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IN REPLY  
REFER TO  
DLMSO

OCT 13 2006

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC) 210, Defense Reutilization and Marketing Service (DRMS) and National Inventory Management Strategy (NIMS) Shipment Types Identified for SDR Processing under DLMS (Supply/SDR) (Staffed by PDC 209)

The attached change to DoD 4000.25-M, Defense Logistics Management System (DLMS) and DLAI 4140.55, AR 735-11-2, SECNAVINST 4355.18A, AFJMAN 23-215, Reporting of Supply Discrepancies, is approved for implementation.

Addressees may direct questions to the Defense Logistics Management Standards Office, point of contact, Ms. Ellen Hilert, Chair, Supply Process Review Committee, 703-767-0676, DSN 427-0676, or e-mail: [Ellen.Hilert@dla.mil](mailto:Ellen.Hilert@dla.mil), or Mr. Robert Hammond, 703-767-2117, DSN 427-2117 or email: [Robert.Hammond@dla.mil](mailto:Robert.Hammond@dla.mil). Others must contact their Component designated representative.

A handwritten signature in black ink, appearing to read "Donald C. Pipp".

DONALD C. PIPP  
Director  
Defense Logistics Management  
Standards Office

Attachment

cc:  
SDR Committees (U.S. & SA)  
DUSD(L&MR)SCI

## ADC 210

### DRMS and NIMS Shipment Types Identified for SDR Processing under DLMS

#### 1. ORIGINATOR:

- a. **Service/Agency:** Defense Logistics Agency - Defense Reutilization and Marketing Service (DRMS).
- b. **Originator:** DRMS-OPR, Recycling Control Point (RCP) Branch, 269-961-7139/269-961-7420(DSN 661).

#### 2. FUNCTIONAL AREA: Primary: Supply SDR

#### 3. REQUESTED CHANGE:

- a. **Title:** DRMS and NIMS Shipment Types Identified for SDR Processing under DLMS
- b. **Description of Change:** This modifies DoD WebSDR so that the existing data element SDR Type Document Code may be assigned as a result of direct user input via the web. In addition, this change to both screens and the DLMS 842 transaction adds capability to identify specific types of SDRs as a sub-type of the original basic Type Document Code. This change allows visibility of the type on WebSDR record displays. This change also provides a format for a DRMS query/report.
- c. **Purpose:** The addition of the type code to the screen will allow WebSDR to support NIMS and non-DSS depot SDRs which currently cannot be identified by the applicable type code via on-line input. This code is necessary within DLA systems to perform appropriate financial actions resulting from validated SDRs. The new sub-type would allow DRMS personnel to perform queries/request reports in WebSDR specific to DRMS SDRs and would assist DRMS managers in accomplishing monthly DRMS SDR reporting requirements. This capability would be used initially by DRMS personnel to segregate DRMS related SDRs from other SDRs in WebSDR when performing queries and requesting reports. This query will be available only to authorized responders for DRMS SDRs or those responders with unrestricted access. Other reports and queries based upon type and sub-type will also be developed.

#### d. Background:

(1) **DRMS:** Currently DRMS must manually track DRMS specific SDR information on a separate spread sheet because there are no queries/request reports in WebSDR which separates/segregates DRMS SDRs from other SDRs in WebSDR. There are no tools which allow the DRMS related SDRs to be further manipulated/segregated by specific "DRMS type" to accomplish DRMS reporting requirements. The current process is very labor intensive and requires manual data entering of the SDR information into two different systems (WebSDR and a separate DRMS system/spreadsheet). DRMS personnel must use WebSDR to process their SDRs for customers and they must use another separate system spreadsheet to perform queries and create management reports. Inclusion of DRMS subtype will allow DRMS personnel using WebSDR to identify DRMS specific SDRs by the specific DRMS type to improve management of their SDR processes.

(2) **NIMS:** The National Inventory Management Strategy (NIMS) is a Defense Logistics Agency (DLA) strategy for extending DLA's consumable item supply chain management from the wholesale level to the point of consumption. While DLA has traditionally been a wholesale distributor,

NIMS extends DLA's supply chain management functions to the Service-managed retail inventory level. It provides a nationally integrated inventory strategy which gives DLA a much clearer view of immediate stock requirements by replacing redundant levels of management. Currently SDRs associated with NIMS do not process properly when entered within WebSDR or the Navy SDR System (NSDRS) because both of these systems identify customer SDRs (meaning material ordered by the customer); however, under NIMS, the material is still owned by DLA upon receipt at the NIMS sites. Therefore, these resulting discrepancies must be processed under business rules common with Distribution Depot (DD) reported discrepancies.

