Old (from) ownership code
- Third-fifth position: New owner RIC
- Last position: New/gaining (to) ownership code

AP7.9.2.4.2 Materiel release orders (MROs) (DLMS 940R/DIC A5_) directed to an SMCA storage activity for inter-Service transfer of ammunition or ammunition-related materiel with no physical movement or billing will cite the SUPADD/supplemental data constructed as in AP7.9.4.1 in combination with Signal Code M. All subsequent transactions will perpetuate this construct.

AP7.9.2.4.3 Under DLMS, the originating system will also provide the discrete data elements where applicable, mirroring those contained in the supplemental data. This redundancy will be retained until all parties are using DLMS and the supplemental data field may be repurposed for unrelated information.

AP7.9.2.5. When the first position of the document number contains a valid S/A alpha designator and the first position of the SUPADD/data field contains a zero (0), DAAS shall change the zero (0) to Y.

AP7.9.3. Security Assistance

AP7.9.3.1. For Security Assistance transactions, the legacy MILSTRIP SUPADD, as well as the mixed environment DLMS supplemental data field, is used for a concatenation of multiple distinct data elements.

AP7.9.3.1.1. For Foreign Military Sales (FMS), the first position (legacy format rp 45) shall contain the in-country Service designating the military service within the Security Assistance customer country. For Grant Aid, the first position shall contain Service/Agency Code Y. Note that the Y is subsequently converted to an X for establishment of the applicable Military Assistance Program Address Code (MAPAC).

AP7.9.3.1.2. The contents of the remaining positions vary for both FMS and Grant Aid, according to the Security Assistance country and the originator's intent. (See Chapter 25 and Appendix 8.3 or DLM 4000.25, Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD), for detailed guidance.)

AP7.9.3.2. In a mixed legacy/DLMS environment, the supplemental data field shall be interpreted during DLA Transaction Services' DAAS processing and separated into its discrete data elements for transmission to DLMS-compliant applications. Under full DLMS, the originating system shall provide the discrete data elements applicable to the transaction including: customer within country code, offer and release option code, FMS case number, program line number, record control number.

AP7.10. APPENDIX 2.10

SIGNAL CODES

AP7.10.1. General. This appendix provides guidance for legacy-formatted MILSTRIP requisitions and provides transition guidance for perpetuation of the signal code under DLMS. The long-term goal for DLMS procedures is to eventually terminate the use of the signal code, which is redundant to the use of discretely identified activities relevant to the transaction.

AP7.10.2. Legacy MILSTRIP Business Rules. The signal code (record position 51) in A series documents has two purposes; it designates the fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the Material Returns Program (MRP), Document Identifier Code (DIC) FT_ series, the signal code designates the fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP7.10.2.1. The coding structure and its meaning for DIC A_ series documents are shown in Table AP7.10.T1.

Table AP7.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules

Code	Ship to . . .	Bill to . . .
A	Requisitioner	Requisitioner (rp 30-35)
B	Requisitioner	Supplementary address (rp 45-50)
C	Requisitioner	Bill-to party designated by the fund code (52-53)
D	Requisitioner	No billing required (free issue) (Not to be used by DoD activities when submitting requisitions on General Services Administration (GSA))
J	Supplementary address	Requisitioner (rp 30-35)
K	Supplementary address	Supplementary address (rp 45-50)

Table AP7.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules		
Code	Ship to . . .	Bill to . . .
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address[1]	No billing required (free issue). (Not to be used by DoD activities when submitting requisitions on GSA)
W	Requisitioner	For intra-Service use only
X	Supplementary address	For intra-Service use only

AP7.10.2.2. The coding structure and its meaning for applicable Materiel Returns Program (MRP) (DIC FT_ series documents) are shown in Table AP7.10.T2.

Table AP7.10.T2. Legacy-Formatted Asset Reporting Transaction Business Rules		
Code	Ship from . . .	Credit to . . .
A	Requisitioner	Requisitioner (rp 30-35)
B	Requisitioner	Supplementary address (rp 45-50)
C	Requisitioner	Bill-to party designated by the fund code (52-53)
D	Requisitioner	No credit required
J	Supplementary address	Requisitioner (rp 30-35)
K	Supplementary address	Supplementary address (rp 45-50)
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address	No credit required
W	Requisitioner	For intra-Service use only

[1] When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.

Table AP7.10.T2. Legacy-Formatted Asset Reporting Transaction Business Rules		
Code	Ship from . . .	Credit to . . .
X	Supplementary address	For intra-Service use only

AP7.10.2.3. When the Signal Code is C or L, an additional use for the fund code is to indicate the bill-to office. The fund code to bill-to office conversion under MILSBILLS procedures is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.10.3 DLMS MILSTRIP Business Rules.[2] Pending future termination of the signal code under DLMS, the signal code remains as a required data element. Redundant mapping of the discretely identified activities is required during an extended transition period to ensure interoperability in a mixed DLMS/legacy environment.

AP7.10.3.1 Although identified in the transaction, the signal code in requisitions, including referral and passing orders, must also designate the role/placement of legacy fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the MRP, the signal code designates the role/placement of fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP7.10.3.2 The coding structure and its meaning for requisition documents are shown in Table AP7.10.T3.

Table AP7.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules			
Code	Ship to . . .	Bill to . . .	Notes
A	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Supplemental data non-significant (LQ01/Code A9)
B	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	Addressee (other than the requisitioner) designated by the bill-to (N101/Code BT)	Perpetuate bill-to DoDAAC to the supplemental data (LQ01/Code A9)

[2] Refer to ADC 1009A.

Table AP7.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules			
Code	Ship to . . .	Bill to . . .	Notes
C	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Supplemental data non-significant (LQ01/Code A9) Bill-to DoDAAC must be associated with the fund code in the Fund Code to Billed DoDAAC Conversion Table[3]
D	Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)	No billing required (free issue)	Supplemental data non-significant (LQ01/Code A9)
J	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	Requisitioner Requisitioner DoDAAC perpetuated to the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)
K	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Perpetuate bill and ship-to DoDAAC to the supplemental data (LQ01/Code A9)
L	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9) Bill-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table[4]
M	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)[5]	No billing required (free issue)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)[6]

[3] Refer to DLM 4000.25, Volume 4, Finance.
[4] Ibid.
[5] When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK

Table AP7.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules			
Code	Ship to . . .	Bill to . . .	Notes
W	Requisitioner (N101/Code ST)	For intra-Service use only	
X	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	For intra-Service use only	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)

AP7.10.3.3. The coding structure and its meaning for MRP asset reports documents are shown in Table AP7.10.T4.

Table AP7.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB) [7]	Notes
A	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	
B	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit	Perpetuate credit-to DoDAAC to the supplemental data (LQ01/Code A9)
C	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit based on the fund code.	Credit-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table[8]

and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.
[6] Ibid.
[7] A single party to receive credit is used pending implementation of a DLMS enhancement to distinguish and discretely identify the party to receive credit for materiel; party to receive credit for packing, crating, and handling; and party to receive credit for transportation.
[8] Refer to DLM 4000.25, Volume 4, Finance.

Table AP7.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB) [7]	Notes
D	Reporting activity identified in the document number perpetuated to the shipped from	No credit required	
J	Addressee (other than the reporting activity identified in the document number) discretely identified as the shipped from	Reporting activity identified in the document number perpetuated to the party to receive credit	Perpetuate reporting location to the supplemental data (LQ01/Code A9)
K	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Perpetuate party to receive credit DoDAAC to the supplemental data (LQ01/Code A9)
L	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	Addressee (other than the reporting activity identified in the document number or shipped from) designated by the party to receive credit based on the fund code	Perpetuate shipped from DoDAAC to the supplemental data (LQ01/Code A9) Credit-to DoDAAC must be associated with the identified fund code in the Fund Code to Billed DoDAAC Conversion Table
M	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	No credit required	Perpetuate shipped from DoDAAC to the supplementary data (LQ01/Code A9)
W	Reporting activity identified in the document number perpetuated to the shipped from	For intra-Service use only	

Table AP7.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB) [7]	Notes
X	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	For intra-Service use only	

AP7.10.4. The coding structure and its meaning for shipments/transfers to DLA Disposition Service Field Office:

AP7.10. 4.1. For shipments/transfers of hazardous materiel and waste to DLA Disposition Service Field Offices, the Disposal Turn-In Document (DTID), DD Form 1348-1A, DD Form 1348-2, or authorized electronic equivalent, will reflect the designated consignee DLA Disposition Service Field Office as the ship-to (N1/Code ST) (MILSTRIP Legacy supplementary address (rp 45-50)) and the signal code will be as shown in Table AP7.10.T5.

Table AP7.10.T5. DTID Signal Code Business Rules	
Code	Bill to . . .
A	Turn-in activity identified in the document number (MILSTRIP legacy rp 30-35)
B	Bill to activity in block 27 of the DTID. If Signal Code B is present and no bill-to activity is provided in DTID block 27, the bill-to office will default to the turn-in activity identified in the document number (MILSTRIP legacy rp 30- 35).
C	Addressee designated by the fund code (MILSTRIP legacy rp 52-53). If Signal Code C is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code C, bill to activity must also be identified in block 27 of the DTID.
L	Addressee designated by the fund code (legacy rp 52-53). If Signal Code L is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code L, bill to activity must also be identified in block 27 of the DTID.

AP7.10.4.2. Only the signal codes in AP7.10.3.1 are applicable on the DTID for hazardous materiel or waste turn-in. Processing under Signal Codes C and L are redundant to allow perpetuation of legacy system procedures.

AP7.10.5. Designation of the DoD EMALL DoDAAC SC4210 as the bill-to indicates payment via Government purchase card or corporate credit card applies.

AP7.11. APPENDIX 7.11

FUND CODES

AP7.11.1. Fund codes (located in rp 52-53 of transactions) are two-position alpha/numeric codes used with the Service or Agency code of the billed office to designate the billing method (interfund or noninterfund). When interfund billing is indicated, the fund code also indicates the fund account to be charged (disbursed) or credited (refunded). The fund code to fund account conversion is prescribed in the MILSBILLS procedures fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.11.2. An additional use for the fund code is to indicate the DoDAAC of the “bill-to” office when the Signal Code is C or L. The conversion of fund code to billed office DoD activity address code (DoDAAC) conversion is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP7.11.3. Requisitions submitted to DoD activities and the Government Services Administration (GSA) shall always contain a fund code, unless the materiel requested has been offered without reimbursement, in which case the signal code (rp 51) shall be D or M (free issue) and the fund code shall have no meaning to the requisition processing point.

AP7.12. APPENDIX 7.12

DISTRIBUTION CODES

NUMBER OF CHARACTERS:	Three.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	An alpha or numeric entry in rp 54 requires a decision as indicated in this appendix.
RECORD POSITION(S):	54-56.
POSITION 54:	Activities eligible to receive additional status and assigned codes.
POSITION 55-56:	Internal Service/Agency (S/A) use.

AP7.12.1. Use of Distribution Codes. The distribution field is a three-position two-part field of which the first part (record position (rp) 54) is significant and will require a decision when the entry is alphabetic or an assigned numeric. When an alphabetic or assigned numeric entry is contained in rp 54, the activity designated by the entry will be furnished 100 percent supply and shipment status on all priorities in addition to status furnished using the media and status (M&S) entry in rp 7. When rp 7 is M&S 0, 8, or Y, the activity designated in rp 54 is responsible for furnishing status to other status eligible recipients. The second part of the field (rp 55-56) is discretionary for other types of internal control. The distribution code serves only to indicate an addressee is to receive status (including MOV requests) and may be changed only by submission of a DIC AM_ requisition modifier.

AP7.12.1.1. A numeric entry in rp 54 which is not assigned on an inter-Component basis by the DoD MILSTRIP System Administrator will be nonsignificant to the system but will always be perpetuated in other transactions.

AP7.12.1.2. An alpha character or assigned numeric entry is significant and will always be perpetuated in other transactions.

AP7.12.1.3. Alphabetic or numeric entries in rp 55 and 56 will not require decisions, but will always be perpetuated in other transactions.

AP7.12.2. Assignment and Maintenance of Distribution Codes. Distribution codes are assigned to identify the activities to receive 100 percent supply and shipment status for all priority designators in addition to the status to be furnished using the M&S entry in rp 7.

AP7.12.2.1. Alphabetic distribution codes are assigned by the Component coordinator as identified by the S/A code from appendix AP7.2. and a DoD activity address code (DoDAAC).

AP7.12.2.2. Numeric distribution codes are controlled and approved by Defense Logistics Management Standards and will not be used by the Components without prior approval. When a numeric code is assigned for inter-Service use, a Proposed Defense Logistics Management System (DLMS) Change (PDC) containing the required or desired implementation date will be staffed with the Components. In addition, numeric distribution codes are nonsignificant unless they are assigned by the DoD MILSTRIP Administrator for inter-Component use.

AP7.12.2.3. Each Component coordinator listed in AP7.12.4., will ensure currency in code assignments. Additional assignments, revisions, or deletions of distribution codes, with the exception of codes used with Service Code H, will be requested from the DAAS[1] for update of the central file. Requests for assignment of Service Code H distribution codes will be requested from the DoD MILSTRIP Administrator by mail to Defense Logistics Management Standards J627 Room 1650, Defense Logistics Agency J627, MILSTRIP Administrator, 8725 John J Kingman Road, STOP 6205, Fort Belvoir, VA 22060-6217, or by the Enterprise Business Standards Office Website comment form.

AP7.12.2.4. The DAAS maintains the database of distribution codes[2] and will serve as the focal point for all database revisions. Use https://www2.transactionservices.dla.mil/edaasinq/ to interrogate the distribution code file. Assigned distribution codes are listed by month at https://www2.transactionservices.dla.mil/eDoDAAD_asearch/download_dodaaf.asp[3]. Select 'MILSTRIP Distribution Codes' from the drop-down menu box and select the applicable month. Each report displays the 'as of' date for the codes listed.

AP7.12.3. Numeric Distribution Codes. Current use of numeric distribution codes are as follows:

CODE	USE
1	Reserved for assignment by the DoD MILSTRIP System Administrator.
2	For use by IMMs to identify transactions associated with lateral redistribution of DoD consumable assets
3	For use by IMMs to identify transactions associated with lateral redistribution of DoD reparable assets

[1] DAAS requires a user authorization to obtain information from their website. If you do not currently have approved access to DAAS (user id and password), please complete a request for access by going to the following DAAS website: https://www.transactionservices.dla.mil/sar/warning.asp

[2] Ibid.

[3] Ibid.

CODE	USE
4	Use for DoD EMALL requisitions
5	Inter-Component use with Service/Agency Code N to identify a DLA DoDAAC to receive supply and shipment status and materiel obligation validation (MOV) for DLA-funded Navy requisitions to other Services under industrial activity support agreement.
6	Inter-Component use with the Navy Service Codes N, V, and R
7 and 8	Inter-Component use with the transmission of MOV requests
9	DLA Disposition Services Federal Center Battle Creek MI 49016-3412
111	Inter-Component use for Retail Transportation and Supply Receipt and Acknowledgement Interchange (See DLM 4000.25, Volume 3, Chapter 2)

AP7.12.4. Component Coordinators. DoD Component coordinators are established for S/A assignment of distribution codes. See the Enterprise Business Standards Office (EBSO) Webiste
http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/

AP7.13. APPENDIX 7.13

PROJECT CODES

NUMBER OF CHARACTERS:	Three.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	Identifies requisitions and related documentation as to special programs, exercises, projects, operations, or other purposes.
LEGACY RECORD POSITION(S):	57-59.
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Qualifier 78[1]

AP7.13.1. Project codes are used to distinguish requisitions and related documentation and shipments, and to accumulate Service/Agency (S/A) performance and cost data related to exercises, maneuvers, and other distinct programs, projects, and operations. If no project code is applicable, leave blank in the applicable transaction.

AP7.13.2. Project codes, other than Office of the Secretary of Defense (OSD)/Chairman of the Joint Chiefs of Staff (CJCS) assigned codes, do not provide nor imply any priority or precedence for requisition processing or supply decisions. Project codes are not related to priority in any respect and, when used, do not alter nor override the priority assigned to a requisition or shipment. Requisitions containing project codes and shipments related thereto will be processed strictly under the assigned priority designator and implied/requested preferential treatment to the contrary will be disregarded.

AP7.13.3. Project codes will be perpetuated in all related documentation and will appear as a part of shipping container markings. Recognition of project codes by suppliers in another S/A and the resultant special handling afforded requisitions and shipments will be limited to:

AP7.13.3.1. Shipment Consolidation. Criteria for consolidation of project code materiel is published in DTR 4500.9-R.

AP7.13.3.2. Container Marking**.** Shipments will be marked as prescribed in MIL-STD-129, as amended.

[1] ADC 1043 added the Standard Line of Accounting (SLOA) requirement for a project code element in the FA2 segment, but also noted that the SLOA project code may or may not be the same as the supply project code.

AP7.13.3.3. Shipment Release/Movement Control. At the time of project announcement for contingencies and similar rapid response situations, the initiating S/A will provide the instructions as to procedures to be followed on requisitions which must arrive at destinations within specified time periods.

AP7.13.4. Project codes are categorized into four groups and the authority to assign project codes varies by category. The following paragraphs provide the definitions of each category of project codes and identify the S/A which is authorized to assign each category of project code. The authoritative source for each category of project codes is either maintained with the Services or the Project Code Management System (PCMS) as part of DAAS logistics transaction processing infrastructure.[2]

AP7.13.4.1. Category A. For use when no meaning of the code will be perpetuated outside the originating S/A. The code will be perpetuated in all related documentation and will appear as a part of the shipping container markings. Project codes in Category A may be assigned by those S/As identified in Appendix 7.2 by a distinct S/A code, Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC), and by those Agencies using the multiuse Service Code H. Category A project codes are managed by the Services and are not included in the PCMS.[3]

AP7.13.4.2. Category B. For use when recognition and exceptional processing actions have been prearranged between specified S/As. Category B project codes will be announced by the managing S/A only to participating S/As, with the information described below in AP7.13.6.3. Assignment authority is the same as for Category A. Category B project codes are managed by the Services and are not included in PCMS.[4]

AP7.13.4.3. Category C (3/alphanumeric/alphanumeric). Assigned for common purpose use by all or specified S/As. Category C project code(s) are assigned for a specified period of time, not to exceed two years initially, with an exception for project codes assigned to ongoing MILSTRIP procedures. The project code monitor/coordinator will evaluate the need to extend and update Category C project codes prior to expiration. All **C**ategory C codes are managed in PCMS by OSD, Office of CJCS, or the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator.[5]

AP7.13.4.3.1. Assignment of Category C project codes may be requested by OSD/CJCS or by S/As. S/A requests will be forwarded by the Supply Process Review

[2] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is Appendix 7.13, posted to the DLMS Publications page.
[3] Addition of Category A and/or B project codes may be addressed as a future enhancement to PCMS based on S/A requirements.
[4] Ibid.
[5] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is Appendix 7.13, posted to the EBSO Website, DLMS Publications.

Committee (SPRC) representative to the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator. Such requests must:

AP7.13.4.3.1.1. Include a statement of the intended use.

AP7.13.4.3.1.2. Indicate the S/As which will be involved (including designator of applicable S/A codes).

AP7.13.4.3.1.3. Provide the effective date and termination date of the code.

AP7.13.4.3.1.4. Identify at least one monitor/coordinator.

AP7.13.4.3.1.5. Note any references.

AP7.13.4.3.2. Project Codes CYK, JZC, JZM, JZO, and RBB are designated as Category C and are authorized exceptions to the normal Category C 3/alphanumeric/alphanumeric structure.

AP7.13.4.4. Category D (9/alphanumeric/alphanumeric). OSD/CJCS project codes. Requisitions and materiel releases with Category D project codes will be ranked above all other requisitions with the same priority designators for processing purposes. Authorization for use of Category D project code(s) will be for a specified period of time, not to exceed two years initially. OSD/CJCS will evaluate the need to extend and update Category D project codes prior to expiration. All Category D codes are managed in PCMS by OSD and CJCS.[6]

AP7.13.4.5. OSD and CJCS Assignment Requests

AP7.13.4.5.1.. OSD project codes will be assigned only to projects and programs clearly of direct interest to the Secretary of Defense (SECDEF). Requests for assignment of OSD project code(s) will be submitted to the DASD (L&MR) SCI. An information copy of the request will be provided to the DoD MILSTRIP Administrator. Upon approval of the request by the DASD (L&MR) SCI, OSD will complete assignment of the project code in PCMS, or may request CJCS record the project code in PCMS on behalf of OSD[7].

AP7.13.4.5.2. CJCS project codes will be assigned only to projects and programs clearly of direct interest to the CJCS acting on behalf of the SECDEF. The Force/Activity Designators (F/AD) to be used in conjunction with the CJCS project code should be designated in the authorization. Requests for assignment of CJCS project code(s) will be submitted to the JMPAB, an agency of the Chairman, Joint Chiefs of

[6] Ibid.
[7] Ibid.

Staff, and approved through the appropriate office listed below to authorize CJCS to complete assignment of the project code in PCMS[8]:

AP7.13.4.5.2.1. Service Headquarters.

AP7.13.4.5.2.2. Unified or Service Command Headquarters.

AP7.13.4.5.2.3. The Joint Staff.

AP7.13.4.5.2.4. OSD.

AP7.13.5. Dissemination. When Category C & D project codes are initially assigned, extended, or cancelled prior to the current expiration date, PCMS will distribute announcements to the listed monitor(s)/coordinator(s) for the project code and all those subscribed to receive project code announcements.[9]

AP7.13.5.1. The following are required to subscribe in PCMS to receive project code updates:

AP7.13.5.1.1. Designated OSD project code representatives,

AP7.13.5.1.2. Designated CJCS project code representatives,

AP7.13.5.1.3. DoD MILSTRIP Administrators,

AP7.13.5.1.4. Designated S/A project code representatives,

AP7.13.5.1.5. S/A representatives of the Supply Process Review Committee.

AP7.13.5.2. Initial dissemination of Category C and D project codes will be accomplished as follows:

AP7.13.5.2.1. For OSD/CJCS project codes, OSD/CJCS are responsible for electronically disseminating the authorizing project code message (or the Execute Order containing project code assignment) to S/A Headquarters and other activities as appropriate.

AP7.13.5.2.2. The approved project code is finalized and made active in PCMS, which electronically forwards an unclassified project code assignment letter to subscribers. Also, PCMS will push notification of the new code to eligible systems.[10]

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[8] Ibid.
[9] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, DoD MILSTRIP Project Code Support will disseminate project code notices to the representatives listed under AP7.13.6.1. and other interested parties.
[10] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is Appendix 7.13, posted to the DLMS Publications page. The MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 1.37. Push notifications to Component systems is a planned enhancement of PCMS.

AP7.13.5.2.3. S/A project code representatives electronically disseminate the project code notice to all involved S/A activities.

AP7.13.5.3. Announcements of project code assignments, updates, and terminations will provide the information listed below:

TITLE	EXPLANATION
Project Code	Code assigned under the provisions of this manual.
Effective Date	Indicate the date when supply sources should commence required action relative to the code.
Termination Date or Continuing	Identify the last calendar day that the project code will be active, or indicate that the project code is continuing indefinitely for project codes integrated with ongoing MILSTRIP processes. After a specified termination date is passed, inter-S/A recognition of the code *will* stop and categories C and D project codes will be removed from the active project code listing. Unfilled requisitions (which have not been canceled) containing a terminated project code (Category B, C, or D) will be processed in the same manner that requisitions with Category A project codes are processed. No mass cancellation of CJCS project coded requisitions is authorized without prior approval of the JMPAB.
Service Code(s)	All or specified S/A code(s) which will be used in conjunction with the project code. This information is to be included as part of the Project Code Description field of PCMS.
Use/References	1. Use - Use a clear-text statement defining the intended use of the code and indicating those to whom it applies (unless the use is classified). Also, if applicable, provide an abbreviated project name. 2. References - Cite inter-S/A agreements and other documents when establishing or specifying special controls for the project. The S/A establishing the project is responsible for ensuring that suppliers are provided copies of these documents, if not available on an inter-S/A basis. If a joint regulation is cited, all S/A numbers will be included in the project code announcement. An assembly point for shipment may be designated in this column by use of the DoDAAC for the assembly point. The DoDAAC of the assembly point will be entered in requisitions by requisitioners as the ship-to address. Shipping activities are not required to use project code announcements to determine the ship-to address unless inter-S/A agreements are negotiated for special routing of shipments. Only one assembly point per project code may be assigned.
Monitor/Coordinator	Identify the activity within the S/A or OSD/CJCS which is monitoring or coordinating the project, point of contact, telephone number (DSN and commercial, as applicable), and email address.

AP7.13.5.3.1. As per AP7.13.6.2.2., PCMS will distribute project code announcements when a new project code is activated.[11] Refer to Appendix 1.37 for the format of the generated announcement.

AP7.13.5.3.2. When an active project code is extended, PCMS will distribute a project code update announcement indicating the new termination date.[12] Refer to Appendix 1.37 for the format of the generated announcement.

AP7.13.5.3.3. When an active project code is cancelled early (i.e., before the currently published termination date) or reaches its termination date PCMS will distribute a project code cancellation announcement.[13] The prior termination date is to be crossed out and the actual expiration date distinctly displayed. Refer to Appendix 1.37 for the format of the generated announcement.

AP7.13.5.4. Following the initial dissemination of the project code assignment, PCMS will include the code in reports and relevant queries of active project codes.[14]

AP7.13.5.4.1. For those without PCMS accounts, reports containing all Category C and D codes will be published electronically on the Defense Logistics Management Standards Website Publications page unless prohibited by security classification. The report includes active project codes and those that have expired in the six months prior of the report generation date.

AP7.13.5.4.2. Those with access to PCMS can access system generated reports and perform ad hoc queries. See AP7.13.9.1. below for information on who, and how individuals obtain PCMS accounts.[15]

AP7.13.6. Maintenance of Project Code Assignments. The designated S/A project code representatives (and the initiator or requestor of the project code, if different from the S/A project code representatives referenced under paragraph AP7.13.7., below) will ensure that the status of the project code remains current. The initiator or requestor of a project code will provide the current information of the monitor/coordinator and requests for extension up to two years to the OSD/CJCS or DoD MILSTRIP Administrator as appropriate. When informed of project code assignment changes, the appropriate PCMS user will record the changes in PCMS, which in turn will notify all subscribers as referenced in AP7.13.6.3.[16]

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[11] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 1.37.
[12] Ibid.
[13] Ibid.
[14] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, reports of Category C & D project codes can be accessed as described in AP7.13.6.4.1.
[15] Ibid.
[16] ADC 1118 initiated the development of PCMS. Until PCMS is operational, the authoritative source for Category C & D project codes is Appendix 7.13, posted to the EBSO Website: https://www.dla.mil/HQ/InformationOperations/DLMS/. MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 6.37.

AP7.13.7. Service/Agency MILSTRIP Project Code Representatives

AP7.13.7.1. OSD/CJCS, Services, and DLA will formally designate a primary representative, and may designate up to three alternates. Appointment letters adding or removing individuals as representatives are to be signed by the designating OSD/CJCS/Component governing authority for project codes and sent to the MILSTRIP Project Code Support at Defense Logistics Management Standards Office and to the DAAS PCMS Administrator.[17] Refer to Appendix 1.38 for an appointment letter template.

AP7.13.7.2. The S/A designated project representatives are published electronically on the Enterprise Business Standards Office Websiter (CAC required).

AP7.13.8. Project Code Management System

AP7.13.8.1. System Administration[18]

AP7.13.8.1.1. DAAS maintains the PCMS application for updating Category C & D project code data.[19] It facilitates project code lifecycle management, automated notification to designated recipients, and real-time project code validation for supply transactions processed through DAAS. Access to the PCMS application is controlled in accordance with DoD Public Key Infrastructure (PKI)/Common Access Card (CAC) requirements and requires an appointment letter submitted to the MILSTRIP Administrator, and a System Access Request (SAR) submitted to DAAS.

