LOGISTICS AND
MATERIEL READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

DLM 4000.25, Volume 6, May 4, 2018
Change 10

DEFENSE LOGISTICS MANAGEMENT STANDARDS
VOLUME 6, LOGISTICS SYSTEMS INTEROPERABILITY SUPPORT SERVICES
CHANGE 10

I. This change to DLM 4000.25, Defense Logistics Management Standards (DLMS), Volume 6, June 5, 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 10 include the following: 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) Change (ADC) published by Enterprise Business Standards Office memorandum:

A. ADC 1025F dated November 29, 2017. Updates the Component routing identifier codes (RICs) LMARS uses to generate reports. These RIC changes are routine, periodic updates provided by the Component PM PRC representatives. The tables are linked from Chapter 4.

B. ADC 1151 dated September 14, 2107. 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 4.

C. ADC 1270 dated September 19, 2017. Adds and implements the HB Series of DoDAACs for United States Cyber Command (USCYBERCOM). No changes to manuals required for this change.

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

Added or Replaced Files

Change History Page
Chapter 4

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 Defense Logistics Managements Standards Website: www.dla.mil/does/dlms-pubs

for

Jan Mulligan
Performing the Duties of
Deputy Assistant Secretary of Defense
for Supply Chain Integration

VOLUME 6 – LOGISTICS SYSTEMS INTEROPERABILITY SUPPORT SERVICES

PROCESS CHANGE HISTORY

ADC Number	Date	Change Description	Version
226	3/1/2007	**Revision of MILSTRIP, MILSBILLS and DLMS to add DoDAAC Authority Code Edits.** This change will establish a new edit for DoDAACs by Authority Code in order to restrict requisitioning, shipment and billing by DoDAAC. DoDAAC Authority Codes are applicable to all Components. This change will revise DLMS, MILSTRIP and MILSBILLS to identify DoDAAC authorities for requisitioning, shipment and billing, and to provide for DAAS and source of supply rejection, under DLMS, MILSTRIP and MILSBILLS of requisitions or bills, as appropriate.	0
251	8/1/2007	**Department of Defense Activity Address Directory (DoDAAD).** This issued the new DoDAAD manual as an ADC.	0
262	12/19/2007	**Deleted Department of Defense Activity Address Code (DoDAAC), Cited on Open Orders**. Revise MILSTRIP/DLMS procedures to include instructions on cancellation of orders, citing a ship-to or bill-to DoDAAC that has been deleted, as identified in the DoD Activity Address Directory (DoDAAD). In response to comments on the proposal, the following clarification is provided: The intent is for all Components to implement this procedure change while modernizing or as soon as practical, thereby canceling open orders/backorders for which there is a deleted DoDAAC identifying the bill-to or ship-to activity. This procedure complements the existing procedure to cancel backorders where the requisitioner DoDAAC has been deleted. Updates from the original staffing are highlighted.	0

ADC Number	Date	Change Description	Version
298	9/16/2008	**Department of Defense Activity Address Directory (DoDAAD) Enhancements.** This change documents the proposed procedures that are applicable to the reengineered DoDAAD. The ADC contains many enhancements. One change calls for adding the new GSA unique fields to the DAASINQ and enhanced eDAASINQ. One change establishes DoD policy that Component governing directives require that deploying units have current DoDAAC information prior to deployment. The remaining changes expand the capability of the DoDAAD web update page. DAASC will need to make both database and code changes to implement the new requirements.	0
318	3/24/2009	**DoD Activity Address Directory (DoDAAD) Country Codes in the DoDAAD (Staffed as PDC 325).** This change documents the procedures that are applicable to the country code listing of the DoDAAD and procedures for notifying CSPs of country code changes. This change reiterates that CSPs are responsible for ensuring that their Component DoDAAC information is current and that Component CSPs must take action to ensure DoDAAC country code information is validated whenever there is a change to the country code listing. This change also excludes activity codes applicable to programs and not to countries from being entered into the address field of the DoDAAD.	0
321	4/14/2009	**Department of Defense Activity Address Directory (DoDAAD) Bill of Lading Code (BLOC).** This change documents the procedures that are applicable to the Bill of Lading Code (BLOC) in the DoDAAD, and changes the source of input from the DoDAAD Administrators to the Authoritative BLOC information source, Table Management Distribution System (TMDS). This will improve timeliness and accuracy of the BLOC data.	0

ADC Number	Date	Change Description	Version
323	5/19/2009	**DoD Activity Address Directory (DoDAAD) Enhancements to DoDAAD Including Contracting Data and other Enhancements.** This change documents enhancements recommended by the DoDAAD Process Review Committee (PRC) at the March 10, 2009 PRC meeting. Included are enhancements to strengthen controls for contractor DoDAACs and other enhancements.	0
323A	1/21/2011	**Approved Addendum 323A to ADC 323, Rescind Multiple Contracts per DoDAAC Change.** This amends ADC 323 to delete the approved enhancement for adding multiple contracts assigned to a single DoDAAC to the DoDAAD and for modifying the eDAASINQ search capability to query the multiple contract fields.	0
336	1/25/2011	**Military Assistance Program Address Directory (MAPAD) Procedures.** This change provides updated MAPAD policy and procedures, including those associated with MAPAD reengineering. This change establishes DLMS Volume 6, Logistics Systems Interoperability Support Services, Chapter 3, MAPAD.	0
337	8/31/2009	**DoD Activity Address Directory (DoDAAD) Internal Note Field (Staffed as PDC 362).** This change adds a free-form note field to the DOD Activity Address File (DoDAAF), which will be viewable and downloadable in the Enhanced DAASC Inquiry System (eDAASINQ) by DoDAAC Central Service Points (CSPs) and Monitors, according to their existing role-based access for updating, adding or deleting DoDAACs. This field will allow DoDAAC Monitors to input internal notes related to a specific DoDAAC, which will create a historical record and assist DoDAAC CSPs and Monitors in managing their DoDAACs.	0

ADC Number	Date	Change Description	Version
354	2/4/2010	**DOD Activity Address Code (DoDAAC) Edits on Logistics Bills and Requisitions (Finance/DoDAAD/Supply).** This change provides information and procedures regarding Defense Automatic Addressing System Center (DAASC) DoDAAC edits for logistics bills and requisitions. This also incorporates an administrative change to reflect the DAASC retention of security assistance bills of 4 years after initial routing vice 2 years.	0
365	5/6/2010	**DOD Activity Address Code (DoDAAC) City State Zip Validation.** This change is to improve the validation of the CONUS city, state and zip code data by establishing procedures for DoDAAC entries that do not match the United States Postal System (USPS) authoritative source.	0
368	12/7/2010	**Procedures and Assignment of Navy DoDAACs to DLA for Use on DLA Requisitions to Military Service/GSA Sources of Supply (SoSs) in Support of Navy Industrial Activities (IAs) under BRAC SS&D/IMSP (Supply/DoDAAD).** This change requires assignment of Navy (N-series) DoDAACs for DLA's use under BRAC SS&D/IMSP and documents associated procedures. DLA will control and assign document numbers using these unique Navy DoDAACs when requisitioning from other SoSs in support of Navy industrial activities (IA) including Navy Shipyards (NSYs) and Fleet Readiness Centers (FRCs). This change establishes a new business process for Navy BRAC IMSP requisitioning. It impacts DAAS routing rules and establishes DAAS rules for creation of supply and shipment status associated with these requisitions. Other DoD Components processing rules are not impacted.	0
383	5/18/2010	**DoD Activity Address Directory (DoDAAD) Container Consolidation Point (CCP).** This change is to implement the use of the Break Bulk Point (BBP) and Container Consolidation Point (CCP) data fields in the DoDAAD for their intended purpose under DoDAAD reengineering, as separate, discrete data fields, rather than as a single, multi-use field. This will require phased implementation.	0

ADC Number	Date	Change Description	Version
384	5/21/2011	**Special Programs for Non-DoD/Non-Federal Agency.** This change establishes Defense Logistics Management Standards (DLMS) procedures for Special Programs where the requisitioner is neither a Federal Agency nor a DoD entity, and establishes a new DoDAAC series to clearly identify such programs.	0
384A	4/7/2011	**Special Programs for Non-DoD/Non-Federal Agency.** This amends ADC 384 to establish Defense Logistics Management Standards (DLMS) procedures for additional Special Programs in support of DLA Reutilization Business Integration, where the requisitioner is neither a Federal Agency nor a DoD entity. This change establishes DoDAAC series to clearly identify such programs.	0
384B	10/7/2011	**Special Programs for Non-DoD/Non-Federal Agency.** This is an administrative change to amend ADC 384 to change the first position designation for Special Program Section 1122 DoDAACs from "1" to "3".	0
385	10/21/2010	**DoD Activity Address Directory (DoDAAD) Enhanced Inquiry and Download for Multiple DoDAACs (DoDAAD).** This change is to designate query and download of information for multiple DoDAACs from the eDAASINQ web site as "For Official Use Only."	0
392	8/3/2010	**DoD Activity Address Directory (DoDAAD) Setting the CONUS/OCONUS Indicator.** The change is to remove the manual setting of the CONUS/OCONUS field and set the flag programmatically based on the TAC 2 address.	0
394	8/17/2010	**DoD Activity Address Directory (DoDAAD) Overseas Address Line Change for Canada and Mexico (DoDAAD and Supply).** This change corrects a problem with the last line of the overseas address lines for Canada and Mexico.	0
406	1/31/2011	**DoD Activity Address Directory (DoDAAD) Removal of Unused Fields.** The DoDAAD database contains some unused fields, which leads to confusion in the user community. This Change corrects the problem by removing the unused fields.	0

ADC Number	Date	Change Description	Version
408	12/21/2010	**DoD Activity Address Directory (DoDAAD) DAASINQ RIC Display.** This change is to correct the DAASINQ display for RIC query results.	0
424	5/9/2011	**DoDAAD Modification to Break Bulk Point (BBP).** This change approves interim and longer term procedures to correct inconsistent Break Bulk Points (BBPs) for TAC1 and TAC2 addresses.	0
436	8/4/2011	**Administrative Revisions to DLMS Supplements to Remove Obsolete RIC "Streamline" Notes and Update MILSTRIP/DLMS Documentation Associated with Routing Identifiers.** (1) Administrative change to update RIC field note in the DLMS to remove obsolete references to future streamlining. (2) Administrative update to the RIC assignment rules to reflect Washington Headquarter Service (WHS) is now responsible for update of "Other DoD DoDAACs (H series)".	0
440	7/19/2011	**Change to DoDAAC Authority Code Assignment Process.** This change is to require the user to make a decision about which Authority Code to assign when creating a new DoDAAC vice defaulting to Authority Code "00".	0
448	9/21/2011	**Implementation of International Standards Organization (ISO) 3166-1 codes for the identification of countries and their subdivisions (DoDAAD/MAPAD/Finance).** Implements DoD policy within the DLMS to transition to the use the International Organization for Standardization (ISO) 3166-1, "Codes for the representation of names of countries and their subdivisions. Part 1: Country Codes" by September 30, 2012. ISO 3166-1 contains two alphabetic code lists: digraph (two characters) and trigraph (three characters). DLMS will implement the ISO 3166-1 two character (digraph) alpha code structure and code list in order to minimize the impact on databases, application logic, and outputs that are currently reliant and restricted to two characters. Prior to the end of calendar year 2017, the Defense Logistics Management Standards PRCs will initiate action to assess the value and implementation requirements in migrating from ISO 3166-1 digraph to the tri-graph code structure.	0

ADC Number	Date	Change Description	Version
448A	10/2/2012	**Address Line 5 Country Name Implementation and Related DoDAAD Batch Transactions.** This change is an addendum to ADC 448 and not a total replacement. The addendum approves changes to the address placement and business rules associated with adding the country name to the address fields in the DoDAAD and MAPAD and removing the previously approved changes for DoDAAD batch processing. Without revision to the manual.	2
448B	10/2/2012	**Delayed implementation for International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions.** Due to the delayed implementation for ISO 3166-1 country code standard, this administrative ADC updates related DLMS documentation to restore the name change for Country & Activity codes (Logistics Qualifier 85/85*) and to remove the previously published "September 30, 2012" implementation date established under ADC 448. Chapter 3, Military Assistance Program Address Directory.	2
450	2/14/2012	**Elimination of the DLMS Request for Implementation Date Procedures for Component System Changes (Supply/Finance/DoDAAD/SDR).** The RFID letter/process, as currently published in the DOD 4000.25 family of manuals is eliminated. Implementation dates will be requested at the time of issuance of the PDC. The revised procedure will incorporate the request for and negotiation of an agreement upon implementation dates embedded in the PDC/ADC process.	0

ADC Number	Date	Change Description	Version
462	11/29/2011	**Initial Publication of Logistics Metrics Analysis Reporting System (LMARS).** Currently no formal LMARS process and procedures exist. The DLA Transaction Services developed and posted to its web site a number of independent documents related to LMARS. These documents were developed ten years ago and serve as the only existing documentation. This ADC compiles and organizes these existing documents into a single formally published "as-is" baseline for LMARS. The formalization of the existing documents will be published as Chapter 4 of Volume 6.	0
477	02/20/2012	**Component Performing Procurement/Contracting for another Component Involving Government Furnished Materiel or Government Furnished Property (DoDAAD and Supply).** This ADC clarifies the roles and responsibilities of Components when one is performing procurement/contracting services for another and the contract involves Government Furnished Materiel or Government Furnished Property. The clarification is that the Component requesting the procurement/contract action is responsible for assigning the delivery point DoDAACs using Service Codes assigned to it and the requesting Component is also responsible for performing the MILSTRIP Management Control Activity functions. The ADC also changes two data fields in the DoDAAD database from mandatory to optional.	0
1025	9/12/2012	**Update of Routing Identifier Codes, DOD Activity Address Codes, Reparable/Nonreparable National Item Identification Numbers, and Combatant Command designations in the Logistics Metrics Analysis Reporting System (LMARS).** This change updates specific LMARS configuration and business rules that Components/Agencies have implemented. Revises Chapter 4, Pipeline Measurememt (file linked from C4.6.3.1.2, Table D, Inventory Control Points).	2

