

FINANCE OFFICE POINT OF CONTACT (FOPOC)

SPECIAL OPERATIONAL EQUIPMENT (SOE) TAILORED LOGISTICS SUPPORT PROGRAM (TLSP)

In an effort to maximize support to our SOE customers, the following information is provided to assist with the ordering confirmation and funding receipt process.

Price Acknowledgement Spreadsheet (PAS)

All orders must be submitted unfunded. Upon receipt of the PAS, the registered FOPOC should follow steps below to ensure timely receipt and processing of the order(s). Note that the PAS displays anticipated (contractual) Lead Time (Column S) provided by the vendor.

1. Reply to ALL on the email back to DLA with Price Acknowledgment Spreadsheet AND associated funding document (i.e. reference 7600B funding order) included/attached - - DO NOT change the subject of the email in any way, as this includes all pertinent information for tracking your order(s).
2. Send Price Acknowledgment Spreadsheet to the appropriate program e-mail address: SOEPriceAcknowledge@dla.mil.
NOTE: Submission to this mailbox will be the only way to ensure timely receipt and processing of your order(s).
3. The total dollar value identified on the PAS (column AI / "Confirmed Extended Price") MUST match the amount on the 7600B funding order to the penny. Multiple 7600Bs can be used to fund an order; however, there must only be one (1) 7600B per line item. Ensure the 7600B # on your PAS matches the 7600B # in G-Invoicing.
4. For 7600B funded orders, the following will remain the same for all orders placed under the SOE TLSP. Please be certain to use valid DoDAAC(s):
 - i. Signal Code: B (Bill to supplemental DODAAC, ship to requisitioner (ordering DODAAC))
 - ii. Fund Code: XP
 - iii. Supp Add: Customer Bill to DoDAAC
5. 7600B amendments will not be accepted if the Basic 7600B has not been accepted by DLA's Finance Office.
6. The 7600B Open for Acceptance notice will only be sent to POC's listed on the registered account. Please ensure you are listed as a Finance Office POC (FOPOC) on the account to receive the acceptance or contact your account holder for a copy.
7. For MILSTRIP orders, please be certain to use the appropriate Signal code with valid DoDAAC(s). Reference the following:
Signal Code A – Bill to requisitioner (ordering DODAAC), ship to requisitioner (ordering DODAAC)
Signal Code B – Bill to supplemental DODAAC, ship to requisitioner (ordering DODAAC)
Signal Code C – Bill to requisitioner (ordering DODAAC), ship to requisitioner (ordering DODAAC)
Signal Code J – Bill to requisitioner (ordering DODAAC), ship to supplemental DODAAC
Signal Code K – Bill to supplemental DODAAC, ship to supplemental DODAAC

Reference the Customer Guidelines document for additional information on the SOE TLS programs: <http://www.dla.mil/TroopSupport/ConstructionandEquipment.aspx>

For any questions regarding the FOPOC Review Process or the SOE TLS program, please contact your designated TVLS or send your inquiry to SOEOrders@dla.mil