



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, June 16, 2015
Change 5

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 5

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. In all updated documents "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office and abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Change 5 also includes administrative updates not marked by bold italics, to include changing "shall" to "will" per a style change for DoD issuances and updating "Defense Logistics Management System" to "Defense Logistics Management Standards." Subsequent to ADC 1135's updates, "Regional Hazardous Inventory Control System" was updated to "Hazardous Material Management System."

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Defense Logistics Management Standards Office memorandum:

A. ADC 1009A dated August 6, 2014. Established revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also eliminated authorization for the DLA Transaction Services Defense Automatic Addressing System (DAAS) to block transmission of supply and shipment status in response to requisitions originated in DOD EMALL that use purchase card/credit card payment. Revises Chapter Chapters 2 and 5 and Acronyms list. Revises Abbreviations and Acronyms. Revises Chapters 2 and 5. Revises Appendices 1.1, 1.35, 2.10, 2.14, 2.16, and 3.48.

B. ADC 1032 dated January 31, 2013. Withdrew the change to allow the use of a numeric value in addition to existing alphabetic values identifying the Service and Agency as identified in the first position of the RIC. Withdrawn April 8, 2014. Revises Appendix 2.2.

C. ADC 1043A dated August 20, 2014. Amended ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Appendix 2.16.

D. ADC 1075 dated January 17, 2014. Notified the PRC members of DLMS

implementation for the GENC Standard and updates related DLMS documentation and database tables at DLA Transaction Services for Country Codes. Revises Appendix 2.18 and Definitions list.

E. ADC 1091 dated January 28, 2014. Updated MILSTRIP and SDR guidance for reshipment of materiel in association with an SDR. Revises Chapters 3 and 4.

F. ADC 1096 dated May 29, 2014. Requested the option for DLA Disposition Services sites to utilize the Commercial Venture (CV) Workload Location List (WLL) in lieu of an IRRD. Revises Chapter 5.

G. ADC 1098 dated November 7, 2014. Updated the DD Form 1348-5, Notice of Availability; updated the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; established the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updated procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 6 and Appendices 1.4, 3.30, 3.31, and 3.32.

H. ADC 1110 dated July 30, 2014. Added a new Appendix for Delivery Priority/Special Processing Codes, updated the DLMS Data Dictionary to reflect usage of this data element across applicable DLMS ICs, and updated DLMS ICs to reflect the approved migration code DPC – Delivery Priority Code. Adds Appendix 2.26.

I. ADC 1111 dated August 28, 2014. Revises the procedures for intransit control of materiel turned in to DLA Disposition Services and establishes use of DLMS 527R as a new Disposition Services Turn-In Receipt Acknowledgement transaction. Revises Chapter 3.

J. ADC 1117 dated July 2, 2014. Improved and refined the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. Revises Chapters 2 and 3.

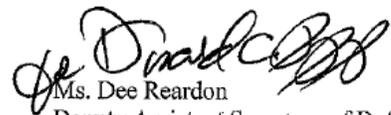
K. ADC 1142A dated October 21, 2014. Formally withdrew GSA from the Materiel Returns Program (MRP) effective March 1, 2014. Revises Chapters 8, 9, and 10. Revises Appendix 2.16.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

<u>Added or Replaced Files</u>	<u>Added or Replaced Files</u>
Table of Contents	Appendix 1.1
Change History Page	Appendix 1.4
Definitions List	Appendix 1.35
Acronyms List	Appendix 2.2
Chapter 2	Appendix 2.10

Chapter 3	Appendix 2.14
Chapter 4	Appendix 2.16
Chapter 5	Appendix 2.18
Chapter 6	Appendix 2.26
Chapter 8	Appendix 3.30
Chapter 9	Appendix 3.31
Chapter 10	Appendix 3.32
	Appendix 3.48

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Office Website www.dla.mil/j-6/dlmsso/eLibrary/manuals/dlm/dlm_pubs.asp and the PDF file containing the entire set of change files is available at www.dla.mil/j-6/dlmsso/eLibrary/Manuals/DLMS/formal_changes.asp


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MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES (MILSTRIP)

PROCESS CHANGE HISTORY

ADC Number	Date	Change Description	Version
AMCL 13	2/18/2010	Withdrawal of Approved Military Change Letter (AMCL) 5 and 13, Date Packed/Expiration for Subsistence Items. This change withdrew the original request the "Date Packed/Expiration for "Subsistence Items" elements in the DLMS Supplement and retracts associated business rules related to MILSTRIP, MILSTRAP and DLMS. Revises MILSTRIP AP3.13, Disposal Release Order, Follow-up, or Cancellation.	0
93A	8/29/2012	Addendum 93A to include Status Code BP in Cancellation Procedures. This change corrects an administrative oversight in documented procedures for source of supply processing of single line requisition cancellation requests to check for Status Code BP. Revises MILSTRIP Chapter 3, Requisition Processing and Related Actions.	1
102	8/15/2009	Revised Service Code V Use in Routing Identifier Codes (RICs). This change reassigns the use of Service and Agency Code V applicable to Routing Identifier Codes (RICs) to the Navy. Although the Service and Agency Code V belongs to the Navy for DoDAAC assignment, its use in RICs does not. The V-series when used as the RI-To is currently assigned to the National Aeronautics and Space Administration (NASA) for use in logistics transactions (NASA also used as RI-From). Under this ADC, all new RIC assignments in the V-series will belong to the Navy for use to designate Navy contractor locations. Any existing V-series RI values previously assigned for NASA will be deleted. To satisfy NASA requirements, new RICs in the appropriate G-series will be assigned in coordination with the General Services Administration (GSA).	2

ADC Number	Date	Change Description	Version
103	7/23/2003	DAAS Processing Rules for Project Code 3AD (Supply/MILSTRIP). This change requires the DLA Transaction Services to pass (instead of route) all DIC A0_ Requisitions containing Project Code 3AD to the activity identified in the Routing Identifier Code (RIC To) (record positions 4-6). This will direct the requisition to the Principal whose assets will be used for the repair as requested by the Agent (or Source of Repair) under the Depot Maintenance Inter-Service Agreement (DMISA). Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups.	3
224	2/21/2007	Revised Procedures for Logistics Accountability During Maintenance. This change incorporates multiple revisions to procedures for maintaining accountability during maintenance. Uses existing requisitioning procedures for the induction of reparable into maintenance. Withdraws directed use of the DIC FTA transaction by the shipping activity for accountability of items identified and scheduled for repair under a Depot Maintenance Inter-Service Support Agreement (DMISA), since that type of workload must be negotiated. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and related actions, and Chapter 9, Materials Returns Program (MRP) and Lateral Distribution of Retail Assets	0
256	12/19/2007	WebSDR/SDR Transaction Edits: Forwarding and Follow-up Timeframes. This change approves two new edit processes for DOD WebSDR that will improve data quality and enforce existing business rules under referenced guidance. Follow-up transactions will be edited to ensure that an appropriate time has elapsed before follow-ups may be submitted. Revises Chapter 17 and establishes two new reply codes.	0
262	12/19/2007	Deleted Department of Defense Activity Address Code (DoDAAC) Cited on Open Orders. This change revises MILSTRIP and DLMS procedures to include instructions on cancellation of orders citing a ship-to or bill-to DoDAAC that has been deleted. Revises DLMS Volume 2, Chapter 4, and MILSTRIP Chapter 3 and Appendix 2.16 Status Code - BQ.	0

ADC Number	Date	Change Description	Version
264	1/30/2008	<p>DLMS Enhancement for Part-Numbered Requisition Format and USAF Unique Rules for Descriptive Information including Technical Order (T.O.) Number. This change will supports unique procedures for the AF requirement pending future reengineering. This change includes administrative updates to MILSTRIP-identified descriptive information data associated with part-numbered requisitions, during the transition to DLMS from the MILS-based procedures. AP3.4, Non-National Stock Number Requisition (Mechanical).</p>	0
282	5/8/2008	<p>Consolidation and Containerization Points (CCP)-Originated Supply Discrepancy Reports (SDRs) including Noncompliant Wood Packaging Material (WPM) Procedures and Shipment Hold Code. This change is requested to support generation of DLMS SDRs at the Consolidation and Containerization Points (CCP) and involves shipments using noncompliant Wood Packaging Materials (WPM) and shipping through the CCPs to OCONUS sites. Revises MILSTRIP AP2.17, Hold Codes.</p>	0
285	6/10/2008	<p>Administrative Revision to MILSTRIP and DLMS Supplement 869C, Requisition Cancellation for Inclusion of Missing Passing Activity Identification. This change updates the MILSTRIP/DLMS procedures, the DLMS Supplement 869C, and Defense Automatic Addressing System (DAAS) conversion mapping for MILSTRIP Document Identifier AC_/AK_ transactions. All now permit inclusion of the party passing the transaction in the cancellation and cancellation follow-up. Revises MILSTRIP AP 3.7, Requisition Cancellation.</p>	0
286B	6/2/2008	<p>Administrative Update for MILS/DLMS Conversion for MILSTRIP ACP/ACM Cancellation Formats. This ADC updates documentation and system maps in order to support current MILSTRIP requirements. The cancellation transactions above are not currently in use, although Army has confirmed their plan to use them. Implementation of this ADC will position Defense Automatic Addressing System to support future systems developers, regardless of Service. Revises MILSTRIP AP3.9, Supply Source Cancellation.</p>	0

ADC Number	Date	Change Description	Version
289	10/21/2009	<p>Revisions to Security Assistance Program Procedures, Modification of the Definition of the Security Assistance Type of Assistance and Financing Codes (MILSTRIP/Supply) and Policy Change to Billing Procedures. This change accommodates the inclusion of a paragraph on the timeframe for shipments using a required availability date (RAD), the use of extended required delivery dates (RDDs), a paragraph regarding possible storage charges for materiel awaiting Notice of Availability (NOA) responses, and some minor changes to program names and acronyms. Revises MILSTRIP Chapter 6, Security Assistance Program, and MILSTRIP AP2.19 Security Assistance Program Type of Assistance and Financial Codes.</p>	0
296	8/12/2008	<p>Passive Radio Frequency Identifications. The changes are proposed to standardize the pRFID processes and related visibility transactions used throughout DoD. In addition, the additions will expand the use of pRFID to local delivery and the associated delivery and attempted delivery transactions to be implemented under Joint Regional Inventory Materials Management (JRIMM). Revises Chapter 24, Passive RFID Transactions.</p>	0
306	11/10/2008	<p>Administrative Change to Rail Transportation Mode/Method Codes and Definitions. This administrative change updates the DoD codes, definitions, X12 conversion and Military Standard Requisitioning and Issue Procedures (MILSTRIP) references to synchronize with the United States Transportation Command's Authorized Data Source for transportation mode/method codes. This change is in direct support of the expansion of the Defense Transportation Coordinator Initiative (DTCI) to include rail movements. Revises MILSTRIP, AP3.14, Material Release Confirmation, AP3.15, Force-Closed Material Release Confirmation, AP3.19, Shipment Status, AP3.30, Foreign Military Sales Notice of Availability Key Document, as well as, AP3.39, Shipment Status.</p>	0

ADC Number	Date	Change Description	Version
309	6/3/2009	<p>Notice of Availability (NOA) and NOA Reply Transaction Data Content/Mapping including Addition of Type Pack Code for 463L Pallets. This revision resolves a DLMS/MILS conversion issue between the MILSTRIP AD5 and the comparable DLMS 870N, Notice of Availability Reply. Revisions are identified to add a code and DLMS note to DLMS Supplement 870N supporting what the DAAS map has already implemented, and add a future enhancement to the process to identify the NOA submitter. This change also modifies the location of the type pack code in the DS 856N, Notice of Availability, updates MILSTRIP AP3.30, Formats, to correctly identify the authorized data source for valid DoD Type Pack Codes and adds to MILSTRIP Abbreviations.</p>	0
313	12/24/2008	<p>Request for Implementation Date for Approved Defense Logistics Management System, Revisions to DLMS Supplement 527R to Add Code for MILSTRAP DRB Functionality and to Address Enhancement for Advice Codes Used with 527R Receipt and Response to Inquiry for Materiel Receipt. Provides a new DS 527R, Receipt, Inquiry, Response and MRA, beginning segment action code to provide functionality of MILSTRAP (reference 3a) Document Identifier Code (DIC) DRB-MRA Reply to Follow-up. Revises MILSTRIP (references 3.c), Appendix 2.15, Advice Codes.</p>	0

ADC Number	Date	Change Description	Version
316	2/19/2009	<p>Retail Transportation and Supply Receipt and Acknowledgement Transactions. This ADC approves a standardized interchange and set of business processes between retail transportation and supply activities through the use of the standard DLMS Warehouse Shipping Order (940R) and Warehouse Shipping Advice (945A). This standard exchange provides the ability to pre-position release order data in transportation, submit follow-up status messages to transportation requesting updated shipment status, submit cancellation requests to transportation for release orders already turned over to transportation for shipment planning and execution, provide supply status messages from transportation to supply, provide cancellation response messages from transportation to supply, and submit material release confirmation messages from transportation to supply when the material has shipped. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups, Chapter 3, Requisition Processing and Related Actions, Chapter 4, Status, AP2.12, Distribution Codes, AP2.16, Status Codes, AP2.1 Document Identifier Codes, and AP3.10, Supply Status.</p>	0
316A	6/26/2009	<p>USAF Requirements for Item Record Data and Unique Item Tracking (UIT) using the Materiel Release (DLMS Supplement 940R) under Transportation and Supply Receipt and Acknowledgement Interchange. This change enhanced the Standard Base Supply System (SBSS) - Cargo Movement Operations System (CMOS) interface in association with implementation of the ADC 316 procedures for retail transportation and supply receipt and acknowledgement interchange. The change will allow SBSS to perpetuate selected item record (NSN) data and serialized control numbers/unique item identifiers (UII) in the 940R Material Release transaction. Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 19, Unique Item Tracking.</p>	0

ADC Number	Date	Change Description	Version
316B	6/26/2009	<p>New Distribution Code (111) for the Retail Transportation and Supply Receipt and Acknowledgement Interchange for the 940R and 945A. This change clearly identifies the transaction used for the Retail Transportation and Supply Receipt and Acknowledgement Interchange. The distribution code "1" has been replaced by the new code "111". Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 3, Requisition Processing and Related Actions, 4, Status, and Appendixes 2.1, Document Identifier Codes, 2.12, Distribution Codes, 2.16, Status Codes, and 3.10, Supply Status.</p>	0
317	2/17/2009	<p>Revised Business Rules for Transshipper-Prepared. This change establishes new procedures associated with SDR reporting discrepancies discovered while the shipment is in-transit. It authorizes two new SDR action codes to distinguish between SDRs requiring expedited response to resolve frustrated freight problems and those requiring no response, but which may be used by the action activity to correct shipping/packaging errors, recoup money from noncompliant vendors, and identify trends. A time standard of 5 days is established for those SDRs requesting expedited response. The change authorizes special routing rules for DLA-directed shipments (for both the ICP and the Distribution Depot). The change will support use of DoD WebSDR for direct input by aerial ports by adopting a process similar to that currently used by the consolidation and containerization point (CCP).</p>	0

