



OFFICE OF THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

4 APR 1985

CAMERON STATION
DEFENSE LOGISTICS
STANDARD SYSTEMS OFFICE
ALEXANDRIA, VA XXXX 22304-6100
DLSSO

MEMORANDUM FOR RECORD

SUBJECT: DoD Joint Physical Inventory Working Group (JPIWG) Meeting,
18-22 Mar 85

1. The subject meeting was convened at 0900, 18 Mar 85, at Cameron Station, Alexandria, VA. Attendees are listed in Enclosure 1. The Navy was not represented at the meeting.
2. Minutes of the 19-22 Feb 85 meeting were reviewed and approved as written following a discussion of paragraph 6e which concerned DoD JPIWG Action and Status list item 14b, Control of Offline Transactions. During the 19-22 Feb meeting, the JPIWG Representatives had concluded that item 14b might best be addressed by the DoD JPIWG Comptroller Points of Contact (POCs) under DoD Directive 7040.6, Internal Control Systems. The representatives were reminded that the Comptroller POCs are part of the DoD JPIWG and were advised that actions having financial implications will be addressed in a joint meeting of the DoD JPIWG Representatives and Comptroller POCs, not separately.
3. The Air Force and Marine Corps Representatives provided their update requirements for the DoD JPIWG and the OSD/DoD Component Actions and Status listings. The Army, Navy (by telephone), and DLA Representatives were reminded that their input, which was required by 18 Mar 85, was overdue. (See minutes of the 23-24 Jan 85 meeting provided by DLSSO Memorandum For Record, 11 Feb 85, for specific action items.)
4. The representatives devoted most of their efforts to the review and disposition of the remaining DoD JPIWG Actions and Status list items identified for the next MILSTRAP inventory change proposal with the following results:
 - a. For items 9d, 10a, 11a, 11b, 11c, 11f, 13b(1), 13c(3), 16a, and 17b(2), (3), (4), and (5), the representatives developed wording for the proposed MILSTRAP change.
 - b. For items 11d, 13b(2), 13b(3), and 16b, the representatives concluded that the existing MILSTRAP procedures were adequate; these topics are considered complete.

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c. The representatives agreed that item 13c(2) should be considered complete. Since only the Army Representative reported the use of negative balances in their system, there is no inter-Service impact. Additionally, the new procedures for controlling infloat documents during inventory and determining the quantity to be reported to the accountable activity should eliminate the perceived problem.

d. Item 13c(4) was also considered complete as the action had been overtaken by the staffing of Proposed MILSTRAP Change Letter (PMCL) 110, Materiel Receipt Acknowledgment and Discrepancy Reporting. PMCL 110 prescribes the research requirements, including inventory, for resolving reported supply discrepancies.

e. For item 13d, the DLA Representative will draft a letter to the DoD Logistics Systems Analysis Office (LSAO) requesting that they conduct a study to determine whether different criteria could be applied within DoD for write-off of inventory variances. Presently a standard \$800 is prescribed for DoD-wide use.

5. The pre-surveillance meeting of the DoD JPIWG is scheduled for 23-24 Apr 85, Room 3D660, Cameron Station, Alexandria, VA, beginning at 0900. The representatives agreed to develop sample surveillance questionnaires for accountable activities and storage activities in the following areas prior to the meeting:

- B. Patterson.....Scheduling Inventories
- M. Kelley.....Research of Inventory Variances
- M. Kelley.....Quality Control System
- E. May.....Infloat Document Control
- C. Strong.....Accountability and Inventory for Loan Materiel
- C. Strong.....Inventory Control for Materiel in Temporary Locations

6. JPIWG Representatives are advised that due to workload, resource constraints, and the limited attendance of some representatives at CY85 JPIWG meetings, the group may be unable to address all the actions required to be completed prior to the surveillance. Accordingly, the pre-surveillance issues will be addressed in the sequence listed in Enclosure 2. An additional meeting will be scheduled to address any unfinished business.

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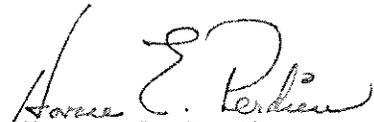
7. Representatives are requested to bring to the meeting eight copies of the functional requirements statement for the implementation of Approved MILSTRAP Change Letter (AMCL) 41. Additionally, please bring at least one copy of the publication which implemented AMCL 41 unless DLSSO is on automatic distribution for the publication.

8. The meeting was adjourned 22 Mar 85.

2 Encl

Distribution:

DASD(L&MM)SD (P. Judge)
OASD(C)MS (E. Harris)
AMCSM-PSI (C. Strong)
AMCRM-FPW (J. Jamison)
SUP 06Y1 (F. St. Mark)
SUP 014 (L. Lloyd)
AFLC/DSS (E. May)
AFLC/ACFMS (G. Eley)
HQMC/LMM-2 (B. Patterson)
HQMC/FDA (L. Dowdle)
DLA/OSC (M. Kelley)
DLA/CFS (R. Reese)


Horace E. Perdieu
DoD JPIWG, Vice-Chairman

DoD JPIWG Meeting
18-22 Mar 85

<u>NAME</u>	<u>ORGANIZATION</u>	<u>TELEPHONE</u>
* H. Perdieu (Vice-Chairman)	DLSSO	274-7971
J. Lewis	DLSSO-T	274-7932
M. Kenna	DLSSO-T	274-7932
C. Strong (Member)	Army	274-8497
E. May (Member)	Air Force	787-7874 (AV)
B. Rabinowitz	Air Force	787-7874 (AV)
B. Patterson (Member)	Marine Corps	694-1600
M. Kelley (Member)	DLA	274-6193
** R. Reese (Comptroller POC)	DLA	274-6224

* 19 and 22 Mar 85

** 19 Mar 85

DoD JPIWG Meeting
23-25 Apr 85

AGENDA

- ° Review Service and DLA Functional Requirements Statements and Publications for Implementation of Approved MILSTRAP Change Letter (AMCL) 41
- ° Review and Finalize Sample Surveillance Questionnaires Developed by the Representatives
- ° Develop Surveillance Questionnaire for Changes Implemented by AMCL 41
- ° Review Actions and Status Listings and Identify Topics Requiring Review During Surveillance (Consider Impact of DoDIG Joint Audit of Physical Inventory Adjustments and Congressman Daniel's Letter to the DASD(L&MM))
- ° Review Newly Developed Changes to Inventory Control Procedures and Identify Areas To Be Discussed on Surveillance
- ° Establish Surveillance Schedule