AP7.13.8.1.2. DAAS deactivates accounts when an account holder is no longer authorized or when the account has not experienced activity for a period of time determined by DAAS. OSD/CJCS and MILSTRIP Administrator accounts are restricted through access controls to project code categories appropriate to their role authorized in their appointment letter. S/A Project Code Representatives and SPRC representatives may submit a SAR to obtain a read-only access account to perform ad hoc queries.

AP7.13.8.2. Validation. Using project code data in PCMS, DAAS will edit all requisitions and related transactions (DLMS 511R / MILSTRIP Document Identification Code (DIC) A0_, AM_, DLMS 869F / MILSTRIP DIC AT_, and DLMS 517M / MILSTRIP DIC APR) for invalid/expired Category C & D project codes.[20]

[17] ADC 1118 initiated the development of PCMS. Until PCMS is operational, a copy of the appointment letter does not need to be sent to the DAAS PCMS Administrator.
[18] ADC 1118 initiated the development of PCMS. Until PCMS is operational, procedures of AP7.13.9.1. are on hold.
[19] Addition of Category A and/or B project codes may be addressed as a future enhancement to PCMS based on S/A requirements.
[20] ADC 1118 initiated the development of PCMS. Until PCMS is operational, DAAS will maintain the current validation/expiration edit check for Category D project codes.

AP7.13.8.2.1. The edit check for valid project codes compares the project code in the transaction to the project codes recorded in PCMS and verifies the project code is present and currently active.

AP7.13.8.2.2. If the edit check determines the project code exists but has expired, PCMS compares the ordinal date from the requisition document number in the transaction to the beginning date and actual expiration date of the project code in PCMS to determine if the project code was active at the time of the original requisition.

AP7.13.8.2.3. If an invalid code is present or a project code is used on a requisition issued outside the active period for the project code, DAAS will blank the project code, forward the requisition for processing, and report this action back to the requisitioner in a supply status transaction (DLMS 870S / MILSTRIP DIC AE9) with BK status.

AP7.13.8.3. PCMS will track which project codes are reserved, pending active, and expired.[21]

AP7.13.8.3.1. PCMS users may reserve a project code within their authority to assign for up to one year. If the project code is not made active or given a pending date to become active within the year it was reserved, then PCMS will no longer reserve the project code. During the time that a project code is reserved, it is only discoverable within PCMS by other users who could have been assigned the same code.

AP7.13.8.3.2. PCMS users can set a project code to automatically become active on a date up to 30 days in the future. In order to set a project code for future activation, the project code must have the required information for disseminating the project code as called for in AP7.13.6.3.. During the time that a project code is pending activation, it is only discoverable within PCMS by other users who could have assigned the same code.

AP7.13.8.3.3. PCMS will not offer a previously expired project code to be reused for another purpose until at least five years after the project code expired. When a user requests to create a new project code, PCMS will first offer the project code that has gone the longest since being used. The user will be able to request a specific project, so long as it is not already active or within five years since expiring.

[21] ADC 1118 initiated the development of PCMS. Until PCMS is operational, procedures of AP7.13.9.3. are on hold and MILSTRIP Project Code Support will continue to track and disseminate project codes.

AP7.14. APPENDIX 7.14

PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES

AP7.14.1. The priority designator (PD) is located in rp 60-61 of requisitions, and related transactions, and is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force or Activity Designator (F/AD), and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign F/ADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate F/AD is in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," Volume 8, "Materiel Data Management and Exchange," February 10, 2014. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND are in paragraph AP7.14.3., below.

AP7.14.2. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of required delivery dates (RDD) when assigned to requisitions. Commanding Officers of International Logistics Control Offices (ILCO), receiving requisitions from Security Assistance requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

AP7.14.2.1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

AP7.14.2.2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

AP7.14.3. The determination of the appropriate UND will be made as follows:

AP7.14.3.1. UND A will be used in requisitioning materiel:

AP7.14.3.1.1. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).[1]

[1] Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information

AP7.14.3.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

AP7.14.3.1.3. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.[2]

AP7.14.3.1.4. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

AP7.14.3.1.5. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

AP7.14.3.1.6. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

AP7.14.3.1.7. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality Code of 1 or 2.

AP7.14.3.2. UND B will be used in requisitioning materiel:

AP7.14.3.2.1. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

AP7.14.3.2.2. Required for immediate installation on, repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.[3]

AP7.14.3.2.3. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

AP7.14.3.2.4. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

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systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

[2] Ibid.

[3] Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

AP7.14.3.2.5. Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of the activity to perform its assigned missions is impaired.

AP7.14.3.2.6. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

AP7.14.3.2.7. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

AP7.14.3.2.8. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

AP7.14.3.2.9. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

AP7.14.3.3. UND C will be used in requisitioning materiel:

AP7.14.3.3.1. Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.

AP7.14.3.3.2. Required for replenishment of stock to meet authorized stockage objective.

AP7.14.3.3.3. Required for purposes not specifically covered by any other UND.

AP7.14.4. Special Programs. All special programs requisitions (identified by requisitioner DoD activity address code (DoDAAC) using the 1st position numeric–2nd position alpha series, e.g. 1A) will be reviewed for appropriate PD assignment. These requisitions are authorized to use Uniform Materiel Movement and Issue Priority System (UMMIPS) priorities 8, 10, and 15, which corresponds to F/AD V and UND A, B, and C. DAAS will validate for appropriate use and downgrade any anuauthorized value to PD 15. Defense Automatic Addressing System (DAAS) will provide an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Abuse of FAD I will be output to the Unauthorized Priority Designator Report.

AP7.14.5. Purpose. This section describes the assignment process for determining the appropriate PD based on the assigned F/AD and the validation process for those activities using the F/AD I assignment inappropriately.

AP7.14.5.1. Derivation of Priority Designators. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned F/AD and the UND determined by the requisitioning activity. Table AP7-14.T1 indicates the appropriate Arabic number PD derived from a combination of a given roman numeral F/AD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table AP7-14.T1. Derivation Of Priority Designators (Relating F/AD to UND)

FORCE OR ACTIVITY DESIGNATOR	URGENCY OF NEED		
	A	B	C
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

AP7.14.5.2. Validation of F/AD I Activities. By direction of the OSD, the DAAS will validate F/AD I usage through the requisitioning process. The DAAS will maintain an edit table consisting of activities authorized to use F/AD I. To preserve accuracy and timely update, the JCS will forward to DAAS and Government Services Administration (GSA) all OSD-approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include on-line update, with the DAAS and GSA is authorized for time sensitive updates; however, formal documentation will be forwarded to DAAS and GSA to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. DAAS will edit PD 01, 04, and 11 requisitions (DLMS 511R, 511M, 869F, and 517M or MILSTRIP legacy DICs A0_, AM_, AT_, A3_, A4_, and APR) to ensure that F/AD I requisitions identify an authorized activity in the document number (MILSTRIP legacy rp 30-43), supplementary address field (MILSTRIP legacy rp 45-50), or DLMS ship-to, bill-to, or mark-for party[4] DoDAAC. DAAS will identify PD 01 requisitions failing this edit for suspected abuse and subsequent investigation without interruption of normal requisition processing. DAAS

[4] Refer to ADC 1009A. Automatic downgrade for PD 01 requisitions will not be authorized pending implementation of the mark-for party as an alternate location for the authorized activity DoDAAC.

will use Table AP7-14.T2, to downgrade PD 04 and 11 requisitions failing this edit. DAAS will report downgrading action back to the requisitioner in DLMS 870S/DIC AE9 transaction with BK status and will forward the modified requisition for processing. By agreement, all suspected F/AD I abuses found in US Coast Guard requisitions (document number beginning with Service/Agency Code Z) identified under above validation process will be automatically downgraded. In addition, DAAS will assess the validity of transactions which bypass the F/AD I validation process as a result of alternative requisition submission; such as, Defense Supply Expert System (DESEX) input, using the requisition image transaction (MILSTRIP legacy DICs CHI, CHA, BE9, and B99). Suspected abuses uncovered during the above edit process (to include those transactions downgraded by DAAS) will be output to the Unauthorized Priority Designator Assignment Report (Appendix 6.34).

Table AP7-14.T2. DAAS Table For Automatic Downgrading Of Requisition Priority Designator[5]

If PD is:	then DAAS will to change to:
01 (USCG, USAF JM accounts, and Security Assistance only)	03
04	06
11	13

AP7.14.5.3. MILSTRIP requisitions submitted directly to GSA for GSA managed items will be reviewed for appropriate PD assignment prior to further processing. Any requisitions with PD 04 or PD 11 will be downgraded in accordance with table 2. PD 01 requisitions may be downgraded with the exception of AF (Service Code F) requisitions.[6] GSA will notify the requisitioner of the downgrade by generating a supply status, DIC AE8 with BK Status, and route to DAAS for distribution to the correct recipient(s) depending on the Media/Status and Distribution Code in the AE8. The modified requisition will be forwarded within GSA for processing based on the new PD. GSA will report downgrading action to DAAS on the DIC CHA/CH1 transaction using rp 78 as 'D' to indicate downgrade and rp 79-80 to report the original PD. In the case of PD 01 suspected abuse, both the PD in rp 60-61 and rp 79-80 would contain 01 on the DIC CHA/1 transaction. This action will allow DAAS to merge GSA priority abuse data into the Unauthorized Priority Designator Assignment Report on a monthly basis as

[5] Effective November 3, 2003, DAAS implemented logic change to allow requisitions with DoDAAC N00421 in rp 30-35, Document Number Serial Numbers FQ and GQ (in rp 40-41) and PDs 04 and 11 to pass through DAAS processing without being downgraded. Requisitions with DoDAAC N00421, document number serial numbers beginning with FQ and GQ for PDs 01, 04, and 11 will not be included in the monthly Priority Designator Reports.
[6] Refer to ADC 279, Automated Downgrade for Priority Abuse and Reporting Procedures. The exception for the AF is an interim waiver pending better methodology for identification of the F/AD I authorized activity in AF requisitions.

described in DLM 4000.25, Volume 2, Appendix AP6.34. NOTE: MILSTRIP requisitions submitted directly to GSA for GSA managed items will not be revalidated by DAAS against the established edit table.

AP7.14.5.4. DAAS will apply automatic downgrading to DoD EMALL prepared requisitions unmatched to the Authorized DoDAAC List with the exception of AF PD 01 and MILSTRIP Order Entry Program (MOES) PD 01.

AP7.14.5.5. Security Assistance Requisitions. All Security Assistance requisitions (identified by Service Code B, D, K, P, or T in rp 30/45) will be reviewed for appropriate PD assignment by the ILCO prior to release. The Security Assistance requisitions will not be revalidated by DAAS against the established edit table. However, any Security Assistance requisitions with PD 01, 04, or 11 will be downgraded in accordance withTable AP7-14.T2. DAAS will report downgrading action to the applicable ILCO in an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Suspected abuse will be output to the Unauthorized Priority Designator Report under the appropriate S/A heading with no activity name.

AP7.14.5.6. Participating Service/Agency Points of Contact and Responsibilities. DoDM 4140.01, Volume 8, requires DoD Components to designate a single office of primary responsibility to act as focal point for UMMIPS matters. To provide clear visibility of such points of contact, the JCS, the Military Services, the Defense Logistics Agency (if needed), and the General Services Administration, will provide contact information to DLA Logistics Management Standards for publication in this appendix. Contact information will include office name/symbol and communications numbers. Primary and alternate information should be included. DoD Component responsibilities for monitoring FA/D assignments and conducting annual reviews are delineated in DoDM 4140.01.

AP7.14.5.7. Service/Agency Points of Contact are listed on the DLA Logistics Management Standards Web site at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/.

AP7.14.6. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of F/AD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

AP7.14.6.1. PD 03 will be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

AP7.14.6.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

AP7.14.6.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

AP7.14.6.2. PD 03 will be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

AP7.14.6.3. PD 06 will be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

AP7.14.7. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

AP7.14.8. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the F/AD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

AP7.14.9. ISSUE PRIORITY GROUPS (IPGs). PDs are grouped into IPGs as follows:

AP7.14.9.1. PDs 01, 02, and 03 form IPG I.

AP7.14.9.2. PDs 04, 05, 06, 07 and 08 form IPG II.

AP7.14.9.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

AP7.14.10. The key to achieving and maintaining a well balanced stock position is timeliness is submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a Security Assistance recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are the 9__ series. Control levels may be established to reserve assets for requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a Security Assistance recipient.

AP7.14.11. RDD Data Field. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the appropriate entry for the RDD data field.[7] The combination of the PD and the designation or non-designation of an RDD or other allowable entry for rp 62-64, as stated in this appendix, will determine the supply and transportation system response time requirements. Response times are referenced in DoDM 4140.01, Volume 8, DoD Supply Chain Materiel Management Procedures: Materiel Data Management and Exchange.

AP7.14.11.1. A RDD which falls within 8 days of the requisition date will impact determination of the applicable UMMIPS time standard when the PD is 04-15. Otherwise, designation of a specific calendar day as the RDD will not influence response time; shipment will occur within the UMMIPS time standards for the assigned PD. When entered, the calendar day RDD may not precede the requisition date or exceed the requisition date or exceed the requisition date by more than 100 days.[8] Requisitions may also be coded using instructions below to indicate an extended RDD. To preclude shipment later than the RDD, submit requisition with Advice Code 2T.

AP7.14.11.1.1. Extended RDD (Code X). When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic X will be entered in rp 62. Use of the extended RDD will not preclude earlier delivery if the materiel is available or later delivery should back-ordered materiel become available at a later date. Enter the appropriate PD, consistent with the F/AD and UND, in rp 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the estimated shipping date (ESD) will be shown in rp 70-73. Supply source deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

AP7.14.11.1.2. Extended RDD (Code S). When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. No other entry will preclude earlier shipment if the materiel is available. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, 01 for the first month and 02 for the second month. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP[9] in rp 65-66 of the supply status transaction.

AP7.14.11.2. Expedited Transportation Signal. When expedited transportation is required, and the PD is 01-08, “777" may be entered in rp 62-64.

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[7] Non-date entries in the RDD field, i.e., Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirement Codes Under the DLMS.

[8] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

[9] Ibid

AP7.14.11.3. Collocated Stock. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of 444. The customer entering a “444" RDD should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD.

AP7.14.11.4. Non-Mandatory RDD Data-Field Requirements. If the customer does not specify an RDD or one of the allowable entries for rp 62-64 the RDD may be left blank and the customer should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD. When requisitions are received without entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

AP7.14.11.5. Mandatory RDD Data-Field Requirements. For subsistence, the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

AP7.14.11.5.1. When RDDs extend beyond order/ship times established by the ICP (for meals ready to eat (MRE) and other ration items), Paragraph AP7.14.10.1. will apply.

AP7.14.11.5.2. Provisions for work stoppage conditions identified below do not apply to subsistence.

AP7.14.11.5.3. During mass and universal cancellation situations, provisions of Chapters C4 and C27 take precedence over specific RDD requirements.

AP7.14.11.5.4. Expedited Handling Signal 999 and other not mission capable supply (NMCS) conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

AP7.14.11.6. Not Mission Capable Supply/Anticipated Not Mission Capable Supply. Not mission capable supply/anticipated not mission capable supply (NMCS/ANMCS) requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur; equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

AP7.14.11.6.1. Expedited Handling Signal. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for OCONUS deployment within 30 days of the requisition date only when the conditions specified below are met:

AP7.14.11.6.2. The requisitioning unit must possess F/AD I, II, or III, and

AP7.14.11.6.3. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

AP7.14.11.6.4. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

AP7.14.11.6.5. Expedited Handling Signal 999 does not apply to Security Assistance requisitions.

AP7.14.11.6.6. Requisitions for NMCS conditions other than 999, and all ANMCS conditions, must contain PD 01-08 with an N (NMCS) or E (ANMCS) in rp 62. [text deleted] Rp 63-64 are considered nonsignificant. Use UMMIPS time standards to ship materiel.

AP7.14.11.6.7. Required Availability Date. Security Assistance requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. Enter an A in rp 62 and use rp 63-64 to indicate the number of months remaining from the date of the requisition to the required availability date. (See Chapter C25.)

AP7.14.11.6.8. Processing Precedence During Mass Cancellation. Customers desiring to identify requisitions for continued supply and/or shipment processing during mass cancellation situations, will submit a requisition modifier (document identifier code (DIC) AM_ with 555 in the RDD data field (in rp 62-64). Requisitions containing or modified to contain 555 in the RDD data field and PD 01-08 (in rp 60-61) will receive processing precedence using the guidance in Volume 2, Chapter C4. Requisitions containing 555 in the RDD data field and PD 09-15 in rp 60-61 will be processed under the priority.

AP7.14.11.6.9. Processing Precedence During Work Stoppage. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP7.14.11.6.9.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel. Rp 63-64 is left blank.

AP7.14.11.6.9.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements. Rp 63-64 is left blank.

AP7.14.11.6.10. Required Delivery Period. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, a required delivery period (RDP) may be established as outlined below and entered in rp 62-64:[10]

AP7.14.11.6.10.1. Decide the latest acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (in rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

AP7.14.11.6.10.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (in rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

AP7.14.11.6.10.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 2125, and the last acceptable delivery date is 30 days after the date of the requisition (2155), while the earliest acceptable delivery date is 2 days before the latest acceptable delivery date (2153). In this case two positions of the RDP would be 30, and the first position would be C (2 days before 2155–the last acceptable delivery date). The RDP would appear on the requisition as C30.[11]

[10] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.
[11] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

AP7.15. APPENDIX 7.15

ADVICE CODES

AP7.15.1. Advice codes are numeric/alphabetic or numeric/numeric and provide coded instruction to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible. The requisition transaction advice codes flow from requisition originators to initial processing points and are thereafter perpetuated into passing actions and release/receipt documents. The excess transaction advice codes flow from Defense Automatic Addressing System (DAAS) to an Inventory Control Point (ICP)/ Integrated Materiel Manager (IMM) to indicate that the excess transaction has been edited by DAAS. The method of assigning advice codes and listings of requisition/excess transaction advice codes are provided below:

CATEGORY ASSIGNMENTS OF ADVICE CODES		
RECORD POSITION(S)		
65	66	Numeric/Alphabetic and Numeric/Numeric
1	A thru Z (Except I and O) 1 thru 9	For Intra-Army usage.[1]
2	A thru Z (Except I and O) 1 thru 9	For DLA, inter-Service, and GSA transactions.
3	A thru Z (Except I and O) 1 thru 9	
4	A thru Z (Except I and O) 1 thru 9	For Intra-Marine Corps usage.[2]
5	A thru Z (Except I and O) 1 thru 9	For Intra-Navy usage.[3]
6	A thru Z (Except I and O) 1 thru 9	For Intra-Air Force usage.[4]

[1] The codes assigned for DLA, inter-Service and Government Services Administration (GSA) transaction use will also be recognized and used for intra-Service transactions and will not be duplicated within the Service assignment latitude.

[2] Ibid.

[3] Ibid.

[4] Ibid.

CATEGORY ASSIGNMENTS OF ADVICE CODES		
RECORD POSITION(S)		
7	A thru Z (Except I and O) 1 thru 9	For Intra-GSA usage.[5]
8	A thru Z (Except I and O) 1 thru 9	For Intra-DLA usage.[6]
9	A thru Z 1 thru 9	Reserved - Not to be used.
0	A thru Z 1 thru 9	
NUMBER OF CHARACTERS:	Two.	
TYPE OF CODE:	Numeric/alphabetic or numeric/numeric.	
EXPLANATION:	Provides coded instructions by the requisitioner to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible.	
RECORD POSITION(S) (rp):	65-66.	

[5] Ibid.
[6] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2A	Item is not locally obtainable through manufacture, fabrication, or procurement.
2B	Requested item only will suffice. Do not substitute/interchange. Also applies to "obsolete"/"inactivated" items previously rejected with Status CJ. When used in response to Status Code CJ, the submission of a new requisition will be on DD Form 1348-6 with all appropriate technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
2C	(1) Do not backorder. Reject any unfilled quantity not available to meet standard delivery date (SDD)/ required delivery date (RDD). Suitable substitute acceptable. (2) When entered in Brand name Resale Subsistence item, requisitions for overseas will be interpreted to authorize rejection of unfilled quantities not due to arrive in the overseas command by the RDD plus 30 days. Rejection status will be furnished the customer when it is determined by the supply source that unfilled requisitioned quantities cannot be shipped in time to arrive at the Outside Continental United States (OCONUS) destination by RDD plus 30 days. This may occur as a result of vendors' failure to ship required quantities to the CONUS transshipment depots by contract delivery date plus 15 days or upon receipt at the Continental United States (CONUS) transshipment depot, it is determined that the shipment could not reach the OCONUS destination by the RDD plus 30 days.
2D[7]	Furnish exact quantity requested (i.e., do not adjust to quantity unit pack unless adjustment is upward and the dollar value increase is not more than $5 over the requisition's extended money value).
2E	Free issue. Stock lists or other publications offer this materiel without reimbursement. (To be used with Signal D or M on inter-Service requisitions.)
2F	Item known to be coded "Obsolete" but still required for immediate consumption. Service coordinated/approved substitute is acceptable. If unable to procure, reject requisition with Status CJ.

[7] 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.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2G	Multiple use: (1) Ship new stocks or stocks having new appearance; (2) Strategic mission requires latest model and configuration (for electronic tubes); (3) Strategic mission requires newest stock only (for photographic film or for aerial requirements for ammunition devices or cartridges); (4) Anticipated usage requires latest expiration dates only (for biological).
2H	Special textile requirement for use in airborne operations where personal safety is involved.
2J	Do not substitute or backorder any unfilled quantities.
2K	Item being requisitioned from CONUS pursuant to the balance of payments program. (To be used by OCONUS requisitioner.)
2L	Quantity reflected in quantity field exceeds normal demands; however, this is a confirmed valid requirement.
2M[8]	MCA validation process has revealed that the requested item is authorized by a valid contract.
2N	Item required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable.
2P	Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable.
2Q[9]	The management control activity (MCA) validation process has revealed that the quantity cited on the document identifier code (DIC) AX1 exceeds the contract authorized quantity. The total requisitioned quantity is to be rejected.
2R[10]	MCA validation process has revealed that the quantity cited on the DIC AX1 transaction exceeds the contract authorized quantity. The quantity field in this transaction (DIC AX2) reflects the quantity that may be supplied. The quantity difference between the DIC AX1 and this transaction will not be supplied.

[8] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by United States Army (USA) (Retail). Refer to AMCL 1A.
[9] Ibid.
[10] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
2S	Issue below established stock reservation levels is authorized. (To be used by Service owners of single manager for conventional ammunition (SMCA) managed conventional ammunition items only.)
2T	Deliver to the ultimate consignee by the SDD or RDD entered hereon or cancel requirement.
2U[11]	MCA validation process has revealed that no valid contract/call or order number is registered at the MCA or Service/Agency required manufacturing directive number (MDN) or contract line item number (CLIN) is missing or invalid.
2V[12]	MCA validation process has revealed that the contract is valid; however, the requisitioned item, or requisitioner, or the DoD activity address code (DoDAAC) in rp 45-50, is not authorized government furnished materiel (GFM) under the contract.
2W	This requisition is submitted for free issue of assets above the approved force acquisition objective (AFAO) on a fill or kill basis. (Applicable to Grant Aid/ Military Assistance Service Funded (MASF) requisitions only.)
21	Combination of Advice Codes 2L and 2T.
22	Combination of Advice Codes 2C and 2L.
23	Combination of Advice Codes 2L and 2G.
24	Combination of Advice Codes 2B and 2G.
25	Combination of Advice Codes 2A and 2F.
26	Combination of Advice Codes 2B and 2L.
27	Combination of Advice codes 2D and 2L.
28	Combination of Advice Codes 2N and 2L.
29	Combination of Advice Codes 2D and 2G.
31	Combination of Advice Codes 2J and 2G.
32	Combination of Advice Codes 2C and 2T.
33	Combination of Advice Codes 2L and 2J.

[11] Ibid.
[12] Ibid.

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
34	Requested item only will suffice. Do not substitute/interchange. Items required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable. (Combination of Advice Codes 2B and 2N.)
39	Requested item only will suffice. Do not substitute/interchange. Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable. (Combination of Advice Codes 2B and 2P.)
3A	This requisition is for assets located in the DLA Disposition Services Field Office activities, as advertised by DLA Disposition Services, for which the requisitioner desires to inspect materiel prior to shipment. Fill or kill. Use of this code is limited to requisitions with K, L, R, S, or T in rp 40.
3B	Item being requisitioned has been designated as a commercial type item. Unable to obtain from commercial sources. Request supply of requisitioned quantity be accomplished against Foreign Military Service (FMS) code reflected in rp 48-50.
3C through 3J	Deleted.
3L	Deleted.
3O	Deleted.
3Q	Requested item only will suffice. Do not substitute/interchange. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3R and 3S	Reserved.
3V	Deliver to the ultimate consignee by the SDD entered hereon or cancel requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3W	Furnish exact quantity requested (i.e., do not adjust to unit pack quantity). Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3X	Requisition will accept Condition Code E stock (ammunition stock only).

REQUISITION TRANSACTION ADVICE CODES	
CODE	EXPLANATION
3Y	Do not substitute or backorder any unfilled quantities. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).
3Z	The quantity reflected in the quantity field exceeds normal demand; however, this is a confirmed valid requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only).

MATERIEL RETURNS PROGRAM ADVICE CODES	
CODE	EXPLANATION
3T	Document has been edited by DAAS. Records indicate that NSN is correct and that the activity identified in rp 4-6 is the managing ICP/IMM.
3U	The correct source of supply is in rp 4-6. Necessary action has been initiated to correct the FLIS source of supply file.

INTRANSIT CONTROL SYSTEM ADVICE CODES	
CODE	EXPLANATION
35	Deleted.
36	A DLA Disposition Services Field Office receipt exists for which a matching DIC AS3 has not been received. No response is required. (For use with DICs AFX and AFZ by DLA Disposition Services only.)
37	A DIC AS3 has been received for which a matching DLA Disposition Services Field Office receipt has not been received. (Only use with DICs AFX and AFZ by DLA Disposition Services)

DLMS RECEIPT, RESPONSE TO RECEIPT INQUIRY, AND INVENTORY ADJUSTMENT TRANSACTION ADVICE CODES [13]	
CODE	EXPLANATION
3K	Storage activity response to inquiry for receipt status. Storage activity has the receipt in process. Refer to ADC 313.
3M	Storage activity response to inquiry for receipt status. Storage activity has no receipt in process but there is a prepositioned materiel receipt (PMR) file. Refer to ADC 313.
3N	Storage activity response to inquiry for receipt status. Storage activity has no receipt in process and no record of the due-in/PMR. Refer to ADC 313.
3P	Storage activity response to an inquiry for status on receipt, or in response to a follow-up for asset reclassification, to indicate that the transaction being submitted is a duplicate of the original receipt transaction, or inventory adjustment transaction, provided by the storage activity. Caution must be used by the recipient to assure that the transaction is not processed twice. Refer to ADC 313 and ADC 487.

[13] DLMS enhancement. Not for use in corresponding MILSTRAP legacy 80 record position transactions. Refer to ADC 313. DOD Components must provide Defense Logistics Management Standards Office with their Component implementation date for ADC 313.

AP7.16. APPENDIX 7.16

STATUS CODES

AP7.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from sources of supply to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from the Defense Automatic Addressing System (DAAS) to a DAAS subscriber or from storage activities to inventory control points (ICP) to furnish the status of materiel release orders (MRO). The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP7.16.2. Selected status codes are also used to provide status on or to reject Military Standard Transaction Reporting and Acountability Procedures (MILSTRAP) transactions (Volume 2, Appendix 3).