ADC Number	Date	Change Description	Version
1025A	2/6/2013	**This administrative addendum corrects oversight to the requested deletion of Air Force Routing Identifier Code (RIC) DLJ in ADC 1025.** Addendum adds United States Special Operations Command RICs H92 & H9D to current listing of the RICs that function as wholesale Inventory Control Points in the Logistics Metrics Analysis Reporting System Addendum to ADC 1025, Update of Routing Identifier Codes, DOD Activity Address Codes, Reparable/Nonreparable National Item Identification Numbers, and Combatant Command designations in the Logistics Metrics Analysis Reporting System. Revises Chapter 4, Pipeline Measurement (file linked from C4.6.3.1.2, Table D, Inventory Control Points).	2
1025B	2/7/2014	**Administrative Update of Air Force Routing Identifier Codes in Logistics Metrics Analysis Reporting System.** Updates U.S. Air Force Routing Identifier Codes (RICs) used to generate reports in LMARS. This is a routine, periodic updates provided by the U.S. Air Force PM PRC representative. Revises Chapter 4, Pipeline Measurement.	5
1025F	9/29/2017	**Approved Addendum to ADC 1025C, Administrative Update of Air Force Routing Identifier Codes in Logistics Metrics Analysis Reporting System.** This administrative addendum updates the Component routing identifier codes (RICs) LMARS uses to generate reports. These RIC changes are routine, periodic updates provided by the Component PM PRC representatives. The tables are linked from Chapter 4.	10
1038	12/11/2013	**Update of Logistics Metric Analysis Reporting System (LMARS) Fill Rules.** This change updates the Logistics Metric Analysis Reporting System (LMARS) Fill Rules to correspond to changes implemented in the DOD supply chain. The Fill Rules were established over 10 years ago by the Customer Wait Time Committee (CWTC), which oversaw the development and implementation of LMARS. Revises DLMS Manual Volume 6 Chapter 4, Pipeline Measurement.	2

ADC Number	Date	Change Description	Version
1061	6/11/2013	**Reissuance of DLM 4000.25, DLMS, Volume 6, Chapter 2 (DoDAAD).** This change updates and reissues DLM 4000.25, DLMS, Volume 6, Chapter 2–often referred to as the DoDAAD manual. The chapter has been revised to enhance readability, remove duplication, add additional administrative content, and remove material better suited for the DoDAAD Standard Operating Procedures or the DLA Logistics Management Standards Office Website.	3
1061A	8/13/2013	**Update Reissuance of DLM 4000.25, DLMS, Volume 6, Chapter 2 (DoDAAD).** This administrative change to ADC 1061 consolidates the appointment letter templates found in appendices 1.1 and 1.2 into a single appointment letter for the Service/Agency. It thus renumbers all the succeeding appendices accordingly and changes their numbering throughout the chapter to reflect the change. This administrative change also updates the name of the application used for updating the DoDAAD to its current title: “DoDAAD Update Application” from the previous terminology of “Enterprise DoDAAD Web Maintenance Application.” It further publishes the DoDAAD Series Table as Appendix 1.15, which formally establishes the DoDAAC Series assigned to Services/Agencies for use in creating DoDAACs for that Service/Agency. Finally, it updates the Major Command Codes used for “H” Series DoDAACs, as published in Appendices 1.4 and 1.12.	3

ADC Number	Date	Change Description	Version
1061B	12/11/2013	**Administrative Addendum, Update Reissuance of DLM 4000.25, Defense Logistics Management System, Volume 6, Chapter 2 (DoDAAD).** This administrative change to ADC 1061 (Reference 3.c.) addresses changes to Volume 6, Chapter 2, of DLM 4000.25, as well as the impacts to the DoDAAD necessary to implement these changes. This administrative change also addresses data header inconsistency throughout the various renderings of the DoDAAD via DAASINQ, eDAASINQ, the DoDAAD Update Application and Ad hoc Queries in eDAASINQ, and seeks to ensure consistency throughout by aligning them to a standard as laid out in the DoDAAD Data Elements file (formerly known as the Master File Layout) now published on the DoDAAD PRC webpage. Discrete appendices formerly published with this chapter have been moved as follows: AP1.1—1.13, and 1.15 are published on the DPRC page of the DLMSO website; AP1.14 has been merged into Chapter 2 at paragraph C2.5.	4
Adm Chng	07/12/2012	The name for Air Force Security Assistance Command has changed to Air Force Security Assistance Cooperation Directorate. The acronym AFSAC has changed and is now AFSAC-D. Revised Table C3.T1. in Volume 6, Logistics Systems Interoperability Support Services.	0
1098	11/7/2014	**Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.** Updated the DD Form 1348-5, Notice of Availability; updated the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; established the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updated procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 3, Military Assistance Program Address Directory (MAPAD).	5

ADC Number	Date	Change Description	Version
1100	4/17/2014	**Allocation of HGA DoDAAC Series for USTRANSCOM Acquisition Contractors.** Allocates the HGA series to USTRANSCOM Acquisition for tracking contractor DoDAACs. Previously, the DoD activity address code (DoDAAC) series HTC was allocated to US Transportation Command (USTRANSCOM) Acquisition, but there was no allocation to support contractor DoDAACs.	5
1101	5/19/2014	**For Creation of H96 as USNORTHCOM DoDAAC Series.** Allocates the DoDAAC series H96 to US Northern Command (USNORTHCOM). H96 will not be authorized for creating contractor DoDAACs. A separate PDC would be required to establish a separate HG_ series for this purpose, should the requirement arise.	5
1116B	7/28/2015	**Administrative Updates to DoDAAD Contract Information Fields (DoDAAD/Supply).** ADC 1116 was withdrawn pending policy conflict resolution. Notwithstanding, many of the changes identified in that ADC are still required for the DoDAAD and are not affected by the factors which led to the withdrawal of ADC 1116. ADC 1116A replaced ADC 1116 in its entirety; specifically, changes to the Contract Information fields of the DoDAAD have been corrected and updated, especially as they relate to DLA's DoDAACs (S, SD, U, 2A, 2AB, 2Y, and 3B Series). ADC 1116B corrected an administrative paragraph numbering error in ADC 1116A. Revises DLMS Volume 6, Chapter 2.	6
1117	7/2/2014	**DoDAAC Authority Code and Type Address Code (TAC) Rules.** Improves and refines the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. This change requires entering the specific address for the purpose for which the DoDAAC is intended to be used, based upon the DoDAAC authority code. This change is not applicable to DoDAACs already resident in the DoDAAD, but will apply to any future changes made to existing DoDAACs or when new DoDAACs are created after the implementation date of this change. Revises Chapter 2, DoD Activity Address Directory.	5

ADC Number	Date	Change Description	Version
1143	5/6/2015	**DoDAAD Data Security Controls (DoDAAD).** Implement additional controls for access to DoDAAD data that safeguard the handling of DoDAAD data, which has been designated as controlled Unclassified Information (CUI) For Official Use Only (FOUO), and that assure proper management control on behalf of the Federal Departments to whom the data belongs (i.e., Department of Defense (DoD), Department of Justice (DOJ), Department of Transportation (DOT), etc.). Note: For the purposes of this DLMS Change, use of the term "Components" used herein is intended to mean all Departments of the Federal Government who use the DoDAAD (i.e., DoD, Federal Agencies, etc.). Revises Chapter 2, DoD Activity Address Directory	6
1144	1/13/2015	**DoDAAD Error Report Processing (DoDAAD).** This change only impacts the eDAASINQ application with two required actions: 1) create a report to track orphaned Routing Identifier Codes (RIC), and 2) move the City/ZIP error report from its current location on the "Downloads" page to a new "reports" section. No change to manuals or DLMS Implementation Conventions.	6
1148	1/15/2015	**Cancellation of Permanent DoDAACs (DoDAAD).** This Change removes (null) two fields, "Cancelled/Never Reuse Flag" and "Enterprise Identifier Flag", from the DoDAAD. It also deletes C2.4.1.5. from DLMS Volume 6, Chapter 2 and updates the DoDAAD Standard Operating Procedures (SOP) paragraph 5.41 Section 2.	6
1151	9/14/2017	**Update to Document Retention Periods in DLM 4000.25 Series of Manual.** 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 4, Pipeline Measurement..	10

ADC Number	Date	Change Description	Version
1154	11/9/2016	**Add Major Report Category Section "DLA" to Logistics Metrics Analysis Reporting System (LMARS) Reports.** Adds a Defense Logistics Agency "DLA" tab at the top or bottom of the following LMARS end of month reports: Major Report Category Section of Wholesale inventory control point (ICP), Contractor Wholesale ICP, and Wholesale ICP Reparable national stock number (NSNs). Revises Chapter 4, Pipeline Measurement.	9
1178	8/5/2015	**Implementation of DoDAAD Bureau Codes.** Decouples the DoDAAD Bureau code field in the DoDAAD table (MAJ_COMMAND) from the GSA Bureau code field in the GSA table (GSA_BUREAU_CD). Add new data element for Common Government-Wide Accounting Classification (CGAC) Code. No change to manuals or DLMS Implementation Conventions.	7
1190	12/17/2015	**Implementation of a DoDAAC Organization Type Code.** Adds an Organization Type Code field to the DoDAAD to indicate if the DoDAAC is DoD, Federal, State/Local, Non-Government Organization (NGO) or Foreign entity. Revises Chapter 2, DoD Activity Address Directory.	7
1191	12/17/2015	**Implementation of a DoDAAC Contractor Flag.** Adds a Yes/No flag to the DoDAAD to indicate if the DoDAAC is a contractor or not. For almost all DoD DoDAACs, the determination if the DoDAAC is a contractor DoDAAC or not is determined by the first two characters of the DoDAAC itself. This change will set the flag for both Federal and DoD DoDAACs. Revises Chapter 2, DoD Activity Address Directory.	7
1192	12/17/2015	**Administrative Update to Procurement Flag.** Provides specific business rules for how Central Service Points (CSP) shall set the Procurement Authority flag. Revises Chapter 2, DoD Activity Address Directory.	7
1193	12/17/2015	**Update to Access User Roles.** Separates the "delete" function from the "modify" function. There are no roles in the current system, all access is being series or bureau codes. This change allows stricter limits on access and further define the differences between CSP and Monitor. Revises Chapter 2, DoD Activity Address Directory.	7

ADC Number	Date	Change Description	Version
1194	12/17/2015	**Implementation of the Sub Tier Code.** Adds the Sub Tier Code field to the DoDAAD to indicate if the DoDAAC is tied to a specific Federal Agency Sub Tier (a.k.a. bureau) for business uses within the Federal Procurement Data System (FPDS). Revises Chapter 2, DoD Activity Address Directory.	7
1195	12/17/2015	**Implementation of Common Government-wide Accounting Classification (CGAC) Code.** Adds validation to the Common Government-wide Accounting Classification (CGAC) Code field in the Department of Defense Activity Address Directory (DoDAAD). Revises Chapter 2, DoD Activity Address Directory.	7
1197	4/7/2017	**Automated DoDAAD Request Submission Tool (DoDAAD).** Establishes requirements to develop an automated Department of Defense Address Activity Directory (DoDAAD) request tool to decentralize data entry and push initiation of the request down to the original requester. This tool will replace the current decades-old process, based on emails and telephone calls, which is both ineffective and prone to errors. No change to manuals or DLMS ICs.	9
1201	12/17/2015	**Implementation of a DoDAAC Funding Office Flag.** Adds a Yes/No flag to the DoDAAD to indicate if the DoDAAC is a Funding Office. Revises Chapter 2, DoD Activity Address Directory.	7
1219	8/31/2016	**Update to State/Province Label.** Implements a change to the State/Province label for Defense Automatic Addressing System (DAAS) Inquiry (DAASINQ), Enhanced DAAS Inquiry (eDAASINQ), and Department of Defense Activity Address Directory (DoDAAD) Update Application. No change to manuals or DLMS ICs.	9

ADC Number	Date	Change Description	Version
1233	8/4/2016	**Administrative Update to the Defense Logistics Manual (DLM) 4000.25 Series of Manuals Front Matter Page Numbering and Definitions for DLMS Supplement and Implementation Convention.** Revises the page numbering of the "front matter" (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.	8
1245	4/19/2017	**Medical Prime Vendor (MPV) Logistics Response Time (LRT).** Revises the Defense Automatic Addressing System maintained Logistics Metrics Analysis Reporting System (LMARS) to replaces the current default two day Medical Prime Vendor (MPV) Logistics Response Time (LRT) with actual LRT in the Logistics Metrics Analysis Reporting System (LMARS). LMARS will calculate the actual LRT from the date the MPV order is placed to when the order is delivered. No change to manuals or ICs.	9
1255	7/7/2017	**Prohibit Entry of "I" and "O" in a DoDAAC/RIC**. Revises the Department of Defense Activity Address Directory (DoDAAD) Update Application to prohibit the use of the letters "I" or "O in any of the six positions of the DoDAAC or three positions of the RIC primary key. This restriction has always existed, but it required the person entering the data to enforce the rule. The rule will be enforced programmatically. No change to manuals.	9
1257	7/7/2017	**DoDAAD Enterprise Resources Website**. Establishes the requirements for a new website with a public server/domain to host the main page of the DoDAAD Enterprise Resources Website, in the same style/capability currently used by the DLA Information Operations Commercial and Government Entity Code (CAGE) site (https://cage.dla.mil) hosted by the Defense Information Systems Agency's Defense Enterprise Computing Center – Ogden. All user actions will launch from this new DoDAAD website. No revisions to manuals.	9

ADC Number	Date	Change Description	Version
1258	4/5/2017	**Grant Authority and Funding Office Flags in the DoDAAD.** Adds a Yes/No flag to the DoDAAD to indicate if the activity identified by the DoDAAC is authorized to award Grants on behalf of the Federal Government. It provides additional business rules to apply the Funding Office flag that was initially implemented in the DoDAAD by ADC 1201. Revises Chapter 2, DoD Activity Address Directory	9
1266	2/14/2017	**Federal Agency Code 53.** Implements Agency Code 53, Institute of Museum andLibrary Services in the DoDAAD Automated Information System. No changes to manuals.	9
1270	9/19/2017	**Created HB series for USCYBERCOM.** Adds and implements the HB Series of DoDAACs for United States Cyber Command (USCYBERCOM). No changes to manuals required for this change**.**	10

C2. CHAPTER 2

DoD ACTIVITY ADDRESS DIRECTORY

C2.1. GENERAL

C2.1.1. Purpose. This chapter implements DoD policy by establishing procedures for the roles, authorities, business rules, governance, and management process of the DoD Activity Address Directory (DoDAAD). The DoDAAD is an interactive, relational database serving as a single authoritative source of identification, routing, and address information for authorized users, including Military Components and Agencies, participating Federal Agencies, authorized contractors, and authorized special program activities such as state and local governments. DoDAAD supports business application systems data and interoperability requirements, including (but not limited to) supply chain, materiel management, distribution, transportation, maintenance, finance, contracting, procurement, and acquisition systems. DoDAAD information is used throughout the federal supply system for identification, requisitioning, shipping, billing, and other uses.

C2.1.2. DoDAAD Composition. The DoDAAD is comprised of both Department of Defense Activity Address Code (DoDAAC) and Routing Identifier Code (RIC) identifiers.

C2.1.2.1. DoDAAC. The DoDAAC is a six-character, alpha-numeric code that uniquely identifies a unit, activity, or organization within the DoDAAD. A unit, activity, or organization may have more than one DoDAAC for different authority codes or purposes. Each activity that requisitions, contracts for, receives, has custody of, issues, or ships DoD assets, or funds/pays bills for materials and/or services is identified by a six-position alphanumeric DoDAAC.