ADC Number	Date	Change Description	Version
324	6/24/2009	<p>DLMS Procedures for Materiel Returns from National Inventory Management Strategy (NIMS) Sites and Industrial Sites under Base Realignment and Closure (BRAC). This change documents procedures for materiel returns to DLA as partially implemented under the national inventory management strategy (NIMS) and as planned in support of the 2005 Base Realignment and Closure (BRAC) decision. The change addresses communications among customers, the distribution depot, and the DLA ICP, along with establishing new procedures for authorizing and processing customer credit. Finalization of the returns procedures required recurring DLMSO interaction with the BRAC team to achieve correct business rules and documentation of these rules in the applicable DoD manuals. Revises MILSTRIP Chapter 9, Material Returns Program (MRP) and Lateral Redistribution of Retail Assets.</p>	0
328	7/28/2009	<p>“Off-Line” Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation. This change requests an interface be established between the various internet ordering applications and the applicable Component financial application, so that fund availability can be checked before allowing the requisition to be processed, and, as a separate, subsequent action, establish the associated obligation within the applicable financial system. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, as well as, AP2. 1, Document Identifier Code.</p>	0
332	7/8/2009	<p>Intra-Navy Exchange Price Billing for Depot Level Repairables. The purpose of this change is to map the Navy’s current billing transactions for depot level repairables (DLRs) under the Navy Carcass Tracking program to the DLMS Supplement 810L, Logistics Bill. This change will support the Navy migration to DLMS, and will support mapping in a mixed DLMS/MILS environment. Revision to DLMS Supplement (DS) 810L, Logistics Bill.</p>	0

ADC Number	Date	Change Description	Version
338	9/28/2009	New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy Base Realignment and Closure (BRAC) Inventory Management and Stock Positioning (IMSP). This change was replaced in its entirety by ADC 338A.	0
338A	8/24/2010	New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy BRAC Inventory Management and Stock Positioning (IMSP). This change republishes ADC 338 to replace the previously assigned advice code with a new management code for use on DLMS transactions associated with requisitioning to identify surge requirements for Mission Support Material (MSM) under DLA-Navy BRAC IMSP. Revises AP2.15 as well as the DLMS Data Dictionary and corresponding MILSTRAP appendix.	0
379	6/15/2010	New and Revised Supply Status Procedures to Support “Virtual Receipt” and Requisition Alert Processes under Navy BRAC SS&D/IMSP. This change created the new supply status for arrival and delivery supplements MILSTRIP requirements for materiel release confirmation (DLMS 945A) and shipment status (DLMS 856S) when directed release is triggered by a materiel release order (DLMS 940R) in support of BRAC. This change also establishes (2) Supply and shipment status provided on requisition alerts to the Navy Shipyard (NSY) or Fleet Readiness Center (FRC) sites as the order is updated in EBS. This includes revising existing status code definitions to accommodate the new requisition alert process. Revises MILSTRIP AP2.16, Supply Status Codes.	0
379A	5/4/2012	Revised Supply Status Procedures to Support “Virtual Receipt” and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status. This change enhances procedures implemented under ADC 379 (Reference 3.a.) to include additional supply status requirements to Navy BRAC SS&D sites. The new supply status procedures will provide greater visibility to the Naval Shipyard (NSY) or Fleet Readiness Center (FRC) in response to Navy requisition alert transactions (Reference 3.b.) in three situations: Pre-shipment Notification, Pre-protection Notification, and Mission Support Materiel (MSM) Allocation Notification.	0

ADC Number	Date	Change Description	Version
379B	4/8/2013	<p>Revised Supply Status Procedures to Support Requisition and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status. This change enhances procedures implemented under ADC 379 to update supply status requirements to provide notification to Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) sites when materiel requisitioned by DLA (on behalf of the Navy) from another Service/Agency source of supply (SoS) has been processed for shipment. This change updates the narrative for existing supply status codes to provide more explicit explanation of their usage. This change supplements and modifies ADC 379/379A procedures; it does not replace prior ADCs. Revises Appendix 2.16, Status Codes.</p>	3
384A	4/7/2011	<p>Special Programs for Non-DoD/Non-Federal Agency Requisitioners; Additions in Support of DLA Disposition Services Under Reutilization Business Integration (RBI). This change amends ADC 384 to establish Defense Logistics Management Standards (DLMS) procedures for additional Special Programs in support of DLA Reutilization Business Integration, where the requisitioner is neither a Federal Agency nor a DoD entity. This change establishes DoDAAC series to clearly identify such programs. Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups.</p>	0
384B	10/7/2011	<p>Special Programs for Non-DOD/Non-Federal Agency Requisitioners; Update to Section 1122 Program DODAAC Series. This is an administrative change to amend ADC 384 to change the first position designation for Special Program Section 1122 DODAACs from "1" to "3". There are special programs where the requisitioner is neither a Federal Agency nor a DOD entity. One such program, specifically addressed by this ADC is the special program established by Section 1122 of the fiscal year 1994 National Defense Authorization Act, which established the authority for state and local governments to purchase law enforcement equipment through Federal procurement channels, provided that the equipment is used in the performance of counter-drug, homeland security, and emergency response activities. There are no changes to the DLMS Manual.</p>	0

ADC Number	Date	Change Description	Version
387	7/2/2010	DLMS Enhancement: DLMS Supplement 846A Asset Reclassification Transaction and Associated Procedures, and Administrative Update to DS 947I Inventory Adjustment. This change expands capability of the 846A DLMS transaction, notes and procedures. Revises MILSTRIP AP2.15, Advice Codes.	0
389	8/3/2010	Inventory Control Point /Integrated Item Manager (ICP/IMM)-Directed Shipments of Non-Requisitioned Government Furnished Materiel (GFM). This proposed change documents an alternative process for providing GFM to contractors without initializing the requirement via a requisition. Under this process materiel is “pushed” from the supply system rather than the “pulled” per current MILSTRIP procedures. The ICP/IMM provides GFM to the contractor based upon the terms which establishes a list of raw materiel/component parts needed to manufacture the end item, and which will be provided by the Government without separate charge to the contractor. Revises Chapter 11, Contractor Access to Government Supply Sources.	0
395	9/1/2010	Request for New Transportation Activity Processing Supply Status Code. This change uses supply status code BX that enables the transportation activity to report a more detailed supply status in response to a follow-up inquiry from supply. The status code “BX” provides transportation with a more descriptive status message back to supply, to report that the item for shipment has not yet arrived at the transportation activity for in-check. Revises MILSTRIP AP2.13, Requisition Transaction Status Codes.	0
397	10/26/2010	Deletion of the Passive RFID Reader ID Number from the Reader Registration Table. This change deletes the requirement for reporting the pRFID Reader ID Number in the XML Reader Registration transaction. Revision to Chapter 3.	0

ADC Number	Date	Change Description	Version
399	3/18/2011	<p>Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This change provides enhanced procedures in support automated data capture and establishes a mandatory continuation page for DD form 1348-1A or 1348-2. Additionally, this change removes use of Automated Packaging List (APL) in association with MILSTRIP. Revises MILSTRIP, Chapter 5, Release and Receipt of Materiel, Chapter 6, Security Assistance Program, AP1.1, Forms and Messages, deletes text in AP1.1.7 and insert new AP1.1.9. Also modifies AP1.35, Issue Release/Receipt Document (IRRD), AP1.36, Continuation Page, AP1.30, APL, AP3.48, Materiel Release Document, AP3.49, transfer to DLA Distribution Services on DD Form 1348-1a or DD Form 1348-2.</p>	0
399A	1/30/2013	<p>Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This addendum requires that unique item identifiers (UIIs) and serial numbers identified in support of DOD policy for the application of IUID in supply business processes be encoded and linked together, when they are machine readable and readily available, or when retrievable from the system generating the form. Additional capability is provided to include batch/lot numbers in association with the UII and/or serial number. This addendum clarifies Code 39 linear bar code data format requirements and updates terminology including references to the PDF417 2D bar code (vice 2D symbol) and "DOD policy for application of IUID in supply processes" (vice serialized item management). Revises MILSTRIP Table of Contents, Chapter 5, Release and Receipt of Materiel, AP1, Forms/Message Formats Index, AP1.1, Forms/Message Formats (Introduction), AP1.6, DD FORM 1348-6, Single Line Item Requisition System Document (Manual-Long Form, AP1.35, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) With Code 39 (Three of Nine) Bar Codes and PDF417 Two-Dimensional (2D) Bar Code, AP1.36, Issue Release/Receipt Document (IRRD)(DD Form 1348-1A or DD Form 1348-2) Continuation Page, AP3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2,</p>	2

ADC Number	Date	Change Description	Version
		AP3.49, Transfers to DLA Disposition Services Field Office on 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins). Delete MIL STD 1189B from the MILSTRIP References.	
400	4/17/2012	Elimination of the DLMS-MILSTRAP Logistics Asset Support Estimate (LASE) Process no Longer Required by the DOD Components. This change eliminates the DLMS-MILSTRAP LASE process as recommended by the DOD Components after staffing two separate PDCs from DLA and Army (DLA PDC 301 and Army PDC 400). The PDCs documented that DLA and Army were not implementing LASE in their respective enterprise resource planning (ERP) systems: DLA Enterprise Business System (EBS) and Army Logistics Modernization Program (LMP). The remaining DOD Components agreed to DLA and Army's elimination of the LASE process. In response to the PDCs, Navy and Air Force stated they would not implement LASE in their ERPs, and Marine Corps also concurred with the elimination of LASE. Revises MILSTRIP AP 2.16, Status Codes.	0
416	10/25/2011	Hazardous Material/Hazardous Waste (HM/HW) Profile Transaction, DLMS 996H, in Support of Reutilization Business Integration (RBI) This change established an interface through DLA Transactions Services to electronically convey Hazardous Material/Hazardous Waste (HM/HW) Profile Sheet (HWPS) and shipment status information for shipments to DLA Disposition Service Field Offices. The interchange will accommodate the existing Generator Communication (GenComm) Standard v5.0 in either pipe-delimited (see enclosure 1) or XML schema (see enclosure 2) transaction formats from either GenComm or the individual Component generator systems. Revises AP3.49, Transfers to Defense Reutilization and Marketing Office on DD Form 1348-1A or DD Form 1348-2 (Single Item Turn-Ins), Block 27.	0
418	4/6/2011	Advice Code 2W for Free Issue. This change authorizes Navy and Marine Corps use of Advice Code 2W when requisitioning on a free fill or kill basis where the requisition is satisfied through Navy-owned residual end-use assets managed under Navy ERP. Supports use of AP2.15, Advice Codes.	0

ADC Number	Date	Change Description	Version
426	5/10/2011	Intra-Navy DLMS 511R, Requisition, Inclusion of Requested Storage Activity. This change documents changes to DLMS 511R / Document Identifier Code A0_, to allow for the identification of the desired storage activity from which a requisitioned item is to be supplied. This change will be adopted as an intra-Navy DLMS enhancement in support of organic maintenance requisitioning procedures. Revises AP3.2, Requisition.	0
427	11/28/2011	This ADC has been superseded by ADC 427A Approved on October 2, 2012.	0
427A	10/3/2012	Requisition Document Number Date Edit. This change implements a permanent DAAS edit to check for an appropriate ordinal date in requisitions prior to forwarding to the source of supply. Comparable edits are authorized within source of supply requisition processing. This change replaces ADC 427 in its entirety; it retains all information previously published, additional exclusion values, and clarification of the implementation timeline. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and Related Actions and MILSTRIP AP2.16 Status Codes.	2
428	5/23/2011	Special Program Section 1122 DoDAACs Changed from "1" Series to "3" Series. This change modifies initial guidance in ADC 384, which assigned Service Code "I" to Missile Defense Agency. Since the alpha "I" is very similar to the numeric "1" assigned to Section 1122 Program DoDAACs, this change has been made to avoid possible confusion in human readable form. Revises AP2.2, Service and Agency Codes.	0

ADC Number	Date	Change Description	Version
428A	6/9/2011	<p>Support to Missile Defense Agency (MDA) as a Foreign Military Sales (FMS) Implementing Agency (IA) and Assignment of New Service and Agency (S/A) Code "I". This addendum is provided to make administrative corrections to the approved change documentation and document additional requirements for new distribution code and fund codes to support Missile Defense Agency (MDA) as an Implementing Agency (IA). MDA will establish an ILCO, which will be responsible for entering and maintaining MAPACs in the MAPAD, as required, for use with requisitions submitted with Service/Agency Code "I"-based document numbers. Additionally, MDA will be responsible for updates to the Fund Code Table to support Interfund billing as applicable. Revises AP2.2, Type of Physical Inventory/Transaction History Codes.</p>	0
436	8/4/2011	<p>Administrative Revisions to DLMS Supplements to Remove Obsolete Routing Identifier Code (RIC) "Streamline" Notes and Update MILSTRIP/DLMS Documentation Associated with RICs. This change updates the RIC field note in the DLMS to remove obsolete references to future streamlining, and the RIC assignment rules to reflect Washington Headquarter Service (WHS) is now responsible for update of "Other DoD DoDAACs (H series)". Revises AP2.3, Routing Identifier Codes.</p>	0
437	9/26/2011	<p>Additional Data Element Requirements for the Issue Release/Receipt Document (IRR) (DD Form 1348-1A or DD Form 1348-2) Continuation Page Supporting Reutilization Business Integration. This change adds the following categories of instructions to Block 27 (and its continuation page or in available white space on the paper that the form is printed, if needed) of the DD 1348-1A or DD 1348-2 to support issue of DLA Disposition Services property. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins) Block 27 and replaces the sample continuation page in AP1.36, Issue Receipt Document (IRR).</p>	0

ADC Number	Date	Change Description	Version
437	11/4/2011	Correction to DOD 4000.25-1-M, Appendixes 3.48 and 3.49. This change reverses the ADC 437 changes erroneously applied to DOD 4000.25-1-M, Appendix 3.49, and applies approved ADC 437 changes to DOD 4000.25-1-M, Appendix 3.48. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins), and AP3.48, Material Release Document DD Form 1348-1A or DD Form 1348-2.	0
440	7/19/2011	Change to DoDAAC Authority Code Assignment Process. This change is to require the user to make a decision about which Authority Code to assign when creating a new DoDAAC vice defaulting to Authority Code "00". Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups.	0
441	8/22/2011	Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits. This change proposes that DLA Transaction Services split large quantities for ammunition communicated via DLMS Transaction into two legacy 80-record position transactions without creating or changing the suffix code. The split into separate transactions is necessary because the legacy format restricts the allowable field length for quantities and does not accommodate residual quantities when using the "M" quantity multiplier described above. The Defense Automatic Addressing System (DAAS) conversion split from a single DLMS transaction into two separate 80-record position legacy transactions will result in the maximum allowable quantity on the first transaction and the residual quantity on the subsequent transaction produced with like document number/suffix. Revises Chapter 4, Status, and AP3.10, Supply Status, AP3.19, Shipment Status, AP2.6, Unit of Issue and Quantity, AP3.1, Formats, AP3.12, Materiel Release Order/Follow-Up For Materiel Release Order/Lateral Redistribution Order, AP3.2, Requisition, and AP3.14, Materiel Release Confirmation.	0