AP7.16.3. The method of assigning status codes and a listing of the codes is provided below:

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
A	A through Z (except I and O) 1 through 9	For Intra-Army
B	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and Government Services Administration (GSA)[1] transactions, excluding customer asset reporting transactions.
C	A through Z (except I and O) 1 through 9	
D	A through Z (except I and O) 1 through 9	
P	A through Z (except I and O)	

[1] Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
F	A through Z (except I and O) 1 through 9	For Intra-Air Force
J	A 1	
G	A through Z (except I and O) 1 through 9	For Intra-GSA
H	A through Z (except I and O) 1 through 9	For Intra-DLA
M	A through Z (except I and O) 1 through 9	For Intra-Marine Corps
N	A through Z (except I and O) 1 through 9	For Intra-Navy
R	A 1	
E	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and GSA[2] customer asset reporting transactions.
S	A through Z (except I and O) 1 through 9	
T	A through Z (except I and O) 1 through 9	
U	A through Z (except I and O) 1 through 9	

[2] Ibid

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alpha/Alpha or Alpha/Numeric.
EXPLANATION:	Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
BA	(1) Item being processed for release and shipment on a requisition or requisition alert. The estimated shipping date (ESD) is contained in record position (rp) 70-73 when provided in response to a follow-up. (2) For status messages with a Distribution Code in rp 54-56 = 111, this status indicates that it is used in support of the Retail Transportation and Supply Receipt and Acknowledgement Interchange in response to follow-ups and for initial physical in-check of cargo from a retail supply warehouse to a transportation system for movement, etc. See DLM 4000.25, Volume 3, Chapter 2.
BB	(1) Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73. (2) Requisition alert has been backordered. Additional status will be provided to indicate action taken.
BC	Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the national stock number (NSN) field (or "remarks" field if NSN field cannot accommodate the item number), that is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition[3] for the offered substitute.

[3] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
BD	Requisition is delayed: (1) Delay due to need to verify requirements relative to authorized application, item identification, or technical data. (2) Requisition alert fulfillment is delayed due to need to verify requirements relative to item identification. Re-identification of NSN materiel to unit of use LSN required. (3) Requisition for government furnished materiel (GFM) is delayed pending validation by either contracting management control activity (MCA) or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken. (4) If used with Management Code R, delay due to storage activity denial on the identified suffix. Clear/update local records for suffix and quantity identified. Further action on the denied quantity is anticipated to occur on a subsequent suffix code.
BE	Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DIC AE6 only.)
BF	No record of your requisition or requisition alert for which your DIC AF_ follow-up or cancellation request was submitted. Also used by a source of supply to indicate no record of a GFM requisition for which a DIC AX2 transaction has been received. (1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the source of supply with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.[4] (2) If received in response to a follow-up (AF_) request, source of supply action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.[5] (3) When used in response to DLA Disposition Services generated DIC AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DLA Disposition Services Field Office under the document number in question and has not received a signed copy of the disposal turn in document (DTID). (4) MCAs/contractors/Service(s)/Agencies (S/A) in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DIC AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or source of supply, under Chapter C26 procedures.

[4] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
BG	One or more of the following fields have been changed: (1) Stock Number (as the result of a formal catalog change). (a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field. (b) NSN is assigned to part number that was requisitioned. (c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (federal supply classification (FSC) and national item identification number (NIIN)) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to the source of supply. (d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.) (2) Unit of Issue (as the result of a formal catalog change). (3) Unit of issue: A requisition alert or funded requisition was requested in a unit of use. The requested quantity is equal to the units in a FLIS unit of issue (ex.: 100 EA equals 1 HD). Your document has been converted to the FLIS unit of issue, quantity, and price. The source of supply will provide additional status to indicate further action taken on this requisition. (4) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The source of supply will provide additional status to indicate further action taken on this requisition
BH	Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied requisition or requisition alert. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.
BJ	Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.
BJ	Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.

[5] If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

REQUISITION TRANSACTION STATUS CODES

BK Modified.

(1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.

(2) Used by Transaction Services on DIC AE9 and by GSA on DIC AE_ to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.

(3) Used by Transaction Services on DIC AE9 to advise that the requisition contained an invalid/expired OSD/CJCS category D project code. The project code has been blanked out and the requisition forwarded for processing.

(4) Used by Transaction Services on DIC AE9 or by source of supply to advise the customer that the requisition priority designator and/or required delivery date (RDD) data fields continued invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.

(5) Used by Transaction Services on DICC AE9 or by the source of supply to advise that submitter's fund code has been replaced by Fund Code XP requiring non-interfund billing.

BL Notice of availability (NOA) was forwarded to the country representative or freight forwarder on date entered in rp 70-73.

BM Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DIC DZ9 status notifications.)

BN (1) Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.

(2) Requested free issue quantity on requisition can be provided. No change to signal and fund code. No need to adjust fund obligation records. Applies only to DLA requisitions directed to Navy's Real-time Reutilization Asset Management (RRAM) in support of 2005 BRAC.

BP Requisition has been deferred per customer instructions. The ESD is in rp 70-73.

BQ Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of a DoDAAC identified as requisitioner, ship-to, bill-to activity from the DoDAAD. Deobligate funds, if applicable.

BR Cancelled. Requisitioning activity authorized cancellation in response to materiel obligation validation (MOV) request furnished by processing point.

BS Canceled. Requisitioning activity failed to respond to MOV request from processing point.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
BT	Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.)
BU	Item being supplied against your FMS Case Designator reflected in rp 48-50 or you Grant Aid Program and record control number (RCN) reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.
BV	Requisition or requisition alert item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.
BW	Your Security Assistance Program requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to follow-up when ESDs are not available.)
BX	Transportation activity has received pre-positioned data on item for shipment from supply activity; item not yet arrived at transportation activity for check-in (Servicing retail transportation activity response to retail supply activity request for materiel release status for use with DIC AE6/AEJ only).
BY	Depot/storage has previously denied the MRO by DIC A6_. (Depot/storage activity response to ICP request for MRO status, for use with DIC AE6 only.)
BZ	Requisition or requisition alert is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. ESD is in rp 70-73.
B1	Assets not currently available. Requisition will be retained by DLA Disposition Services for 60 days from date of receipt awaiting possible arrival of assets. (DLA Disposition Services use only.)
B2	Status of supply or procurement action precludes requested modification.
B3	The required availability date (RAD) contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.
B4	Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.
B5	The activity identified by the code in rp 4-6 is in receipt of your follow-up request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
B6	The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.
B7	Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.
B8	Quantity requested for cancellation or diversion was not accomplished.
B9	The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.
CA	Rejected. (1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection. (2) When provided in response to a follow-up, this status will be sent via Defense Information System Network (DISN) and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.
CB	Rejected. Rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. May be used by a reporting activity to advise the ICP/IMM that a DIC A4_ with Distribution Code 2 cannot be filled from reported materiel. May be used by the source of supply (Principal), to notify the maintenance activity that a requested asset is not available for induction.
CC	Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
CD	Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields or inconsistency in data content. (1) If received in response to a requisition and the materiel is still required, submit a new requisition[6] with correct data field entries. (2) If other than FMS/Grant Aid or Navy initial outfitting, the requisition date will not exceed one calendar year from the transaction processing date (current date) or be more than one day in the future. (3) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry. (4) If received in response to an FMS requisition, the Security Cooperation Customer Code and Security Cooperation Case Designator embedded in the document number and supplementary address must correspond exactly to the values contained in the separate data elements provided under SFIS/SLOA procedures. The Security Cooperation Customer Code must align properly with the Service/Agency Code identified in the document number.
CE	Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition[7] with correct unit of issue and quantity. The source of supply will enter the correct unit of issue in rp 79-80 of status transactions.
CF	Rejected. Failed validation with SFIS Fund Code to Fund Account Conversion Table. (1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[8] with valid data entries. (2) Invalid/missing fund code[9] Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.

[6] Submit a new requisition using a new document number with a current ordinal date.

[7] Ibid.

[8] Ibid.

[9] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
CG	Rejected. Unable to identify requested items. Submit a new requisition[10] and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition[11] on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.)
CH	Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition.[12]
CJ	Rejected. (1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (2) If offered substitute is desired, submit a new requisition[13] with substitute item stock number. If only original item is desired, submit a new requisition[14] for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) Cite Advice Code 2B. (3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
CK	Rejected. Unable to procure. No interchangeable and substitute item (I&S) item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition[15] for components, kit, or next higher assembly.
CL	Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition.[16]

[10] Ibid.
[11] Ibid.
[12] Ibid.
[13] Ibid.
[14] Ibid.
[15] Ibid.
[16] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
CM	(1) Rejected. Item is not or is no longer free issue. Submit a new funded requisition[17] with signal code other than D or M if materiel is still required. (2) Rejected. Request has been identified as non-production materiel support and requires a funded requisition. Applies to requisition alert, when request is identified as a non-production materiel support.
CN	Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand, which cannot be satisfied. Support will be provided upon submission of a Military Interdepartmental Purchase Request (MIPR) by your Service ICP.
CP	Rejected. Source of supply is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition[18] with Advice Code 2A.
CQ	Rejected. Item requested is command or Service regulated or controlled. Submit new requisition[19] through appropriate channels.
CR	Rejected. Invalid DIC for a GFM transaction.
CS	Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition[20] for the required quantity using Advice Code 2L.
CT	Rejected. FMS requisition contains a "U" or "V" in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72[21].
CU	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition [22] with substitute item stock number.)
CV	Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.

[17] Ibid.

[18] Ibid.

[19] Ibid.

[20] Ibid.

[21] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.
[22] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
CW	Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition [23] using Advice Code 2A.
CX	Rejected. (1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid. (2) The Military Assistance Program Address Code (MAPAC) does not exist in MAPAD as a valid ship-to and/or mail-to address. (3) GSA Advantage GY/GZ series activity address codes (AAC) are not authorized for use in DoD requisitions/orders. (4) Activity identified in the requisition is not authorized as a requisitioning or bill-to activity. (5) A discretely identified DLMS bill-to activity used with Signal Code C or L does not correspond to the Fund Code to Billed DoDAAC Conversion Table. (6) Financial events associated with bill-to DoDAAC SC2410 must be initiated via DoD EMALL (indicating payment via purchase/credit card) and are otherwise invalid. (7) Unable to identify the discretely designated mark-for party DoDAAC or RIC. (8) If still required, submit a new requisition[24] with valid data entries. (9) Notification of rejection due to lack of available funds or other criteria associated with the funds verification process. Provided in response to the internet ordering application's request for funds verification. The RIC-From associated with the internet ordering application used for submission of the requisition/referral order is identified in the DIC AE9. Rejection is provided by the DoD Component responding to the funds verification request under DoD and DoD Component-directed business rules, and not the DAAS or the Source of Supply.
CY	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition[25] that item.
CZ	Rejected. Subsistence item not available for resale. Reserved for troop issue only.

[23] Ibid.

[24] Ibid.

[25] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
C1	For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.
C2	Rejected. Security Assistance Program funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)
C3	Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.
C4	Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.
C5	Rejected. Requisitioner, upon inspection of materiel located in the DLA Disposition Services activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DLA Disposition Services and furnished to the appropriate status recipients.
C6	Rejected. Requisition is for commercial type item which is not authorized for supply under the Security Assistance Program. If unable to obtain desired item from commercial sources, submit a new requisition [26] containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.
C7	Rejected. DIC indicates this is a remarks/exception data document. Source of supply has no record of receipt of remarks/exception data. If still required, submit a new requisition.[27]
C8	Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition [28] for a quantity that is not less than that reflected in rp 76-80.
C9	Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition.[29]
DA	Rejected. Source of supply is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition[30] with Advice Code 2A.

[26] Ibid.

[27] Ibid.

[28] Ibid.

[29] Ibid.

[30] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
DB	(1) Rejected. No valid contract registered at MCA. (2) Rejected. One or more of the following Service/Agency required data elements is missing or invalid: (1) call or order number, (2) manufacturing directive number (MDN), (3) contract line item number (CLIN).
DC	Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the ICP/IMM. Disposition on any remaining quantity will be communicated by separate status transaction.[31]
DD	Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the ICP/IMM. This quantity will not be delivered. Disposition of materiel will be under appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction.[32]
DE	Canceled. Although shipment status (DIC AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DICs AFX and AFZ with Advice Code 37.)
DF	Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)
DG	Shipment confirmed. The quantity in the DIC AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DLA Disposition Services receipt of that quantity is on file. DLA Disposition Services action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)
DH	Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)

[31] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.
[32] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
DJ	Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity.
DK	Rejected. Your DIC APR transaction requesting reinstatement was received over 60 days after generation of the DIC AE_ transaction containing Status Code BS.
DL	Rejected. Your DIC APR transaction requesting reinstatement has been received. There is no record of a DIC AE_ transaction containing Status Code BS.
DM	Rejected. Your DIC APR transaction requesting reinstatement has been received. The DIC APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DIC AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29.
DN	Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.
DP	Rejected. The MAPAC does not exist in the DLM 4000.25, Volume 6, as a valid ship-to and/or mail-to address. If still required, submit appropriate codes (s) and address(es) under the procedures of the military assistance program address directory (MAPAD). Upon confirmation the code (s) and address(es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.)
DQ	Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.
DR	Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.
DS	Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual).
DT	Free Issue denied; either the complete or partial quantity of a post-post requirement (includes DIC Code C0_, CQ_, D7_) is not authorized for free issue. Fund code and/or signal code corrected as noted. Adjust local fund obligation records.
DY	Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DIC AFY follow-up was submitted. (Use on DIC ASY.)

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
D1	Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DLA Disposition Services use only.)
D2	Rejected. Item requested is Brand Name Resale and is in short supply.
D3	Rejected. Activity did not respond to source of supply request for additional information.
D4	Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.
D5	Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition[33] providing complete technical data (such as: Allowance Parts List (APL)/Allowance Equipment List (AEL), end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.
D6	Rejected. Manually prepared requisition contains unauthorized exception data.
D7	(1) Requisition modifier rejected because of errors in one or more data elements. (2) Requisition modifier may be rejected due to improper application of the RDD field and/or Priority Designator (PD). Check the original requisition RDD and PD data fields for compatibility with revised input. Resubmit with appropriate data.
D8	Rejected. (1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition[34] on a DD Form 1348-6 furnishing intended application and complete justification for the item. (2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition [35] with justification to the applicable Service ILCO. (3) Requisitioners associated with special programs (1st position numeric-2nd position alpha DoDAACs) must coordinate with their program sponsor/executive agent for authorization prior to re-requisitioning.

[33] Submit a new requisition using a new document number with a current ordinal date
[34] Ibid.
[35] Ibid.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
NL	Item received by the Logistics Support Center (LSC)/Material Processing Center (MPC) (MILSTRIP rp 4-6). Contact local LSC/MPC for delievery.
NY	Item transshipped by the receiving MPC to another destination MPC.
NW	Item delievered by the MPC (MILSTRIP rp 4-6).
PA	Item has arrived at the local industrial activity worksite and is ready for delivery to artisan. Applies to DLA/Navy industrial activity support procedures.
PC	Rejected. Unable to process requisition because the purchase/credit card exceeded its limit. Review records for corrective action and resubmit under new document number if still required.
PD	Item has been physically delivered to the artisan by the local industrial activity worksite. Applies to DLA/Navy industrial activity support procedures.
PF	Delayed shipment; item undergoing First Article Testing with the vendor. Failure to pass FAT will result in further delays.
PG	Rejected. Unable to process non-Federal requisition due to an unsuccessful purchase/credit card advance payment. Review records for corrective action and resubmit under new document number if still required.
PH	Rejected. Unable to process requisition due to unmatched purchase/credit card and order data within processing system. Resubmit under new document number if still required.
PJ	Rejected. Unable to process requisition due to systemic error/rejection from Pay.gov. Resubmit under new document number if still required.
PM	Mission support materiel (MSM) allocation notification. Provided in response to a requisition alert to indicate request for MSM has been processed by DLA and allocation of assets has occurred; no protection under the requisition alert document number has been applied. DLA will issue materiel upon receipt of a funded order. Applies to DLA/Navy industrial activity support procedures; not applicable for Fleet Readiness Centers (FRCs).
PP	Pre-protection or re-warehousing notification. Provided in response to a requisition alert or requisition to indicate that materiel is being moved from the local distribution depot to the industrial activity or re-identified to unit of use. For requisition alerts, materiel will be protected upon confirmation completion of this action. For requisitions, materiel will be sourced and issued to the customer upon confirmation completion of this action. Applies to DLA/Navy industrial support procedures.
PQ	Item has been protected at the local industrial activity worksite as a result of a requisition alert in support of a projected maintenance job. Applies to DLA/Navy industrial activity support procedures.

REQUISITION TRANSACTION STATUS CODES

CODE	EXPLANATION
PS	Pre-shipment notification. Provided in response to a requisition alert or requisition to indicate that materiel is being sourced from another Service/Agency source of supply to DLA and will be protected upon receipt. The source of supply-provided ESD is included when available. Applies to DLA/Navy industrial activity support procedures
PW	Item is backordered. Request has been sent to an Engineering Support Activity for further support on this item. When available, the Engineering Support Activity Response Due Date is provided/extended (see rp 70-73 or DLMS DTM Segment, Qualifier 268).
SS	DLA supported requisition has been shipped. This status is only visible within DoD EMALL and other DLA systems; it is not transmitted via DLMS/MILSTRIP Supply Status transaction.

CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use the S series status codes on the DIC FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DICs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DIC FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DIC FTR.

CODE	EXPLANATION
CF	Rejected. Failed validation with SFIS Fund Code to Fund Account Conversion Table. (1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[36] with valid data entries. (2) Invalid/missing fund code[37] Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.
EP	Customer DoDAAC and reparable item being returned or item being issued are Army Exchange Pricing relevant and no unserviceable return has been received associated with an issue. The specific monetary amount shows any billing differences that result from the status of the turn-in, i.e., delta amount (Standard Price minus Exchange Price). The status code is authorized for intra-Army use only in the legacy format 80 rp MILSTRIPtransaction DIC FTZ/DLMS Transaction 870M.
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non- stocked; disposition is authorized under local directives. (Use on DIC FTR.)

[36] Ibid.
[37] Ibid.

CODE	EXPLANATION
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new DIC FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new asset report with a new document number. Otherwise, no action is required.
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SJ	Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ or FTR.)
SK	Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ and FTR.)
SM	Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SN	Rejected. Materiel reported not authorized for return. Asset reports directed to GSA are not authorized. (Use on DIC FTR and FTQ.)
SP	Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DIC FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DIC FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DIC FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or FT6.)

CODE	EXPLANATION
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DIC FTR.)
TD	Not returnable. (l) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status. (2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DIC FTR.)
TE	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow. (Use on DIC FTR.)
TF	Materiel received. Status being investigated. (Use on DIC FTR.)
TG	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TH	Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DIC FTR or DIC FT6.)
TJ	Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or DIC FT6.)
TK	Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TL	Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DIC FTZ.)
TM	Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DIC FTZ.)
TN	Materiel received. Credit authorized for quantity in rp 25-29. (Use on DIC FTZ.)
TP	Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DIC FTZ.)

CODE	EXPLANATION
TQ	Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DIC FTZ.)
TR	DIC FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DIC FTD.)
TT	Materiel received and in process of inspection and classification. DIC FTZ will be provided upon completion. (Reply to DIC FTT.) (Use on DIC FTR.)
TU	Materiel not received. (Reply to DICs FTT and FTP.) (Use on DICs FTR and FTB.)
TV	Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DIC FTZ.)
TW	Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DIC FTB.)
TX	Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DIC FTP.) (Use on DIC FTB.)
TY	DIC FTZ generated on document number cited indicated no credit authorized for return. (Reply to DIC FTP.) (Use on DIC FTB.)
TZ	Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DIC FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DIC FTQ.)
T1	Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DIC FTZ.)
T3	DIC FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DIC FTC submitted, as appropriate. (Use on DIC FT6.)
T4	Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to Defense Industrial Plant Equipment Center (DIPEC) (SE 4300) under DLAM 4215.1/AR 700.43/NAVSUP PUB 5009/AFR 78-9.
T5	Deleted. (Use TZ.)
T6	DIC FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DIC FTR.)
T7	FSC has been changed by the ICP in rp 4-6. (Use on DIC FTR.)
T9	Part-numbered materiel reported is not authorized for return. DIC FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DIC FTQ.)

AP7.17. APPENDIX 7.17

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

AP7.18. APPENDIX 7.18

SECURITY COOPERATION CUSTOMER CODES

NUMBER OF CHARACTERS:	Two
TYPE OF CODE:	Alpha-Alpha or Alphanumeric
EXPLANATION:	SECURITY COOPERATION 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.
RECORD POSITION(S):	31-32

AP7.19. APPENDIX 7.19

SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alphanumeric.
EXPLANATION:	Provides additional information concerning type of transaction applicable to Security Assistance shipments.
RECORD POSITION(S):	35.

AP7.19.1. GRANT AID

CODE	EXPLANATION
1	Grant Aid rendered under the authority of the Federal Aviation Administration (FAA) of 1961 for which the United States receives no reimbursement.
A	Grant transfers of Excess Defense Articles provided under the authority of the FAA of 1961 for which the United States receives no reimbursement for the value of the materiel.
C	Presidential determination to order defense articles from stock and performance of defense services to satisfy Grant Aid requirements with reimbursement from subsequent military assistance appropriations. (Section 506 of the FAA of 1961.) All requests for Working Capital Fund activities (to include transportation), shall include a funding source to allow Defense Working Capital Fund (DWCF) activities to be reimbursed by the military departments; orders will not be accepted without a funding source. (DoD FMR 7000.14R, Vol 12, paragraph 230502 and Vol 11B, paragraph 110106.A.
D	Military Assistance Service Funded (MASF). Grant Aid programs transferred to the DoD budget, which were not controlled and implemented through the Grant Aid documentation and automatic data processing (ADP) system.
H	Grant Aid share of cost sharing agreements.
K	Grant Aid-owned assets obtained through barter arrangements with Federal Republic of Germany (used in conjunction with Supply Source Code B only).

CODE	EXPLANATION
L	Grant Aid provided through the NATO Hawk Production and Logistics Office (NHPLO) for maintenance support of Hawk Missile system (use in conjunction with Supply Source Code N only).
P	Grant Aid programs transferred to the DoD budget which were controlled and implemented through the Grant Aid documentation and ADP system.
R	Grant Aid of U.S. recovered materiel resulting from liquidation of NATO Maintenance and Supply Agency (NAMSA) excess stockage.
S	Assigned to all records in the Repbulic of Korea (ROK) Equipment Transfer program authorized by Public Law 95-384 at no charge to Grant Aid. This code is also assigned to all PY 71 update and 72 equipment transferred to the ROK under Public law 91-652 at no cost to Grant Aid. This code is also assigned to ammunition transferred to the Royal Thai Government from Army foreign military sales (FMS) Case UEB. Transfer at no cost to Grant aid was authorized by Section 24, Public Law 96-92.

AP7.19.1.1. Type of assistance Codes used in other than Grant Aid transactions:

F	Training provided as a part of an FMS case. This data is maintained in the DSAA Grant Aid data base purely as a service to assist the Military Department in accounting for students and/or spaces provided under FMS. Not used in MILSTRIP.

AP7.19.2. FOREIGN MILITARY SALES. Terms of sale and accompanying type of assistance codes indicate the statutory authority for a foreign military sale; the time of payment for the sale; whether the sale is to be from DoD stocks or procurement; and whether the sale is to be financed on a cash or credit basis. The implementing agency enters the appropriate Terms of Sale and accompanying type of assistance codes in the "Terms" block of the letter of offer. The implementing agency uses type of assistance code for MILSTRIP requisitioning purposes. The following codes and definitions have been extracted from DSCA 5105.38-M, Security Assistance Management Manual (SAMM), for the convenience of MILSTRIP participants. A more complete definition of the codes shown below may be found in the SAMM.

CODE	EXPLANATION
3	Cash sale from Stock with Payment in Advance. This code applies to cash payments in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks.

CODE	EXPLANATION
4	Source of Supply Not Predetermined with Payment in Advance. This code applies to cash payment for a foreign military sale for which the Implementing Agency has not yet determined, at the time of the offer, the extent to which the supply source will be DoD stocks or procurement.
5	Cash Sale from Procurement with Payment in Advance. This code applies to cash payment in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD procurement.
6	Cash Sale from Stock with Payment on Delivery. This code applies to cash payment upon delivery of defense articles or initiation of performance of defense services which the implementing Agency determines at the time of offer will be from DoD stocks.
7	Cash sale from Procurement with 120-Day Payment. This code applies to cash payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale, which the implementing Agency determines at the time of the offer, will be from DoD procurement.
8	Cash sale from Stock with 120-Day payment. This code applies to cash Payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks.
M	Grant Aid Merger. The Grant Aid, established under the mutual Defense Assistance Act of 1949, originally provided for the loan or grant if military equipment, materials, and services (including training) to eligible nations. Since FY 82, the authority of Section 503(a)(3) of the FAA of 1961 has been used to merge Grant Aid funds with recipient countries funds and/or with FMS financing credit in the FMS Trust Fund, to make adequate funds available to finance the country's FMS cases. In addition, since FY06, other authorized granting of US appropriations for use for FMS.
N	Section 23 or 24 Arms Export Control Act (AECA) FMS, Credit (Non-Repayable).
U	FMSO No. 1. This code applies to cash payment for a Foreign Military Sales Order (FMSO) No.1 Supply Support Arrangement (SSA). The purchasing government buys equity in a specified dollar amount of DoD stocks. DoD maintains that portion of its stocks for eventual delivery to the purchasing government under a FMSO No.2 requisition agreement.

CODE	EXPLANATION
V	FMSO No. 2. This code applies to cash payment for a FMSO No.2 SSA which permits the purchaser to submit requisitions for common repair parts and secondary items in the DoD stocks of which the purchaser has bought an equity under a FMSO No.1 agreement. The use of this code requires the input of Cooperative Logistics Program Support Code (CLPSC) 1 or 2 (Appendix 7.22) in rp 72 of Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions and passing orders by the applicable International Logistics Control Office (ILCO).
Z	Section 23 or 24, AECA, FMS Credit.

AP7.20. APPENDIX 7.20

SUBSISTENCE TYPE OF PACK CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Numeric.
EXPLANATION:	Indicates in the requisition the degree of protection to be provided subsistence items by the pack or outside shipping container. Actual "type of pack" requested should be based on the degree of protection required.
RECORD POSITION:	21.

AP7.20.1. NONPERISHABLE TYPE OF PACK CODES

CODE	EXPLANATION
1	Protection required under known favorable conditions during shipment, handling and storage as in Continental United States (CONUS). Domestic fiberboard shipping containers are utilized and unitized in pallet loads bonded with strapping or shrink film.
2	Protection required under more severe conditions during shipment, handling, and storage as may be encountered in the support of Outside Continental United States (OCONUS) customers. Weather resistant fiberboard shipping containers are utilized. All OCONUS shipments do not necessarily require Type of Pack 2. This type of pack may also be used when Subsistence Type of Pack Code 7 is requested but not available.
3	(Not Applicable)
4	Protection required under conditions of open storage for an unknown duration in geographical areas where excessive rainfall, high humidity, and adverse environmental conditions may be encountered. V2s fiberboard shipping containers are utilized. Unitization consists of 40" x 48" standard, double wing, 4-way entry, wood pallet, with 4" flanged, V2s fiberboard cap, and strapped.

AP7.20.2. PERISHABLE TYPE OF PACK CODES

AP7.20.2.1. General Items:

CODE	EXPLANATION
1	Protection that must meet the minimum requirements for shipment, handling, and storage in Continental United States (CONUS).
2	Protection that must be sufficiently strong to permit shipment to an OCONUS designation. All OCONUS shipments do not necessarily require Type of Pack 2.

AP7.20.2.2. Meat Carcass and Cut Items Only:

CODE	EXPLANATION
3	Single Wrap, Kraft, Krinkle Paper
4	Single Wrap, Stockinette
5	Double Wrap, Kraft Krinkle Paper and Stockinette
6	Double Wrap, 1 Kraft Krinkle Paper and 2 Stockinette (Export Only)

AP7.20.2.3. Fresh Eggs, Milk, Fruits, and Vegetables; Frozen Meats, Fish, and Poultry:

CODE	EXPLANATION
7	Wax impregnated fiberboard containers. The conditions that justify customer requirement for this type of pack are defined as follows: a. Items are desired for specific operations involving shipment to remote areas, transfer at sea, ice or hydro cooling, prolonged storage, deploying ships, lengthy environmental exposure or multiple handling transshipment, or; b. At the option of the requisitioner when local demand and experience indicates upgrading of shipping container requirements as being essential to ensure adequate production protection, and; c. The items (for example, Fresh Fruits and Vegetables (FF&V)) have been approved by the cognizant Services/Agencies (S/A) for application and requisitioning of this type of pack.

