



DEFENSE LOGISTICS AGENCY  
HEADQUARTERS  
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FORT BELVOIR, VIRGINIA 22060-6221

IN REPLY  
REFER TO

J627

April 30, 2012

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Proposed Defense Logistics Management System (DLMS) Change (PDC) 1005  
Enhanced SDR Forwarding Capability and Packaging Discrepancy  
SDR Distribution to DCMA (Supply/SDR)

We are forwarding the attached proposed change to DOD 4000.25-M, DLMS, for evaluation and submission of a single coordinated DOD Component position. It is the responsibility of the Component Supply PRC representative to ensure full coordination of the proposal within your Component.

Request you review the attached proposed change and provide your comments/concurrence not later than **30** days from the date of this memorandum. If nonconcurrence is provided, please provide an alternate method to meet the requirement being addressed.

Addressees may direct questions to Ellen Hilert, DLA Logistics Management Standards, DOD SDR System Administrator, 703-767-0676; DSN 427-0676; e-mail: [ellen.hilert@dla.mil](mailto:ellen.hilert@dla.mil) or Mr. Ken Deans. Others must contact their Component designated Supply PRC representative or SDR Subcommittee representative.

DONALD C. PIPP  
Director  
DLA Logistics Management Standards

Attachment  
As stated

cc:  
ODASD(SCI)  
SDR Subcommittee

# PDC 1005

## Enhanced SDR Forwarding Capability and Packaging Discrepancy SDR Distribution to DCMA

### 1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:

a. **Technical POC**: DLA Logistics Management Standards; Ellen Hilert, DOD SDR System Administrator, ellen.hilert@dla.mil

b. **Functional POC**: Defense Contracting Management Agency (DCMA), phone 612-605-4254.

### 2. FUNCTIONAL AREA:

a. **Primary/Secondary Functional Area**: SDR Processing/Packaging Discrepancies

b. **Primary/Secondary Functional Process**: Business rules for creation and distribution of packaging discrepancy SDRs to DCMA

### 3. REFERENCES:

a. DOD 4000.25-M, DLMS, Volume 2, Chapter 17, available at [www.dla.mil/j-6/dlmsso/elibrary/manuals/dlms/v2.asp](http://www.dla.mil/j-6/dlmsso/elibrary/manuals/dlms/v2.asp) (Refer to C17.1.7.1.2, C17.3.2.8, and C17.3.13)

b. DOD 4000.25-M, DLMS, Volume 2, Appendix 3, SDR Distribution, available at [www.dla.mil/j-6/dlmsso/elibrary/manuals/dlms/v2.asp](http://www.dla.mil/j-6/dlmsso/elibrary/manuals/dlms/v2.asp)

c. PDC [403](#), Revised Procedures for Processing Depot Returns (including Receipt and Supply Discrepancy Report), dated January 31, 2011. This change originally included edits based upon use of Defense Contract Management Agency (DCMA) Routing Identifier Code (RIC); however, these were withdrawn for separate staffing in conjunction with this change.

d. Approved DLMS Change (ADC) [488](#), Republication of DLMS Supply Discrepancy Report (SDR) Guidance, dated April 24, 2012

### 4. BACKGROUND:

a. **Overview**: The purpose of this proposal is to establish procedures for automated distribution of SDRs using the SDR forwarding functionality when the SDR action activity indicates via SDR reply that the SDR must be forwarded to the DCMA for investigation. In addition, this proposal:

(1) Clarifies required distribution of SDRs identifying packaging discrepancies to the applicable Contract Administration Office (CAO).

(2) Requests DOD WebSDR enhancement to disseminate distribution copies of SDRs when so requested by the submitter using the Web input “Distribution Copy” on-line screen entry block and identifying the recipient by DoDAAC, RIC.

(3) Provides specific procedures for use of the “Transfer To” functionality currently identified as a placeholder in the DLMS Supplement 842A/W, Standard SDR Report. **Staffing Note:** *This requirement establishes the framework for forwarding functionality whenever an SDR must be transferred to a secondary action point; specific procedures to be documented separately.*

(4) Requires DOD WebSDR and Component SDR applications to block inappropriate submission of new SDRs to DCMA during SDR input.

