



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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FORT BELVOIR, VIRGINIA 22060-6221**

August 26, 2016

MEMORANDUM FOR FINANCE PROCESSS REVIEW COMMITTEE (PRC)

**SUBJECT: Proposed Defense Logistics Management Standards (DLMS) Change (PDC) 1213,
Clarification of Bill Numbers in DLMS (Finance)**

We are forwarding the attached proposed change to DLM 4000.25, Defense Logistics Management Standards, for evaluation and submission of a single coordinated Component/Agency position. It is the PRC representatives' responsibility to ensure full coordination of this proposal within their Component/Agency.

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

Addressees may direct questions to Mr. Robert Hammond, Chair, Finance PRC, email financehq@dla.mil. Others must contact their Component/Agency designated representative shown at <https://www2.dla.mil/j-6/dlms/CertAccess/SvcPointsPOC/allpoc.asp> (DOD Common Access Card restricted).

HEIDI M. DAVEREDE
Director
Defense Logistics Management
Standards Office

Attachment
As stated

cc:
ODASD (SCI)
OUSD(C)

Attachment to PDC 1213 Clarification of Bill Numbers in DLMS

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:

- a. **Technical POC**: Defense Logistics Management Standards Office (DLMSO)
- b. **Functional POC**: Robert Hammond, Chair, Finance PRC, email finance@hq.dla.mil

2. FUNCTIONAL AREA: Finance

3. REFERENCE:

- a. [DLM 4000.25](#), Defense Logistics Management Standards, Volume 4, Military Standard Billing System (MILSBILLS) – Finance
- b. [DLM 4000.25-2](#), Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP), Appendix 2.8, Reject Advice Codes

4. REQUESTED CHANGE(S):

a. **Brief Overview of Change**: This change clarifies the DLMS Implementation Conventions (IC) to limit the length of the bill number to five characters in accordance with Reference 3.a. and explains which bill numbers to include in adjustment requests and replies.

b. **Background**: Army's Logistics Modernization Program (LMP) system has a sixth character at the end of its bill numbers to indicate if the bill is a debit or credit. This sixth character cannot be carried or mapped to MILS and is unnecessary in both DLMS variable length transactions and in MILS 80 RP transactions. The Army is initiating a system change request to remove this sixth character.

c. **Procedures, Transactions, Data Elements, Processing Details in Use Today**:

(1) Table C2.T2 of Reference 3.a. defines construction of a five position logistics bill number. MILSBILLS legacy-formatted transactions can only accommodate a five-character bill number.

(2) In DLMS transactions, the field for the bill number can accommodate more than five characters, but for legacy compatibility purposes remains a five-character data element. To date, no business need has been documented to request extending the length of a bill number beyond five characters.

(3) The DLMS 810L (Logistics Bill), 812R (Logistics Bill Adjustment Request), and 812L (Logistics Bill Adjustment Request Reply) ICs contain distinct codes to identify if the amount is a credit or debit. In addition, debit vs. credit can be derived from the document identifier code (DIC) in the DLMS and MILS transactions. For example, DIC FS1 is a debit

Summary Interfund Bill, while DIC FS2 is a credit Summary Interfund Bill and the same construct applies to supporting detail bills.

(4) Transaction Services is truncating the sixth character of the bill number when mapping LMP's DLMS transactions to their MILS-based trading partners. Recipients have reported no issues.

d. Requested Change in Detail:

(1) Develop an edit at Transaction Services to validate bill number lengths are exactly five characters. A new rejection reason code BN will be used in the DLMS 824R, Reject Advice, to reject the transaction back to the sender when a transaction fails the new edit. Implementation of the new edit will await confirmation from Army that the LMP system change to remove the sixth character is implemented.

(2) Modify MILSBILLS definition for bill numbers to explicitly specify the character length must be exactly five and document the new Transaction Services edit.

(3) Update relevant DLMS ICs to clarify that the bill number field must conform to the five-character construct defined in MILSBILLS. Also, clarify in DLMS ICs how to distinguish types of bill numbers included in billing adjustment requests and replies. Refer to Enclosure 2 for additional details.

