



LOGISTICS AND
MATERIEL READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
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DLM 4000.25, Volume 4, April 2, 2019
Change 10

DEFENSE LOGISTICS MANAGEMENT SYSTEM VOLUME 4, MILITARY STANDARD BILLING SYSTEM - FINANCE CHANGE 10

I. This change to DLM 4000.25, Defense Logistics Management Standards (DLMS), Volume 4, April 11, 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 10 include, but are not limited to, the following: Office names and symbols that have changed are updated (e.g., ODASD(Logistics)). Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per a style change for DoD issuances. 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) Changes (ADC) published by Enterprise Business Standards Office memorandum:

A. ADC 1188 dated December 26, 2018. Aligns DoD code names in the Type of Pack and Transportation Method/Type Code conversion guides with the USTRANSCOM Reference Data Management (TRDM) registry code names, and maps the TRDM to X12 code names. Adds a new mapping for Tank Car to the Type of Pack conversion guide. Updates the Unit of Materiel Measure (Unit of Issue/Purchase Unit) conversion guide to ensure DoD codes (other than those represented in the Federal Logistics Information System (FLIS) as documented in Cataloging Data and Transaction Standards, Volume 10, Tables 53 and 81) have the name assigned by X12. Additional updates correct some erroneous mappings for DoD Codes. Revises Chapter 1.

B. ADC 1308 dated August 10, 2018. Extends DLMS procedures for Navy Exchange Price billing of Depot Level Repairables (DLRs) under the Navy Carcass Tracking program to the Navy S/A Code P, which is reserved for Foreign Military Sales (FMS)/Security Cooperation. Revises Chapter 1.

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

Added or Replaced Files

Change History Page

Chapter 1

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

Jan Mulligan
Performing the Duties of
Deputy Assistant Secretary of Defense
for Logistics

VOLUME 4 – Military Standard Billing System - Finance

PROCESS CHANGE HISTORY

ADC Number	Date	Change Description	Version
221A	8/3/2011	Revised Procedures associated with the DLMS Enhancement for Communication of Unit Price. This change revises procedures for DLA Transaction Services Defense Automatic Addressing System (DAAS) conversion mapping from DLMS to MILS legacy 80 record position formats to block the perpetuation of any price exceeding 7 positions (5 digits' dollars and 2 digits' cents), and block the perpetuation of any price consisting of all "9"'s. The change allows the Navy ERP to accept items whose price is larger than \$100,000. Revises DLMS Supplements 511R, Requisition, 511M, Requisition Modification, 527D, Due-in/Advance Receipt /Due Verification, 527R, Receipt, Inquiry, Response and MRA, 536L, Logistics Reassignment Management Data, 810L, Logistics Bill, 812L, Logistics Bill Adjustment Request Reply, 812R, Logistics Bill Adjustment Request, 846D, Logistics Reassignment Transfer and Decapitalization, 856S, Shipment Status, and 869F, Requisition Follow-Up.	0

ADC Number	Date	Change Description	Version
274	4/1/2008	DLMS and DLSS Changes to Support Army Exchange Pricing. This change makes changes to support Army Exchange Pricing. Army Managed National Stock Numbered (NSN) items that are on an existing or planned national repair program, will have an Exchange Price (EP), which represents the Latest Repair Cost plus a recovery rate. Essentially, those nationally repaired items will be issued at a discounted price based upon an expected return. If EP items are not returned within the established timeline (Delta Delay Days), the process will generate a Delta Bill (SP minus EP), which would result in a net cost of the full Standard Price to the customer. The Exchange Price will only be applicable to Army EP customers. All other customers will be charged the Standard Price. Revises Chapter 2 and Appendix 2.5.	0
275	4/3/2008	Administrative Changes to Eliminate Override Procedures for DLMS Supplements 812L, Logistics Bill Adjustment Request Reply and 812R, Logistics Bill Adjustment Request. This change modifies the 812L and 812R DLMS Supplements to clearly identify as an enhancement (not approved for current use) the use of Table 1 Code Source Information in cases where the Agency code is applicable to all Table 2 iterations. This change also removes the use of override procedures for Code Source information, as override is no longer recognized as recommended procedure.	0
280	8/8/2008	PQDR/SDR/TDR Credit Tracking. This change to MILSBILLS will allow for better tracking of credits for PQDRs, SDRs and TDRs. Revises Chapter 4, Appendix 2.3, and Appendix 2.5.	0