(5) Requests DOD WebSDR reject any SDR sent to a DCMA activity as a new SDR. DCMA will be an authorized recipient of a forwarded SDR or a distribution/information copy recipient.

**b. Scenario for which the change is used:**

(1) After initial processing by the Inventory Control Point/Integrated Materiel Manager (ICP/IMM) an SDR may need further investigation by the Contract Administration Office (CAO). Upon receipt of the SDR, the assigned contract administration office may investigate if a reported packaging discrepancy is due to contractor noncompliance with contract packaging requirements, inadequate contract packaging requirements or improper handling in transportation.

(2) Under DLMS procedures, the action activity assigns discrepancy status or disposition (reply) codes, commonly referred to as SDR reply codes, to the SDR reply to inform the submitter of interim or final status/disposition of the SDR. Interim Reply Code 504 forwards SDRs to a new action activity using internal WebSDR processing to transmit the reply to the submitter and generate another outgoing transaction to forward the SDR report to the new action activity. A similar two-part processing is not available for other interim reply codes that require a forwarding action.

**c. Procedures, transactions, data elements, processing details in use today:** DOD WebSDR does not currently support systemic forwarding of SDRs by the action activity to DCMA. SDRs must be forwarded off-line, e.g., through e-mail. DOD WebSDR does not currently support generating transactions for distribution copy recipients based upon Web input identifying a distribution copy recipient (WebSDR does support distribution via email when an email address is provided or is available from the internal WebSDR email distribution table, and it does support distribution copy for transactional exchange).

**d. Requested change in detail:**

(1) DOD WebSDR will facilitate the requirement for a copy of SDRs with a packaging discrepancy to be provided to the CAO when the CAO is an external organization such as DCMA.

(a) When an SDR reply containing Reply Code 501, “SDR assigned to Defense Contract Management Agency (DCMA) for investigation.” is prepared by the action activity, the SDR transaction may include the Routing Identifier Code (RIC) assigned to the DCMA site responsible for the contract. The DCMA RIC will be identified as the “Transfer To” party. The SDR must include the applicable contract number and the commercial and government entity (CAGE) code identifying the contractor as the shipping activity.

(b) When processed by WebSDR, the reply transaction will be disseminated under existing rules to the submitter and information copy recipients. In addition, WebSDR will prepare a new SDR report transaction (using Beginning Segment Code 47, Transfer) to be forwarded to the organization identified as the “Transfer To” party identified in the reply transactions. WebSDR will perpetuate all the data content from the SDR reply as well as the original submitter remarks. The new report transaction will designate the forwarding action activity as the RIC-From (Transferring Party in the transaction header) and the original submitter as the customer (in the transaction detail). The reply point of contact (POC) information will be perpetuated to the new report as the forwarding POC. The submitter POC will be perpetuated from the most recent report transaction. The original report and reply remarks will be included in the forwarded transaction.

(2) New SDR submissions shall not identify a DCMA activity for initial action. DCMA may be designated for information copy distribution on new SDR submissions and may be identified as the action activity on forwarded/transferred SDRs. DOD WebSDR and Component SDR application users shall be alerted to correct the inappropriate identification of a DCMA activity for initial action on a new SDR submission before processing can be completed. DoDAACs for DCMA activities shall be identified by Service/Agency Code S and ending with A. RICs for DCMA activities cannot be reliably identified by their format at this time and a list of current RICs has been included at Enclosure 3. DOD WebSDR will transmit SDR transactions identifying DCMA activities as the recipient to the Product Data Reporting and Evaluation Program (PDREP) SDR application. **Staffing Note:** *A MILSTRIP rule designating the format for DCMA RICs is under development. Upon transition to a unique format, DOD WebSDR will be required to recognize DCMA by the format rather than by the specific values.*

(3) DOD WebSDR shall reject any SDR sent to a DCMA activity as a new SDR (Beginning Segment Code 00). WebSDR shall reject with Reply Code 929, “*Transaction rejected. Missing, invalid, or unauthorized use of DODAAC, MAPAC, or RIC.*” and remarks text: “*SDRs may not be sent directly to DCMA as the initial action activity. Please adjust the SDR to identify the DoD source of supply as the action activity. If the contract number is identified, include DCMA as a distribution copy recipient.*”

(4) Pending full implementation of the procedures described above requiring the inclusion of the “Transfer To” RIC with use of Reply Code 501, DCMA shall identify a default DCMA RIC for WebSDR use, so that SDRs can be forwarded based upon the inclusion of the Reply Code 501 alone. This will allow for phased implementation should there be delays in Component application modification to include the Transfer-To RIC identifying DCMA. WebSDR would route the SDR to the default DCMA RIC to be processed via PDREP and, if required, re-assignment to the appropriate DCMA office.

