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# MILSTRAP

MILitary

Standard

Transaction

Reporting and

Accounting

Procedures

July 1972

DEPARTMENT OF DEFENSE  
OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE  
(Installations and Logistics)



# DEFENSE SUPPLY AGENCY

DoD 4140.22-M

HEADQUARTERS  
CAMERON STATION

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DSAH-LS

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## FOREWORD

This manual represents a continuation of the standardization process emanating initially from Defense Materiel Management Improvement Project 60-11 (Single Manager System Design) and touching upon other DoD project and committee efforts. It relates closely to the Military Standard Requisitioning and Issue Procedures (MILSTRIP).

This publication basically prescribes a uniform method of integrated item and financial accounting, transacting, and reporting between elements of the Military Services, DSA, and Defense Nuclear Agency and allows a degree of flexibility in order that intra-supply service application may parallel inter-service use as closely as possible.

This manual is published by direction of the Assistant Secretary of Defense (Installations and Logistics) under authority of DoD Directive 4000.25, 23 March 1971.

It is intended that this manual be maintained and implemented at the Military Service/Agency headquarters level. Department of Defense activities requiring copies of this manual should submit requests through normal requisitioning channels of the Military Service/Agency headquarters.

This manual is a revision of DoD 4140.22-M, 1 July 1964 and incorporates Changes 1 through 4 and Interim Changes 1-68, 2-68, 1-69 through 3-69, 1-71, and 2-71. Further maintenance will not be accomplished against the July 1964 manual; therefore, subsequent changes will be issued against this publication only and the first Formal Change, when issued, will be Change 1.

BY ORDER OF THE DIRECTOR, DEFENSE SUPPLY AGENCY

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A handwritten signature in cursive script, reading "Bruce W. Keller", is positioned above the typed name.

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This DoD Manual supersedes DoD 4140.22-M, 1 Jul 64, and Changes 1 thru 4; Interim Changes 1-68, 2-68, 1-69 thru 3-69, 1-71 and 2-71.



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## CHAPTER I

### GENERAL

1-1. PURPOSE. This manual provides policies, procedures and instructions for recording inventory management data passed between elements of a single military service/ DNA /DSA distribution system or between the various distribution systems of the Department of Defense. The Military Standard Transaction Reporting and Accounting Procedure (MILSTRAP) enlarges upon the Military Standard Requisitioning and Issue Procedures (MILSTRIP) by extending uniform communicating procedures to the elements of information which an inventory control point must send to or receive from a stock control activity or a storage activity in the exercise of supply and financial management.

1-2. SCOPE.

a. This manual establishes uniform codes, forms, formats, and procedures for the transmission of item and financial inventory data between the management, stock control and storage elements of military service/ DNA /DSA distribution systems. It standardizes data elements interchanged between the military services/ DNA /DSA and prescribes use of these same basics for intra-supply system transactions but permits the introduction of additive elements of management data in the latter application.

b. The range of codes, forms, formats and procedures is fixed to accommodate the variations in logistics organizations within and among the military services/ DNA /DSA and to accommodate the variety of processing hardware in use. These organizational and operational concepts in their pure, modified or combined forms were given consideration:

- (1) Centralized inventory control and stock control; decentralized storage.
- (2) Centralized inventory control; decentralized stock control and storage.
- (3) Automated procedures (electronic data processing capability).
- (4) Mechanized procedures (electrical accounting machines capability).
- (5) Manual procedures (neither electronic nor electrical processing capability).

c. Within the purview of this manual, the Defense Nuclear Agency and the Defense Supply Agency are regarded as separate supply services with separate distribution systems. Storage or stock control activities for DNA or DSA materiel, even though located at installations of the military services, are considered a part of the DNA or DSA distribution system. Whenever this manual sets aside card columns or allows the military services/ DNA /DSA managing the item to define data entries, DSA may prescribe these data and entries for materiel stored in or accounted for by elements of the DSA distribution system.

d. The codes, forms, formats, and procedures in this manual are mandatory for interservice use by the Department of the Army, the Department of the Navy, the Department of the Air Force, the Marine Corps, Defense Nuclear Agency and the Defense Supply Agency. The codes, forms, formats and procedures in this manual are mandatory also for intra-supply system use by the military services/ DNA /DSA when subject data is interchanged between remote elements of a distribution system.

e. The mandatory provision of this manual is not intended to direct or force the use of a code, form, format or procedure if policy or practice renders any of these

devices inapplicable. It does prohibit substitution of codes and forms or deviation in formats and procedures if the transactions and circumstances described in this manual exist in the distribution systems utilized by the Service/DNA /DSA.

### 1-3. EXCLUSIONS.

These procedures are not applicable to:

a. Supply transactions below the ICP-stock control activity-storage activity level in the distribution system, i.e., transactions at post, camp, station, base (or equivalent) level or between post, camp, station, base (or equivalent) and using organizations. MILSTRAP further excludes:

- (1) Perishable subsistence items and brand-name resale subsistence items.
- (2) Bulk petroleum and packaged fuel products.
- (3) Forms and publications.
- (4) Industrial Plant Equipment.
- (5) COMSEC and SIGINT Equipment, COMSEC aids (keying material), and those spare and repair parts which are classified as crypto items or which are normally obtained through crypto channels.
- (6) Aircraft and Missile Propulsion Units.
- (7) Nuclear ordnance items designated by DNA for item serial number control.

b. Financial transactions generated independently of inventory control record maintenance. The financial accounting aspects of this manual pertain only to that financial data produced as a by-product of receipt, issue, and adjustment processing.

### 1-4. IMPLEMENTATION.

a. Each military service, DNA and DSA shall implement these procedures unless otherwise directed by the Assistant Secretary of Defense (I&L).

b. Each military service shall submit, to the Assistant Secretary of Defense (I&L) and to the Director, Defense Supply Agency, in advance of the effective date, two copies of its implementing orders, directives and instructions.

### 1-5. SYSTEM MAINTENANCE AND RESPONSIBILITIES.

a. The Defense Supply Agency is assigned responsibility for monitorship of the MILSTRAP. The Director, DSA, shall insure implementation and continuous operation in a uniform manner by each of the military services, DNA and DSA.

b. Recommendations, revisions, or suggested changes shall be forwarded to the DSA (DSAH-LS) for evaluation, service staffing and acceptance. If any military service non-concurs in a proposed amendment, DSA shall refer the matter to the Assistant Secretary of Defense (Installations and Logistics) for resolution.

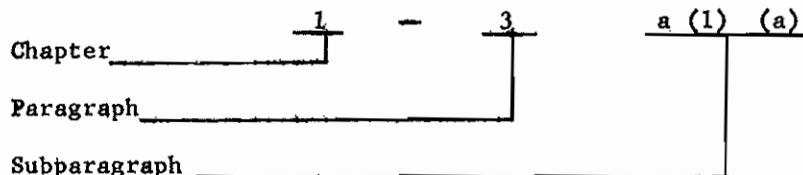
c. Following are specific responsibilities of the Defense Supply Agency:

- (1) Insure implementation of the system within the time frames established by the Department of Defense.
- (2) Insure adherence to the system including the principles, rules, coding structures and use of forms and formats.
- (3) Coordinate, when appropriate, and approve requests by the military services for deviation or waiver from the provisions of MILSTRAP. (Disapproval of requests for deviation or waiver is reserved to the ASD(I&L))
- (4) Develop, in coordination with the military services/DNA, new or revised procedures and coding structures.

d. Amendments to MILSTRAP will normally be published as page revisions and distributed by numbered changes to this manual. The changed portions of pages will be identified by bold black lines entered in the left and right hand margins adjacent to the changed data.

#### 1-6. NUMBERING SYSTEM.

a. The paragraph numbering system of this manual is designed to indicate the chapter and paragraph for identification and reference purposes. Subdivisions of paragraphs are indicated by lower case letters, number in parentheses, and lower case letter in parentheses, in that order, as follows:



b. Pages are numbered in a separate series for each chapter and appendix. Pages of a chapter are numbered in sequence with Arabic numerals beginning with 1. Each page number is preceded by the number of the chapter; for example: the 2nd page of Chapter 4 is numbered 4-2. The page numbering system of the Appendices indicates the number of the Appendix, i.e., B1-, B2-, etc., followed by the page number of the Appendix. Thus page 4 of Appendix B1 would be "B1-4." When an Index page(s) precedes an Appendix it will contain the alpha designator of the Appendix and small Roman numbers, e.g., the Index to Appendix C is numbered C-i and C-ii. If introductory pages are included in an Appendix they will be designated by the alpha of the Appendix and the page number, e.g., A-1, etc.

#### 1-7. DEFINITIONS.

a. For the purpose of this manual, these terms and definitions apply:

Distribution System. That complex of facilities, installations, methods, patterns and procedures designed to receive, store, maintain, distribute and control the flow of materiel between the point of receipt into a military supply system to the point of issue to a post, camp, station, base (or equivalent).

Intra-supply service. Exchange of materiel, inventory control documentation and other management data within or between the distribution systems of a single military service/DNA/DSA.

Interservice. Exchange of materiel, inventory control documentation and other management data between a distribution system of one military service/DNA/DSA and a distribution system of another.

Inventory Control Point (ICP). The organizational element within a distribution system which is assigned responsibility for systemwide direction and control of materiel including such management functions as the computation of requirements, the initiation of procurement or disposal actions, the development of world-wide quantitative and monetary inventory data, and the positioning and repositioning of materiel. In a centralized inventory control system, the ICP may also perform the functions of a stock control activity.

Inventory Control Record. The composite of data entries showing, by item, the ownership/purpose, condition, location, balances on hand, due in or on backorder, and such other management information as may be prescribed by competent authority. It is the primary source of recorded data influencing inventory control, supply distribution, and financial management decisions and actions.

Stock Control Activity (SCA). The organizational element of a distribution system which is assigned responsibility for maintaining inventory data on the quantity, ownership/purpose, condition, and location of materiel due in, on hand and backordered to determine availability of materiel for issue and to facilitate distribution and management of materiel.

Storage Activity. The organizational element of a distribution system which is assigned responsibility for the physical handling of materiel incident to its inchecking and inspection (receipt), its keeping and surveillance in a warehouse, shed, or open area (storage) and its selection and shipment (issue).

b. Other terms and definitions may be found in DoD Instruction 5000.8; Joint Chiefs of Staff Publication No. 1; and Automatic Data Processing Glossary (Executive Office of the President) dated December 1962.

## INVENTORY CONTROL SYSTEM

2-1. GENERAL.

a. This chapter introduces the inventory control system applying to materiel which is accounted for on the inventory control record of inventory control points or stock control activities. It discusses the relationship of MILSTRAP to MILSTRIP, the principles and objectives of the system, and the inventory management data codified by this manual around which the system is designed.

b. The subject matter of this chapter is purposely held to broad guidance. Procedures applying to a particular type of transaction or processing action are contained in the procedural chapters of this manual.

2-2. RELATIONSHIP OF MILSTRAP TO MILSTRIP.

a. MILSTRIP standardized transaction formats and coding for the basic function of requisitioning and preparing related documents. Among elements of supply distribution systems, uniform communicating procedures were provided only to the extent necessary for determining supply action on a requisition and for preparing the shipping document. While MILSTRIP did not extend its uniform procedures beyond the requisitioning process, it recognized the fundamental need within any supply distribution system for communicating data pertinent to the inventory accounting and reporting process. Consequently, its design took into account the eventual development of a complementary system standardizing transaction formats and coding for receipts, issues, adjustments, and allied management actions.

b. In structural design, MILSTRAP follows the precepts of MILSTRIP, it makes use of many codes and techniques originating in MILSTRIP; it identifies products of the inventory accounting and reporting function in the pattern of MILSTRIP. In brief, MILSTRAP is an adaptation of the MILSTRIP method to the processing of receipt, issue, and adjustment transactions and related management actions.

2-3. PRINCIPLES AND OBJECTIVES OF THE SYSTEM.

a. This inventory control system for the Department of Defense holds to the principle that the structure of the system provides essential information to inventory control points for the exercise of supply and financial management without encumbering the system with details peculiar to differing types of materiel. A standard system of this design then imparts uniformity without impairing the latitude of an inventory control point in the selection of internal management techniques appropriate to the items of supply under its cognizance.

b. This system, in its most sophisticated application, affords flexibility in developing management information at the ICP level. Information conveyed by transactions, supplemented by ancillary codes and data already available to MILSTRIP, may be programmed to obtain an infinite number of combinations of transaction intelligence for management purposes.

c. Salient features of the system are:

(1) A coding structure which conveys the information required for effective management of inventories with an overall reduction in the number of data groupings in use by the supply services. The prescribed structure represents an increase in the degree of detail available for the management of inventories.

(2) A common system of data elements, related codes, documents and card formats which establishes uniformity in the interchange of inventory accounting information within and between the military services/DNA /DSA. Thus the ability to provide requisition-processing and storage services across departmental lines is materially enhanced.

(3) An integrated system of item and financial accounting which permits the accumulation of financial data for financial reporting purposes as an adjunct to updating of the inventory control record. Hence financial data may represent the aggregation of quantitative data compiled in the first instance for supply management purposes.

(4) An individual transaction reporting capability which accommodates any combination or variation of existing methods for centralized, decentralized or regional processing of requisitions. If the supply services elect to exploit this capability to its fullest advantage, it is possible to centralize all financial accounting, billing and collection in one element of a supply distribution system. Moreover, individual transaction reporting makes it relatively simple for subordinate elements providing requisition-processing and storage services uniformly to transmit the "raw data" which fully describes each change in inventory status.

d. MILSTRAP does not purport to accommodate every transaction relevant to an inventory control system nor does it embody all data elements integral to existing systems. Rather, MILSTRAP isolates and concentrates on transactions which are fundamental to any inventory control system and on related data elements which are interchanged between distribution systems or elements of systems with sufficient frequency to justify standardization and universal recognition.

e. The design of MILSTRAP recognizes that applied supply policy may obviate use of a prescribed code or may demand system-oriented codes. Accordingly, the procedure allows selectivity in the application of codes and permits in-service/agency assignment of certain supplemental codes within the basic coding structure. Codes established under this option shall not duplicate or circumvent the intent of codes utilized in the basic uniform system nor shall use of these codes exceed the confines of applicable distribution system(s).

f. Latitude is provided by means of "multi-use data" columns and fields. Unless definitized and prescribed by this manual, entries in these columns/fields shall be prescribed by each military service, DNA and DSA in its own operational instructions. If prescribed under this option, entries are meaningful only within the distribution system(s) of that service/agency.

2-4. INVENTORY SEGMENTATION CODING. Intelligence regarding the stock balance of an item obtains from dividing the inventory of an item into meaningful categories having distinctive characteristics. The term "inventory segmentation" refers to this process. The inventory control system established by MILSTRAP to account for items of supply which are controlled, managed or stocked in the DoD distribution systems is based on the concept of inventory segmentation by ownership/purpose, condition, and location. The intelligence thus provided by the system indicates who has title to the asset or for what purpose the materiel is held within an ownership, the condition of materiel in terms of its readiness for issue, and where the materiel is physically stored. These basic elements of data are required by inventory control points, stock control activities or storage activities for management of inventories, for requisition processing, and for receipt, storage and issue of an item. This intelligence is also required for preparation of financial and supply status reports required for management and decision-making.

a. Ownership/Purpose Codes. Ownership coding provides the means for segmenting and identifying on the inventory control record maintained by other than the owner, the service or agency having title to the assets. This is reflected by the numeric code assigned (see Appendix B4 ). Purpose coding provides the means for segmenting and identifying on the inventory control record maintained by the owner, the purpose or reservation for which the materiel is held. This is reflected by the alphabetic code assigned (see Appendix B5 ).