ADC Number	Date	Change Description	Version
289	10/21/2009	Revisions to Security Assistance Program Procedures, Modification of the Definition of the Security Assistance Type of Assistance and Financing Codes (MILSTRIP/Supply) and Policy Change to Billing Procedures. This change accommodates the inclusion of a paragraph on the timeframe for shipments using a Required Availability Date (RAD), the use of extended Required Delivery Dates (RDDs), a paragraph regarding possible storage charges for materiel awaiting Notice of Availability (NOA) responses, and some minor changes to program names and acronyms. Revises Chapter 2.	0
290	6/24/2008	Administrative Revisions to the DLMS Supplements 810, Logistics Bill, 812L, Logistics Bill Adjustment Request Reply and 812R, Logistics Bill Adjustment Request. This change adds additional qualifier codes to DLMS Financial Supplements and to make administrative changes to achieve consistency among the Supplements. Revises DLMS Supplements 810L Logistics Bill, 812L Logistics Bill Adjustment Request Reply and 812R Logistics Bill Adjustment Request, and Chapter 2, DLMS Billing.	0
294	7/31/2008	Elimination of Treasury Suspense Account F388. Eliminated Treasury Suspense Account F3885, which was a suspense account used to temporarily hold unmatched financial transactions. Treasury stated that this account is no longer authorized for use. Revises Chapter 5, Interfund Billing System Procedures, and Appendix AP2.2, Fund Codes.	0
315	1/5/2009	Administrative Change to DLMS Note for Fund Code in DLMS 810L, Logistics Bill. This change modifies the DLMS Supplement 810L to incorporate an administrative change to correct an incorrect DLMS note regarding the qualifier DG (Fund Code), which incorrectly states that the fund code may not be used with Interfund bills.	0

ADC Number	Date	Change Description	Version
324	6/24/2009	DLMS Procedures for Materiel Returns from National Inventory Management Strategy (NIMS) Sites and Industrial Sites under Base Realignment and Closure (BRAC). This change documents procedures for materiel returns to DLA as partially implemented under the National Inventory Management Strategy (NIMS) and as planned in support of the 2005 Base Realignment and Closure (BRAC) decision. The change addresses communications among customers, the distribution depot, and the DLA ICP, along with establishing new procedures for authorizing and processing customer credit. Finalization of the returns procedures required recurring DLMSO interaction with the BRAC team to achieve correct business rules and documentation of these rules in the applicable DoD manuals. Revises Chapter 2.	0
328	7/28/2009	“Off-Line” Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation. This change requests an interface be established between the various internet ordering applications and the applicable Component financial application, so that fund availability can be checked before allowing the requisition to be processed, and, as a separate, subsequent action, establish the associated obligation within the applicable financial system. Revises Appendices AP2, Verification of Funds Request, and AP3, Verification of Funds Reply; DLMS Supplement 9DS) Revision of 511R, Requisition.	0
332	7/8/2009	Intra-Navy Exchange Price Billing for Depot Level Repairables. The purpose of this change is to map the Navy’s current billing transactions for depot level repairables (DLRs) under the Navy Carcass Tracking program to the DLMS Supplement 810L, Logistics Bill. This change will support the Navy migration to DLMS, and will support mapping in a mixed DLMS/MILS environment. Revision to DLMS Supplement 810L, Logistics Bill.	0