AP7.21. APPENDIX 7.21

DISPOSAL AUTHORITY CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alpha.
EXPLANATION:	Entered on DLA Disposition Services-related documentation to indicate that the item(s) being transferred to a DLA Disposition Services Field Office are authorized to be transferred to a DLA Disposition Services Field Office based on instructions by the inventory control point (ICP)/ integrated materiel manager (IMM) relayed through the materiel returns program (MRP) or other proper authority.
RECORD POSITION(S):	64.

CODE	EXPLANATION
M	Items on this transaction are ICP/IMM stocks and are being transferred to DLA Disposition Services by authority of the responsible ICP/IMM.
N	Items on this transaction are not reportable by virtue of exclusion to the MRP or other specific criteria; such as, extended dollar value or condition limitations on asset reporting, and are duly authorized to be transferred to DLA Disposition Services.
R	Items on this transaction have been reported to the ICP/IMM under MILSTRIP MRP procedures and are considered over the ICP/IMMs authorized retention levels. Use Service/Agency (S/A) retention levels and instructions to manage this materiel.

AP7.22. APPENDIX 7.22

COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Numeric:
EXPLANATION:	Provides information as to whether or not supply support on a Cooperative Logistics Supply Support Arrangement (CLSSA) requisition or passing order (national stock number (NSN) only) ("V" in rp 35) should be made on a programmed or un-programmed basis. This code will be entered by the applicable International Logistics Control Office (ILCO).
DLMS LOCATION:	Industry Code (LQ01 Code 89)
LEGACY RECORD POSITION:	72.

CODE	EXPLANATION
1	Lead time necessary for the support source to augment U.S. stocks to support the CLSSA has passed. Assets can be released on a programmed basis.
2	Lead time necessary for the supply source to augment U.S. stocks to support the CLSSA has not passed. Assets can be released on an un-programmed basis..

AP7.23. APPENDIX 7.23

PRECIOUS METALS INDICATOR CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Alpha/Numeric.
SOURCE:	Catalogin Data And Transaction Standards, Volume 10 Table 160
EXPLANATION:	Identifies Defense materiel items that contain precious metals and the content value of the metal to will aid DLA Disposition Services Field Office's efforts to identify precious metal bearing items at the time such materiel is turned in.
RECORD POSITION:	62.

AP7.24. APPENDIX 7.24

AUTOMATED DATA PROCESSING IDENTIFICATION CODES

NUMBER OF CHARACTERS:	One.
TYPE OF CODE:	Numeric.
SOURCE:	Cataloging Datqa and Transaction Standards, Volume 10, Table 159.
EXPLANATION:	Identifies DoD automatic data processing equipment (ADPE)/ Automatic Data Processing (ADP) Components in the supply system and shall aid DLA Disposition Services Field Offices to identify these items at the time they are transferred to disposal.
RECORD POSITION:	63.

AP7.25. APPENDIX 7.25

CUSTOMER IDENTIFICATION

NUMBER OF CHARACTERS:	Thirteen.
TYPE OF CODE:	Alpha/Numeric.
EXPLANATION:	Provides customer identification on automated submission of requisitions containing exception ship-to addresses via a system-generated code that cannot be overridden by the user. The first three-charters may identify the preparing system followed by a 10-character identification of the individual customer keyed to the customer login/account. The originating organization must be able to identify the specific individual by this code. When constructed by the Defense Automatic Addresing System (DAAS), the customer identification will consist of the originator (the first position of the seven position communications routing identifier is dropped) plus the four-position serial number and the three-position date form the incoming message header. Originating systems are identified below.
RECORD POSITION(S):	67- 69[1]

CODE	EXPLANITION
OTS	Navy One Touch

[1]Applicable only to DLA-supported Document Identifier Code YRZ-formatted requisition trailers that provide exception ship-to information as identified by Type Transaction Code ST.

AP7.26 APPENDIX 7.26

DELIVERY PRIORITY/SPECIAL PROCESSING CODES

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha
EXPLANATION:	The delivery priority/special processing code communicates special processing and/or priority requirements to the Distribution Standard System for DLA Distribution Center shipments under agreements with DOD Components. Delivery priority/special processing codes carry no precedence in ICP asset allocation decisions. Asset allocation decisions are controlled by UMMIPS as defined in DoD 4140.01-M, DoD Supply Chain Materiel Management Procedures (February 10, 2014) and by DLM 4000.25, Defense Logistics Management Standards. This data element is found in MILSTRIP legacy DIC A5_ and DLMS Implementation Conventions (ICs) 511M, 511R, 869A, 869F, 870S, 856S, 940R, 940S, and 945A.[1,2,3] • Only Code X is valid in the 511M, 511R, 869A, 869F, 870S, 856S, 940S, and 945A DLMS ICs. • All codes are valid in the DLMS IC 940R.
RECORD POSITION:	73
DLMS SEGMENT/QUALIFIER	LQ Segment, LQ01 Qualifiers R3 and KJ[4]

CODE	EXPLANATION
A	Immediate release (all users)
B	Bearer Walk-Through (Navy)
C	Subscriptions (Mapping)
F	Allowance (Mapping)

[1] Refer to ADC 141, Revise DLMS Supplement (DLMS IC) 940R, Material Release, to Accommodate Delivery Priority Codes and National Geospatial-Intelligence Agency (NGA) Product Codes
[2] Refer to ADC 381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP
[3] Refer to ADC 401, Procedures and Data Content for DLMS Warehouse Service Request (940S) and Warehouse Service Advice (943A) under Navy and Marine Corps BRAC
[4] A data maintenance action was approved in version 5030. The approved code/name is "DPC – Delivery Priority Code.

CODE	EXPLANATION
G	Flight Information Publications and Products (FLIPS) (Mapping)
H	Hot (Navy)
J	Disposal Release Order (Mapping) (Process order as free flow bypassing work bench for cycle releases)
M	Ammunition Transship via Customer Interface Control System (CICS) (Air Force)
O	Overnight (Navy)
P	Digital Point Positioning Data Base (DPPB) (Mapping)
Q	Quick (Navy)
R	Sectional (Mapping)
S	Standard Base Supply System (SBSS) Prepositioned Transship (Air Force)
T	Next Day Delivery (Air Force) (SBSS stock - Relates to Air Force Delivery Priority 7)
U	Twelve (12) Hour Delivery (Air Force) (Mission Impaired Capability (MIC) Stock Replenishment/Bench Stock - Relates to Air Force Delivery Priority 6)
V	Eight (8) Hour Delivery (Air Force) (Production Issues - Relates to Air Force Delivery Priority 5)
W	Four (4) Hour Delivery (Air Force) (Maintenance Line - Relates to Air Force Delivery Priority 4)
X	One (1) Hour Delivery (Air Force) (Awaiting Parts (AWP)/Work Stoppage - Relates to Air Force Delivery Priority 3), or (Navy) (Navy Request to free flow BRAC Issues)
Y	Thirty (30) Minute Delivery (Air Force) (Anticipated Mission Impaired Capability Awaiting Parts (MICAP) - Relates to Air Force Delivery Priority 2)
Z	Thirty (30) Minute Delivery (Air Force) (MICAP - Relates to Air Force Delivery Priority 1)

AP7.28 APPENDIX 7.28

SUPPLY DISCREPANCY REPORT RELEVANT DATA ELEMENTS

AP7.28.1. GENERAL

AP7.28.1.1. This appendix provides a consolidated reference resource for data elements and their associated code sets applicable to Supply Discrepancy Report (SDR) submissions and responses. These data elements are applicable in all DoD SDR applications under the DLMS. The following data elements are included in this appendix. Within the context of SDR procedures, these data elements may be recognized by abbreviated names as indicated.

- Shipping Packaging and Storage Discrepancy Code. Also referred to as Discrepancy Code.
- SDR Requested Action Code. Also referred to as Action Code.
- Discrepancy Status or Disposition (Reply) Code. Also referred to as Reply Code.
- Discrepancy Report Document Type Code. Also referred to as SDR Document Type.
- DLA Disposition Services SDR Type Code. Also referred to as Disposition Services Sub-Type.

AP7.28.2. SHIPPING AND PACKAGING DISCREPANCY CODES

AP7.28.2.1. The following codes are used to provide a description of the discrepant condition. Multiple codes may be used on a single report. Customer-prepared SDRs may use up to three discrepancy codes per SDR. SDRs associated with Distribution Center receipts may identify up to two discrepancy codes per SDR. Preprinted codes on the face of the SF 364 may be supplemented from this list of codes. Use of the expanded list of codes is encouraged to clearly identify the discrepant situation, reduce the reliance on narrative descriptions, and facilitate capture of SDR metrics.

DISCREPANCY CODES

Condition of Materiel

C1	In a condition other than shown on supply document or on the supporting inspection/test certificate (if hazardous materiel use code H1)
C2	Expired shelf life item (if hazardous materiel use code H5)
C3	Damaged U.S. Postal Service shipment (Security Assistance customers are authorized to use this code for all types of damaged shipments)
C4	Materiel received stripped of parts or components (cannibalized) (applicable to materiel returns or repairs only)
C5	Incomplete item received. Do not use for incomplete sets/kits/outfits (See discrepancy S9)

Supply Documentation

D1	Supply documentation not received with materiel
D2	Supply documentation illegible or mutilated
D3	Supply documentation incomplete, improper, or without authority (use only when receipt cannot be properly processed)
D301	Defense Turn-In Document (DTID) for partial weapon lacks missing parts list or certification statement
D4	Missing Quality Assurance Representative (QAR) Signature in Wide Area Workflow (WAWF)
D401	Receiving Report/Material Inspection and Receiving Report/Receiving Report (DD 250 or equivalent) incomplete, incorrect, or hard copy missing
D5	Transportation related documentation discrepancy[1]
D501	Special Handling Data/Certification, DD Form 1387-2, omitted
D502	Special Handling Data/Certification, DD Form 1387-2, incomplete or incorrect
D503	Transportation Control and Movement Document (TCMD), DD Form 1384, omitted
D504	TCMD, DD Form 1384, incomplete or incorrect
D505	Shipper's Declaration for Dangerous Goods omitted
D506	Shipper's Declaration for Dangerous Goods incomplete (including incomplete item description)
D507	Shipper's Declaration for Dangerous Goods not appropriate for transportation mode

[1] Two-position transportation-related documentation discrepancy code is not applicable for new submissions. Refer to ADC 1153.

DISCREPANCY CODES

D508	Department of Transportation Special Permit (DOT-SP) omitted
D509	Competent Authority Approvals (CAA) omitted
D510	Certificate of Equivalency (COE) omitted
D511	Inert certification omitted
D512	Drained and Purge Certificate/AFTO Form 20 omitted
D513	Explosives Classification Approval (CA) (EX-Letter) omitted
D599	Transportation-related documentation discrepancy (not identified by other code). See remarks.
D601	Hazardous Waste Profile Sheet omitted
D602	Hazardous Waste Profile Sheet incomplete or incorrect
D701	Hazardous Waste Manifest omitted
D702	Hazardous Waste Manifest incomplete or incorrect

Billing and Financial Discrepancies (Security Assistance Only)

B1	Requisitioned materiel received (no record of billing)
B2	Duplicate billing
B3	Wrong amount billed
F1	Financial discrepancy involving Security Assistance surcharge

Hazardous Material[2]

H1	Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
H2	Hazardous item in storage damaged or requires repair
H3	Lack of a Safety Data Sheet (SDS) in Hazardous Material Information Resource System (HMIRS)
H4	Non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous
H5	Expired hazardous shelf life item

[2] Discrepancy Code H6, Shipper's Declaration for Dangerous Goods, has been re-assigned to the D-series. See D505 and D506.

DISCREPANCY CODES

Lumber

L1	Moisture exceeds allowable percentage
L2	Not treated in accordance with specification
L3	Product off grade
L4	Improper size
L5	Improper tally
L6	Improper or no grade mark on product
L7	Rotten product
L8	Splits, excessive wane, scant, or not end trimmed (one or all)

Misdirected

M1	Materiel improperly addressed and shipped to wrong activity

Overage, Duplicate, Or Receipt of Canceled Materiel

O1	Quantity received is more than quantity shown on the supply document.
O2	Quantity received is more than quantity requested plus variance, if applicable (other than unit of issue or unit of pack)
O3	Quantity duplicates another shipment
O4	Materiel received after cancellation
O5	Concealed overage discovered in a sealed shipping container
O6	Overage due to unit of issue/unit of pack incompatibility (use only when requisition specified no unit of issue/unit of pack variance)

Packaging Discrepancy Codes

P1	**Improper preservation**[3]
P101	Cleaning inadequate, incorrect, or omitted
P102	Preservative inadequate, incorrect, or omitted
P103	Barrier materiel inadequate, incorrect, or omitted
P104	Unit pack cushioning inadequate, incorrect, or omitted
P105	Unit container inadequate, incorrect, omitted or oversized
P106	Desiccant incorrect, improperly located, or omitted
P107	Tape/closure of unit container incorrect or inadequate

[3] Two-position packaging discrepancy codes are not applicable for new submissions after September 1, 2013. Refer to ADC 1059.

DISCREPANCY CODES

P108	Hazardous materiels not removed as required
P109	Improper preservation of hazardous materiels (includes ammunitions/ explosives)
P110	Level of protection excessive or inadequate
P111	Minimum protection not applied (materiel returns)
P112	Non-conformance to specified requirements for preservation (explanation required)
P113	Electrostatic/electromagnetic device preservation inadequate or omitted
P114	Concealed preservation defect found in storage (retail only)
P116	Preservation inadequate or incorrect resulting in item corrosion
P199	Improper preservation (not identified by other code). See remarks.

Packaging Discrepancy Codes

P2	**Improper packing**[4]
P201	Container inadequate, incorrect, or oversized
P202	Intermediate container inadequate, incorrect, oversized, or omitted
P203	Exterior container inadequate, incorrect, oversized, or omitted
P204	Blocking and bracing inadequate, incorrect, or omitted
P205	Cushioning inadequate, incorrect, or omitted
P206	Level of protection excessive or inadequate
P207	Container deteriorated
P208	Skids incorrect or omitted
P209	Improper packing of hazardous materiels (includes ammunitions/explosives)
P210	Non-conformance to specified requirements for packing (explanation required)
P211	Improper foam-in-place
P212	Reusable container not used or improperly prepared
P213	Closure incorrect or inadequate
P214	Concealed packing defect found in storage (retail only)
P215	Non-conformance to specified requirements for wood packaging materiel (WPM)
P216	Packaging inadequate or incorrect resulting in item corrosion
P299	Improper packing (not identified by other code). See remarks.

[4] Ibid.

DISCREPANCY CODES

Packaging Discrepancy Codes

P3	**Improper markings**[5]
P301	Identification markings omitted, incomplete, incorrectly located, or not legible
P302	Improper marking of hazardous materiels (includes ammunitions/explosives)
P303	Labels omitted or improperly affixed
P304	Contract data omitted, incomplete, incorrectly located, or not legible
P305	Precautionary or handling markings omitted, incomplete, or not legible
P306	Shelf-life markings omitted, incorrect, or not legible
P307	Bar code markings omitted, or not legible
P308	Incorrect lot number
P309	Set or assembly markings omitted
P310	Address incorrect or not legible
P311	Non-conformance to specified requirements for marking (explanation required).
P312	Electrostatic/electromagnetic device markings inadequate or omitted
P313	Packing list omitted or incorrectly located
P314	Passive RFID tag is missing
P315	Passive RFID tag is visibility damaged and unreadable
P316	Passive RFID tag is present but unreadable (not visibility damaged)
P317	Passive RFID tag read has no corresponding advance shipment notification
P318	Passive RFID tag read duplicates previously used tag identification
P319	Military Shipment Label (MSL), DD Form 1387, omitted; no Transportation Control Number (TCN)
P320	MSL, DD Form 1387, improperly affixed, incorrect, or incomplete
P399	Improper markings (not identified by other code). See remarks.

Packaging Discrepancy Codes

P4	**Improper unitization (includes palletization and containerization)**[6]
P401	Cargo not unitized
P402	Shrink/stretch wrap inadequate or omitted
P403	Strapping inadequate or omitted

[5] Ibid.
[6] Ibid.

DISCREPANCY CODES

P404	Multiple consignees in single consignee consolidation container
P405	Protective covering/wrapping inadequate, improper, or omitted
P406	Contents of multipack container inadequately packaged, stuffed or missing unit packs
P407	Improper unitization/palletization/containerization of hazardous materiels (includes ammunitions/explosives)
P499	Improper unitization (not identified by other code). See remarks.

Product Quality (Item) Deficiency (Security Assistance Only)

Q1	Product Quality Deficiency
Q2	Quality deficiency, contractual noncompliance
Q3	Design deficiency, item requires change in design
Q4	Contracting deficiency, specification, and/or technical data deficient.
Q7	Safety hazard
Q8	Latent defect

Quality - Related Receipts/Stock Screening (Storage Activity Only)

Q11	Returned or stock screen item, PQDR exhibit deficiency
Q22	New procurement receipt, customer return, redistribution order, or stock screen item quality deficiency, contractual non-compliance, including specification and/or technical data deficiency[7]
Q33	Returned, redistribution order, or stock screened item suspected materiel deficiency (DLA Customer Returns Improvement Initiative (CRII) items only)
Q55	Item under investigation
Q66	Customer return or stock screen item failed under use
Q77	New procurement receipt, customer return, or redistribution order receipt of stock screen item identified as a suspected critical safety item (CSI) discrepancy
Q99	New receipt item received for First Article Testing

Shortage or Nonreceipt

S1	Quantity received less than quantity indicated on supply documentation
S2	Quantity received is less than quantity requested minus variance, (other than unit of issue or unit of pack)

[7] ADC 1126, not yet implemented.

DISCREPANCY CODES

S3	Total nonreceipt of U.S. Postal Service shipment.
S4	Total nonreceipt; not transportation related. (U.S. only)
S5	Total nonreceipt (Security Assistance only)
S6	Shortage due to unit of issue/ unit of pack incompatibility (use only when requisition specified no unit of issue/ unit of pack variance)
S7	Shortage or nonreceipt of an item in a multipack or sealed shipping container
S8	Concealed shortage discovered upon opening a sealed vendor's pack (not applicable to Security Assistance)
S9	Incomplete component, assembly, sets, kit, outfit (CASKO) (do not use to report cannibalization of Supply System Responsibility Item (SSRI), Components Of End Item (COEI), or Basic Issue Item (BII); see Discrepancy Code C4)

Technical Markings (Name Plates, Log Books, Operating Handbooks, Special Instructions)[8]

T1	Technical data markings missing
T2	Technical data markings illegible or mutilated
T3	Precautionary operational markings missing
T4	Inspection data missing or incomplete
T5	Serviceability operating data missing or incomplete
T6	Warranty data missing
T7	Missing part number on bare item
T9	Operating handbooks, log books, and/or special instructions missing

Item Unique Identification (IUID) of Serially-Managed/Tracked Materiel and Unidentifiable Materiel

U01	Unique identification (UII/serial number) on label missing, damaged, or unreadable
U02	Unique identification (UII/serial number) on item missing, damaged, or unreadable
U03	Unique identification (UII/serial number) on supply documentation missing, damaged, or unreadable
U04	Unique identification (UII/serial number) not provided on shipping notice

[8] Discrepancy Code T8 discontinued. See W7 and W8.

DISCREPANCY CODES

U05	Non-conformance to unique identification requirements under terms of contract
U06	Multiple containers without separate unique identification (UII/serial number) listings
U07	Mismatch between unique identification (UII/serial number) on item and label
U08	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated shipping documentation
U09	Mismatch between unique identification (UII/serial number) on item or packaging marks/labels and the associated due-in/shipping notice
U10	Mismatched or missing unique identification (UII/serial number) discovered upon opening a sealed pack
U11	Materiel unidentifiable; stock number missing or damaged
U12	Duplicate unique identification (applicable to UII only)
U13	Serial number unknown for serially-tracked item.
U14	Serial number convention invalid.

Incorrect Item

W1	Incorrect item received.
W2	Unacceptable substitute received.
W3	Incorrect item received, but not identifiable to an NSN or part number.
W4	Misidentified item received.
W5	Mixed stock received.
W6	Incorrect item discovered upon opening a sealed vendor's pack (Not applicable to Security Assistance)
W7	Part number unmatched to FEDLOG/FLIS
W8	Incorrect part number for NSN received

Other Discrepancies

Z1	Other discrepancy - see remarks
Z2	Repetitive discrepancy (must use in combination with other codes or describe in remarks)
Z3	Distribution Center receipt not due-in; no prepositioned materiel receipt (PMR)
Z4	No record exists for document number cited on supply document (not used by distribution center; not applicable to Security Assistance)

DISCREPANCY CODES

Z5	Immediate resolution/replacement of discrepant item under inter-Service support agreement (restricted use per Service guidance)[9]
Z6	Report reopened following inappropriate cancellation/completion (must use in combination with other discrepancy codes; must appear as first discrepancy code in transactions)
Z7	Property not authorized or not acceptable for turn-in to DLA Disposition Services

[9] Refer to ADC 1062 and 1174. Not authorized for use by DLA Distribution Centers.

AP7.28.3. SDR REQUESTED ACTION CODES. The SDR Requested Action Code is used to provide a description of the action requested by the initiator of the SDR. This data element may be referred to as the SDR Action Code. This is a two position alphanumeric code. Only one action code may be used per SDR under DLMS. Preprinted codes on the face of the SF 364 may be supplemented from this list.

SDR ACTION CODES

1A	Disposition instructions for discrepant materiel requested; financial action not applicable
1B	Materiel being retained
1C	Supporting supply documentation requested
1D	Materiel still required; expedite shipment using premium transportation. Not applicable to Security Assistance (Use Action Code 1F if materiel is still required, but premium transportation is not justified.)
1E	Local purchase materiel to be returned at supplier's expense unless disposition instructions to the contrary are received within 15 calendar days (not applicable to Security Assistance or DLA customers)
1F	Replacement shipment requested
1G	Reshipment not required; item to be re-requisitioned
1H	No action required; information only
1Z	Other action requested (see remarks)
2A	Disposition of materiel and financial adjustment (credit) requested.
2B	Materiel being retained. Financial adjustment (debit) requested.
2C	Technical documentation/data requested.
2F	Materiel being held for disposition instructions, request funds citation. Not applicable to Security Assistance
2J	Financial adjustment requested
2K	Evidence of shipment requested (Security Assistance only)
2L	Request billing status (Security Assistance only)
2Z	Additional information is being submitted off-line (use with electronic SDR submission only)
3A	Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated
3B	Discrepancy reported for corrective action and trend analysis; no reply required.
3C	Receiving activity not authorized to accept property (pick-up by original owner required) (Disposition Services use only)

SDR ACTION CODES

4A Manager disposition requested for non-manager owned suspended stock per receipt/stock screening; no action by owner pending manager response.[10]

4B Action transferred to manager subsequent to return of non-manager owned suspended materiel to the manager.[11]

AP7.28.4. DISCREPANCY STATUS OR DISPOSITION (REPLY) CODES.
Action activities use the Discrepancy Status or Disposition (Reply) Codes to codify a response to an SDR. This data element may be referred to as an SDR Reply Code. It is a three position numeric code. Up to three reply codes may be used on a single report to provide complete financial and materiel disposition instructions and provide additional information as needed. Codes may be used to replace or supplement preprinted information on the reverse side of the SF 364. System design should accommodate clear text for ease of use and interpretation.

Reply Codes

The 100-series codes provide status of financial resolution, materiel disposition instructions, or other appropriate information:[12]

101 Credit authorized by source of supply/item manager.[13]

102 Credit not authorized; see remarks.

105 Forward materiel received to location identified. Must use traceable and most economical means available.

106 Forward materiel received to contractor location identified (must use traceable and most economical means available).

109 Credit authorized by source of supply/item manager for repackaging costs.[14]

110 Disposal authorized in accordance with local procedures.

111 Disposal authorized, monetary reimbursement from contractor.

112 Disposal authorized, contractor will provide replacement.

113 Provide disposal documentation as requested.

114 Provide disposal documentation by date indicated as requested. Credit will be authorized upon receipt.

115 Turn in materiel received to DLA Disposition Services Field Office.

116 Turn in hazardous materiel received to DLA Disposition Services Field Office (MIPR or bill-to DoDAAC provided to cover disposal costs).

117 Materiel will be billed if not returned by date indicated.

[10] Refer to ADC 1126 and 1084. Not authorized for use pending implementation; target implementation is 1Q FY 2017.
[11] Ibid.
[12] Exception: Reply Codes 103, 104, 107, and 108 have been moved to interim reply grouping.
[13] No longer authorized for use by storage activities upon implementation of ADC 1160.
[14] Refer to ADC 1203.

Reply Codes

118 Debit authorized for material retained.

119 Retain materiel received at no charge.

120 Retain materiel with consideration from contractor.

121 Retain materiel without consideration from contractor.

122 Retain materiel for future supply decision.

123 Materiel will be shipped/reshipped (estimated date of shipment provided, when known).

124 Materiel is no longer procurable.

125 Incomplete part/missing component being forwarded.

126 Stock not available or will not be reshipped in response to SDR.

127 Contractor to reship.

128 Balance of contract materiel will not be shipped.

129 Reimbursement for repackaging discrepancy cannot be authorized until submitter provides cost for repackaging.

130 Place materiel in stock as is.

131 Remark/repackage materiel.

132 Inspect and place in depot stock.

133 Upgrade materiel to Condition Code A, correction made by government with reimbursement from contractor.

134 Upgrade materiel to Condition Code A, correction made by government without reimbursement from contractor.

135 Documentation/technical data is being forwarded.

136 Confirmed canceled requisition shipped.

137 Additional comments provided; see remarks.

138 Shipment shortage based on pieces, weight, and cube.

139 Warehouse denial total shipment.

140 Warehouse denial partial shipment.

141 Duplicate shipment from stock or procurement.

142 Proof of Delivery/Evidence of Shipment not available.

143 SDR canceled by submitter.

144 Recorded for information, trend analysis, and/or process correction where applicable.

145 No contractor liability found.

146 Material return acknowledged.

147 Corrected shipment document (DD Form 250) provided.

148 Representative will contact you for discussion concerning disposition.

Reply Codes

149 Material will be picked up in number of days indicated.

150 Your requisition will be reinstated and placed on backorder.

151 Replacement/revised disposition/status; prior response is superseded.

152 Discrepancy validated by storage activity; credit processing associated with issue reversal [15]

The 200-series codes provide additional information relevant to Security Assistance SDRs:

201 Incorrect information provided by U.S. Government contract.

202 MAPAD information not current by U.S. Government error.

203 Material erroneously returned to U.S. Government stock.

204 Overage of Repair and Replace material.

205 Shortage of Repair and Replace material.

206 Administrative write-off recommended.

207 No financial adjustment required. Excess Defense Articles (EDA). Overage not billed.

208 Repaired in-country by contractor or U.S. Government personnel.

The 300-series codes indicate storage activity or initial action activity status on SDRs forwarded to the owner/manager for action:

301 Interim reply; SDR forwarded to USA for disposition instructions or final resolution.

302 Interim reply; SDR forwarded to USAF for disposition instructions or final resolution.

303 Interim reply; SDR forwarded to USMC for disposition instructions or final resolution.

304 Interim reply; SDR forwarded to USCG for disposition instructions or final resolution.

305 Interim reply; SDR forwarded to USN for disposition instructions or final resolution.

306 Interim reply; SDR forwarded to GSA for disposition instructions or final resolution.

307 Interim reply; SDR forwarded to DLA for disposition instructions or final resolution.

[15] Refer to ADC 1160.

