



DEFENSE LOGISTICS AGENCY  
HEADQUARTERS  
8725 JOHN J. KINGMAN ROAD, SUITE 2533  
FT. BELVOIR, VIRGINIA 22060-6221



IN REPLY  
REFER TO DLMSO

MAR 31 1997

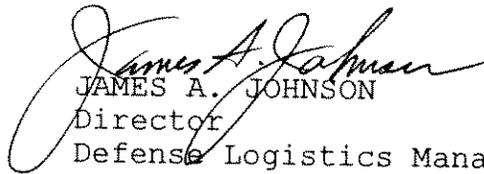
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Defense Logistics Management Standards (DLMS) Supply  
Process Review Committee (PRC) Meeting, March 10-14,  
1997

The attached minutes of the DLMS Supply PRC meeting are  
forwarded for your information and appropriate action.

PRC members should note that the next meeting is rescheduled  
for May 5-9, 1997. An agenda will be provided under separate  
cover.

The DLMSO points of contact are Supply PRC Co-Chairs:  
Ms. Ellen Hilert, at (703) 767-6117, DSN 427-6117, or e-mail:  
ellen\_hilert@hq.dla.mil; and Ms. Mary Jane Johnson, DSN 427-6123,  
(703) 767-6123, or e-mail: maryjane\_johnson@hq.dla.mil.

  
JAMES A. JOHNSON  
Director  
Defense Logistics Management  
Standards Office

Attachment

DISTRIBUTION:  
ADUSD(L)MDM  
Supply PRC Representatives and Attendees





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**MAR 31 1997**

MEMORANDUM FOR RECORD

SUBJECT: Defense Logistics Management Standards (DLMS) Supply  
Process Review Committee (PRC) Meeting, March 10-14,  
1997

**Purpose:** The Defense Logistics Management Standards Office (DLMSO) hosted a Supply PRC meeting on March 10-14, 1997, at the Headquarters Complex, Ft. Belvoir, VA. The primary focus of this meeting was DLMS implementation convention (IC) review. Additional discussion topics are discussed below. The agenda is shown at Enclosure 1. A list of attendees is shown at Enclosure 2.

**Brief Summary of Discussion:** Ms. Ellen Hilert and Ms. Mary Jane Johnson, Supply PRC Co-Chairs, and Ms. Vermella Saváge, MILSTRIP System Administrator, provided opening remarks and reviewed the meeting agenda.

**Review of Prior Meeting Agenda Items:**

a. AMCLs 11 (MILSTRIP) and 15 (MILSTRAP), **Expanded Materiel Receipt Acknowledgment (MRA) Procedures.** DLMSO will initiate coordination of reporting requirements with the LMARS Committee and possible elimination of inventory control point (ICP) reporting under the AMCL 11. Additionally, DLMSO will review the AMCL 15 MILSTRIP ASH transaction format to verify proper identification of the customer routing identifier code (RIC) (DAASC vs ICP).

b. **Proposed DLMS Change 1, DD Form 1348-1B, Issue Release/Receipt Document, and DD Form 1348-2A, Issue Release/Receipt Document with Address Label.** The Services/Agencies were reminded that they must provide comments to DLMSO. The original due date was March 10, 1996.

c. **PMC 40, Processing Cooperative Logistics Supply Support Arrangement (CLSSA) Requisitions.** DLMSO will release the Approved Change in accordance with the Service/Agency agreements reached at the November PRC meeting.

Attachment



d. **AMC 45, Defense Program for Redistribution of Assets (DEPRA) Follow-up Timeframes.** DLMSO issued an Approved Change on February 3, 1997 with a revised numerical designation of AMC 45 (previously 41) (Enclosure 3). The effective date is April 4, 1997. The revision was prepared to identify the DEPRA processing actions when denial status is received during the 30-day period after which the Redistribution Order (RDO) was created and to indicate the original intent of the proposed change to eliminate CB status to the customer by DEPRA when passing the requisition to the ICP/Integrated Material Manager (IMM) for processing.

