



DEFENSE LOGISTICS AGENCY  
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IN REPLY  
REFER TO DLMSO (J-673)

June 26, 2003

MEMORANDUM FOR: DISTRIBUTION

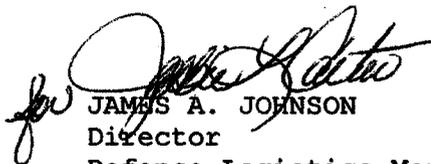
SUBJECT: Department of Defense Activity Address Directory (DODAAD)  
Process Review Committee

The Defense Logistics Management Standards Office (DLMSO) will host a meeting of the DODAAD Process Review Committee on July 29-30, 2003. The primary purpose of the meeting will be to discuss the reengineering efforts of the DODAAD and refine the DOD Component requirements. The agenda and initial Functional Requirements Document will be provided for your review. The goal of our meeting is to reach a common understanding of the reengineered DODAAD architecture, data requirements and major milestones.

The primary focus of our two day meeting is the DODAAD reengineering efforts; we will have a short discussion of the Government-wide Business Partner Network and the DOD Trading Partner Number file. A demonstration on how to access, make updates to the DOD Trading Partner Number file will be provided. We will discuss data maintenance requirements and how DLMSO and the Defense Automatic Addressing System Center can best assist the Central Service Points in their review and update requirements.

The meeting will be held at the Pinkerton Computer Consultants Incorporated facility in conference room #10. Attached are directions and map (control click on the map to reveal hotel names and locations) and additional hotel list for the area. All attendees are required to register for this event at the DLMSO website: <http://www.dla.mil/j-6/dlmso/eApplications/Registration/default.asp>.

The DLMSO points of contact on this subject are Jack Carter at 703-767-0684, DSN 427-0684 or email: [Jackie.Carter@dla.mil](mailto:Jackie.Carter@dla.mil) and Dale Yeakel at 703-767-6983, DSN 427-6983 or Email: [Dale.Yeakel@dla.mil](mailto:Dale.Yeakel@dla.mil).



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