



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

IN REPLY
REFER TO

JUL 1 1999

DLMSO

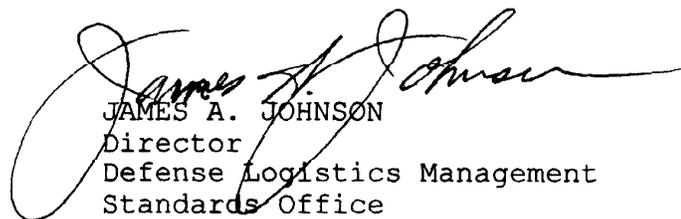
MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Unique Item Tracking Committee (UITC) Subgroup
Meeting, July 13-15, 1999

This memorandum confirms the June 17, 1999 email announcing that DLMSO will convene a **subgroup** of the UITC on July 13-15, 1999 at the Defense Logistics Agency (DLA) Headquarters Complex (HQC), Fort Belvoir, VA. The meeting will begin at 1000 hours on July 13 in conference room 3501, and will conclude no later than 1600 hours on July 15. The agenda is attached. Please note the meeting conference room varies each day.

The HQC has implemented full security measures and all visitors must enter the building through the main entrance. (This is the entrance nearest the flag poles.) In addition, visitors must use the main entrance (Gate #1) to gain access to the HQC parking lot and to obtain a visitor's parking pass. Please advise by July 9, 1999, if you plan to attend the subgroup meeting so we may provide a list of attendees to the HQC security staff and assure that adequate conference room space is available. Please submit attendees through your Component primary UITC representative.

The DLMSO point of contact is Ms. Mary Jane Johnson, DSN 427-0677, 703-767-0677, or e-mail: maryjane_johnson@hq.dla.mil.


JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:
UITC REPRESENTATIVES
ADUSD(L)MDM
USA LOIA LM
USN NAVEA PMS 430
USAF AFMC LGN
USMC LPP 2
DLA DLSC LDA
USCG G-SLP
GSA FSD

UITC SUBGROUP MEETING

AGENDA

July 13-15, 1999

Headquarters Complex, Ft. Belvoir VA

Conference Room 3501 on July 13

Conference Room 3905 on July 14

Conference Room TBD on July 15

	Topics will be addressed in the following sequence:
1	<p>Develop a proposal for a FLIS code to systematically identify when an item is subject to UIT.</p> <p>BACKGROUND NOTE: Based on initial discussion by the UITC, it was thought that the FLIS code should identify the Component(s) requiring the item be tracked (could be all, could be a combination of 2, etc.); and possibly the authority (DoD policy; Service requirement; external DoD, etc). There was discussion of including the reason for tracking (maintenance, environmental, etc.) but the consensus was that inclusion of that information would overreach the intent of the code and make it too cumbersome.</p>
2	<p>Develop skeletal procedures for DoD UIT using Defense Logistics Management Standards (DLMS) transactions. This draft would then be staffed with the UITC for further development and refinement, and eventual formal staffing as a Proposed DLMS Change through the Supply Process Review committee (PRC).</p>
3	<p>Look at the various definitions for small arms, weapons, AA&E, etc. that DLA identified as possibly conflicting or confusing to see if revisions are warranted (if time permits).</p>

Attachment