ADC Number	Date	Change Description	Version
441A	1/23/2012	Approved Addendum to Approved Defense Logistics Management System (DLMS) Change 441A, Clarification to Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits. (This document must be used in conjunction with the original ADC 441.) Revises MILSTRIP Chapter 4, Status, Appendix AP3.10, and Appendix 3.19.	0
448	9/21/2011	Implementation of International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions. This change implements DoD policy within the DLMS to transition to the use the International Organization for Standardization (ISO) 3166-1, "Codes for the representation of names of countries and their subdivisions – Part 1: Country Codes" by September 30, 2012, in accordance with References 3.a and 3.b. ISO 3166-1 contains two alphabetic code lists: digraph (two characters) and tri-graph (three characters). Also approves a related enhancement to use country short names in DoDAAD and MAPAD last address line in lieu of country codes to meet the ISO and United States Post Office (USPS) postal addressing rules. Revises AP2.8, Security Cooperation Customer Codes, Chapter 6, Security Assistance Program, as well as, Chapter 7, Validation of Material Obligation.	0
448B	10/2/2012	Delayed implementation for International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions. (Replaces ADC 448A in entirety) Due to the delayed implementation for ISO 3166-1 country code standard, this administrative ADC updates related DLMS documentation to restore the name change for Country & Activity codes (Logistics Qualifier 85/85*) and to remove the previously published "September 30, 2012" implementation date established under ADC 448. Revises LOGDRMS (Qualifiers 85/*85), MILSTRIP Definitions; MILSTRIP Chapter 6, Security Assistance Program, Chapter 7, Validation of Material Obligation, AP2 Index, AP2.18 Country and Activity Codes, AP 3.3 Security Assistance Program Requisition, AP3.30, FMS Notice of Availability Key Document.	2

ADC Number	Date	Change Description	Version
450	2/14/2012	<p>Elimination of the DLMS Request for Implementation Date Procedures for Component System Changes. The RFID letter/process, as currently published in the DOD 4000.25 family of manuals is eliminated. Implementation dates will be requested at the time of issuance of the PDC. The revised procedure will incorporate the request for and negotiation of an agreement upon implementation dates embedded in the PDC/ADC process.</p>	0
451	11/7/2011	<p>Elimination of DD Form 173/2 for Message Transmission of MILSTRIP Transactions and Updated Procedures associated with DLA Transaction Services Document Mailing. Revised Chapter 1, General Information, Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 9, Materials Returns Program (MRP) and Lateral Redistribution of Retail Assets, AP1, Forms/Message Formats Index, AP2.4, Media and Status Codes, AP1.8, MILSTRIP Requisition Message, AP1.9, MILSTRIP Message Follow-up, AP1.10, MILSTRIP Message Supply Assistance Request, AP1.11, Abbreviated MILSTRIP Message Supply Status, AP1.12, abbreviated MILSTRIP Message Shipment Status, AP1.13, MILSTRIP Part Number/Non-NSN Message Requisition, AP1.15, Message Request for Special Material Obligation Validation, AP1.16, Message Reply to Special Material Obligation Validation, AP1.22, Abbreviated Message Asset Report, Etc. (Material Returns Program), and AP1.23, Mass or Universal Cancellation Message.</p>	0

ADC Number	Date	Change Description	Version
453	12/9/2011	<p>Component Turn-In Documentation, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2), Supporting Disposition Services. This ADC addresses DD Form 1348-1A (or DD Form 1348-2) requirements for DOD Components that are turning in property to DLA Disposition Services to clarify funding information required for reimbursement of scrap proceeds or obligation for Hazardous Waste (HW) disposal cost. Additionally, changes are needed to reduce the number of paper copies required at time of turn-in and also to expedite automated turn-in processing where Component systems provide computer generated DD Form 1348-1A (or DD Form 1348-2) documents that have all required information. Revises MILSTRIP AP3.49, Transfers to DLA Disposition Services Field Office on DD Form 1348-1A or DD Form 1348-2 (Single Line item Turn-Ins), as well as, Chapter 5, Release and Receipt of Material.</p>	0
455	2/7/2012	<p>**ADC 455 was replaced in entirety by ADC455A. Refer to ADC 455A** Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI). This change allows MILSTRIP requisitions for DLA Disposition Services NSN property to be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes.</p>	0

ADC Number	Date	Change Description	Version
455A	2/7/2011	<p>Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI). MILSTRIP requisitions for DLA Disposition Services NSN property may be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes.</p>	0
464	3/02/2012	<p>Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI). This change adds a new shipment hold code for receipt in place and establishes new utilization code to recognize turn-ins processed outside the Service's supply system when ICS follow-up procedures are required. Revises Chapter 3, AP1.33, and AP2.17.</p>	0
466	3/28/2012	<p>Revisions to Procedures and DLMS 511R, Requisition, to Support Requisitioning from DLA Disposition Services under RBI. This ADC describes the new processing rules for DOD requisitions submitted to DLA Disposition Services from within the Components' supply system (via MILSTRIP legacy or DLMS format). [Use of the controlling document number suffix code as described above to provide separate transactions for each DTID is not consistent with MILSTRIP suffixing to identify split shipments. However, the DLA Disposition Services requires accountability down to the DTID level and only supports a single occurrence of the DTID for each document number. The use of suffix codes in the manner described above will leverage existing Component legacy system processing to recognize and recognize/retain suffix codes provided via supply status and will simultaneously create the one-to-one relationship necessary. Revision to MILSTRIP AP3.2.</p>	0

ADC Number	Date	Change Description	Version
473A	11/21/2012	<p>DLMS Revisions to Add the Associated Purchase Order (PO) Number (Supports DLA Interface with the Exchange, Navy Exchange Service Command (NEXCOM), and Marine Corps Exchange (MCX) Non-Appropriated Funds (NAF) Activities, and Non-DOD Customers) ADC 473 (Reference 3.c.) updated DLMS transactions to support the Exchange (the Army and Air Force Exchange Service). This change allows the Exchange and NEXCOM customer orders to include an internal PO number in the DLMS requisition transaction. DLA will then perpetuate the PO number through shipping and billing functions. Revises Appendices 1.1, Forms/Message Formats (Introduction), and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.</p>	2
477	3/8/2011	<p>Component Performing Procurement/Contracting for another Component Involving Government Furnished Property (GFP). Procedures were revised to clarify that when one Component is performing the procurement/contracting service for another Component, the Component providing the procurement/contracting service and the Component requesting the contract shall coordinate efforts to ensure that the requesting Component's MCA has access to the necessary contract and applicable contract modification information to perform its management control and accountability functions over Government supply system materiel access. This change is for clarification only; no system changes or MCA management control functions/process, transaction format or transaction flow changes are needed.</p>	0
478	2/23/2012	<p>Revision to Project Code Procedures Authorizing 3H-Series Project Codes for Assignment by the Joint Materiel Priorities Allocation Board (JMPAB). This change adds 3-Hotel-(Alpha) to the existing 3-Juliet-(Alpha) series project codes for the Joint Materiel Priorities and Allocation Board (JMPAB) use. This change also reflects administrative updates/clarification of project code procedures, including procedures for dissemination of CJCS-assigned project codes. Revises MILSTRIP, AP2.13, Project Codes.</p>	0

ADC Number	Date	Change Description	Version
486	3/28/2012	<p>Administrative Change to Delete Document Identifier Codes QD1/QR1 Routing Identifier Code Interrogation Request/Response Transactions. This change deleted all references to the legacy DIC QD1 and QR1 transactions and associated business rules and processes and advises the using community to make all RIC inquiries via the DLA Transaction Services Portal, using the eDAASINQ application. Revises MILSTRIP AP2.3, Routing Identifier Codes.</p>	0
1006	7/12/2012	<p>Exception Processing for DLA Contractor Furnished Materiel (CFM) Requisition. This change documents an exception/deviation to the current requirements under MILSTRIP procedures for contractor access to Government supply sources. It establishes an automated DLA Transaction Services Defense Automatic Addressing System (DAAS) edit/interface to provide management control activity (MCA) validation for requisitions submitted by DLA contractors for contractor-furnished materiel (CFM). Revises Chapter 11, Contractor Access to Government Sources of Supply.</p>	1

ADC Number	Date	Change Description	Version
1009A	8/6/2014	<p>DLMS Enhancements for Requisitioning to Improve Use of Mark-for Addressing, Expand Authorized Priority Designator Validation, Correct EMALL Purchase/Credit Card Format Rules, and Require Distribution of Status for Requisitions associated with Purchase/Credit Card Payment. This change establishes revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also eliminates authorization for the DLA Transaction Services Defense Automatic Addressing System (DAAS) to block transmission of supply and shipment status in response to requisitions originated in DOD EMALL that use purchase card/credit card payment. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Chapter 5, Release and Receipt of Materiel. Revises Appendix 1.1, Forms/Message Formats Introduction; Appendix 1.35, Issue Release/Receipt Document (IRRD) (1348-1A) With Three Of Nine Bar Coding and Two-Dimensional (PDF-417) Symbol; Appendix 2.10, Signal Codes; Appendix 2.14, Priority Designators, Standard And Required Delivery Dates; Appendix 2.16, Status Codes; and Appendix 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.</p>	5
1011	8/13/2012	<p>Routing Identifier Code (RIC) Format Rule for Defense Contract Management Activity (DCMA). This change modifies business rules for Routing Identifier Code (RIC) assignment for the purpose of establishing a business rule supporting a machine-readable method of distinguishing between RICs representing Defense Logistics Agency (DLA) and those representing Defense Contract Management Agency (DCMA) activities. Revises Appendix 2.2, Service and Agency Codes, and 2.3, Routing Identifier Codes.</p>	1

ADC Number	Date	Change Description	Version
1014	8/17/2012	<p>Revised Procedures for Inclusion of Contract Data in Transactions Associated with Government Furnished Property (GFP) and Management Control Activity (MCA) Validation of Contractor Furnished Materiel (CFM) Requisitions. This change updates DLMS procedures and multiple DLMS transactions to enhance the visibility of GFP through associated logistics transactions. It perpetuates the DFARS contract number through the requisitioning and MCA validation processing and establishes a mandatory requirement for inclusion of the applicable GFP contract number in relevant requisitions, redistribution/materiel release orders, and shipment status, thereby providing capability to monitor GFP through enterprise visibility/accountability program. Revises Chapter 11, Contractor Access to Government Sources of Supply, Appendices 1.1, Forms/Message Formats Introduction, 3.2, Requisition, 3.23, Passing Order, 3.24, Referral Order/Lateral Redistribution Order for Retail Assets, and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2.</p>	1
1014A	11/5/2013	<p>Revised Procedures for Inclusion of Government-Furnished Property (GFP)/Contractor-Acquired Property (CAP) Contract Data – Updated Mapping for Concurrent Identification of the Manufacturing Directive Number (MDN) and the Contract Line Item Number (CLIN) (Supply and Contract Administration). This addendum supplements the procedures authorized in ADC 1014 to further enhance the visibility of Government Furnished Materiel (GFM) and CAP in associated logistics transactions. GFM is that portion of GFP that can be obtained under MILSTRIP procedures; CFM refers to that portion of CAP that can be obtained under MILSTRIP requisitioning procedures. Under ADC 1014, DLMS transactions are able to support the inclusion of the authorizing contract number, call or order number, and either the CLIN or MDN. This addendum allows for simultaneous identification of the CLIN and the MDN when both are applicable and required by the authorizing Service/Agency and optional validation of the CLIN. All other aspects of ADC 1014 are unchanged. Revises Appendix 2.15, Advice Codes, and Appendix 2.16, Status Codes.</p>	4

ADC Number	Date	Change Description	Version
1017	9/18/2012	<p>Intra-DLA Change: Revisions to Procedures and to DLMS 527R Receipt and 947I Inventory Adjustment, and MILSTRIP to Support the Upgrade from Scrap Process used by DLA Disposition Services under Reutilization Business Integration (RBI). This change further updates DLMS 527R and 947I to accommodate upgrading of an item from scrap for items already receipted as, or downgraded to, scrap that are later identified as useable items. The upgrade from scrap process in the DLA Disposition Services Field Office system is initiated by indicating specific warehouse location and entering the Local Stock Number (LSN). Revises MILSTRIP Appendix 2.7, Document Number (utilization codes).</p>	2
1020	11/2/2013	<p>Inter-Service Ownership Transfer of Ammunition/Ammunition Related Materiel. This change documented procedures for the ownership change of Single Manager for Conventional Ammunition (SCMA) managed and non-SMCA managed materiel ammunition and ammunition-related items only, where there is no shipment or billing associated with the ownership change. Revises MILSTRIP Chapter 3, Requisition Processing and Related Actions, Appendices 2.2, Service/Agency Codes, 2.9, Supplementary Address, 2.10, Signal Codes, 2.13, Project Codes, and 3.24 Referral Order/Lateral Redistribution Order For Retail Assets.</p>	2
1023	9/6/2012	<p>MILSTRIP References to Requisitioning from Plant Clearance Automated Reutilization Screening System (PCARSS). This change removes placeholders for data elements intended as DLMS enhancements to support transactional requisitioning from PCARSS using DLMS requisitioning transactions. DLMS requisitioning from PCARSS is not currently identified as a PCARSS modernization goal. Additionally, this change updates MILSTRIP to remove the specific code value assigned for requisitions applicable to screening via Contractor Inventory Redistribution System. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, and MILSTRIP AP2.7, Document Number (utilization codes).</p>	2

ADC Number	Date	Change Description	Version
1029	8/14/2012	Establish New MILSTRIP Authorized Value for First Position of Requisition Document Number Serial Number and DLMS Utilization Code H for Military Sealift Command (MSC). Revises Appendix 2.7. (Withdrawal of ADC 1029 dated September 4, 2012.)	1
1031	4/5/2013	Foreign Military Sales (FMS) Repair Value. This change requires shipping activities preparing the DD 1348-1A, Issue Release/Receipt Document (IRRD) or DD Form 1348-2, Issue Release/Receipt Document with Address Label, to print the repair service value on the shipment document for FMS shipments associated with a “repair and return” or “return and replace” program. To facilitate this requirement for materiel stored in a DLA Distribution Depot or other storage activity, the repair service value is added to the DLMS materiel release order (MRO) transaction so it will be available at the time the shipment document is printed. The repair value will be incorporated in the 2D bar code on the IRRD. For enhanced visibility of the repair value by the FMS customer, the supply status transaction is also updated. Revises Chapter 6, Security Assistance Program and Appendices 1.1, Forms/Message Formats, 1.35, Issue Release/Receipt Document (DD Form 1348a), and 3.48. Materiel Release Document DD Form 1348-1A or DD Form 1348-2.	3
1032	1/31/2013	Assignment of Numeric Routing Identifier Codes (RIC). This change allows numeric values to be used in the first position of the RIC. Revises MILSTRIP AP2.2, Service and Agency Codes.	2
1032	4/8/2014	Withdrawal of Assignment of Numeric Routing Identifier Codes (RIC). Withdraws the change to allow the use of a numeric value in addition to existing alphabetic values identifying the Service and Agency as identified in the first position of the RIC. Withdrawn April 8, 2014. Revises MILSTRIP AP2.2, Service and Agency Codes.	5