(4) Modify the data map at Transaction Services for DLMS IC 812L to change the bill number in RP 11-15 of DICs FDR/FDS from 2/N901/200 code IV to 1/BCD07/020.

e. Revisions to DLM 4000.25 Manuals:

(1) Modify DLM 4000.25, Volume 1, Appendix 2, Terms and Definitions as follows:

BILL NUMBER. A ~~an~~ *five-character* alpha-~~or~~ numeric identifier assigned by the billing office to identify a bill. The bill number is unique to the billing office DOD activity address code (DoDAAC) and may not be duplicated within a calendar year.

(2) Add the following acronym to DLM 4000.25, Volume 1, Appendix 3, Acronyms and Abbreviations:

DBR Detailed Billing Record

SBR Summary Billing Record

(3) Modify DLM 4000.25, Volume 4, Chapter 6 to add the following:

C6.2.2. Bill Editing and Billed Error Rejection

C6.2.2.1. DAAS will edit and reject any bill that fails any of the following edits:

(Intervening text omitted)

C6.2.2.1.8. The bill number does not conform to the rules described in Chapter 2, Table C2.T2.

(4) Add the following new reject advice code to DLM 4000.25-2, MILSTRAP, Appendix 2.8, Reject Advice Codes:

BN Rejected. Invalid logistics bill number.

(5) Update notes in DLMS ICs as presented in Enclosure 1.

(6) Modify the entry in LOGDRMS for Invoice (Bill) Number and update the entry for Credit/Debit Adjustment Bill Number. Add an entry for Original Bill number. See paragraph 9.a. for changes.

(7) Enclosure 2 addresses the legacy DIC scenarios to explain these bill number definitions and inform the changes explaining their use in the DLMS ICs of Enclosure 1.

f. **Alternatives:** None.

5. REASON FOR CHANGE: Provide consistency of bill numbers in DLMS transactions to avoid unintended miscommunication of the bill number. Clarify DLMS qualifiers and legacy mapping of bill numbers (original, duplicate, adjustment, unknown) in DLMS variable length transactions in requests for billing adjustments and replies.

6. ADVANTAGES AND DISADVANTAGES:

a. **Advantages:** Avoid truncation of a non-conformant bill number creating a bill number mismatch between Components. Clarify DLMS qualifiers and legacy mapping of bill numbers in requests for adjustment and replies.

b. **Disadvantages:** None noted.

7. ADDITIONAL CONSIDERATIONS: In the event that a bill number exceeding five characters is needed in the future to accommodate purely DLMS functionality, a separate change proposal will be needed.

8. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: Most changes will be implemented upon approval, but the DAAS bill number length edit will await the Army bill number change.

9. ESTIMATED SAVINGS/COST AVOIDANCE ASSOCIATED WITH IMPLEMENTATION OF THIS CHANGE: None.

10. IMPACT:

a. **DLMS Data Elements:**

(1) Modify the following data elements:

~~Invoice (Bill) Number (AN, Min: 54, Max: 45) – Number assigned to a commercial~~ ***the billing*** document(s) issued by a seller's ***billing office*** to a buyer-***specified billed office*** indicating the product(s), quantity(ies), and agreed price(s) for products or services for which the seller has already provided to the buyer ~~(indicates that payment is due).~~

Credit/Debit Adjustment Bill Number (AN, Min: 54, Max: 522) – Number ***of a bill cited in a response to a request for adjustment,*** assigned to ***identify a prior*** credit adjustment by the issuer of the ~~bill transaction.~~

(2) Create the following new data element:

Original Bill Number (AN, Min: 5, Max: 5) – Number identifying the bill for which the buyer is seeking adjustment due to a suspected subsequent duplicate bill.

b. Automated Information Systems (AIS): Army is making a system change for LMP to remove the sixth character from the bill number.

c. Transaction Services:

(1) After Army has implemented the system change to produce only a five-character bill number, apply an edit to applicable DLMS transactions validating the bill number is only five characters. See Enclosure 1 for bill number usage in DLMS ICs.

(2) Modify the 812L map for DICs FDR and FDS to map RP 11-15 to DLMS IC 812L 1/BCD07/020.