e. **Video Training Session.** DLMSO has available for loan a 4-hour video-taped EDI training session conducted by Mr. Harry Featherstone, Logistics Management Institute (LMI). A new 8-tape collection of segmented training topics is also available for loan. These tapes were prepared by LMI to support the Defense Information Systems Agency's (DISA's) training.

f. **DD Form 1348-2, Issue Release/Receipt Document with Address Label.** DLMSO will clarify current MILSTRIP procedures regarding the interchangeability of the 1348-1A with the 1348-2 and the authority to use the 1348-2 without preprinted postage data on the attached address label.

g. **DLMS Logistics Data Manager (LDM) Actions.** Global changes recommended by the Supply PRC have been forwarded to LMI for incorporation in all ICs. These include Point of Contact (Segment PER/G62) changes; deletion of the extraneous note for quantity fields; revised language for Universal Time Coordinate (UTC). Clarification of to/from/copy addressing is being developed within DLMSO.

h. **DLMS Baseline.** American National Standards Institute, ANSI X-12, Version 003060 ICs are available on the DLMSO home page at <http://www.dlms.hq.dla.mil>. These are considered the baseline for the DLMS. Modifications resulting from PRC review and staffing at the DoD/Federal level are being processed. Revised ICs will reflect the date prepared and will be posted to the home page as quickly as possible. Appendix 10E to the DLMS manual (Enclosure 4) indicates the date of the most current revision. The ICs published in the hard-copy DLMS manual are prepared in Version 003050.

i. **DLMS Configuration Control.** DLMS proposed/approved change numbering structure was revised based upon the PRC's comments. Future changes will be referred to as DLMS changes and will include the functional area impacted in the title. Separate numbering will be consecutive for approved changes and proposed

changes. DLMSO will provide a register of changes so the PRC will have better visibility. A draft version was distributed and recommended changes were noted (Enclosure 5 shows revised version). A separate listing showing the status of ICs will be distributed at the May meeting. Discussion of the change process raised, once again, the issue of when implementation dates should be requested. Under the DLMS concept, the implementation date is supposed to be requested when the change is staffed as a proposal. Conflicts would be resolved and the approved change issued with the implementation date already established. Although this procedure was recently confirmed within DLMSO, the Components continue to feel that it would not be cost effective or practical. The consensus is that dates based upon proposals which might change significantly as a result of staffing would be inaccurate. Reevaluation by design activities to assess the impact of the changes would increase the time and cost invested in this piece of the process.

**Action:** DLMSO agreed to investigate the reinstatement of a separate Request for Implementation Date process.

**March Agenda Items:**

a. **Proposed DLMS Change 10, Identification of Flight Safety Critical Aircraft Parts (FSCAP) In Issue, Release, and Receipt Documents.** This change proposal was issued November 13, 1996 (Enclosure 6). The change adds identification of FSCAP to the Defense Turn-In Document/DLMS transaction. Despite follow-up action, few responses have been received. During discussion, the Components raised issue with the necessity for this change based upon the availability of the FSCAP code with supply catalog data.

**Action:** Components will document their comments in responses to the change proposal.

b. **Proposed DLMS Change 6, Material Returns Discrepancies.** This change proposal was issued June 24, 1996 (Enclosure 7). The change adds a cautionary statement to MILSTRIP/DLMS advising shipping activities that they could be subject to recoupment action for costs incurred by the receiving activity for discrepant or unauthorized returns. Although some concurrences and comments were received, many primary addressees have not responded to this change proposal. Some suggestions were made to improve the language of the change. The Defense Logistics Agency (DLA) requested clarification of the financial interface.

**Action:** DLMSO will modify the change and address the financial interface at the May meeting. Additional Component responses to

the change proposal are expected.