C2.1.2.2. RIC. The RIC is a 3-character, alpha-numeric code that uniquely identifies a unit, activity, or organization that requires system ability to route transactions or receive transactions routed to it (e.g., source of supply) within logistics and financial business systems using DLMS and legacy 80 record position format transactions. The RIC was originally conceived as an abbreviated form of a seven-character Communication Routing Identifier (COMMRI) but its use has since expanded. The first position designates the particular service/agency ownership, the second and third characters are determined by the Central Service Point (CSP). See also paragraph C2.5 of this Chapter.

C2.2. POLICY. The procedures contained in this manual are issued in accordance with the following policy:

C2.2.1. DoDI 4140.01. The “DoD Supply Chain Materiel Management Policy,” December 14, 2011, establishes policy and assigns responsibilities for management of materiel across the DoD supply chain and authorizes the publication of DLM issuances required for the execution of this instruction.

C2.2.2. DoDM 4140.01. The "DoD Supply Chain Materiel Management Procedures," February 10, 2014, provides policy to establish the DoDAAD Process Review Committee (PRC), which provides the framework for DoDAAC/RIC management and assignment.

C2.3. ROLES AND AUTHORITIES

C2.3.1. Office of the Deputy Assistant Secretary of Defense Supply Chain Integration (ODASD/SCI). The ODASD/SCI will:

C2.3.1.1. Serve as the Office of the Secretary of Defense (OSD) sponsor of the DoDAAD program, issuing policy guidance and instructions for development, expansion, improvement, and maintenance of DoDAAD.

C2.3.1.2. Champion efforts to identify funding sources to support and further the DoDAAD program objectives.

C2.3.1.3. Resolve policy and procedural issues where agreement cannot be achieved within the DoDAAD PRC.

C2.3.1.4. Ensure applicable coordination within OSD staff elements regarding DoDAAD policy guidance or one-time instructional memoranda affecting functions assigned to the DoDAAD PRC.

C2.3.1.5. Support the implementation and use of standard data elements in accordance with policy guidance.

C2.3.1.6. Maintain contact with the PRC through the OSD Principal Staff Assistant (PSA) and the ODASD/SCI PRC member.

C2.3.1.7. Ensure that DoD senior leaders are advised of initiatives and plans as they are developed with respect to DoDAAD.

C2.3.1.8. Monitor PRC activity to ensure compliance with policy, instructions, and standards.

C2.3.1.9. Direct Approved Defense Logistics Management Standards (DLMS) Change implementation dates as needed.

C2.3.2. Defense Logistics Management Standards Program Office DoDAAD System Administrator. As Chair of the DoD DoDAAD Process Review Committee, the DoDAAD Systems Administrator will:

C2.3.2.1. Develop DoDAAD PRC meeting agendas, convene meetings as required, and publish final meeting minutes.

C2.3.2.2. Submit proposed recommendations for DoDAAD improvement to the committee members and the OSD PSA. Present issues to the DoDAAD PRC for

review and resolution. Where PRC consensus cannot be achieved, document and present the issues to the OSD PSA for resolution.

C2.3.2.3. Report findings and recommendations of evaluations and reviews, with comments from the DoD Components and participating external organizations, to the OSD PSA through the use of standard DLMS configuration management procedures (e.g., proposed and approved DLMS changes).

C2.3.2.4. Develop business rules and procedure documentation, including business rules for DoDAAD Central Service Point (CSP) and DoDAAD monitor assignment.

C2.3.2.5. Approve and forward CSP and Monitor appointments to the Central Control Point (CCP).

C2.3.2.6. Develop and provide DoDAAD training.

C2.3.2.7. Develop and document DoDAAD functional requirements and specifications.

C2.3.2.8. Ensure testing and validation of approved DoDAAD changes.

C2.3.2.9. Publish the following DoDAAD PRC information:

- current list of DoDAAD PRC members,
- meeting minutes,
- current list of DoDAAD Central Service Points and Monitors,
- DoDAAD System Standard Operating Procedures,
- DoDAAD Master File Layout,
- DoDAAD Assignment Logic information,
- CSP and Monitor appointment memorandum templates, and
- additional DoDAAD resources on the DoDAAD PRC webpage of the DLMS Website.

C2.3.3. DoDAAD PRC. The DoDAAD PRC is a committee responsible for development, maintenance, and change management of the DoDAAD. The committee is chaired by the DoDAAD System Administrator with representation from each of the Services and Agencies who comprise the member subscribers of the DoDAAD. Change management is accomplished through the Proposed DLMS Change (PDC)/Approved DLMS Change (ADC) process. The DLMS change management requirements and guidelines are documented in DLM 4000.25, Volume 1, Chapter 3 (Change Management) and are available on the DLMS Publications page. The DLMS change management process ensures proper documentation of all proposed or approved changes and provides an audit trail for tracking and reporting of these changes to the functional baseline. The DoDAAD PRC operates under the authority

and within the framework documented in this chapter. Current PRC members are identified on the DoDAAD PRC webpage.

C2.3.4. DAAS. In addition to being the technical manager of, and organization responsible for the Defense Automated Addressing System (DAAS), DAAS serves as the CCP for the DoDAAD. In this capacity, DAAS is responsible for the following:

C2.3.4.1. Designate a DoDAAD CCP in writing to the DoDAAD System Administrator.

C2.3.4.2. Maintain the DoDAAD as the authoritative data source for DoDAACs and RICs, and the associated data elements.

C2.3.4.3. Maintain a hardware, software, and customer assistance support helpdesk. If users have DoDAAD software related problems, they can call the DAAS customer assistance support helpdesk at 937-656-3247.

C2.3.4.4. Maintain proper system access controls. Access for CSPs and Monitors must be based on both DAAS approved system access requests (SAR), and CSP assignments and Monitor delegations received from the DoDAAD System Administrator.

C2.3.4.5. Maintain system documentation, data validation edits, and security for the DoDAAD.

C2.3.4.6. Maintain a profile of authorized DoDAAD users by access level.

C2.3.4.7. Maintain statistics on the number of accesses and types of access (update, query, download) by user.

C2.3.4.8. Associate DoDAACs and RICs to a unique seven character CommRI for routing logistics transactions.

C2.3.4.9. Maintain Web query applications.

C2.3.4.10. Maintain the DoDAAD Update Application.

C2.3.4.11. Provide DoDAAD data output to external applications and customers.

C2.3.4.12. Design and maintain the DoDAAD database to implement functional requirements.

C2.3.4.13. Test program functionality and system interface connectivity.

C2.3.4.14. Participate in the DoDAAD PRC.

C2.3.4.15. Review and provide technical input to Defense Logistics Management Standards Office on DoDAAD PDCs and ADCs.

C2.3.4.16. Implement DoDAAD changes directed in ADCs.

C2.3.5. DoD Components and Federal Agencies. DoD Components and Federal Agencies will:

C2.3.5.1. Appoint a representative, in writing, to the DoDAAD PRC. This representative may be the CSP. A sample appointment letter can be found on the DoDAAD PRC webpage.

C2.3.5.2. Designate, in writing, a primary DoDAAD CSP and an alternate CSP (along with optional DoDAAC monitors) to the DoDAAD System Administrator. A sample letter for these appointments can be found on the DoDAAD PRC webpage.

C2.3.5.3. Submit DoDAAD CSP and Monitor appointment changes to the DoDAAD System Administrator in a timely manner to allow DAAS to promptly add or remove account access to DoDAAD Update Application. Appointments will include all individuals who require access (to include existing appointments) as well as individuals who will be revoked. This will ensure that the latest appointment includes all currently authorized personnel for the Service/Agency. These appointments do not grant access; they authorize access. DAAS grants access based on matching the completed SAR with appointment authorizations.

C2.3.5.4. Develop and publish supplemental procedures for internal use as needed, as long as they do not conflict with the procedures contained herein. Component unique processing information is included in the DoDAAD and is published on the DoDAAD PRC webpage; however, this information remains the Component's responsibility.

C2.3.5.5. Implement approved DLMS changes.

C2.3.6. DoDAAD Central Service Points. DoDAAD CSPs, designated in writing by their respective Component or Agency, are responsible for the following:

C2.3.6.1. Serve as DoDAAD PRC members or interested parties for their respective Component or Agency.

C2.3.6.2. Assign and maintain DoDAACs and RICs that are authorized in their appointment memoranda for activities of their Service/Agency only.

C2.3.6.3. Advise DAAS of any new COMMRI requirements for DoDAACs or RICs.

C2.3.6.4. Ensure the timeliness, accuracy, and authority for use (authority code) of DoDAAC and RIC information.

C2.3.6.5. Give priority to deploying and redeploying units to ensure that they have current DoDAAC/RIC information prior to their deployment or redeployment.

C2.3.6.6. Monitor and delete contractor DoDAACs upon expiration of the applicable contract.

C2.3.6.7. Promote and support DoDAAD within the respective Component/Agency and serve as the Component's DoDAAD subject matter expert.

C2.3.6.8. At their discretion, delegate/sub-divide their responsibility for file maintenance of the DoDAACs and RICs for which they are responsible to DoDAAD Monitors, as necessary. Such delegation will be in writing to the DoDAAD System Administrator (see C2.3.5.1. and C2.3.7).

C2.3.7. DoDAAD Monitors. When situations arise whereby services/agencies desire that DoDAAD management be delegated below the CSP level, DoDAAD Monitors can be delegated by the CSP to allow for lower-level management within the service/agency. DoDAAD Monitors are responsible for maintaining DoDAACs/RICs delegated to them by their CSP. DoDAAD Monitors will be appointed in writing by the CSP to the DoDAAD System Administrator and DAAS, identifying the individuals to whom sub-delegations are being made and the DoDAACs/RICs that each is responsible for to allow DAAS to update/remove access to the DoDAAD Update Application as appropriate. See also Special Program DoDAACs below. Monitor appointments will be included in the CSP appointment letter. The CSP and Monitor appointment template can be found at the DoDAAD PRC webpage.

C2.4. DoDAAC AND RIC STRUCTURE. The current list of data elements, descriptions, and business rules that comprise the DoDAAD is found on the DoDAAD PRC webpage. Some of the more common elements of DoDAAC structure are provided below.

C2.4.1. Service and Agency Codes. DoDAACs and RICs are assigned to activities beyond DoD. DoDAAC and RIC assignment is based on MILSTRIP Service and Agency codes identified in DLM 4000.25-1, MILSTRIP, Appendix 2.2 - Service and Agency Codes; and DLM 4000.25 Volume 2, Appendix 7.2. Further stratification of Service and Agency codes for use in creating DoDAACs and RICs are found in the DoDAAD Series Table published on the DoDAAD PRC webpage.

The following are the differing types of DoDAACs that exist:

C2.4.1.1. Department of Defense DoDAACs. DoD Activities are designated by an alpha character in the first position, excluding B, D, G, I, K, O, P, T, X, and Y.

C2.4.1.2. DoD Contractor DoDAACs. DoD contractors will only be assigned DoDAACs if they have a contract with DoD that authorizes access to DoD supply system materiel or to provide services such as maintenance/repair that require a shipping address. Contractor DoDAACs will be assigned by the CSP of the DoD Component or Agency that signed the contract with the contractor, except in cases where one Component or Agency is providing procurement/contract writing service for another Component or Agency. In such cases, the requesting Component/Agency CSPs are responsible for exercising due diligence in assigning contractor DoDAACs,

including coordination with the contracting officer as appropriate. CSPs are responsible for assigning the appropriate authority code for a contractor DoDAAC, for monitoring contract expiration dates, and for deleting contractor DoDAACs when there is no longer an active contract associated with the DoDAAC. In addition to appropriate TAC information, CSPs will ensure the following contract information data elements are entered for every contractor DoDAAC as follows (for all non-contractor DoDAACs, these fields are disabled):

C2.4.1.2.1. Contract Number (CONTRACT_NO). Enter the procurement instrument identifier (PIID). The DoDAAC of the PIID should cross reference to a DoDAAC that has procurement authority (i.e., the procurement indicator is checked in the DoDAAD).

C2.4.1.2.2. CAGE Code (CAGE_CODE). Enter the valid commercial and Government entity (CAGE) code of the vendor for whom the contractor DoDAAC is being created, which should be the same vendor in the contract. Even though the edit in the DoDAAD for this field checks against the validity of the CAGE Code, CSPs should validate that the CAGE is correct for the vendor cited by looking up the CAGE code in the CCR.

C2.4.1.2.3. Contract Admin Office DoDAAC (CAO_DODAAC). Enter the DoDAAC of the contract administration office (CAO) as identified in the contract.

C2.4.1.2.4. Contract Sponsor DoDAAC (SPONSOR_DODAAC). Enter the DoDAAC of the primary activity funding the contract on behalf of the Service creating the contractor DoDAAC (i.e., if a DLA contractor DoDAAC is being created, enter the DLA sponsor DoDAAC). This will be a DoDAAC with authority code 00.

C2.4.1.3. Federal Agency DoDAACs. Federal Agency DoDAACs are identified by a G in the first position or numeric character in the first position followed by a numeric character in the second position. These may be referred to as Civil Agency Codes.

C2.4.1.4. Special Program DoDAACs. Special Program DoDAACs are identified by a numeric character in the first position followed by an alpha character in the second position. These identify entities that are neither DoD nor 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. DoD and Federal Agency sponsors of these programs are designated as DoDAAC monitors. Contact the DoDAAD System Administrator for guidance on establishing a DoDAAC series for a special program.

C2.4.2. Addresses. There may be up to four distinct “Type of Address Code” (TAC) addresses for each DoDAAC. CSPs/Monitors will enter the proper address based on the applicable TAC on a letter, label, or box marking in accordance with the applicable mode of transportation. Ensure that only one type of address is used for each of the four address types. Combining part of an Air/Army Post Office (APO)

address with a commercial postal standard will create an invalid address. TAC definitions are:

C2.4.2.1. TAC 1 - Owner. TAC 1 identifies the mailing address and other information of the owner and is mandatory.

C2.4.2.2. TAC 2 - Ship-To or Freight. TAC 2 identifies the ship-to or freight address and other information for the activity. If a ship-to address is required (Authority Codes 00, 01, 04, 05 or 06), the TAC 2 must be provided.[1] If no TAC 2 is entered, the TAC 1 address is used. Addresses listed for freight purposes must contain sufficient information to use the in-the-clear portion of package markings and to insert addresses in the consignee block of transportation documents. The geographic location in the destination block of transportation documents may vary depending upon the mode of transportation. There are two geographic location indicators in addition to the address: Aerial Port of Debarkation (APOD); and Water Port of Debarkation (WPOD). The APOD and WPOD are adjuncts to the address information, and a variance in the address may be required depending on the values in these fields. Supplemental information concerning railheads, airports, etc., serving a given installation in the Continental United States (CONUS) is contained in the Defense Transportation Regulation (DTR). See Table C2.T1.

C2.4.2.3. TAC 3 - Bill-To. TAC 3 identifies the billing address of the activity responsible for bill payments and other information for the activity. Currently, if no TAC 3 is entered, the TAC 1 address is used. If a bill-to address is required (Authority Codes 00, 02, 03, and 04), the TAC 3 must be provided.[2] See Table C2.T1.