ADC Number	Date	Change Description	Version
346	10/26/2009	DLMS Interfund Billing System Procedures. This change publishes procedures for DoD 4000.25-M, Defense Logistics Management System (DLMS) Volume 4 (Finance), Chapter 5 - Interfund Billing System Procedures.	0
350	11/16/2009	Navy Budget Project for Billing. The purpose of this change is to map the Navy's current MILS billing transactions for the Summary Bill to the DLMS Supplement 810L, Logistics Bill by including a DLMS qualifier called "budget project identifier" for Navy "budget project". This change will support the Navy migration to DLMS, and will support mapping in a mixed DLMS/MILS environment.	0
435	10/3/2011	Use of Referential Data to Support Standard Financial Information Structure (SFIS). This changes provides for the Component and Agency preferred solution of exchanging SFIS accounting data elements using referential data keyed on a fund code. DLA Transaction Services will develop and host an expanded fund code table on DAAS, which will be the master reference table for SFIS data to be maintained. The ADC also modifies specified DLMS transactions to add Business Partner Number (BPN) as an authorized DLMS enhancement, which may be an issue for non-DoD buyers and sellers to accommodate. Revises DLMS Supplement (DS) 511R, Requisition, 511M Requisition Modifier, 869F, Requisition Follow Up, 180M Material Returns Reporting, 517M, Material Obligation Validation, 867I, Issue, 940R, Material Release, 856S, Ship Notice/Manifest, 842 A/W Supply Discrepancy Report, 810L, Logistics Bill, 517G, Government Furnished Material (GFM) Validation, 527D, Due in/Advance Receipt/Due Verification, 527R, Receipt, Inquiry, Response and MRA, 812L, Logistics Bill Adjustment Request Reply, 812R, Logistics Bill Adjustment Request, 842A/R Standard Supply Discrepancy Report Reply, 867D, Demand Reporting, 869A, Requisition Inquiry/Supply Assistance Request, 869C, Requisition Cancellation, 945A, Material Release Advise, and 947I, Inventory Adjustment (Applies to 4010 as well).	0

ADC Number	Date	Change Description	Version
450	2/14/2012	Elimination of the DLMS Request for Implementation Date Procedures for Component System Changes. The RFID letter/process, as currently published in the DoD 4000.25 family of manuals is eliminated. Implementation dates will be requested at the time of issuance of the PDC. The revised procedure will incorporate the request for and negotiation of an agreement upon implementation dates embedded in the PDC/ADC process. Revises Chapter 1	0
469	2/23/2012	Consolidating MILSBILLS into DLMS Volume 5, Finance. This change consolidates and updates chapters of DoD 4000.25-7-M (MILSBILLS) with the DoD 4000.25-M (DLMS) Finance volume to enable DLMS Volume 4 to be a single manual for DLMS/MILS logistics billing. Revises DLMS Volume 4.	0
1009A	8/6/2014	DLMS Enhancements for Requisitioning to Improve Use of Mark-for Addressing, Expand Authorized Priority Designator Validation, Correct EMALL Purchase/Credit Card Format Rules, and Require Distribution of Status for Requisitions associated with Purchase/Credit Card Payment. This change establishes revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also establishes XP fund code on the Fund Code to Billed Office DoDAAC table to denote DOD EMALL credit card billing for all Components and Agencies. Revises Chapter 2, Billing Procedures and DLMS Implementation Conventions (ICs) 511M, 511R, 856S, 869A, 869F, 870S, 940R, and 945A.	4

ADC Number	Date	Change Description	Version
1043A	8/20/2014	Revised Procedures for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification to Support Transaction Rejection Requirements. Amends ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Chapter 6, Defense Automatic Addressing System and DLMS 824R, 180M, 511M, 511R, 517M, 810L, 842A/W, 856S, 867I, 869F, and 940R.	4
1043B	10/1/2014	Revised Procedures for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification to Modify Business Rules for Beginning Period of Availability Fiscal Year Date. Amends ADC 1043 to revise the business rules within the DLMS and the Web Fund Code Application to allow the SLOA data element, Beginning Period of Availability Fiscal Year Date, to be used in DLMS transactions to represent Program Year when the Availability Type Code is X, which indicates No Year, non-expiring funds. Revises Appendix 4, Web Fund Code Master File Layout and DLMS 180M, 511M, 511R, 517M, 810L, 842A/W, 856S, 867I, 869F, and 940R.	4

