



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221

IN REPLY
REFER TO J627

January 14, 2011

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE MEMBERS

SUBJECT: Proposed Defense Logistics Management System (DLMS) Change (PDC) 440,
Revises DLMS Supplement 869C, Requisition Cancellation and associated
Procedures in Support of Reutilization Business Integration (RBI) (Supply)

We are forwarding the attached proposed change to DOD 4000.25-M, Defense Logistics Management System (DLMS), for evaluation and submission of a single coordinated DOD Component position. The interface requirement relating to this proposed change is shown to assist in your internal coordination. However, omission of such a requirement does not relieve you of the responsibility to assure full coordination of the proposal within your Component.

Request you review the attached proposed change and provide your comments/concurrence to DLA Logistics Management Standards Office 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. **DLA and DLA Transaction Services Defense Automatic Addressing System (DAAS) have immediate authorization to use these requirements by their mutual agreement and at their own risk given that the requirements may change depending upon staffing results.**

Addressees may direct questions to Ms. Ellen Hilert, email: Ellen.Hilert@dla.mil. Others must contact their Component designated Supply Process Review Committee representative.

S. David Walker, Maj, USAF

for DONALD C. PIPP
Director
DLA Logistics Management
Standards Office

Attachment
cc:
ODASD(SCI)

PDC 440
Revises DS 869C Requisition Cancellation, and associated Procedures
in Support of RBI

1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:

- a. **Technical POC:** DLA Logistics Information Service Agency-LAR, J6B, 269.961.5723
- b. **Functional POC:** DLA Logistics Information Service Agency-LAR, J6B, 269.961.5635

2. FUNCTIONAL AREA:

- a. **Primary/Secondary Functional Area:** Primary: Supply/ Logistics
- b. **Primary/Secondary Functional Process:** Primary: Material Delivery Notification

3. BACKGROUND: The DLA Disposition Services is a worldwide presence within the Department of Defense, with disposal specialists in 14 foreign countries, two U.S territories, and 39 states. DLA Disposition Services mission is the execution of disposition solutions for excess military property. The Reutilization Business Integration (RBI) project will replace the Defense Reutilization and Marketing Service (DRMS) Automated Information System (DAISY) by integrating DLA Disposition Services business processes within the DLA enterprise suite of applications, including the Enterprise Business system (EBS).

a. **Intent of the transaction:** The 869C Requisition Cancellation is used to cancel customer requisitions from DLA Disposition Services. With the inclusion of the RBI functionality in EBS, this transaction needs to be updated to include passing a Disposal Turn-In Document (DTID) number.

b. **Scenario for which the transaction is used:** For the 869C EDI transaction, when a requisition is cancelled or partially cancelled by a customer, the addition of the DTID number is required to be added to the inbound 869C transaction. EBS will have logic in place that will help to identify the order that needs to be either cancelled or partially cancelled based on the customers requisition document number and the DTID Number.

c. **Procedures, transactions, data elements, processing details in use today:** The 869C is currently used by EBS. The transaction needs to be updated to include the DTID number to ensure the correct cancelled requisitions are identified and processed in EBS. This will be done by using both the customer requisition document number and the DTID Number to locate the requisition.

4. PROPOSED CHANGE(S):

a. **Requested change in detail:** If a DLA Disposition Services customer cancels a requisition, a cancellation notice is generated and sent to EBS via the DLA Disposition Services Reutilization/Transfer/Donation (RTD) Web Application (for reutilization orders) or via the GSA

Surplus Property Program Web Application (for transfer and donation orders). Since all DLA Disposition Services requisitions that occur for useable items require a DTID, the DTID number needs to be sent as part of the cancellation so that EBS can verify the correct DTID inventory record is updated based on the cancellation received.

b. Proposed procedures:

(1) RTD customers have the option to cancel a requisition prior to receiving the requisitioned DLA Disposition Services inventory. In this situation, the RTD customer will log into the RTD or GSA web application to view the existing sales order. When a DLA Disposition Services customer generates a cancellation for a requisition, a cancellation will be sent to the EBS along with the DTID Number for the item that is being cancelled. EBS will use the DTID number as well as the requisition document number to identify and cancel the requisition. EBS will adjust its inventory accordingly, based on the cancelled quantity of the requisition.