Enclosure 1, DLMS Implementation Convention (ICs) Revisions

Item #	Location	810L Logistics Bill	Reason
1.	DLMS Introductory Notes	<u>Add PDC 1213</u> - PDC 1213, Clarification of Bill Numbers in DLMS	Identifies DLMS Changes included in the DLMS IC
2.	1/BIG02/020	<u>Modify Existing DLMS Note:</u> Invoice Number DLMS Note: Must use to uniquely identify the <i>bill invoice transaction</i> to an issuer. The <i>bill invoice number must conform to DLM 4000.25, Volume 4, MILSBILLS and</i> may not be duplicated by an issuer within a calendar year.	Clarify the definition of a Bill Number.

Item #	Location	812R Logistics Bill Adjustment Request	Reason
1.	DLMS Introductory Notes	<u>Add PDC 1213</u> - PDC 1213, Clarification of Bill Numbers in DLMS	Identifies DLMS Changes included in the DLMS IC
2.	1/BCD07/020	<u>Replace the Existing Federal Note with a DLMS Note:</u> Invoice Number Federal Note: Use the invoice number associated with the transaction set. When requesting adjustment and the invoice number is unknown, use code Z to satisfy the X12 usage requirement. DLMS Note: 1. Use the bill number associated with the transaction set. 2. When requesting adjustment and the bill number is unknown, use code Z to satisfy the X12 usage requirement. (i.e. Materiel Returns Program credit). 3. When a billing adjustment request is due to a duplicate bill (i.e. Billing Advice Code = 11, 43 or 44) identify the duplicate bill here and identify the original bill in 2/N9/200, code OI.	Clarify the definition and use of a Bill Number.
3.	2/N901/200	<u>Remove codes C9 and IV and Modify the DLMS Notes for OI:</u> C9 Previous Credit/Debit Adjustment Number DLMS Note: Use to identify the adjustment bill number. IV Seller's Invoice Number	Remove unnecessary bill number types. Clarify the definition, types and use of a Bill Number.

Item #	Location	812R Logistics Bill Adjustment Request	Reason
		<p>DLMS Note: 1. Use to identify the invoice number. If more than one invoice number is involved, use to identify the most recent invoice number.</p> <p>DLMS enhancement; see introductory DLMS note 5a.</p> <p>OI Original Invoice Number DLMS Note: Use <i>when a billing adjustment request is due to a duplicate billing (i.e. Billing Advice Code = 11, 43 or 44)</i> to identify the <i>original bill duplicate or other invoice</i> involved in the adjustment request. <i>The duplicate bill is cited in 1/BCD07/020.</i></p>	

Item #	Location	812L Logistics Bill Adjustment Request Reply	Reason
1.	DLMS Introductory Notes	<p>Add PDC 1213</p> <p>- PDC 1213, Clarification of Bill Numbers in DLMS</p>	Identifies DLMS Changes included in the DLMS IC
2.	1/BCD07/020	<p><u>Replace the Existing Federal Note with a DLMS Note:</u></p> <p>Invoice Number Federal Note: Cite the invoice number which applies to both the request and reply. DLMS Note: 1. <i>Cite the bill number which applies to both the request and reply.</i> 2. <i>If the request did not cite a bill number (i.e. Materiel Returns Program credit requests) the reply will cite a generated bill number conforming to DLM 4000.25, Volume 4, MILSBILLS and may not be duplicated by the issuer within a calendar year.</i> 3. <i>When replying to an adjustment request for credit due to a duplicate bill (i.e. Billing Advice Code = 11, 43 or 44) cite the original bill in 2/N9/200, code OI.</i> 4. <i>When the requested adjustment has already been furnished previously (Bill Status Code = AI or DD), cite the adjustment bill number in 2/N9/200, code C9.</i></p>	Clarify the definition and use of a Bill Number.
3.	2/N901/200	<p><u>Modify the DLMS Notes for the following codes:</u></p> <p>C9 Previous Credit/Debit Adjustment Number DLMS Note: Use to identify the adjustment bill number (i.e. Billing Status Code = AI or DD).</p> <p>IV Seller's Invoice Number</p>	<p>Clarify the definition, types and use of a Bill Number.</p> <p>Remove code IV as it is a duplicate of the</p>

Item #	Location	812L Logistics Bill Adjustment Request Reply	Reason
		<p>DLMS Note: Use to identify the invoice requiring correction.</p> <p>OI Original Invoice Number</p> <p>DLMS Note:</p> <p>1. Use to identify the original bill or other invoice involved in the adjustment request <i>due to a duplicate billing</i>.</p> <p>2. <i>The bill identified by the requester as a duplicate is cited in 1/BCD07/020.</i></p>	bill number at 1/BCD07/020.