(1) To preclude unwarranted sophistication in accounting, identifying and reporting of assets, ownership and purpose codes -- although separate and distinct elements of data -- shall be entered in the inventory control record as a single element

of data. Accordingly, when one service/DNA /DSA is accounting for assets owned by another, the entire balance is maintained by the accounting activity under the numeric code assigned to the owning service/agency. Further breakout by Purpose (alphabetic code) is neither prescribed nor intended.

(2) In summary, any numeric entry reflects ownership by another activity and the numeric itself identifies the owner. Conversely, any alphabetic entry reflects ownership by the activity maintaining the inventory control record and the alphabetic code itself identifies the purpose for which the materiel is reserved.

b. Condition Codes. Condition coding provides the means of segmenting and identifying on the inventory control record the physical state of the materiel or actions underway to change the status of the materiel (see Appendix B6).

c. Location Codes. Location coding provides a means of segmenting and identifying on the inventory control record the activity where materiel is physically stored or located.

(1) The three-digit routing identifier (RI) code structure established by MILSTRIP provides a standard system for identification of activities within established supply distribution systems including those activities which store materiel. To make use of this existing system, location codes used in MILSTRAP to identify activities storing materiel correspond to the routing identifier codes established by MILSTRIP.

(2) Location codes need not be entered on the inventory control record in their RI configuration. If an alternate means is used to identify the physical storage site for record purposes, the record code shall be directly relatable to the routing identifier code of the storage activity entered on input and output documentation.

## 2-5. FROZEN INVENTORY BALANCES.

A segment of the inventory may be frozen whenever the accuracy of balances are suspect due to materiel denials, or the balances are being verified following physical inventory or when other reasons justify temporary restriction of transaction activity. This frozen status is maintained until any accurate balance is posted. Under these circumstances, the characteristics of the balance as to ownership/purpose, condition and location will be retained. Services/Agencies are authorized and directed to establish this inventory balance freeze technique through the use of an internal code, a record mark or a similar device. In all cases where the denied quantity plus the on-hand balance quantity are greater than \$200 or when the denied item is a controlled item, this technique will be mandatory in order to avoid generation of sizable loss adjustments prior to research.

## 2-6. TRANSACTION CODING.

a. An inventory transaction is a full description of a supply action furnished to, or developed by an inventory control point for its use in the management of the materiel under its cognizance from both a financial and a supply point of view. In turn, inventory transactions, when properly aggregated, form the essential information required by an inventory control point for review and for reporting to higher authority the results of its management effort.

b. MILSTRIP already provides, by use of document identifiers to describe requisitions and related actions, the procedural vehicle for a system of transaction identification. It need only be supplemented to provide the documents and codes needed for a full description of receipts, issues and adjustments. Transaction identification developed for MILSTRAP enlarges on the established system. Each character of the three-digit alpha/numeric code assigned to receipt, issue and adjustment transactions provides intelligence regarding the effect of the transaction on the supply/financial records (see Appendix B1).

(1) The alphabetic character "D" in the first position of the document identifier is used to categorize inventory accounting transactions.

(2) The second position, when numeric, signifies an inventory transaction affecting on-hand balance(s) and indicates the general nature of the transaction. An even number signifies a receipt or debit and an odd number, an issue or credit.

(3) The second position, when alphabetic, signifies informative data not affecting on-hand balance(s).

(4) The third position augments the second position by furnishing specific information relating to the transaction. In order to interpret the meaning of the entry, the second and third digits must be read as a unit.

2-7. ANCILLARY CODING. Ancillary coding provides more finite management data about a receipt, issue, adjustment or management action than is conveyed by the transaction code alone. Codes are of two types: Those in a series which concern specific transaction codes and card formats, and those in the series which has general application to the inventory control system.

a. Receipt Status Codes. These codes are one-position alpha/numeric characters which identify the status of the receipt and stage of deliveries (see Appendix B2).

b. Type of Physical Inventory Codes. These codes are one-position alphabetic characters which identify the type of inventory requested or conducted (see Appendix B3).

c. Management Codes. These codes are one-position alpha/numeric characters which provide supplemental detail about a receipt, issue or adjustment transaction (see Appendix B7).

2-8. TELECOMMUNICATIONS PRECEDENCE. Telecommunications precedence for MILLSTRAP documents is as indicated in Appendix B1A.

## CHAPTER 3

### ISSUE, BACKORDER, AND DEMAND TRANSACTIONS

#### 3-1. GENERAL.

a. This chapter provides a standard procedure for processing issue transaction information from a stock control activity (SCA) to an inventory control point (ICP) for the purpose of:

- (1) Updating the central inventory control record.
- (2) Recording the appropriate financial transaction.
- (3) Providing a basis for billing the customer.

b. Processing points receiving requisitions, passing actions, follow-ups and cancellations, irrespective of format or method of transmission, will process such transactions in accordance with their respective internal procedures.

c. Internal processing methods may vary due to mechanical capability and related procedures; however, the forms and formats for output from processing point to requisitioner and between processing points will be in the form and formats prescribed in DoD MILSTRIP and this manual.

#### 3-2. ISSUE TRANSACTIONS.

a. Issue transaction card prepared on DD Form 1348m is identified by document identifier in the D7 series. Alignment and format is shown in Appendix C1. This card will be used in transmitting issue transaction data from the stock control activity to the inventory control point or to another stock control activity.

b. Issue transactions resulting from a backorder release will be identified by management code "M" in column 72 of this card (see Appendix B7).

3-3. BACKORDER TRANSACTIONS. Backorder transaction card prepared on DD Form 1348m is identified by document identifiers in the DG series. Alignment and format is shown in Appendix G2. This card will be used to report establishment or cancellation of a backorder between stock control activities and inventory control points.

3-4. DEMAND TRANSACTIONS. Demand transaction card prepared on DD Form 1348m is identified by document identifier DHA. Alignment and format is shown in Appendix C3. This card will be used between stock control activities and inventory control points to report the establishment or cancellation of demand for requisitions.



## CHAPTER 4

### RECEIPT AND DUE-IN TRANSACTIONS

#### 4-1. GENERAL.

a. This chapter prescribes a standard procedure for transmitting information about incoming materiel among stock control activities (SCA), inventory control points (ICP) and storage activities; and for processing materiel receipt documentation from the storage activity where materiel is received to the office where the inventory control record is maintained. It provides for timely establishment of procurement on-order records and for the expeditious reflection of assets in the inventory control record and related financial accounts.

b. Documentation covering consignment of materiel to storage activities is prescribed in other DoD and military service/DNA/DSA regulations. These documents are used, together with information developed by inspection and classification procedures, as source data for documenting transactions in terms of this manual. The distribution of disbursement, procurement or transportation documentation by storage activities is likewise governed by existing regulations and is therefore not a consideration here.

c. When data reflected in consignment documentation are converted into the DoD Materiel Receipt Document (DD Form 1486), recording of receipts within the Department of Defense is standardized and complements the principles established in other chapters of this manual.

#### 4-2. DUE-IN TRANSACTION CARDS.

a. Due-in transaction cards are used in transmitting due-in establishment and cancellation transactions between stock control activities and inventory control points. These cards are identified by document identifiers in the DD series for materiel due in on procurement instruments and in the DF series for materiel due in on other than procurement instruments.

b. The cards, punched in the alignment and format shown in Appendix C4 or C5, are prepared on the DoD Materiel Receipt Document (DD Form 1486).

#### 4-3. PRE-POSITIONING CARDS FOR RECEIPTS.

a. Military services/DNA/DSA managing the distribution system(s) may prescribe that advance notification of scheduled materiel receipts be transmitted to storage activities by SCA/ICPs. Cards punched in the alignment and format shown in Appendix C6 or C7 and identified by document identifiers in the DU or DW series may be pre-positioned at storage activities for this purpose. The DoD Materiel Receipt Document (DD Form 1486) is used in preparing pre-positioned materiel receipt cards.

b. Storage activities, upon arrival of the materiel, use such pre-positioned cards to report the receipt to the SCA/ICP, changing or adding to data in the pre-positioned cards only those data elements required to prepare materiel receipt cards shown in Appendix C8 or C9.

c. Deletion of cards from pre-positioned card files is controlled by use of the reversal X punch in the card being deleted. New pre-positioned cards (or replacement cards for deletion) do not contain the reversal X punch. Proper and accurate maintenance of the suspense card file by storage activities is extremely important.

#### 4-4. MATERIEL RECEIPT CARD (PROCUREMENT INSTRUMENT SOURCE)

a. DoD Materiel Receipt Document (DD Form 1486) reporting receipt of materiel on a procurement instrument is identified by a document identifier in the D4 series. Alignment and format is shown in Appendix C8. This card will be used by the storage activity in transmitting notification of the receipts to the SCA/ICP and by the stock control activity in reporting the receipt transaction to the inventory control point.

b. Receipts from vendors can emanate from central procurement or local procurement actions. Authorized procurement delivery documents should accompany each shipment as prescribed in ASPR.

c. When shipments of materiel received from commercial sources require inspection and/or acceptance at destination, the inspection and/or acceptance and the tallying-in operations will be accomplished as concurrent actions. Based on inspection, separate materiel receipt cards indicating the actual condition of the materiel received will be prepared by the storage activity.

d. The materiel receipt card will be completed by the changing or adding to data in the pre-positioned materiel receipt card or by extracting data from the consignment documentation.

#### 4-5. MATERIEL RECEIPT CARD (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)

a. The DoD Materiel Receipt Document (DD Form 1486) reporting receipt of materiel on other than a procurement instrument is identified by a document identifier in the D6 series. Alignment is shown in Appendix C9. This card will be used by the storage activity in transmitting notification of the receipt to the SCA/ICP, and by the stock control activity in reporting the receipt transaction to the inventory control point.

b. The materiel receipt card will be completed by changing or adding to data in the pre-positioned materiel receipt card or by extracting data from the consignment documentation.

#### 4-6. DISCREPANCIES.

a. In addition to accomplishing and forwarding the prescribed materiel receipt card to the SCA/ICP, the storage activity will report all discrepancies of lost, damaged, or destroyed property and overages or shortages incident to shipment on forms prescribed by the military service/DNA/DSA managing the item.

b. When materiel is received without accompanying documentation, one of the following data sources will be used by the storage activity to develop materiel receipt card(s) to be forwarded to the SCA/ICP:

- (1) Pre-positioned materiel receipt cards.
- (2) Authorized procurement delivery documents and vendors packing lists.
- (3) Advance copies of DD Form 1348-1 or DD Form 1149.
- (4) Transportation and fiscal records.
- (5) Container markings.
- (6) Advice provided by the SCA/ICP upon request of the storage activity if receipt documentation cannot otherwise be developed.

#### 4-7. TIME STANDARDS FOR PROCESSING RECEIPTS.

a. It is the objective of the system that receipts be processed through the storage activity, irrespective of geographical location and reflected on both the locator records and the accountable record, with minimal delay. Receipt processing performance will, therefore, be measured in two segments:

(1) Date of tailgate off-loading to date of posting to the on-hand balance of accountable stock record file or receipt in process control file.

(2) Date of tailgate off-loading to date when storage location/proof of storage is posted in storage activity records. Materiel is considered to be "in storage" when it reaches the first location (either temporary or permanent) where actual storage control exists through locator data and the materiel can be issued in response to materiel release documentation.

b. Performance standards for processing receipts through these time segments are as follows:

(1) Receipts from new procurement and redistribution will be processed through segment one or segment two (whichever is longer in time) within seven (7) calendar days.

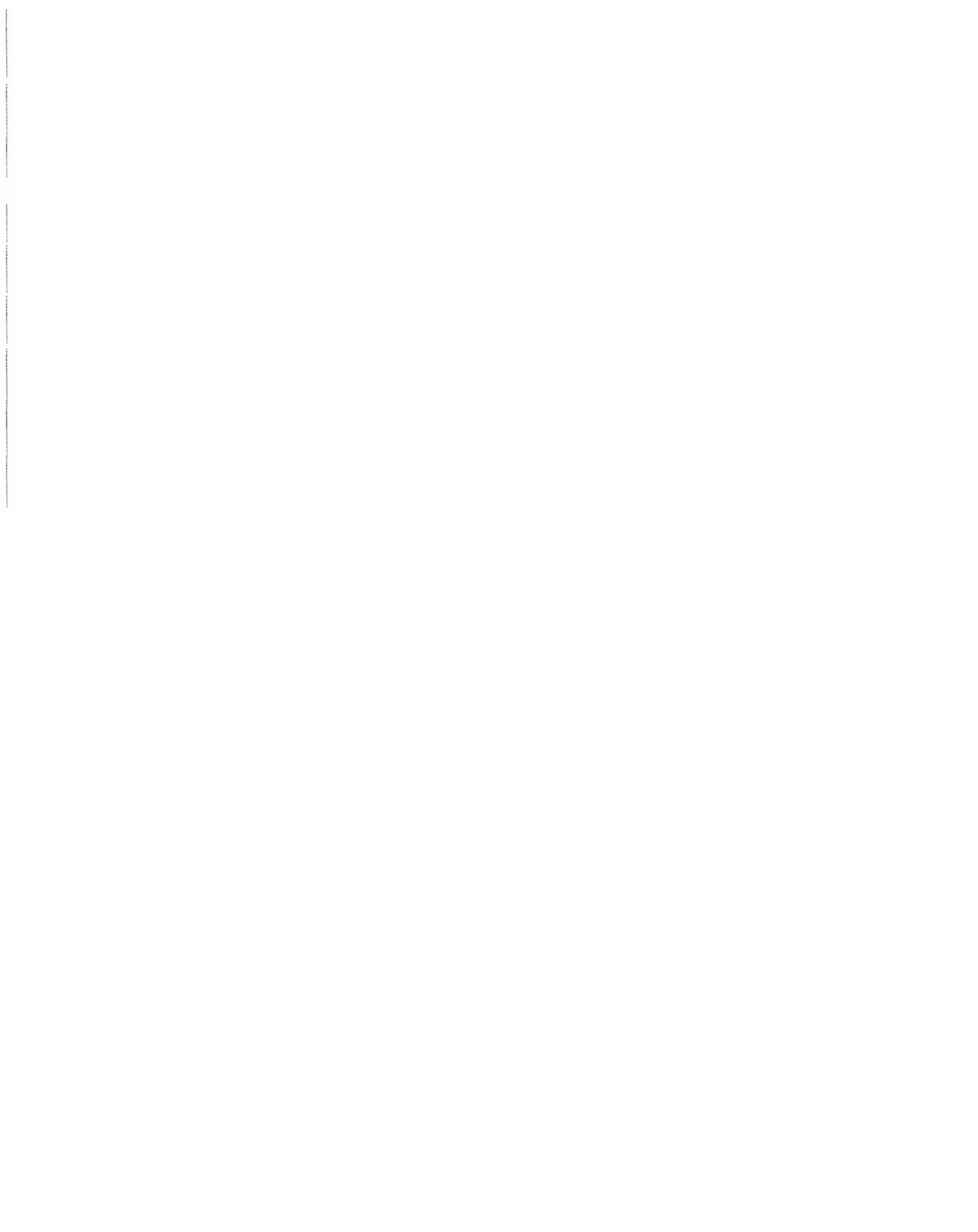
(2) Other receipts, from materiel turned in to stores, excess, rollback stocks or logistical transfers, will be processed through segment one or two (whichever is longer in time) within ten (10) calendar days.