**c. Approved DLSS/DLMS Change 9, Validation of F/AD I Activities**

1. **Background.** The original change established an automated process to automatically validate F/AD I usage. A table of authorized activity DoD Activity Address Codes (DoDAACs) maintained at the DSDC/Defense Automatic Addressing System Center (DAASC) was planned for the purpose of automatically downgrading the requisition priority of those requisitions which did not pass validation. Component representatives expressed serious concerns about pursuing implementation (documented in January meeting minutes) and recommended an alternative approach which would create a transition period to begin April 1, 1997, during which the results of the edit would be output to a report. This would provide a solid basis for further analysis and would not disrupt critical operations. To help assess the extent of abuse, DAASC matched priority 1/4/11 requisitions against the 1995 authorized F/AD I DoDAACs, using historical data. On January 21, 1997, Component representatives reviewed initial DAASC findings and developed a report format. The inquiry showed that during the last calendar quarter of 1996 there were 45,445 requisitions processed through DAASC with apparent misuse of the Priority Designator. ADUSD(L/MDM) supported the alternative procedure by letter dated January 21, 1997 (Enclosure 8). Progress was interrupted when it became apparent that classification of F/AD I information would present a greater problem than previously realized. Current DoD policy, as stated in the annual audit of F/ADs, indicates that the identification of an activity as F/AD I is classified. Verification of this policy was requested by DLMSO through ADUSD(L/MDM) and is currently underway.

2. **Current.** Mr. Trepal provided a copy of the Joint Staff cover memorandum forwarding the February 1996 list of F/AD I authorized activities (Enclosure 9). The J-4 classification inquiry is ongoing with some Service respondents requesting extensions. Therefore, programming for the DAASC process is still on hold. After reiterating concerns (Enclosure 10), it was agreed that Components would pursue the use of command emphasis as an interim measure which might produce positive results. DLMSO distributed letters forwarded to GSA (for civilian agencies) and the Coast Guard requesting corrective action where misuse of Priority Designators was documented in the DAASC inquiry. A similar approach will be employed by the Services. The Components were polled to determine their support for automatic downgrading of requisitions under the AMCL procedures. Although many issues have not been resolved, only the Army nonconcurred.

**Action:** Components will prepare appropriate correspondence as discussed above.

d. **Service-Unique Requirements Under DLMS.** The Navy initiated this discussion topic in relation to conveyance of the Navy Cognizance Symbol within DLMS ICs. The Services/Agencies must address similar concerns with the incorporation of new or existing Service-unique data requirements. Various technical solutions are readily available. The Service must identify what transactions are involved and, when possible, make specific recommendations concerning how the data should be carried. DLMSO will offer guidance as needed. Changes will be coordinated using the change proposal process.

**Action:** The Navy will submit a change proposal for the Cognizance Code. Other Components should address unique internal requirements for possible enhancement of the DLMS.

e. **Implementation Convention (IC) Review.** The following ICs were reviewed (Enclosure 11).

(1) **TS 517 (LS18) Material Obligation Validation.** Revisions from January meeting were verified.

(2) **TS 517 (LS45) Government Furnished Material Validation.** Revisions from January meeting were verified.

(3) **TS 867 (LS49) Issue.** Revisions from January meeting were verified.

(4) **TS 867 (LS26) Demand Reporting.** This was a new presentation.

(5) **TS 830 (LS47) War Material Requirements.** Revisions from January meeting were verified.

(6) **TS 830 (LS47) Special Program Requirements.** Revisions from January meeting were verified.

(7) **TS 527 (LS08) Due-In.** This was a new presentation.

**Action:** The above ICs will be updated as discussed and submitted to the DoD/Federal Logistics Functional Work Group (LFWG) March 18-20, 1997. The Notice of Availability/Reply ICs which were not completed will be rescheduled for May.

f. **Due-In from Logistics Reassignment (AMCL 49A).** DLA and the Navy alone have implemented the AMCL procedures

(Enclosure 12). The Navy requested assistance after encountering dues-in file errors during Consumable Item Transfer (CIT). A separate work session was held and the outcome reported back to the Committee. It was determined that the problem resulted from a misinterpretation of the AMCL whereby new document numbers were generated by the Navy for follow-on transactions making it impossible for DLA to match the due-in record established under the original document number.