Table C2.T1. Authority Code and TAC Rules

IF	THEN Enter[3]		
Authority Code is	TAC 1	TAC 2	TAC 3
00 (Requisition)	YES	YES	YES
01 (Ship-to)	YES	YES	NO
02 (Bill-to)	YES	NO	YES
03 (Do Not Ship-to)	YES	NO	YES
04 (Disposition Services)	YES	YES	YES
05 (Non-Requisition)	YES	YES	NO
06	YES	YES	NO

[1] Refer to ADC 1117. This requirement is not retroactive to DoDAACs established prior to July 2, 2014.
[2] Ibid.
[3] YES indicates the TAC is required. NO indicates the TAC is optional.

IF	THEN Enter[3]		
(Free Issue)			
07 (Administrative)	YES	NO	NO

C2.4.3. Effective and Delete Dates

C2.4.3.1. Effective Date. Effective Date is the date that a change becomes effective. It may be used to schedule future changes. When a DoDAAC is entered or updated and an Effective Date is supplied for a given TAC, the data entered for that TAC will not be effective or published until the current date matches the Effective Date entered. Multiple changes can be entered using this technique, as long as the Effective Date entered does not duplicate an existing Effective Date.

C2.4.3.2. Pending Effective Date. When an Effective Date is pending for a given TAC, Defense Automatic Addressing System Inquiry (DAASINQ)/Enhanced Defense Automatic Addressing System (eDAASINQ) will indicate the pending date by flagging the TAC with a graphic above the Effective Date field indicating “Future DoDAAD information available”. To view the pending changes, the user may click the “Future data available” graphic.

C2.4.3.3. Deletion Date. The Deletion Date is used to delete a DoDAAC. Any DoDAAC with a Deletion Date that has passed is considered a deleted DoDAAC. A deleted DoDAAC will remain inactive on the DoDAAD master file for six years and three months before the record is permanently purged from the master file. During this period, a deleted DoDAAC prevents requisition transactions from being processed through DAAS; however, outstanding interfund bills (with the bill-to authorized in accordance with the DoDAAC authority code) that are associated with previously processed requisitions will not reject due to an invalid DoDAAC during this period. After the six years and three months period, once the deleted DoDAAC is physically removed from the DoDAAD, all subsequent requisitions or bills would reject due to an invalid DoDAAC. This is only true, however, for transactions processing through DAAS. For any transactions that process either through the Global Exchange (GEX) or some other means other than DAAS, a deleted DoDAAC will prevent those transactions from processing even during that period of being deemed inactive. The only indication that a DoDAAC has been deleted during that time is the existence of the Deletion Date on the master record for the given DoDAAC. No new requisitions may be initiated for a deleted/inactive DoDAAC. CSPs or monitors may restore a deleted DoDAAC, but they may not reassign it to another address during the six years and three months retention period.

C2.4.3.4. Pending Deletion Date. When a Deletion Date is pending for a DoDAAC, DAASINQ/eDAASINQ will indicate the pending date by flagging the DoDAAC with a graphic above the Deletion Date field indicating “Future data available.” To view the pending changes, the user may click the “Future data available” graphic.

C2.4.4. Additional Codes. In addition to addressing information and effective and delete dates, the following codes are DoDAAD data elements critical to enabling business processes across the DoD:

C2.4.4.1. Organization Type Code. The Organization Type Code is a one-character code used to identify the type of organization for which the DoDAAC associates, categorically. Those categories include:

- D = DoD and USCG
- F = Federal Agencies – Non-DoD and USCG
- S = State/Local
- N = NGO
- X = Foreign

C2.4.4.2. Authority Codes. CSPs (or DoDAAC monitors as applicable) must assign an authority code for each DoDAAC. The authority code restricts the use of the DoDAAC. DoDAAC authority codes are applicable to all Components/Agencies, and there are many supply and finance business process edits based on the authority code. Authority Code 00 allows unrestricted use of the DoDAAC. The remaining codes limit the use of the DoDAAC for unique and specific purposes, such as bill-to only or ship-to only. Table C2.T2 identifies the current DoDAAC Authority Codes.

Table C2.T2. DoDAAC Authority Codes

Code	Description	Definition
00	Requisition	Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to.
	Required[4]: TAC[5] 1, TAC 2, TAC 3	
	Restriction: None	
	Business Rules: Can be used for any business process.	
	DAAS DoDAAC Authority Code Edit: No additional edit.	
01	Ship-To Only	Can only be used as a ship-to address with no other implicit authority.
	Required: TAC 1, TAC 2	
	Restriction: Not authorized for requisition or bill-to.	
	Business Rules: Used as a ship-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code J, L, M, X. Under DLMS, DoDAAC may not be used in N101 with codes OB, BT, and BS, and may not be used in N901 with code TN.	
02	Finance (Bill-to Only)	DoDAAC can only be used as a bill-to.
	Required: TAC 1, TAC 3	
	Restriction: Cannot requisition or be used as a ship-to designation.	
	Business Rules: Used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code B. Under DLMS, DoDAAC may not be used in N101 with codes OB, ST, Z7 and BS, and may not be used in N901 with code TN.	
03	Do Not Ship-to	Cannot be used as a ship-to designation.
	Required: TAC 1, TAC 3	
	Restriction: Cannot be used as a ship-to designation.	
	Business Rules: Can requisition or be used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: If DoDAAC used in the MILSTRIP legacy requisitioner field (record positions 30-35), it must contain signal code J, K, L, M, or X. If used in the requisition supplementary address field (record positions 45-50, it must contain signal code A, B, C, or D. Under DLMS, DoDAAC may not be used in N101 with codes ST, Z7 or BS.	
04	DLA Disposition Services Only	DLA Disposition Services Only (e.g. State agencies surplus). Used to identify activities that have no requisition authority other than for DLA Disposition Services Only materiel.
	Required: TAC 1, TAC 2, TAC 3	

[4] Required means minimum required data element(s)
[5] TAC means Type of Address Code

Table C2.T2. DoDAAC Authority Codes

Code	Description	Definition
	Restriction: Cannot requisition new materiel. Only authorized to obtain materials from DLA Disposition Services (DOD excess only).	
	Business Rules: Although the material is normally provided as a free issue; in some instances a cost may be required. Consequently, TACs 1 through 3 are required to cover every possibility.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with DLA Disposition Services RIC (S9D) in record positions 4-6. Under DLMS, DoDAAC may only be used with DLA Disposition Services RIC (S9D) in RIC To.	
05	Non-Requisition	Cannot initiate a purchase or request for goods and services.
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase goods/services.	
	Business Rules: Used as a ship-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC cannot be used in the MILSTRIP legacy requisitioner field (record positions 30-35). Under DLMS, DoDAAC cannot be used as N101 code OB or N901 code TN.	
06	Free Issue	No cost option. The activity is restricted to items that are available without cost (e.g., DLA Disposition Services, NGA Maps).
	Required: TAC 1, TAC 2	
	Restriction: Cannot requisition/purchase any good/services.	
	Business Rules: Similar to DLA Disposition Services, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA)). Can be used as a ship-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with signal code D or M. Under DLMS, DoDAAC may only be used with PO105 code NC.	
07	Administrative	Administrative only. This code is used for information/identification purposes only (e.g., Defense Courier Service (DCS), or contingency/emergency use).
	Required: TAC 1	
	Restriction: Cannot requisition, be used as a ship-to- designation, or be used as a billing designation (TAC 2 and TAC 3 are not allowed). .	
	Business Rules: Information/identification use only.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may not be used in MILSTRIP legacy requisition in record positions 30-35 or in record positions 45-50 as a “ship to” or “bill to”. Under DLMS, DoDAAC cannot be used with N101 codes OB, BT, BS, ST, or Z7 or in N901 code TN.	

C2.4.4.3. Major Command Codes (MAJCOM). MAJCOMs allow sub-delegation of DoDAACs below the service/agency level. These codes are service/agency-created and are denoted in the DoDAAD by the header "MAJ_COMMAND." The current MAJCOMs are maintained by DAAS, and are published on the DoDAAD PRC webpage.

C2.4.4.4. Contractor Flag. The Contractor indicator or "flag" is a VARCHAR with a value of either "Y" for yes or null for no, that designates whether or not the DoDAAC is for a contractor. For DoD contractor DoDAACs, this flag is automatically set based on the DoDAAC Series (i.e., approved contractor DoDAAC Series will automatically set the flag to "Y"). For the Federal Agencies, this flag, when marked with a "Y" will designate it as a contractor and will require the mandatory Contract Information fields to be completed. The Contractor Flag can only be set when the Org Type Code is "F" or "D."

C2.4.4.5. Common Governmentwide Accounting Classification (CGAC) Code. The CGAC is a three digit code used by the Federal Government to identify an Agency (Department) of the Federal Government at the highest tier (i.e., Department of Agriculture is 012). CSPs will set this code for only Government DoDAACs and will set it based on which tier the DoDAAC belongs. For instance, if DLA creates a DoDAAC for the U.S. Army, the CGAC of the DLA-created DoDAAC would cite U.S. Army (020) and not DLA, because the DoDAAC is for a U.S. Army activity. The CGAC does not apply to contractors, state/local activities, foreign entities, and non-government organizations (NGOs).

C2.4.4.6. Sub Tier Code. The Sub Tier Code is a four-digit code that identifies an organizational level of an Agency below the highest tier. The first two characters are the two-digit Treasury Agency Code (the same as the first two positions of a Federal Agency DoDAAC), and the third and fourth characters are the Sub Tier of the Agency, more commonly referred to as a bureau. The Agency Code, therefore, identifies the 'sub tier' to its respective Agency, in one, four-digit code. This code has no relationship to either the Major Command Code (MAJ_COMAND) or the GSA Bureau Code (GSA_BUREAU_CD), and is used in the Federal Procurement Data System to identify entities below the Agency level. CSPs will set this code for any record that identifies an activity performing actions that include contract writing, funding, and/or awarding of grants. It does not apply to non-Government activities. As such, it is a mandatory field when the Procurement Authority flag is set, and only when the Org Type Code is "F" or "D." For DoD Components, the Sub Tier Code is based on the Treasury Agency code and "00" (i.e., Navy = 1700).

C2.4.4.7. DoDAAC Purpose Codes. The DoDAAD has several purpose code flags that identify how a DoDAAC is used by a particular business domain (e.g., procurement, grants). The following are the Purpose Code flags that exist in the DoDAAD:

C2.4.4.7.1. Procurement Authority. Procurement Authority is a legal authority, delegated down from the Department level to entities of the Federal

Government ***who are*** authorized to award contracts which obligate the Government to binding agreements with commercial and other government entities. For the DoD, this authority is delegated by the Secretary of Defense through the Undersecretary of Defense for Acquisition, Technology and Logistics (AT&L), Defense Procurement and Acquisition Policy (DPAP) and by the Senior Accountable Officials (SAO) of the Federal Agencies. The ***Procurement Authority*** flag ***will be set to "Y"*** to identify activities that have been delegated this authority and that are legally authorized to ***award*** contracts. The Procurement Authority Flag can be marked in association with any other existing Purpose Code. When this flag is set, it will make the Sub Tier Code and CGAC mandatory field entries. This flag can only be set if the Org Type code is "F" or "D."

C2.4.4.7.2. Grant Authority. Grant Authority identifies an activity/office that has been delegated, by the head of a DoD or Federal Civilian Agency, the legal authority to make and manage awards under the auspices of a designated grants officer. In DoD, the office's DoDAAC must be used to construct the grants award identifier. Civilian agencies may use the AAC in their award identifiers. The Grant Authority flag will be set to "Y" to identify an activity/office that has the authority to award grants, cooperative agreements, or federal financial assistance vehicles. The Grant Authority Flag can be marked in association with any other existing Purpose Code. When this flag is set, it will make the Sub Tier Code and CGAC mandatory field entries. This flag can only be set if the Org Type code is "F" or "D."

C2.4.4.7.3. Funding Office. The Funding Office flag represents that the office identified by the DoDAAC/AAC has the ability to initiate requirements (e.g., the office has a budget and can initiate requirements packages that will result in contracts, grants, and other types of awards). This flag is not to be used to represent financial entitlement or disbursing functions. The Funding Office Flag can be marked in association with any other existing Purpose Code (i.e., it is not mutually exclusive with Procurement or Grants). When this flag is set, it will make the Sub Tier Code and CGAC mandatory field entries. This flag can only be set if the Org Type code is "F" or "D."

C2.4.4.8. Standard Point Location Code (SPLC). The Military Surface Deployment and Distribution Command (SDDC) is required to maintain accurate and current Standard Point Location Code (SPLC) values in its DoDAAC-to-SPLC cross-reference File. The National Motor Freight Traffic Association (NMFTA) creates, maintains, and publishes via a subscription all valid SPLC assignments. DAAS maintains and administers the SPLC maintenance in the Department of Defense Activity Address Directory (DoDAAD) in support of the Defense Transportation Payment Program. DAAS ensures that accurate, timely data and coding is in place to support all critical elements in support of the Defense Transportation Payment Program.

C2.4.4.9. Accounting Disbursing Station Number/Fiscal Station Number (ADSN/FSN). This code identifies the Service payment office. This field is not validated within the DoDAAD; rather, it is Service defined and Service dependent. The Army and Air Force set a five digit numeric code, while the Navy and Marine Corps mostly use a

DoDAAC. DLA and Other DoD Activities (e.g., WHS, NSA, etc.) use a mix of numeric codes and DoDAACs.

C2.4.4.10. Consolidation and Containerization Point (CCP). The code applies when supplies are to be consolidated for onward movement by SEAVAN or 463L pallets. The codes are defined in the USTRANSCOM Reference Data Management (TRDM) and then select DTR Data and Consolidation Containerization Point.

C2.4.4.11. Break Bulk Point (BBP) or RIC_DODAAC. The BBP DoDAAC denotes the location to which multi-consignee shipments (e.g., SEAVANS) are shipped and broken into smaller shipment for onward movement to the ultimate consignee. NOTE: the same file layout is used by both the DoDAAD and RIC. If the record is a RIC, the BBP is referred to as the "RIC DoDAAC" and holds the DoDAAC associated to the RIC.

C2.4.4.12. Aerial Port of Debarkation (APOD). The APOD is defined as the final destination aerial port for OCONUS shipments. The APOD codes are in the TRDM, and then select DTR Data and Aerial Ports. DAAS downloads a table of APOD information from USTRANSCOM to load the drop-down values in the DoDAAD update application. A new copy of the APOD is downloaded every time the table is updated by USTRANSCOM. APOD is required if outside the CONUS.

C2.4.4.13. Water Port of Debarkation (WPOD). The WPOD is defined as the final destination Surface Port for OCONUS shipments. The WPOD (also known as SPOD) codes are in the TRDM and then select DTR Data and Water Port. DAAS downloads a table of WPOD information from USTRANSCOM to load the drop-down values in the DoDAAD update application. A new copy of the WPOD is downloaded every time the table is updated by USTRANSCOM. WPOD is required if outside the CONUS.