Receipt transactions frustrated for a long period of time prior to posting will be included in computing overall performance against these time standards.

c. The above time standards may be waived by inventory managers during periods of scheduled inventories for items received. In these instances, newly received items may be required to satisfy emergency requirements received during the inventory period. The receipt documents will be prepared to contain a post-inventory date in columns 73-75 as outlined in paragraph 7-2c. Internal procedures will prescribe whether the inventory count will or will not reflect the quantities received during the inventory period.

#### 4-8 CONTROL OF NEW RECEIPTS.

Appropriate storage activity records (e.g., stock locator) will reflect the date of last receipt of an item and proof of stowage information (e.g., date of stowage or some other code indicating that stowage has not been reported). These elements of information will be used in the preparation of stock selection documents (e.g., DD Form 1348-1) to indicate that a recent receipt has been tallied and posted but stowage confirmation has not been reported.



## ADJUSTMENT TRANSACTIONS

5-1. GENERAL.

a. This chapter provides procedures relating to the following types of adjustment actions:

- (1) Changes in condition of materiel due to damage, deterioration, suspension, or other causes.
- (2) Re-identification of improperly identified materiel.
- (3) Transfer from one purpose code to another.
- (4) Changes in on-hand inventory.
- (5) Changes in financial accounts not resulting from concurrent adjustments to inventory balances.

b. The DoD Materiel Adjustment Document (DD Form 1487) is designed for use as either a single transaction or dual transaction input format. The first method accommodates those processing techniques which employ individual increase or decrease adjustment actions (document identifiers in the D8 or D9 series) against the inventory control records. The second technique permits condition and purpose transfers through the use of FROM and TO data fields in the single input card (document identifiers in the DA series). The document identifier employed distinguishes the technique applied.

c. Materiel adjustment cards will not be used to record changes in ownership. Appropriate issue and receipt transactions will be processed for such actions by stock control activities (SCA) or inventory control points (ICP).

d. Changes in project or distribution codes maintained on the inventory control record will be accomplished by utilizing individual increase and decrease materiel adjustment cards containing appropriate document identifiers in the D8 and D9 series.

5-2. CHANGES IN CONDITION.

a. When inspection of stocks on hand reveals a change in condition of the materiel, storage activities will report such variances to the SCA/ICP by means of the materiel adjustment card prepared in accordance with Appendix C10. In these instances, document identifier "DAC" will be utilized and both the "FROM" and "TO" condition code fields completed.

b. In instances where materiel is found to have deteriorated to an uneconomically repairable state, military services/DNA /DSA may direct automatic turnover of such items to the property disposal activity by the storage activity, based on criteria promulgated by the military service/DNA /DSA. Management Code M has been provided to identify materiel shipped directly to the property disposal activity and will be punched in applicable adjustment transaction cards.

c. Materiel previously reported as a receipt/return suspended for condition determination, will be classified within ten (10) calendar days after such suspension. The materiel adjustment card in these instances will be prepared indicating the same Document Number as shown on the original receipt transaction.

d. SCA/ICP will utilize above cards to process the appropriate adjustment and issue transactions against inventory control records. See Appendix C11 for alignment and format of individual increase/decrease adjustments.

5-3. RE-IDENTIFICATION OF STOCK, STOCK NUMBER CHANGES AND UNIT OF ISSUE CHANGES.

a. Re-identification of stock.

(1) When inspection reveals that an item in stock has been misidentified, storage activities will prepare and transmit two (2) or more materiel adjustment cards prepared as outlined in Appendix C11. The first card will contain the misidentified stock number, the quantity misidentified, the document identifier D9J (Decrease - Re-identification of Stock) and suffix code "A."

(2) When one new stock number is picked up due to re-identification, the second materiel adjustment card will contain the same document number as the first card, the identified stock number, the quantity of the identified stock number, the document identifier D8J (Increase - Re-identification of Stock) and the suffix code "B." When more than one new stock number is picked up due to re-identification, an additional D8J adjustment card for each newly identified stock number will be prepared and transmitted. The additional D8J adjustment cards will be prepared in the same manner as the second card except that the suffix codes will progress to "C," "D," etc., as each card is prepared. The suffix codes in the second and ensuing cards will serve to correlate the transactions to the misidentified stock number.

(3) The SCA/ICP will process the adjustment cards against inventory control records to effect the decrease under the incorrectly identified stock number and increase(s) against the correct stock number(s).

b. Stock Number and/or Unit of Issue Changes.

(1) When a stock number only change occurs, Inventory Control Points or Stock Control Activities will prepare and process two (2) materiel adjustment cards prepared as outlined in Appendix C11. The first card will contain the replaced stock number, the document identifier D9K (Decrease - Catalog Data Change), and suffix code "A." The second materiel adjustment card will contain the same document number as the first card, the replacing stock number, the same quantity as the first card, the document identifier D8K (Increase - Catalog Data Change), and suffix code "B."

(2) When a unit of issue only change occurs, Inventory Control Points or Stock Control Activities will prepare and process two (2) materiel adjustment cards prepared as outlined in Appendix C11. The first card will contain the quantity and unit of issue prior to change of unit of issue, the document identifier D9K (Decrease - Catalog Data Change), and suffix code "A." The second materiel adjustment card will contain the same document number and stock number as the first card, the new unit of issue, the new adjusted quantity based on the new unit of issue, the document identifier D8K (Increase - Catalog Data Change), and suffix code "B."

(3) When a simultaneous stock number and unit of issue change occurs, Inventory Control Points or Stock Control Activities will prepare and process two (2) materiel adjustment cards. The first card will contain the replaced stock number and its unit of issue and quantity, the document identifier D9K (Decrease - Catalog Data Change), and suffix code "A." The second materiel adjustment card will contain the same document number, the replacing stock number and unit of issue, the new adjusted quantity based on the new unit of issue, the document identifier D8K (Increase - Catalog Data Change), and suffix code "B."

5-4. PURPOSE TRANSFERS. Based on authorized programs, materiel may be reserved for specific purposes and retained on inventory control records until requisitioned. To effect the transfer of assets between purpose codes, the materiel adjustment card (document identifiers D8D and D9D or DAD) will be prepared as outlined in Appendix C10 or C11 and processed against inventory control records.

5-5. INVENTORY GAINS AND LOSSES. Procedures concerned with adjustments due to physical inventory losses or gains are contained in Chapter 7.

5-6. FINANCIAL ADJUSTMENTS.

a. To accommodate decentralized distribution systems which transmit adjustments to financial records only, certain financial adjustments transaction codes are provided to identify the following types of adjustments:

- (1) Purchase Variance.
- (2) Accounting Errors.
- (3) Gains/Losses from Assembly, Disassembly, Conversion, Modification.
- (4) Price Changes.
- (5) Repair Expenses.
- (6) Discounts.

b. When usage is prescribed, stock control activities will transmit to the inventory control point the financial adjustment transaction card, prepared on the DoD Materiel Adjustment Document (DD Form 1487) as outlined in Appendix G12. Appropriate document identifiers in the DB or DC series will be utilized.



## LOGISTIC REASSIGNMENTS

6-1. GENERAL. This chapter provides standard procedures for transferring certain data to a gaining stock control activity (SCA) or inventory control point (ICP). Transfer of management data not considered herein will be accomplished based on the following:

a. Mutual agreement of the gaining and losing military service/DNA /DSA for transfers between military services/DNA /DSA.

b. Uniform procedures to be developed by military services/ DNA/DSA for transfers between distribution systems of a single military service/ DNA/DSA.

6-2. TRANSFER OF ON HAND BALANCES.

a. The transfer of on hand balances information from the losing to the gaining SCA/ICP will be accomplished through use of the DoD Materiel Adjustment Document (DD Form 1487) prepared as outlined in Appendix C14.

b. The decrease in inventory balance by the losing SCA/ICP and increase in inventory balances by the gaining SCA/ICP will be accomplished through use of the materiel adjustment card prepared as outlined in Appendix C13. The losing SCA/ICP will decrease inventory control record utilizing document identifier D9E or D9F as appropriate. The losing SCA/ICP will prepare and transmit the required transfer card(s) to the gaining SCA/ICP utilizing document identifier DEE or DEF as applicable. The gaining SCA/ICP will convert the document identifier in the transfer card(s) to D8E or D8F, as appropriate to increase inventory control record.

c. For initial transfers, catalog management data notification cards of the gaining service/agency will be processed against inventory control records by the losing SCA/ICP immediately prior to effecting the transfer.

d. The losing SCAs/ICPs will notify storage activities under their cognizance of the loss through dissemination of the catalog management data notification card(s) prior to the effective date of the change.

e. Physical movement of stocks to other storage activities may be directed by the gaining SCA/ICP subsequent to the completion of the logistics gain/capitalization using the appropriate documents prescribed by MILSTRIP.

6-3. TRANSFER OF BACK ORDERS. The losing SCA/ICP will process back orders on record as follows:

a. Forward a passing order prepared in accordance with MILSTRIP procedures to the gaining SCA/ICP.

b. Forward MILSTRIP supply status advising of the passing action, to authorized recipients.

6-4. TRANSFER OF DUE-IN DATA. Due-in information may be forwarded to the gaining activity through use of the appropriate due-in transaction cards prepared as outlined in Appendix C4 or C5 and in accordance with negotiated agreements. When this method of transfer is used, document identifiers in the DD or DF series will be used as appropriate.



## PHYSICAL INVENTORY

7-1. GENERAL. These procedures provide a standard method of:

- a. Requesting inventories.
- b. Identifying the type of inventory conducted.
- c. Recording of counts.
- d. Adjusting inventory control records at the stock control activity (SCA) or inventory control point (ICP).

7-2. INVENTORIES.

a. In order to permit identification of the type of inventories being conducted, a "Type of Physical Inventory Code" has been provided to identify various types of cyclic and special inventories. These codes, outlined in Appendix B3, will be punched as appropriate in DoD Physical Inventory Documents (DD Form 1485).

b. Performance of inventories will be accomplished based on existing regulations and interservice support agreements.

c. All receipts accomplished during the inventory period and for which materiel is placed in stock, recorded on the locator records and included in the inventory count will be accounted for as pre-inventory transactions. For this purpose the date entered in Columns 73-75 will be reflected as a date before the inventory cut-off. All other receipt documents will be prepared to contain a date in Columns 73-75 after completion of the inventory. An exception to these provisions is when receipts are accomplished during an inventory period to satisfy emergency requirements. The receipt documents will be prepared to reflect a post-inventory date in Columns 73-75. Normally, when the receipted materiel was included in the inventory count, the count cards would be adjusted to reduce the quantities received and the receipt documents processed to the asset balance records after completion of the inventory. However, internal procedures will be established to prescribe the criteria for the accounting for the inventory count, control and processing of the receipt documents.

d. All inventory adjustments initiated in storage prior to the inventory count will be transmitted to the Inventory Control Point or Stock Control Activity prior to the established inventory cut-off date.

7-3. SPECIAL INVENTORIES.

a. DoD Physical Inventory Document (DD Form 1485) containing document identifier DJA and prepared as outlined in Appendix C15 will be transmitted to storage activities to request special inventories.

b. Cut-off dates (for in-float document purposes) in physical inventory request cards will be established at not less than seven (7) calendar days subsequent to the date of request. However, military services/ DNA / DSA may establish other time standards for cut-off dates within distribution systems under their control.

c. Storage activities will observe established cut-off date shown in request card and report the counts to the SCA/ICP within five (5) calendar days subsequent to such cut-off date.

7-4. CYCLIC INVENTORIES. Although the DoD Physical Inventory Document need not be used for requesting cyclic inventories, use of the document for reporting the count is required.

7-5. RECORDING INVENTORY COUNTS.

a. Inventory counts will be recorded on the DoD Physical Inventory Document (DD Form 1485) prepared as outlined in Appendix C16 utilizing one count card for each condition of property and each warehouse location.

b. Military service/DNA /DSA policies and interservice agreements prescribe the basis for segregating materiel in storage, whether by ownership code, purpose code, distribution code or project code. When materiel is maintained in segregated storage, the appropriate codes of the segregated stock will be punched into the count card(s); if not segregated, the ownership/purpose/distribution/project code fields of the count card will be left blank.

7-6. RECONCILIATION OF INVENTORY COUNTS WITH INVENTORY CONTROL RECORDS.

a. Reconciliation of the inventory count to inventory control records will be the responsibility of the SCA/ICP.

b. Necessary increase or decrease materiel adjustment cards will be processed against inventory control records utilizing document identifiers D8A or D9A as appropriate.

7-7. REQUESTING AND REPORTING RECOUNTS.

a. When recount is required, the SCA/ICP will prepare the physical inventory request card in the format outlined in Appendix C15 except that the original cut-off date and management code "M" will be entered to indicate a request for recount.

b. Storage activities will perform recount actions under existing procedures and report the counts to the SCA/ICP within three (3) calendar days subsequent to the date of receipt of the request. The physical inventory count card prepared as outlined in Appendix C16 indicating management code "M" will be used to report such recount action.

ASSET STATUS REPORTING

8-1. GENERAL.

a. This chapter prescribes a card format for the interchange of asset status information between military services/DNA/DSA and, in decentralized distribution systems, between stock control activities (SCA) and inventory control points (ICP) of a military service/DNA/DSA.

b. Asset Status Cards will be prepared as outlined in Appendix C17. A printed card layout has not been provided due to the number of card columns devoted to entries prescribed by the military services/DNA/DSA for use within distribution systems. Each military service/DNA/DSA is authorized to procure a printed format suitable to its needs.

8-2. REPORTING SCHEDULES.

a. Asset status cards will be transmitted between military services/DNA/DSA based on schedules established by mutual agreement.

b. ICPs may arrange and prescribe reporting schedules for stock control activities within the ICPs distribution system.



APPENDICES

The attached appendices provide illustrations of the Department of Defense forms prescribed by MILSTRAP, the codes to be used, and instructions for entry of data in the forms.

CARD FORMS . . . . . "A" Series of Appendices

CODES . . . . . "B" Series of Appendices

CARD FORMATS . . . . . "C" Series of Appendices



APPENDIX A1

DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MECHANICAL) DD FORM 1348m

DD FORM 1348m 1 FEB 69 EDITION OF 1 JAN 64 MAY BE USED

LINE	QUANTITY	UNIT	DESCRIPTION	SYMBOL	UNIT PRICE	TOTAL PRICE	REMARKS	QUANTITY	UNIT	DESCRIPTION	SYMBOL	UNIT PRICE	TOTAL PRICE	REMARKS
1	1	EA	...											
2	1	EA	...											
3	1	EA	...											
4	1	EA	...											
5	1	EA	...											
6	1	EA	...											
7	1	EA	...											
8	1	EA	...											
9	1	EA	...											
10	1	EA	...											
11	1	EA	...											
12	1	EA	...											
13	1	EA	...											
14	1	EA	...											
15	1	EA	...											
16	1	EA	...											
17	1	EA	...											
18	1	EA	...											
19	1	EA	...											
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26	1	EA	...											
27	1	EA	...											
28	1	EA	...											
29	1	EA	...											
30	1	EA	...											
31	1	EA	...											
32	1	EA	...											
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34	1	EA	...											
35	1	EA	...											
36	1	EA	...											
37	1	EA	...											
38	1	EA	...											
39	1	EA	...											
40	1	EA	...											
41	1	EA	...											
42	1	EA	...											
43	1	EA	...											
44	1	EA	...											
45	1	EA	...											
46	1	EA	...											
47	1	EA	...											
48	1	EA	...											
49	1	EA	...											
50	1	EA	...											