**ACTION:** Navy will initiate corrective action.

g. **Additional Discussion and Action Items**

1. The Committee expressed concern that ICs for the Plant Clearance and Automated Redistribution Supply System (PCARSS) are being finalized outside the DLMS. Functions similar to those in the DLMS have been mapped independently in contradiction to the DISA/LFWG concept of maintaining a single standard IC for like processes. **DLMSO administrators** will seek additional information.

2. **The Army** will assess the need for identification of the Department of Defense Identification Code (DoDIC) for ammunition items in addition to or instead of the National Stock Number (NSN). Current procedures require use of the NSN when known and do not permit inclusion of the DoDIC as secondary information. The Army will submit a change proposal if needed.

3. **DLMSO** will clarify the use of ANSI terminology "draft standard for trial use." The **DLMSO LDM** will ensure that the DLMS Vol 1 carries an appropriate explanation.

4. The **Components** will assess the need for simultaneous use of the purpose code and the ownership code. Current procedures restrict use to only one of the two data elements per transaction. If both codes are required, the requirement should be submitted to DLMSO as a DLMS change proposal.

5. Global modification of DLMS ICs has permitted use of the Dun and Bradstreet Data Universal Numbering System (D-U-N-S+4) Number to identify business locations (Enclosure 13). **DLMSO/Components** will assess the need to enhance the current capability to show a DUNS Number rather than a Commercial and Government Entity (CAGE) Code when associated with a part number for a nonstandard item.

6. The **DLMSO LDM** will assess the need for including a qualifier for Internet/world wide web address in the

PER/G62 segments.

7. The **Components** will review requirements for identifying equipment as nonstandard material. The original IC- for demand reporting carried two qualifiers for this purpose. One was to express the "type equipment code" and the other the "equipment identification code". These were standardized to correlate with the requisition which contains only the "plant equipment number". There is confusion because the "equipment type code" appears to be a valid data element.

8. A DLMS Appendix D will be added to portray standard accounting classifications as a replacement for current AT segment information (Enclosure 14).

h. **May Supply PRC Meeting.** The next PRC meeting has been rescheduled for **May 5-9, 1997**. Tentative agenda items suggested during the course of the March meeting include development of standard Weapons Systems Codes (WSC). The acquisition community uses a standard WSC listing which can be viewed in the on-line Procurement Coding Manual on the DCMC Home Page at <http://131.66.66.66>. Also scheduled for discussion are AMCL 11/15 interfaces (financial and discrepancy). A suggestion was made to include outstanding AMCLs at each PRC meeting so that implementation issues may be addressed. Future agenda items include discussion of the impact credit card process and discrepancy reporting under DLMS.

ELLEN HILERT  
Supply PRC Co-Chair

Ellen Hilert

MARY JANE JOHNSON  
Supply PRC Co-Chair

Mary Jane Johnson

VERMELLA SAVAGE  
MILSTRIP System Administrator

Vermella Savage

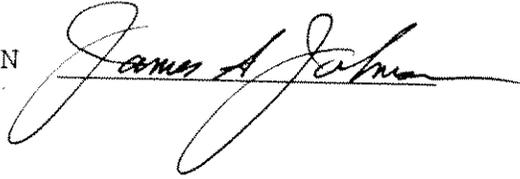
AL HENDERSON  
DLMSO Action Officer

Al Henderson

DON COLLINS  
DLMSO Action Officer

Don Collins

APPROVE:  
JAMES A. JOHNSON  
Director, DLMSO

A handwritten signature in cursive script, reading "James A. Johnson", written over a horizontal line.

Enclosures

(Enclosures 5 and 10 are included for distribution. All others were available at the PRC meeting. Contact DLMSO to obtain additional copies.)