(2) The customer may cancel an entire order (applicable to one or more DTID Number values) or a portion of the order (specific DTID Numbers from among multiple DTID Numbers applicable to the original order). RTD or GSA web applications must send a separate cancellation transaction for each DTID Number cancelled.

(a) **Staffing Note for DLA Disposition Services and GSA:** Recommend use of the Cancelled in Full Flag in a single cancellation notice, vice transmission of a numerous separate transactions when all DTID Numbers applicable to the customer's requisition document number are cancelled.

(b) **Staffing Note for Military Services:** There are no provisions for partial cancellation (cancellation of selected DTIDs under the requisition document number) when the cancellation notice is prepared in the MILSTRIP legacy 80 record position format and transmitted via the DLA Transaction Services Defense Automatic Addressing System (DAAS) for processing by the DLA Transaction Services. If cancellation is provided via legacy format, it will be interpreted as cancellation in full.

(3) Under RBI, DTID Numbers will no longer be suffixed. In instances where a DTID has to be split or re-identified due to materiel in differing conditions being turned in under the same document number, a new DTID called a Unique Control Number (UCN) will be generated and linked to the former DTID Number. The UCN will be carried as the DTID so this is the number that will be visible to the RTD customer, that is, for the purposes of the ordering or cancellation it would still be seen as a DTID. The requisition would only show the UCN, and the original DTID (referred to as the Reference DTID Number) would not be visible to the customer, so for all intents and purposes the UCN would be a DTID.

(4) Local Stock Numbers (LSN) and Unit of Use under RBI.

(a) Cancellations may use the LSN assigned for materiel identification. This is applicable when property turned in to DLA Disposition Services cannot be identified by a National Stock Number (NSN).

(b) If an item is turned in to the Disposition Services Field Office, and the receiver identifies a NSN for the item, but the item is less the FLIS Unit of Issue, the receiver will create a new LSN by replacing the first character of the NIIN with an "R". This form of LSN for Unit of Use will not be visible to the customer, as it is provided only for intra-DLA use. The

property will be identified by its NSN for RTD. The Unit of Use Indicator will define the quantity and unit of measure as applicable to unit of use. The Unit of Use Indicator may be carried on the transaction internally and externally with DLMS trading partners.

c. Alternatives: There are no other alternatives for this proposed process. The DTID number needs to be added to the transaction in order successfully cancel DLA Disposition Services requisitions.

5. REASON FOR CHANGE: If a DLA Disposition Services customer cancels a requisition, a cancellation notice is generated and sent to EBS via the RTD Web (for reutilization orders) or via GSA (for transfer and donation orders). Since all requisitions for DLA Disposition Service customers require a DTID, this information needs to be sent as part of the cancellation so that EBS can identify the correct line item and make the necessary inventory adjustments based on the cancellation received.

6. ADVANTAGES AND DISADVANTAGES:

a. Advantages (tangible/intangible) Adding the DTID number to the cancellation transaction will ensure that the correct line item from the original RTD or GSA requisition are cancelled.

b. Disadvantages: There are no disadvantages to adding the DTID to the transaction.

7. ASSUMPTIONS USED OR WILL BE USED IN THE CHANGE OR NEW DEVELOPMENT (OPTIONAL): The DTID number will be passed on the transaction.

8. ADDITIONAL COMMENTS TO CONSIDER (OPTIONAL): Not Applicable

9. NOTE ANY REGULATIONS OR GUIDANCE: (IF APPLICABLE): Updates will be made to the DOD 4160.21-M.

10. ESTIMATED TIME LINE/IMPLEMENTATION TARGET: Testing begins May 2011, and full implementation in October 2011.

11. IMPACT: Request code addition to Version 4010 for the 869C IC.

a. Publications:

(1) Requires update to DLMS 869C as noted.