Reply Codes

308 Interim reply; SDR forwarded to the identified Item Manager for disposition instructions or final resolution.

309 Interim reply; SDR forwarded to owner for disposition instructions or final resolution.

320 Reclassification of materiel complete. (Use only with Status Update.)

321 Documentation/technical data/other information are being forwarded. (Use only with Status Update.)

The 400-series codes indicate the SDR has been closed for the reason provided:

400 SDR closed. Non-compliance with disposition instructions.

401 SDR closed. Non-response to additional information request.

402 SDR closed. Wrong material returned.

410 SDR closed. Disposition action complete.

411 SDR closed SDR closed due to zero balance on record.

412 SDR closed. Materiel disposition could not be completed due to zero balance at storage location.

450 Administrative closure notification. SDR information copy sent to wrong source of supply

The 500-series (and some 100-series) codes indicate an interim reply:

103 Discrepancy report receipt acknowledgment.

104 Additional information required from submitter; see remarks.

107 Forward materiel to address shown for inspection/exhibit analysis (must use traceable and most economical means available).

108 Forward materiel to contractor address shown for inspection/exhibit analysis (must use traceable and most economical means available).

501 SDR assigned to Defense Contract Management Agency (DCMA) for investigation.

502 SDR resolution deferred pending receipt of exhibit.

503 Discrepancy report currently under investigation.

504 SDR forwarded to new action activity as shown.

505 SDR under investigation; SDR forwarded to activity identified for additional action.

506 Item has been transferred to new item manager; referred to GIM for disposition.

507 SDR forwarded to shipping depot for Proof of Delivery.

Reply Codes

508 SDR forwarded to shipping depot for Evidence of Shipment.

509 SDR forwarded to local procurement office for action.

513 SDR forwarded to IL Directorate or Repair and Return Office for research of R&R case.

514 Discrepancy report forwarded to the packaging specialist for research.

515 Procurement/DCMA awaiting response from contractor.

516 Receipt of material returned by customer has not posted to date; under investigation.

517 Defense Finance and Accounting Service (DFAS) billing information requested.

518 Your SDR identifies a transportation discrepancy and is being processed as a Transportation Discrepancy Report (TDR).

519 Your SDR identifies a quality deficiency and is being processed as a Product Quality Deficiency Report (PQDR).

520 Discrepancy report materiel undergoing test/evaluation.

521 Discrepancy report resolution pending PQDR review.

522 Discrepancy report resolution pending investigation/response from item manager.[16]

523 Manager notification to owner: return materiel to manager at current location.[17]

524 Owner notification to manager: materiel returned at current location for credit.[18]

525 Discrepancy validated by storage activity; credit recommended (use with 300-series forwarding reply code)[19]

526 Credit authorized; issue reversal requested.

527 SDR returned to storage/initial action activity for action; see remarks.

530 Storage activity unable to perform requested issue reversal; see remarks (must use with 300-series forwarding reply code).

The 600-series codes indicate an ICP reply to the storage activity:

601 Change supply condition code and submit as new complaint (original complaint cannot be modified to show new supply condition code).

602 Item(s) unsuitable; destroy.

603 Remark and return to stock.

[16] ADC 1126, not yet implemented.
[17] Ibid.
[18] Ibid.
[19] Refer to ADC 1160.

Reply Codes

604 Repackage and return to stock.

605 Reidentify and return to stock.

606 Safety hazard; destroy.

607 Safety hazard; dispose.

608 Reclassify materiel as instructed; final disposition instructions will be provided upon confirmation of reclassification. (Do not use in combination with other reply codes.)

609 Reclassify materiel; disposition instructions provided (see remarks/ additional reply code(s)).

610 Materiel previously dispositioned; close SDR with no further action. (Provide remarks to explain circumstances for use of this code.)[20]

611 Reidentify unique identification (UII/serial number) and return to stock.

612 Reverse associated receipt and reprocess to correct owner as identified.

The 700-series codes indicate SDR rejection:

701 Discrepancy report rejected. See remarks.

702 SDR rejected. Material shipped as requisitioned.

703 SDR rejected. Overage/shortage is within contract variation clause.

704 SDR rejected. Evidence of shipment/proof of delivery forwarded.

705 SDR rejected. Records indicate the inspection or test date or this shelf-life item has been extended to date indicated.

706 SDR rejected. Shelf-life not applicable for this item.

707 SDR rejected. Acceptable substitute issued for material requisitioned.

708 SDR rejected. Material shipped prior to cancellation request.

709 SDR rejected. Discrepant quantity shipped after SDR submission.

710 SDR rejected. Discrepant quantity on backorder.

711 SDR rejected. Material shipped via insured/certified/registered mail. Request you contact local postal authority to verify delivery of material.

712 SDR rejected. Submit offer of material under material returns program.

713 SDR rejected. Discrepancy does not meet required minimum dollar value.

714 SDR rejected. Billing adjustments may not be requested on a SDR (except Security Assistance). Contact local finance office.

715 SDR rejected. Discrepancy report/follow-up not submitted within authorized timeframe.

716 SDR recorded for information and possible corrective action.

[20] Refer to ADC 1174.

Reply Codes

717 SDR identifies a carrier discrepancy. Resubmit as a Transportation Discrepancy Report (TDR).[21]

718 SDR identifies a quality deficiency. Resubmit as a PQDR.[22]

719 Discrepancy report rejected. Duplicate of previously submitted SDR.

The 800-series codes provide additional rejection notices relevant to Security Assistance SDRs:

800 SDR rejected. No U.S. Government liability.

801 SDR rejected. No billing discrepancy exists.

802 SDR rejected. Bill reflects pre-positioning costs/non-recurring costs.

803 SDR rejected. Bill reflects contract termination charge.

804 SDR rejected. Item proven serviceable when shipped (repair & return, exhibits).

805 SDR rejected. Freight forwarder tracking system indicates material received. Customer should challenge freight forwarder.

806 SDR rejected. Repair/adjustment procedures provided by source.

807 SDR rejected. Material shipped to address specified on LOA in lieu of country.

808 SDR rejected. SDR does not meet latent defect criteria and is, therefore, beyond the allotted timeframe for submission

809 SDR returned without action. Credit cannot be granted since debit billing has not processed. (ILCO use only.)

810 Freight forwarder notification not submitted for total nonreceipt.

The 900-series codes are intended for system/application use in processing transactions. When SDRs are processed manually, these codes may be user assigned as appropriate:

901 Transaction rejected. Discrepancy report submitted to wrong activity. Resubmit to the correct action activity (identified in remarks when known). When applicable, use with Reply Code 612 or receipt rejection transaction (DLMS 824R/MILSTRAP DZG) to reverse/reject the original receipt for reprocessing.

902 Transaction rejected. Invalid action code for type of discrepancy submitted.

904 Transaction rejected. Open suffix must be closed before SDR can be reopened.

[21] Use of this code is discouraged. Every effort should be made to process the discrepancy report and resolve the situation without requiring the initiator to resubmit. See preferred codes 518 and 519.
[22] See footnote 1.

Reply Codes

906 Transaction rejected. Record already closed.

907 Transaction rejected. Discrepancy report canceled.

908 Transaction rejected. Record is currently open and cannot be reopened for reconsideration until closed.

909 Transaction rejected. SDR must be reopened for reconsideration before it can be contested.

910 Transaction rejected. Missing or invalid document number (or document number/suffix).

911 Transaction rejected. Missing or invalid case designator.

912 Transaction rejected. Missing or invalid discrepancy report number.

915 Transaction rejected. Missing or invalid type of discrepancy code.

916 Transaction rejected. Missing or invalid action desired code.

917 Transaction rejected. Missing or invalid discrepant quantity.

918 Transaction rejected. Missing or invalid quantity received.

919 Transaction rejected. Invalid Security Assistance materiel location code.[23]

920 Transaction rejected. Missing or invalid point of contact name.

921 Transaction rejected. Missing or invalid point of contact phone number/email.

923 Transaction rejected. Missing or invalid transaction date.

924 Transaction rejected. Narrative missing.

926 Transaction rejected. No record found.

927 Transaction rejected. Missing or invalid disposition/reply code

928 Transaction rejected. Missing or invalid condition code.

929 Transaction rejected. Missing, invalid, or unauthorized use of DoDAAC, MAPAC, or RIC.

930 Transaction rejected. Missing information associated with disposition/reply

931 Transaction rejected. Missing or invalid materiel identification.

932 Transaction rejected. Missing or invalid wrong item information.

933 Transaction rejected. Discrepancy report follow-up submitted before action activity response time has elapsed.

934 Transaction rejected. Forwarding action not authorized. Submit new SDR.

935 Transaction rejected. Forwarding action cannot be processed due to incomplete SDR history. Contact originator to resubmit with updated action activity.

936 SDR processing suspended. Request DoD WebSDR provide an information copy of the original report.

[23] Refer to ADC 1203.

Reply Codes

937 Transaction rejected. DoD WebSDR/WebSQCR unable to provide requested SDR information copy.

938 Transaction rejected. Missing or invalid transaction set purpose code.

939 Transaction rejected. Missing, invalid, or inappropriate discrepancy report document type code.

940 Transaction rejected. Improper or Missing either contract number or contractor-assigned shipment number on SDR associated with vendor shipment.

941 Transaction failed during processing. SDR cannot be transmitted electronically to the designated action activity.

942 Transaction rejected. Unauthorized use of reply code. The 200-series reply codes may only be used for Security Assistance SDRs.

943 Transaction rejected. Fund Code or Standard Line of Accounting (SLOA) data elements do not match SFIS Fund Code to Fund Account Conversion Table.[24]

944 Transaction rejected. Forwarding transaction not properly formatted.

945 Transaction rejected. Forwarding action not authorized; see remarks.

946 Transaction rejected. Missing serial number for serially-tracked item.

947 Transaction rejected. Invalid serial number length or convention.

948 Transaction rejected. Unauthorized change in the Owner, Manager, or Source of Supply field.

949 Transaction rejected. Reply Code 504 can only be used for SDR Document Type Code 7 or R, and cannot be used with any other reply code.

AP7.28.5 DISCREPANCY REPORT DOCUMENT TYPE CODES

AP7.28.5.1. The following codes are used to identify report categories for appropriate automated processing. Discrepancy Report Document Type Codes and DLA Disposition Services SDR Type Codes are one position alphanumeric codes.

AP7.28.5.2. The Discrepancy Report Document Type Code (DLMS Qualifier D) is used on SDRs to identify the type of discrepancy report and type of shipment involved. In the context of SDR processing, this data element may be referred to as an SDR Document Type; however, there are many other code values assigned that are not applicable to SDRs. This data element is mandatory on SDR transactions.

AP7.28.5.3. The DLA Disposition Services SDR Type Code (DLMS Qualifier ST) is used as a sub-type code in conjunction with the SDR Document Type to further clarify

[24] Refer to ADC 1043A/1043E. Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component.

the shipment scenario. This data element may be referred to as an SDR Sub-Type Code. This data element is conditional; it is used when applicable.

SDR DOCUMENT TYPE CODES

Available for DoD WebSDR and Component-Sponsored SDR applications:

6 Customer originated, direct vendor/contractor delivery

7 Customer originated, depot/lateral shipment/other

Restricted Use. Authorized user only:

A Storage Site receipt, customer return/Other

N Storage site receipt, depot shipment (RDO)

P Storage site procurement source receipt

V Customer originated, lateral shipment under TAV

W Transshipment SDR

Available for Distribution Standard System Originated SDRs only:

8 Depot originated, depot receipt from non-procurement source (other than or RDO)

9 Depot originated procurement source receipt

R Depot originated, redistribution order receipt

D DLA Disposition Services Field Office originated[25]

DLA DISPOSITION SERVICES DOCUMENT TYPE CODES

Available for Distribution Standard System Originated SDRs only. Must use in conjunction with SDR Document Type Code D:

B Distribution Center shipment to a Field Office

E Field Office Redistribution

T DLA Disposition Services Field Office Turn-in

Available for DoD WebSDR only. Restricted Use. Must use in conjunction with SDR Document Type Code 7:

D Disposition Services donated materiel

F Disposition Services transferred materiel

O Other Disposition Services shipment

R Disposition Services reutilization

[25] SDR Document Type Code D must be used in conjunction with the applicable DLA Disposition Services Document Type Code.

SDR DOCUMENT TYPE CODES

S Disposition Services sale

Restricted. No longer available for new submissions after March 30, 2012:

L Disposition Services DEMIL

P Disposition Services Field Office SDR, depot shipment

AP7.32 APPENDIX 7.32

REASON FOR REVERSAL CODE

NUMBER OF CHARACTERS:	One
TYPE OF CODE:	Alpha
EXPLANATION:	Identifies the reason for reversal in applicable transaction
LEGACY RECORD POSITION:	73 for DEE/DEF; 80 for D7_
DLMS SEGMENT/QUALIFIER:	LQ Segment, LQ01 Data Element ID 1270, Qualifier Z – Cancellation
MILSTRAP Document Identifier Code (DIC):	D7_; DEE/DEF
DLMS Implementation Convention:	867I Issue 846D Logistics Reassignment Transfer/ Decapitalization (Report Type Code TL)

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
A	Reversal of logistics transfer/decapitalization transaction	846D/DEE/DEF	Logistics reassignment transfer and decapitalization transaction (when the quantity is not available for transfer/decapitalization)[1]
B	Reversal of issue transaction – shortage	867I/D7_	Reversal of issue transaction when amount shipped is determined to be less than amount requested on a materiel/disposal release order (MRO/DRO)/issue transaction.
C	Reversal of issue transaction – condition	867I/D7_	Reversal of issue transaction when the condition of materiel shipped is not consistent with that requested on an MRO/DRO/issue transaction[2]

[1] Refer to Request for Implementation Date for ADC 12. Not authorized for use; implementation pending.
[2] Refer to ADC 1160.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
D	***Reversal of receipt – SDR after receipt***	***527R Receipt/ D4_/D6_***	***Reversal of receipt reported due to supply discrepancy report (SDR) after receipt[3]***
E through Q	Not assigned.		Reserved for future DoD assignment.
R	Reversal of receipt – wrong owner	527R Receipt/ D4_/D6_	Reversal of receipt erroneously reported to wrong owner due to missing/unmatched pre-positioned materiel receipt (PMR). [May be associated supply discrepancy report (SDR) reply disposition requesting reversal and reprocessing of receipt to the correct owner.][4]

[3] ***Refer to ADC 1323***.
[4] Refer to ADC 1273.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
S	Reversal of issue transaction - cancellation	867I/D7_	Navy use only. Reversal of issue transaction when a cancellation request has been issued for a material/disposal release order (MRO/DRO) and the item was not yet shipped. Reversal requirement stems from a timing issue. The MRO/DRO is in process, the depot accountable balance has been decremented and the issue transaction has been sent to the ICP to decrement to the owner balance. Subsequent to this action, but prior to the material being physically shipped and a confirmation being generated, the MRO/DRO issue action is cancelled and the material is returned to stock, if necessary. A D7_issue reversal transaction is then required to increment the depot's accountable balance and the ICP's balance to the original quantity.[5]
T	Reversal of issue transaction - other	527R Receipt/ D4_/D6_ 867I Issue/D7_	Reversal of transaction for a reason not otherwise identified, inclusive of incorrectly entered data, (e.g., transposed characters).[6]
U through V	Not Assigned		Reserved for future DoD assignment.

[5] Refer to ADC 259, Revise DLMS Supplement 867I and MILSTRAP Issue Transactions to Support Navy Requirement for Reason for Reversal Code.
[6] Refer to ADC 1160 and ADC 1273.

CODE	NAME/DEFINITION	APPLICABLE TRANSACTION	EXPLANATION
W	Reversal of issue transaction – wrong item	867I/D7_	Reversal of issue transaction when materiel shipped is determined to be other than the type of materiel (e.g. wrong stock number) requested on an MRO/DRO/issue transaction.[7]
X through Y	Not Assigned		Reserved for future DoD assignment.
Z	Reserved		Not available for assignment as a reason for reversal code.

[7] Ibid.

AP8. APPENDIX 8

FORMATS INDEX

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

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AP8.33	FTE/FTG	Customer Asset Report (Materiel Returns Program)	AP8.33-1
AP8.34	FTR	Reply to Customer Asset Report (Materiel Returns Program)	AP8.34-1
AP8.35	FTQ	Defense Automatic Addressing System Customer Asset Report Status (Materiel Returns Program)	AP8.35-1
AP8.36	FTD	Disposition Instructions Delay Status (Materiel Returns Program)	AP8.36-1

APPENDIX	DIC	TITLE	PAGE
AP8.37	FTF	Follow-up for Inventory Control Point/Integrated Materiel Manager Reply to Customer Asset Report (Materiel Returns Program)	AP8.37-1
AP8.38	FTC	Cancellation of Customer Asset Report (Materiel Returns Program)	AP8.38-1
AP8.39	FTM	Shipment Status (Materiel Returns Program)	AP8.39-1
AP8.40	FTA	Automatic Return Notification (Materiel Returns Program)	AP8.40-1
AP8.41	FT6	Inventory Control Point/Integrated Materiel Manager Follow-up (Materiel Returns Program)	AP8.41-1
AP8.42	FTZ	Inventory Control Point/Integrated Materiel Manager Materiel Receipt Status (Materiel Returns Program)	AP8.42-1
AP8.43	FTT	Follow-up for Inventory Control Point/Integrated Materiel Manager Materiel Receipt Status (Materiel Returns Program)	AP8.43-1
AP8.44	FTP	Follow-up for Materiel Returns Program Credit	AP8.44-1
AP8.45	FTB	Reply to Follow-up for Materiel Returns Program Credit	AP8.45-1
AP8.46	AFT	Request for Shipment Tracing on Registered, Insured, and Certified Parcel Post	AP8.46-1
AP8.47	FTL	Supply Status (Materiel Returns Program)	AP8.47-1
AP8.48		Materiel Release Document DD Form 1348-1A or DD Form 1348-2	AP8.48-1
AP8.49		Transfers to DLA Disposition Services Field Office on DD Form 1348-1A or DD Form 1348-2 (Single Line Item Turn-Ins)	AP8.49-1
AP8.50		Return of Discrepant Foreign Military Sales Materiel	AP8.50-1
AP8.51[2]	APR	Materiel Obligation Validation Reinstatement Request	AP8.51-1

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

APPENDIX	DIC	TITLE	PAGE
AP8.52[3]	AX1	Inventory Control Point Government-Furnished Materiel Validation Request	AP8.52-1
AP8.53[4]	AX2	Management Control Activity Government-Furnished Materiel Validation Response	AP8.53-1
AP8.54[5]	AP8	Defense Automatic Addressing System Materiel Obligation Validation Response Transaction	AP8.54-1
AP8.55	AV_	Notification Of Customer Nonresponse To Materiel Obligation Validation Request	AP8.55-1

[3]Procedures to control access to DOD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[4] Ibid.

[5] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP8.1. APPENDIX 8.1

FORMATS INTRODUCTION

AP8.1.1. General. The AP8 series of appendices prescribe the record position alignment and data entries for the DoD Issue Release/Receipt Document and such other transactions that are utilized in the complete processing of a requisition through the supply system, including materiel obligation validation (MOV) formats, regardless of the organizational structure of the system

AP8.1.2. Formats. Legacy MILSTRIP formats are described in AP8.2 through AP8.55.

AP8.1.3. Special Explanation/Instruction.

AP8.1.3.1 Expressing Ammunition and Ammunition Related Quantities Exceeding 99,999. For ammunition and ammunition related items Federal supply group (FSG) 13 and Federal supply Classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140), quantities exceeding 99,999 may be expressed in thousands by placing an M in record position 29. Example: A quantity of 1,950,000 would be expressed as 1950M (1950 in record positions 25-28 and an M in record position 29. Quantities not evenly divisible by thousands shall require two transactions. The first transaction shall reflect the rounded thousands using the M modifier and the second transaction shall reflect the residual quantity. For example, for a quantity of 100,001, the first document shall reflect a quantity of 0100M and the second document shall reflect a quantity of 00001.

AP8.1.3.2. Exception Rule for Ammunition and Ammunition Related Items. Exception rules exist for ammunition and ammunition related items (FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities in identified transactions. This rule is only applicable when the initiating system is DLMS compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration using the qualifier M in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[1]

[1] Refer to ADC 441 and ADC 441A, Exception Rules to Accommodate Communication of Ammunition/ Ammunition Related Quantities in Excess of Five Digits

AP8.2. APPENDIX 8.2

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
Supply Condition Code (SCC)	(71)	c. When requisitioning specific reparables for induction under Depot Maintenance Inter-Service Agreement (DMISA) or comparable inter-Service agreement, cite the SCC applicable to the reparable item requested. Authorized SCCs include D, F, G, and Q. Requisitions for induction of a Product Quality Deficiency Report (PQDR) exhibit for warrantied maintenance will cite SCC Q.[15]
GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES.[16]		
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.[17, 18] When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.

[15] Refer to ADC 1176.
[16] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.
[17] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.
[18] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel.[19]		
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.
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.
DLA DISPOSITION SERVICES ENTRIES: Entries Required When Requisitioning a Specific Item From Disposal.[20]		
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.

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

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

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
DLA DISPOSITION SERVICES ENTRIES: Entries Required on Requisitions to Disposal When a Specific Item is Not Required.[21]		
Blank	70	Leave blank.
Condition Code	71	Enter lowest acceptable supply condition code under Component criteria furnished to DLA Disposition Services. See Chapter16.2.1.1, for requirement.
Blank	72-80	Leave blank.

[21] Ibid.

AP8.3. APPENDIX 8.3

SECURITY ASSISTANCE PROGRAM REQUISITION

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Send To[1]	A	Not Applicable	Enter the appropriate in-the-clear name and address of the activity designated to receive the requisition.
Requisition Is From	B	Not Applicable	Enter the in-the-clear name and address of the requisitioner.
Document Identifier Code		1-3	Enter DIC A0_ or AM_.
Routing Identifier Code		4-6	Enter RIC indicating the source to which the document is submitted.
Media and Status		7	Enter M&S code.
Stock Number		8-22	Enter the stock or part number of the item requisitioned.
Unit of Issue		23-24	Enter the U/I.

[1]See the "AP6" series of appendices for the explanation of data fields.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Quantity	25-29	a. Enter quantity requisitioned. b. When quantity restriction applies; for example, total requirements for an item will result in more than 25 shipment units for specified items, see Chapter 25.4.4. c. 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).
Document Number	30-43	Enter the document number as assigned by the preparing activity.
Service/Agency Code	30 (First Position)	Enter the alphabetic code of the SC implementing agency designated as the recipient of the Security Assistance order.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	31-32 (Second and Third Position)	Enter the appropriate SC Customer Code (recipient country/organization for the Security Assistance materiel).
Mark-For (In-Country Code)	33 (Fourth Position)	a. For Grant Aid, enter the one-digit alpha or numeric code to indicate the country recipient and place of discharge within the country. b. For foreign military sales (FMS), enter the one-digit alpha/numeric code that identifies the countries' selected mark-for addresses, that will be part of shipment container markings selected mark-for addresses, that will be part of shipment container markings. When rp 46-47 contains code XX, the address identified by the code in rp 33 will be the ship-to address. When a code is not applicable, a numeric zero (0) will be entered. c. An XW entry in rp 46-47 indicates instances where the materiel is to be delivered to an assembly point or staging area. In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related materiel release orders (MRO).

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Foreign Military Sales Delivery Term	34 (Fifth Position)	a For FMS requisitions, enter the numeric code to identify delivery term for type of shipment. b The above entry is not applicable to Grant Aid requisitions. For Grant Aid requisitions, always enter a 0 (zero).
Security Assistance Program Type of Assistance/ Financing	35 (Sixth Position)	Enter the one-digit alpha or numeric code to identify the type of assistance.
Date	36-39	Enter the year and three-position day of year.
Serial Number	40-43	Enter the serial number of the requisition. The number is assigned at the discretion of the requisition initiator and will not be duplicated on any one day.
Demand	44	Enter the demand code, as applicable.
Supplementary Address	45-50	Contains entries indicated below:

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Security Assistance Program Customer Service Designator (In-Country Service)	45 (First Position)	a. For FMS, this code, must be the Service/Agency Code B, D, K, P, or T since these are the only codes with addresses published in the Military Assistance Program Address Directory (MAPAD). b. For Grant Aid, enter an alpha Y to indicate that the contents in Block 15 or rp 46-50 are not meaningful to the system, but are to be perpetuated in the ensuing documentation.
Address	46-47 (Second and Third Position)	a. For FMS, enter the appropriate type of FMS offer release options in rp 46 and FF in rp 47 designated by the recipient country (see the MAPAD). When the shipments are to be made under U.S. sponsored transportation, alpha XX will be entered. An XW entry in rp 46-47 indicates the materiel is to be delivered to an assembly point or staging area In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related MROs.
	48-50 (Fourth, Fifth and Sixth Position)	b. For FMS, enter the applicable three-position case number assigned to the FMS transaction.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
	46-50	c. For Grant Aid in the first position or rp 46, enter the last numeric digit of the SAP year, for example, 1999 is expressed as 9, 2000 as 0, etc.). The remaining four positions of Block 15 or rp 47-50 will indicate the program line item (alpha, numeric, or alpha/numeric).
Signal	51	Enter the signal code.
Fund	51-53	Enter the fund code as directed by the Service.
Distribution	54-56	Enter the distribution code of the activity to receive status as directed by the Service.
Project	57-59	When applicable, enter the appropriate project code under Service instructions.
Priority	60-61	Enter the priority designator.
Required Delivery Date	62-64	This field will normally be left blank. (The ordinal day or Required Availability Date (RAD) entry will be made when conditions meet the established criteria.)
Advice	65-66	Enter the advice code to convey instructions to the supply source. When entry is not required, leave blank.
Date of Receipt of Requisition[2]	67-69	Leave blank on submission. Processing points will enter date of receipt.

[2] Processing points passing DIC AM_ modifiers to another supply source for continued processing will enter their RIC in rp 67-69.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)		ENTRY AND INSTRUCTIONS
Blank		70-80 (FMS 70-71, 73-80)	Leave blank on inter-Service requisitions forwarded to the DLA and Government Services Administration (GSA) supply sources. a. This field is optional for intra-Service/Agency (S/A) use. b. This field may be used for internal purposes on retained copies of requisitions.
Cooperative Logistics Program Support Category		72	FMS only. The applicable International Logistics Control Office (ILCO) will enter the appropriate Cooperative Logistics Program Support Code (CLPSC) if rp 35 contains a V on Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions or passing orders. If blank, or incorrect, reject with Status Code CT.[3]
Remarks Field of Requisition	L-V		This field will be used to convey required additional information not provided for in the requisition format.

[3] Requirement to expand the CLPSC to differentiate a Foreign Military Sales Order (FMSO) I requisition from a FMSO II requisition was not implemented. Refer to AMCLs 7 and 22.

AP8.4. APPENDIX 8.4

NON-NATIONAL STOCK NUMBER REQUISITION (MECHANICAL)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A02 or A0B.
	(rp 4-7 entries are the same as AP8.2)	
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 AP8.2)	
Demand	44	Enter appropriate demand code from AP2.8.
	(rp 45-69 entries are the same as AP8.2)	
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.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Reference Identification	71-80	Enter the identification of the reference specified in rp 70.
GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES:[3]		
(rp 23-67 entries are the same as AP8.2)		
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.
MANAGEMENT CONTROL ACTIVITY ENTRIES: 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 1161A.

AP8.5. APPENDIX 8.5

REQUISITION FOLLOW-UP

AP8.5.1. The following entries will apply when no positive supply status has been received from the supply source:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AT_.
All Other Fields[1, 2]	4-80	Duplicate entries from the original requisition.

AP8.5.2. The following entries will apply when positive supply status has been received from a supply source:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AT_ or AF_.
Routing Identifier Code	4-6	Enter RIC identifying the last known source of supply[3] indicated in the supply status in rp 67-69.
All Other Fields	7-80	Duplicate entries from the last status received.

AP8.5.3. The following entries apply when a shipment status transaction is received but it does not contain adequate information for shipment tracing under DTR 4500.9-R, "Defense Transportation Regulation[4]:

[1] On Intra-Army basis AT_ transactions may contain an Army Edit Action Code in rps 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.

[2] On Intra-Army basis AT_ transactions may contain the date generated in rp 77-80. This date is required to accurately process transactions submitted by Army Single Stock Fund activities.

[3] Processing points passing DIC AF_ or DIC AT_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFY.
Routing Identifier Code	4-6	Enter the RIC identifying the last known supply source (rp 4-6 of the shipment status transaction).
All Other Fields	7-80	Duplicate the entries from the last shipment status received.