DD FORM 1348m 1 FEB 69 EDITION OF 1 JAN 64 MAY BE USED



DOD MATERIEL RECEIPT DOCUMENT DD FORM 1486

DD FORM 1486 1 JUNE 64

1. STOCK NUMBER		2. QUANTITY		3. DATE		4. DIST		5. SUPPLY NO.		6. DATE		7. MULTI-USE	
8. ROUTINE IDENTIFIER (TO)		9. ADD'L UNIT OF ISSUE		10. STOCK NUMBER		11. PROJECT		12. MULTI-USE SHIPMENT NO.		13. DATE		14. MULTI-USE	
15. DATE PREPARED		16. PREPARED BY		17. FSC		18. FUND DISTRI-BUTION		19. STOCK NUMBER		20. DATE		21. MULTI-USE	
22. SUPPLY ADDRESS		23. SUPPLY NUMBER		24. PROJECT		25. MULTI-USE SHIPMENT NO.		26. STOCK NUMBER		27. DATE		28. MULTI-USE	
29. ROUTINE IDENTIFIER (TO)		30. ADD'L UNIT OF ISSUE		31. PROJECT		32. MULTI-USE SHIPMENT NO.		33. STOCK NUMBER		34. DATE		35. MULTI-USE	
36. DATE		37. MULTI-USE		38. PROJECT		39. MULTI-USE SHIPMENT NO.		40. STOCK NUMBER		41. DATE		42. MULTI-USE	
43. ROUTINE IDENTIFIER (TO)		44. ADD'L UNIT OF ISSUE		45. PROJECT		46. MULTI-USE SHIPMENT NO.		47. STOCK NUMBER		48. DATE		49. MULTI-USE	
50. DATE		51. MULTI-USE		52. PROJECT		53. MULTI-USE SHIPMENT NO.		54. STOCK NUMBER		55. DATE		56. MULTI-USE	
57. ROUTINE IDENTIFIER (TO)		58. ADD'L UNIT OF ISSUE		59. PROJECT		60. MULTI-USE SHIPMENT NO.		61. STOCK NUMBER		62. DATE		63. MULTI-USE	
64. DATE		65. MULTI-USE		66. PROJECT		67. MULTI-USE SHIPMENT NO.		68. STOCK NUMBER		69. DATE		70. MULTI-USE	
71. ROUTINE IDENTIFIER (TO)		72. ADD'L UNIT OF ISSUE		73. PROJECT		74. MULTI-USE SHIPMENT NO.		75. STOCK NUMBER		76. DATE		77. MULTI-USE	
78. DATE		79. MULTI-USE		80. PROJECT		81. MULTI-USE SHIPMENT NO.		82. STOCK NUMBER		83. DATE		84. MULTI-USE	
85. ROUTINE IDENTIFIER (TO)		86. ADD'L UNIT OF ISSUE		87. PROJECT		88. MULTI-USE SHIPMENT NO.		89. STOCK NUMBER		90. DATE		91. MULTI-USE	
92. DATE		93. MULTI-USE		94. PROJECT		95. MULTI-USE SHIPMENT NO.		96. STOCK NUMBER		97. DATE		98. MULTI-USE	
99. ROUTINE IDENTIFIER (TO)		100. ADD'L UNIT OF ISSUE		101. PROJECT		102. MULTI-USE SHIPMENT NO.		103. STOCK NUMBER		104. DATE		105. MULTI-USE	
106. DATE		107. MULTI-USE		108. PROJECT		109. MULTI-USE SHIPMENT NO.		110. STOCK NUMBER		111. DATE		112. MULTI-USE	
113. ROUTINE IDENTIFIER (TO)		114. ADD'L UNIT OF ISSUE		115. PROJECT		116. MULTI-USE SHIPMENT NO.		117. STOCK NUMBER		118. DATE		119. MULTI-USE	
120. DATE		121. MULTI-USE		122. PROJECT		123. MULTI-USE SHIPMENT NO.		124. STOCK NUMBER		125. DATE		126. MULTI-USE	
127. ROUTINE IDENTIFIER (TO)		128. ADD'L UNIT OF ISSUE		129. PROJECT		130. MULTI-USE SHIPMENT NO.		131. STOCK NUMBER		132. DATE		133. MULTI-USE	
134. DATE		135. MULTI-USE		136. PROJECT		137. MULTI-USE SHIPMENT NO.		138. STOCK NUMBER		139. DATE		140. MULTI-USE	
141. ROUTINE IDENTIFIER (TO)		142. ADD'L UNIT OF ISSUE		143. PROJECT		144. MULTI-USE SHIPMENT NO.		145. STOCK NUMBER		146. DATE		147. MULTI-USE	
148. DATE		149. MULTI-USE		150. PROJECT		151. MULTI-USE SHIPMENT NO.		152. STOCK NUMBER		153. DATE		154. MULTI-USE	
155. ROUTINE IDENTIFIER (TO)		156. ADD'L UNIT OF ISSUE		157. PROJECT		158. MULTI-USE SHIPMENT NO.		159. STOCK NUMBER		160. DATE		161. MULTI-USE	
162. DATE		163. MULTI-USE		164. PROJECT		165. MULTI-USE SHIPMENT NO.		166. STOCK NUMBER		167. DATE		168. MULTI-USE	
169. ROUTINE IDENTIFIER (TO)		170. ADD'L UNIT OF ISSUE		171. PROJECT		172. MULTI-USE SHIPMENT NO.		173. STOCK NUMBER		174. DATE		175. MULTI-USE	
176. DATE		177. MULTI-USE		178. PROJECT		179. MULTI-USE SHIPMENT NO.		180. STOCK NUMBER		181. DATE		182. MULTI-USE	
183. ROUTINE IDENTIFIER (TO)		184. ADD'L UNIT OF ISSUE		185. PROJECT		186. MULTI-USE SHIPMENT NO.		187. STOCK NUMBER		188. DATE		189. MULTI-USE	
190. DATE		191. MULTI-USE		192. PROJECT		193. MULTI-USE SHIPMENT NO.		194. STOCK NUMBER		195. DATE		196. MULTI-USE	
197. ROUTINE IDENTIFIER (TO)		198. ADD'L UNIT OF ISSUE		199. PROJECT		200. MULTI-USE SHIPMENT NO.		201. STOCK NUMBER		202. DATE		203. MULTI-USE	
204. DATE		205. MULTI-USE		206. PROJECT		207. MULTI-USE SHIPMENT NO.		208. STOCK NUMBER		209. DATE		210. MULTI-USE	
211. ROUTINE IDENTIFIER (TO)		212. ADD'L UNIT OF ISSUE		213. PROJECT		214. MULTI-USE SHIPMENT NO.		215. STOCK NUMBER		216. DATE		217. MULTI-USE	
218. DATE		219. MULTI-USE		220. PROJECT		221. MULTI-USE SHIPMENT NO.		222. STOCK NUMBER		223. DATE		224. MULTI-USE	
225. ROUTINE IDENTIFIER (TO)		226. ADD'L UNIT OF ISSUE		227. PROJECT		228. MULTI-USE SHIPMENT NO.		229. STOCK NUMBER		230. DATE		231. MULTI-USE	
232. DATE		233. MULTI-USE		234. PROJECT		235. MULTI-USE SHIPMENT NO.		236. STOCK NUMBER		237. DATE		238. MULTI-USE	
239. ROUTINE IDENTIFIER (TO)		240. ADD'L UNIT OF ISSUE		241. PROJECT		242. MULTI-USE SHIPMENT NO.		243. STOCK NUMBER		244. DATE		245. MULTI-USE	
246. DATE		247. MULTI-USE		248. PROJECT		249. MULTI-USE SHIPMENT NO.		250. STOCK NUMBER		251. DATE		252. MULTI-USE	
253. ROUTINE IDENTIFIER (TO)		254. ADD'L UNIT OF ISSUE		255. PROJECT		256. MULTI-USE SHIPMENT NO.		257. STOCK NUMBER		258. DATE		259. MULTI-USE	
260. DATE		261. MULTI-USE		262. PROJECT		263. MULTI-USE SHIPMENT NO.		264. STOCK NUMBER		265. DATE		266. MULTI-USE	
267. ROUTINE IDENTIFIER (TO)		268. ADD'L UNIT OF ISSUE		269. PROJECT		270. MULTI-USE SHIPMENT NO.		271. STOCK NUMBER		272. DATE		273. MULTI-USE	
274. DATE		275. MULTI-USE		276. PROJECT		277. MULTI-USE SHIPMENT NO.		278. STOCK NUMBER		279. DATE		280. MULTI-USE	
281. ROUTINE IDENTIFIER (TO)		282. ADD'L UNIT OF ISSUE		283. PROJECT		284. MULTI-USE SHIPMENT NO.		285. STOCK NUMBER		286. DATE		287. MULTI-USE	
288. DATE		289. MULTI-USE		290. PROJECT		291. MULTI-USE SHIPMENT NO.		292. STOCK NUMBER		293. DATE		294. MULTI-USE	
295. ROUTINE IDENTIFIER (TO)		296. ADD'L UNIT OF ISSUE		297. PROJECT		298. MULTI-USE SHIPMENT NO.		299. STOCK NUMBER		300. DATE		301. MULTI-USE	
302. DATE		303. MULTI-USE		304. PROJECT		305. MULTI-USE SHIPMENT NO.		306. STOCK NUMBER		307. DATE		308. MULTI-USE	
309. ROUTINE IDENTIFIER (TO)		310. ADD'L UNIT OF ISSUE		311. PROJECT		312. MULTI-USE SHIPMENT NO.		313. STOCK NUMBER		314. DATE		315. MULTI-USE	
316. DATE		317. MULTI-USE		318. PROJECT		319. MULTI-USE SHIPMENT NO.		320. STOCK NUMBER		321. DATE		322. MULTI-USE	
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330. DATE		331. MULTI-USE		332. PROJECT		333. MULTI-USE SHIPMENT NO.		334. STOCK NUMBER		335. DATE		336. MULTI-USE	
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344. DATE		345. MULTI-USE		346. PROJECT		347. MULTI-USE SHIPMENT NO.		348. STOCK NUMBER		349. DATE		350. MULTI-USE	
351. ROUTINE IDENTIFIER (TO)		352. ADD'L UNIT OF ISSUE		353. PROJECT		354. MULTI-USE SHIPMENT NO.		355. STOCK NUMBER		356. DATE		357. MULTI-USE	
358. DATE		359. MULTI-USE		360. PROJECT		361. MULTI-USE SHIPMENT NO.		362. STOCK NUMBER		363. DATE		364. MULTI-USE	
365. ROUTINE IDENTIFIER (TO)		366. ADD'L UNIT OF ISSUE		367. PROJECT		368. MULTI-USE SHIPMENT NO.		369. STOCK NUMBER		370. DATE		371. MULTI-USE	
372. DATE		373. MULTI-USE		374. PROJECT		375. MULTI-USE SHIPMENT NO.		376. STOCK NUMBER		377. DATE		378. MULTI-USE	
379. ROUTINE IDENTIFIER (TO)		380. ADD'L UNIT OF ISSUE		381. PROJECT		382. MULTI-USE SHIPMENT NO.		383. STOCK NUMBER		384. DATE		385. MULTI-USE	
386. DATE		387. MULTI-USE		388. PROJECT		389. MULTI-USE SHIPMENT NO.		390. STOCK NUMBER		391. DATE		392. MULTI-USE	
393. ROUTINE IDENTIFIER (TO)		394. ADD'L UNIT OF ISSUE		395. PROJECT		396. MULTI-USE SHIPMENT NO.		397. STOCK NUMBER		398. DATE		399. MULTI-USE	
400. DATE		401. MULTI-USE		402. PROJECT		403. MULTI-USE SHIPMENT NO.		404. STOCK NUMBER		405. DATE		406. MULTI-USE	
407. ROUTINE IDENTIFIER (TO)		408. ADD'L UNIT OF ISSUE		409. PROJECT		410. MULTI-USE SHIPMENT NO.		411. STOCK NUMBER		412. DATE		413. MULTI-USE	
414. DATE		415. MULTI-USE		416. PROJECT		417. MULTI-USE SHIPMENT NO.		418. STOCK NUMBER		419. DATE		420. MULTI-USE	
421. ROUTINE IDENTIFIER (TO)		422. ADD'L UNIT OF ISSUE		423. PROJECT		424. MULTI-USE SHIPMENT NO.		425. STOCK NUMBER		426. DATE		427. MULTI-USE	
428. DATE		429. MULTI-USE		430. PROJECT		431. MULTI-USE SHIPMENT NO.		432. STOCK NUMBER		433. DATE		434. MULTI-USE	
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442. DATE		443. MULTI-USE		444. PROJECT		445. MULTI-USE SHIPMENT NO.		446. STOCK NUMBER		447. DATE		448. MULTI-USE	
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456. DATE		457. MULTI-USE		458. PROJECT		459. MULTI-USE SHIPMENT NO.		460. STOCK NUMBER		461. DATE		462. MULTI-USE	
463. ROUTINE IDENTIFIER (TO)		464. ADD'L UNIT OF ISSUE		465. PROJECT		466. MULTI-USE SHIPMENT NO.		467. STOCK NUMBER		468. DATE		469. MULTI-USE	
470. DATE		471. MULTI-USE		472. PROJECT		473. MULTI-USE SHIPMENT NO.		474. STOCK NUMBER		475. DATE		476. MULTI-USE	
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484. DATE		485. MULTI-USE		486. PROJECT		487. MULTI-USE SHIPMENT NO.		488. STOCK NUMBER		489. DATE		490. MULTI-USE	
491. ROUTINE IDENTIFIER (TO)		492. ADD'L UNIT OF ISSUE		493. PROJECT		494. MULTI-USE SHIPMENT NO.		495. STOCK NUMBER		496. DATE		497. MULTI-USE	
498. DATE		499. MULTI-USE		500. PROJECT		501. MULTI-USE SHIPMENT NO.		502. STOCK NUMBER		503. DATE		504. MULTI-USE	
505. ROUTINE IDENTIFIER (TO)		506. ADD'L UNIT OF ISSUE		507. PROJECT		508. MULTI-USE SHIPMENT NO.		509. STOCK NUMBER		510. DATE		511. MULTI-USE	
512. DATE		513. MULTI-USE		514. PROJECT		515. MULTI-USE SHIPMENT NO.		516. STOCK NUMBER		517. DATE		518. MULTI-USE	
519. ROUTINE IDENTIFIER (TO)		520. ADD'L UNIT OF ISSUE		521. PROJECT		522. MULTI-USE SHIPMENT NO.		523. STOCK NUMBER		524. DATE		525. MULTI-USE	
526. DATE		527. MULTI-USE		528. PROJECT		529. MULTI-USE SHIPMENT NO.		530. STOCK NUMBER		531. DATE		532. MULTI-USE	
533. ROUTINE IDENTIFIER (TO)		534. ADD'L UNIT OF ISSUE		535. PROJECT		536. MULTI-USE SHIPMENT NO.		537. STOCK NUMBER		538. DATE		539. MULTI-USE	
540. DATE		541. MULTI-USE		542. PROJECT		543. MULTI-USE SHIPMENT NO.		544. STOCK NUMBER		545. DATE		546. MULTI-USE	
547. ROUTINE IDENTIFIER (TO)		548. ADD'L UNIT OF ISSUE		549. PROJECT		550. MULTI-USE SHIPMENT NO.		551. STOCK NUMBER		552. DATE		553. MULTI-USE	
554. DATE		555. MULTI-USE		556. PROJECT		557. MULTI-USE SHIPMENT NO.		558. STOCK NUMBER		559. DATE		560. MULTI-USE	
561. ROUTINE IDENTIFIER (TO)		562. ADD'L UNIT OF ISSUE		563. PROJECT		564. MULTI-USE SHIPMENT NO.		565. STOCK NUMBER		566. DATE		567. MULTI-USE	
568. DATE		569. MULTI-USE		570. PROJECT		571. MULTI-USE SHIPMENT NO.		572. STOCK NUMBER		573. DATE		574. MULTI-USE	
575. ROUTINE IDENTIFIER (TO)		576. ADD'L UNIT OF ISSUE		577. PROJECT		578. MULTI-USE SHIPMENT NO.		579. STOCK NUMBER		580. DATE		581. MULTI-USE	
582. DATE		583. MULTI-USE		584. PROJECT		585. MULTI-USE SHIPMENT NO.		586. STOCK NUMBER		587. DATE		588. MULTI-USE	
589. ROUTINE IDENTIFIER (TO)		590. ADD'L UNIT OF ISSUE		591. PROJECT		592. MULTI-USE SHIPMENT NO.		593. STOCK NUMBER		594. DATE		595. MULTI-USE	
596. DATE		597. MULTI-USE		598. PROJECT		599. MULTI-USE SHIPMENT NO.		600. STOCK NUMBER		601. DATE		602. MULTI-USE	
603. ROUTINE IDENTIFIER (TO)		604. ADD'L UNIT OF ISSUE		605. PROJECT		606. MULTI-USE SHIPMENT NO.		607. STOCK NUMBER		608. DATE		609. MULTI-USE	
610. DATE		611. MULTI-USE		612. PROJECT		613. MULTI-USE SHIPMENT NO.		614. STOCK NUMBER		615. DATE		616. MULTI-USE	
617. ROUTINE IDENTIFIER (TO)		618. ADD'L UNIT OF ISSUE		619. PROJECT		620. MULTI-USE SHIPMENT NO.		621. STOCK NUMBER		622. DATE		623. MULTI-USE	
624. DATE		625. MULTI-USE		626. PROJECT		627. MULTI-USE SHIPMENT NO.		628. STOCK NUMBER		629. DATE		630. MULTI-USE	
631. ROUTINE IDENTIFIER (TO)		632. ADD'L UNIT OF ISSUE		633. PROJECT		634. MULTI-USE SHIPMENT NO.		635. STOCK NUMBER		636. DATE		637. MULTI-USE	
638. DATE		639. MULTI-USE		640. PROJECT		641. MULTI-USE SHIPMENT NO.		642. STOCK NUMBER		643. DATE		644. MULTI-USE	
645. ROUTINE IDENTIFIER (TO)		646. ADD'L UNIT OF ISSUE		647. PROJECT		648. MULTI-USE SHIPMENT NO.		649. STOCK NUMBER		650. DATE		651. MULTI-USE	
652. DATE		653. MULTI-USE		654. PROJECT		655. MULTI-USE SHIPMENT NO.		656. STOCK NUMBER		657. DATE		658. MULTI-USE	
659. ROUTINE IDENTIFIER (TO)		660. ADD'L UNIT OF ISSUE		661. PROJECT		662. MULTI-USE SHIPMENT NO.		663. STOCK NUMBER		664. DATE		665. MULTI-USE	
666. DATE		667. MULTI-USE		668. PROJECT		669. MULTI-USE SHIPMENT NO.		670. STOCK NUMBER		671. DATE		672. MULTI-USE	
673. ROUTINE IDENTIFIER (TO)		674. ADD'L UNIT OF ISSUE		675. PROJECT		676. MULTI-USE SHIPMENT NO.		677. STOCK NUMBER		678. DATE		679. MULTI-USE	
680. DATE		681. MULTI-USE		682. PROJECT		683. MULTI-USE SHIPMENT NO.		684. STOCK NUMBER		685. DATE		686. MULTI-USE	
687. ROUTINE IDENTIFIER (TO)		688. ADD'L UNIT OF ISSUE		689. PROJECT		690. MULTI-USE SHIPMENT NO.		691. STOCK NUMBER		692. DATE		693. MULTI-USE	
694. DATE		695. MULTI-USE		696. PROJECT		697. MULTI-USE SHIPMENT NO.		698. STOCK NUMBER		699. DATE		700. MULTI-USE	
701. ROUTINE IDENTIFIER (TO)		702. ADD'L UNIT OF ISSUE		703. PROJECT		704. MULTI-USE SHIPMENT NO.		705. STOCK NUMBER		706. DATE		707. MULTI-USE	
708. DATE		709. MULTI-USE		710. PROJECT		711. MULTI-USE SHIPMENT NO.		712. STOCK NUMBER		713. DATE		714. MULTI-USE	
715. ROUTINE IDENTIFIER (TO)		716. ADD'L UNIT OF ISSUE		717. PROJECT		718. MULTI-USE SHIPMENT NO.		719. STOCK NUMBER		720. DATE		721. MULTI-USE	
722. DATE													