ADC Number	Date	Change Description	Version
1043	9/18/2013	<p>DLMS Revisions for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification (Finance/Supply). This change adds discrete SLOA/Accounting Classification data elements to logistics transactions with financial implications to implement SLOA within DLMS. This is the first in a series of anticipated DLMS changes to accommodate SLOA requirements in logistics domain processes. This change also modifies X12 FA1 segment Qualifier DF for clarification. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, Chapter 7, Validation of Materiel Obligation, Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets, Appendix 2.16, Status Codes, and the Acronyms list.</p>	4
1043A	8/20/2014	<p>Revised Procedures for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification to Support Transaction Rejection Requirements. Amends ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Appendix 2.16, Status Codes.</p>	5
1048	4/25/2013	<p>Defense Logistics Agency (DLA) Supply Status Code for Shipped Orders. This change documents a status code that is generated by DLA for use internal to DOD EMALL and other DLA systems to denote a DLA requisition has been shipped. This code is not transmitted via supply status transaction. DLA provides Status Code SS to DOD EMALL for expanded visibility by the user community. Revises Appendix 2.16, Status Codes.</p>	3

ADC Number	Date	Change Description	Version
1049	4/2/2013	<p>New Supply Status Code for Backorders Awaiting Engineering Support Activity (ESA) Support and First Article Testing (FAT). This change establishes two new supply status codes. The first new status code will be used to inform requisitioners that their order has been placed in a backorder status while the Inventory Control Point (ICP)/Integrated Materiel Manager (IMM) seeks further information from an ESA to obtain the materiel in question. A second status code will be used to notify the requisitioner of a delay while the requisitioned item is undergoing FAT. Revises Appendix 2.16, Supply Status Codes, and Appendix 3.10, Supply Status (Issues from Stock) Format.</p>	3
1050	3/18/2013	<p>New DOD EMALL DoDAAC and Supply Status Cancellation Codes for DOD EMALL Credit Card Billing. Four new requisition supply status codes are established for cancellation status for DOD EMALL Government purchase card or corporate credit card billing. These codes will be used to identify the specified reasons the purchase/credit card was rejected (causing the order to be cancelled) back to the customer. These cancellations codes are unique to the purchase/credit card purchases made through DOD EMALL for Federal and non-Federal customers. The new status codes will be provided to EMALL and transmitted transactionally via DLA Transaction Services (for customers capable of receiving supply status transactions (MILSTRIP/DLMS 870S/Document Identifier Code AE_). Additionally, cancellation status codes will also be provided to DOD EMALL customers via e-mail. In conjunction with the transition of billing to DLA's Enterprise Business System (EBS) the DoD Activity Address Code (DoDAAC) used to recognize EMALL purchase/credit card billing will change from SP5200 to SC4210. Revises Chapter 11, Contractor Access to Government Source of Supply, and Appendix 2.16, Status Codes.</p>	3

ADC Number	Date	Change Description	Version
1062	6/20/2013	<p>Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order. This change authorizes Military Service requiring activities to bypass standard ordering from the cataloged FLIS SoS and, instead, use requisition passing order transactions directed to the Global Combat Support System-Army (GCSS-Army) Supply Support Activities (SSA) to satisfy high priority, mission readiness requirements, thereby reducing lead-time for both deployed and non-deployed forces. Revises Chapter 9, Materiel Returns Program and Lateral Redistribution of Retail Assets.</p>	3
1065	5/16/2013	<p>Modification to the Required Delivery Date (RDD) Edit for Ammunition and Ammunition-Related Requisitions and Requisition Alerts under Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP). This change provides a revision to the business rules relating to the use of the RDD on requisition alerts, requisition alert modifications, and requisition alert follow-ups to support long lead time requirements supported by DLA under approved Navy BRAC SS&D/IMSP procedures. This change includes an administrative update to clarify procedures associated with the ammunition requisition 100-day edit and expand the applicability to additional federal supply classes (FSCs) for ammunition and ammunition-related materiel. Revises Chapter 3, Requisition Processing and Related Actions.</p>	3

ADC Number	Date	Change Description	Version
1067	11/20/2013	<p>Update to DLMS/MILSTRIP Guidance for Status Dissemination Including Elimination of GSA Form 10050 (GSA Mailer) and Revised Media and Status Codes (Supply/MILSTRIP). This change eliminates the use of GSA Form 10050 (GSA Mailer) used to provide MILSTRIP status to civil agency customers with no alternative method of communication. Although originally a valuable tool, in current times, the use of the GSA Mailer has proved to be ineffective for providing customers with the status of their requisitions and will be replaced with a web portal for viewing status. Upon completion of enhancements to GSA Advantage!, customers will view status details via the GSA requisition status web portal. The web portal will obtain supply status using standard MILSTRIP transactions/routing. MILSTRIP/DLMS guidance for the media and status code is updated to support elimination of the GSA Mailer and to more fully document its use within the DLMS (rather than relying solely on legacy 80 record position formats). Revises Appendix 1, Forms/Message Formats Index, Appendix 1.7, GSA Form 10050, Supply/Shipment Status, and Appendix 2.4, Media And Status Codes.</p>	4

ADC Number	Date	Change Description	Version
1068	10/3/2013	<p>Enhanced Procedures for Requisitioning via DOD EMALL and GSA Internet Ordering: Component Verification of Funds Availability and Materiel Identification using the Supplier-Assigned Part Number and/or Supplier Commercial and Government Entity (CAGE) Code (Supply/Finance). This change documents enhancements and expanded implementation of the procedures established under ADC 328 and employed by DOD EMALL and GSA Advantage/GSA Global for eCommerce. It modifies the requirements for a DLMS transaction exchange for funds verification request/funds verification response prior to submission of internet “off-line” orders to the Source of Supply (SoS), ensures funds availability and establishment of the financial obligation, better accommodates part number orders, and revises the transaction flow to use DLA Transaction Services as the processing hub. The reply codes passed in the Verification of Funds Availability Reply (FV2) are expanded to accommodate additional validation by the receiving system. This change adds GCSS-Army and the Marine Corps Standard Accounting, Budgeting and Reporting System (SABRS) to the funds verification transaction exchange, and revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Appendix 2.16, Status Codes.</p>	4
1075	1/17/2014	<p>Implementation of Geopolitical Entities, Names, and Codes (GENC) Standard by DoD Components for the Identification of Countries and their Subdivisions. Notifies the PRC members of DLMS implementation for the GENC Standard and updates related DLMS documentation and database tables at DLA Transaction Services for Country Codes. The country code tables in DoDAAD and MAPAD will also be updated as a result of this change. Revises Definitions and Appendix 2.18, Security Cooperation (SC) Customer Codes.</p>	5

ADC Number	Date	Change Description	Version
1078	7/3/2013	<p>Administrative Realignment of Security Assistance Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. This change establishes a new chapter in DLM 4000.25 DLMS Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with Security Assistance into one location. This change administratively aligns the new DLMS chapter with its companion chapter, Chapter 6, Security Assistance Program, and aligns data element names with the Business Enterprise Architecture (BEA). Revises Chapter 6, Security Assistance Program, and revises Appendices 2.22, Cooperative Logistics Program Support Category Codes, 3.3, Security Assistance Program Requisition, 3.30, Foreign Military Sales Notice of Availability Key Document Format, as well as updates the Definitions and Table of Contents.</p>	3
1091	1/28/2014	<p>Supply Discrepancy Reports (SDRs) Requesting Replacement or Expedited Shipment. Updates MILSTRIP and SDR guidance for reshipment of materiel in association with an SDR. This change authorizes Foreign Military Sales (FMS) customers to request a replacement shipment using SDR Action Code 1F on SDR submissions, updates the SDR guidance to clarify that customers requesting expedited transportation using SDR Action Code 1D (non-FMS customers only) are authorizing the use of premium transportation, and provides SDR and MILSTRIP guidance for processing SDRs and directing reshipment subsequent to a validated SDR. Revises Chapter 3, Requisition Processing and Related Actions and 4, Status.</p>	5
1096	5/29/2014	<p>Deviation from Mandatory Use of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) for DLA Disposition Services Transfer of Property on a Commercial Venture (CV) Contractor Delivery Order. Requests the option for DLA Disposition Services sites to utilize the Commercial Venture (CV) Workload Location List (WLL) in lieu of an IRRD. Revises Chapter 5, Release and Receipt of Materiel.</p>	5

ADC Number	Date	Change Description	Version
1097	12/20/2013	Administrative Realignment of Contract Access to Government Sources of Supply Procedures in 4000.25, Volume 2 and DLM 4000.25-1 (Supply). This change establishes a new chapter in DLM 4000.25, DLMS, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with contractor access to government sources of supply into one location. This change administratively aligns the new DLMS chapter with its companion chapter in DLM 4000.25-1 MILSTRIP Chapter 11. Revises Chapter 11, Contractor Access to Government Sources of Supply.	4
1098	11/7/2014	Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply. Updates the DD Form 1348-5, Notice of Availability; updates the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; establishes the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updates procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 6, Security Assistance Program; Appendix 1.4, DD Form 1348-5, Notice Of Availability/Shipment; Appendix 3.30, AD1, ADR, AD3 Foreign Military Sales Notice of Availability Key Document; Appendix 3.31, AD2, AD4 Foreign Military Sales Notice of Availability Detail Document; Appendix 3.32, AD5 Foreign Military Sales Notice of Availability Reply Document.	5
1110	7/30/2014	Administrative Update to Identify Code DPC Delivery Priority Code as an Approved X12 Migration Code and Associated DLMS Documentation. Adds a new Appendix for Delivery Priority/Special Processing Codes, updates the DLMS Data Dictionary to reflect usage of this data element across applicable DLMS ICs, and updates DLMS ICs to reflect the approved migration code DPC – Delivery Priority Code. It also applies administrative updates. Adds Appendix 2.26, Delivery Priority/Special Processing Codes.	5

ADC Number	Date	Change Description	Version
1111	8/28/2014	<p>Revise Procedures for Intransit Control of Materiel Turned In To DLA Disposition Services and Establish use of the DLMS 527R for a New Disposition Services Turn-In Receipt Acknowledgement (TRA) Transaction .</p> <p>Revises the procedures for intransit control of materiel turned in to DLA Disposition Services and proposes use of the DLMS 527R for a new Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction. A distinct DLMS 527R beginning segment transaction type code is being established. Revises Chapter 3, Requisition Processing and Related Actions.</p>	5
1117	7/2/2014	<p>DoDAAC Authority Code and Type Address Code (TAC) Rules. Improves and refines the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. This change requires entering the specific address for the purpose for which the DoDAAC is intended to be used, based upon the DoDAAC authority code. This change is not applicable to DoDAACs already resident in the DoDAAD, but will apply to any future changes made to existing DoDAACs or when new DoDAACs are created after the implementation date of this change. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups and Chapter 3, Requisition Processing and Related Actions.</p>	5
1142A	10/21/2014	<p>Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP). Formally withdraws GSA from the Materiel Returns Program (MRP) effective March 1, 2014. To support this change, GSA and DLA Transaction Services will reject all DLMS 180M Customer Asset Report (MILSTRIP legacy document identifier code (DIC) FTE/FTG) and Follow-Up for Inventory Control Point/Integrated Materiel Manager Reply to Customer Asset Report (MILSTRIP legacy DIC FTF) transactions directed to routing identifier code (RIC) GG0, with Status Code SN indicating that customer asset reports directed to GSA are not authorized. Revises Chapter 8, Mass or Universal Cancellation of Requisitions; Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets; Chapter 10, Installation Closure Procedures; and Appendix 2.16, Status Codes.</p>	5

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DEFINITIONS

ADVICE CODE. A coding structure for the purpose of transmitting instructions considered by the creators of requisitions to be essential to the desired supply action. Insertion of advice codes is at the discretion of the initial document creator.

ASSEMBLAGE IDENTIFICATION NUMBER. AIN is a 2-position numeric ranging from 01-20 and is the second level identifier for medical and industrial kits/sets. It is system generated at the build manager level based on the number of kits required.

BILL OF MATERIAL (BOM). A list of raw materials/component parts, etc. and at the quantities of each needed to assemble/manufacture/repair an end item or final product.

BUILD DIRECTIVE NUMBER. BDN is a 4-position alphanumeric value used to identify a specific build order of a medical/industrial kit. It is system generated at the build manager level and serves as the first level identifier.

CONSIGNEE. The recipient (unit, depot, or person) to whom cargo is addressed or consigned for final delivery. (Activity that is receiving the product).

CONSIGNOR. The person or activity that is the supplier or shipper of a product.

CONTRACTOR-FURNISHED MATERIEL. CFM is materiel that the contractor is contractually required to provide. The supply source for CFM may be the commercial market or the federal supply system when authorized in the contract.

COUNTRY CODE. *1) Identifies the geopolitical entities, names, and codes (GENC) standard. The GENC Standard is the U.S. Government profile of ISO 3166 (parts 1 and 2) names and code elements, with modifications only where necessary to comply with U.S. law and U.S. Government recognition policy. The authoritative Source for GENC Country Codes is the [Geopolitical Entities, Names, and Codes \(GENC\) Registry](#). 2) Country used for distribution and the physical location used for clear text addressing under DLMS.*

COUNTRY REPRESENTATIVE/FREIGHT FORWARDER CODE. A code to identify the CR and/or FF authorized to received documentation and/or shipment for FMS transactions.

DATA ELEMENT IDENTIFIER (DEI). A type of data qualifier used in the ANSI MH10.8.2 Format Header 07 to describe authorized DoD data elements.

DATA IDENTIFIER (DI). A type of data qualifier used in the American National Standards Institute for Material Handling (ANSI MH10.8.2) Format Header 06 to identify authorized ANSI data elements.

DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE. A distinctive code assigned to identify specific units, activities, and/or organizations. The first position indicates the Component or other Government element of ownership or sponsorship. The remaining five positions are assigned under established products by the Service point of the participating Component.

DISPOSAL AUTHORITY CODE. A code entered on disposal related documentation to indicate that the item(s) being transferred to the DLA Disposition Services Field Office is authorized to be transferred to disposal because of instruction of the ICP/IMM relayed through the MRP or other proper authority.

DISTRIBUTION CODE. A code that indicates which activity will receive 100 percent supply status as well as other management data.

DISTRIBUTION SYSTEM. That complex of facilities, installation, 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 and the point of issue to a post, camp, station, base, or equivalent.

DOCUMENT IDENTIFIER CODE. A means of identifying a given product (i.e., requisition, referral action, status document, follow-up, cancellation) to the system to which it pertains and further identifies such data as to its intended purpose and usage and the operations dictated.

DOCUMENT NUMBER.¹ A unique reference number assigned to a requisition or a release/receipt document in order to identify the transaction throughout the logistics system and for the life of the transaction unto; its retirement is authorized in official audit reports. The first six positions are the DoDAAC of the reporting activity; the next four positions are the year and three position numerical day of the year; the next position is the utilization code; and the last three positions are the activity serial number.