(5) Revise the DLMS Supplements as shown in Enclosure 2.

**e. Revisions to DOD 4000.25 Manuals:** See Enclosure 1.

**f. Proposed transaction flow:** SDRs identifying a DCMA DoDAAC or RIC shall be transmitted to PDREP SDR application. The DCMA deficiency report program manager shall ensure that SDRs are investigated and appropriate responses provided. SDR replies will be disseminated to all parties associated with the SDR including the submitter and the initial action activity.

**g. Alternatives:** None identified.

## **5. REASON FOR CHANGE:**

**a.** This change clarifies requirements for distribution of packing discrepancy SDRs associated with contractor/vendor shipments.

**b.** This change provides automated processing business rules to ensure proper dissemination under DLMS. It formally documents applicable procedures and provide edits to enforce proper submission of SDRs.

**c.** This change establishes business rules for the transfer functionality to be expanded by separate DLMS change for use in other situations where there is a secondary action activity (e.g., between the losing and gaining item manager or between the ICP of the item requisitioned and the owning ICP of the wrong item shipped).

## **6. ADVANTAGES AND DISADVANTAGES:**

### **a. Advantages:**

(1) This change will provide contracting offices with packaging SDRs so the shipment details can be investigated and the cause of the discrepancy identified. When contractor noncompliance with contract packaging requirements is established, the supplier will be required to take proper corrective action. Timely notification of shipment discrepancies should aid in minimizing recurrence of the discrepant condition on future shipments.

(2) This construct employed for forwarding is a variant of the current forwarding technique using Reply Code 504. This is intended to minimize impact on implemented Service/Agency SDR applications.

**b. Disadvantages:** Requires program enhancements to properly generate and process transaction corrections.

**7. NOTE ANY REGULATIONS OR GUIDANCE:** Stock Readiness, DLAI 4145.4/AR 740-3/AFJMAN 23-231/NAVSUPINST 4400.100/MCO 4450.15

## **8. ADDITIONAL FUNCTIONAL REQUIREMENTS:**

a. New contracting support approaches, such as the centralized DLA procurement of reparable on behalf of the Military Service item managers, may make the requirement for proper dissemination of SDRs to contract support offices even more important.

b. An additional, more generic, reply code for forwarding SDRs to a contract support office [i.e., Administrative Contracting Office (ACO), Procuring Contracting Office (PCO), or Contract Administration Office (CAO)] (other than DCMA) may be appropriate. Modification to an existing (unused) reply code is recommended for this purpose. This reply code could be used as an interim reply or to physically forward the SDR to an external organization. If approved, use of this revised code would require inclusion of the “transfer-to” RIC when physical forwarding by WebSDR is required; otherwise no system forwarding action would be performed.

509 SDR forwarded to ~~local~~ *contract*/procurement office for *investigation*/action.

**9. ESTIMATED TIME LINE/IMPLEMENTATION TARGET:** Phased implementation is authorized beginning November 2013 for Component SDR applications. DOD WebSDR revisions are required to be completed and implemented November 2013.