C2.4.5. DoDAAC Assignment Logic. In some instances, components have assigned DoDAACs in a logical sequence within their assigned series. Service/Agency DoDAAC Assignment Logic is published on the DoDAAD PRC webpage.

C2.4.6. Unique Processing Rules. Some Services and Agencies have additional unique processing rules that are applicable solely to their respective Service/Agency. Current Service/Agency specific unique processing rules are published on the DoDAAD PRC webpage

C2.5. ROUTING IDENTIFIER CODES

C2.5.1. Purpose. RICs serve multiple purposes: they may be supply source codes, intersystem routing codes, consignor (shipper) codes, etc. RICs are three-character codes associated with a DoDAAC and a unique seven character Communication Routing Identifier (COMMRI) for routing purposes. RICs are discussed in DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP),

Appendix 2.3 - Routing Identifier Codes; DLM 4000.25, Volume 2, Appendix 7.2; and paragraph C2.5 of this Chapter.

C2.5.2. The DoDAAD is the official repository for DoDAACs and RICs, and DAAS is the agent responsible for maintaining the DoDAAD, as well as for enforcing the data validation editing, routing, and electronic transmission of logistics transactions to the DoD Components, Federal Agencies, and contractors.

C2.5.3. CSPs/Monitors establishing or changing DoDAACs or RICs need to verify they set the correct COMMRIs for their DoDAACs/RICs in order to ensure legacy 80 rp/DLMS logistics transactions (e.g., requisitions and supply/shipment status) are properly routed to their DoDAACs and RICs. Customers that already have DAAS accounts (i.e., DIELOG, WEBREQ, WEBVLIPS, DAMES, DDN, MQ, etc.) must provide the CSPs the preferred account COMMRI to direct their logistics transactions status.

C2.5.4. Currently, there is an association in the DoDAAD between DoDAACs and RICs where a single DoDAAC can be associated to multiple RICs.

C2.5.5. 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 logistics transactions. The codes serve multiple purposes in that they are supply source codes, intersystem routing codes, intrasystem routing codes and consignor (shipper) codes. DAAS maintains an electronic database of these codes. Users with accounts can access the database from the DAAS portal. Those without accounts can access the database, with limited functionality at DAASINQ.

C2.5.6. To qualify for assignment of a RIC, the facility/activity must be an integral and predetermined element of an established logistics system and must perform a general logistics control, distribution, and/or storage mission (to include bases, posts, camps, and stations, when applicable).

C2.5.7. The use of a RIC on any one document does not infer, imply, or intend that follow-on documentation from that location 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:

C2.5.7.1. An address to indicate the intended recipient of the document for logistics actions.

C2.5.7.2. Identification of the actual consignor (shipper) on supply type release/receipt transactions originated within the distribution system(s).

C2.5.8. The first position of all authorized RICs will contain one of the characters depicting Service assignment as listed in DLM 4000.25, Volume 2, AP7.2., Service and Agency Codes.

C2.5.9. The second and third positions may be in any combination of alphanumerics, except as noted in DLM 4000.25, Volume 2, Appendix 7.2. These positions may identify either a facility or activity of the S/A depicted by the first position.

C2.5.10. Each S/A is responsible for the assignment of RICs to its facilities and activities. An S/A that has activities located at another S/A facility will assign its own RIC to the activity. An S/A that has assets located at another S/A facility will 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.) Washington Headquarters Service (WHS) will make RIC H_ series assignments for "Other DoD Activities."

C2.5.11. Each S/A will designate a Central Service Point (CSP) 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 CSPs (or monitors) are the same. The list of CSPs/monitors established for assignment of RICs requires CAC/PIV authentication and can be found on the DLMS Website.

C2.5.12. RICs are maintained within the DoDAAD by DAAS. The DoDAAD serves as the focal point for receipt of all RIC additions, changes, and/or deletions, as submitted by CSPs/monitors. DLA Transactions Services will monitor RIC code assignment for compliance with the above assignment rules. Interested parties may interrogate the DoDAAD for RICs through the DAAS Website.

C2.6. DoDAAD UPDATES. There are three methods for CSPs or their designated DoDAAD Monitors to update the DoDAAD. They are contained in the DoDAAD System Standard Operating Procedures (SOP). The DoDAAD System SOP provides detailed DoDAAD update information and can be found on the DoDAAD PRC Page of the DLMS Website.

C2.6.1. DoDAAD Update Application

C2.6.1.1. DAAS maintains a DoDAAD Update Application for updating DoDAACs/RICs that is available to all designated DoDAAD CSPs and delegated Monitors for real-time DoDAAD updates. This application incorporates all approved validations and edits. It facilitates real-time validation, elimination of erroneous data, elimination of major reconciliations, and automated file synchronization processing. It also provides easy additions and modifications of DoD Component unique data elements. Access to the DoDAAD Update Application is controlled in accordance with DoD Public Key Infrastructure (PKI)/Common Access Card (CAC) requirements and requires an appointment memorandum submitted to the DoDAAD System Administrator, and a SAR submitted to DAAS.

C2.6.1.2. DAAS deactivates accounts when a DoDAAC CSP/Monitor is no longer authorized or when the account has not experienced activity for a period of time determined by DAAS. CSPs/Monitors are restricted through access controls to DoDAACs and RICs authorized in their appointment letter. CSPs are unable to access

other Component/Agency DoDAACs or RICS. For example, an Army CSP is not able to access Navy DoDAACs or RICs.

C2.6.2. Army and Air Force Update Applications. The Army and Air Force CSPs may also use their respective DoDAAD maintenance applications. The Army and Air Force are responsible for ensuring that their respective applications provide the same capabilities and data validation edits as the DoDAAD Update Application. Completed maintenance actions will update the single authoritative source database at DAAS in near real-time.

C2.7. DoDAAD OUTPUT. The following are the authorized means by which to receive DoDAAD data output:

C2.7.1. Web Services. Web Services provides Component application systems near, real-time access to the DoDAAD database and is the preferred method for applications to access DoDAAD data. Contact the DAAS Help Desk concerning DoD Data Services (DDATA) Web Services at daashelp@dla.mil.

C2.7.2. Database Replication. Database replication provides near, real-time access to a copy of the authoritative source. DAAS uses a replication process to synchronize local copies of the DoDAAD database with the authoritative database on a scheduled basis. Scheduled updates are determined by the system requesting the replication and can be on any timeframe up to every 15 minutes. No new data replication processes will be authorized; however, current replication accounts will be migrated to Web Services based upon DLA directives and customer capabilities. Please contact the DAAS Help Desk concerning DDATA Database Replication/Web Services.

C2.7.3. Secure File Transfer Protocol. DAAS issues secure file transfer protocol (SFTP) accounts for the purpose of retrieving customer required DoDAAD-related data created by applications that have direct access to various DAAS data repositories. These individual user accounts are monitored to access daily, weekly, and monthly data. There is a data refresh lag time due to the batch processing for file creation and staging for customer pickup. The batch file formats are one form of SFTP output (see C2.6.3). This is the least preferred data access method for obtaining DoDAAC data. The procedures to access and use SFTP accounts are available on the DAAS Website.

C2.7.4. DAASINQ. Users can query and view DoDAACs and RICs via the web-based DAASINQ application at any time. DAASINQ is open to all users. It requires the user to know and enter the DoDAAC or RIC desired, and it returns information for only that single DoDAAC or RIC. The procedures for accessing and using DAASINQ are available on the DAAS Website.

C2.7.5. eDAASINQ. Users can view, query, and download DoDAAD query results for DoDAACs and RICs via the web-based eDAASINQ application at any time. This is a robust query enabling wild card searches of data with downloading capability. The user must have a CAC or PKI certificate and a SAR submitted to DAAS. Users must

consider operational security in protecting and distributing query results. The procedures to access and use eDAASINQ are available on the DAAS Website.

C2.8. DoDAAD DATA SECURITY. The DoDAAD will be marked and handled by all users as Controlled Unclassified Information For Official Use Only (FOUO).

C2.8.1. The aggregated content of the DoDAAD (i.e., multiple DoDAACs and/or RICs and their respective data elements) is exempted from Public Release under the Freedom of Information Act (5 U.S.C. § 552(b)(3)) because it meets the requirements for exemption under 10 U.S.C. § 130e. Specifically, the DoDAAD database, as a single authoritative source for the Department of Defense (DoD) business enterprise architecture, qualifies as DoD critical infrastructure security information (CISI). CISI is categorized as FOUO, and as defined by 10 U.S.C. § 130e, it includes:

> "…sensitive but unclassified information that, if disclosed, would reveal vulnerabilities in Department of Defense critical infrastructure that, if exploited, would likely result in the significant disruption, destruction, or damage of or to Department of Defense operations, property, or facilities, including information regarding the securing and safeguarding of explosives, hazardous chemicals, or pipelines, related to critical infrastructure or protected systems owned or operated by or on behalf of the Department of Defense, including vulnerability assessments prepared by or on behalf of the Department of Defense, explosives safety information (including storage and handling), and other site-specific information on or relating to installation security."

C2.8.2. The DoD Director of Administration and Management (DA&M) has issued a Determination that the DoDAAD meets this definition of CISI, because it is comprised of both DoDAACs and RICs in an interactive relational database serving as a single authoritative source of identification, routing, and address information for authorized users, including Military Components and Agencies, participating Federal Agencies, authorized contractors, and authorized special program activities such as state and local governments.

C2.8.3. DoDAAD supports business application systems data and interoperability requirements, including (but not limited to) supply chain, materiel procurement, and acquisition systems. Each activity that requisitions, contracts for, receives, has custody of, issues, or ships DoD assets, or funds/pays bills for materials and/or services is identified by a DoDAAC (six-position alphanumeric code).

C2.8.4. DoDAACs are used in a myriad of business systems spanning the entirety of the DoD's business enterprise architecture, including acquisition, procurement, contracting, requisitioning, shipping, billing, pay, maintenance, installations management, human resources, energy resources, and the accountability and requisition of ordnance, ammunition, and perishables in logistics systems across the DoD. DoDAACs are also used for business operations involving the accountability of property and facilities, as well as for hazardous material management. Access to the

DoDAAD allows access to these DoDAACs. When coupled with access to other unclassified logistic systems, users are provided with multiple data points which, when combined, disclose location of materials and operational status and plans. The contents of the DoDAAD are sensitive for a number of reasons:

• DoDAACs are created to support sensitive operations and to facilitate the business process associated with them.

• DoDAACs for the following locations include names of employees and Service members as well as duty station addresses for:

a. Department of Defense installations and ports that are outside the contiguous United States (OCONUS).
b. Deployed units and activities performing real world contingency operations or exercises from both contiguous United States (CONUS) and OCONUS bases.
c. Ships afloat.
d. Ships still in CONUS ports but scheduled to go afloat.
e. Ships still in OCONUS ports but scheduled to go afloat.
f. Embassies.
g. War Reserve Equipment sets pre-positioned OCONUS.

C2.8.5. In addition, a DoDAAC could be used in an unauthorized way whereby the internal controls of the Agency can be circumvented and appropriations obligated without the proper authority being involved in the process. A DoDAAC is very much like a credit card number which, in the wrong hands, can be used to spend money without the rightful “owner” of the code (i.e., the entity with authority to use the code) being aware that the Agency’s appropriations are being spent. Individuals have been prosecuted who have used a DoDAAC to purchase items (i.e., televisions) for personal gain. Therefore, effective management, control, and use of DoDAACs by all DoD Components is critical to ensure DoD fiscal responsibility.

C2.8.6. If the DoDAAD were released, it would reveal vulnerabilities in Department of Defense critical infrastructure that, if exploited, would likely result in the significant disruption, destruction, or damage of or to DoD operations, property, or facilities related to critical infrastructure or protected systems owned or operated by or on behalf of the DoD.

C.2.8.7. If an adversary of the United States Government had the DoDAAD, they could determine the issuance of orders; the movement of specially qualified personnel to units and the installation of special capabilities, as well as the conduct of activities in a way that will reveal intensification of preparations before initiating operations. From this information, the adversary could identify very sensitive DoD activities including clandestine locations of DoD activities, force structure, and even troop movement.

C4. CHAPTER 4

PIPELINE MEASUREMENT

C4.1. GENERAL

C4.1.1. Purpose of Chapter. This chapter identifies the roles, authorities, business rules, governance and configuration management process that comprise the Logistics Metric Analysis Reporting System (LMARS). It establishes the information requirements for LMARS. The LMARS tool is a database and collection of reports located at DAAS. LMARS provides a single, authoritative, enterprise-wide source of logistics pipeline performance and customer wait time data. Within the authority granted it in paragraph C4.3.1. below, the Pipeline Measurement Process Review Committee (PRC) is responsible for developing and maintaining LMARS to include the maintenance of this chapter.

C4.1.2. Purpose of LMARS. LMARS is a tool/database for the collection of logistics business event information that allows actual logistics pipeline performance to be measured and reported uniformly. The information enables management to track trends, identify areas requiring improvement, and compare actual performance against pre-established goals. It provides information that allows policy, procedural, and/or technology infusions to be assessed for their effects on pipeline performance. LMARS supports the measurement of logistics pipeline segment performance, to include logistics response time (LRT), and will in the future, based on individual business event transactions, provide the ability to measure customer wait time (CWT), and to compare actual performance against time definite delivery (TDD) standards. The common denominator among the LRT, CWT, and TDD performance measures is that they all begin with the submission of a customer order document number and end with the receipt of the ordered materiel. LMARS is comprised of a standard:

C4.1.2.1. Set of definitions identifying the beginning and ending of each of the twelve measurable logistics pipeline segments.

C4.1.2.2. Set of business event/transactions used as the authoritative source for recording a business event beginning or ending point.

C4.1.2.3. Set of business rules, decision tables, and algorithms applied to the standard events/transactions to populate database pipeline segment performance data.

C4.1.2.4. Database consisting of data that is available for download and analysis.

C4.1.2.5. Set of monthly reports that capture the performance for a month in the life of the logistics pipeline. These reports are assigned Report Control Symbol DD-AT&L(AR)1419.

C4.2. POLICY. It is DoD policy that all organizations in the supply chain recognize and emphasize the importance of time in accomplishing their respective functions. DoD materiel management will be structured to be responsive to customer requirements during peacetime and war. Timely receipt of items ordered by customers of the logistics system contributes to increased customer confidence in that system. All organizations in the supply chain must accomplish their respective functions in an efficient and cost-effective manner. DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," February 10, 2014 is the principal supply chain policy document that lays the foundation for paragraphs C4.2.1, C4.2.2., and C4.2.3.

C4.2.1. Logistics Response Time. To gauge logistic system timeliness, the performance data collection system, LMARS, is established as the single, authoritative, enterprise-wide source for performance reporting and analysis of LRT.

C4.2.2. Customer Wait Time

C4.2.2.1. Components will develop methods of including retail transactions at the lowest level (e.g., immediate issues of materiel from installation or shipboard supply activities, Government purchase card acquisitions, etc.) with Wholesale logistics response time measurement in order to produce a customer wait time performance measure.

C4.2.2.2. Components will use the CWT measure to assess past performance and apply lessons learned to improve future performance of the DoD supply chain.