[4] Procedures requesting and/or providing the Department of Defense Activity Address Code (DoDAAC) of the initial shipping activity last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 5.

AP8.6. APPENDIX 3.6

DISPOSAL SHIPMENT CONFIRMATION FOLLOW-UP

AP8.6.1. The following entries shall apply when shipment status has been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received.
Routing Identifier Code	4-6	See Paragraph AP8.6.3. instructions.
All Other Fields	7-61	Duplicate entries from the DIC AS3 shipment status.
Blank	62-64	Leave blank.
Advice	65-66	Enter the advice code from AP2.15 indicating the reason for followup.
Research Guidance	67-74	Identify as “CRITICAL” or leave blank, as appropriate.
All Other Fields	75-80	Leave blank.

AP8.6.2. The following entries shall apply when shipment status has not been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received.
Routing Identifier Code	4-6	See Paragraph AP8.6.3. instructions.
Media and Status	7	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Stock Number	8-22	Enter stock number/data as shown in the DLA Disposition Services Field Office receipt of usable property document.
Unit of Issue	23-24	Enter unit of issue as shown in the DLA Disposition Services Field Office receipt of usable property document.
Quantity	25-29	Enter quantity as shown in the DLA Disposition Services Field Office receipt of usable property document.
Document Number	30-43	Enter document number as shown in the DLA Disposition Services Field Office receipt of usable property document.
Suffix	44	Enter suffix code as shown in the DLA Disposition Services Field Office receipt of usable property document or leave blank when none is entered by DLA Disposition Services Field Office.
Supplementary Address	45-50	Enter DoDAAC of receiving DLA Disposition Services Field Office.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54	Enter 9.
All Other Fields	55-64	Leave blank.
Advice	65-66	Enter advice code from AP7.15 indicating the reason for the followup.
Research Guidance	67-74	Identify as “CRITICAL” or leave blank, as appropriate.
All Other Fields	75-80	Leave blank.

AP8.6.3. DIC AFX/AFZ Routing Instructions:

AP8.6.3.1. DLA Disposition Services shall generate DIC AFX/AFZs with rp 4-6 always blank.

AP8.6.3.2. Defense Automatic Addressing System (DAAS) shall route DIC AFX/AFZs to rp 4-6 or to rp 30-35 if rp 4-6 are blank.

AP8.6.3.3. Inventory Control Points (ICP)/Integrated Material Managers (IMM) receiving DIC AFX/AFZs (based on the entry in rp 30-35) shall:

AP8.6.3.3.1. Enter the shipping activity RIC in rp 4-6 of the DIC AFX/AFZ and route them to the shipping activity via DAAS for the shipping activity to answer directly to DLA Disposition Services using DIC ASZ; or

AP8.6.3.3.2. Perform research with the shipping activity in order to provide either an ICP/IMM or storage activity DIC ASZ answer to DLA Disposition Services.

AP8.7. APPENDIX 8.7

REQUISITION CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AC_ or AK_.
Routing Identifier Code	4-6	Enter RIC for the last known source of supply[1].
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 as shown in the requisition or in supply status, when such status has been received.
Unit of Issue	23-24	Enter the U/I as shown in the requisition or status.
Quantity	25-29	Enter the quantity for which cancellation is requested. For ammunition and ammunition related item 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: 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 document number of the requisition for which cancellation is requested.
Suffix	44	Enter the suffixcode as shown on the supply status, when applicable. Otherwise, enter demand code from the requisition.

[1] Processing points passing DIC AC_ or DIC AK_ transactions to another supply source for continued processing will enter their RIC in rp 67-69.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
All Other Fields[2]	45-61	Enter data from the requisition or supply status.
Date of Preparation	62-64	Enter the ordinal day of preparation.
All Other Fields	65-80	Enter data from the requisition or supply status.[3]

[2] On Intra-Army basis cancellations 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.

[3] For intra-Air Force requisition cancellation/follow-up, the reason for cancellation (Excess Cause Code) maybe identified in rp 71. Refer to ADC 265.

AP8.8. APPENDIX 8.8

SOURCE OF SUPPLY CANCELLATION REQUEST OR REPLY TO SOURCE OF SUPPLY CANCELLATION REQUEST (ISSUES FROM STOCK)

FIELD LEGEND	RECORDS POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AC6/AC7. Also used by storage activity in reply to cancellation request from the ICP (DIC AG6).
Routing Identifier Code	4-6	Enter RIC applicable to the activity to which the DIC AC6/7 is directed. When the DIC is AG6, enter the RIC of the source of supply that created the DIC AC6/7.
Media and Status	7	Enter the M&S code as shown in the materiel relese order (MRO) or lateral redistribution order (LRO).
Stock or Part Number	8-22	Enter NSN or part number from original requisition.
Unit of Issue	23-24	Enter U/I from original requisition.
Quantity	25-29	Enter quantity for which cancellation is requested. 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: 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 document number of the MRO or LRO for which cancellation action is requested.

FIELD LEGEND	RECORDS POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter suffix code shown in the MRO or LRO; otherwise, leave blank. (For DIC AG6, enter the suffix code from the DIC AC6/AC7.)
New Consignee DoDAAC	45-50	Enter Department of Defense activity address code (DoDAAC) to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank.
Signal	51	Enter signal code as shown in the MRO or LRO.
Fund	52-53	Enter fund code as shown in the MRO or LRO.
Distribution	54-56	When used to cancel an LRO, enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the MRO.
Project	57-59	Enter the project code as shown on the MRO or LRO or from the 1348-1A (or 1348-2).
Priority	60-61	Enter the priority designator as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Required Delivery	62-64	Enter data as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Advice	65-66	Enter the advice code as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2).
Routing Identifier Code	67-69	Enter the RIC to identify the activity preparing the document.
Blank	70-80	Leave blank.

AP8.9. APPENDIX 8.9

SOURCE OF SUPPLY CANCELLATION (DIRECT DELIVERY FROM PROCUREMENT)

FIELD LEGEND	RECORD 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.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	(65-69)	When procurement request number (PRN) is applicable, leave blank.
OR		
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 1161A.

AP8.10. APPENDIX 8.10

SUPPLY STATUS (ISSUES FROM STOCK)

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Document Identifier Code[1]	1-3	Enter DIC AE_.
Routing Identifier Code	4-6	Enter RIC of the source of supply furnishing the supply status (RIC From). If used as a DIC AE6 transaction, enter the RIC of the source of supply to which the transaction will be sent (RIC To).[2]
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter NSN or part number.
Unit of Issue	23-24	Enter U/I.
Quantity[3]	25-29	a. Enter quantity for which status is provided. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply slassification (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).
Document Number	30-43	Enter document number as shown in the requisition.

[1] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.
[2] When used by the material processing center (MPC) to notify the Navy customer that materiel has arrived (NL Status), been delivered (NW or Navy-unique BA Status), or transshipped (NY Status), rp 4-6 will identify the MPC that originated the transaction.
[3] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3.

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Suffix	44	a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions. b. When the requisition quantity is not divided, leave this field blank.
Supplementary Address	45-50	Enter data from original requisition.
Signal/Shipment Hold Code	51	Enter data from original requisition.[4]
Fund	52-53	Enter fund code from original requisition.
Distribution	54-56	When used as an AE6 to provide status on the processing on an lateral redistribution order (LRO), enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the requisition.[5]
Project	57-59	Enter project code from original requisition.
Priority	60-61	Enter data from the original requisition.
Transaction Date	62-64	Enter the day that corresponds with the date of this reply.
Status	65-66	Enter the status code to convey the information regarding the status of this transaction.
Routing Identifier Code	67-69	Enter the "last known source" to which authorized follow-up action will be directed. If used as a DIC AE6 transaction, the RIC will be the activity preparing the document.[6]
Estimated Shipping Date	70-73	When designated by the status code, enter the four-position ordinal day by which it is estimated the materiel will be shipped.[7,8]

[4] If the Distribution Code in rp 5556 = 111 and the Status Code (rp 65-66) is blank, rp 51 contains the hold code; if a status code is present, then rp 51 is the signal code.
[5] When used by transportation and supply receipt and acknowledgement interchange, insert Distribution Code = 111.
[6] When used by the MPC to notify the Navy customer that materiel has arrived (NL Status) or been delivered (NW or Navy-unique BA Status), rp 67-69 will repeat the identification of the MPC that originated the transaction in rp 4-6. When used for transshipment notification (NY Status), rp 67-69 will identify the MCP to which materiel is transshipped.
[7] When used by the MPC, this will be the date associated with the materiel arrival (NL Status) or delivery (NW or Navy-unique BA Status), or transshipment (NY Status).
[8] When used with PW Status, this will be Engineering Support Activity Response Due Date indicating the date established by the IMM/ICP waiting for a response from the Engineering Support Activity. A revised date may

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
Multiple Use[9,10]	74-80	
Unit Price	74-80	Enter unit price of the stock or part number shown in rp 8-22. When the status code in rp 65-66 relates to an erroneously routed requisition, this field will be left blank.
OR		
Blank	(74-75)	Leave blank.
Minimum Order Quantity	(76-80)	For C8 Status, enter the minimum order quantity.
OR		
Blank	(74-75)	Leave blank.
Federal Supply Schedule Number[11]	(76-80)	For DA Status, enter Federal supply schedule number constructed as follows: rp 76-77 Group (numeric) rp 78-79 Part (numeric) rp 80 Section (alphabetic).

For DIC AE6 Transactions with Status Code BY

	70-71	Leave blank.
Management Code	72	If status code (rp 65-66) is BY (previously denied material release order (MRO)), enter appropriate denial management code.
	73	Leave blank.
Unit Price[12]	74-80	Enter unit price of the stock or part number shown in rp 8-22.

be provided in a second transmission of Supply Status PW if additional time is required to coordinate with the ESA. Refer to ADC 1049.

[9] When used by the storage activity in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

[10] DIC AE9 transactions generated by Defense Automatic Addressing System (DAAS) shall always be blank in rp 74-80.

[11] Requirement to use DA requisition rejection status to indicate the supply source is direct ordering from the Federal Supply Schedule last reported as not implemented by United States Air Force (USAF). Refer to AMCL 132B.

[12] When used by storage in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

FIELD LEGEND	RECORD POSITION(S	ENTRY AND INSTRUCTIONS
<u>For DIC AE_ Transactions with Status Code CE</u>		
	79-80	For transactions containing rejection Status Code CE in rp 65-66, source of supply will enter the correct unit of issue in rp 79-80[13].
<u>For DIC AE_ Transactions with Status Code BD (Army only)</u>		
Management Code	72	Cite Management Code R with Status Code BD (rp 65-66) when communicating to the customer that a storage site denial has occurred against an MRO. The status transaction will be for the denied quantity and suffix.[14]
<u>For DIC AE6 Transactions with Distribution Code 2 and Status Code CB (Army/DLA Interface Only)</u>		
Management Code	72	If Status Code (rp 65-66) is CB, enter Management Code S, indicating LRO under Total Asset Visibility (TAV) procedures was denied because it matched an existing suffix for the document number.

[13] 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 United States Navy (USN). Refer to AMCL 162.
[14] Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

AP8.11. APPENDIX 8.11

DIRECT DELIVERY NOTICE[1]

FIELD LEGEND	RECORD 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 1161A.

AP8.12. APPENDIX 8.12

MATERIEL RELEASE ORDER/ FOLLOW-UP FOR MATERIEL RELEASE ORDER/LATERAL REDISTRIBUTION ORDER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A5_/AF6.
Routing Identifier Code	4-6	Enter the RIC indicating the source to which the material release order (MRO)/followup is directed.
Media and Status	7	Enter the M&S code as shown in the original requisition.
Stock or Part Number	8-22	Enter NSN or part number of the item ordered for release. For subsistence items, enter type of pack in rp 21.
Unit of Issue	23-24	Enter U/I.
Quantity[1]	25-29	a. Enter quantity for which MRO/followup is provided. 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, this field shall be left blank.

[1] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Enter data from original requisition.
Signal	51	Enter data from original requisition.
Fund	52-53	Enter data from original requisition.
Distribution	54-56	When used as a followup to an laterial redistribution order (LRO) of retail assets, enter “2" for consumables or “3" for reparables in rp 54; otherwise, enter data as shown in the material release order (MRO).
Project	57-59	Enter data from original requisition.
Priority	60-61	Enter data from original requisition.
Required Delivery Date/Required Delivery Period[2]	62-64	Enter data from original requisition.
Advice	65-66	Enter data from original requisition.
Routing Identifier Code	67-69	Enter RIC applicable to the activity originating the MRO/followup. When the MRO format is used as a followup, enter the inventory control point (ICP) RIC if shipment status in reply is to be furnished to the supply source.
Ownership	70	Enter ownership code, as applicable.
Supply Condition	71	Enter appropriate condition code.
Management	72	Enter management code applicable to the transaction.
Intra-Service/Agency	73	For use under intra-Service/Agency (S/A) procedures. Leave blank for inter-S/A transactions.
Unit Price	74-80	Enter unit price applicable to the NSN or part number shown in rp 8-22.

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

AP8.13. APPENDIX 8.13

DISPOSAL RELEASE ORDER, FOLLOW-UP, OR CANCELLATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A5J for disposal release order (DRO), DIC AFJ for ICP follow-up on a DRO, DIC ACJ for inventory control point (ICP) cancellation of a DRO, DIC AKJ for ICP follow-up on DRO cancellation, or DIC AGJ for reply to DRO cancellation.
Routing Identifier Code	4-6	Enter the appropriate code applicable to the facility to which the DRO is directed. (If used as a DIC AGJ transaction, will contain RIC of the source of supply to which the document shall be transmitted).
Media and Status	7	Enter 0 or leave blank.
Stock or Part Number	8-22[1]	Enter the NSN or part number of the item ordered for disposal. For subsistence items, enter the type of pack in rp 21.
Unit of Issue	23-24	Enter the unit of issue applicable to the stock or part number.
Quantity	25-29	Enter the quantity to be transferred, based on the inventory control record balance. Quantity actually transferred shall be dependent on the entry in rp 55-61 if applicable. (For DIC ACJ/AKJ, enter DIC A5J quantity to be canceled. For DIC Code AGJ, enter quantity canceled.)
Document Number	30-43	Enter document number as assigned by the preparing activity.

[1] For subsistence transactions, rp 22 and 52-53 shall contain the date packed indicator code.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Leave blank.
Supplementary Address	45-50	Leave blank in DRO. The shipping activity shall enter the Department of Defense activity address code (DoDAAC) of predesignated DLA Disposition Services Field Office.
Signal	51	Enter applicable signal code if required; otherwise, leave blank. For hazardous materiel or waste, use Signal Code A, B, C, or L. For Signal Code B, identify the bill-to activity to be included on the disposal turn-in document (DTID), Block 27, using an off-line communication with the activity to which the DRO is directed.
Fund	52-53	Enter the fund code to be credited with proceeds from the sale by DLA Disposition Services Field Office. If no credit is desired, leave blank. For hazardous materiel or waste, this shall be the bill-to fund code for reimbursable actions associated with disposal.
Distribution	54	Enter Distribution Code 9.
Retention Quantity	55-61	Enter quantity to be retained in stock by activity in rp 4-6. When the quantity to be retained exceeds the retention quantity field, the transaction shall be processed offline.
Precious Metals Indicator	62	Enter applicable code from AP7.23.
Automated Data Processing Equipment Identification	63	Enter applicable ADPE code from AP7.24.
Disposal Authority	64	Enter applicable code from AP7.21.
Demilitarization	65	Enter the demilitarization code assigned by the ICP/IMM as required by DoD Manual 4160.21, “Defense Materiel Disposition”

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Reclamation	66	Enter Y if reclamation is required prior to release to DLA Disposition Services Field Office. Enter N if reclamation is not required.
Routing Identifier Code	67-69	Enter RIC of ICP/IMM originating the DRO. (For DIC AGJ transaction, enter RIC of the activity preparing the transaction.)
Ownership	70	Enter ownership code, if applicable, otherwise, leave blank.
Supply Condition	71	Enter the condition code of the materiel to be transferred.
Management	72	Enter management code, if applicable; otherwise, leave blank.
Flight Safety Critical Aircraft Parts[2]	73	Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP.
Unit Price	74-80	Enter the unit price for the NSN or part number shown in rp 8-22.

[2] Identification of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.

AP8.14. APPENDIX 8.14

MATERIEL RELEASE CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARA, ARB, AR0, AUA, AUB or AU0.
Routing Identifier Code	4-6	Enter RIC of thesource of supply from which the materiel release order (MRO)/cancellation request was received.
Media and Status	7	Enter the M&S code as shown in the MRO/cancellation request.
Stock or Part Number	8-22	Enter NSN or part number of the item supplied.
Unit of Issue	23-24	Enter the unit issue.
Quantity[1]	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 (and 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 MRO/cancellation request.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If no code is in rp 44 of the MRO/cancellation request, leave blank.
Supplementary Address	45-50	Enter SUPADD as shown in the MRO/cancellation request.
Hold	51	Enter shipment hold code, when applicable. Leave blank in response to follow-up when item has not been selected for shipment.
Fund	52-53	Enter the fund code as shown in the MRO.

[1] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3

Port of Embarkation	54-56	a. For shipments moving to Outside Continental United States (OCONUS) destinations via the Defense Transportation System (DTS) Government Bill of Lading (GBL)/Commercial Bill of Lading (CBL), enter the POE. b. For deliveries to Ports of Embarkation (POE), or parcel post entering the DTS at a POE (other than the Army/Air Force Post Office (APO)/FPO postal system), enter the POE or SEAVAN CCP. See DTR 4500.9-R, "Defense Transportaion Regulation" (DTR). c. Leave blank for parcel post movement through an APO or FPO. d. Enter the POE for Foreign Military Service (FMS) transactions moving via the defense transportation system (DTS). If not moving via the DTS, leave blank. e. Enter the POE for Grant Aid transactions except parcel post. f. For Continental United Stated (CONUS) shipments, leave blank.
Date Shipped	57-59	Date released/tendered to carrier.
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR.
Mode of Shipment	77	Enter code identifying the mode of shipment.[2] Leave blank in response to a follow-up when shipment has not occurred.
Date Available for Shipment	78-80	Enter the date available for shipment.
<u>For Local Issues From Disposal</u>[3]		
Mode of Shipment	77	Enter the code identifying the mode of shipment.[4]
Routing Identifier Code	78-80	Enter the RIC of the DLA Disposition Services Field Office processing the local issue requisition and releasing the materiel.

[2] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)
[3] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.
[4] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

AP8.15. APPENDIX 8.15

FORCE-CLOSED MATERIEL RELEASE CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARH.
Routing Identifier Code	4-6	Enter the RIC of the source of supply generating this transaction.
Media and Status	7	Enter the M&S code from the materiel release order (MRO).
Stock or Part Number	8-22	Enter the NSN or part number from the MRO.
Unit of Issue	23-24	Enter the U/I from the MRO.
Quantity	25-29	Enter the quantity from the MRO.
Document Number	30-43	Enter the document number as shown in the MRO.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If rp 44 in the MRO is blank, leave blank.
Supplementary Address	45-50	Enter the SUPADD as shown in the MRO.
Blank	51-56	Leave blank.
Date Shipped[1]	57-59	Enter date released/tendered to carrier; otherwise, leave blank.
Blank	60-76	Leave blank.
Mode of Shipment[2]	77	Enter the code identifying the mode of shipment[3]; otherwise, leave blank.
Blank	78-80	Leave blank.

[1] For U.S. forces, leave blank. For Security Assistance, may contain the release date from the materiel receipt acknowledgement (MRA).

[2] For U.S. forces, leave blank. For Security Assistance, may contain the mode of shipment from the MRA.

[3] Refer to the TRDM for available code list at URL: https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)

AP8.16. APPENDIX 8.16

DISPOSAL RELEASE ORDER CONFIRMATION OR SUPPLY STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ARJ, ARK, ARL, or AEJ, as applicable.
Routing Identifier Code	4-6	Enter RIC of the source of supply from which the DRO or follow-up was received.
Media and Status	7	Leave blank.
Stock or Part Number	8-22[1]	Enter NSN or part number of the item released.
Unit of Issue	23-24	Enter the U/I from the DRO.
Quantity	25-29	a. Enter the quantity for which release is confirmed (DIC AR_) or the quantity appropriate to the status being provided (DIC AEJ). b. For ammunition and ammunition related items only (items in FSG 13 and for 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 DRO.
Suffix	44	Leave blank.
Retention Quantity	45-51	Enter quantity actually retained.
	52-54[2]	Perpetuate from DRO.
Blank	55-56	Leave blank.

[1] For subsistence transactions, rp 22 and 52-53 will contain the date packed/expiration date indicator code.
[2] Ibid.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Estimated Shipping Date or Date Shipped	57-59	Enter date delivered/shipped to DLA Disposition Services Field Office. When used in response to follow-up and shipment has not occurred, enter ESD.
Blank	60-61	Leave blank.
Precious Metals	62	Enter applicable code from AP2.23.
ADPE Identification	63	Enter applicable code from AP2.24.
Disposal Authority	64	Enter applicable code from AP2.21.
Supply Status	65-66	Enter supply status from AP2.16, if applicable; otherwise, leave blank.
Routing Identifier Code	67-69	Enter the RIC (From).
Ownership	70	Enter the ownership code, as applicable.
Supply Condition	71	Enter the supply condition code, as applicable.
Management	72	Enter the management code, as applicable.
All Other Fields	73-80	Leave blank.

AP8.17. APPENDIX 8.17

MATERIEL RELEASE ORDER DENIAL (WAREHOUSE REFUSAL)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A6_.
Routing Identifier Code	4-6	Enter RIC as indicated in rp 67-69 of the MRO. This is the code of the accountable point that originated the MRO.
Media and Status	7	Enter the M&S code as shown in the MRO.
Stock or Part Number	8-22[1]	Enter NSN or part number as shown in the MRO.
Unit of Issue	23-24	Enter U/I as shown in the MRO.
Quantity	25-99	a. Enter quantity denied. 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 MRO.
Suffix	44	Enter the suffix code as shown in the MRO.
Supplementary	45-50	Enter SUPADD as shown in the MRO.
Signal	51	Enter the signal code as shown in the MRO.
Fund	52-53[2]	Enter the fund code as shown in the MRO.
Distribution	54-56	Enter the distribution code as shown in the MRO.

[1]For subsistence transactions, rp 22 and 52-53 shall contain the date packed/expiration date indicator code.
[2] Ibid

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter the project code as shown in the MRO.
Priority	60-61	Enter the priority as shown in the MRO.
Required Delivery	62-64	Enter data as shown in the MRO.
Advice	65-66	Enter the advice code as shown in the MRO.
Routing Identifier Code	67-69	Enter the RIC identifying the activity preparing the denial.
Ownership	70	Enter the ownership code, as applicable.
Supply Condition	71	Enter the supply condition, as applicable.
Management	72	Enter the management code indicating reason for denial.
Intra-Service/Agency	73-80	For use with intra-S/A procedures; otherwise, leave blank for inter-S/A transactions.

AP8.18. APPENDIX 8.18

DISPOSAL RELEASE ORDER DENIAL

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A6J.
Routing Identifier Code	4-6	RIC or the source of supply from which the disposal release order (DRO) was received.
Media and Status	7	Leave blank.
Stock or Part Number	8-22	Enter the stock or part number of the item denied.
Unit of Issue	23-24	Enter U/I.
Quantity	25-29	a. Enter quantity denied; for example, the difference between the quantity transferred and the quantity shown in the DRO. b. For ammunition and ammunition related items only 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 DRO.
Suffix Code	44	Leave blank.
Retention Quantity	45-51	Enter quantity actually retained.
Fund	52-53	Perpetuate from the DRO.
Distribution	54	Perpetuate from the DRO.
Blank	55-56	Leave blank.
Denial Date	57-59	Enter date DRO is denied.
Blank	60-66	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Routing Identifier Code (From)	67-69	Enter RIC identifying the activity preparing the denial.
Ownership	70	Enter ownership code, as applicable.
Supply Condition	71	Enter appropriate supply condition code.
Management	72	Enter management code indicating the reason for denial.
Blank	73-80	Leave blank.

AP8.19. APPENDIX 3.19

SHIPMENT STATUS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter the DIC applicable to the shipment status (DIC AS1-6, AS8, or ASY) or reply to cancellation request-shipment status (AU1-5 or AU8).[1]
Routing Identifier Code[2, 3]	4-6	Enter the RIC of the source of supply that generated the lateral redistribution order (LRO)/materiel release order (MRO)/cancellation request/disposal release order (DRO)/DIC FTR or the shipping activity if the shipment was not initiated by a supply source LRO/MRO cancellation request/DRO/DIC FTR. If a disposal shipment was not initiated by a source of supply DRO/DIC FTR and the shipping activity has no RIC, leave blank. If used as a DIC AS6, indicate the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the transaction will be sent.
Media and Status	7	Use the M&S code from the MRO/LRO/DRO or cancellation request.
Stock or Part Number	8-22	Enter the NSN or part number of the item supplied.
Unit of Issue	23-24	Enter the U/I.

[1] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.
[2] See Appendix AP8.1 - Formats Introduction, Paragraph AP8.1.3
[3] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity	25-29	a. Enter the quantity shipped. b. For ammunition federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140 items only, 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	Use the document number from the MRO/LRO/DRO or cancellation request.
Suffix	44	Use the suffix code from the MRO/LRO/DRO or cancellation request. If no suffix code, leave blank.
Supplementary Address	45-50	Use SUPADD from the MRO/DRO or cancellation request. The shipping activity will all enter the DoDAAC of the predesignated DLA Disposition Services Field Office for shipments to DLA Disposition Services Field Offices. If used as a DIC AS6, enter the DoDAAC of the activity to which the credit for the materiel and reimbursement for the packing, crating, handling and transportation (PCH&T) costs is to be provided.
Hold	51	If used as a DIC AS6, enter Signal Code B. Otherwise, enter the shipment hold code, when applicable.
Fund	52-53	Enter the fund code as shown in the MRO/DRO or cancellation request. If used as a DIC AS6, enter the fund code to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided.
Distribution	54-56	Enter the distribution code as shown in the MRO/LRO/DRO or cancellation request.
Release Date	57-59	Enter the date the materiel is released to the carrier.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR 4500.9-R, "Defense Transportation Regulation".
Mode of Shipment	77	Enter the code identifying the mode of shipment.[4] (Leave blank when transmitting DIC AS3 through DAAS to DLA Disposition Services.)
Port of Embarkation	78-80	a. CONUS. Leave blank. b. OCONUS: (1) For shipments moving to OCONUS designations through the DTS, GBL/CBL, parcel post (except APO/FPO); and small package carrier shipments entering the DTS at the POE, enter the POE or SEAVAN CCP. (See DTR 4500.9-R, Part II, Appendices CC, MM, and PP.) (2) Leave blank for parcel post movement through an APO or FPO. (3) Enter the POE for Security Assistance Program transactions moving through the DTS; otherwise, leave blank.
ENTRIES REQUIRED FOR DoDAAC INFORMATION – DIC ASY TRANSACTIONS[5]		
Blank	57-64	Leave blank.
Status Code	65-66	Enter Status Code DY if the DIC AFY follow-up transaction is being rejected; otherwise, leave blank.
Blank	67-74	Leave blank.
DoDAAC of Initial Transportation Activity	75-80	Enter the DoDAAC of the initial (origin) transportation shipping activity. If the DIC AFY follow-up transaction is being rejected with Status Code DY, leave blank.

[4] Refer to the TRDM for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data)
[5] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
ENTRIES REQUIRED FOR SHIPMENTS TO DISPOSAL		
Unit Price	62-68	Enter the unit price of the item identified in rp 8-22. Enter an estimated unit price if pricing information is not available. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 shipment status transaction and forward off-line to the DLA Disposition Services for manual processing.
Blank	69-76	Leave blank.