APPENDIX A3

DOD MATERIEL ADJUSTMENT DOCUMENT DD FORM 1487

DD FORM 1487, 1 JUN 64

ROUTING IDENT. (ID)		STOCK NUMBER		QUANTITY		ADDRESS		GENERAL		FUND		DIST.		PROJECT		DAY		ROUTING IDENT.		DATE		UNIT PRICE									
DOC. IDENT. (ID)	ROUTING IDENT. (ID)	FSC	FINN	ADD'L	UNIT OF ISSUE	STOCK NUMBER	ADDRESS	GENERAL	FUND	DISTR. BUTION	PROJECT	DAY	PROJECT	DAY	ROUTING IDENT. (ID)	ROUTING IDENT. (ID)	DATE	DATE	UNIT PRICE	UNIT PRICE	TOTAL AMOUNT	TOTAL AMOUNT									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24								
A. DATE PREPARED		B. PREPARED BY		C. DOC. IDENT. (ID)		D. ROUTING IDENT. (ID)		E. FSC		F. FINN		G. PROJECT		H. DAY		I. PROJECT		J. DAY		K. ROUTING IDENT. (ID)		L. DATE									
30		36		40		44 45		48		51		54		57		60		62		65		67									
36		40		44 45		48		51		54		57		60		62		65		67		70 71 72									
AA. TRANS. DATE		AB. UNIT PRICE		AC. TOTAL AMOUNT		AD. REMARKS		AE. REMARKS		AF. REMARKS		AG. REMARKS		AH. REMARKS		AI. REMARKS		AJ. REMARKS		AK. REMARKS		AL. REMARKS									
75		74		79																											
DOC. IDENT. (ID)		STOCK NUMBER		UNIT OF ISSUE		QUANTITY		DOCUMENT NUMBER		SERIAL		DATE		USE		LOGGING MULTI.		DISTR. BUTION		PROJECT <td colspan="2">DAY</td> <td colspan="2">ROUTING IDENT.</td> <td colspan="2">DATE</td> <td colspan="2">UNIT PRICE</td> <td colspan="2">TOTAL AMOUNT</td>		DAY		ROUTING IDENT.		DATE		UNIT PRICE		TOTAL AMOUNT	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32

FORM 1487, 1 JUN 64







APPENDIX B. CODES

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APPENDIX B. CODES

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Appendix B1. DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Alpha-numeric

EXPLANATION: Identifies (1) actions as forming a part of the inventory accounting system (2) the effect that a transaction has upon inventory control records (as well as the type of document) and (3) the specific relation of various inventory transactions to appropriation fund and stock fund financial statements.

CARD COLUMNS: 1 through 3

a. "D" Series - Code assignments are shown in subsequent pages. All "D" series codes not shown in the following pages are reserved for future assignment by DoD and will not be used by military services or DSA until assigned by DoD. Codes DM-, DN-, DP-, and DR- will be found in Chapter MI-7 of the cataloging manual.

b. "B" and "C" Series - For those actions and/or formats not presently covered by MILSTRAP, military services, DNA and DSA may continue to use "B" and "C" series document identifiers as follows:

- (1) "B" series - military services and DNA only.
- (2) "C" series - DSA only.

"D" SERIES DOCUMENT IDENTIFIERS  
DEFINITION/EXPLANATION

CODE      CARD TITLE/TRANSACTION  
MATERIEL RECEIPT TRANSACTION  
(PROCUREMENT INSTRUMENT SOURCE)

D4M	From - Repair/Testing	Into depot inventory as a result of return of repaired/ tested end items previously sent to a commercial/government facility.
D4S	From - Purchase - Commercial Concerns	Self-explanatory.
D4T	(Not to be assigned)	
D4U	From - Purchase - Another DoD Agency	Self-explanatory.
D4V	From - Purchase - Non-DoD Federal Agency	Self-explanatory.
D4Z	From - Other	Into depot inventory when a specific transaction code is not otherwise provided. (Assignor of this code will maintain intelligence pertaining to its use and, as required, will furnish this data.)
D6A	From - Own Service/Agency	Returns from users into depot inventory. Excludes receipts of end items from repair activity.
D6B	From - Another DoD Agency	Returns from users into depot inventory. Excludes receipts of end items from repair activity.
D6C	From - A Non-DoD Federal Agency	Returns from users into depot inventory. Excludes receipts of end items from repair activity.
D6D	From - MAP - Grant Aid	Returns from users into depot inventory.
D6E	From - MAP - Foreign Military Sales	Returns from users into depot inventory.
D6G	From - Destructive Test and/or Evaluation	Returns to depot inventory of unused explosive ordnance materiel originally issued for performance of destructive proof testing and/or evaluation.
D6H	From - Activities as Unused Government-Furnished Materiel (GFM) and Repair Parts	Returns to depot inventory as a result of (a) return of unused repair parts or modification parts and (b) return of GFM not consumed in manufacture of an end item. Excludes return of repaired end items.

D6J	From-Property Disposal Officers	Return to depot inventory.
D6K	From-Other Storage Locations	Relocation between installations under control of the same item manager without change in item management responsibility. Excludes receipts of repaired end items.
D6L	From-Assembly/Disassembly/Conversion/Modification	Into depot inventory as a result of (a) return of assembled end items (b) return of components from disassembled end items and (c) return of converted or modified end items. Excludes return of repaired end items.
D6M	From-Repair/Testing	Into depot inventory as a result of return of repaired/tested items previously sent to a commercial/government facility.
D6N	From-Loan	Into depot inventory from authorized recipient.
D6P	(Not to be Assigned)	
D6Q	From-Removal of Installed Service-Designated Items	Into inventory, specified by military service/DNA/DSA, from installation on a principal item/weapon system.
D6R	From-Exchanges of Service-Designated Items	Into inventory, specified by military service/DNA/DSA, when a like item is issued on an exchange basis.
D6S	(Not to be Assigned)	
D6T	From-Purchase-Own Service/Agency	Self-explanatory.
D6U	From-Purchase-Another DoD Agency	Self-explanatory.
D6V	From-Purchase-Non-DoD Federal Agency	Self-explanatory.
D6Z	From-Other	Into depot inventory when a specific transaction code is not otherwise provided. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data).
<u>ISSUE TRANSACTION</u>		
D7A	To-Own Service/Agency	From depot inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7B	To-Another DoD Agency	From depot inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.

D7C	To - A Non-DOD Federal Agency	From depot inventory or by direct delivery from vendor. Excludes issues of end items to be repaired.
D7D	To - MAP - Grant Aid	From depot inventory or by direct delivery from vendor.
D7E	To - MAP Foreign Military Sales	From depot inventory or by direct delivery from vendor.
D7G	To - Destructive Test and/or Evaluation	From depot inventory of explosive ordnance materiel for local performance of destructive proof testing and/or evaluation.
D7H	To - Activities as Government-Furnished Materiel (GFM) and Repair Parts	From depot inventory or by direct delivery from vendor. Includes issues of (a) repair parts or modification parts or (b) GFM for consumption in manufacture of an end item. Excludes issues of end items for repair.
D7J	To - Property Disposal Officers	From depot inventory.
D7K	To - Other Storage Locations	Relocation between installations under control of the same item manager without change in item management responsibility. Excludes issues of end items to be repaired.
D7L	To - Assembly/Disassembly/Conversion/Modification	From depot inventory or by direct delivery from vendor. Includes issue of (a) component for assembly, (b) end item for disassembly and (c) end item for conversion and modification. Excludes issue of end items to be repaired.
D7M	To - Repair/Testing	From depot inventory to commercial/government activity for the purpose of repair/testing and expected return of the same item.
D7N	To - Loan	From depot inventory to authorized recipients.
D7P	To - Returned Purchases	From depot inventory to suppliers for credit or reimbursements.
D7Q	To - Installation of Service - Designated Items	From inventory, specified by Military Service/DWA/DNA/DIA, to installation on a principal item/weapon system.
D7R	To - Exchanges of Service - Designated Items	From inventory, specified by Military Service/DWA/DNA/DIA, when a like item is returned on an exchange basis.
D7Z	To - Other	From depot inventory when a specific transaction code is not otherwise provided. (Assignor of this code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data.)

INVENTORY ADJUSTMENT TRANSACTION - SINGLE ADJUSTMENT

D8A	Increase - Physical Inventory Adjustment	Gain disclosed as a result of physical count of stock.
D8B	Increase - Accounting Errors Adjustment	Gain resulting from clerical or mechanical accounting errors which are not subject to correction by reversal of original transaction.
D8C	Increase - Condition Transfer	Self-explanatory.
D8D	Increase - Purpose Transfer	Self-explanatory.
D8E	Increase - Logistic Transfer	Gain of item management responsibility.
D8F	Increase - Capitalization	Gain to a Stock Fund or Stock Fund Division at time of activation or subsequent extension/expansion.
D8G	(Not to be Assigned)	
D8H	(Not to be Assigned)	
D8J	Increase - Re-identification of Stock	Gain resulting from inspection of an item in stock which has been misidentified.
D8K	Increase - Catalog Data Change	Gain resulting from stock number and/or unit of issue changes. Excludes change of price only.
D8Z	Increase - Other Adjustments	Gains for which a specific transaction code is not otherwise provided. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data).

INVENTORY ADJUSTMENT TRANSACTION - SINGLE ADJUSTMENT

D9A	Decrease - Physical Inventory Adjustment	Loss disclosed as a result of physical count of stock.
D9B	Decrease - Accounting Errors Adjustment	Loss resulting from clerical or mechanical accounting errors which are not subject to correction by reversal of original transaction.
D9C	Decrease - Condition Transfer	Self-explanatory.
D9D	Decrease - Purpose Transfer	Self-explanatory.
D9E	Decrease - Logistic Transfer	Loss of item management responsibility.

D9F	Decrease - Decapitalization	Loss from a Stock Fund or Stock Fund Division at time of deactivation or contraction.
D9G	Decrease - Shrinkage, Theft, Contamination	Loss from shrinkage, theft, contamination and deterioration.
D9H	Decrease - Major Disaster	Loss from major fire loss, enemy action, Act of God, etc.
D9J	Decrease - Re-identification of Stock	Loss resulting from inspection of an item in stock which has been misidentified.
D9K	Decrease - Catalog Data Change	Loss resulting from stock number and/or unit of issue changes. Excludes change of unit price only.
D9Z	Decrease - Other Adjustments	Losses for which a specific transaction is not otherwise provided. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data).

INVENTORY ADJUSTMENT TRANSACTION - DUAL ADJUSTMENT

DAC	Increase/Decrease - Condition Transfer	Self-explanatory.
DAD	Increase/Decrease - Purpose Transfer	Self-explanatory.