**10. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE:** Not available.

**11. IMPACT:**

a. **New DLMS Data Elements:** N/A

b. **Changes to DLMS Data Elements:** Potential change to SDR discrepancy status or disposition (reply) code definition as shown above

c. **Automated Information Systems (AIS):** Modification is required to include the secondary action activity RIC in reply transactions and to receive transferred/forwarded SDRs using the construct identified above and illustrated in Enclosure 2. SDRs directed to DCMA will be transmitted to PDREP which must be capable of receiving the revised format. If joint implementation with WebSDR is not feasible, PDREP representatives should evaluate system ability to process a transferred SDR as if it resulted from WebSDR forwarding resulting from Reply Code 504 (dropping extra remarks and changing the beginning segment code).

d. **DLA Transaction Services:** DOD WebSDR must be modified to support the new constructs and processing rules as in this change to disseminate SDRs using the transfer/forwarding functionality. DOD WebSDR must be modified to recognize DCMA DoDAACs by their format (vice the value). DCMA RICs may be recognized by their value pending transition to a unique format.

e. **DCMA:** Provide a default RIC value associated with DCMA so that SDRs may be forwarded to PDREP systemically, pending Component system capability to identify the applicable DCMA activity by specific RIC. Advise the SDR System Administrator of new DCMA RICs until such time as DCMA RICs transition to a system recognizable format.

**f. MILSTRIP Administrator/DoDAAC PRC Chair:** Develop a PDC, in coordination with DLA and DCMA RIC monitors, to standardize the business rules for assignment of DCMA RICs and ensure these rules are applied to existing RICs.

## Enclosure 1, DLMS Manual Revisions

A. Procedures for dissemination of the SDR for contractor/vendor shipments with packaging discrepancies are located in DOD 4000.25-M Volume 2, Appendix 3, SDR Distribution, paragraph AP3.3.2 pending re-issuance of the DLMS manual. Under DLMS Manual re-issuance, this guidance will be relocated to Chapter 17. Distribution rules are published under ADC 488, Republication of DLMS SDR Guidance, providing clarification after discussion with DCMA. The revised wording is shown here for reference. **Staffing Note:** *If additional changes are required, recommendations may be provided with staffing comments.*

### “C17.3.10.8. SDR Distribution for Packaging Discrepancies

#### C17.3.10.8.1. Contractor/Vendor Shipments

##### C17.3.10.8.1.1. Initial action to the ICP.

C17.3.10.8.1.2. Copy to Contract Administration Office (CAO). The submitter is encouraged to identify the applicable Defense Contract Management Agency (DCMA) office as a distribution copy recipient when applicable (see Block 10 of DD Form 250, Material Inspection and Receiving Report or comparable receiving report). When applicable, and not identified by the submitter on the SDR, the initial action activity shall forward the SDR to the DCMA or other applicable CAO. When the contract is administered by the Service or Agency issuing the contract, the ICP is responsible for insuring the CAO has access to the SDR information.

C17.3.10.8.1.3. Copy to Administrative Contracting Office (ACO). The initial action activity shall furnish a copy of the SDR to the ACO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.4. Copy to Procuring Contracting Office (PCO). The initial action activity shall furnish a copy of the SDR to the PCO (or otherwise provide visibility), if a different organizational entity is involved.

C17.3.10.8.1.5. Copy to Component Packaging Monitor. SDRs for Air Force ICP-directed shipments shall be provided to the designated Air Force ICP packaging monitor by DoD WebSDR under Component-unique routing rules.”

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B. DLMS guidance for packaging discrepancies contains the following procedures included here for reference. **Staffing Note:** *Any necessary updates to these procedures may be identified during staffing.*

### “C17.3.2.8. Packaging Discrepancies

C17.3.2.8.1. Improper Packaging. Report any unsatisfactory condition resulting from improper packaging that causes the item, shipment, or package to be vulnerable to any loss, delay, or damage according to the specific conditions cited. Unless otherwise indicated, the minimum dollar value reporting criteria is when the estimated/actual cost of correction exceeds \$100; or the value of the item, shipment, or package is \$2500 or over, regardless of the estimated or actual cost to correct the packaging discrepancy. This may include loss or damage to the item, shipment, or package except when a report is otherwise required by [DTR 4500.9-R](#), Defense Transportation Regulation, Part II, Cargo Movement. Where encoded information on the SDR is not sufficient, the submitter should provide detailed descriptions of how the materiel was packaged, as well as the actual damages incurred to the materiel. The submitter should also include, when available, the estimated cost of correction of packaging on the initial SDR.