C4.2.2.3. Components will submit monthly reports to Defense Automatic Addressing System (DAAS) covering completed orders originating from organizational maintenance activities. The reports will be prepared in accordance with reporting requirement instructions specified in Enclosure 1 of DoD Instruction 4140.61, "Customer Wait Time and Time Definite Delivery." DAAS will compile the Component data and complete DD Form 2829 for posting to the LMARS Website.

C4.2.3. Time Definite Delivery

C4.2.3.1. The establishment of TDD standards is based on the concept that, within a specified degree of probability (e.g., 95 percent), the logistics system is capable of delivering required materiel to the customer within a given period of time depending on the priority and geographic location of the customer.

C4.2.3.2. United States Transportation Command (USTRANSCOM) negotiates and maintains the TDD standards. In the absence of specific customer TDD standards, the legacy aggregate standards in DoDM 4140.01 prevail. In developing organic or contractor performance agreements with their customers, materiel managers and distribution and transportation managers should develop specific customer TDD standards that are tailored to meet specific delivery requirements:

C4.2.3.2.1. TDD standards address the supply of materiel from the time of requirement origination (date of the requisition) to the time that the requisitioner acknowledges physical receipt. The major segments of the total logistics pipeline are requisition submission time, inventory control point (ICP) processing time, storage depot segment time, transportation segment time, and theater segment time.

C4.2.3.2.2. Each logistics pipeline segment involved in the processing of a requisition has been assigned a portion of the total available time. Individual segment standards should not be considered inviolate if exceeding those standards results in time savings and improved service for the total pipeline.

C4.2.3.2.3. Timely receipt of items ordered by logistics system customers contributes to increased customer confidence in the system. All organizations in the supply chain must accomplish their respective functions in an efficient and cost-effective manner.

C4.2.3.2.4. The LMARS database is intended to be the primary source of logistics response time data for comparison against the TDD standards.

C4.3. ROLES AND AUTHORITIES

C4.3.1. Pipeline Measurement Process Review Committee (PRC). The Pipeline Measurement PRC is responsible for developing and maintaining LMARS to capture and record logistics pipeline business events from business transactions. LMARS provides a reliable and consistent database of information from which the measurement of logistics pipeline segment performance metrics such as LRT and CWT may be generated. The LMARS data recording of actual performance times can be compared to the TDD standards. The Pipeline Measurement PRC operates under the authority and within the framework documented below.

C4.3.2. Office of the Deputy Assistant Secretary of Defense Supply Chain Integration (ODASD/SCI). The ODASD/SCI will:

C4.3.2.1. Serve as the Office of the Secretary of Defense (OSD) sponsor of the Pipeline Measurement program, issuing policy guidance and instructions for development, expansion, improvement, and maintenance of LMARS.

C4.3.2.2. Review and approve Pipeline Measurement program plans, priorities, schedules, and goals, and resolve policy and procedural issues where agreement cannot be obtained within the Pipeline Measurement PRC.

C4.3.2.3. Champion efforts to identify funding sources to support and further the Pipeline Measurement program objectives.

C4.3.2.4. Ensure applicable coordination within OSD staff elements that are responsible for Pipeline Measurement performance measurement policy guidance or one-time instructional memoranda affecting functions assigned to this PRC.

C4.3.2.5. Support the implementation and use of standard data elements in accordance with policy guidance.

C4.3.2.6. Maintain contact with the PRC through the OSD Principal Staff Assistant (PSA) and the ODASD/SCI representative, and accept updates after each meeting or as appropriate.

C4.3.2.7. Ensure that DoD senior leaders are advised of initiatives and plans as they are developed with respect to Pipeline Measurement performance data integrity and management.

C4.3.2.8. Monitor PRC activity to ensure compliance with policy, instructions, and standards.

C4.3.3. Defense Logistics Management Standards. As the Chair of the Pipeline Measurement PRC, Defense Logistics Management Standards will:

C4.3.3.1. Develop Pipeline Measurement PRC meeting agendas and convene meetings as required, but at least semi-annually. Announce meetings 30 calendar days in advance. Submit minutes of each Pipeline Measurement PRC meeting within 7 to 14 calendar days of meeting completion to the Pipeline Measurement PRC membership and the OSD PSA for review. Publish final meeting minutes within 30 calendar days of meeting completion. Maintain a current list of representatives to the Pipeline Measurement PRC.

C4.3.3.2. Submit proposed recommendations for LMARS improvement to the committee members and the OSD PSA. Present issues to the Pipeline Measurement PRC for review and resolution. Where PRC consensus cannot be obtained, document and present the issues to the OSD PSA for resolution.

C4.3.3.3. Document the Pipeline Measurement PRC program objectives and business rules in DLM 4000.25, “Defense Logistics Management Standards (DLMS)”.

C4.3.3.4. In support of the Supply Chain Metrics Group, develop and document (maintain) program functional requirements for data collection, uniform business rules, computational algorithms, and management reporting and queries for DAAS to develop and execute the tool set for measuring LRT, CWT, and TDD actual performance.

C4.3.3.5. Develop and provide training on LMARS.

C4.3.3.6. Report findings and recommendations of evaluations and reviews, with comments from the DoD Components and participating external organizations, to the OSD PSA through the use of standard DLMS configuration management procedures (e.g., proposed and approved DLMS changes).

C4.3.3.7. Ensure that the PRC builds an extensible capability allowing for the expansion of data to encompass Pipeline Measurement performance measurement of Wholesale and Retail logistics processes and functions.

C4.3.3.8. Ensure testing and validation of proposed changes to standard data elements for Pipeline Measurement performance measurement.

C4.3.4. Defense Automatic Addressing System (DAAS). DAAS will:

C4.3.4.1. Develop and maintain the databases, applications, training aids, and tools required to support LMARS.

C4.3.4.2. Attend all Pipeline Measurement PRC meetings.

C4.3.4.3. Implement enhancements and modifications to LMARS documented by Defense Logistics Management Standards and approved by the Pipeline Measurement PRC.

C4.3.4.4. Provide LMARS subject matter expertise to members of the Pipeline Measurement PRC for dissemination to their respective Components.

C4.3.4.5. Provide LMARS measurement summaries using formats prescribed by policy.

C4.3.4.6. Ensure testing and validation of proposed changes to standard data elements for Pipeline Measurement performance measurement.

C4.3.5. DoD Components. DoD Components will support the Pipeline Measurement PRC by providing qualified, experienced representatives who will:

C4.3.5.1. Attend all Pipeline Measurement meetings.

C4.3.5.2. Furnish agenda items to the Chair, Pipeline Measurement PRC.

C4.3.5.3. Respond to tasking emanating from Pipeline Measurement PRC meetings.

C4.3.5.4. Identify inter-DoD Component LRT, CWT, and TDD requirements to the Pipeline Measurement PRC for discussion and formulation of a solution.

C4.3.5.5. Develop and submit recommended DLMS change proposals to the Pipeline Measurement PRC Chair for processing under DLMS configuration management procedures.

C4.3.5.6. Present the Component position and be authorized to negotiate and seek agreement with Pipeline Measurement PRC members to achieve the objectives and standardization of LMARS. Provide Component responses to proposed DLMS changes within specified timeframes.

C4.3.5.7. Promote and support LMARS within the respective Components and serve as the Components' LMARS subject matter expert.

C4.3.5.8. Use metrics to assess the DoD Supply Chain pipeline performance and serve as a basis for process improvements. Conduct analysis and take appropriate actions within the Component to improve pipeline performance.

C4.3.5.9. Review Monthly LMARS Outputs and Data

C4.3.5.9.1. Review monthly reports analyzing and researching unusual trends. Significant changes need to be researched using the drill down capability to determine the anomaly causes. Researchers should look for conditions such as one or more activities performing mass close outs of open aged records in a non-timely manner resulting in unusually long LRT. The Anomaly Code list and report is also a tool to aid in determination of suspect data and performance reporting. The Anomaly Code list is available on the DLMS Website.

C4.3.5.9.2. Data corrections required as a result of the above research and analysis will be identified to the Pipeline Measurement PRC Chair and DAAS. When warranted, the Pipeline Measurement PRC chair will ensure prior coordination with the ODASD/SCI Pipeline Measurement PRC representative before performing data corrections. The data correction method will be determined by DAAS and coordinated with the Pipeline Measurement PRC Chair.

C4.3.5.9.3. Table updates, business rule changes, and fill rule changes will be identified by the Components to the Pipeline Measurement PRC Chair where changes have occurred in critical decision tables such as Routing Identifier Codes (RICs), DoD Activity Address Codes (DoDAACs), Combatant Commander (COCOM) designations, etc.

C4.3.5.10. Submit required monthly CWT reports to DAAS in accordance with approved formats and instructions.

C4.3.5.11. Retain records of LRT, CWT, and TDD performance measurements for audit and oversight ***in accordance with DoDI 5015.02, DoD Records Management Program***.

C4.4. CONFIGURATION MANAGEMENT

C4.4.1. Pipeline Measurement PRC Administration. The Pipeline Measurement PRC will be responsible for:

C4.4.1.1. Coordinating actions essential to the maintenance and improvement of LMARS.

C4.4.1.2. Developing and maintaining uniform business rules for the measurement and reporting of LRT, CWT, and TDD in LMARS.

C4.4.1.3. Serving as the primary group responsible for developing and executing LMARS and its associated products for the measurement of LRT, CWT, and TDD.

C4.4.1.4. Ensuring senior leaders in the DoD Components are apprised of all initiatives and plans as they are developed with respect to LMARS.

C4.4.1.5. Documenting and maintaining DoD-level LRT, CWT and TDD calculation rules to support consistency of measurement across the Department of Defense within LMARS.

C4.4.1.6. Posting Pipeline Measurement PRC meeting minutes of each Pipeline Measurement PRC meeting to the Defense Logistics Management Standards Website, along with a current list of representatives to the Pipeline Measurement PRC.

C4.4.1.7. Providing feedback to the DASD/SCI concerning Component requirements to fully implement LRT, CWT, and TDD measurement tools.

C4.4.2. Proposed DLMS Change (PDC)/Approved DLMS Change Process (ADC). The requirements and guidelines for change management are documented in Volume 1, Chapter 3 (DLMS Change Management) of DLM 4000.25. The change control process ensures the proper documentation of all proposed or approved changes, the tracking and reporting of these changes to the functional baseline using change control status accounting, and the validation of the changes using functional change control reviews as required. Volume 1, Chapter 3, DLMS Change Management can be viewed on the DLMS Website.

C4.4.2.1. A subset of the DLMS change process is the preparation of the Proposed DLMS Change (PDC). The PDC is an audit trail for Pipeline Measurement. Changes to Pipeline Measurement are required to be submitted using the process identified in Volume 1, Chapter 3 of DLM 4000.25.

C4.4.2.2. The PDC process flow is defined in Appendix 9 of DLM 4000.25.

C4.4.3. Defense Automatic Addressing System (DAAS) Technical Documentation

C4.4.3.1. Develop and provide training on LMARS.

C4.4.3.2. Report findings and recommendations of evaluations and reviews, with comments from the DoD Components and participating external organizations, to the OSD PSA through the use of standard DLMS configuration management procedures (e.g., proposed and approved DLMS changes).

C4.4.3.3. Ensure that the PRC builds an extensible capability allowing for the expansion of data to encompass Pipeline Measurement performance measurement at Wholesale and Retail logistics processes and functions.

C4.4.3.4. Ensure testing and validation of proposed changes to standard data elements for Pipeline Measurement performance measurement.

C4.5. LMARS ARCHITECTURE

C.4.5.1 Functional Architecture

C4.5.1.1. LMARS is based on the capture by DAAS of the business events at the individual transaction level for each individual customer order/document number.

C4.5.1.2. LMARS reports and measures the pipeline segment(s) completed for a document number in that report month. The total document numbers that complete a segment and the time to complete each document are the key data captured and used to calculate average segment time performance.

C4.5.1.3. LMARS is a point in time reporting system. When an item identified by a document number has shipped, the first four segments are reported in the monthly report corresponding to the month DAAS receives the shipment transaction. Later actions within the pipeline are reported in the month during which that segment is completed. With the exception of the ICP segment (ISPT), no segment is reported again for that document number in any succeeding months. A materiel release order (MRO) denial will cause the ISPT segment to be re-reported with additional time for the denial and new MRO processing added.

C4.5.1.3.1. With the exception of segments one through three (which are dependent on the date DAAS receives the shipment transaction), the first date that DAAS receives a transaction, defined as a segment ending event, determines when that segment's count and time is included in a month's report.

C4.5.1.3.2. The last in-document date is used to compute the segment time.

C4.5.1.3.3. Segments one through four are all reported in the month that the shipment transaction is received. Segments five through twelve and the total for segments one through twelve are reported in the month that the transaction for the segments end event is received by DAAS.

C.4.5.2 Technical Transaction Architecture. LMARS is based on legacy Military Standard Requisitioning and Issue Procedures (MILSTRIP) and Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) transactions formats with some data extensions of the base legacy documents. Incoming DLMS based transactions are converted to legacy transaction formats using the DAAS standard DLMS to legacy MILSTRIP/MILSTRAP maps.

C4.6. LMARS CONTENT

C4.6.1. Inputs. The Data sources used to fill the LMARS database and prepare the monthly reports are as follows:

C4.6.1.1. Defense Automated Addressing System (DAAS) Routed DLSS/DLMS Transactions. The DLMS X12 electronic data interchange (EDI) and DLMS extensible markup language (XML) transactions are first converted to DLSS transactions (legacy 80 record position MILSTRIP/MILSTRAP) and merged with standard legacy DLSS transactions. The DLMS transactions, when converted to DLSS legacy, include extended data not available in the equivalent DLSS legacy transaction as originated by the source system. There are also some Service Unique DLSS-like transactions that are not DLSS standard transactions but are standard within a Component such as the Air Force document identifier code BF7.

C4.6.1.2. Defense Automatic Addressing System (DAAS) Non-routed Transactions. These are Component unique document identifier codes (DIC) (DLSS-like) 80 record position transactions used to report offline actions by the Services, DLA, and GSA. These transaction DICs are B99, BE9, D7, CHA, CH1 CO_, and CQ. Integrated Data Environment (IDE) and Global Transportation Network (GTN) Convergence (IGC) User Defined Format (UDF) data feeds provide information to open and close the transportation pipeline segments.

C4.6.1.3. DLA Troop Support Special Prime Vendor Data Feeds. Special data feeds are received for Fresh Fruits and Vegetables (FFV), Semi Perishables, Maintenance Repair Operations (MRO), and Prime Vendor Medical (PVM).

C4.6.1.4. EDI 850 transaction is used in place of Other S9G MROs if the EDI 850 has an earlier date.

C4.6.1.5. Other External Data Feeds used to support weekly and monthly LMARS processing are the DoD Activity Address Directory (DoDAAD) and the national item identification number (NIIN) file provided by the DLA Logistics Information Service. Additionally the following data sources are used and require validation and update by the Components.