DoD EMALL. An Internet-based electronic mall designed to make it easier for customers to place and track orders and pay for products. For additional information access the DoD EMALL at <https://dod-emall.dla.mil/acct/>.

FOLLOW-UP. Inquiry originated by an authorized source requesting the status of a previously submitted document.

FOREIGN MILITARY SALES. The transfer of materiel, supplies, equipment, services, or any other support for cash or credit by a DoD Component to a foreign government or international organization as authorized by the FMS Act of 1968. FMS includes CLSSAs.

FOREIGN MILITARY SALES CASE DESIGNATOR. A unique designator within a single country assigned by the implementing Service to each FMS case, consisting of a three position alpha/numeric code to identify a specific offer to a country. The first position will always be alphabetic and the second and third positions may be alphabetic or numeric. This designator stays with and identifies the sale or offer of a sale.

¹ This is referenced as the document number under the Defense Logistics Management Standards (DLMS).

FOREIGN MILITARY SALES OFFER RELEASE OPTIONS.² Methods by which countries participating in the FMS program advise supply sources by coded entry on requisitions whether or not prior notice to the freight forwarder or country representative (FF/CR) is required before release of materiel shipments. The type of offer release option will be determined as a result of negotiations between the CR and the Service at the time case agreement is reached and will prescribe actions required in regard to shipments against the case except when the shipping activity determines a need for added protection and/or controls covered under Chapter C6, paragraph C6.11.

1. Type A. Shipments are to be released automatically by the shipping activity without advance notice.

2. Type X. The U.S. Service and the CR have agreed that the:

a. U.S. Service will sponsor the shipment to a country address. Under this agreement Block 34 (FF/CR code) of the DD Form 1513 must contain "X" and a mark-for code must be entered in Block 33. The MAPAD must contain the mark-for code and addresses for each type of address required; such as, parcel post, freight, and documentation.

b. Shipments are to be made to an assembly point or staging area as indicated by clear text instructions on exception requisitions. Under this agreement block 34 of the DD Form 1513 must contain "W." A mark-for code may be entered in Block 33 and the MAPAD must contain the mark-for code if the mark-for address is to be used on the shipment to the assembly point or staging area.

3. Type Y. Advance NOA to the FF/CR is required before release of shipments, but shipment may be released automatically if release instructions are not received by the shipping activity within 15 days subsequent to the date of the NOA.

4. Type Z. Advance NOA to the FF/CR is required before release of shipment and specific release/shipping instructions must be received by the shipping activity before shipment may be made.

GOVERNMENT FURNISHED MATERIEL (GFM). Materiel in the possession of, or acquired by, the Government and later delivered or otherwise made available to a contractor. GFM is property that may be incorporated into or attached to a deliverable end item or that may be consumed or expended in performing a contract. GFM includes assemblies, components, parts, raw and processed materials, and small tools and supplies that may be consumed in normal use in performing a contract.

GRANT AID. Military assistance rendered under the authority of the FAA for which the United States receives no dollar reimbursement.

INTERNATIONAL LOGISTICS CONTROL OFFICE. The central U.S. Service control point in CONUS that monitors requisitions and related transactions for the FMS Grant Aid.

LATERAL REDISTRIBUTION ORDER (LRO). An order by the ICP/IMM to redistribute retail stock identified through an Inter- or Intra-Service retail asset visibility system.

² See DSCA 5105.38-M for additional data concerning the use of these codes and complete instructions for preparing the DoD Offer and Acceptance.

MANAGEMENT CONTROL ACTIVITY. DoD Component/activity designed to initially receive and effect control over Service initiated and contractor initiated requisitions for GFM which would be supplied from the wholesale system.

MATERIEL RELEASE CONFIRMATION. A notification from a storage site advising the originator of an MRO release order of the positive action taken on the order. Will also be used, with appropriate shipment status DI codes, as a reply to a follow-up initiated by the ICP.

MATERIEL RELEASE DENIAL. A notification from a storage site advising the originator of an MRO of negative (warehouse refusal) action on the order.

MATERIEL RELEASE ORDER. An order issued by an accountable supply system manager (usually an ICP or accountable depot) directing a non-accountable activity (usually a storage site or materiel drop point) within the same distribution complex to release and ship materiel.

MILITARY ASSISTANCE PROGRAM ADDRESS DIRECTORY. DLM 4000.25 Volume 6 Chapter 3, containing addresses of freight forwarders, country representatives (CR), and/or customers-within-country required for releasing FMS Grant Aid shipments and related documentation.

MILITARY ASSISTANCE SERVICE FUNDED PROGRAM. Programs, which, by their nature, are FMS and Grant Aid except that the funding source is a DoD appropriation.

NOTICE OF AVAILABILITY. The document by which the U.S. shipping installation will notify the designated FMS CR/FF that the materiel is ready for shipment and, where appropriate, that the shipment requires an export release under the provisions of AR 55-355 et al.

PASSING ACTIONS (GENERIC TERM). A general term identifying the transactions associated with materiel demands within the supply distribution system. This term is applicable when forwarding materiel demands from the initial source of supply to the ultimate source of supply.

PASSING ORDER. An order used to pass an erroneously routed requisition to the appropriate depot or distribution point, and to pass a requisition from one distribution system to another.

QUANTITY RESTRICTION. A restriction in quantity on a single requisition to limit the number of shipment units to 25 each to accommodate structure if MILSTRIP TCNs only. Quantity restriction is applied to requisitions constituting volume shipments of equipment as specified by the Services. For example, wheeled/tracked and other items of equipment when a unit of issue of one each constitutes a single shipment unit. (Applicable to FMS only.)

REDISTRIBUTION ORDER. An order issued by a responsible IMM to an accountable supply distribution complex directing release of materiel to another supply distribution activity within the same supply complex. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

REFERRAL ORDER. An order used between supply sources and distribution systems for the purpose of passing requisition or continued supply action when the initial activity cannot fill the demand.

REPORTING ACTIVITY. A Service activity, which has reported materiel to an ICP/IMM.

REQUIRED AVAILABILITY DATE. A numerical day of the year, which specifies when, end items and concurrent spare parts are committed to be available for transportation to an FMS Grant Aid recipient.

REQUIRED DELIVERY DATE. A three-position numerical day of the year specifies when materiel is actually required to be delivered to the requisitioner, and is always earlier or later than the computed SDD. An RDD cannot exactly equal a computed SDD.

REQUIRED DELIVERY PERIOD. A period of time, which specifies the earliest and last acceptable date materiel, can be delivered (applies to conventional ammunition requisitions only).

SECURITY COOPERATION (SC) CUSTOMER CODE. *A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.*

SHIPPING ACTIVITY. A Component activity that originates shipments and plans, assembles, consolidates, documents, and arranges for movement of materiel.

STANDARD DELIVERY DATE. The maximum ending calendar date by which normal processing and shipping in the logistics system will permit receipt and recording of the materiel by the consignee.

SUBSISTENCE TYPE OF PACK CODE. Entered only in subsistence requisitions to indicate the required "level of pack" to be applied to shipments of perishable and nonperishable subsistence. (See also Appendix 2.20.)

SUPPLEMENTARY ADDRESS. The activity address of a customer when the recipient of materiel and/or the billing activity is other than the requisitioner address.

SUPPLY SOURCE. The Component installations or activities in their respective distribution systems designated to receive and process requisitions and related transactions; for example, the ICP, DLA Supply Chains, IMM, stock point, or depot.

TRANSCOM REFERENCE DATA MANAGEMENT (TRDM). A utility for managing transportation reference tables utilized by various DoD systems. It distributes the data to systems using a variety of methods according to individual system requirements and has an application for entering data.

THEATER. The geographical area outside the continental United States for which the commander of a unified or specified command has been assigned military responsibility.

UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM. A system to ensure that requirements are processed under the mission of the requiring activity and the urgency of need, and to establish maximum uniform requisition processing and materiel movement standards. (The criteria for application of UMMIPS are prescribed in DoD 4140.01-M.) (See also Appendix 2.14.)

UNIQUE ITEM TRACKING (UIT). A program within DoD for tracking selected items to maintain visibility of each uniquely identified asset for the primary purpose of inventory control and/or engineering analysis.

UNIQUE ITEM IDENTIFIER (UII). An identifier used in unique item tracking programs to uniquely identify an individual asset used within DoD. The UII may be derived from a DoD recognized IUID equivalent [e.g., Vehicle Identification Number (VIN)] or a composite structure defined by the DoD [refer to Concatenated UII Construct 1 and Concatenated UII Construct 2]. Formation of the UII relies upon two primary methods of serialization: (1) Serialization within the enterprise and (2) Serialization within the original part number of the enterprise. Refer to OSD policy and supporting documentation for specific guidance at <http://www.acq.osd.mil/dpap/pdi/uid/index.html>.

1. Concatenated UII Construct 1. This is a concatenated UII based upon serialization within the enterprise. The concatenated UII Construct 1 contains the Issuing Agency Code, Enterprise Identifier, and serial number.

2. Concatenated UII Construct 2. This is a concatenated UII based upon serialization within the part, lot or batch number within the enterprise. The concatenated UII Construct 2 contains the IAC, EID, original part number, lot or batch number, and the serial number.

MILSTRIP ABBREVIATIONS AND ACRONYMS

ABBREVIATION OR ACRONYM	DEFINITION
AAC	Activity Address Code
ADC	Approved DLMS Change
ADP	Automatic Data Processing
ADPE	Automatic Data Processing Equipment
AECA	Air Export Control Agreement
APL/AEL	Allowance Parts List/Allowance Equipment List
AFAO	Approved Force Acquisition Objective
AFLC	Air Force Logistics Center
AFR	Air Force Regulation
AIN	Assemblage Identification Number
AMARC	Aerospace Maintenance and Regeneration Center
AMC	Army Materiel Command
AMCL	Approved MILSTRIP Change Letter
ANMCS	Anticipated Not Mission Capable Supply
APL	Automated Packing List
APO	Army/Air Force Post Office
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
ASC	Accredited Standards Committee
BL	Bill of Lading
BDN	Build Directive Number
BRAC	Base Realignment and Closure
CAGE	Contractor and Government Entity
CASREP	Casualty Report (Navy)
CBL	Commercial Bill of Lading
CCP	Consolidation and Containerization Point

ABBREVIATION OR ACRONYM	DEFINITION
CFM	Contractor-Furnished Materiel
CIIC	Controlled Inventory Item Code
CIN	Company Identification Number
CIRS	Contractor inventory Redistribution System
CJCS	Chairman, Joint Chiefs of Staff
CLN	Case Line Number
CLPSC	Cooperative Logistics Program Support Code
CLSSA	Cooperative Logistics Supply Support Arrangement
COMSEC	Communications Security
CONUS	Continental United States
CR	Country Representative (FMS)
CSI	Critical Safety Item
CWT	Customer Wait Time
DAAS	Defense Automatic Addressing System
DAMES	DLA Transaction Services Automatic Message Exchange System
DCS	Defense Courier Service
DDMS	DLA Distribution Mapping System
DEI	Data Element Identifiers
DFARS	Defense Federal Acquisition Regulation Supplement
DFAS	Defense Finance and Accounting Service
DISN	Defense Information Systems Network
DESEX	Defense Supply Expert System
DI	Data Identifier
DIC	Document Identifier Code
DIELOG	DLA Transaction Services Integrated Email Logistics
DIPEC	Defense Industrial Plant Equipment Center
DLA	Defense Logistics Agency
DLAR	Defense Logistics Agency Regulation

ABBREVIATION OR ACRONYM	DEFINITION
DLIS	Defense Logistic Information Service
DLMS	Defense Logistics Management Standards
DLSS	Defense Logistics Standard Systems
DMISA	Depot Maintenance Inter-Service Support Agreement
DMS	Defense Message System
DoD	Department of Defense
DoDAAC	Department of Defense Activity Address Code
DoDAAD	Department of Defense Activity Address Directory
DoDAAF	Department of Defense Activity Address File
DoDD	Department of Defense Directive
DoDI	Department of Defense Instruction
DOE	Department of Energy
DRC	Disposal Release Confirmation
DRD	Disposal Release Denial
DRO	Disposal Release Order
DSAMS	Defense Security Assistance Management System
DSN	Defense Switched Network
DSS	Distribution Standard System
DTID	Disposal Turn-In Document
DTR	Defense Transportation Regulation
DTRA	Defense Threat Reduction Agency
DTS	Defense Transportation System
DVD	Direct Vendor Delivery
DWCF	Defense Working Capital Fund
EDD	Estimated Delivery Date
EMALL	Electronic Mail
ESD	Estimated Shipping Date
ETA	Estimated Time of Arrival

ABBREVIATION OR ACRONYM	DEFINITION
FAA	Federal Aviation Administration
F/AD	Force or Activity Designator
FEDSTRIP	Federal Standard Requisitioning and Issue Procedures
FF	Freight Forwarder
FF&V	Fresh Fruits and Vegetables
FLIS	Federal Logistics Information System
FMS	Foreign Military Sales
FMSO	Foreign Military Sales Order
FPMR	Federal Property Management Regulation
FSC	Federal Supply Classification
FSCAP	Flight Safety Critical Aircraft Part
FSG	Federal Supply Group
GBL	Government Bill of Lading
GFM	Government Furnished Materiel
GSA	General Services Administration
HM	Hazardous Materiel
HW	Hazardous Waste
IAC	Issuing Agency Code
ICP	Inventory Control Point
ICS	Intransit Control System
ILCO	International Logistics Control Office
IMM	Integrated Materiel Manager
IMSP	Inventory Management and Stock Position
IPE	Industrial Plant Equipment
IPG	Issue Priority Group

ABBREVIATION OR ACRONYM	DEFINITION
IRRD	Issue Release/Receipt Document
I&S	Interchangeability and Substitutability
IUID	Item Unique Identification
JANAP	Joint Army, Navy, and Air Force Publication
JCS	Joint Chiefs of Staff
LOA	Letter of Offer and Acceptance
LOGDRMS	Logistics Data Resources Management System
LOGMARS	Logistics Marking and Reading Symbols
LRO	Lateral Redistribution Order
MACOM	Major Command
MAPAD	Military Assistance Program Address Directory
MASF	Military Assistance Service Funded
MCA	Management Control Activity
MCO	Marine Corps Order
MDN	Manufacturing Directive Number
MEBS	Mapping Enterprise Business System
MICAP	Mission Impaired Capability Awaiting Parts (USAF)
MRE	Meals-Ready-To-Eat
MILSBILLS	Military Standard Billing System
MIL-STD	Military Standard
MILSTRAP	Military Standard Transaction Reporting and Accounting Procedures
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartmental Purchase Request
MOM	Military Official Mail
MOV	Materiel Obligation Validation
MPC	Materiel Processing Center (Navy)
MRA	Materiel Receipt Acknowledgement