ADC Number	Date	Change Description	Version
1043C	12/22/2014	Administrative Corrections for SLOA Data the 810L Logistics Bill and other DLMS ICs. Amends ADC 1043 to remove SLOA data element Budget Line Item from the header, as it has no apparent applicability to the header (summary bill), corrects DLMS notes erroneously applying or omitting references to the line of accounting data elements being modifiable in certain ICs, and changes DLMS 810L loop 2/FA1/350 from mandatory to used, as non-interfund bills may not provide SLOA data and lack of data would cause the transactions to fail. Revises the DLMS 511R, 517M, 810L, 842A/W, 867I, 869F, and 940R ICs. Also accomplishes administrative changes to the DLMS 140A, 180M, 511M, 511R, 517G, 517M, 527D, 527R, 536L, 567C, 650A, 650C, 810L, 812L, 812R, 824R, 830D, 830R, 830W, 842P, 846A, 846C, 846D, 846F, 846I, 846P, 846R, 846S, 856N (4010 & proposed 4030 versions), 856R (4010 & 4030 versions), 856S, 867D, 867I, 869A, 869C, 869F, 870L, 870M, 870N, 870S, 888A, 888I, 888W, 940R, 945A (4010 and 4030 versions), and 947I (4010 and 4030 versions). ICs removing an obsolete reference to an Accounting Classification Appendix.	5
1043D	7/1/2015	SLOA Data Element Sub-Allocation Holder Identifier Subsuming Limit/Subhead Data Element. Subsumes the Limit/Subhead data element into the Sub-Allocation Holder Identifier data element included in the Standard Financial Information Structure (SFIS) Fund Code to Fund Account Conversion Table and changing the data element name from Limit/Subhead to the abbreviated Sub-Allocation in the Web Fund Code application data entry screens and reports. It also changes the Sub-Allocation Holder Identifier on the DLA default appropriation value in MILSBILLS Appendix 2.2 from "5999" to "5CBX". Revises Chapter 4, Adjustment Procedures, AP1.1, Fund Code to Fund Account Conversion Table, AP2.2, Fund Codes, and AP 4, Web Fund Code Master File Layout.	5

ADC Number	Date	Change Description	Version
1043E	10/5/2015	Invalid Fund Code Edit and Remove Suspense Account F3885. Extends Defense Automatic Addressing System (DAAS) edits for invalid or missing fund codes to include transactions with Signal Codes A, B, J, and K and one scenario pertaining to Signal Codes C and L that had previously been omitted. Revises Chapter 5 Interfund Billing System Procedures, Chapter 6 Defense Automatic Addressing System, and Appendix 2.2 Fund Codes.	6
1068B	10/23/2014	Revised Procedures for Requisitioning via DOD EMALL and GSA Internet Ordering: Component Verification of Funds Availability. Establishes enhancements and revises routing rules for adoption concurrent with the implementation of the procedures for verification of funds availability established under ADC 1068 and employed by DOD EMALL and GSA Advantage/GSA Global for eCommerce. This change also documents a deviation from approved procedures for de-obligation of funds currently in use between GSA Advantage and the Army Funds Control Module (FCM). Revises Chapter 7, Verification of Funds Availability Web Call for Requisitions Submitted via Internet Ordering Applications and Appendix 2.11, Funds Verification Codes.	4