(2) Requires update to DOD 4000.25-M, DLMS, to add procedures for the DLA Disposition Services RBI business process. The appropriate DLA office must provide procedures to DLA J627, through the DLA Supply PRC representative, for inclusion in the DLMS manual, Volume 2. RBI, DLA Disposition Services and DLA J33 must coordinate as needed to assure these procedures are written and submitted to DLA J627.

b. Automated Information Systems (AIS):

(1) DLA: Impacts EBS and DSS

(2) GSA – GSA Surplus Property Program

(3) Service AIS: Under modernization, DLMS procedures will require use of the DTID on cancellations.

c. **DLMS Data.** There are no new or revised data elements associated with this change. The existing data element for DTID is added to the 869C.

d. **DLMS Supplement Revision.**

	Location	869C Revision	Reason
1.	Introductory Notes	<p><u>Add PDC 440 to Introductory notes:</u></p> <p><i>- PDC 440, Revises DS 869C Requisition Cancellation, and associated Procedures in Support of Reutilization Business Integration (RBI)</i></p>	To identify DLMS changes included in the DS.
2.	1/ BSI07/20	<p><u>Revise DLMS Note as shown:</u></p> <p>Transaction Set Purpose Code 00 Original 77 Simulation Exercise DLMS Note: Use to identify a simulated mobilization exercise transaction set. Activities initiating simulated mobilization exercises must ensure complete coordination with all activities involved. All transaction set recipients must use extreme caution to ensure that individual transactions do not process as action documents which affect accountable records. ZZ Mutually Defined DLMS Note: 1. When included, the quantity and unit of measure values associated with this transaction are applicable to the unit of use. 2. Authorized DLMS enhancement under DLA industrial activity support agreement. Refer to ADC 381. 3. Authorized DLMS enhancement for DLA Disposition Services requisition cancellations. Refer to PDC 440.</p>	Expands authorized use to DLA Disposition Services.

	Location	869C Revision	Reason
3.	2/REF04-01/105	<p><u>Add new qualifier W1 as shown:</u></p> <p>W1 Qualifier Identifying Disposal Turn-In Document Number (DTID) DLMS Note: <i>1. This is a unique number to identify property turned into a DLA Disposition Services Field Office. Use in conjunction with the controlling requisition document number identified in REF01 code TN, to identify the DTID associated with the property being cancelled by a DLA Distribution Services customer.</i> <i>2. The DTID Number is required when cancelling a requisition from DLA Disposition Services via DLA Disposition Services Reutilization/Transfer/Donation (RTD) Web Application or GSA Surplus Property Program Web Application. Use a separate requisition cancellation for each DTID Number associated with the customer requisition document number being cancelled.</i> <i>3. DLMS enhancement; refer to PDC 440.</i></p>	Supports RBI; clarifies usage.
4.	2/LIN02/50	<p><u>Revise DLMS Note as suggested:</u></p> <p>SW Stock Number DLMS Note: 1. Use to identify the local stock number (LSN). 2. Authorized DLMS enhancement under DLA industrial activity support agreement. Refer to ADC 381. 3. <i>Authorized DLMS enhancement for DLA Disposition Services requisition cancellations. Refer to PDC 440.</i></p>	Expands authorized use to DLA Disposition Services
5.	2/LIN02/50	<p><u>Revise DLMS Note as suggested:</u></p> <p>FS National Stock Number DLMS Note: 1. Use to identify the NSN. 2. When the unit of use indicator is included (1/BSI07/20=ZZ), the NSN cancelled will be interpreted as a unit of use requirement so that the cancellation may be processed against the associated LSN. The cancelled quantity is expressed in the unit of use for the LSN in lieu of the unit of issue for the identified NSN. Authorized DLMS enhancement under DLA industrial activity support agreement. 3. <i>Authorized DLMS enhancement for DLA Disposition Services requisition cancellations. Refer to PDC 440.</i></p>	Expands authorized use to DLA Disposition Services.