AP8.20. APPENDIX 8.20

PSEUDO SHIPMENT STATUS FOR UNCONFIRMED MATERIEL RELEASE ORDERS

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ASH.
Routing Identifier Code	4-6	Enter the RIC of the source of supply generating this transaction.[1]
Media and Status	7	Enter the M&S code from the material release order (MRO).
Stock or Part Number	8-22	Enter the stock or part number from the MRO.
Unit of Issue	23-24	Enter the U/I from the MRO.
Quantity	25-29	Enter the quantity from the MRO.
Document Number	30-43	Enter the document number as shown in the MRO.
Suffix	44	Enter the suffix code contained in rp 44 of the MRO. If the MRO rp 44 is blank, leave blank.
Supplementary Address	45-50	Enter the SUPADD as shown in the Address MRO.
Signal	51	Enter the signal code from the MRO.
Fund	52-53	Enter the fund code as shown in the MRO.
Distribution	54-56	Enter the data as shown in the MRO.
Date Shipped	57-59	Enter the date this transaction was generated.
Blank	60-66	Leave blank.
Routing Identifier Code (From)	67-69	Enter the RIC of the source of supply generating this transaction.
Blank	70-80	Leave blank.

[1]The Defense Automatic Addressing System (DAAS) will overlay transactions containing the DAAS RIC (SGA) to show the RIC (From) in rp 67-69. (NOTE: This allows DAAS to overlay original entries of the DAAS RIC so that Component systems may be modified over time.)

AP8.21. APPENDIX 8.21

DISPOSAL SHIPMENT CONFIRMATION

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC ASZ.
Routing Identifier Code	4-6	Enter RIC of the source of supply from which the materiel release order (MRO) or disposal release order (DRO) received.
Media and Status	7	Enter the M&S code as shown in the DIC AFX or DIC AFZ.
Stock or Part Number	8-22	Enter the NSN or part number as shown in the DIC AFX or DIC AFZ.
Unit of Issue	23-24	Enter the U/I as shown in the DIC AFX or DIC AFZ.
Quantity	25-29	Enter quantity receipted for by the DLA Disposition Services Field Office.
Document Number	30-43	Enter the document number as shown in the DIC AFX or DIC AFZ.
Suffix	44	Enter the suffix code as shown in the DIC AFX or DIC AFZ.
Supplementary Address	45-50	Enter the SUPADD as shown in the DIC AFX or DIC AFZ.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54	Enter 9.
All Other Fields	55-64	Leave blank.
Advice	65-66	Enter the advice code as shown in DIC AFX or DIC AFZ.
All Other Fields	67-80	Leave blank.

AP8.22. APPENDIX 8.22

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.
Procurement Instrument Identifier (PIID) or Procurement Request Number	51-69	Enter the PIID when available, otherwise enter the PRN. Enter the PIID call/order number (F in 9th position) if applicable.

FIELD LEGEND	RECORD 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 1161A.
[2]Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

AP8.23. APPENDIX 8.23

PASSING ORDER[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
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.

[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.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
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
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.

[3] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.
[4] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[5] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

AP8.24. APPENDIX 8.24

REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS

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

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

[1] When used on a referral order to initiate an inter-Service ammunition-related ownership transfer with no physical movement of materiel and no billing, cite Signal Code M and Project Code CYK in conjunction with the supplementary address constructed as follows: Service/Agency Code Y followed by the old (from) ownership code, the RIC to which ownership is transferred, and the new/gaining (to) ownership code. Refer to ADC 1020.
[2] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.
[3] Deferred implementation authorized. The revised format of the referral order to include the demand code of the original requisition may be deferred for DLMS/logistics systems modernization.

FIELD LEGEND	RECORD 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.

FIELD LEGEND	RECORD 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 1161A.
[8] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

AP8.25. APPENDIX 8.25

REDISTRIBUTION ORDER

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC A2_.
Routing Identifier Code To	4-6	Enter RIC of the source to which the document is directed.
Media and Status	7	Enter the M&S code.
Stock or Part Number	8-22	Enter the NSN or part number.
Unit of Issue	23-24	Enter the U/I.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29).
Document Number	30-43	Enter document number assigned by the preparing activity.
Demand/Suffix[1]	44	For intra-DLA, enter suffix code, if appropriate; all others leave blank.
Supplementary Address	45-50	Enter the SUPADD of the consignee.
Signal	51	Enter the signal code, as appropriate.
Fund	52-53	Enter the fund code, if appropriate.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.
Distribution	54-56	This field will be blank unless entries are prescribed by the preparing activity.

[1] Suffix Code authorized for intra-DLA use in support of Industrial Product-Support Vendor (IPV) program. Refer to ADC 1152.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project	57-59	Enter the project code, when applicable.
Priority	60-61	Enter the priority designator.
Required Delivery Date/Required Delivery Period[2]	62-64	Normally left blank. Enter three-position ordinal day when conditions meet prescribed requirements.
Advice	65-66	Use an advice code to convey instructions to the supply source. When code is not required leave blank.
Date of Receipt of Order	67-69	Leave blank on submission. Processing points will enter date of receipt.
Ownership	70	Enter ownership code, as appropriate.
Supply Condition	71	Enter supply condition code, as appropriate.
System Management	72-73	Enter system management codes applicable to this transaction.
Routing Identifier Code From	74-76	Enter the RIC of initiating activity.
Inventory Control Data	77-80	Enter inventory control codes as prescribed.

[2]Use of Required Delivery Period (RDP) for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

AP8.26. APPENDIX 8.26

SOURCE OF SUPPLY MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AN_.
Routing Identifier Code From	4-6	Enter RIC (From) of the source of supply initiating the request.
Media and Status	7	Grant Aid transaction submitted to security assistance organization (SAO) by Service; international logistics control office (ILCO) may, at Service option, contain a program originator code. Otherwise, this field shall be left blank. The program originator code shall not be perpetuated in DIC AP_ responses transmitted to inventory control points (ICP).
Stock or Part Number	8-22	Enter stock or part number of the item on which validation is required. This number should be in agreement with the number included in latest status furnished recipient activities prior to validation requests.
Unit of Issue	23-24	Enter U/I from original requisition.
Quantity	25-29	a. Enter quantity of MOV request, unfilled quantity of items being validated that is on the source of supply record. 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 of original requisition for item being validated.
Suffix	44	Enter the suffix code assigned to the document number at time backorder was established or leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supplementary Address	45-50	Enter SUPADD from original requisition for item being validated.
Signal	51	Enter the signal code from original requisition for item being validated.
Fund	52-53	Enter the fund code from original requisition for item being validated.
Distribution	54-56	Enter the distribution code from original requisition for item being validated.
Project	57-59	Enter the project code from original requisition for item being validated.
Priority	60-61	Enter the priority designator from original requisition for item being validated.
Estimated Shipping Date	62-64	When ascertainable, enter the numerical day corresponding to the date that the source of supply estimates materiel shall be released for shipment.
Status	65-66	Enter status code to convey the information regarding the status of the materiel obligation.
Blank	67-70	Leave blank.
Cutoff Day	71-73	Enter ordinal day of the year of the cutoff date for validation; for example, use 121 for the April 30th cycle.
Blank	74	Leave blank.
Reply Due Day	75-77	Enter the ordinal day corresponding to the day on which the supply source must receive a response.
Blank	78-79	Leave blank.
Multi-Use	80	Reserved for ILCO entry of internal control data on Grant Aid transactions. Otherwise, this rp shall be left blank. ILCO code data shall not be perpetuated in DIC AP_ responses transmitted to ICPs.

AP8.27. APPENDIX 8.27

MATERIEL OBLIGATION VALIDATION REQUEST CONTROL DOCUMENT

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AN9 when transmitting request. Enter DIC ANZ when following up on DIC AN9 request.
Routing Identifier Code	4-6	Enter address of source of supply making the request. Use as address-to when making response.
Batch Control No.	7-10	Enter a control number assigned each batch of DIC AN_ transactions forwarded to a single activity for validation. Rp 7-8 shall contain the batch number and rp 9-10 shall contain the total number of batches being forwarded. For example, if two batches are sent, the first DIC AN9 would contain “01" in rp 7-8 and “02" in rp 9-10 (for example, “1" of “2"). The second DIC AN9 would contain “02" in rp 7-8 and “02" in rp 9-10.
Number of AN_ Documents in Batch	11-13	Enter actual number of DIC AN_ detail requests in this batch (under control number in rp 7-10) from 001 to 493 maximum.
Blank	14-29	Leave blank.
Address (To)	30-35	Enter the Department of Defense activity address code (DoDAAC) of recipient of requests. Identifies acknowledging activity in responses. Enter DoDAAC of rp 54 activity when recipient of DIC AN_ transactions.
Cutoff Date	36-39	Enter prescribed cutoff date of the validation cycle. (One position for last digit of calendar year and three positions for numerical day of year.)
Blank	40	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Receipt Acknowledgment Date	41-44	When computer-readable documents are used in responding, enter date documents were received at responding activity.
Blank	45	Leave blank.
Response Due Date	46-49	Enter prescribed date the DIC AP_ document is due at the source of supplye. (Year and ordinal day configured as in rp 36-39 above).
Blank	50-53	Leave blank.
Distribution	54-56	Enter the distribution code when applicable; otherwise, leave blank.
Blank	57-80	Leave blank.

AP8.28. APPENDIX 8.28

RECEIPT CONFIRMATION FOR MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP9 or APX.
Other Fields	4-40	Duplicate from AN9/ANZ received.
Receipt Acknowledgment	41-44	Enter ordinal day DIC AN9/ANZ were received by validating activity. (Enter one position for last digit of calendar year and three positions for numerical day of year.)
Other Fields	45-80	Duplicate from DIC AN9/ANZ received.

AP8.29. APPENDIX 8.29

MATERIEL OBLIGATION VALIDATION RESPONSE

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP_.
Routing Identifier Code	4-6	Enter the RIC indicating the source of supply to which the response is submitted.
Other Fields	7-24	Enter data from the request for which the response is prepared.
Quantity	25-29	a. Enter quantity still required. If total cancellation is desired, zero fill this field. 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).
Other Fields	30-59	Enter data from the request for which the response is prepared.
Priority	60-61	Enter validated priority designator.
Blank	62-70	Leave blank.
Transaction Day	71-73	Enter ordinal day of year on which the response is prepared.
Blank	74-80	Leave blank.

AP8.30. APPENDIX 8.30

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY KEY DOCUMENT

AP3.30.1. The mechanized foreign military sales (FMS) notice of availability (NOA) is provided to Freight Forwarders/Country Representatives having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is entered in rp 46 of requisitions. This FMS NOA Key document will accompany the FMS NOA detail documents.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD1 for the initial key NOA document when an export release is not required. b. Enter DIC ADR for the initial key NOA document when an export release is required. c. Enter DIC AD3 for the delay key NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Number of Line Items	7-10	Enter the number of line items included in the shipment unit as represented by NOA detail documents transmitted with the NOA key document.
Commodity/Cargo Exception/Special Handling	11-17	a. Rp 11-15 will always contain the appropriate water commodity and cargo exception code to be used to describe the predominant commodity within the shipment unit for ocean manifesting. (See DTR 4500.9-R, “Defense Transportation Regulation”) b. Rp 16-17 will always contain the appropriate air commodity and special handling code to be used for all shipments via air. Identifies materiel for manifesting and customs requirements and denotes cargo requiring special handling or reporting (see DTR 4500.9-R).
Air Dimension	18	Identifies dimensional characteristics of air shipments by relating the dimensions of the largest piece to the minimum size cargo door opening of an aircraft (see DTR 4500.9-R).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	19-20	Enter SC Customer Code.
Blank	21-22	Leave blank.
Mode of Shipment	23	Identifies the intended mode to be used from shipping activity to designated consignee.[1]
Type of Pack	24-25	Identifies the type of pack code used for the shipment unit[2].
Pieces	26-29	Enter total pieces in shipment unit.
Weight	30-35	Enter total weight of shipment unit. This entry will be rounded to the next whole number.
Cube	36-39	Enter total cubic feet of shipment unit. This entry will be rounded to the next whole number.
Blank	40-44	Leave blank.
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	51-52	Leave blank.
Transportation Priority	53	See DTR 4500.9-R.
Blank	54-56	Enter data same as the issue release/receipt document (materiel release order (MRO), DD Form 1348-1A, DD Form 1348-2, etc).
Project Code	57-59	Enter the same project code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	60	Leave blank.
Transportation Control Number[3]	61-77	Identifies the number assigned to the shipment that controls the shipment from shipper to consignee. See DLM 4000.25, Chapter 25, Paragraph C25.11.

[1] Refer to the TRDM for available code list at https://trdmws.maf.ustranscom.mil/trdm/index.html (DTR Data).
[2] Ibid.
[3] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date of Offer	78-80	a. For DICs AD1, ADR, and AD3 documents, enter the ordinal day the initial NOA is transmitted. b. When new NOAs are prepared, because the original NOA contained items that were rejected, the date of offer will be the transmission date of the NOA.

AP8.31. APPENDIX 8.31

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY DETAIL DOCUMENT

AP3.31.1. The mechanized foreign military sales (FMS) notice of availability (NOA) detail document will be prepared from the issue release/receipt documents (materiel release order (MRO), DD Form 1348-1A, and DD Form 1348-2) contained in the shipment unit and shall accompany the FMS NOA key document.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD2 for the initial detail NOA document. b. Enter DIC AD4 for the delay detail NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Media and Status	7	Enter the same M&S code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Stock or Part Number	8-22	Enter the stock or part number of the item supplied.
Unit of Issue	23-24	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Quantity	25-29	a. Enter data same as the issue release/receipt documents (MRO, DD Form 1348-1A, DD Form 1348-2). 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 data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	51-53	Leave blank.
Required Delivery Date/Required Availability Date	54-56	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Project	57-59	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	60	Leave blank.
Transportation Control Number[1]	61-77	Enter data same as rp 61-77 of the initial FMS NOA key document.
Date of Offer	78-80	a. For DIC AD2 and DIC AD4 documents, enter the ordinal day the initial NOA is transmitted. b. When new NOAs are prepared because the original NOA contained items that were rejected, the date of offer shall be the transmission date of the new NOA.

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

AP8.32. APPENDIX 8.32

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY REPLY DOCUMENT

AP3.32.1. The mechanized foreign military sales (FMS) notice of availability (NOA) reply document is used when replying to a mechanized NOA. When shipment release is to be made to the addresses identified by coded entries in the requisition and the DLM 4000.25 Volume 6, Chapter 3 (Military Assistance Program Address Directory (MAPAD)), the DIC AD5 shall contain the shipment release code (SRC) R in rp 60. When shipment release is to be made to an address that is not coded or contained in the MAPAD, the DI AD5 shall contain SRC E in rp 60.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AD5.
Routing Identifier Code through Cube	4-39	Enter data same as rp 4-39 of initial or delay FMS NOA key document.
Customer Transportation Order Number	40-44	When customer (CR/FF) assigns a number for internal control of shipments, the number shall be entered in these columns.
Other Fields	45-59	Enter data same as rp 45-59 of initial or delay FMS NOA key document.
Shipment Release	60	Enter codes as follows: a. Enter R when shipment to be released to appropriate ship-to address contained in the MAPAD as identified by address codes in the FMS requisition. b. Enter E when release instructions are being mailed under separate cover on the date of this reply.
Transportation Control Number[1]	61-77	Enter data same as rp 61-77 of initial or delay FMS NOA key document.
Date of Reply	78-80	Enter ordinal day reply to NOA is transmitted.

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

AP8.33. APPENDIX 8.33

CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Report is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTE or FTG.[1]
Routing Identifier Code		4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) to which the document is directed. For Government Services Administration (GSA), the RIC shall always be GG0 (golf-golf-zero)[2].
Media and Status		7	Enter M&S code.

[1] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.
[2] Requirement to use a single RIC on customer asset reports directed to the GSA last reported as not implemented by USA. Refer to AMCL 26.

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Stock or Part Number		8-22	Enter NSN (DIC FTE) or part number (DIC FTG)[3]. (Part-numbered materiel not authorized for asset reports directed to DLA). For subsistence items only, rp 21 shall be type of pack and rp 22 shall be the last digit of the calendar year the item, was packed.
Unit of Issue		23-24	Enter the U/I.
Quantity		25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), items only, 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 document number.
Blank		44	Leave blank.
Supplementary Address		45-50	When applicable, enter the activity address code (AAC) of the credit to and/or ship from activity. Field may be left blank when code entry is not applicable. When code entry is not significant to the ICP, enter a Y in rp 45.
Signal		51	Enter the signal code.

[3] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Fund		52-53	Enter the fund code.
Blank		54-56	Leave blank.
Project		57-59	When applicable, enter project code using Service instructions; otherwise, leave blank.
Blank		60-64	Leave blank.
Advice		65-66	Enter 3T to indicate to the ICP/IMM that the document has been edited by DAAS. When code is not required, leave blank.
Routing Identifier Code		67-69	Enter the RIC of the activity preparing the document, if assigned; otherwise, leave blank.
Blank or Intra-Air Force Use		70	Leave blank or use for intra-Air Force to display asset position code.
Supply Condition		71	Enter supply condition code.
Blank		72-80	Leave blank.
Remarks Field	L-V	Not Applicable	This field shall be used to convey any additionally required information not provided for in the report format.

AP8.34. APPENDIX 8.34

REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTR.
Routing Identifier Code	4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) furnishing the reply.
Media and Status	7	Enter data as contained in the customer asset report unless modified by the ICP.
Stock Number	8-22	Enter data as contained in the customer asset report unless modified by the ICP.
Unit of Issue	23-24	Enter data as contained in the customer asset report unless modified by the ICP.
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	30-34	Enter data as contained in the customer asset report (DIC FTE).
Suffix	44	Enter the suffix, when applicable.
Supplementary Address	45-50	Enter data as contained in the customer asset report (DIC FTE).
Signal	51	Enter data as contained in the customer asset report (DIC FTE).
Fund	52-53	Enter data as contained in the customer asset report (DIC FTE).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Receiving Depot	54-56	Enter the RIC of the receiving activity to which materiel is directed for return, or leave blank when no return is directed.
Project	57-59	Enter data as contained in the customer asset report (DIC FTE).
Priority Designator	60-61	Enter priority designator of the materiel return as directed by the ICP.
Action Date	62-64	Enter the ordinal day of document preparation.
Status	65-66	When Status Code SM is entered, rp 70-73 will contain the date when further action should be taken.
Routing Identifier Code	67-69	Enter the last known source to which all future DIC FT_ transactions will be directed.
Multi-Use	70-73	
On SM Status Date	70-73	On SM status, enter date when further action should be taken by the reporting activity.
On Other Status		
Blank	70	Leave blank.
Supply Condition	71	Enter code from the customer asset report (DIC FTE).
Demilitarization	72-73	Rp 72 will contain code assigned by the ICP/IMM as required by DODM 4160.21, “Defense Materiel Disposition”, when available. Entry not required on rejected transactions. Rp 73 is reserved for reclamation code, special reports, etc.
Unit Price	74-80	Enter the unit price applicable to the stock number shown in rp 8-22, when available. Entry not required on rejected transactions.

AP8.35. APPENDIX 8.35

DEFENSE AUTOMATIC ADDRESSING SYSTEM CUSTOMER ASSET REPORT STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTQ.
Routing Identifier Code	4-6	Enter the RIC for the DAAS facility.
Media and Status	7	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Stock Number	8-22	Enter data as contained in DIC FTC, DIC FTE, or DI FTF.
Unit of Issue	23-24	Enter data as contained in DI FTC, or DI FTF.
Quantity	25-29	a. Enter the quantity. b. For ammunition and ammunition related items only (items in Federal supply froup (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 data as contained in DIC FTC, DIC FTE, or DIC FTF.
Suffix	44	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Supplementary Address	45-50	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Signal	51	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.
Project	57-59	Enter data as contained in DIC FTC, DIC FTE, or DIC FTF.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Blank	60-64	Leave blank.
Status	65-66	Enter status code.
Routing Identifier Code	67-69	Enter the RIC of ICP to which all future DIC FT_ transactions shall be directed.
Blank	70-80	Leave blank.

AP8.36. APPENDIX 8.36

DISPOSITION INSTRUCTIONS DELAY STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTD.
Routing Identifier Code	4-6	Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) or Defense Automatic Addressing System (DAAS) facility furnishing the status.
Media and Status	7	Enter data as contained in DIC FTE or DIC FTF.
Stock Number	8-22	Enter data as contained in DIC FTE or DIC FTF.
Unit of Issue	23-24	Enter data as contained in DIC FTE or DIC FTF.
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 data as contained in DIC FTE or DIC FTF.
Suffix	44	Enter data as contained in DIC FTE or DIC FTF.
Supplementary Address	45-50	Enter data as contained in DIC FTE or DIC FTF.
Signal	51	Enter data as contained in DIC FTE or DIC FTF.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Fund	52-53	Enter data as contained in DIC FTE or DIC FTF.
Blank	54-56	Enter data as contained in DIC FTE or DIC FTF.
Project	57-59	Enter data as contained in DIC FTE or DIC FTF.
Blank	60-61	Leave blank.
Action Date	62-64	Enter the ordinal day of document preparation.
Status	65-66	Enter the status code.
Routing Identifier	67-69	Enter data as contained in DIC FTE or DIC FTF.
Expected Reply Date	70-73	Enter the ordinal day disposition instructions from the ICP may be expected.
Blank	74-80	Leave blank.

AP8.37. APPENDIX 8.37

FOLLOW-UP FOR INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Follow-up is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code	1	1-3	Enter DIC FTF.
Other Fields	2-23	4-80	Enter data as contained in the customer asset report (DIC FTE).
Remarks Field	L-V	Not Applicable	This field will be used to convey any additional required information not provided for in the follow-up format.

AP8.38. APPENDIX 8.38

CANCELLATION OF CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

TYPE CANCELLATION

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Cancellation is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTC.
Routing Identifier Code		4-6	Enter data as contained in the customer asset report (DIC FTE).
Media and Status		7	Enter data as contained in the customer asset report (DIC FTE).
Stock Number		8-22	Enter data as contained in the customer asset report (DIC FTE).
Unit of Issue		23-24	Enter data as contained in the customer asset report (DIC FTE).

TYPE CANCELLATION

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Quantity		25-29	a. Enter quantity being canceled. 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).
Other Fields		20-80[1]	Enter data as contained in the customer asset report (DIC FTE).
Remarks	L-V	Not Applicable	This field shall be used to convey any additional required information not provided for in the cancellation format.

[1] Indicate suffix code (rp 44), when applicable, for split actions indicated in DIC FTR.

AP8.39. APPENDIX 8.39

SHIPMENT STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTM.
Routing Identifier Code	4-6	Enter data as contained in the DIC FTR/FTA.
Media and Status	7	Enter data as contained in the DIC FTR/FTA.
Stock Number	8-22	Enter data as contained in the DIC FTR/FTA.
Unit of Issue	23-24	Enter data as contained in the DIC FTR/FTA.
Quantity	25-29	a. Enter quantity released to the carrier for shipment. 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 data as contained in the DIC FTR/FTA.
Suffix	44	Enter data as contained in the DIC FTR/FTA.
Supplementary Address	45-50	Enter data as contained in the DIC FTR/FTA.
Signal	51	Enter data as contained in the DIC FTR/FTA.
Fund	52-53	Enter data as contained in the DIC FTR/FTA.
Routing Identifier	54-56	Enter data as contained in the DIC FTR/FTA.
Release Date	57-59	Enter the date materiel was released to the carrier.
Transportation Control Number	60-76	Enter the shipment unit TCN as prescribed in DTR 4500.9-R, “Defense Transportation Regulation”.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Mode of Shipment	77	Enter the code identifying the mode of transportation used to move the materiel.[1]
Blank	78-80	Leave blank.

[1] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data).

AP8.40. APPENDIX 8.40

AUTOMATIC RETURN NOTIFICATION (MATERIEL RETURNS PROGRAM)

	TYPE STATUS		
FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RIC.
Status is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTA.
Routing Identifier Code		4-6	Enter the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the document is directed.
Media and Status		7	Enter the M&S code.
Stock Number		8-22	Enter the stock number.
Unit of Issue		23-24	Enter the U/I.
Quantity		25-29	a. Enter quantity released to the carrier for shipment. 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).

TYPE STATUS

FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Number		30-43	Enter the document number.
Blank		44	Leave blank.
Supplementary Address		45-50	When applicable, enter the activity address code (AAC) of the credit-to and/or ship-from activity. Field may be left blank when a code entry is not applicable. When a code entry is not significant to the ICP, a Y shall be entered in rp 45.
Signal		51	Enter the signal code.
Fund		52-53	Enter the fund code.
Routing Identifier Code		54-56	Enter the RIC of receiving activity to which automatic shipment is made.
Project		57-59	When applicable, enter appropriate project code.
Priority Designator		60-61	Enter the priority designator 03 or 06.
Blank		62-66	Leave blank.
Routing Identifier Code (From)		67-69	Enter the RIC of the submitter, if applicable.
Blank		70	Leave blank.
Supply Condition		71	Enter supply condition code.
Blank		72-80	Leave blank.

AP8.41. APPENDIX 8.41

INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER FOLLOW-UP (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FT6.
Routing Identifier Code	4-6	Enter data as contained in DIC FTA or FTR.
Media and Status	7	Enter data as contained in DIC FTA or DIC FTR.
Stock Number	8-22	Enter data as contained in DIC FTA or DIC FTR.
Unit of Issue	23-24	Enter data as contained in DIC FTA or DIC FTR.
Quantity	25-29	Enter quantity from DIC FTA or DIC FTR or lesser quantity due to cancellation.
Document Number	30-43	Enter data as contained in DICFTA or DIC FTR.
Suffix	44	Enter data as contained in DIC FTA or DIC FTR.
Supplementary Address	45-50	Enter data as contained in DIC FTA or DIC FTR.
Signal	51	Enter data as contained in DIC FTA or DIC FTR.
Fund	52-53	Enter data as contained in DIC FTA or DIC FTR.
Routing Identifier Code	54-56	Enter data as contained in DIC FTA or DIC FTR.
Project	57-59	Enter data as contained in DIC FTA or DIC FTR.
Priority	60-61	Enter data as contained in DIC FTA or DIC FTR.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Action Date	62-64	Enter data as contained in DIC FTA or DIC FTR.
Status	65-66	Enter appropriate status code from Appendix AP2.16.
Other Fields	67-80	Enter data as contained in DIC FTA or DIC FTR.

AP8.42. APPENDIX 8.42

INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC FTZ.
Routing Identifier Code	4-6	Enter IMM RIC.
Media and Status	7	Enter data as contained in the shipment status (DIC FTM) or receipt document.
Stock Number	8-22	Enter stock number of materiel received.
Unit of Issue	23-24	Enter UI of materiel received.
Quantity	25-29	a. Quantity of materiel received in a single materiel condition. Multiple DIC FTZ documents are provided when a single shipment is received in more than one materiel condition. 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	Perpetuate from DIC FTM.
Suffix	44	Perpetuate from DIC FTM.
Supplementary Address	45-50	Perpetuate from DIC FTM.
Signal	51	Perpetuate from DIC FTM.
Fund	52-53	Enter data as contained in the shipment status (DIC FTM).
Receiving Depot	54-56	Enter data as contained in the shipment status (DIC FTM).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Release Date	57-59	Enter data as contained in the shipment status (DIC FTM).
Priority Designator	60-61	Enter Data as contained in DIC FTA or DIC FTR
Materiel Receipt Date	62-64	Enter date materiel received or date credit authorization canceled.
Status	65-66	Enter status code from Appendix AP2.16 .
Routing Identifier Code	67-69	Enter the RIC of the reporting activity.
Blank	70	Leave blank.
Supply Condition	71	Enter supply condition code indicating condition of materiel received.
Expected Credit	72-80	Enter credit to be granted in dollars and cents. When no credit is granted, zero fill.
Expected Credit	80[1]	For intra-Army return of reparables only:

To designate amount of credit granted, enter:		To designate amount of credit reversal, enter:	
Code	Value	Code	Value
{	0	{	0
A	1	J	1
B	2	K	2
C	3	L	3
D	4	M	4
E	5	N	5
F	6	O	6
G	7	P	7
H	8	Q	8
I	9	R	9

[1] Refer to ADC 215, Material Receipt Status (material returns program (MRP)) Credit Reversal Amount.