## PROPOSED DLMS CHANGES

PROPOSED NUMBER/ DATE	APPROVED NUMBER/ DATE	FUNCTIONAL AREA/ INTEREST	ACTION OFFICER	TITLE	STATUS
1 96-01-25		SUPPLY (P)	HENDERSON	DD FORM 1348-1B, Issue Release/Receipt Document, and DD Form 1348-2A, Issue Release/ Receipt Document with Address Label	OPEN
2 96-01-31		SUPPLY (P)	HILERT	Supply Discrepancy Reporting for Misdirected Shipments	DISAPPROVED
3 96-02-08	1	SUPPLY (P)	HILERT	Recording Inspection Number When Reporting a Deficiency/Discrepancy	APPROVED
4 96-02-08		SUPPLY (P)	HILERT	Department of Defense Standard Defect Code	OPEN
5 96-03-27		SUPPLY (P)	HILERT	Material and Transportation Discrepancies (TS 842)	OPEN
6 96-06-24		SUPPLY (P)	HILERT	Material Returns Discrepancy	OPEN
7 96-11-01	2 97-03-11	SUPPLY (P)	HILERT	Revised SDR Guidance: Service/Agency Consolidation Disposition Codes, Documentation Retention (Previously Staffed as Proposed SDR (ROD) Change 2)	APPROVED
8 96-07-22		SUPPLY (P)	M J JOHNSON	Non Standard Demand Reporting (Navy) (867LS26)	CANCELLED
9 96-09-27	9 96-11-13	SUPPLY (P)	SAVAGE	Validation of Force Activity/Designator (F/AD) I Activities	APPROVED
10 96-10-10		SUPPLY (P)	SAVAGE	Identification of Flight Safety Critical Aircraft Parts (FSCAP) in Issue Release/Receipt Documents (IRRDs)	OPEN
11 96-11-26		SUPPLY (P)	HENDERSON	Change to Status Code CX	OPEN

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INTEREST LEVEL = PRIMARY COGNIZANCE (P), JOINT COGNIZANCE (J), AND INTEREST (I)

## APPROVED DLMS CHANGES

APPROVED NUMBER/ DATE	PROPOSED NUMBER/ DATE	EFFECTIVE DATE	FUNCTIONAL AREA/ INTEREST LEVEL	ACTION OFFICER	TITLE	STATUS
1 96-01-25	3 96-02-08		SUPPLY (P)	HILBERT	Recording Inspection Number When Reporting a Deficiency/Discrepancy	Unknown
2 97-03-11	7 96-11-01	Upon Publication				
3	*					
4	*					
5	*					
6	*					
7	*					
8	*					
9 96-11-13	9 96-09-27		SUPPLY (P)	SAVAGE	Validation of Force Activity/Designator (E/AD) I Activities	On hold
10						
11						
12						

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INTEREST LEVEL = PRIMARY COGNIZANCE (P), JOINT COGNIZANCE (J), AND INTEREST (I)

\*NOT YET ASSIGNED

**Validation of Force or Activity Designator (F/AD) I Activities**  
Discussion Summary Notes - PRC Meeting, January 10, 1997  
Updated PRC Meeting, March 10-14, 1997

Component expressed concerns in the following areas:

1. Verification of Need: Although there is a wide perception of abuse, there is no positive evidence specific to F/AD I.

a. Unknown volume/source of abuse.

b. Accuracy of authorized DoDAACs maintained by Joint Staff J4 uncertain after initial validation. Infrequent update cycle (last update 1995). The Joint Staff published the list of authorized DoDAACs February 1996.

2. Possible Misplaced Focus: Crucial need to update F/AD I and UMIPS definitions. Need further examination of process and completion of on-going projects before attempting corrective action. Larger problem enforcing appropriate use of F/AD II and III.

3. Classification Questions: The annual review cover letter J-4 states "The fact that units are FAD I is CONFIDENTIAL." J-4 is currently conducting a review of classification status.

4. Authorized Points of Contact (POC): Under Approved Change 9, the Services are to provide POCs responsible for providing DAASC with changes to the F/AD I Authorized list.

a. Should J4 be the authorized POC for all Services/Agencies?

b. Who will serve as the POC for civil agencies, foreign governments, others?

c. Within the Services, who should be the POC? Alternate POC? By name or by office?

5. Off-Station Requisitions: Support location DoDAACs generally appear in the requisition transaction rather than the authorized F/AD I activity DoDAAC. Major roadblock?

a. Local automated systems may preclude use of outside DoDAACs.

b. Inclusion of the requisition Project Code could increase

flexibility of validation criteria.