C17.3.2.8.2. Packaging Discrepancies Noted at DLA Distribution Depots. To ensure proper billing, indicate if the materiel is a major item, i.e., ships, aircraft, missiles, ammunition, vehicles, etc., or secondary item, i.e., any item that supports a major item such as reparables, consumables, assemblies, etc. Distribution Depots shall include projected or actual costs for labor and repackaging materials. If actual, indicate the date corrective action was completed.”

**Staffing Note:** *The above paragraph C17.3.2.8.2. was moved to Chapter 17 from the Appendix 4 guidance for completion of the SF 364 because Distribution Depots no longer prepare hard copy SDRs. Procedures may require updating for current practice.*

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C. Revise Chapter 17 guidance for DoD WebSDR transaction edits as follows:

C17.3.20.2.6. Only valid DoDAACs and RICs will be permitted. Reject with Disposition/Status (Reply) Code 929. ***Organizations identified must be authorized for the purpose identified by the transaction. New SDRs directed to DCMA as the initial action activity shall be rejected with Disposition/Status (Reply) Code 929 and remarks text indicating that new SDR must be directed to the DoD source of supply, identify the applicable contract number, and include DCMA as a distribution copy recipient. DoDAACs for DCMA activities shall be identified by Service/Agency Code S and ending with A. RICs for DCMA activities cannot be recognized by format at this time and shall be edited against a DCMA RIC Table.<sup>1</sup>***

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D. Revise Chapter 17 guidance for DOD WebSDR processing procedures as follows to document the new WebSDR edit:

“C17.3.20.3. DAAS/WebSDR shall edit SDR submissions via DoD WebSDR at the point of entry to improve the accuracy of the data content. All of the above criteria apply. In addition, web-specific functionality includes:

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<sup>1</sup> Refer to PDC 1005, ***Enhanced SDR Forwarding Capability for Packaging Discrepancy SDR Distribution to DCMA***

C17.3.20.3.1. Address information shall be retrieved based upon DoDAAC and RICs. User generated updates to initiator's address are permitted and shall be passed to the receiving system for information, but shall not impact SDR processing.

C17.3.20.3.2. SDR replies coded to indicate that an address or additional information is associated with the reply must include the specified additional address or information.

***C17.3.20.3.3 New SDR submissions via direct web input shall be edited to block identification of a DCMA activity as the initial action activity. DoDAACs for DCMA activities shall be identified by Service/Agency Code S and ending with A. RICs for DCMA activities cannot be recognized by format at this time and shall be edited against a DCMA RIC Table.<sup>2</sup>***

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E. Revise Chapter 17 guidance for DOD WebSDR processing procedures as follows for clarification of existing rules and documentation of new procedures. Renumber subsequent paragraphs.

“C17.3.20.4. DAAS shall provide the support to SDR transaction exchange to facilitate DLMS processes.

C17.3.20.4.1. DAAS/WebSDR shall facilitate appropriate distribution when the action party receiving the initial distribution employs the Distribution/Status (Reply) Code 504 indicating the SDR must be forwarded to a new action activity. ~~When the new action activity is a distribution depot, the original SDR will be retransmitted to the designated depot.~~ ***When used, the new action activity must be identified in the original action activity reply. WebSDR shall transmit a new submission SDR (identified by Beginning Segment Code 00, Original) to the designated new action activity. The new submission SDR forwarded in this manner shall include all the original submitter information, the date forwarded, and the identification of the original action activity forwarding the SDR. The customer submitter shall receive notification of interim status.***

***C17.3.20.4.2. DAAS/WebSDR shall facilitate appropriate distribution when the action party receiving the initial distribution employs Distribution/Status (Reply) Codes in the 500-series to transfer the SDR to a secondary action activity. The transferred/forwarded SDR (identified by Beginning Segment Code 49, Transfer) shall perpetuate submitter information as updated by the action activity. The transferred/forwarded SDR shall include the date forwarded, the identification of the original action activity forwarding the SDR, and both submitter and action activity remarks. The submitter shall receive notification of the interim status.<sup>3</sup>***

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<sup>2</sup> Refer to PDC 1005, Enhanced SDR Forwarding Capability for Packaging Discrepancy SDR Distribution to DCMA

<sup>3</sup> Refer to PDC 1005, Enhanced SDR Forwarding Capability for Packaging Discrepancy SDR Distribution to DCMA