ADC Number	Date	Change Description	Version
1084	11/25/2015	New Procedures for Non-Manager Owned Suspended Stock Stored in DLA Distribution Locations. Allows credit to be issued for non-manager owned suspended stock stored at a DLA Distribution location when a stock screening request results in identification of non-compliant materiel. This change leverages existing procedures for processing of the Stock Screening Request, Storage Quality Control Report (SQCR), SDR, and Materiel Release Order (MRO) to accomplish the necessary steps to recognize, suspend, provide notification of suspected non-conforming materiel, provide credit to the materiel owner if the materiel is determined to be non-compliant, and transfer ownership to the manager—all with minimal system impact to existing systems and procedures. Updates Chapter 4 Adjustment Procedures, Appendices 2.3 Billing Advice Codes, and 2.5 Type of Bill Codes.	6
1103	8/20/2014	Revise DLMS 824R, Reject Advice, to Include Rejections of Logistics Bills, Clarify use for Rejection of DLMS MILSTRIP Transactions, and Document Administrative Updates. Modifies the DLMS 824R to expand the scope to include rejection of logistics bills and make administrative adjustments to convert the supplement into an implementation convention (IC) and to reflect current element use by DLA Transaction Services. Revises Chapter 2, Billing Procedures; Chapter 6, Defense Automatic Addressing System; Appendix 2.12, Other Codes; and Appendix 3, Record Formats. Revises DLMS 824R	4
1134	7/17/2014	Administrative Corrections to MILSBILLS. Corrects the record positions for the quantity field in the legacy DIC FJR/FJS format and other typographical corrections discovered in DLM 4000.25, Volume 4. Revises Chapter 3, Processing and Payment of DLMS Bills and; Chapter 4, Adjustment Procedures; and Appendix 3, Record Formats.	4

ADC Number	Date	Change Description	Version
1151	9/14/2017	Update to Document Retention Periods in DLM 4000.25 Series of Manuals (Finance/Supply). Removes references to specific record retention periods for documents/transactions, and advises the Components to retain data created as a result of DLMS business processes in accordance with the DODI 5015.02, DOD Records Management Program. Revises Chapter 2, Billing Procedures, and Chapter 6, Defense Automatic Addressing System	9
1160	1/19/2016	Procedures for Recommending and Authorizing Credit for Validated SDRs, Associated Reply Code Revisions, and Required use of the Reason for Reversal Code in Issue Reversals (Finance/Supply/SDR). Clarifies procedures to prepare supply discrepancy report (SDR) replies when used to request/report a financial adjustment for a validated discrepancy; updates available SDR reply codes; updates DLMS guidance for use of the issue reversal transaction and establishes a requirement to include an issue reversal reason code for all Components as a DLMS enhancement; expands the scope of available codes beyond those currently used; clarifies requirement for generation of the prepositioned materiel receipt (PMR) for directed discrepant materiel returns and tracking for the return shipment; updates Military Standard Billing System (MILSBILLS) procedures to formally document the option to provide credit to the billed activity for discrepant shipments prior to storage activity receipt of the returned discrepant materiel. Revises Chapter 4, Adjustment Procedures.	7

ADC Number	Date	Change Description	Version
1188	12/26/18	Alignment of DOD/ASC X12 Conversion Guides for Type of Pack, Transportation Method/Type Code, and Unit of Materiel Measure (Unit of Issue/Purchase Unit). Aligns DOD code names in the Type of Pack and Transportation Method/Type Code conversion guides with the USTRANSCOM Reference Data Management (TRDM) registry code names, and maps the TRDM to X12 code names. It also adds a new mapping for Tank Car to the Type of Pack conversion guide. Updates the Unit of Materiel Measure (Unit of Issue/Purchase Unit) conversion guide to ensure DOD codes, other than those represented in the Federal Logistics Information System (FLIS) as documented in Cataloging Data and Transaction Standards, Volume 10, Tables 53 and 81, have the name assigned by X12. Additional updates correct some erroneous mappings for DOD Codes. Revises DLMS Volume 4, Chapter 1 - Introduction	10
1203	1/30/2017	Supply Discrepancy Report (SDR) Procedures for Packaging Discrepancies at Foreign Military Sales (FMS) Freight Forwarder or Component Retail/Tactical Level Activities including Estimated/Actual Repackaging Cost. Documents procedures for processing DLMS SDRs submitted for reimbursement of repackaging costs. These procedures are primarily applicable to (a) FMS shipments frustrated at the freight forwarder facility due to packaging and documentation discrepancies and (b) retail/tactical activity discrepant receipts where repackaging is required prior to storage or distribution. Revises Chapter 2, Billing Procedures.	8
1204	4/11/2016	Notification Procedures for Mass Billing Errors. Provides procedures for billing offices to notify their Finance Process Review Committee (FPRC) representatives of significant or mass billing errors, who in turn will assist in coordination with appropriate Component FPRC representatives and the FPRC Chair. Revises Chapter 2 Billing Procedures.	7