**(3) Non-DSS Depots:** The depot at Kuwait does not currently have access to DSS and yet needs to be able to submit SDRs for depot receipts to owner/managers. Rather than prepare paper documents for key entry elsewhere, delaying resolution and impacting customers, it would be better to improve the Web capability so that the receiving depot can record all types of SDRs. The capability to support this functionality may have additional applicability to deployed depots.

**e. Procedures:**

**(1) Immediate Implementation:** Revise DOD WebSDR data entry screen by adding capability to identify the existing SDR Type/Sub-Type Document. This will be accomplished by a drop box which permit selection of the correct information. The second position may also be stored separately if this would facilitate processing of queries and reports. The second position will not be passed to SAMMS via legacy system interface or to NSDRS, pending Navy notification. Other receiving systems may drop the second position upon receipt pending future enhancement.

**(2) Immediate Implementation:** Display the Document Type on the query screen record display.

**(3) Delayed Implementation Authorized:** WebSDR must also allow SDR Document Types/Subtypes as a choice when a customer wishes to perform a query or request a report for SDRs.

**(4) Types/Subtypes Document codes/text** will be as follows.

**[a]** The expanded definitions for the codes for DLMS Dictionary update (DLMS Qualifier D, Court Document Type Code) is shown at Enclosure 1.

**[b]** The DLMS Supplement note and display text for email SDRs prepared by WebSDR are shown at Enclosure 2.

**[c]** Sample screen for the WebSDR drop box is shown at Enclosure 3. Code 7T is not displayed on the screen for user entry; this code will only be system assigned.

**(5) Report/Query:** Enclosure 4 is an example of an SDR report/query which DRMS would like WebSDR to have available for DRMS related SDRs. Design should allow for flexibility so that this query may be used for non-DRMS SDRs. Care must be taken to relate multiple records within WebSDR history, so that a single SDR is not counted multiple times due to having been passed to multiple activities.

**(a)** Open reports are dated from the date the SDR is forwarded to the action point. This may not be the same as the date of input since SDRs may be misrouted and open time should not be charged to an activity not in possession of the SDR.

**(b)** Change transaction date will not impact time in open status (meaning clock does not restart).

(c) Closed reports are defined as reports which have a reply with a CN (Completion Notice) or a SDR Reply Code other than 500 or 300 series.<sup>1</sup> WebSDR does not have completion notice as a matter of record; current requirement is to record replies. Completion denotes related financial actions have been completed.

**f. Reason for Change:**

(1) Use of this new sub-type would allow DRMS managers to query/request reports on DRMS SDR information and manipulate the data by use of the DRMS type codes. DRMS has been directed to utilize the DOD WebSDR system for the reporting and tracking of their Supply Discrepancy Reports. While using the system has helped in many ways, it does not provide enough information to enable DRMS to monitor those SDRs that have: (1) been received and answered but not closed out, (2) never been acknowledged or worked and need follow-up action by DRMS. The labor intensive effort currently used has doubled the workload for DRMS personnel and has made the SDRs in WebSDR virtually impossible to follow up on.

(2) The capability to establish SDRs via WebSDR beyond the current Document Type 6 and 7, will allow other users to properly submit/identify their submissions. This is a significant increase in flexibility. Code 7T is not displayed for user entry because redistribution under TAV is not visible to the customer, but may be assigned by DAAS based upon information contained in history.

**4. ADVANTAGES AND DISADVANTAGES:**

**a. Advantages:** This change would eliminate duplicative input into two separate systems and allow DRMS personnel to identify, track and monitor DRMS specific SDRs in WebSDR. In addition, this will expand the usability of WebSDR and will ensure that SDRs entered by NIMS and non-DSS depots are properly identified.

**b. Disadvantages:** None identified.

**5. ALTERNATIVES:** It might be more appropriate to establish the DRMS Type as a separate data element which is stored and passed independently. The concern is that it would be cost prohibitive to establish a new type data element now and again in the future each time a subtype is added.

**6. IMPACT:**

**a. Data Content/Procedures:** This change will not affect processing or routing of SDRs. The change will impact WebSDR query and reporting capabilities with primary impact on DRMS SDRs.

**b. Publication(s):** This change impacts DOD 4000.25-M, DLMS publication and 842A and corresponding DLMS Supplements and DRMS-I 4160.14, Vol 2, to include changes to manual procedural text, transactions, data elements, code values. WebSDR training should also reflect new screens.

Enclosures

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<sup>1</sup> Business rules for handling/displaying SDRs which were forwarded for action to a different action activity must be specified with consideration for different scenarios applicable 300-series, 504, and other 500-series replies. Unless otherwise directed, only the last known action activity will be reflected on the report. The open time will be a compilation since original submission – this may become misleading since the current action activity may not be at fault for any perceived delays.