*C17.3.20.4.2.1 Distribution/Status (Reply) Code 501 shall be used to transfer SDRs to Defense Contract Management Agency (DCMA) for investigation. The action activity reply may identify the specific DCMA activity to which the SDR should be transferred or WebSDR shall use the default DCMA RIC.*

*C17.3.20.4.2.2 Development of automated processing procedures associated with additional 500-series reply codes is planned. These codes are not currently associated with special processing rules.*

## Enclosure 2, DLMS Supplement Revisions

A. Revise the DLMS 842A/W Standard SDR Report, Follow-up, Correction, Cancellation, & Reconsideration Request:

#	Location	842A/W SDR Report	Reason
1.	DLMS Introductory Note	Add PDC 1005 to Introductory note - <i>PDC 1005, Enhanced SDR Forwarding Capability for Packaging Discrepancy SDR Distribution to DCMA</i>	To identify DLMS changes included in the DLMS Supplement.
2.	1/BNR01/0200	Revise DLMS note for existing Qualifier 47:  <b>47 Transfer</b> <b>DLMS Note:</b> 1. Use to indicate SDR is forwarded by action activity to a secondary action activity. 2. <del>Reserved – not currently available.</del> <i>DoD WebSDR uses to disseminate an SDR transferred/forwarded to a secondary action activity based upon designated reply codes. Refer to PDC 1005.</i>	Implements DLMS placeholder for “transfer” functionality and clarifies usage. <b>Staffing Note:</b> <i>It is not the intent to restrict the use of “transfer” functionality to Reply Code 501. Additional reply codes/ uses will be identified as additional procedures are coordinated and approved.</i>
3.	1/N101/1200	<b>Z6 Transferring Party</b> <b>DLMS Note:</b> Use with BGR01 Code 47 to indicate the routing identifier of the action activity forwarding the SDR. (Identify the customer at 2/N101/2800 Code LW.)	No change. Existing qualifier and DLMS note shown here for context.
4.	1/PER01/1700	<b>FC Forwarder Contact</b> <b>DLMS Note:</b> Use to identify a point of contact at the action activity forwarding the SDR.	No change. Existing qualifier and DLMS note shown here for context.
5.	2/DTM01/0600	Revise DLMS Note for existing Qualifier 514:  <b>514 Transferred</b> <b>DLMS Note:</b> Use on forwarded SDRs to identify the date the SDR was forwarded to a new <i>or secondary</i> action party by the action party designated on the original submission.	Clarification for expanded use.

#	Location	842A/W SDR Report	Reason
6.	2/NTE01/2400	<p><u>Add Qualifier AES and associated DLMS Note:</u></p> <p><b>AES Actual Evaluation Summary</b>  <b>DLMS Note:</b>  <i>Use to perpetuate general narrative remarks associated with the SDR reply to an SDR transferred/forwarded to a secondary action activity (Beginning Segment Code 47, Transfer). Refer to PDC 1005.</i></p> <p><u>Revise DLMS note for existing Qualifier RPT:</u></p> <p><b>RPT Report Remarks</b>  <b>DLMS Note:</b>  1. Use to identify the narrative comments associated with the SDR.  2. CCP-generated SDRs prepared at the TCN level may use the remarks block to identify specific document numbers consolidated on the shipment or other detailed information where available.  3. <i>Submitter report remarks shall be perpetuated to an SDR transferred/forwarded to a secondary action activity (Beginning Segment Code 47, Transfer). Refer to PDC 1005.</i></p>	<p>Allows the original action activities reply remarks to be perpetuated to the forwarded SDR.</p> <p>Clarifies usage.</p>
7.	2/N101/2800	<p><b>LW Customer</b>  <b>DLMS Note:</b>  1. Use to identify the SDR report initiator by DODAAC/MAPAC and/or clear text address (if not identified by 1/N101/1200/41).  2. For LW: WebSDR field length = 35 if clear text is used.</p>	<p>No change. Existing qualifier and DLMS note shown here for context.</p>

