



DEFENSE LOGISTICS AGENCY  
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IN REPLY  
REFER TO

DLMSO

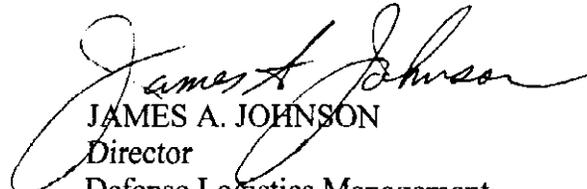
July 8, 2003

MEMORANDUM FOR: DISTRIBUTION

SUBJECT: Approved DLMS Change 98, Revised Federal Implementation Convention (IC) 856 for Wide Area Work Flow (WAWF) Addressing (DLMS Contract Administration)

This memorandum forwards an approved change to DOD 4000.25-M, Defense Logistics Management System (DLMS), for implementation planning. This change to the Federal IC supports the integrated electronic contract administration (MILSCAP)/invoice functionality within WAWF. DLMSO will coordinate this change with the DOD Electronic Data Interchange Standards Management Committee (EDISMC), and the Federal EDI Standards Management Coordinating Committee (FESMCC) for adoption under the Federal IC. The implementation date is dependent upon formal approval of these standards bodies and WAWF system development.

Addressees may direct questions to the DLMSO points of contact, Ms. Ellen Hilert, Chair, DOD Supply Process Review Committee, 703-767-0676, DSN 427-0676, or e-mail: ellen.hilert@dla.mil. Others must contact their Component designated representative.

  
JAMES A. JOHNSON  
Director  
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Attachment

Distribution:  
Procurement Functional Working Group  
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WAWF Program Manager  
DLA J-3731

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ADUSD(L)SCI  
LMI

**Approved DLMS Change 98**  
**Revised Federal IC 856 for WAWF Addressing**

1. **ORIGINATOR:** Sherrie Chubin, WAWF Program Manager
2.
  - a. **Service/Agency:** DISA
  - b. **Points of Contact:** Jim Craig, WAWF Program Manager and Lissa Henderson Lucht
3. **FUNCTIONAL AREA:** Contract Administration (WAWF)
4. **REFERENCE:**
  - a. DOD 4000.25-5-M, Military Standard Contract Administration Procedures (MILSCAP)
  - b. Wide Area Work Flow Home Page at <https://rmb.ogden.disa.mil/>.
5. **REQUESTED CHANGE:**
  - a. **Title:** Revised Federal IC 856 for WAWF Addressing
  - b. **Description of Change:** This change provides mapping for APO and FPO addresses within the 856 IC. The requested change opens for use the N405 & N406 in the N4 Segment, Pos. 250, which are currently marked as “Not Used.” In addition, this change provides capability to identify the acceptance date. This change impacts the Federal IC; there is no applicable DLMS Supplement available.
  - c. **Procedures:** Revise IC (004010 F856\_0) as follows:

	<b>Location</b>	<b>Revision</b>	<b>Reason</b>
1	2/N1/220	Modify note at N101, Qualifier ST, Ship To, to include additional information (in bold italics): Use to indicate the Ship-to location. Do not use for service line items when there is no shipment of material. Use the 2/SDQ/290 segment to identify multiple ship-to consignees for a single bulk petroleum delivery order. <b><i>If the ship-to address is a Fleet Post Office (FPO) or Army Post Office (APO), cite the FPO or APO zip code in N403, cite code AR in N405, and cite the two letter identifier (AA for Miami, AE for New York, AP for San Francisco) in N406.</i></b>	Clarification of usage for APO/FPO addressing.
2	2/N4/250	Open N405 Add Qualifier AR, Armed Services Location Designation. Add associated note: <b><i>Use to indicate an Army Post Office (APO) or a Fleet Post Office (FPO)</i></b>	N405 is opened to accommodate the addressing information.
3	2/N4/250	Open N406. Add note: <b><i>When N405 is code AR, cite the Two letter APO or FPO</i></b>	N406 is opened to accommodate the addressing information.

		<i>identifier (AA for Miami, AE for New York, or AP for San Francisco).</i>	
4	2/DTM01/200	Add Qualifier 201, Acceptance. Add associated note: <i>Use for acceptance date.</i>	Required for WAWF acceptance report.

## 6. REASON FOR CHANGE:

a. **Background:** Wide Area Work Flow-Receipts and Acceptance (WAWF-RA) is a Paperless Contracting DoD-wide application designed to eliminate paper from the receipts and acceptance process of the DoD contracting lifecycle. The goal is to enable authorized Defense contractors and DoD personnel the ability to create invoices and receiving reports and access contract related documents. WAWF-RA uses interactive forms, file transfer, and EDI to facilitate processing. This change addresses the EDI format.

b. To expand addressing capability by specifically identifying APO and/or FPO address information. Maintains compatibility with 810C, 810V, and 857 Federal ICs which are also used in WAWF processes. Under WAWF, the acceptance date is needed for outbound data.

## 7. ADVANTAGES AND DISADVANTAGES:

a. **Advantages:** Consistency in address reporting for WAWF.

b. **Disadvantages:** None known.

## 8. IMPACT:

**Publication:** Federal IC/DLMS (no other publications have been identified at this time)