FINANCIAL ADJUSTMENT TRANSACTION (INCREASES)

DBA	Gain - Purchase Variance	Excess of Standard Price (less surcharges) over the cost price of purchased materiel.
DBB	Gain - Accounting Errors Adjustment	Gain resulting from reconciliation of Financial Ledgers to Stock record balances.
DBC	Gain - Assy/Disassy/Alter/Conv/Mod.	Gains realized by difference between standard price of assemblies and the component parts making up assemblies as a result of an assembly or disassembly process.
DBD	Gain - Standard Price Changes	Self-explanatory.
DBE	Gain - Repair Expense	Value of Stock Fund materiel used to repair Stock Fund materiel.
DBF	Gain - Discount on Repairable Materiel	Difference between standard price of materiel returns with credit and credit allowed.

DEG	(Not to be assigned)	
DBZ	Gain - Other	Gains for which a specific Transaction code is not otherwise provided. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data).

FINANCIAL ADJUSTMENT TRANSACTION (DECREASES)

DCA	Loss - Purchase Variance	Excess of cost price of purchased materiel over the standard price (less surcharges).
DCB	Loss - Accounting Errors Adjustment	Loss resulting from reconciliation of Financial ledgers to Stock record balances.

DCC	Loss-Assy/Disassy/Alter/Conv/Mod.	Losses realized by difference between standard prices of assemblies and component parts making-up assemblies as a result of an assembly or disassembly process.
DCD	Loss-Standard Price Changes	Self-explanatory.
DCE	Loss-Repair Expense (Balancing)	Balancing entry to transaction value recorded in Code DBE.
DCF	(Not to be assigned).	
DGG	Loss-Price Reductions on Sales	Reductions in Standard Price of materiel sold.
DGZ	Loss-Other	Losses for which a specific transaction is not otherwise provided. (Assignor of code will maintain detailed intelligence pertaining to its use and, as required, will furnish this data).
DD _	<u>DUE IN TRANSACTION (PROCUREMENT INSTRUMENT SOURCE)</u>	(The third digit codes in this series correspond to the third digit codes provided in the D4 series).
DEE and DEF	<u>LOGISTIC TRANSFER/DECAPITALIZATION</u>	
DF _	<u>DUE IN TRANSACTION (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)</u>	(The third digit codes in this series correspond to the third digit codes provided in the D6 series).
DG _	<u>BACKORDER TRANSACTION</u>	(The third digit codes in this series correspond to the third digit codes provided in the D7 series).
DHA	<u>DEMAND TRANSACTION</u>	
DJA	<u>PHYSICAL INVENTORY REQUEST</u>	
DKA	<u>PHYSICAL INVENTORY COUNT</u>	
DU _	<u>PRE-POSITIONED MATERIEL RECEIPT (PROCUREMENT INSTRUMENT SOURCE)</u>	(The third digit codes in this series correspond to the third digit codes provided in the D4 series).
DW _	<u>RE-POSITIONED MATERIEL RECEIPT (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)</u>	(The third digit codes in this series correspond to the third digit codes provided in the D6 series).
DZA	<u>ASSET STATUS</u>	
DZB thru DZZ	RESERVED	

APPENDIX B1A. COMMUNICATIONS PRECEDENCE GUIDE

<u>DOCUMENT IDENTIFIER CODES</u>	<u>NORMAL PRECEDENCE</u>	<u>DURING MINIMIZE</u>
D4, D6, D7, D8, D9, DA, DD, DE, DF, DG, DJ, DK, DZ	ROUTINE	ROUTINE
DB, DC, DH, DU, DW	ROUTINE	*MAIL

\* Under MINIMIZE these documents will be mailed.

NOTE: Air mail will be used when advantageous from a time and distance standpoint.  
Mailed documents will be in punched card format and cards will be interpreted.



Appendix B2. RECEIPT STATUS CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha-numeric

EXPLANATION: Identifies (1) the relationship of a materiel receipt to existing due in records and (2) the stage of deliveries, i.e., partial or final.

CARD COLUMNS: 7 (Materiel Receipt Document)

<u>CODE</u>	<u>STATUS</u>	<u>DELIVERY STAGE</u>
6	Not due in	Final
7	Not due in	Partial
Z	Due in	Final
P	Due in	Partial



Appendix B3. TYPE OF PHYSICAL INVENTORY CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha-numeric

EXPLANATION: Identifies the type of inventory being conducted or requested.

CARD COLUMNS: 7 (Physical Inventory Document)

CODE

DEFINITION

A	Scheduled Inventory (wall to wall). Inventory to be conducted on a group of items within a specified period of time according to established plan.
B	Scheduled Inventory (sample). Inventory to be conducted on a group of items within a specified period of time by the random sampling method.
C	Special Inventory (all condition codes).
D	Special inventory (specified condition code).
E	Spot Inventory Due to Denial (all condition codes). Initiated by the storage activity or SCA/ICP as a result of denials.
F	Spot Inventory Due to Denial (specified condition code). Initiated by the storage activity or SCA/ICP as a result of denials.
G through Z	(Reserved for future assignment by DoD).
∅ through 9	(Reserved for future assignment by DoD).



## Appendix B4. OWNERSHIP CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Numeric

EXPLANATION: Provide a means of segmenting inventory balances, accounted for in inventory control records of a military service/DSA, but which are owned by others. Further segmentation of these stocks by Purpose Code is neither prescribed nor intended.

CARD COLUMNS: 70

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
1	ARMY	Stocks held on inventory control records of a non-Army item manager but owned by Army.
2	DEFENSE SUPPLY AGENCY	Stocks held on inventory control records of a non-DSA item manager but owned by DSA.
3	OTHERS	Stocks held on inventory control records of a military service/DNA /DSA item manager but owned by an agency outside of DoD.
4	MARINE CORPS	Stocks held on inventory control records of a non-Marine Corps item manager but owned by Marine Corps.
5	NAVY	Stocks held on inventory control records of a non-Navy item manager but owned by Navy.
6	AIR FORCE	Stocks held on inventory control records of a non-Air Force item manager but owned by Air Force.
7	OTHER DoD	Stocks held on inventory control records of a military service/DNA /DSA item manager but owned by a DoD agency other than a military service, DNA , or DSA.
8	MAP	Stocks held on inventory control records of a military service/ DNA /DSA item manager but owned by the Military Assistance Program.
9	OTHER ITEM MANAGER	Stocks held on inventory control records of a military service/ DNA /DSA item manager but owned by another item manager within that same military service/ DNA /DSA.
Ø	(NOT ASSIGNED)	(Reserved for future assignment by DoD).



## Appendix B5. PURPOSE CODES

NUMBER OF CHARACTERS: One  
 TYPE OF CODE: Alphabetic  
 EXPLANATION: Provide the owner of materiel with a means of identifying the purpose or reason for which an inventory balance is reserved.  
 CARD COLUMNS: 70

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
A	GENERAL ISSUE	Stocks held which are available for general issue and which are not earmarked or reserved for other specific purposes.
B	GENERAL MOBILIZATION RESERVE	Stocks held for <u>general</u> mobilization reserve materiel objectives (See Footnote).
C	SPECIFIC MOBILIZATION RESERVE	Stocks held to meet <u>specific</u> mobilization reserve materiel objectives (See Footnote).
D	PWRS MOBILIZATION RESERVE	Stocks held to meet <u>pre-positioned war</u> reserve materiel objectives. (See Footnote).
E	RESERVED FOR SPECIFIC PLANS OR PROJECTS	Stocks held to support requirements generated by a specific plan, project or operation other than general, specific, or PWRS mobilization objectives.
F	RESERVED FOR PRODUCTION AND MAINTENANCE	Stocks held to support military service/DNA./DSA-accomplished repair, alteration, modification, conversion or assembly programs.
G	RESERVED FOR PROVISIONING	Stocks held to support provisioning of end items.
H	RESERVED FOR GFM	Stocks held for issue as government furnished materiel to support contractually-accomplished repair or production programs.
J	RESERVED FOR MAP	Stocks allocated and earmarked for Military Assistance Program/NATO countries-Grant Aid.
K	RESERVED FOR LOAN	Stocks held for issue on a loan basis.
L	SUSPENDED (ON LOAN)	Stocks issued on loan basis.
M	POTENTIAL DoD EXCESS	Stocks that have been determined to be in excess of authorized retention levels and are held pending completion of DoD utilization screening.
N	RESERVED FOR FMS	Stocks allocated and earmarked for Foreign Military Sales.
P	RESERVED FOR COOPERATIVE LOGISTICS SUPPORT ARRANGEMENTS	Stocks allocated and earmarked for issue against U. S. commitments under Cooperative Logistics Support Arrangements.
Q	JCS ALLOCATED STOCKS	Stocks allocated or reserved for certain JCS requirements.

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
R	(NOT ASSIGNED)	(Reserved for future assignment by DoD).
S thru Z	(NOT ASSIGNED)	Codes reserved for Military Services/DNA / DSA segmentation of above assigned codes.

NOTE: This purpose code may be reflected as a control level under Purpose Code A (General Issue). Only those items selected for stockage in accordance with Military Service/DNA /DSA guidance and which are to be protected will be reflected under this code (or level).

Appendix B6. CONDITION CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alphabetic

EXPLANATION: Classify materiel in terms of readiness for issue and use or to identify action underway to change the status of materiel.

CARD COLUMNS: 71

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
A	SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable to all customers without limitation or restriction. (See footnote)
B	SERVICEABLE (ISSUABLE WITH QUALIFICATION)	New, used, repaired, or reconditioned materiel which is serviceable and issuable for its intended purpose but which is restricted from issue to specific units, activities, or geographical areas by reason of its limited usefulness or short service-life expectancy. (See footnote)
C	SERVICEABLE (PRIORITY ISSUE)	Items which are serviceable and issuable to selected customers, but which must be issued before Condition A and B materiel to avoid loss as a usable asset. (See footnote)
D	SERVICEABLE (TEST/MODIFICATION)	Serviceable materiel which requires test, alteration, modification, conversion or disassembly. (This does not include items which must be inspected or tested immediately prior to issue).
E	UNSERVICEABLE (LIMITED RESTORATION)	Materiel which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located.
F	UNSERVICEABLE (REPARABLE)	Economically repairable materiel which requires repair, overhaul, or reconditioning (includes repairable items which are radioactively contaminated).
G	UNSERVICEABLE (INCOMPLETE)	Materiel requiring additional parts or components to complete the end item prior to issue.
H	UNSERVICEABLE (CONDEMNED)	Materiel which has been determined to be unserviceable and is uneconomical to repair (includes condemned items which are radioactively contaminated).
J	SUSPENDED (IN STOCK)	Materiel in stock which has been suspended from issue pending condition classification or analysis, where the true condition is not known.

<u>CODE</u>	<u>TITLE</u>	<u>DEFINITION</u>
K	SUSPENDED (RETURNS)	Materiel returned from customers or users and awaiting condition classification.
L	SUSPENDED (LITIGATION)	Stocks held pending litigation or negotiation with contractors or common carriers.
M	SUSPENDED (IN WORK)	Materiel identified on inventory control record but which has been turned over to a maintenance facility or contractor for processing.
N	SUSPENDED (AMMUNITION SUITABLE FOR EMERGENCY COMBAT USE ONLY)	Ammunition stocks suspended from issue except for emergency combat use.
O through Z	(NOT ASSIGNED)	(Reserved for future assignment by DoD).

NOTE: Refer to DoD Instruction 4140.27 for serviceability time frames associated with shelf-life items.

Appendix B7. MANAGEMENT CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha/Numeric

EXPLANATION: Provide supplemental data not indicated through the transaction coding structure. When a situation exists which is not covered by a code, the military service/DNA /DSA managing the distribution system may assign management codes A thru L (except I) and prescribe their entry in appropriate transaction cards.

CARD COLUMNS: 72

a. RECEIPT TRANSACTIONS

<u>CODE</u>	<u>DEFINITION</u>
A through L	(Not assigned. Reserved for assignment by military service/DNA /DSA managing the item).
M	Materiel condemned upon receipt. Quantity indicated shipped direct to property disposal activity.
N	Return of undelivered (frustrated) cargo (with accompanying shipper documentation).
O	(Not to be assigned).
P	Materiel received without documentation. Support documentation and document number created by storage activity.
Q	Multiple Use: 1. Return of materiel improperly identified at time of shipment from depot. 2. Return of Government owned containers.
R through Y	(Reserved for future assignment by DoD).
Z	Exception data entered in remarks or follows by separate correspondence.
Ø through 9	(Reserved for future assignment by DoD).

b. ISSUE TRANSACTIONS

<u>CODE</u>	<u>DEFINITION</u>
A through L	(Not assigned. Reserved for assignment by military service/DNA./DSA managing the item).
M	Backorder Release.
N	Non-recurring Demand.
O	No Demand.
P	Non-recurring Demand for Special Program Requirements.
Q	(Reserved for future assignment by DoD).
R	Recurring Demand.

CODEDEFINITION

S Resale Demand.

T Warehouse Refusal.

U through Y (Reserved for future assignment by DoD).

Z Exception data entered in remarks or follows by separate correspondence.

Ø through 5 (Reserved for future assignment by DoD).

6 through 9 (Not assigned. Reserved for assignment by the Military service/ DNA /DSA managing the item).

c. ADJUSTMENT TRANSACTIONSCODEDEFINITION

A through L (Not assigned. Reserved for future assignment by military service/ DNA /DSA managing the item).

M Materiel condemned. Quantity indicated shipped direct to property disposal activity.

N (Reserved for future assignment by DoD).

O (Not to be assigned).

P Loss resulting from location audit reconciliation for adjustment under \$25 without a formal special inventory.

Q Loss resulting from automatic (without research required) adjustment due to receipt of a materiel release denial on materiel valued at less than \$200.00.

R Gain resulting from creation of computer record balance in order to process out-of-sequence high priority issues. This posting to an insufficient balance may be used when negative balances are not permitted.

S Loss resulting from automatic adjustment due to receipt of materiel release denial of stocks issued as a result of computer record balance gained through use of management code R above.

T through Y (Reserved for future assignment by DoD).

Z Exception data entered in remarks or follows by separate correspondence.

Ø through 9 (Reserved for future assignment by DoD).

d. PHYSICAL INVENTORY REQUEST/COUNTSCODEDEFINITION

A through L (Not assigned. Reserved for assignment by military service/DNA /DSA managing the item).

CODEDEFINITION

M	Recount requested/Recount effected.
N	(Reserved for future assignment by DoD).
O	(Not to be assigned).
P through Y	(Reserved for future assignment by DoD).
Z	Exception data entered in remarks or follows by separate correspondence.
Ø through 9	(Reserved for future assignment by DoD).



## APPENDIX C - FORMATS

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Appendix G1. ISSUE TRANSACTION CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the D7 series.
Routing Identifier (To)	4-6	Enter the code identifying the ICP/SCA to which the card is being forwarded.
Media & Status	7	Enter Media & Status Code from original MILSTRIP document.
Stock Number	8-22	Enter stock number of the item issued.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity issued preceding significant digits with zeros.
Document Number	30-43	Enter document number from original MILSTRIP document.
Suffix	44	Enter assigned MILSTRIP suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate codes from original MILSTRIP document.
Signal	51	" " " " "
Fund	52-53	" " " " "
Distribution	54-56	" " " " "
Project	57-59	" " " " "
Priority	60-61	" " " " "
Delivery Date	62-64	" " " " "
Advice	65-66	" " " " "
Routing Identifier	67-69	Enter code identifying storage activity from which the item is to be shipped.
Ownership/Purpose	70	Enter ownership/purpose code from which item is to be shipped.
Condition	71	Enter condition code from which item is to be shipped.
Management	72	Enter appropriate issue management code.
Day Processed	73-75	Enter numerical day on which card is processed.
Multi-Use	76-80	Enter data prescribed by the Military Service/DNA/DSA managing the item; otherwise leave blank.