Enclosure 2, MILSBILLS DIC Bill Numbers

Summary Billing Records (SBRs)

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FS_/GS_	40-44	Created	N/A	N/A	N/A	N/A	810L	1/BIG02/020

Detail Billing Records (DBRs)

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FA_/GA_	54-58	SBR	N/A	N/A	N/A	N/A	810L	Not mapped into 810L, FS_/GS_ bill number mapped into the header applied to all detail bills in the 810L.
FB_/GB_								
FC_/GC_								
FD_/GD_								
FE_/GE_								
FF_/GF_								
FG_/GG_								
FJ_/GJ_								
FL_/GL_								
FN_/GN_								
FP_/GP_								
FQ_/GQ_								
FR_/GR_								
FU_/GU_								
FW_/GW_								
FX_/GX_								

Request Summary Bill Adjustment

Follow-up on Request for Summary Bill Adjustment

Legacy DIC	BAC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	Mapped
FDE/FDF	42	11-13	Duplicate SBR	N/A	N/A			812R	1/BCD07/020
	43, 44		Duplicate SBR	25-29	Prior SBR duplicated by bill cited in RP11-13			812R	RP11-13 = 1/BCD07/020 RP25-29 = 2/N901/200 (Code: OI)

Reply to Summary Bill Adjustment Request

Reply to Summary Bill Adjustment Request Follow-up

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	Mapped
FDR/FDS	11-15	Request	25-29	Request	51-55	When status codes AI & DD	812L	RP11-15 = 2/N901/200 (Code: OI) 1/BCD07/020 RP25-29 = 2/N901/200 (Code: OI) RP74-78 = 2/N901/200 (Code: C9)

Request for Detail Bill Adjustment
Follow-up on Request for Detail Bill Adjustment

Legacy DIC	BAC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping		
FAE/FAF	Default	54-58	DBR	N/A	N/A	N/A	N/A	812R	1/BDC07/020		
	11		Duplicate DBR	74-78	Prior DBR duplicated by bill cited in RP54-58				RP54-58 = 1/BCD07/020 RP74-78 = 2/N901/200 (Code: OI)		
	19, 51		SBR	N/A	N/A				N/A	N/A	1/BDC07/020
	23		From last reply								
	24		From bill (if known)								
	27		May be blank								
	34		None								
	35		AS_ (RP56-58)								
	41		Requestor								
	41		Requestor								
FJE/FJF	Default	54-58	DBR	N/A	N/A	N/A	N/A	812R	1/BDC07/020		
	11		Duplicate DBR	74-78	Prior DBR duplicated by bill cited in RP54-58				RP54-58 = 1/BCD07/020 RP74-78 = 2/N901/200 (Code: OI)		
	19, 51		SBR	N/A	N/A				N/A	N/A	1/BDC07/020
	23		From last reply								
	24		From bill (if known)								
	27		May be blank								
	34		None								
	35		AS_ (RP56-58)								
	41		Requestor								
	41		Requestor								

Reply to Detail Bill Adjustment Request

Reply to Follow-up for Detail Bill Adjustment Request

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FAR/FAS	54-58	Request	N/A	N/A	N/A	N/A	812L	1/BDC07/020
FJR/FJS	54-58	Request (Except for status codes AI & DD = Actual bill number)			54-58	Adjustment Bill (For status codes AI & DD)	812L	1/BDC07/020

Follow-up for MRP Credit

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FTP	N/A	N/A	N/A	N/A	N/A	N/A	812R	1/BDC07/020 is 'Z'

Reply to Follow-up for MRP Credit

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
FTB	76-80	Created	N/A	N/A	N/A	N/A	812L	1/BCD07/020

Request for Retransmission of Bill (Copy)

Legacy DIC	Bill Number RP	Populated From	Original Bill Number RP	Populated From	Adjustment Bill Number RP	Populated From	DLMS IC	DLMS Mapping
QBR	40-44	SBR	N/A	N/A	N/A	N/A	812L	1/BCD07/020