C4.6.1.5.1. COCOM DoDAACs. Report not presently produced.

C4.6.1.5.2. DLA Demand Chain DoDAACs. A table of DoDAACs provided to DAAS by the DLA Office of Operations Research and Resource Analysis (DORRA).

C4.6.1.5.3. DLA Supply Chain. A table of items in the DLA Supply Chain provided to DAAS by the DLA Logistics Information Service (NIIN) and DORRA (Part Numbers).

C4.6.1.5.4. Guard or Reserve DoDAACs. A table of DoDAACs identifying guard and reserve units provided to DAAS by the Marine Corps and Army.

C4.6.1.5.5. Reparable/Non Reparable Indicator. A table designating reparable items and non-reparable items provided by all Services

C4.6.2. Segment Definitions

C4.6.2.1. Logistics Pipeline Segment 1, “Requisition Submission Time” is the elapsed time from the date in the requisition number to the date that it was received by DAAS.

C4.6.2.2. Logistics Pipeline Segment 2, “Internal Service Processing Time” is the elapsed time beginning when DAAS releases a requisition for internal service or non-Wholesale action and ending when the requisition is returned and released to a Wholesale ICP.

C4.6.2.3. Logistics Pipeline Segment 3, “Inventory Control Point Processing Time” measures the time from DAAS release of a requisition to an ICP, until DAAS receipt of a MRO transaction directing shipment.

C4.6.2.4. Logistics Pipeline Segment 4, “Storage Activity Processing Time” is measured from the date DAAS received the MRO to the date shipped/released in an AS/AR/AU/856S (Shipment Status) transaction.

C4.6.2.5. Logistics Pipeline Segment 5, “Storage Activity to Consolidation Containerization Point Processing Time” is measured from the date shipped/released to the CCP, to the date received by the CCP.

C4.6.2.6. Logistics Pipeline Segment 6, “Consolidation Containerization Point Processing Time” is measured from the CCP’s date of receipt until the date of release.

C4.6.2.7. Logistics Pipeline Segment 7, “CONUS In-Transit Time” measurement starts with date shipped by the shipper (may be contractor, storage depot, or CCP) and ends on the date received by a CONUS customer or port of embarkation (POE) for overseas movements.

C4.6.2.8. Logistics Pipeline Segment 8, “Port of Embarkation Processing” is measured from the date of POE receipt to the date of POE release.

C4.6.2.9. Logistics Pipeline Segment 9, “Port of Embarkation to Port of Debarkation In-Transit Time” is measured from POE date of release to port of debarkation (POD) date of receipt.

C4.6.2.10. Logistics Pipeline Segment 10, “Port of Debarkation Processing” is measured from the date of POD receipt to date of POD materiel release.

C4.6.2.11. Logistics Pipeline Segment 11, “In-Theater In-transit Time” is measured from the POD release date to the consignee receipt or “tailgate” date, for all OCONUS areas.

C4.6.2.12. Logistics Pipeline Segment 12, "Receipt Take-Up Time" is the time between consignee receipt or "tailgate" date and the record posting date in the DRA, DRB, or D6S.

C4.6.2.13. Total Pipeline Time is measured from the date in the requisition number (start of segment 1) to the date the customer posts it to the property record (end of segment 12).

C4.6.3. Business Rules. The paragraphs in this section describe the key tables that the LMARS uses to determine the appropriate reporting of a requisition's life cycle events, DAAS procedures, and the output report-specific data population rules and display.

C4.6.3.1. Key Tables

C4.6.3.1.1. LMARS Fill Type Table. Access the LMARS Fill Type Table on the DLMS Website.

C4.6.3.1.1.1. This table is used to determine the applicable reports in which each document number, completing a pipeline segment within the report month, is included. Each report is discussed in detail in paragraph C4.6.5. below. The usage and detailed procedures for the LMARS Fill Type Table are available on the DLMS Website.

C4.6.3.1.1.2. Examination of the data in the transaction against the values in Columns "A" through "H" of the LMARS Fill Table yields one of the Fill Types below (which equate to Column "I") of the LMARS Fill Table. The derived Fill Type is inserted into the LMARS database date element "CORP-FILL-TYPE" for that transaction document number. The Fill Types and their applicable Reports are identified below.

LMARS Records Fill Types

A = Immediate shipment from depot
B = Planned DVD Shipments
C = Backordered
D = Unplanned DVD Shipments
O = Other

LMARS Reports	Applicable Fill Type Codes
Total	Fill Types = A, B, C, D, O
Immediate	Fill Type = A
Planned DVD	Fill Type = B
Backorder	Fill Type = C
Unplanned DVD	Fill Type = D
Other	Fill Type = O

C4.6.3.1.2. Output Report Specific Tables. The LMARS application makes use of additional tables to populate the data in the specific monthly output reports. These tables are provided on the DLMS Website:
http://www.dla.mil/Portals/104/Documents/DLMS/Committees/pmprc/Output_Report_Specific_Tables.docx

C4.6.3.1.3. DLA Special Report Fill Type Table. LMARS provides a series of reports that are tailored for DLA management usage. While these DLA-specific reports are not discussed in this chapter, the report fill rules are identified within the DLA Corporate Fill Table on the DLMS Website.

C4.6.4 Defense Automatic Addressing System (DAAS) Procedures

C4.6.4.1. Daily Continuous Processing. With the exception of special data feeds, transactions are received at DAAS continually, and copied and parsed to the Logistics On-line Tracking System (LOTS) database.

C4.6.4.2. Weekly Processing. Every Friday at midnight DAAS performs the following processing procedure in preparation for the monthly processing:

C.4.6.4.2.1. LOTS database is copied and integrated with the LMARS Master file.

C.4.6.4.2.2. A temporary LMARS Master file is created for that month's reporting.

C.4.6.4.2.3. LMARS business rules are applied to the temporary LMARS Master file.

C.4.6.4.2.4. A LMARS flat file is produced and put on a guest server for Secure File Transfer Protocol (SFTP).

C.4.6.4.2.5. Flat files tailored to each Service/Agency are created.

C.4.6.4.2.6. Output. Weekly activity file generated.

C4.6.4.3. Monthly Processing. On the first of each month the following processes are performed:

C4.6.4.3.1. LOTS database is copied and integrated with the LMARS Master file.

C4.6.4.3.2. Special Feed data integrated with LMARS Master file.

C4.6.4.3.3. LMARS business rules applied to the new LMARS Master file.

C4.6.4.3.4. Test reports for the month are produced.

C4.6.4.3.5. Top 300 drilldown reports produced.

C4.6.4.3.6. Anomaly file produced.

C4.6.4.3.7. The test reports, anomaly file, and the Top 300 drill down reports are used to identify and correct any DAAS processing errors and to identify anomalies and unusual trends that the Services need to research and verify. The DAAS processing errors, if any, are corrected and the reports are rerun. The applicable LMARS Service Contact Points are provided Top 300 drill down reports when necessary and requested to determine whether the data is valid. The Services with anomalies and/or unusual trends have five days to respond. Based on their response and the Pipeline Measurement PRC chair authorization, data identified as invalid are removed, the rationale is documented, and the LMARS reports are rerun and become final for that month.

C4.6.4.4. Retention requirements. The monthly LMARS reports are maintained ***in accordance with DoDI 5015.02, DoD Records Management Program***.

C4.6.4.5. User Accounts. User accounts must be obtained from DAAS. The instructions for obtaining a user account are found on the DAAS Website. Click on "Request Login ID and Password" and follow the screens for completing the On-Line Systems Access Request.

C4.6.4.5.1. The Logistics Metrics Analysis Reporting System/Customer Wait Time (LMARS/CWT) at DAAS maintains logistics pipeline information for all Wholesale items. LMARS/CWT is populated with information from the MILSTRIP and MILSTRAP transactions that flow through DAAS. LMARS/CWT report response time within the 12 logistics pipeline segments: All reporting time frames are expressed in terms of days. Current standard reports are available via the Web on a monthly basis.

C4.6.4.5.2. To access LMARS and CWT reports a user must acquire an access account from DAAS. The user must submit a System Access Request (SAR). It is important to note that once a user has obtained access approval for LMARS, the user must keep the account active by logging into LMARS at least once every 30 days or the account will be inactivated.

C4.6.4.5.3. Data download capabilities. DAAS can provide data downloads in a variety of forms. Monthly reports provide a link at the top that allows the report to be directly downloaded by the user to a Microsoft Excel Spreadsheet. For other database transfers/downloads of LMARS data and/or tables the requester should contact the Service/Agency Pipeline Measurement PRC point of contact, or if not known, DAAS. Database transfers/downloads of LMARS data for a specific Service or Agency, are performed by that Service or Agency.

C4.6.4.6. Handling of Corrections. The Components and DAAS review the initial runs of each month's reports, to include analyzing and researching unusual trends. Significant changes need to be researched using the drill down capability to determine the cause. Researchers should look for conditions such as one or more activities performing mass close outs of open aged records in a non-timely manner

resulting in unusually long LRT. The Anomaly Code list and report is also a tool to aid in determination of suspect data and performance reporting. The Anomaly Code list is available on the DLMS Website.

Data corrections required as a result of the above research and analysis will be identified to the Pipeline Measurement PRC Chair and DAAS. When warranted, the Pipeline Measurement PRC chair will ensure prior coordination with the DASD/SCI Pipeline Measurement PRC representative before correcting data. The data correction method will be determined by DAAS and coordinated with the Pipeline Measurement PRC Chair by the Component that identified the problem.

C4.6.5. Output Reports. All output reports are displayed in a standard format. The following sub-paragraphs of this section describe the format and content of standard monthly reports for the selected month; if no month is selected LMARS defaults to the most recent month available. Paragraphs C4.6.5.1, C4.6.5.2, and C4.6.5.3 below describe the Major Report Categories and the Sections and Sub-sections within them. The titles of the Major Report Categories, the Sections, and the Sub-sections are all centered on the report pages. Paragraph C4.6.5.4 below defines the meanings of the heading titles in the far left column of the reports and paragraph C4.6.5.5 defines the column headings and data content across the top of the reports.

A sample output report showing the format is available on the DLMS Website.

The LMARS database data dictionary is available on the DLMS Website.

The data value names and location on the LMARS master data record is available on the DLMS Website. This database is the authoritative source from which all LMARS output reports are produced. It is also the authoritative source of all files that are made available to the Components for their individual purposes. Foreign Military Sales documents and Initial Outfitting documents are excluded from all LMARS reporting.

C4.6.5.1. Major Report Categories. The user selects the desired Major Report Category from the main LMARS Web Page. The report categories are identified below:

C4.6.5.1.1. "COMPOSITE" Report. The Composite Report includes all document numbers eligible for LMARS reporting in a given month with the exception of those for Guard, Reserve, or Contractor DoDAACs.

C4.6.5.1.2. "MAJOR COMMAND" Report. The Major Command Report includes a subset of the document numbers in the Composite Report. To be included in the Major Command report the document number's Ship-To address or Consignee must be identified as being in that specific Major Command. **Note: Major Command Report is not presently produced pending Major Command Code table update; therefore the "Major Command" report category is not currently a selectable Major Report category on the main LMARS page.**

C4.6.5.1.3. "REPAIRABLE NIIN" Report. The Reparable NIIN Report includes a subset of the document numbers in the Composite Report. To be included in the Reparable NIIN report the NIIN being ordered on a given document number must be identified as a Reparable NIIN by at least one Service.

C4.6.5.1.4. "GUARD" Report. To be included in the Guard Report, the document number's Ship-To address or Consignee must be an identified Guard DoDAAC. Note that the document numbers included in the Guard Report are not included in the Composite Report, paragraph C4.6.5.1.1 above. DAAS maintains an internal table of DoDAACs supplied by the Components that identifies Guard unit DoDAACs.

C4.6.5.1.5. "RESERVE" Report. To be included in the Reserve Report the document number's Ship-To address or Consignee must be an identified Reserve DoDAAC. Note that the document numbers included in the Reserve Report are not included in the Composite Report, paragraph C4.6.5.1.1 above. DAAS maintains an internal table of DoDAACs supplied by the Components that identifies Reserve unit DoDAACs.

C4.6.5.1.6. "CONTRACTOR" Report. To be included in the Contractor Report the document number's Ship-To or Consignee address must be an identified Contractor DoDAAC. Note that the document numbers included in the Contractor Report are not included in the Composite Report, paragraph C4.6.5.1.1 above. Contractor DoDAACs are identified according to Table H.

C4.6.5.2. Major Report Category Sections. Each Major Report Category is composed of Sections and each Section has a total line totaling all the data for that section prior to beginning a new Section. The Sections are identified by tabs at the bottom of the report. The titles of the tabs and section headings are (1) "Composite", (2) "Army", (3) "Air Force", (4) "Navy", (5) "Marine Corps", (6) "Coast Guard", (7) "DLA" and (8) "Others".

C4.6.5.3. Fill Type Sub-Sections. Each Major Report Category Section is further sub-divided into six Fill Type Sub-Sections. Each Sub-Section has a total line. The Fill Type Sub-Sections record document numbers according to how that document number is being satisfied. The LMARS Fill Type Table discussed in paragraph C4.6.3.1.1. is a key table used to produce the LMARS output reports. Paragraph C4.6.3.1.1. describes the Fill Type Table composition, usage, mapping of Fill Types to the LMARS Fill Type Report Sub-Sections, and web link to the current LMARS Fill Type Table. The Fill Type Sub-Sections titles and descriptions are below:

C4.6.5.3.1. "TOTAL" Fill Type Sub-Section. The "TOTAL" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of the cumulative document numbers of each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such as Federal and Civil Agencies)). Reporting starts when a shipment is indicated by a shipment transaction

or receipt transaction. This Sub-section contains all the document numbers within the Major Report Category and Section that contain Fill Types = A, B, C, D, O.

C4.6.5.3.2. "IMMEDIATE" Fill Type Sub-Section. The "IMMEDIATE" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of immediate issues for each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such as Federal and Civil Agencies)). One of the following conditions must be met to qualify as an immediate issue: (1) The first or only Supply Status is BA. (2) The last Supply Status must be BA and received within five days of first status, and no Backorder Status ever received. Direct Vendor Deliveries, whether planned or unplanned, are not considered immediate issues. Reporting starts when a shipment is indicated by a shipment, transaction, or receipt transaction. This Sub-section contains all the document numbers within the Major Report Category and Section that contain Fill Type = A.

C4.6.5.3.3. "PLANNED" Fill Type Sub-Section. The "PLANNED" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of Planned Direct Vendor Delivery (DVD) issues for each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such as Federal and Civil Agencies)). The servicing ICP's criteria (Table B) must be met to qualify as a planned DVD. Reporting starts when a shipment is indicated by a shipment, transportation, or receipt transaction. To be included in the PLANNED Sub-Section (Planned Direct Vendor Delivery (DVD)), the document number must meet the criteria for Planned DVD in the LMARS Type of Fill Table. This Sub-section contains all the document numbers within the Major Report Category and Section that contain Fill Type = B.