ADC Number	Date	Change Description	Version
1213	11/21/2016	Clarification of Bill Numbers in DLMS. Clarifies the processing of logistics Interfund bills to limit the length of bill numbers to five characters in DLMS variable length transactions in accordance with DLM 4000.25, Volume 4 and explains which bill numbers to include in adjustment requests and replies. Revises Chapter 6, Defense Automatic Addressing System. Revises DLMS ICs 810L, 812L, and 812R.	8
1213A	9/17/2017	Clarification of Bill Numbers in DLMS for Materiel Returns Program (MRP) Credit (Finance). Corrects a gap in the DLMS 812L, Logistics Bill Adjustment Request Reply transaction, for Materiel Return Program (MRP) credit (legacy Document Identifier Code FTB functionality). The DLMS 812L procedures include a scenario where the billing office approves the MRP credit, but the credit is pending and there is not an assigned credit bill number. For the DLMS 812L, American National Standards Institute (ANSI) X12 syntax rules require an entry in the data element field for the bill number. This change defines how to accommodate the syntax requirement even though a bill number is not yet available for the MRP credit. Revises DLMS IC 812L and the legacy DIC FTB	9
1233	8/4/2016	Administrative Update to the Defense Logistics Manual (DLM) 4000.25 Series of Manuals Front Matter Page Numbering and Definitions for DLMS Supplement and Implementation Convention. Revises the page numbering of the “front matter” (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.	7

ADC Number	Date	Change Description	Version
1308	8/10/18	Extension of Sales Price Condition Code Mapping to Include Navy Service/Agency (S/A) Code P (Addendum to ADC 332). Extends DLMS procedures for Navy Exchange Price billing of Depot Level Repairables (DLRs) under the Navy Carcass Tracking program to the Navy S/A Code P, which is reserved for Foreign Military Sales (FMS)/Security Cooperation. Revises DAAS Map for the DLMS 810L	10

C1. CHAPTER 1

INTRODUCTION

C1.1. GENERAL

C1.1.1. **Purpose.** This volume provides Defense Logistics Management System (DLMS) standard procedures for billing and related adjustments for sales of materiel and related services, collectively referred to as the Military Standard Billing System (MILSBILLS). This includes the related standard transactions for exchanging data in compliance with the procedures using either the DLMS Supplements (DS) variable length format or the legacy Defense Logistics Standards Systems (DLSS) fixed length 80 record position format.

C1.1.1.1. New and migrating systems implementations of the DLMS are to comply with the DLMS Supplements to Federal Implementation Conventions (ICs) for American National Standards Institute (ANSI) Accredited Standards Committee (ASC) X12 in accordance with DoD Directive 8190.1, "DoD Logistics Use of Electronic Data Interchange (EDI) Standards," May 5, 2000. The relevant DLMS Supplements are the DLMS 810L (Logistics Bill), DLMS 812R (Logistics Bill Adjustment Request), and DLMS 812L (Logistics Bill Adjustment Request Response). All DLMS Supplements to Federal ICs may be accessed on the DLMS IC page.

C1.1.1.2. DLSS is the legacy implementation for billing, previously published as part of MILSBILLS. See Appendix 3 for the list of billing related document identifier code (DIC) formats.