**Enclosure 1**

**DLMS Dictionary Update**

<b>TYPE DOCUMENT CODE</b>		
6	Customer originated, direct vendor delivery	
7	Customer submitted, depot/ <i>lateral</i> shipment	<i>Identifies a discrepant shipment resulting from a Distribution Depot shipment, lateral redistribution (not under TAV rules), or other non-procurement source.</i>
7D	<i>Customer submitted, DRMS donated material</i>	<i>Identifies discrepant property shipped to State Agency customers by a DD</i>
7R	<i>Customer submitted, DRMS reutilization</i>	<i>Identifies discrepant property shipped to a DOD customer by a DD</i>
7F	<i>Customer submitted, DRMS transferred material</i>	<i>Identifies discrepant property shipped to a Non-DOD federal agency customer by a DD</i>
7S	<i>Customer submitted, DRMS sale</i>	<i>Identifies discrepant property sold to a DRMS sales contractor and shipped by a DD</i>
7L	<i>Customer submitted, DRMS DEMIL</i>	<i>Identifies discrepant property shipped to a DEMIL center from a DD</i>
7P	<i>DRMO submitted, depot shipment</i>	<i>Identifies discrepant property shipped to DRMOs from a DD</i>
7O	<i>Customer submitted, Other DRMS shipment</i>	<i>Any other discrepant DRMO property shipment not identified in (D, R, F, S, L or P)</i>
7T	Customer originated, lateral shipment under TAV	<i>System assigned based upon TAV business rules</i>
8	Depot originated, depot receipt from non-procurement source ( <i>other than RDO</i> )	
8N	<i>NIMS site originated, customer return</i>	<i>Identifies a discrepant shipment resulting from a customer return shipment for DLA-ownership under the National Inventory Management Strategy (NIMS) business rules</i>
9	Depot originated, vendor delivery to depot	
9N	<i>NIMS site originated, vendor delivery</i>	<i>Identifies a discrepant shipment resulting from a vendor shipment of DLA-owned material to a Military Service activity under the NIMS business rules</i>
R	Depot originated, redistribution order receipt	
RN	<i>NIMS site originated, redistribution order receipt</i>	<i>Identifies a discrepant shipment resulting from a DD shipment of DLA-owned material to a Military Service under NIMS business rules</i>

## Enclosure 1

### DS Update and SDR Email Text

Update DLMS Supplement 842A(W/R) as identified in bold italics:

2/1050/LQ01, Code D, SDR Type Document Code (X12 Code Name=Court Document Type Code.

DLMS Note:

*Use to identify the Type Document Code. This is a DLA/DoD WebSDR data element used to identify the type of discrepant report and type of shipment involved. Code list is based upon DLAH 4140.4, CDCS Handbook.*

*Valid entries are for SDR types are:*

- 6 – *Customer originated, direct vendor delivery*
- 7 – *Customer originated, depot/lateral shipment*
- 7T – *Customer originated, lateral shipment under TAV*
- 7D** – ***Customer submitted, DRMS donated material***
- 7R** – ***Customer submitted, DRMS reutilization***
- 7F** – ***Customer submitted, DRMS transferred material***
- 7S** – ***Customer submitted, DRMS sale***
- 7L** – ***Customer submitted, DRMS DEMIL***
- 7P** – ***DRMO submitted, depot shipment***
- 7O** – ***Customer submitted, Other DRMS shipment***
- 8 – *Depot originated, depot receipt from non-procurement source (other than RDO)*
- 8N** – ***NIMS site originated, customer return***
- 9 – *Depot originated, vendor delivery to depot*
- 9N** – ***NIMS site originated, vendor delivery***
- R – *Depot originated, redistribution order receipt*
- RN** – ***NIMS site originated, redistribution order receipt***

*An ANSI data maintenance action **has been** taken to obtain a more appropriate code for use in a future version/release.*

## Enclosure 2

### Screen Display (Drop Box) for User Selection

This example is provided to help communicate the requirement. This shows recommended placement of new drop box on an existing screen. Final design will be determined by DAASC.

**SDR Type**

Shipping

Packaging

Dual Action

**Optional: Select the appropriate code describing the type of SDR** 

6 - Customer SDR, vendor delivery  
7 - Customer SDR, depot/lateral shipment

-----RESTRICTED: DRMO USE ONLY-----  
7D - DRMS donated material  
7R - DRMS reutilization  
7F - DRMS transferred material  
7S - DRMS sale  
7L - DRMS DEMIL  
7P - DRMO SDR, depot shipment  
7O - Other DRMS shipment

-----RESTRICTED: NIMS SITE ONLY-----  
RN - NIMS SDR, depot shipment  
9N - NIMS SDR, vendor delivery  
8N - NIMS SDR, customer return

----RESTRICTED: DISTRIBUTION DEPOT (KUWAIT) USE ONLY---  
8 - DD receipt, non-procurement source (other than RDO)  
9 - DD receipt, new procurement from vendor  
R - DD receipt, redistribution order