C4.6.5.3.4. "BACKORDERED" Fill Type Sub-Section. The "BACKORDERED" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of document numbers that were at some time backordered within each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such as Federal and Civil Agencies)). The following criteria must be met to qualify as a backorder: (1) Any Supply Status (AE transaction) received, prior to shipment, must have a BB, BC, or Service specified (Table A) backorder code. (2) Direct Vendor Delivery, whether planned or unplanned, was not indicated prior to shipment. To be included in the "BACKORDERED" Sub-section the document number must meet the criteria for backordered documents in the LMARS Type of Fill Table, having a Fill Type = C.

C4.6.5.3.5. "UNPLANNED" Fill Type Sub-Section. The "UNPLANNED" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of unplanned direct vendor delivery (DVD) issues for each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such

as Federal and Civil Agencies)). The servicing ICP's criteria (Table A) must be met to qualify as an unplanned DVD. Reporting starts when a shipment is indicated by a shipment, transportation, or receipt transaction. This Sub-section contains all the document numbers within the Major Report Category and Section that contain Fill Type = D.

C4.6.5.3.6. "OTHER" Fill Type Sub-Section. The "OTHER" Fill Type Sub-Section reflects Wholesale requisition pipeline activity of document numbers and/or its related data that did not meet the criteria for Immediate Issue, Backorder, Planned or Unplanned Direct Vendor Delivery for each of the Report Sections identified in paragraph C4.6.5.2 above (TOTAL, ARMY, AIR FORCE, NAVY, MARINE CORPS, COAST GUARD, and OTHER (any document that is not identified to one of the foregoing, such as Federal and Civil Agencies)). Reporting starts when shipment is indicated by a shipment, transportation, or receipt transaction. This Sub-section contains all the document numbers within the Major Report Category and Section that contain Fill Types = O.

C4.6.5.4. Delivery Area and Issue Processing Group row headings. These headings are repeated within each Major Report Category Section and its Sub-Sections. Column A of the spreadsheet output identifies the breakout within the Sub-Section for each of the five delivery areas (CONUS, OCONUS1, OCONUS2, OCONUS3, OCONUS4). Each Delivery Area is further broken out into the three Issue Processing Groups (IPGs). The IPG headings are PROC GP1, PROC GP2, and PROC GP3, and the TOTAL/AVERAGE line applicable to each pipeline segment and a grand "TOTAL" line appear at the bottom.

C4.6.5.4.1. Delivery Area row headings. The five delivery area headings are CONUS, OCONUS1, OCONUS2, OCONUS3, and OCONUS4. The delivery area within which a document number is reported is based on an internal DAAS table. DAAS researches all new DoDAACs as they are established and determines the appropriate delivery area. The LMARS Delivery Areas are consistent with the TDD Areas identified in DoDM 4140.01, Volume 10. The LMARS Delivery areas map to the TDD Areas as follows.

LMARS Area	**TDD Areas**
CONUS	48 Contiguous States
OCONUS1	Area A
OCONUS2	Area B
OCONUS3	Area C
OCONUS4	Area D

It should be noted that LMARS makes no distinctions between Airlift and Sealift delivery areas.

C4.6.5.4.2. Issue Processing Group row labels. Each Delivery area is further broken out into the three Issue Processing Groups (PROC GP1, PROC GP2, and PROC GP3), and the Total/ Average line applicable to each pipeline segment within

and a grand "TOTAL" line appear at the bottom. Standard Uniform Materiel Movement and Issue Priority System (UMMIPS) Priority Designator and IPG groupings apply. The Group Priority (GP) is determined by the priority designator in the document. The priority designator of the document can be modified up until the item is shipped; after that point it will never change for that document. The PROC GP1, PROC GP2, and PROC GP3 designations correlate directly with IPG I, IPG II, and IPG III described in DLM 4000.25, Volume 2, Chapter 4, paragraph C4.2.2.9. IPGs are groupings of Issue Priority Designators (IPDs) as shown below:

- PDs 01, 02, and 03 form IPG I
- PDs 04, 05, 06, 07, and 08 form IPG II
- PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

C4.6.5.5. Column/Pipeline Segment Heading and Data Descriptions. The following paragraphs define the pipeline segment headings and data content that appears under each heading for a particular row heading. Where applicable, DLSS Document Identifier Codes (e.g., A5_, AS_, and DRA) are indicated to denote which transactions are used to measure the beginning and ending of the pipeline segments. Note that in all cases data values displayed in blue are active. If the reviewer places the curser over the data value and clicks the value, the document numbers and their associated data will be presented.

C4.6.5.5.1. Spreadsheet Report Columns B and C

- Logistics Pipeline Segment 1 – "Requisition Submission Time"
- Report Spreadsheet Heading "1 – "REQN SUBMIT"
- LMARS database name "RST – NODE".

Columns B and C reflect the month's data reported for Segment 1, Requisition Submission Time. Spreadsheet column B shows the number of Wholesale requisitions submitted for each area's Processing Group. Service unique processing rules have identified additional transactions (Table B) included in this column. Requisitions for National Guards, Reserve Units, and Contractors are excluded from these reports. Requisitions for Foreign Military Sales (FMS), Initial Outfitting (Table C), or with RDDs beginning with "S" or "X" are excluded from all LMARS reports. Column C reflects this segment's time, calculated by subtracting the document date from the DAAS receipt date. RST for images of requisitions submitted to DAAS (CH1, CHA, BE9, and D7_) is limited to 30 days or less. The spreadsheet column C shows the average requisition submission time for each Processing Group. At the bottom of each area is the total number and weighted average of requisitions DAAS received. The last row in the report provides the TOTAL requisitions and weighted time in columns B and C for this segment. Transactions that failed DAAS edits are not included until or unless they are resubmitted.

C4.6.5.5.2. Spreadsheet Report Columns D & E

- Logistics Pipeline Segment 2, “Internal Service Processing Time”
- Report Spreadsheet Heading “2 – SERVICE PROCESS”
- LMARS database name “SPT – NODE”.

An example of Internal Service Processing is the processing by Naval Supply Systems Command (NAVSUP) Fleet Logistics Centers (FLCs). This segment time begins when DAAS releases a requisition for internal Service (non-Wholesale (to a RIC other than that on Table D)) action and ends when it is returned and released to a Wholesale ICP (Table D). The number of requisitions and average times are shown for each area’s Processing Group. Total requisitions DAAS released and their weighted average are shown at the bottom of each area and on the last data line of the report. DAAS processing time is not shown but is reflected in the Total Order-Receipt computations.

C4.6.5.5.3. Spreadsheet Report Columns F and G

- Logistics Pipeline Segment 3, “Inventory Control Point (ICP) Processing Time”)
- Report Spreadsheet Heading “3 – ICP PROCESS”
- LMARS database name “ISPT – NODE”.

This segment measures the time from DAAS’ release of a requisition to a Wholesale ICP, until DAAS’ receipt of an issue transaction. Issue transactions can be an MRO, A5_ transaction, a Table E listed equivalent, an AB_ (Direct Delivery Notice) transaction, or an AE_ (Supply Status) transaction with BV status, indicating direct vendor delivery. There may be multiple ICP actions taken on a requisition, but passing, referral, backorder, or delayed actions are not used to close this segment. Supply status of BQ, BR, B4, C_, D1-D8, except D7, DB, DN, DQ, DR, or specified intra-service codes (Table F), indicating rejection or cancellation will drop a requisition from being reported unless shipment and/or receipt is indicated. The number of “issues” transactions is shown in column F and average times are in column G.

C4.6.5.5.4. Spreadsheet Report Columns H and I

- Logistics Pipeline Segment 4, “Storage Activity Processing Time”
- Report Spreadsheet Heading “4 – STORAGE ACTIVITY”
- LMARS database name ‘SAPT – NODE”.

The time is measured from DAAS’ receipt of a defined MRO to the date shipped/released in DIC AS_/AU_ (Shipment Status) transaction. When Shipment Status is not available, the date in a materiel release confirmation (MRC) DIC AR_

transaction is used to close the segment. In the case of Direct Vendor Deliveries (DVDs), time is measured from DAAS' receipt of a DIC AB_ transaction, or a DIC AE_ transaction with BV status, to the date shipped/released in a DIC AS_/AU_ or DIC AR_ transaction. The number of shipments and average processing times are shown in Columns H and I respectively, similar to previous segments.

C4.6.5.5.5. Spreadsheet Report Columns J and K

- Logistics Pipeline Segment 5, "Storage Activity to Consolidation Containerization Point (CCP) Processing Time"

- Report Spreadsheet Heading "5 – STORAGE TO CCP"

- LMARS database name "DCPT – NODE".

The time is measured from the date shipped/released by the storage activity to the CCP's receipt date reported in the TAV, TAW, or the IGC provided transaction. DLMS transactions from commercial carriers may also be used in this segment. The count of the number of shipments to a CCP and average processing times are displayed in columns J and K respectively. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don't move through CCPs, POEs, or PODs.**

C4.6.5.5.6. Spreadsheet Report Columns L and M

- Logistics Pipeline Segment 6, "CCP Processing Time"

- Report Spreadsheet Heading "6 – CCP ACTIVITY"

- LMARS database name "CPT – NODE"

For OCONUS, and only when a CCP is used, time is measured from the CCP's receipt and release dates in the TAV, TAW, or a GTN provided transaction. The count of the number of shipments processed by a CCP and average processing times are shown in columns L and M respectively. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don't move through CCPs, POEs, or PODs.**

C4.6.5.5.7. Spreadsheet Report Columns N and O

- Logistics Pipeline Segment 7, “CONUS In-Transit Time”
- Report Spreadsheet Heading “CONUS IN-TRANSIT”
- LMARS database name “CIT – NODE”.

There are two differing movement possibilities for this segment; however, they are mutually exclusive at the document level. The start and stop times will depend upon whether a CCP is in the pipeline for the document number. The following are the two mutually exclusive methods for the computation of time for a specific document number.

- Segment 7A – For OCONUS shipments moving through a CCP, time is measured from the CCP’s release to the POE’s receipt. Dates/times for calculating this segment come from the TAV/TAW or IGC-provided transaction. Average times and the number of shipments from a CCP are shown. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don’t move through CCPs, POEs, or PODs.**

- Segment 7B – For CONUS shipments, it’s the time from the storage or vendor date shipped/released, in the AS_/AU_ or AR_ transaction, to the consignee’s receipt or “tailgate” date. Unless transactions with “tailgate” dates are provided, this segment will not be populated. (NOTE: A DRA, DRB, or D6S may have two date fields; one for a record posting date, used in Segment 12, and one for a “tailgate” date. Each Service/Agency is to identify any transactions and/or record positions used for “tailgate” dates.) For OCONUS shipments, when a CCP is not used, time is measured from the shipped/released date to the POE’s receipt date in a GTN provided transaction. DLMS transactions from commercial carriers may be used in this segment (for CONUS and OCONUS). The times and the number of shipments to a CONUS consignee or POE are shown.

C4.6.5.5.8. Spreadsheet Report Columns P and Q

- Logistics Pipeline Segment 8, “POE Processing”
- Report Spreadsheet Heading “8 – POE ACTIVITY”
- LMARS database name “POET – NODE”.

POE receipt and release dates, provided by GTN or other In-Transit data transactions, are used to calculate OCONUS times. The average times and number of shipments processed by a POE will be shown. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don’t move through CCPs, POEs, or PODs.**

C4.6.5.5.9. Spreadsheet Report Columns R and S

- Logistics Pipeline Segment 9, “Port of Embarkation to Port of Debarkation In-Transit Time”

- Report Spreadsheet Heading “9 – POE to Port of Debarkation (POD)”

- LMARS database name “ITTT – NODE”.

Measurement is from POE release to POD receipt. IGC provides the transactions needed to calculate this segment’s times. DLMS or other In-Transit data transactions, if available, may also be used. Times and numbers for these columns are shown similar to the previous segments. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don’t move through CCPs, POEs, or PODs.**

C4.6.5.5.10. Spreadsheet Report Columns T and U

- Logistics Pipeline Segment 10, “POD Processing”

- Report Spreadsheet Heading “10 – POD Activity”

- LMARS database name “PODT – NODE”.

IGC provides transactions with the POD receipt and release dates/times needed to calculate the OCONUS entries shown for this segment. **NOTE: For CONUS Area reporting where the source of materiel is in the CONUS and the Customer delivery point is in the CONUS, these columns will be blank, since CONUS shipments don’t move through CCPs, POEs, or PODs.**

C4.6.5.5.11. Spreadsheet Report Columns V and W

- Logistics Pipeline Segment 11, “In-Theater In-transit Time”

- Report Spreadsheet Heading “11 – IN-THTR IN-TRANS”

- LMARS database name “ITIT – NODE”.

Measurement is from the POD release date to the consignee receipt or “tailgate” date, for all OCONUS areas. Unless transactions with “tailgate” dates are identified, this segment will not be populated. (NOTE: Transactions DRA, DRB, or D6S may have two date fields; one for a record posting date, used in Segment 12, and one for a “tailgate” date. Each Service/Agency is to identify any transactions and/or record positions used for “tailgate” dates.) DLMS transactions that measure commercial express service time from storage or vendor to consignee receipt will be included in this segment. Average times and the number of In-Theater shipments are shown.

C4.6.5.5.12. Spreadsheet Report Columns X and Y

- Logistics Pipeline Segment 12, “Receipt Take-Up Time”
- Spreadsheet Report Heading “12 – RCPT TAKE UP”
- LMARS database name “RTT – NODE”.

For CONUS and OCONUS (see NOTE in Segments 7B and 11), it is the time between consignee receipt or “tailgate” date and the record posting date in the DRA, DRB, or D6S. Quantity and discrepancy Code fields in the DRA and DRB are not checked to verify total receipt. IGC or DLMS transactions, if applicable, may be used. If only a record posting date is available, this segment will not be populated. Times and number of receipted shipments are shown.

C4.6.5.5.13. Spreadsheet Report Columns Z and AA

- Logistics Pipeline Segment 13, “Total Order-Receipt Time”
- Spreadsheet Report Heading “TOTAL ORDER RECEIPT”
- LMARS database name “TPT – NODE”.

This is the time between the requisition date and the receipt record posting date. These columns are only populated when the order to receipt cycle has been completed. A defined requisition (or a defined MRO) and a materiel receipt acknowledgment are the minimum transactions needed before a cycle’s time is reported. To calculate the average time for each area’s IPG, the aggregate time of the completed cycles is divided by the number of completions. At the bottom of each area is the number and weighted average of document numbers that were completed during the reporting month. Included in these two columns are numbers and averages for DLA’s Prime Medical Vendor (PMV), Maintenance Repair Operations (MRO), and Perishable and Semi-Perishable orders. See Table G for their computation logic.

C4.6.5.5.14. Spreadsheet Report Columns Z and AA. The last two columns also show Total Order-Receipt, but with the document numbers with the highest five percent in terms of longest times in each area’s IPG eliminated. The objective of these columns is to present counts and average times with the extremes removed. Note: These columnar calculations are not performed for the GUARD, RESERVE, and CONTRACTOR Major Reports.