ABBREVIATION OR ACRONYM	DEFINITION
MRC	Materiel Release Confirmation
MRD	Materiel Release Denial
MRO	Materiel Release Order
MRP	Materiel Returns Program
M&S	Media and Status
NAMSA	NATO Maintenance and Supply Agency
NATO	North Atlantic Treaty Organization
NAVILCO	Navy International Logistics Control Office
NAVSUPINST	Navy Supply Instruction
NCB	National Codification Bureau
NHPLO	NATO Hawk Production and Logistics Office
NIIN	National Item Identification Number
NIMSC	Non-consumable Item Materiel Support Code
NMCS	Not Mission Capable Supply
NMFC	National Motor Freight Classification
NOA	Notice of Availability
NSN	National Stock Number
OASD	Office of the Assistant Secretary of Defense
OCONUS	Outside Continental United States
OSD	Office of the Secretary of Defense
PBL	Performance Based Logistics
PCH&T	Packing, Crating, Handling, and Transportation
PD	Priority Designator
PEC	Production Equipment Code
PICA	Primary Inventory Control Activity
PIIN	Procurement Instrument Identification Number

ABBREVIATION OR ACRONYM	DEFINITION
POD	Port of Debarkation
POE	Port of Embarkation
PRC	Process Review Committee
PRN	Purchase Request Number
PWRMS	Pre-positioned War Reserve Materiel Stock
PWRR	Pre-positioned War Reserve Requirement
RAD	Required Availability Date
RCN	Record Control Number
RDD	Required Delivery Date
RDO	Redistribution Order
RDP	Required Delivery Period
RFID	Request for Implementation Date
RHF	Requisition History File
RIC	Routing Identifier Code
ROK	Republic of Korea
ROP	Reorder Point
RP or rp	Record Position or record position
RRAM	Real-time Reutilization Asset Management
S/A	Service/Agency
SAO	Security Assistance Organization
SAP	Security Assistance Program
SC	Security Cooperation
SCA	Stock Control Activity
SCC	Supply Condition Code
SDD	Standard Delivery Date
SDDC	Military Surface Deployment and Distribution Command
SDR	Supply Discrepancy Report

ABBREVIATION OR ACRONYM	DEFINITION
SEAVAN	Commercial or Government-Owned (or leased) Shipping Container
SECNAVINST	Secretary of the Navy Instruction
SED	Shipper's Export Declaration
SF	Standard Form
SICA	Secondary Inventory Control Activity
SLOA	Standard Line of Accounting
SMCA	Single Manager for Conventional Ammunition
SOS	Source of Supply
SRC	Shipment Release Code
SSA	Supply Support Arrangement
SD&D	Supply Storage and Distribution (Retail BRAC)
SUPPADD	Supplementary Address
SWOP	Special Weapons Ordnance Publication
TAC	Transportation Account Code
TAC	Type Address Code
TAV	Total Asset Visibility
TCMD	Transportation Control and Movement Document
TCN	Transportation Control Number
TDD	Time Definite Delivery
TDR	Transportation Discrepancy Report
TM	Technical Manual
TO	Technical Order
TP	Technical Publication
TSDC	Transportation to Supply Documentation Correlation
UFC	Uniform Freight Classification
U/I	Unit of Issue
UMMIPS	Uniform Materiel Movement and Issue Priority System

ABBREVIATION OR ACRONYM	DEFINITION
UND	Urgency of Need Designator
UII	Unique Item Identifier
UIT	Unique Item Tracking
UPS	United Parcel Service
U.S.	United States
USAF	United States Air Force
USASAC	United States Army Security Assistance Center
USMFT	U.S. Message Text Format
USML	United States Munitions List
USPS	United States Postal Service
WPOD	Water Port of Debarkation
WPOE	Water Port of Embarkation
XML	eXtensible Markup Language

C2. CHAPTER 2

PREPARATION AND SUBMISSION OF REQUISITIONS, CANCELLATIONS, AND FOLLOW-UPS

C2.1. PREPARATION OF REQUISITIONS

C2.1.1. Requisitions will be prepared in one of the following formats described under Appendix AP1, Forms/Message Format (Introduction) or Defense Messaging System (DMS), using the coding structures shown in Appendix AP2.2: C2.1.1.1. [DD Form 1348](#), "DoD Single Line Item Requisition System Document (Manual)."

C2.1.1.2. [DD Form 1348M](#), "DoD Single Line Item Requisition System Document (Mechanical)."

C2.1.1.3. [SF 344](#), "Multiuse Standard Requisitioning/Issue System Document."

C2.1.1.4. [DD Form 1348-6](#), "DoD Single Line Item Requisition System Document (Manual-Long Form)."

C2.1.1.5. [DD Form 1348-1A](#), "Issue Release/Receipt Document" (acceptable and preferred as a requisition when requesting property directly from DLA Disposition Services Field Offices).

C2.1.1.6. [DD Form 1348-2](#), "Issue Release/Receipt Document, with Address Label."

C2.1.2. The manual form (DD Form 1348, SF 344, or DD Form 1348-6) will be used only when:

C2.1.2.1. Facilities are not available to the requisitioning activity to enable electronic transmission of documents in data pattern format, or when computer-readable machine-sensible facilities are not available to the requisitioning activity.

C2.1.2.2. The requisition coding structure does not provide sufficient data to assist the source of supply in making supply decisions. Use of exception data will cause delays in supply of materiel since each document containing such data must be withdrawn from routine processing, reviewed for the exception and continued in process after a decision has been made as a result of the review. Activities should not attempt to use exception data as a normal method for requisitioning materiel requirements. Limitations on the use of exception data are outlined in Paragraph C2.2.

C2.1.3. Requisitions for conventional ammunition will contain Advice Code 3Q, 3V, 3W, 3X, 3Y, or 3Z as applicable when usable Condition E stock is acceptable.

C2.1.4. Non-national stock number (NSN) requisitions will be prepared with document identifier code (DIC) A02 or A0B in DD Form 1348m when the contractor and Government entity (CAGE) and part number do not exceed the part number field and the item can be identified by additional data in record position (rp) 70-80 as indicated in Appendix AP3.4. Otherwise, use DD Form 1348-6. This also applies to non-NSN lumber products.

C2.1.5. The manual forms (DD Form 1348 and 1348-6) will be used as exception media when there are no available mechanical transmission methods. Use Appendix AP3, Formats (Introduction), and Appendices AP3.2, AP3.5, and AP1.8 (for messages) to prepare manual forms of requisitioning in the number of copies as specified by individual Components.

C2.1.6. The mechanical transaction will be used as the normal requisitioning medium and will be transmitted electronically to the source of supply via the Defense Automatic Addressing System (DAAS). Use the Appendix AP3.2 format to prepare the mechanical transaction.

C2.1.7. DMS may be used when:

C2.1.7.1. Data communication facilities are not available to permit document transmission by mechanized media.

C2.1.7.2. The document contains exception data and/or rapid document transmission is required under the assigned priority designator (PD).

C2.1.8. Under exception circumstances, requisitions may be prepared on DD Form 1348 or 1348m and read to the appropriate source of supply by telephone in exact record position alignment. When requisitions are relayed by telephone, confirmation copies are not required and will not be forwarded.

C2.1.9. Requisitions for perishable and nonperishable subsistence will be prepared using the following special instructions:

C2.1.9.1. All subsistence requisitions will contain the applicable type of pack in rp 21. See codes in Appendix AP2.20.

C2.1.9.2. All subsistence requisitions will contain a specific Required Delivery Date (RDD) (day of year format) in rp 62-64.

C2.1.9.3. Brand name resale item requisitions will contain DIC A04 or A0D in rp 1-3.

C2.1.9.4. Brand name resale item identification numbers will be entered in rp 8-20, using Appendix AP2.5, paragraph AP2.5.7.

C2.1.9.5. To accommodate a condition peculiar to brand name resale subsistence requisitioned by or for OCONUS (Outside the Continental United States)

activities, Advice Code 2C will be entered in rp 65-66 to convey advice to the source of supply to fill or kill an unfilled quantity which cannot be shipped by a vendor to arrive overseas within 30 days after the RDD. To implement this authority, the source of supply will contact the vendor to determine whether shipment has been made when the item has not been received at the transshipping depot by the contract delivery date plus 15 days. If shipment has not occurred, procurement/requisition cancellation action will be initiated by the source of supply and the customer will be furnished appropriate supply status. If the vendor has made shipment, cancellation of the procurement cannot be effected. Shipments that cannot be shipped to arrive at the OCONUS destination within 30 days after the RDD will be put in stock by the transshipping depot to fill future requirements. The source of supply will furnish appropriate rejection status to the customer.

C2.1.10. In the requisition document, follow-up (no supply status received) document, and cancellation (no supply status received) document, the identification code and the reference identification code will appear in documents applicable to part number requisitions (DICs A02 and A0B only). Materiel release denials (MRD) based on materiel release orders (MROs) issued by all activities will contain a fund code in rp 52-53. Referral order documents to DLA sources of supply from certain Navy stock points without computer capability may not include the date of receipt of demand in rp 67-69.

C2.1.11. The manual form ([DD Form 1149](#), Requisition and Invoice/Shipping Document) is used as a requisition and shipping document as specified by other DoD regulations. The DD Form 1149 will not be used for any processes under MILSTRIP.

C2.1.12. Requisitions for conventional ammunition that should not be delivered before a specific date or later than a specific date may contain a required delivery period (RDP)¹ in rp 62-64. The formula for expressing an RDP is provided in Appendix AP2.14².

C2.1.13. Requisitions will be prepared using valid DoD activity address codes (DoDAAC) for the intended purpose(s). DoDAACs designated as the requisitioner, bill-to, or ship-to activity will be validated based upon the authority code assigned to each DoDAAC in the DoD activity address **directory (DoDAAD)** and business rules described below. Refer to DAAS edit of incoming requisitions below for edit rules.

C2.1.14 Conformance with single line of accounting (SLOA)/accounting classification requires any initiation of an obligation to include SLOA mandated standard financial information system (SFIS) elements.³ Transition to DLMS requisition transactions is required to support inclusion of SLOA required elements. Pending full implementation of SLOA under DLMS, DLA Transaction Services will facilitate interoperability by updating selected SLOA data fields

¹ Foreign military sales (FMS) and Grant Aid requisitions are excluded from RDP procedures.

² Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148.

³ Refer to ADC 1043.

based upon the requisitioner's Fund Code when moving from a legacy environment to a DLMS compliant system.

C2.2. LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS

C2.2.1. To enable sources of supply to process requisitions in a timely manner to meet issue priority group, standard delivery dates, or required delivery dates, requisitioners should attempt to limit repetitive submission of requisitions containing exception data, particularly those that are to satisfy high priority requirements. Requisitioners should use available MILSTRIP capabilities to ensure that automated processes are used to the maximum possible extent. The processing of exception data requisitions is a resource-intensive process that is prone to errors and generally delays required support. Sources of supply receiving requisitions with unnecessary exception data such as “ship by commercial air,” “do not use postal system,” “ship by fastest traceable means,” or “ship overnight delivery” are authorized to delete such information, change the exception DIC to a non-exception DIC, and continue processing. Sources of supply will process all requisitions under the standards of the Uniform Materiel Management and Issue Priority System (UMMIPS) ([DoD 4140.1-R](#), “DoD Supply Chain Materiel Management Regulation,” May 23, 2003). Within the UMMIPS time segment for transporting the materiel, it is the shipper’s prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the type of address code (TAC) 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable Service focal point to develop procedures to automatically process requisitions.

C2.2.1.1. Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6.

C2.2.1.1.1. Sales/donations/loans/issues of materiel to qualifying Federal, state, or civil organizations or individuals approved by the Service Secretaries.

C2.2.1.1.2. Issues of nuclear assets as directed by Defense Threat Reduction Agency (DTRA) Department of Energy (DOE) contractors.

C2.2.1.1.3. Materiel in Supply Condition Code L to contractors.

C2.2.1.1.4. Issues required by national emergency or natural disasters.

C2.2.1.1.5. Shipments of ammunition requiring special controls.

C2.2.1.1.6. Shipments to contractors for special testing.

C2.2.1.1.7. Requisitions from deployed Naval units with an R or V in rp 30; E, G, or W in rp 40; 01, 02, or 03 in rp 60-61; and 999 in rp 62-64.

C2.2.1.1.8. DoD EMALL-generated requisitions using a **Government purchase** card as the method of payment **and the non-contractor ship-to location is not identified by a DoDAAC. Requisitioners must use the DoDAAC applicable to the ship-to locations when assigned. See paragraph C2.2.1. for additional guidance.**

C2.2.1.2. Exception data will normally be limited to the following:

C2.2.1.2.1. Non-NSN requirements that exceed the stock or part number field and/or require additional information.

C2.2.1.2.2. Non-NSN lumber products and other commodities identified and ordered by description only.

C2.2.1.2.3. Authorization/identification for items when such requirement is imposed by the inventory control point (ICP) or by the parent Service or the requisitioning activity.

C2.2.1.2.4. NSN items in Federal supply class (FSC) 5510, 5520, and 5530 requiring specification data; such as, species and/or grade.

C2.2.1.2.5. NSN requirements needing additional identifying information (e.g., requisitions initially rejected with Status Code CG or CJ).

C2.2.1.2.6. Requisitions for the Navy's LEVEL 1/SUBSAFE program and nuclear reactor plant materiel.

C2.2.1.2.7. NSN items for chemicals for boiler water feed water analysis.

C2.2.1.2.8. Requisitions used to establish a registered user with the ICP in a primary inventory control activity/secondary inventory control activity (PICA/SICA) situation.

C2.2.1.2.9. Requisitions for Marine Corps prepositioned war reserve (PWR) or Pre-Positioning Ships Program.

C2.2.2. Commanders must approve, or delegate in writing to specific personnel to approve, the submission of exception data requisitions.

C2.2.3. Automated submissions of requisitions containing exception ship-to addresses may be authorized by agreement with the source of supply. Automated submissions must include identification of the customer via a system-generated customer identification code that cannot be overridden by the user as described under Appendix AP1.35, Customer Identification. DAAS will generate the customer

identification for automated submissions (e.g., via Defense Automatic Addressing System Automatic Message Exchange System (DAMES) of the DLA-supported DIC YRZ requisition trailer for ship-to exception data.

C2.3. PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS

C2.3.1. Not mission capable supply (NMCS) is a materiel condition indicating that systems and equipment are not capable of performing any of their assigned missions because of maintenance work stoppage due to a supply shortage ([DoDI 3110.05](#), "Readiness-based Materiel Condition Reporting for Mission-Essential Systems and Equipment." September 25, 2006). Individual Service condition reporting system (e.g., Air Force mission impaired capability awaiting parts (MICAP) or Navy Casualty Reporting (CASREP)) may require the same qualifying criteria as NMCS but do not automatically generate NMCS requisitions.

C2.3.2. Expedited Handling Signal 999

C2.3.2.1. PDs 01-03, requisitions for items causing mission-essential systems and equipment to be NMCS, will be prepared to contain code 999 in rp 62-64 in lieu of the RDD. Code 999 will identify documents related to critical items and requiring expedited handling. When entered into requisitions, code 999 will be perpetuated on MROs and DD Form 1348-1A (or DD Form 1348-2.) This procedure applies only to materiel being shipped to U.S. Forces OCONUS and to CONUS Forces alerted for OCONUS deployment within 30 days of the date of the requisition.