6. Rapid Response: Procedures are not in place to expedite changes.

a. Process may be time-consuming (finding and notifying the right people).

b. Must establish procedures for DAASC duty officer.

7. Foreign Military Sales: During certain situations, foreign governments may be authorized use of F/AD I. Current procedures do not allow for validation by foreign countries.

8. Addendum to Approved Change 9: Must modify language to specify transactions types validated (A0\_, AM\_, AT\_, A3\_, A4\_). Also, must address acceptable means of communication (voice, e-mail, letter backup). Procedures must be enhanced based upon transition period and to reflect DAASC report.

9. Requisitioning without DAASC Validation: DESEX, Internet, and direct phone calls to supply source bypass DAASC. Need to assess impact. Use status transactions to pinpoint possible abuse.

Topic # 1 - 2880 2110-34147

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7/11/11

**Approved DLMS Change 3**  
**(Staffed as Proposed DLSS/DLMS Change 6)**

**1. ORIGINATOR:**

a. **Service/Agency:** DLMSO

b. **Originator:** Ellen Hilert, Supply Process Review Committee (PRC) Chair, DLMSO, 703-767-6117, DSN 427-6117, or e-mail: ellen\_hilert@hq.dla.mil

**2. FUNCTIONAL AREA:** Supply

**3. REQUESTED CHANGE:**

a. **Title:** Material Returns Discrepancies

b. **Description of Change:** This proposal provides a cautionary statement that activities initiating material returns packaging discrepancies, returns of reparable items unaccompanied by required technical data, and unauthorized returns are subject to recoupment action for costs incurred by the receiving activity for repackaging, disposal, or other costs required to correct discrepancies.

c. **Procedures:** Revise MILSTRIP Chapter 9, paragraph A/DLMS, Volume 2, Chapter 12, paragraph 12.1 to include the following new subparagraph.

*"Activities initiating unauthorized material returns or authorized/automatic returns for which discrepancies are noted by the receiving activity are subject to recoupment action for repackaging, disposal, or other corrective action costs incurred by the receiving activity. Such discrepancies will be documented by the receiving activity on a Supply Discrepancy Report (SDR) (previously Report of Discrepancy (ROD)). Additionally, failure to include historical information/documentation, operator/maintenance log books, engine oil analysis, etc., as required by Government regulations and/or technical manuals with the return of reparable items constitutes a discrepancy. Subsequent recoupment action against the shipping activity for any related corrective costs may be imposed.*

*note the SDR negotiation*

**4. REASON FOR CHANGE:** This change was requested at the Military

Standard Billing System Focal Point Committee Meeting (MILSBILLS) (96-1), May 7, 1996 in support of approved changes to the DLAR 4140.55/AR 735-11-2/SECNAVINST 4355.18/AFR 400-54, Reporting of Item and Packaging Discrepancies. The inclusion of this cautionary statement within MILSTRIP/DLMS procedural guidance for material returns provides advance notice to the shipping activity that they will be held responsible for reimbursable costs incurred as a result of discrepant shipments. The goal is to greatly reduce the number of such discrepancies by shifting the financial burden for corrective actions to the initiator.

**5. ADVANTAGES/DISADVANTAGES:** Inclusion of this cautionary statement within the MILSTRIP Material Returns procedures is intended to give visibility to all involved that discrepancies occurring in material returns shipments may result in necessary corrective actions for which the shipping activity could be held financially accountable. There are no known disadvantages.

**3. IMPACT:** This change reflects a procedural interface between MILSTRIP, MILSBILLS, and SDR (ROD) procedures. The wording is intended to focus attention and provide a deterrent to discrepant shipments. This change is issued in conjunction with DLMSO memorandum June 24, 1996, Approved Supply Discrepancy Reporting (SDR)/Report of Discrepancy (ROD) Change 1 (U.S.), Reporting of Supply Discrepancies. The SDR change includes guidance to receiving activities on documenting material returns discrepancies which will support recoupment action as appropriate. A MILSBILLS change is planned to clarify related billing procedures already in place.