C1.2.1. **Use of This Volume.** Use of this volume requires simultaneous access to DLMS Manual Volume 1 administrative items such as lists of acronyms and abbreviations, terms and definitions, and references; instructions for acquiring access to the DLMS standards data base; DLMS-to-Defense Logistics Standard System (DLSS) cross-references and **DoD/ASC X12 Conversion Guides**; specific guidance that applies to all implementation conventions; and functional and technical information that is relatively stable and applies to the DLMS as a whole.

C1.2. POLICY

C1.2.1. DoD 7000.14-R, "Department of Defense Financial Management Regulations," provides the DoD policies governing procedures in this volume.

C1.2.2. DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," provides the DoD policies and governing procedures in this volume.

C1.3. APPLICABILITY. This volume applies to the Office of the Secretary of Defense, Military Departments, Joint Staff, Unified and Specified Commands, Defense Agencies, and Defense Organizations (hereafter referred to collectively as "DoD Components") and, by agreement, to other organizations participating in the DLMS.

C1.4. FINANCE PROCESS REVIEW COMMITTEE. The Finance Process Review Committee (PRC) is the forum through which the DoD Components and other participating organizations may participate in the development, expansion, improvement, maintenance, and administration of the Interfund Billing System and other financial requirements for the DLMS. The Chairman, Finance PRC, in coordination with other Finance PRC members, is responsible for the contents of this volume of the DLMS. The identification of Finance PRC representatives, and other PRC related information, appears on the Finance PRC Webpage. Refer to Volume 1, Chapter 1 for a discussion of general DLMS PRC functions and responsibilities.

C1.5. SUPPLEMENTAL PROCEDURES. Supplemental procedures issued by the DoD Components and participating Agencies are authorized when additional detailed instructions are required. The publications listed in Table C1.T.1 supplement the provisions of this volume within the DoD Components and participating Agencies:

Table C1.T1. Supplemental Billing Procedures

<u>SERVICE or AGENCY</u>	<u>SUPPLEMENTAL INSTRUCTIONS</u>
United States Army (USA) and United States Air Force (USAF)	Defense Finance and Accounting Service (DFAS)-Indianapolis Center (DFAS-IN) Regulation 37-1, Finance and Accounting Policy Implementation
United States Navy (USN) or United States Marine Corps (USMC)	NAVSO P-1000, Department of the Navy Financial Management Policy Manual
General Services Administration (GSA)	FPMR 101, Subchapter E, Subpart 101-26-8, Discrepancies or Deficiencies in GSA or DoD Shipments, Material or Billings FEDSTRIP Operating Guide

C1.6. NONCOMPLIANCE. If reasonable attempts to obtain compliance with prescribed procedures or resolution of DLMS Finance related problems are unsatisfactory, the activity having the problem will request assistance from its DLMS Finance PRC representative. The request will include information and copies of all correspondence pertinent to the problem; including the document number, the number and date of the DLMS bill, and billing office. The representative will take the necessary actions to

resolve the issue or problem. The actions may include requesting assistance from the Chairman.

C1.7. SIMULATED MOBILIZATION EXERCISE

C1.7.1 When establishing plans that require simulated mobilization exercises, identify the associated transactions as simulated mobilization exercise transactions as provided for in the applicable implementation convention. The common mechanism in the DLMS Supplement is to set the Purpose Code of the beginning segment to 77–Simulation Exercise. Do not process simulated mobilization transactions in the supply distribution system(s) as action documents that affect accountable/unit records. The DoD Component activities responsible for initiating these exercises must use extreme caution to ensure procedures are explicit and to coordinate with all participants.

C1.7.2. DLSS has reserved certain DIC series for use in mobilization or other exercises. Within the legacy DLSS, DIC H series transactions are reserved for use during simulated mobilization exercises in lieu of the normal F or G series DICs. Although not mandatory, exercise planners are encouraged to use the H series DIC.