**B. Revise the DLMS 842A/R Standard SDR Reply:**

#	Location	842A/R SDR Reply	Reason
1.	DLMS Introductory Note	<p><u>Add PDC 1005 to Introductory note</u></p> <p><i>- PDC 1005, Enhanced SDR Forwarding Capability for Packaging Discrepancy SDR Distribution to DCMA</i></p>	<p>To identify DLMS changes included in the DLMS Supplement.</p>

#	Location	842A/R SDR Reply	Reason
2.	2/4100/N101	<p><u>Revise DLMS Note for existing qualifier TT:</u></p> <p><b>TT Transfer To DLMS Note:</b></p> <ol style="list-style-type: none"> <li>1. Use to designate the <del>Routing Identifier</del> <b>RIC</b> of the new action activity to which the original SDR is to be forwarded (use with Reply Code 504 (2/LQ01/4650/HD)).</li> <li>2. <i>Use to designate the RIC of the secondary action activity on an SDR being transferred/forwarded by the initial action activity for further investigation or action.</i></li> <li>3. <i>Use to designate the RIC of the applicable DCMA activity to which the SDR is to be transferred/forwarded (use with Reply Code 501).</i></li> </ol>	<p>Clarifies usage. <b>Staffing Note:</b> It is not the intent to restrict the use of forwarding to Reply Code 501 and 504. Additional reply codes will be identified as procedures are coordinated and approved.</p>

### Enclosure 3, DCMA Activities

<b>RIC</b>	<b>DODAAC</b>	<b>ACTIVITY NAME</b>
S6B	S0101A	DCMA HUNTSVILLE - BIRMINGHAM OPS
S7A	S0302A	DCMA PHOENIX
S8L	S0506A	DCM AGENCY WEST
S7E	S0507A	DCMA NORTHERN CALIFORNIA
S7H	S0512A	DCMA LOS ANGELES
S7F	S0513A	DCMA SANTA ANA
S7D	S0514A	DCMA SAN DIEGO
S7J	S0519A	DCMA OXNARD
S7B	S0529A	DCMA CARSON
S7V	S0602A	DCMA DENVER
S6F	S0701A	DCMA HARTFORD
S6D	S1002A	DCMA ORLANDO
S6A	S1103A	DCMA ATLANTA
S1A	S1109A	DCMA ST PETERSBURG
S6L	S1403A	DCMA CHICAGO
S6M	S1501A	DCMA INDIANAPOLIS
S7U	S1601A	DCMA ROCKWELL CEDAR RAPIDS
S7X	S1701A	DCMA WICHITA
S6C	S1901A	DCMA MARSHALL/STENNIS SUPPORT CTR
S7R	S2101A	DCMA MARYLAND 410 962 9800
S5B	S2202A	DCMA EAST PH 617 753 4327
S8B	S2202A	DCMA EAST PH 617 753 4327
S6E	S2205A	DCMA RAYTHEON
S6W	S2303A	DCMA DETROIT GRAND RAPIDS
S6U	S2305A	DCMA DETROIT 586 574-4476
S7Z	S2401A	DCMA TWIN CITIES
S7T	S2605A	DCMA ST LOUIS
S7M	S3101A	DCMA SPRINGFIELD
S6H	S3305A	DCMA BUFFALO PH 716 551 4107
S6K	S3306A	DCMA SYRACUSE
S7K	S3309A	DCMA LONG ISLAND
S7L	S3310A	DCMA NEW YORK
S6R	S3603A	DCMA CLEVELAND PH 216 681 1569
S6T	S3605A	DCMA DAYTON PH 937 656 3072
S6I	S3707A	DCMA TULSA
S7P	S3911A	DCMA PITTSBURGH PH 412 365 5501
S7Q	S3912A	DCMA CENTRAL PENNA - READING
S7N	S3915A	DCMA PHILADELPHIA
S6X	S4402A	DCMA DALLAS
S6Z	S4404A	DCMA SAN ANTONIO
S7Y	S4502A	DCMA SALT LAKE CITY

S7G	S4801A	DCMA SEATTLE
S6Q	S5001A	DCMA MILWAUKEE
S6J	S5102A	HQ DEF CONTRACT MANAGEMENT AGENCY
S6V	SCN01A	DCMA AMERICAS CANADA
S5P	SW310A	DLA DIST EXPEDITIONARY DEPOT (DDED)