NOTE: When reversal of the original transaction is required, enter an X punch in column 25.



Appendix G2. BACKORDER TRANSACTION CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DG series.
Routing Identifier (To)	4-6	Enter the code identifying the ICP/SCA to which the card is being forwarded.
Media & Status	7	Enter media & status code from original MILSTRIP document.
Stock Number	8-22	Enter stock number of the item back-ordered.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity backordered, preceding significant digits with zeros.
Document Number	30-43	Enter document number from original MILSTRIP document.
Suffix	44	Enter assigned MILSTRIP suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate codes from original MILSTRIP document.
Signal	51	" " " " "
Fund	52-53	" " " " "
Distribution	54-56	" " " " "
Project	57-59	" " " " "
Priority	60-61	" " " " "
Delivery Date	62-64	" " " " "
Advice	65-66	" " " " "
Routing Identifier	67-69	Enter code identifying storage activity against which the backorder is recorded.
Ownership/Purpose	70	Enter ownership/purpose code of the item backordered.
Condition	71	Enter condition code of the item backordered.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day Processed	73-75	Enter numerical day on which the card is processed.
Multi-Use	76-80	Enter data prescribed by the military service/DNA/DSA managing the item; otherwise leave blank.

NOTE: When reversal or cancellation of the original transaction is required, enter an X punch in column 25.



## Appendix C3. DEMAND TRANSACTION CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter transaction code <b>DHA</b> .
Routing Identifier (To)	4-6	Enter the code identifying the ICP/SCA to which the card is being forwarded.
Media & Status	7	Enter media & status code from original MILSTRIP document.
Stock Number	8-22	Enter stock number from original MILSTRIP document.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter the quantity of the demand, preceding significant digits with zeros.
Document Number	30-43	Enter document number from original MILSTRIP document.
Suffix	44	Enter assigned MILSTRIP suffix code; otherwise, leave blank.
Supplementary Address	45-50	Perpetuate codes from original MILSTRIP document.
Signal	51	" " " "
Fund	52-53	" " " "
Distribution	54-56	" " " "
Project	57-59	" " " "
Priority	60-61	" " " "
Delivery Date	62-64	" " " "
Advice	65-66	" " " "
Routing Identifier	67-69	Enter code identifying storage activity from which the item should have been shipped.
Ownership/Purpose	70	Leave Blank.
Condition	71	Leave Blank.
Management	72	Enter appropriate management code; otherwise, leave blank.
Day Processed	73-75	Enter numerical day on which the card is processed.
Multi-Use	76-80	Enter data prescribed by the Military Service/DNA/DSA managing the item; otherwise leave blank.

NOTE: When reversal or cancellation of the original demand transaction is required, enter an X punch in column 25.



Appendix C4. DUE IN TRANSACTION CARD ENTRIES (PROCUREMENT INSTRUMENT SOURCE)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DD series.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the card is being forwarded.
Status	7	Leave blank.
Stock Number	8-22	Enter stock number of the item due-in.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-20	Enter quantity due in, preceding significant digits with zeros.
Procurement Instrument Number	30-42	Enter applicable Procurement Instrument Number.
Blank	43	Leave blank.
Suffix	44	When all data elements (other than quantity) are identical and the quantity due in exceeds 99,999, enter consecutive suffix code beginning with letter "A" in the initial card; otherwise, leave blank.
Item Number	45-50	Enter the Contract/Exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	<p><u>Contract Line Number:</u></p> <p>Enter the contract line item number, beginning in Column 48 and preceding significant digits with zeros.</p> <p><u>Exhibit Line Item Number:</u></p> <p>Enter the alphabetic exhibit identifier in Column 45. Enter the exhibit line number in Columns 46 through 48, beginning with Column 48 and preceding significant digits with zeros.</p>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in Column 50, if applicable; otherwise zero fill.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Multi-Use	51-53	Enter RI of the ICP/DSC transmitting the card for logistic re-assignment dues-in or enter data prescribed by military service/DNA/DSA managing the item; otherwise leave blank.
Distribution	54-56	Enter MILSTRIP distribution code; otherwise leave blank.
Project	57-59	Enter MILSTRIP Project Code; otherwise leave blank.
Multi-Use	60-66	Enter unit price if prescribed by military service/DNA/DSA managing the item; otherwise leave blank.
Routing Identifier	67-69	Enter code identifying storage activity to which item is due in.
Ownership/Purpose	70	Enter ownership/purpose code of item due in.
Condition	71	Enter condition code of item due in.
Management	72	Enter appropriate management code; otherwise leave blank.
Date	73-75	Enter last digit of calendar year and two digit month signifying estimated delivery date, e.g., "706" means 1967 month of June.
Blank	76	Leave blank.
Call/Order Serial Number	77-80	Enter applicable call/order Serial Number; otherwise leave blank.

NOTE: When reversal or cancellation of the original due in transaction is required, enter an X punch in column 25.

Appendix C5. DUE IN TRANSACTION CARD ENTRIES (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DF series.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the card is being forwarded.
Status	7	Leave blank.
Stock Number	8-22	Enter stock number of the item due in.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity due in, preceding significant digits with zeros.
Document Number	30-43	Enter the controlling MILSTRIP - type document number.
Suffix	44	Enter the controlling MILSTRIP suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter MILSTRIP supplementary address; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter MILSTRIP distribution code; otherwise leave blank.
Project	57-59	Enter MILSTRIP project code; otherwise, leave blank.
Multi-Use	60-66	Enter unit price if prescribed by the Military Service/DNA/DSA managing the item; otherwise leave blank.
Routing Identifier	67-69	Enter code identifying storage activity to which the item is due in.
Ownership/Purpose	70	Enter ownership/purpose code of item due in.
Condition	71	Enter condition code of item due in.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date	73-75	Enter last digit of calendar year and two digit month signifying estimated delivery date, e.g. , "706" means 1967 month of June.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
RI From	76-78	Enter RI of ICP/DSC transmitting the card for logistic re-assignment dues-in, or enter data prescribed by the military service/DNA/DSA managing the item; otherwise leave blank.
Multi-Use	79-80	Enter data prescribed by military service/DNA/DSA managing the item; otherwise leave blank.

NOTE: When reversal or cancellation of the original due in transaction is required, enter an X punch in column 25.

Appendix C6. PRE-POSITIONED MATERIEL RECEIPT CARD ENTRIES (PROCUREMENT INSTRUMENT SOURCE)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DU series.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the receipt will be reported.
Status	7	Leave blank.
Stock Number	8-22	Enter stock number of the item to be received.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity to be received preceding significant digits with zeros.
Procurement Instrument Number	30-42	Enter applicable Procurement Instrument Number.
Blank	43	Leave blank.
Suffix	44	When all data elements (other than quantity) are identical and the quantity due in exceeds 99,999, enter the consecutive suffix code beginning with letter "A" in the initial card; otherwise, leave blank.
Item Number	45-50	Enter the Contract/Exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	<p><u>Contract Line Number:</u></p> <p>Enter the contract line item number, beginning in Column 48 and preceding significant digits with zeros.</p> <p><u>Exhibit Line Item Number:</u></p> <p>Enter the alphabetic exhibit identifier in Column 45. Enter the exhibit line number in Columns 46 through 48, beginning with Column 48 and preceding significant digits with zeros.</p>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in Column 50, if applicable; otherwise, zero fill.
Multi-Use	51-53	Enter data prescribed by Military Service/DNA/DSA managing item; otherwise leave blank.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Distribution	54-56	Enter MILSTRIP distribution code; otherwise, leave blank.
Project	57-59	Enter MILSTRIP project code, otherwise, leave blank.
Multi-Use	60-66	Enter unit price if prescribed by Military Service/DNA/DSA managing item; otherwise leave blank.
Routing Identifier	67-69	Enter code identifying storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Condition	71	Enter condition code of item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date	73-75	If prescribed by the military service/ DNA/DSA managing the item, enter last digit of calendar year and two-digit month signifying estimated delivery date, e.g., "706" means 1967, month of June.
Blank	76	Leave blank.
Call/order serial number	77-80	Enter applicable call/order serial number, otherwise, leave blank.

NOTE: When cancellation of pre-positioned materiel receipt card is required, an identical card with an X punch in column 25 will be forwarded to the recipient of the original card.

## Appendix C7.

PRE-POSITIONED MATERIEL RECEIPT CARD ENTRIES (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)  
CARD

<u>FIELD LEGEND</u>	<u>COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DW series.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the receipt will be reported.
Status	7	Leave blank.
Stock Number	8-22	Enter stock number of the item to be received.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity to be received preceding significant digits with zeros.
Document Number	30-43	Enter the controlling MILSTRIP - type document number.
Suffix	44	Enter the controlling MILSTRIP suffix code; otherwise, leave blank.
Supplementary Address	45-50	Enter MILSTRIP supplementary address; otherwise, leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter MILSTRIP distribution code; otherwise, leave blank.
Project	57-59	Enter MILSTRIP project code; otherwise, leave blank.
Multi-Use	60-66	Enter unit price if prescribed by the Military Service/DNA/DSA managing the item; otherwise leave blank.
Routing Identifier	67-69	Enter code identifying storage activity which is to receive item.
Ownership/Purpose	70	Enter ownership/purpose code of item to be received.
Condition	71	Enter condition code of item to be received.
Management	72	Enter appropriate management code; otherwise, leave blank.
Date	73-75	If prescribed by the military service/ DNA /DSA managing the item, enter the last digit of calendar year and two-digit month signifying estimated delivery date, e.g., "706" means 1967 month of June.

Multi-Use

76-80

Enter data prescribed by Military  
Service/DNA/DSA managing the item;  
otherwise leave blank.

NOTE: When cancellation of a prepositioned materiel receipt card is desired, an identical card with an X punch in column 25 will be forwarded to the recipient of the original card,

Appendix C8. MATERIEL RECEIPT CARD ENTRIES (PROCUREMENT INSTRUMENT SOURCE)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter the appropriate transaction code from the D4 series.
Routing Identifier (To)	4-6	Enter (or perpetuate) the code of the SCA/ICP to which the card is being forwarded.
Status	7	<p><u>Storage Activity:</u> Enter receipt status code 7 (partial) or receipt status code 6 (final), as appropriate.</p> <p><u>Stock Control Activity:</u> Perpetuate receipt status code 6 or 7 to indicate materiel not due in; or enter receipt status code P (partial) or Z (final) to indicate delivery status of materiel as due in.</p>
Stock Number	8-22	Enter (or perpetuate) stock number of the item received.
Unit of Issue	23-24	Enter (or perpetuate) unit of issue of the item received.
Quantity	25-29	Enter quantity received, preceding significant digits with zeros.
Procurement Instrument Number	30-42	Enter (or perpetuate) procurement instrument number.
Blank	43	Leave blank.
Suffix	44	Enter consecutive alpha code "A thru Z" as necessary, if separate cards are required because quantity exceeds 99,999 or because different conditions of materiel are received; otherwise leave blank.
Item Number	45-50	Identify the Contract/Exhibit line item number or subline item number as follows:
Contract/Exhibit Line Item Number	(45-48)	<p><u>Contract Line Number:</u> Enter the contract line item number, beginning in Column 48 and preceding significant digits with zeros.</p> <p><u>Exhibit Line Item Number:</u> Enter the alphabetic exhibit identifier in Column 45. Enter the exhibit line number in Columns 46 through 48, beginning with Column 48 and preceding significant digits with zeros.</p>

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Contract/Exhibit Subline Item Number	(49-50)	Enter the contract or exhibit subline item number beginning in Column 50, if applicable; otherwise zero fill.
Multi-Use	51-53	Enter (or perpetuate) data prescribed by the military service/DNA/DSA managing the item; otherwise leave blank.
Distribution	54-56	Enter (or perpetuate) MILSTRIP distribution code; otherwise leave blank.
Project	57-59	Enter (or perpetuate) MILSTRIP project code; otherwise leave blank.
Shipment Number	60-66	Enter vendor shipment number or GFM number shown on shipping document, preceding significant digits with zeros.
Routing Identifier	67-69	Enter (or perpetuate) code identifying activity at which item is received.
Ownership/Purpose	70	<u>Storage Activity:</u> Enter (or perpetuate) code shown on shipping document or in pre-positioned materiel receipt card; otherwise leave blank.  <u>Stock Control Activity:</u> Enter appropriate ownership/purpose code.
Condition	71	Enter (or perpetuate) condition code of item received.
Management	72	Enter management code; otherwise leave blank.
Date	73-75	<u>Storage Activity:</u> Enter numerical day materiel received at unloading dock.  <u>Stock Control Activity:</u> Enter numerical day receipt posted to the inventory control record or perpetuate numerical day materiel received at unloading dock, whichever is prescribed by the military service/DNA/DSA.
Blank	76	Leave blank.
Call/order serial number	77-80	Enter applicable call/order serial number, otherwise leave blank.

NOTE: When reversal or cancellation of the original receipt transaction is required, enter an X punch in Column 25.

Appendix C9. MATERIEL RECEIPT CARD ENTRIES (OTHER THAN PROCUREMENT INSTRUMENT SOURCE)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter the appropriate transaction code from the D6 series.
Routing Identifier (To)	4-6	Enter (or perpetuate) the code of the SCA/ICP to which the card is being forwarded.
Status	7	<u>Storage Activity:</u> Enter receipt status code 7 (partial) or receipt status code 6 (final), as appropriate.  <u>Stock Control Activity:</u> Perpetuate receipt status code 6 or 7 to indicate materiel not due in; or enter receipt status code P (partial) or Z (final) to indicate delivery status of materiel as due in.
Stock Number	8-22	Enter (or perpetuate) stock number of the item received.
Unit of Issue	23-24	Enter (or perpetuate) unit of issue of the item received.
Quantity	25-29	Enter quantity received, preceding significant digits with zeros.
Document Number	30-43	Enter (or perpetuate) controlling MILSTRIP - type document number.
Suffix	44	Enter consecutive alpha code A through Z, as necessary, if separate cards are required because the quantity exceeds 99,999 or because different conditions of materiel are received; otherwise leave blank.
Supplementary Address	45-50	Enter (or perpetuate) MILSTRIP supplementary address; otherwise leave blank.
Signal	51	Enter (or perpetuate) signal code; otherwise leave blank.
Fund	52-53	Enter (or perpetuate) fund code; otherwise leave blank.
Distribution	54-56	Enter (or perpetuate) MILSTRIP distribution code; otherwise leave blank.
Project	57-59	Enter (or perpetuate) MILSTRIP project code; otherwise leave blank.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Multi-Use	60-66	Enter data prescribed by the military service/DNA/DSA managing the item; otherwise leave blank.
Routing Identifier	67-69	Enter (or perpetuate) code identifying activity at which item is received.
Ownership/Purpose	70	<u>Storage Activity:</u> Enter (or perpetuate) code shown on shipping document or in pre-positioned materiel receipt card; otherwise leave blank.  <u>Stock Control Activity:</u> Enter appropriate ownership/purpose code.
Condition	71	Enter (or perpetuate) condition code of the item received.
Management	72	Enter management code; otherwise leave blank.
Date	73-75	<u>Storage Activity:</u> Enter numerical day materiel received at unloading dock.  <u>Stock Control Activity:</u> Enter numerical day receipt posted to the inventory control record or perpetuate numerical day materiel received at unloading dock, whichever is prescribed by the military service/DNA/DSA managing the item.
Multi-Use	76-80	Enter (or perpetuate) data prescribed by the military service/DNA/DSA managing the item; otherwise leave blank.