C2.3.2.2. Code 999 will be used to identify the need for expedited handling only when the conditions specified below are met. (The Commanding Officer of the requisitioning activity will either personally review, or delegate in writing to specific personnel the authority to review, all requisitions identified for expedited handling to certify compliance with prescribed criteria.) The requisitioning unit must possess Force/Activity Designator (F/AD) I, II, or III and

C2.3.2.2.1. The required items or equipment are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or

C2.3.2.2.2. The required items or equipment have been identified during maintenance or testing as necessary to prevent mission-essential system or equipment from being unable to perform assigned operational missions or tasks within five days of the date of the requisition.

C2.3.2.3. Expedited handling signal 999 does not apply to foreign military sales (FMS) and Grant Aid requisitions.

C2.3.2.4. For NMCS conditions other than 999, the following procedures will apply:

C2.3.2.4.1. PD must be 01-08.

C2.3.2.4.2. Enter N in rp 62 of requisitions applicable to NMCS conditions originating at activities where forces in CONUS are not alerted for deployment. FMS requisitions applicable to NMCS conditions will contain an N in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.4.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.4.4. These documents will be processed using the PD in rp 60-61.

C2.3.2.5. Anticipated not mission capable supply (ANMCS) is a condition that is anticipated to occur within 15 days in the CONUS or 20 days OCONUS that will result in equipment becoming deadlined for parts, engines going out of commission for parts, aircraft going out of commission for parts, and a ship's capability being impaired for parts. Requisitions for materiel to prevent degradation of the mission capability of such systems/equipment will be prepared as follows:

C2.3.2.5.1. PD must be 01-08.

C2.3.2.5.2. Enter E in rp 62 of requisitions applicable to ANMCS conditions. FMS requisitions applicable to ANMCS conditions will contain an E in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.5.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.5.4. These documents will be processed under the PD in rp 60-61.

C2.3.2.6. NMCS and ANMCS requisitions⁴ will be submitted only for materiel in the quantities needed to return the mission essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.

C2.3.2.7. Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions in writing and submit the requisitions by the most expeditious means. NMCS/ANMCS requisitions will be submitted only for parts required for installation on or repair of mission-essential systems and equipment, without which the Commander is unable to perform assigned Service operation/mission.

C2.4. RESERVED

⁴ Refer to MILSTRIP, C2.2., Limitation on Submission of Exception Data Requisitions..

C2.5. RESERVED

C2.6. PREPARATION OF PREPOSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C2.6.1. Requisitions for the initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements will be prepared to contain Demand Code O (alpha) in rp 44 and Project Code 3AA in rp 57-59 and may be prepared as “funded” or “unfunded” requisitions except that unfunded requisitions are not to be submitted to GSA by DoD Activities. Replenishment PWRMS requisitions will contain Project Code 3PR.

C2.6.2. Funded requisitions for PWRMS requirements will contain a Signal Code other than D or M (Appendix AP2.10) in rp 51 and appropriate fund code entries in rp 52-53 (AP2.11). Normally, funded requisitions for PWRMS requirements will contain only PDs 11-15 as appropriate, except that PDs 01-03, as appropriate, may be entered when an overriding operational situation justifies immediate supply support.

C2.7. PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGER FOR CONVENTIONAL AMMUNITION-MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS. Service owners of Single Manager for Conventional Ammunition (SMCA)-managed items may grant authority to the SMCA ICP to issue assets below all established stock reservation levels. This authority will be conveyed to the SMCA ICP online by the Service owners with Advice Code 2S entered in rp 65-66 of the requisition or referral order.

C2.8. PREPARATION/PROCESSING OF REQUISITIONS SUBMITTED VIA INTERNET ORDERING APPLICATIONS. Developers and users of internet ordering applications that permit MILSTRIP requisitions to be initiated outside the responsible DoD Component’s supply system (e.g., direct customer input to DoD EMALL, GSA Global) will take precautions to ensure that only authorized personnel place orders and all standard financial and logistics procedures are followed.

C2.8.1. DoD Components authorizing the use of ordering processes external to the Component-sponsored supply system will:

C2.8.1.1. Establish internal controls to identify/approve authorized users. This may be accomplished in coordination with the ordering application program management or independently in the absence of a satisfactory registration program for the internet ordering process.

C2.8.1.2. Notify users that they are required to manually establish an obligation for requisitions dependent on interfund payment procedures prior to/concurrent with placing orders via internet ordering applications, except where an interface is established with the requisitioner’s Component application to validate funds availability and establish an obligation.

C2.8.1.3. Ensure that appropriate procedures are established to record the demand and establish a due-in/pre-positioned materiel receipt under DoD MILSTRAP/DLMS-based upon status provided by either the source of supply or delegated source. Alternative manual Component procedures may be employed pending systemic interfaces to support return of supply and shipment status by either the source of supply or delegated source.

C2.8.1.4. Ensure materiel receipt acknowledgement under DoD MILSTRAP/DLMS procedures via systemic interface or, where not available, instruct users to provide receipt notification via DoD EMALL (this includes non-EMALL originated orders).

C2.8.2. Sources of supply authorizing the use of ordering processes external to the customer's Component-sponsored supply system will:

C2.8.2.1. Coordinate with DoD Components to establish controls to ensure users are identified and authorized. If a satisfactory registration program is not available, users must be alerted to comply with Component-directed procedures.

C2.8.2.2. Support adherence to standard financial procedures via systemic interface or manual procedures as follows:

C2.8.2.2.1. Establish an interface between the external ordering application and the appropriate Component-sponsored application to validate funds availability and establish the obligation; or

C2.8.2.2.2. Pending development of automated processing, alert users to comply with Component-directed manual procedures.

C2.8.2.2.3. Procedures for real-time funds availability for on-line applications are provided under [DLM 4000.25](#), "Defense Logistics Management Standards Manual" (DLMS) Volume 4, Chapter 7⁵.

C2.8.2.3. Use standard requisition formats under MILSTRIP/DLMS where necessary to transmit the requisition from the external ordering application to the source of supply for further processing.

C2.8.2.4. Provide order and shipment status information to the customer and applicable status recipients in accordance with MILSTRIP/DLMS.

C2.8.2.5. Where feasible, internet ordering applications will integrate use of a replicated DoDAAC table to perform validation of requisitions for authorized ordering, bill-to, and ship-to activities according to the DoDAAC authority code. If the DoDAAC fails the authority code edits in C2.28.11., the transaction will be rejected.

⁵ Refer to ADC 328, "Off-Line" Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation.

C2.9. SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS

C2.9.1. Frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items, the distribution systems will not prescribe scheduling. Requisitions will be submitted when necessary to meet requirements for stock or to meet specific requirements for immediate use. To make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.

C2.9.2. Methods of submission of requisitions will be as prescribed in chapter C1. Special requirements for submitting government furnished materiel (GFM) requisitions are contained in Chapter C11⁶.

C2.9.3. The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale source of supply (e.g., ICP or stock point) that maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.

C2.9.3.1. Date of requisition (as shown in requisition document number field) will indicate the actual date of transmittal from the requisitioner to the initial source of supply. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

C2.9.3.2. Time consumed by review/approval of intermediary control offices between the requisitioner and initial source of supply is counted in the time standard for this segment.

C2.9.4. The service/agency (S/A) implementation of this provision will provide for establishment of controls to ensure transmission of requisitions on the document number date. Controls will also be established to ensure non-duplicative transmission or receipt of requisitions.

C2.9.5. Requisitions with DICs A0E and A05 will be transmitted by methods other than data pattern or computer readable fixed length format. When these requisitions are mailed, the envelope will be conspicuously marked "MILSTRIP EXCEPTION DATA REQUISITIONS."

C2.9.6. DIC AF_ follow-ups and DIC AC_ cancellations on DIC A0E or A05 requisitions will not include the exception data.

C2.9.7. DIC AT_ follow-ups and DIC AM_ modifier transactions will include the exception data. Message follow-ups (DIC AT_) on a requisition with exception data will be prepared as prescribed in Appendix AP1.9. Message modifier (DIC AM_) with exception data will be prepared as prescribed in Appendix AP1.8.

⁶ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.10. RESERVED

C2.11. MAINTENANCE OF REQUISITION AND DUE-IN FILES

C2.11.1. Procedures for maintenance of requisition and due-in files are the responsibility of each S/A.

C2.11.2. Requisitioners will ensure that status and materiel receipts are expeditiously processed to requisition and due-in files to preclude unnecessary follow-ups.

C2.11.3. Receipt take up time standards for the requisitioner are one calendar day for PDs 01-08 and three calendar days for PDs 09-15.

C2.12. RESERVED

C2.13. FOLLOW-UPS

C2.13.1. Follow ups should be submitted by the requisitioner, supplementary address (SUPADD), or the activity designated by a significant entry in rp 54, based on a need for information and criteria prescribed herein. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, follow-ups should be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of follow-ups for multi-packs and assemblages (e.g., medical), which will be executed at the lead document number, assemblage identification number (AIN) respectively.

C2.13.2. Follow-up inquiries consist of five types, as follows:

C2.13.2.1. Follow-ups submitted to obtain the latest status of requisitions. These follow-up inquiries will be prepared to contain DIC AF (one through three) as prescribed in Appendix AP2.1.

C2.13.2.2. Follow-ups submitted to obtain the latest status on requisitions and which may be processed as requisitions when sources of supply have no record of receipt of the original requisitions. These follow-up inquiries will be prepared to contain DIC AT_ (one through five and seven or A through E) as prescribed in Appendix AP2.1. When an AT_ is submitted, the DLA Transaction Services authority code edits discussed in C.2.28.11 will be applied.

C2.13.2.3. Follow-ups submitted as requests to improve estimated shipping dates (ESD) contained in previously furnished supply status documents. These follow-up inquiries will be prepared to contain DIC AFC, as prescribed in Appendix AP2.1. These AFC follow-up inquiries will be prepared only for transactions applicable to PDs 01-08, and will be submitted only after receipt of supply status reflecting ESDs not commensurate with materiel usage or need dates.

C2.13.2.4. Follow-ups submitted to obtain latest status on previously submitted cancellation requests and which may be processed as cancellation requests provided the original requests were not received. These follow-ups will contain DICs in the AK_ series.

C2.13.2.5. Follow-ups submitted to obtain the DoDAAC of the initial transportation shipping activity for tracing shipments under [DTR 4500.9-R](#), "Defense Transportation Regulation".⁷

C2.13.3. Message follow-ups will be prepared as prescribed in Appendix AP1.9.

C2.13.4. DIC AFY follow-up inquiries will be submitted to the source of supply when the initial shipment tracing action results in a negative response due to the inability to determine the initial (origin) transportation shipping activity⁸.

C2.13.5. DICs AF1, AF2, and AF3 and AT_ follow-up inquiries will be submitted only under the following criteria:

C2.13.5.1. Status data is not on hand to indicate a delay in receipt of materiel beyond the SDD or RDD (not applicable to follow-up inquiries requesting improvement in ESDs).

C2.13.5.2. The UMMIPS order and shipping time standard for receipt of materiel has elapsed for requisitions on which status had not been requested.

C2.13.5.3. Timeframes for submission of follow-ups:

C2.13.5.3.1. For PD 01-08 demands - only after expiration of at least three days from date of the requisition or transaction date of the latest supply status.

C2.13.5.3.2. For PD 09-15 demands - only after expiration of at least seven days from date of the requisition or transaction date of the latest supply status.

C2.13.6. Follow-ups will be submitted to the source of supply to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. When supply status has been received, the follow-up will be directed to the activity indicated as currently processing the requisition (e.g., the last known source of supply).

C2.13.7. Activities initiating follow-up documents will take into consideration the fact that the source of supply may not have a record of having received the original requisition. When no positive supply status has been received and no previous cancellation request (DIC AC_) has been submitted, the requisitioner or other authorized activity may follow up only with the appropriate document from the DIC AT_

⁷ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

⁸ Ibid.

series. Such DIC AT_ series documents will contain the same character in the third position of the DIC as the original requisition and will be submitted under media and other rules applicable to such requisitions. The AT_ series of follow-ups will be treated as requisitions if sources of supply have no record of the original requisitions. Duplicate document number edits by the source of supply will preclude duplicate processing and shipment if the original requisition is subsequently received by the source of supply.

C2.13.8. When positive supply status has been received, the requisitioner or other authorized activity may use any type of follow-up, subject to restrictions contained elsewhere in this manual.

C2.13.9. Sources of supply may follow up on a shipping activity, with the exception of follow-ups requesting improvement in ESDs, utilizing the MRO format with DIC AF6.

C2.13.10. DIC AK_ follow-ups may be submitted 10 days after submission of the original DIC AC_ cancellation request if no acknowledgment of receipt of the DIC AC_ is received. If status is not received within 10 succeeding days, another DIC AK_ follow-up may be submitted. If status is received acknowledging receipt of the DIC AC_ or DIC AK_, no further follow-up may be submitted until 30 days after receipt of last status.

C2.14. RESERVED

C2.15. REQUEST FOR SUPPLY ASSISTANCE

C2.15.1. Requests for supply assistance may be initiated to the source of supply on previously submitted PD 01-08 requisitions as shown in Appendix AP1.10. Authority to originate a supply assistance request will be prescribed in S/A regulations. The first line in the body of narrative messages must contain the words "Supply Assistance Request." Supply assistance includes status of requisitions, timely supply of requirements, item substitutability and interchangeability, release of cancellation of backordered requisitions, and diversion of materiel shipments. A request for assistance may be accomplished by electronic mail (computer–Global Information Grid), message, letter, or telephone to the appropriate source of supply. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the ability of the source of supply to record the items and initiate timely responses. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.

C2.15.2. The request should not be generated until supply status indicating open status has been received.

C2.16. RESERVED

C2.17. CANCELLATION OF REQUISITIONS

C2.17.1. Cancellation of requisitions may be initiated by the requisitioner, the SUPADD, the activity designated by the entry in rp 54, S/A headquarters, or by

authorized command elements. If cancellations are initiated by other than the requisitioner, the responsibility for advising other interested activities of this action is vested in the activity having initiated the cancellation. Cancellation requests can be initiated as single line transactions or by narrative message containing one or more single line cancellation transactions. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, cancellation requests will be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of cancellation requests for assemblages (e.g., medical), which will be executed at the AIN.

C2.17.2. Events such as base closures, termination of special projects, ship and unit inactivation, termination of agreements, or termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation of multiple lines. In some instances, the S/A headquarters would be aware that a total project or total requirement for a single basis is no longer required and should be canceled. Thus, the S/A headquarters element could initiate the requests for mass or universal cancellation of multiple lines. Such requests will be submitted by message to the S/A designated focal points listed in Chapter C8.

C2.17.3. Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Funds will not be deobligated and individual due-in records will not be updated until status has been received indicating that cancellation has been accomplished. Accordingly, single line requisition cancellation is the preferred method. Single line cancellation actions will be processed under Chapter C3, Paragraphs C3.27. through C3.34. The preparation of single line cancellation requests will be accomplished using the format reflected in Appendix AP3.7.