AP8.43. APPENDIX 8.43

FOLLOW-UP FOR INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

	TYPE FOLLOW-UP (MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	
FIELD LEGEND			ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC).
Followup is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code	1	1-3	Enter DIC FTT.
Other Fields	2-23	4-80	Enter the data as contained in the materiel shipment status (DIC FTM).
Remarks Field	L-V	Not Applicable	This field shall be used to convey any additionally required information not provided for in the followup format.

AP8.44. APPENDIX 8.44

FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4 (MILSBILLS), Appendix 3)

AP8.45. APPENDIX 8.45

REPLY TO FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4, Appendix 3)

AP8.46. APPENDIX 8.46

REQUEST FOR SHIPMENT TRACING ON REGISTERED, INSURED, AND CERTIFIED PARCEL POST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AFT.
Routing Identifier Code	4-6	Enter RIC (To), Consignor.
Other Entries	7-80	Duplicate of DIC AS_ or DIC AU_ document received.

AP8.47. APPENDIX 8.47

SUPPLY STATUS (MATERIEL RETURNS PROGRAM)

	TYPE STATUS		
FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Send To	A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC).
Status is From	B	Not Applicable	Enter the appropriate in-the-clear name and address of the reporting activity.
Document Identifier Code		1-3	Enter DIC FTL.
Routing Identifier Code		4-6	Enter data as contained in DIC FTR.
Media and Status		7	Enter data as contained in DIC FTR.
Stock Number		8-22	Enter data as contained in DIC FTR.
Unit of Issue		23-24	Enter data as contained in DIC FTR.
Quantity		25-29	a. Enter quantity to be shipped. b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply cassification (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).

	TYPE STATUS		
FIELD LEGEND	(MANUAL) BLOCK NO.	(MECHANICAL) RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Number		30-43	Enter data as contained in DIC FTR.
Suffix		44	Enter data as contained in DIC FTR.
Supplementary Address		45-50	Enter data as contained in DIC FTR.
Signal		51	Enter data as contained in DIC FTR.
Fund		52-53	Enter data as contained in DIC FTR.
Routing Identifier Code		54-56	Enter data as contained in DIC FTR.
Estimated Shipping Date		57-59	Enter estimated date of shipment.
Priority		60-61	Enter data as contained in DIC FTR.
Action Date		62-64	Enter ordinal day of document preparation.
Blank		65-80	Leave blank.

AP8.48. APPENDIX 8.48

MATERIEL RELEASE DOCUMENT
DD FORM 1348-1A OR DD FORM 1348-2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3[1]	Perpetuate from requisition or source document unless otherwise indicated.
Routing Identifier Code (From)	4-6[2]	Enter the RIC of the shipping activity.
Media and Status	7	Enter the M&S code assigned to the requisition or source document.
Stock or Part Number	8-22	Indicate the NSN or part number being released. See Block 25.
Unit of Issue	23-24	Indicate the U/I of the NSN or part number being released.
Quantity	25-29	Indicate the quantity being released. See Block 26.
Document Number	30-43	Enter the document number of requisition. See Block 24.
Suffix Code	44	Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24.
Supplementary Address	45-50[3]	Perpetuate from the original requisition or source document. See Block 26.
Signal	51[4]	Perpetuate from the original requisition or source document.
Fund	52-53[5]	Perpetuate from the original requisition or source document.

[1] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.
[2] Ibid.
[3] Ibid.
[4] Ibid.
[5] Ibid.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56[6]	Perpetuate from the original requisition or source document.
Project	57-59[7]	Perpetuate from the original requisition or source document.
Priority	60-61[8]	Perpetuate from the original requisition or source document.
Required	62-64[9]	Perpetuate from the original requisition or source document.
Advice	65-66[10]	Perpetuate from the original requisition or source document.
Routing Identifier Code	67-69[11]	Perpetuate from the original requisition or source document.
Management	70-73	Perpetuate from the original requisition or source document.
Unit Price[12]	74-80	Indicate the unit price of item being released. See Block 26.

[6] Ibid.
[7] Ibid.
[8] Ibid.
[9] Ibid.
[10] Ibid.
[11] Ibid.
[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
1	Total price (10 digits dollars and 2 digits cents).[13]
2	Department of Defense Activity Address Code (DoDAAC) of shipping activity/DLA Disposition Services Field Office. If reduced print in used, in-the-clear address may be entered in addition to the DoDAAC.
3	DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
4	Mark-for Party, if applicable. The mark-for party may be identified by DoDAAC, RIC, clear text, or a combination of these. Up to 24 characters may be displayed as two lines of 12 each. The DoDAAC or RIC (when provided) will appear in the first line and must be separated from clear text with a slash (/). Reduced print may be used.
5	Document preparation date (enter numerical day of year).
6	National motor freight classification commodity code.
7	Freight rate for the shipment.
8	Type of cargo code (See DTR 4500.9-R “Defense Transportation Regulation)
9	Enter applicable controlled inventory item code (CIIC) that describes the classified and/or sensitive or pilferage classification of the shipment from DoD Cataloging Data and Transaction Standards (CDTS), Volume 10, Chapter 3, Table 61. (Mandatory Entry)[14]
10	Actual quantity received.
11	Unit pack of item shipped.
12	Unit weight of item shipped.
13	Unit cube of item shipped.
14	Uniform freight classification (UFC) commodity code.
15	Shelf life of item shipped. Enter SL (for shelf life) followed by applicable shelf-life code from DoD Cataloging Data and Transaction Standards (CDTS) Volume 10, Chapter 3, Table 50. (Mandatory Entry)[15]
16	Freight classification nomenclature.
17	Item nomenclature.
18	Type of container used for the shipment.
19	Number of containers that make up the shipment.

[13] Ibid.

[14] Mandatory requirement to enter the controlled inventory item code (CIIC) and shelf-life code on the DD Form 1348-1A for issues from stock last reported as not implemented by USN. Refer to AMCL 32.

[15] Ibid.

BLOCK(S)	ENTRIES
20	Total weight of all containers that make up the shipment.
21	Total cube of all containers that make up the shipment.
22	Received by, signature of receiver, or call sign/code of individual authorized access to the automated file.
23	Date received, date shipment was received.
24	Document Number - The document number assigned to the requisition.[16]
	Suffix Code - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released.
25	National Stock Number - Enter the stock or part number being released.
	Add - For subsistence items, enter the type of pack code in position 21.
FOR OTHER THAN FMS SHIPMENTS	
26	Routing Identifier Code - The RIC code of the shipping activity.
	Unit of Issue - The unit of issue of the stock or part number being released.
	Quantity - The quantity being released.
	Condition Code - The supply condition code of materiel being released.
	Distribution - Perpetuate from record positions 55 and 56.
	Unit Price[17] - The unit price for the NSN/part number being released.
27	This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified. See Appendix 6.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 6.36 for the Block 27 continuation page requirements. For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.

[16] Prepare data from blocks 24-26 in two configurations: (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, do not include bar code.

[17] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	DTID - On issues from DLA Disposition Services Field Office, enter Disposal Turn-In Document (DTID).[18]
	For Issues of DLA Disposition Services-owned property : Warehouse/Shipping Instructions: Exception Shipping Address: If the ship to address is an exception address, print the exception address (up to five lines). Special Shipping Instructions: Print any special shipping instructions. Some examples of shipping instructions can include: Do not ship. Customer will arrange for transportation. Do not ship property. Contact customer for transportation instructions. Contact customer to obtain transportation fund cite and TAC. Fax this 1348 and shipping document to [insert point of contact]. Fund Citation: Print line of accounting in a single text field. Foreign Military Sales Information: For FMS shipments, print "FMS COSTS". Type of Property Being Shipped: Indicate if the property is either "Hazardous Property" or a "Small Arms Issue". Other Instructions: Instructions for Return of Unneeded Property: Print applicable instructions if customer is required to return material to DLA Disposition Services, when they no longer require the property and/or it requires demilitarization.
	USML Items - This block will contain clear-text information to identify shipments of USML items which may require filing of export licenses and shipper export declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED."
	Purchase Order (PO) Number - Perpetuate the customer's internal PO number when provided on the release order. The PO number must be prefaced by text "PO #" to clarify the usage.[19]

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

[19] Refer to ADC 473A

BLOCK(S)	ENTRIES
	For IUID to support UIT/serialized item management:[20] Unique Item Identifier (UII) and/or Serial Number The following additional data elements may be included in support of IUID: Manufacturer's commercial and Government entity (CAGE) Current Part Number (PN) Batch/Lot (BT/LT) Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.
FOR OTHER THAN FMS SHIPMENTS	
26	Unit of Issue - two positions - the unit of issue of the stock or part number being released.
	Quantity - five positions - the quantity being released.
	Condition - one position - the supply condition code of materiel being released.
	Unit Price[21] - the unit price for the NSN/part number being released.
	Supplementary Address - the first position and last three positions of the supplementary address.
27	This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D barcode which contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified. See Appendix 6.35 for Code 39 linear bar code and PDF417 2D barcode format information. See Appendix 6.36 for the Block 27 continuation page requirements.
	USML Items – This block will contain clear-text information to identify shipments of United States Munitions List (USML) items which may require filing of export licenses and Shipper Export Declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED.

[20] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/399A. Components have not reported implementation at this time.

[21] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	For FMS Repair/Return and Repair/Replace Items – Include the estimated or actual unit cost for the repair service; perpetuate from the release order when provided. This block will contain the following statement: "Unit repair value of $XXXXXXXXX.XX is provided for United States Customs export purposes. [22]
	For IUID to support UIT/serialized item management:[23] Unique Item Identifier (UII) and/or Serial Number (S/N) The following additional data elements may be included in support of IUID: Manufacturer's CAGE Current Part Number Batch/Lot Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

[22] Refer to ADC 1031.

[23] Ibid.

AP8.49. APPENDIX 8.49

TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICE ON 1348-1A OR DD FORM 1348-2 (SINGLE LINE-ITEM TURN-INS)

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Perpetuate from the source document. For locally determined excesses generated at a base, post, camp, or station, assign a DIC as determined by Service/Agency (S/A) procedures.
Routing Identifier Code	4-6	Enter the RIC of the shipping activity or leave blank when the shipping activity is not assigned an RIC.
Media and Status	7	Leave blank.
Stock or Part Number	8-22	Enter the stock or part number being turned in. For subsistence items, enter the type of pack in rp 21. See Block 25.
Unit of Issue	23-24	Enter the unit of issue of the stock or part number being turned in.
Quantity	25-29	Enter the quantity being turned in to DLA Disposition Services Field Office.
Document Number	30-43	Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excess generated at base, post, camp, or station, assign as determined by S/A procedures. See Block 24.
Suffix	44	Leave blank.
Supplementary Address	45-50	Enter DoDAAC of predesignated consignee DLA Disposition Services Field Office .

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Signal	51	For hazardous materiel and waste turn-ins, enter the applicable signal code; otherwise, leave blank. Signal Codes A, B, C, and L are authorized; if using Signal Code B, bill-to office must be identified in block 27. Refer to Appendix AP7.10, Signal Codes, for bill-to identification rules associated with disposal turn-in document (DTID).
Fund	52-53	For Hazardous materiel and waste turn-ins, enter the bill to fund code for reimbursable actions associated with disposal.
Distribution	54	Perpetuate from source document or leave blank.
Retention Quantity	55-61	Enter the quantity to be retained in inventory or leave blank.
Precious Metals	62	Enter applicable precious metals code from appendix AP7.23.
Automated Data Processing Equipment Identification	63	Enter applicable ADPE code from appendix AP7.24.
Disposal Authority	64	Enter applicable disposal authority code from Appendix AP7.21.
Demilitarization	65	Enter code assigned as required by DoD 4160.21-. Note: When demilitarization has been accomplished prior to transfer to DLA Dispostion Services Field Office, the appropriate demilitarization certification, as required by DoD 4160.21 , must be reflected in Block 27.
Reclamation	66	Enter Y if reclamation was performed prior to release to a DLA Disposition Services Field Office. Enter R if reclamation is to be performed after turn-in to DLA Disposition Services Field Office. Enter N if reclamation is not required.
Routing Identifier Code	67-69	Perpetuate from disposal release order (DRO).
Ownership	70	Enter applicable ownership code or leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Supply Condition	71	Enter the applicable MILSTRAP supply condition code.
Management	72	Perpetuate from source document or leave blank.
Flight Safety Critical Aircraft Parts	73[1]	Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP.
Unit Price	74-80	Enter the unit price for the NSN or part number in rp 8-22[2].

BLOCK(S)	ENTRIES
1	Enter the extended value of the transaction[3].
2	Enter the shipping point by Department of Defense activity address code (DoDAAC); if reduced printing is used, in-the-clear address may be entered in addition to the DoDAAC.
3	Enter the consignee DLA Disposition Services Field Office by DoDAAC. This will be the predesignated DLA Disposition Field Office and will be entered by the shipping activity; if reduced printing is used, the in-the-clear address may be entered in addition to the DoDAAC.
4	Insert HM, if the turn-in is hazardous materiel or HW, if the turn-in is hazardous waste.
5	Enter the date of document preparation, if required by the shipper.
6	Enter the national motor freight classification (NMFC), if required by the shipper.
7	Enter the freight rate, if required by the shipper.
8	Enter coded cargo data, if required by the shipper.
9	Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment from DoDM Cataloging Data and Transaction Standards (CDTS), Volume 10, Chapter 3, Table 61.

[1] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.
[2] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221A.
[3] If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
10	Enter the quantity actually received by the DLA Disposition Field Office, if different from positions 25-29.
11	Enter the number of units of issue in a package, if required by the shipper.
12	Enter the unit weight applicable to the unit of issue, if required by the shipper.
13	Enter the unit cube applicable to the unit of issue, if required by the shipper.
14	Enter the uniform freight classification, if required by the shipper.
15	Enter the shelf life, if appropriate; otherwise, leave blank.
16	Enter in-the-clear freight classification nomenclature, if required by the shipper.
17	Enter the item nomenclature. For non-NSN items; enter as much descriptive information as possible. Specified additive data or certification from the generating source for specific types of property should be entered.
18	Enter type of container, if required by the shipper.
19	Enter number of containers that makes up the shipment, if required by the shipper.
20	Enter total weight of shipment, if required by the shipper.
21	Enter total cube of shipment, if required by the shipper.
22	Received By - Enter the signature of person receiving the materiel.
23	Date Received - Enter date materiel was received and signed for.
24	Document Number - Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excesses generated at base, post, camp, or station, assign a document number as determined by Service/Agency procedures. Suffix Code - Leave blank.[4]
25	National Stock Number - Enter the stock number or part number being turned in. Additional - For subsistence items, enter the type of pack code rp 21.
26	For turn-in to DLA Disposition Services Field Office - This block will not contain bar code data, it is reserved for internal DLA Disposition Services Field Office use.

[4] Data from blocks 24-25 will be displayed in two configurations; (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, bar code will not be included.

BLOCK(S)	ENTRIES
27	This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Enter data in this block as required by the shipping activity or the DLA Disposition Services receiving the materiel. When data is entered in the block, it will be clearly identified. See Appendix 6.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 6 .36 for the Block 27 continuation page requirements. HM/HW Turn-Ins – For hazardous materiel and waste turn-ins, enter the DoDAAC of the bill-to office (required for Signal Code B), the contract line item number (CLIN) for the item on the disposal contract, the total cost of the disposal, Hazardous Waste Profile Sheet Reference Number, the Material Safety Data Sheet 5-digit alpha code from the Hazardous Material Information Repository System, the Chemical Name of Hazardous Contaminant(s), and the Noun Name of Non-Hazardous Contaminant(s). FSCAP Items –This block will contain both coding and clear-text information to identify Flight Safety Critical Aircraft Parts (FSCAP) shipments to DLA Disposition Services Field Offices using Criticality Code E or F as follows: FSCAP E - Flight Safety Critical Aircraft Part-Nuclear Hardened or FSCAP F – Standard Flight Safety Critical Aircraft Part.[5] Scrap Reimbursement – This block will contain the fund citation for reimbursement of scrap proceeds minus Disposition processing costs. For IUID to support UIT/serialized item management[6] Unique Item Identifier (UII) and/or Serial Number The following additional data elements may be included in support of IUID: Manufacturer's CAGE Current Part Number Batch/Lot Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII. Small Arms/Light Weapons (SA/LW) Turn-In[7] – Ship serialized weapons and serialized weapon parts to the Anniston, Alabama, DEMIL Center. Do not mix partial and complete weapons on a single IRRD. For partial/incomplete weapon turn-in, identify missing parts in this block. If there is insufficient space, use an attached continuation page (refer to

[5] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6,

[6] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC44B and ADC 399/399A. Components have not reported implementation at this time.

[7] Refer to ADC 1175 and https://www.dla.mil/DispositionServices/.

BLOCK(S)	ENTRIES
	Appendix 1.36). If the shipment includes multiple weapons, associate each list of missing parts with the serial number of the whole weapon. In lieu of listing the missing parts, the owning Component may authorize including aa signed statement certifying that the weapons have missing parts. Provide the name and contact information of the authorizing official. If prepared electronically, provide a digital signature.

AP8.50. APPENDIX 8.50

RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Leave blank.
Routing Identifier Code From	4-6	Leave blank.
Media and Status	7	Leave blank.
Stock Number	8-22	Enter the stock or part number of the item authorized to be returned.
Unit of Issue	23-34	Enter the UI.
Quantity	25-29	Enter the quantity authorized to be returned.
Document Number	30-43	Enter the requisitioner's document number from block 8, SF 364.
Suffix	44	Leave blank.
Supplementary Address	45-50	Leave blank.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54-56	Leave blank.
Project	57-59	Leave blank.
Priority	60-61	Leave blank.
Required Delivery Date	62-64	Leave blank.
Advice	65-66	Leave blank.
Routing Identifier Code	67-69	Enter the RIC of U.S. source of supply preparing the DD Form 1348-1A or DD Form 1348-2.
Blank	70-73	Leave blank.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Unit price	74-80	Enter the unit price for the NSN or part number shown in rp 8-22. (This should be the same price as used on the issue document.)

BLOCK(S)	ENTRIES
A	Leave blank.
B	The consignee by account number, name, and address.
C-D	Enter words “Transshipment point” and account number, name, and address of activity designated to receive the transshipped materiel. If not designated, leave blank.
E	The extended value of the transaction.
F-N	Leave blank.
O	Date of document preparation.
P	Supply condition of the materiel authorized for return.
Q-Y	Leave blank.
1-10	Leave blank.
AA-BB	Enter the “SDR number” from Block 2, SF 364.
CC-GG	Leave blank.
11-12	Leave blank.
13	Transportation fund cite applicable to the shipment.
14-15	Leave blank.

AP8.51. APPENDIX 8.51

MATERIEL OBLIGATION VALIDATION REINSTATEMENT REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC APR.
Routing Identifier Code	4-6	Enter the RIC of the source of supply that canceled the requisition.
Other Fields	7-24	Enter the data from the supply status transaction (DIC AE_) with Status Code BS.
Quantity	25-29	Enter the quantity required; this quantity cannot be greater than the original quantity canceled
Other Fields	30-61	Enter the data from supply status transaction (DIC AE_) with Status Code BS.
Blank	62-64	Leave blank.
Advice Code	65-66	Enter the advice code from the original requisition; otherwise, leave blank.
Blank	67-70	Leave blank.
Transaction Day	71-73	Enter the ordinal day of year of the reinstatement request.
Blank	74-80	Leave blank.

[1] Established procedures to reinstate canceled requisitions last reported as not implemented by United States Navy (USN). Refer to AMCL 150C.

AP8.52. APPENDIX 8.52

INVENTORY CONTROL POINT GOVERNMENT FURNISHED MATERIEL VALIDATION REQUEST[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AX1.
Routing Identifier Code (From)	4-6	Enter the RIC identifying the inventory control point (ICP) creating the DIC AX1 transaction.
Media and Status	7	Perpetuate from the requisition.
Stock Number	8-22	Perpetuate from the requisition.
Unit of Issue	23-24	Perpetuate from the requisition.
Quantity	25-29	Perpetuate from the requisition.
Document Number	30-43	Perpetuate from the requisition. If perpetuating from a referral order, use suffix code.
Demand/Suffix Code	44	Perpetuate from the requisition.
Supplementary Address	45-50	Perpetuate from the requisition.
Signal	51	Perpetuate from the requisition.
Fund Code	52-53	Perpetuate from the requisition.
Distribution	54	Perpetuate from the requisition.
Project Code	57-59	Perpetuate from the requisition.
Priority Designator	60-61	Perpetuate from the requisition.
Supply Source Origination Date	62-64	Enter the date the DIC AX1 was created.
Advice	65-66	Perpetuate from the requisition.
Blank	67-68	Leave blank.

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

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Call Number	69-72	Perpetuate from the requisition.
Contract Identification	73-80	Perpetuate from the requisition.
OR		
Management Control Activity Routing Identifier Code	74-76	Perpetuate from the requisition.

AP8.53. APPENDIX 8.53

MANAGEMENT CONTROL ACTIVITY GOVERNMENT FURNISHED MATERIEL VALIDATION RESPONSE[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AX2.
Routing Identifier Code (To)	4-6	Perpetuate from the DIC AX1 transaction.
Media and Status	7	Perpetuate from the DIC AX1 transaction.
Stock Number	8-22	Perpetuate from the DIC AX1 transaction.
Unit of Issue	23-24	Perpetuate from the DIC AX1 transaction.
Quantity	25-29	If Advice Code 2R is entered in rp 65-66, enter quantity to be supplied. If Advice Code 2Q is entered in rp 65-66, enter total quantity to be rejected.
Document Number	30-43	Perpetuate from the DIC AX1 transaction.
Demand	44	Perpetuate from the DIC AX1 transaction.
Supplementary Address	45-50	Perpetuate from the DIC AX1 transaction.
Signal	51	Perpetuate from the DIC AX1 transaction.
Fund Code	52-53	Perpetuate from the DIC AX1 transaction.
Distribution	54-56	Perpetuate from the DIC AX1 transaction.

[1] 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	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Project Code	57-59	Perpetuate from the DIC AX1 transaction.
Priority	60-61	Perpetuate from the DIC AX1 transaction.
Validation Date	62-64	Enter date validated or rejected by the MCA.
Advice or Status	65-66	Enter the applicable advice code from Appendix AP7.15 or status code from Appendix AP7.16 .
Blank	67-68	Perpetuate from the DIC AX1 transaction.
Call Number	69-72	Perpetuate from the DIC AX1 transaction.
Contract Identification	73-80	Perpetuate from the DIC AX1 transaction.
OR		
Management Control Activity Routing Identifier Code	74-76	Perpetuate from the DIC AX1 transaction.

AP8.54. APPENDIX 8.54

DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE TRANSACTION[1]

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AP8.
Routing Identifier Code	4-6	Enter RIC SGA.
Submitting Activity	7-12	Enter Department of Defense activity address code (DoDAAC) of applicable activity.
Blank	13-80	Leave blank.

[1] Use of revised Materiel Obligation Validation (MOV) temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

AP8.55. APPENDIX 8.55

NOTIFICATION OF CUSTOMER NONRESPONSE TO MATERIEL OBLIGATION VALIDATION REQUEST

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AV_.
Routing Identifier Code	4-6	Enter RIC of supply source initiating the request.
Media and Status	7	Enter the program originator code; otherwise, leave blank. This code may be entered by the international logistics control office (ILCO), at Service option, on Service initiated foreign military service (FMS) and grant aid transactions to security assistance organizations (SAO).
Stock or Part Number	8-22	Enter the stock or part number of item on which validation is required. This number should be in agreement with the number included in the latest status transaction furnished to the recipient activities prior to the notification request.
Unit of Issue	23-24	Enter data from original requisition.

Quantity	25-29	A. Enter quantity in BZ status not responded to in Materiel Obligation Validation (MOV). b. For ammunition items and ammunition related item 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 rp29).
Document Number	30-43	Enter the document number of the original requisition for the item being validated.
Suffix	44	Enter the suffix assigned; otherwise, leave blank.
Other Fields	45-56	Enter the data from the original requisition for the item being validated.
Blank	57-79	Leave Blank.
Multi-Use	80	Reserved for the ILCO's entry of internal control data on FMS and grant aid transactions; otherwise, leave blank.

AP10. APPENDIX 10

MILSTRAP LEGACY TRANSACTIONS

The authoritative source for MILSTRAP legacy transactions is DLM 4000.25-2, MILSTRAP. The transactions are available on the DLMS IC page.

Document Identifier Code(s)	TITLE
Introduction	Introduction
D4_	Materiel Receipt - Procurement Instrument Source
D6_	Materiel Receipt - Other Than Procurement Instrument Source
D7_	Issue
D8_, D9_	Inventory Adjustment - Increase or Decrease
D8E, D8F, D9E, D9F	Inventory Adjustment - Increase or Decrease (Logistics Transfer/ Capitalization/Decapitalization)
D8S, D9S	Inventory Adjustment - Increase or Decrease (Ownership Transfer)
DA1, DA2	Single Managed Conventional Ammunition Freeze/Unfreeze Action
DAC, DAD	Inventory Adjustment - Dual (Condition/Purpose Transfer)
DAS	Inventory Adjustment - Dual (Ownership Transfer)
DD_	Due-In - Procurement Instrument Source
DEE, DEF	Logistics Transfer/Decapitalization
DF_	Due-In - Other Than Procurement Instrument Source
DG_	Backorder
DHA	Demand
DJA	Physical Inventory Request
DLA	Logistics Transfer/Decapitalization Follow-up
DLB	Reply To Logistics Transfer/Decapitalization Follow-up
DLC	Logistics Reassignment Delinquent Due-In Follow-Up
DLD	Logistics Reassignment Delinquent Due-In Response
DLE	Logistics Reassignment Due-In Reconciliation Request
DLF	Logistics Reassignment Due-In Reconciliation Response
DLS	Logistics Reassignment General Management Data

Document Identifier Code(s)	TITLE
DLT	Logistics Reassignment Backorder and Demand Data
DLU	Logistics Reassignment On-Hand Asset Data
DLV	Logistics Reassignment Due-In Asset Data
DLW	Logistics Reassignment Contract History Data
DLX	Logistics Reassignment Technical and Quality Data
DM_	War Materiel Requirements Data
DRA, DRB	Materiel Receipt Acknowledgment
DRF	Follow-Up For Delinquent Materiel Receipt Acknowledgment
DSA	Small Arms Multi-Field Corrections
DSB	Small Arms Mass Stock Number Change
DSC	Small Arms Correction
DSD	Small Arms Receipt/Shipment Follow-Up
DSF	Small Arms Reconciliation/Reject Follow-Up
DSM	Weapon Serial Number Control
DSR	Small Arms Reconciliation/Reject
DU_	Pre-Positioned Materiel Receipt - Procurement Instrument Source
DW_	Pre-Positioned Materiel Receipt - Other Than Procurement Instrument Source
DXA	Materiel Receipt Follow-Up - Procurement Instrument Source
DXB	Materiel Receipt Follow-Up - Other Than Procurement Instrument Source
DXC	Reply To Materiel Receipt Follow-Up - Procurement Instrument Source
DXD	Reply To Materiel Receipt Follow-Up - Other Than Procurement Instrument Source
DYA, DYB, DYL, DYM	Special Program Requirement Request
DYC	Special Program Requirement Cancellation
DYD	Special Program Requirement Modifier
DYG	Special Program Requirement Substitute Item Acceptance
DYH	Special Program Requirement Substitute Item Rejection
DYJ	Special Program Requirement Follow-Up

Document Identifier Code(s)	TITLE
DYK	Special Program Requirement Status
DZ9	Status Notification Transaction
DZA	Asset Status
DZB	Storage Item Data Correction/Change
DZC	Logistics Reassignment Storage Information
DZD	Logistics Reassignment Storage Information Reply
DZE	Asset Status Reporting Request
DZF	Asset Status Reporting (Base, Post, Camp, and Station Level Use)
DZG	Transaction Reject
DZH	Location Reconciliation Request
DZJ	Transaction History Request
DZK	Transaction History Transmittal
DZM	End of Day Transaction Count
DZN	Location Reconciliation Notification
DZP	Location Reconciliation History Notification