NOTE: When reversal or cancellation of the original receipt transaction is required, enter an X punch in column 25.

Appendix C10. INVENTORY ADJUSTMENT TRANSACTION CARD ENTRIES (DUAL ADJUSTMENT)

<u>FIELD LEGEND</u>	<u>COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter transaction code DAG or DAD as appropriate.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the card is being forwarded.
Blank	7	Leave blank.
Stock Number	8-22	Enter stock number of the item being adjusted.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity being adjusted preceding significant digits with zeros.
Document Number	30-43	<u>For reclassification of previously-suspended receipts:</u>  Enter the document number under which the materiel originally was received.  <u>For other adjustments:</u>
	(30-35)	a. Enter activity address of the SCA/ICP.
	(36-39)	b. Enter numerical date of assignment of the serial number.
	(40-43)	c. Enter serial number assigned for control purposes.
Suffix	44	<u>For reclassification of previously-suspended receipts:</u>  Enter suffix code under which the materiel was originally received.  <u>For other adjustments:</u>  Enter Code A through Z (except I and O) and 0 through 9 to distinguish between cards bearing the same document number.
Lossing ICP	45-47	} When used between Military Services/DNA/DSA, leave blank. When used within a Military Service/DNA/DSA, enter data prescribed by that Military Service/DNA/DSA. Leave Blank
Multi-Use	48-50	
Signal	51	
Fund	52-53	" "
Distribution	54-56	Enter appropriate MILSTRIP distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Project	57-59	Enter appropriate MILLSTRIP project code if stocks are segregated and maintained by codes reflected in the project field; otherwise leave blank.
Blank	60-61	Leave blank.
Day	62-64	Leave blank.
Ownership/Purpose	65	<u>Storage Activity:</u> Enter "TO" purpose code if stocks are segregated and maintained by such codes; otherwise leave blank.  <u>Stock Control Activity:</u> Enter "TO" purpose code of the inventory balance being adjusted.
Condition	66	Enter the "TO" condition code.
Routing Identifier	67-69	Enter code identifying the storage activity at which item is stored.
Ownership/Purpose	70	<u>Storage Activity:</u> Enter appropriate "FROM" purpose code if stocks are segregated and maintained by such codes; otherwise leave blank.  <u>Stock Control Activity:</u> Enter "FROM" purpose code of the inventory balance being adjusted.
Condition	71	Enter the "FROM" condition code.
Management	72	Enter appropriate management code; otherwise leave blank.
Date	73-75	<u>Storage Activity:</u> Leave blank.  <u>Stock Control Activity:</u> Enter the numerical day on which the adjustment is processed to the inventory control record.
Blank	76-80	Leave blank.

NOTE: When reversal or cancellation of the original transaction is required, enter an X punch in column 25.

Appendix C11. INVENTORY ADJUSTMENT TRANSACTION CARD ENTRIES (SINGLE ADJUSTMENT)

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from D8 or D9 series.
Routing Identifier (To)	4-6	Enter the code identifying the SCA/ICP to which the card is being forwarded.
Blank	7	Leave blank.
Stock Number	8-22	Enter stock number of the item being adjusted.
Unit of Issue	23-24	Enter unit of issue of item.
Quantity	25-29	Enter quantity being adjusted preceding significant digits with zeros.
Document Number	30-43	<p><u>For reclassification of previously suspended returns:</u></p> <p>Enter the document number under which the materiel originally was received.</p> <p><u>For other adjustments:</u></p> <p>(30-35) a. Enter activity address of the SCA/ICP.</p> <p>(36-39) b. Enter numerical date of assignment of the serial number.</p> <p>(40-43) c. Enter serial number assigned for control purposes.</p>
Suffix	44	<p><u>For reclassification of previously-suspended receipts:</u></p> <p>Enter suffix code under which the materiel was originally received.</p> <p><u>For other adjustments:</u></p> <p>Enter code A through Z (except I and O) and <math>\phi</math> through 9 to distinguish between cards bearing the same document number.</p>
Losing ICP	45-47	Leave blank.
Multi-Use	48-50	Leave blank.
Signal	51	Leave blank.
Fund	52-53	Leave blank.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Distribution	54-56	Enter appropriate MILSTRIP distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise leave blank.
Project	57-59	Enter appropriate MILSTRIP project code if stocks are segregated and maintained by codes reflected in the project field; otherwise leave blank.
Blank	60-61	Leave blank.
Day	62-64	Leave blank.
Ownership/Purpose	65	Leave blank.
Condition	66	Leave blank.
Routing Identifier	67-69	Enter the code identifying storage activity at which item is stored.
Ownership/Purpose	70	<u>Storage Activity:</u> Enter appropriate ownership/purpose code if stocks are segregated and maintained by such codes; otherwise leave blank.  <u>Stock Control Activity:</u> Enter ownership/purpose code of the inventory balance being adjusted.
Condition	71	Enter condition code of the inventory balance being affected.
Management	72	Enter appropriate management code; otherwise leave blank.
Date	73-75	<u>Storage Activity:</u> Leave blank.  <u>Stock Control Activity:</u> Enter the numerical day on which the adjustment is processed to the inventory control record.
Blank	76-80	Leave blank.

NOTE: When reversal or cancellation of the original adjustment transaction is required, enter an X punch in column 25.

## Appendix C12. FINANCIAL ADJUSTMENT TRANSACTION CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter appropriate transaction code from the DB or DC series.
Routing Identifier (To)	4-6	Enter the code identifying the ICP to which the card is being forwarded.
Blank	7	Leave blank.
Federal Supply Group	8-9	Enter the FSG applicable to the adjustment.
Federal Supply Class	10-11	Enter the last two digits of the FSC applicable to the adjustment; otherwise, leave blank.
FIIN	12-18	Leave blank.
Addtl	19-22	Leave blank.
Unit of Issue	23-24	Leave blank.
Quantity	25-29	Leave blank.
Document Number	30-43	Enter number assigned by initiator of the card or perpetuate number from source document as prescribed by the military service/DNA /DSA.
Suffix	44	Enter number assigned by initiator of the card or perpetuate number from source document as prescribed by the military service/DNA /DSA.
Losing ICP	45-47	Leave blank.
Multi-Use	48-50	Enter data prescribed by the military service/DNA /DSA managing the item; otherwise leave blank.
Signal	51	Enter signal code; otherwise, leave blank.
Fund	52-53	Enter fund code; otherwise, leave blank.
Distribution	54-56	Enter MILSTRIP distribution code; otherwise, leave blank.
Project	57-59	Enter MILSTRIP project code; otherwise, leave blank.
Blank	60-61	Leave blank.
Day	62-64	Enter numerical day on which the card is processed.
Ownership/Purpose	65	Leave blank.
Condition	66	Leave blank.

Routing Identifier	67-69	Enter code identifying activity from which the card is being forwarded.
Ownership/Purpose	70	Enter ownership/purpose code; otherwise, leave blank.
Condition	71	Enter condition code; otherwise, leave blank.
Management	72	Enter appropriate management code; otherwise, leave blank.
Total Amount	73-80	Enter the extended amount (dollars and cents) for the transaction being processed.

NOTE: When reversal or cancellation of the original financial adjustment transaction is required, enter an X punch in column 25.

## Appendix C13. INVENTORY ADJUSTMENT TRANSACTION CARD ENTRIES (LOG TRANSFER/CAP/DECAP)

<u>FIELD LEGEND</u>	<u>CARD COLUMN</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter transaction code D8E, D8F, D9E, or D9F as appropriate.
Routing Identifier (To)	4-6	Enter the code identifying the ICP to which the card is being forwarded.
Blank	7	Leave blank.
Stock Number	8-22	Enter stock number of the item being adjusted.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity being adjusted preceding significant digits with zeros.
Document Number	30-43	<u>For D8E or D8F (Gain) transactions:</u>  Perpetuate number from DEE or DEF card.  <u>For D9E or D9F (Loss) transactions:</u>  (30-35) a. Enter activity address of the losing SCA/ICP.  (36-39) b. Enter numerical date of assignment of the serial number.  (40-43) c. Enter a consecutive serial number for each different inventory control record balance.
Suffix	44	<u>For D8E and D8F transactions:</u>  Perpetuate code from DEE or DEF card.  <u>For D9E or D9F transactions:</u>  Enter consecutive code (beginning with the letter "A" in the initial card) when quantity for inventory control balance exceeds 99,999.
Losing ICP	45-47	Enter routing identifier code of the losing ICP.
Multi-Use	48-50	Leave blank.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54-56	Enter MILSTRIP distribution code if inventory control records are maintained by codes reflected in the distribution field; otherwise, leave blank.

Project	57-59	Enter MILSTRIP project code if inventory control records are maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60-61	Leave blank.
Day	62-64	Enter original numerical effective day on which logistic transfer or decapitalization was directed.
Ownership/Purpose	65	Leave blank.
Condition	66	Leave blank.
Routing Identifier	67-69	Enter code identifying storage activity at which the item is stored.
Ownership/Purpose	70	Enter <u>purpose</u> code of the inventory balance being affected.
Condition	71	Enter condition code of the inventory balance being affected.
Management	72	Enter appropriate management code; otherwise, leave blank.
Transaction Day	73-75	Enter the numerical day on which the adjustment is processed to the inventory control record.
Blank	76-80	Leave blank.

NOTE: When reversal or cancellation of the original adjustment transaction is required, enter an X punch in column 25.

## Appendix C14. LOGISTIC TRANSFER/DECAPITALIZATION CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter document identifier DEE or DEF as appropriate.
Routing Identifier (To)	4-6	Enter code identifying the SCA/ICP to which the card is being forwarded.
Blank	7	Leave Blank.
Stock Number	8-22	Enter stock number of item being transferred.
Unit of Issue	23-24	Enter unit of issue of the item.
Quantity	25-29	Enter quantity being transferred, preceding significant digits with zeros.
Document Number	30-43	Enter codes as follows:
	(30-35)	a. Enter activity address of the losing SCA/ICP.
	(36-39)	b. Enter numerical date of assignment of the serial number.
	(40-43)	c. Enter consecutive serial number for each different inventory control record balance.
Suffix	44	Enter consecutive code (beginning with the letter "A" in the initial card) when quantity for inventory control record balance exceeds 99,999.
Losing ICP	45-47	Enter routing identifier code of losing ICP.
Multi-Use	48-50	Leave blank.
Signal	51	Leave blank.
Fund	52-53	Leave blank.
Distribution	54-56	Enter MILSTRIP distribution code if inventory control records are maintained by codes reflected in the distribution field; otherwise leave blank.
Project	57-59	Enter MILSTRIP project code if inventory control records are maintained by codes reflected in the project field; otherwise, leave blank.

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Blank	60-61	Leave blank.
Day	62-64	Enter original numerical effective day on which the logistic transfer or decapitalization was directed.
Ownership/Purpose	65	Leave blank.
Condition	66	Leave blank.
Routing Identifier	67-69	Enter code identifying storage activity at which the item is stored.
Ownership/Purpose	70	Enter <u>purpose</u> code of the balance being transferred.
Condition	71	Enter condition code of the balance being transferred.
Management	72	Enter appropriate management code; otherwise leave blank.
Blank	73	Leave blank.
Unit Price	74-80	Enter unit price in effect, for transfer between military services/DNA/DSA. (For transfers within a military service/DNA/DSA this field may be left blank.)

## Appendix C15. PHYSICAL INVENTORY REQUEST CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter code DJA.
Routing Identifier (To)	4-6	Enter the code identifying the storage activity to which the card is being forwarded.
Type	7	Enter type of physical inventory code.
Stock Number	8-22	Enter stock number of the item to be counted.
Unit of Issue	23-24	Enter unit of issue of item to be counted.
Quantity	25-31	Leave blank.
Warehouse Location	32-46	Leave blank.
Count Card Control Number	47-53	Leave blank.
Distribution	54-56	Enter appropriate MILSTRIP distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter appropriate MILSTRIP project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60	Leave blank.
Count Number	61	Leave blank.
Cutoff Day	62-64	Enter the numerical day established for the cutoff day.
Blank	65-66	Leave blank.
Routing Identifier (FROM)	67-69	Enter code identifying the activity from which the card is being forwarded.
Ownership/Purpose	70	Enter ownership/purpose code applicable to the segregated lot for which an inventory count is requested if stocks are segregated; otherwise, leave blank.
Condition	71	Enter applicable condition code of item to be counted; leave blank when used with type of physical inventory code "C".
Management	72	Enter appropriate management code; otherwise, leave blank.

Request/Count Day

73-75

Enter the numerical day on which the card is prepared.

Blank

76-80

Leave blank.

## Appendix C16. PHYSICAL INVENTORY COUNT CARD ENTRIES

<u>FIELD LEGEND</u>	<u>COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter code DKA.
Routing Identifier (To)	4-6	Enter the code identifying the activity to which the card is being forwarded.
Type	7	Enter (or perpetuate) type of physical inventory code.
Stock Number	8-22	Enter stock number of item counted.
Unit of Issue	23-24	Enter unit of issue of stock number counted.
Quantity	25-31	Enter quantity counted preceding significant digits with zeros.
Warehouse Location	32-46	Enter warehouse location in which the materiel is stored, punching from left to right and leaving unused columns blank.
Count Card Control Number	47-53	Enter the serial number assigned to each card.
Distribution	54-56	Enter appropriate MILSTRIP distribution code if stocks are segregated and maintained by codes reflected in the distribution field; otherwise, leave blank.
Project	57-59	Enter appropriate MILSTRIP project code if stocks are segregated and maintained by codes reflected in the project field; otherwise, leave blank.
Blank	60	Leave blank.
Count Number	61	Enter numeric digit to indicate the number of counts taken.
Cutoff Day	62-64	Enter (or perpetuate) the numerical day established for the cutoff day.
Blank	65-66	Leave blank.
Routing Identifier (FROM)	67-69	Enter code identifying the storage activity from which the card is being forwarded.
Ownership/Purpose	70	Enter ownership/purpose code if stocks are segregated; otherwise, leave blank.
Condition	71	Enter condition code of the item counted.

Management	72	Enter (or perpetuate) the appropriate management code; otherwise, leave blank.
Request/Count Day	73-75	Enter the numerical day on which the item is counted.
Blank	76-80	Leave blank.

## Appendix C17. ASSET STATUS CARD ENTRIES

<u>FIELD LEGEND</u>	<u>CARD COLUMNS</u>	<u>EXPLANATION AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter document identifier DZA.
Routing Identifier (To)	4-6	Enter code identifying the ICP to which this card is being forwarded.
Card Overflow	7	Enter code A through Z (except I and O) when any quantity exceeds the number of digits allotted.
Stock Number	8-22	Enter the stock number of the item reported.
Unit of Issue	23-24	Enter the unit of issue of the item.
On Hand	25-30	Enter quantity of the item on hand preceding significant digits with zeros.
Due In	31-36	Enter the quantity of the item due in preceding significant digits with zeros.
Backorder	37-41	Enter quantity of the item on backorder preceding significant digits with zeros.
Blank	42-66	When used between military services/DNA / DSA leave blank. When used within a military service/DNA / DSA, enter data prescribed by that military service/DNA / DSA.
Routing Identifier (FROM)	67-69	Enter code identifying the SCA/ICP preparing the card.
Ownership/Purpose	70	When used between military services/DNA / DSA enter ownership code of the item. When used within a military service/DNA / DSA, enter purpose code of the item.
Condition	71	Enter condition code of the item.
Blank	72-80	When used between military services/DNA / DSA leave blank. When used within a military service/DNA / DSA, enter data prescribed by that military service/DNA / DSA.