C2.17.4. Single line cancellation requests will be submitted to the last known source holding the applicable requisitions.

C2.17.5. Single line item cancellation requests will not be submitted under the following circumstances:

C2.17.5.1. When a CONUS activity has received notice of shipment (DIC AS_ or DD Form 250 (Material Inspection and Receiving Report)), advising that shipment from a contractor's facility or a depot has occurred

C2.17.5.2. When an OCONUS Activity has received shipment status and

C2.17.5.2.1. the line item value of the cancellation is less than \$200, or

C2.17.5.2.2. the materiel has been shipped by air mail or parcel post, or

C2.17.5.2.3. the materiel was shipped more than:

C2.17.5.2.3.1. 10 days by air shipment to aerial port of embarkation (APOE).

C2.17.5.2.3.2. 45 days by surface shipment to water port of embarkation (WPOE).

C2.17.6 Single line item cancellation requests will normally be submitted for conditions not excluded by paragraph C2.17.5., when a discontinued need for a requisition quantity occurs regardless of line item dollar value or received status. Such submission will enable sources of supply to properly adjust demand, when appropriate, and initiate cancellation action, when feasible.

C2.17.7. Single line item cancellation requests submitted against requisitions for which Status Code BV was received may result in billing for transportation charges and/or contract termination costs in the event that the source of supply is able to effect cancellation/diversion. (See Chapter C3, Paragraph C3.28.9.)

C2.17.8. The responsibility for the utilization or disposition of materiel for which cancellation or diversion to an alternate consignee could not be effected is that of the consignee, the appropriate commander or Service headquarters.

C2.17.9. When shortages occur for previously canceled or rejected materiel, new requisitions with new document numbers, citing appropriate issue PDs, will not be submitted to sources of supply.

C2.18. RESERVED

C2.19. MODIFICATION OF REQUISITIONS

C2.19.1. A requisition modifier may be initiated by the requisitioner, SUPADD, or control office to modify previously submitted requisitions. Restrictions for modifying GFM requisitions and associated transactions are contained in Chapter C11⁹.

C2.19.2. A requisition modifier may be used to change/modify the following fields in an original requisition document:

C2.19.2.1. Media and Status, rp 7.

C2.19.2.2. Supplementary Address, rp 45-50.

C2.19.2.3. Country FMS Offer/Release Option, rp 46 (FMS requisition).

C2.19.2.4. Freight Forwarder, rp 47 (FMS requisition).

C2.19.2.5. Signal, rp 51.

⁹ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.19.2.6. Fund, rp 52-53.

C2.19.2.7. Distribution, rp 54.

C2.19.2.8 Project, rp 57-59.

C2.19.2.9. Priority Designator, rp 60-61.

C2.19.2.10. Required delivery date or required delivery period (conventional ammunition only)¹⁰, rp 62-64. C2.19.2.11. Advice, rp 65-66.

C2.19.3. For requisitions that are identified for continued supply action and/or shipment processing during mass cancellation situations, modifiers (DIC AM_) will be submitted at the earliest possible date and will contain an expedited handling signal "555" in the RDD field, rp 62-64. (See chapter C8.)

C2.19.4. A requisition modifier, DIC AM_ will be prepared by originating activities completing all prescribed data element entries for a requisition. The requisition modifier is usually submitted when changes to existing fields are needed to expedite processing of the requisition.

C2.19.4.1. Entries in the requisition modifier may differ from that in the original requisition only to reflect changes to one or any combination of the fields identified in subparagraph C2.19.2..

C2.19.4.2. When the SUPADD (rp 45-50), the project (rp 57-59), the RDD (rp 62-64), or the advice (rp 65-66) of the DIC AM_ is blank, these fields of the original requisition will be modified accordingly (subsistence requisitions are excluded from RDD deletion provisions).

C2.19.5. The activity initiating a requisition modifier will be responsible for furnishing notification of such action to other interested activities, such as the requisitioner and SUPADD, when modifiers are initiated by control offices. The requisition modifier will be transmitted to the last known source of supply.

C2.19.6. When the priority of a previously requisitioned item is modified and the quantity required is greater than the previously requisitioned quantity, a requisition modifier will be submitted for the original quantity and a new requisition will be submitted for the additional quantity required under the new priority. If the required quantity is less than the previously requisitioned quantity, a new requisition will be submitted for the quantity required under the new priority, and if the quantity in the original requisition will be excess to needs, a cancellation request for this requisition should be submitted.

¹⁰ Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148..

C2.19.7. When a requisition modifier is submitted to modify the supplementary address, signal code, or fund code, the DAAS DoDAAC authority code edits discussed in C2.28.11 will be reapplied.

C2.20. RESERVED

C2.21. REQUISITIONING DoD EXCESS PERSONAL PROPERTY FROM DLA DISPOSITION SERVICES¹¹

C2.21.1. DoD activities and, under certain circumstances, authorized Federal civil agencies are authorized to requisition excess personal property through DLA Disposition Services or directly from a DLA Disposition Services Field Office. Activities will request, through an accountable supply officer, only that property that is authorized by parent headquarters or command and will not request quantities of property that exceed authorized retention quantities. Each S/A will furnish DLA Disposition Services the Federal condition codes that are acceptable in relation to the supply condition code being requisitioned. DLA Disposition Services maintains a standardized and centralized control and accounting system for all excess and surplus personal property locations in the DLA Disposition Services Field Offices, and provides visibility of such property through a variety of utilization screening procedures. (See [DoD 4160.21-M](#), "Defense Materiel Disposition Manual" for utilization policy and procedures.)

C2.21.1.1. Requisitions from DoD Activities for excess personal property will normally be routed via DAAS to DLA Disposition Services for processing or the requisition may be hand-carried to the DLA Disposition Services Field Office for property that is selected, scheduled for pickup, or required as a result of screening at the DLA Disposition Services Field Office. The RIC of the DLA Disposition Services Field Office should be placed in rp 4-6 of DD Form 1348-1A (or DD Form 1348-2) for requisitions hand-carried to a DLA Disposition Services Field Office. Activities or units unable to submit requisitions through DAAS may forward them directly to DLA Disposition Services by mail or by narrative message but it should be understood that this is not the standard procedure and should be discontinued as soon as the ability to use DAAS is realized.

C2.21.1.2. Requisitions submitted to DLA Disposition Services will be in the format specified in Appendix AP3.2, DLA Disposition Services RIC (S9D) in rp 4-6, with K, L, R, S, or T in rp 40; Signal D or M in rp 51 to denote free issue; Advice Code 2J (fill or kill) in rp 65-66 or blank; and the appropriate supply condition code in rp 71. For a specific item, the requisition will contain the Disposal Turn-in Document (DTID) number or Excess Report Number (ERN) in rp 67-80 (DTID suffix, if applicable, in rp 21). For nonstock numbered items, the DIC must be A0D or A04. Requisitions hand-carried to the DLA Disposition Services Field Office for pickup of property will be prepared on a DD Form 1348-1A (or DD Form 1348-2), as specified in Chapter C5, Paragraph C5.3. Authorized Federal civil agencies may requisition excess/surplus property from DLA

¹¹ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

Disposition Services using [SF 122](#), "Transfer Order-Excess Personal Property," or any other transportation order form approved by GSA under the [Federal Property Management Regulation](#) (FPMR) Subchapter 4, Part 101-43. All requisitions for small arms will be submitted under Paragraph C2.24. Packing, crating, handling and transportation (PCH&T) charges will be applied using DoD 4140.1-R.

C2.21.1.2.1. DIC A0_ requisitions submitted through DAAS will be edited by DAAS to determine if the requisition is for excess personal property. The DAAS edit is as follows:

C2.21.1.2.1.1. If the requisition contains K, L, R, S, or T in rp 40 and a condition code is entered in rp 71, DAAS will route the requisition to DLA Disposition Services. If a condition code is not in rp 71 and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.2. If a condition code is not in rp 71 and a DTID number is not in rp 67-80 and RIC S9D is entered in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating, "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.1.3. If the conditions in Subparagraphs C2.21.1.2.1.1. and C2.21.1.2.1.2. above are false, DAAS will continue requisition processing.

C2.21.1.2.1.4. If the requisition RIC S9D in rp 4-6 and a condition code is entered in rp 71 and rp 40 does not contain K, L, R, S, or T, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.5. If a condition code is not in rp 71, and rp 40 does not contain K, L, R, S, or T, and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.6. If a condition code is not in rp 71 and rp 40 does not contain K, L, R, S, or T, and a DTID number is not in rp 67-80 and RIC S9D is in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.2. For validated excess personal property requisitions, DAAS will provide the requisitioner DIC AE9 supply status transaction with Status Code BM. Requisitions with DIC A0B or A02 and RIC S9D will not be processed by DAAS to obtain an NSN. DAAS will reject the requisition using a narrative message.

C2.21.1.3. Upon receipt of the requisition, DLA Disposition Services will select the requested item for issue or provide appropriate supply status if not available. If rp 65-66 are blank and the requested materiel is not available, DLA Disposition Services will place the requisition on the requisition retention file for 60 days and furnish Supply Status Code B1. If all of the requested materiel does not become available

during the 60-day retention period, the remaining unfilled quantity will be canceled using Status Code D1.

C2.21.1.3.1. If stock is available, DLA Disposition Services will transmit an MRO, DIC A5_ (DD Form 1348-1A) to the DLA Disposition Services Field Office. In those instances where a specific item has been requisitioned, the DTID number or ERN will be perpetuated on the MRO. MROs received by a DLA Disposition Services Field Office from DLA Disposition Services will be confirmed or denied, as appropriate. Responses by DLA Disposition Services Field Offices to follow-ups (DIC AF6) will be made using the MRO with DIC AR0; MRDs with DIC A6_; or the supply status document with DIC AE6, as appropriate.

C2.21.1.3.2. DLA Disposition Services will process single-line cancellation requests or requisition modifiers if the MRO has not been transmitted to the DLA Disposition Services Field Office or if the requisition is on the requisition retention file. DLA Disposition Services will not process mass cancellation requests.

C2.21.1.4. When the DLA Disposition Services Field Office issues materiel as a result of DD Form 1348-1A (or DD Form 1348-2) being hand-carried to the DLA Disposition Services Field Office, a materiel release confirmation (MRC, DIC AR0, will be prepared in the format of Appendix AP3.14 and transmitted to DLA Disposition Services.

C2.21.2. DLA Disposition Services will respond to follow-ups under procedures in Chapter C3 and furnish status as outlined in Chapter C4.

C2.21.3. Materiel will be shipped from DLA Disposition Services Field Offices to authorized requisitioners using MILSTRIP.

C2.21.4. Requisitioner requests for modification, cancellation, or follow-up to DLA Disposition Services will be processed under Paragraph C2.13, Follow-up, C2.17, Cancellation and C2.19, Modification.

C2.22. REQUISITIONING CONTRACTOR INVENTORY FROM PLANT CLEARANCE AUTOMATED REUTILIZATION SCREENING SYSTEM (PCARSS). Acquiring agencies may view excess Government-furnished property (GFP), create requisitions, and see the status of current requisitions using PCARSS eTools. Authorized users may search for inventory or create alerts to be notified when desired items become available. The requisition content does not conform to MILSTRIP procedures/formatting. Detailed information about PCARSS requisitioning procedures is available at <http://www.dcma.mil/itcso/cbt/PCARSS/index.cfm>.

C2.23 REQUISITIONING REPARABLES FOR INDUCTION TO MAINTENANCE

C2.23.1. When materiel is scheduled for organic maintenance, based on the repair schedule, the maintenance activity will requisition the materiel from the materiel owner using an A0_ in the format specified in Appendix AP3.2. All requisitions will cite

Advice Code 2J (fill or kill) in rp 65-66, and the appropriate supply condition code in rp 71.

C2.23.2. Project Code 3AD supports requisitioning under a Depot Maintenance Inter-Service Agreement (DMISA). When used, this project code will cause the requisition to be passed directly to the activity identified by the RIC in rp 4-6. DAAS routing rules will be overridden. If the submitting Component requires use of an alternate project code, (e.g., a contingency support project code), on a requisition for which 3AD functionality is also desired, the alternate project code would have precedence over the 3AD. In this situation, the requisition may be prepared as a passing order (DIC A3_) to preserve the proper destination while employing the Service-mandated project code.

C2.23.3. To preclude billing by the materiel owner, the A0_ requisition will also contain the following data elements to denote free issue. For A0_s submitted to:

C2.23.3.1. Air Force: For Air Force principals (RIC To F**), use Project Code "3BB" in rp 57-59

C2.23.3.2. Navy: For Navy principals (RIC To N**), use Signal Code B in rp 51 and Fund Code 26 in rp 52-53. If RIC To is N32, use N00383 in rp 45-50; if RIC TO is N35, use N00104 in rp 45-50.

C2.23.3.3. Army: For Army principals (RIC To A** or B**), use Project Code "3BB" in rp 57-59; Fund Code GM in rp 52-53, and Signal Code D or M in rp 51.

C2.24. REQUISITIONING CONVENTIONAL SMALL ARMS FROM DLA DISPOSITION SERVICES

C2.24.1. Conventional small arms as identified in [DLM 4000.25-2 \(MILSTRAP\)](#) will generally fall into one of the following FSCs: 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095. However, this list is not to be considered all inclusive. DLA Disposition Services will treat any weapon meeting the general guidelines of small arms accordingly, regardless of the FSC. This covers all weapons meeting these criteria, regardless of origin (including foreign, commercial, confiscated, and nonappropriated funds weapons and museum pieces).

C2.24.2. All DoD requisitions for small arms will be submitted by an accountable supply officer to the CONUS integrated materiel manager (IMM). Requisitions must include the following exception data: DTID number/ERN, as appropriate, and PCH&T citations. Such requisitions received directly by DLA Disposition Services or the DLA Disposition Services Field Office will be rejected to the requisitioning activity. Requisitions approved by the IMM will be mailed to DLA Disposition Services, Battle Creek, MI 49017-3092, ATTN: DLA Disposition Services-U.

C2.25. SHIPMENT TRACING

C2.25.1. When shipment status has not been requested and materiel has not been received in normal transit time, a follow-up (DICs AF1, AF2, or AF3) will be submitted by the requisitioner.

C2.25.2. When shipment status has been received evidencing that shipment has been made, follow-ups (DICs AF1, AF2, AF3, AT_, and AFC) will not be submitted. These actions would result only in receipt of another shipment status document with the same data.

C2.25.3. If materiel has not been received and the date of shipment cited in the shipment status transaction indicates that normal transit time has expired, a request for shipment tracing will be initiated using DTR 4500.9-R.

C2.25.4. When the shipment cannot be located or traced using information in the initial DIC AS_ shipment status transaction, a DIC AFY follow-up transaction will be submitted to the last known supply source to request the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.5 format. Upon receipt of the IC ASY response, the requesting activity will furnish this DoDAAC information to its local transportation officer for shipment tracing under DTR 4500.9-R¹².

C2.26. RESERVED

C2.27. SPECIAL GSA PROCEDURES ON NONMAILABLE ITEMS

C2.27.1. A requisition submitted to GSA with Advice Code 2A (item not available locally) will be processed regardless of possible excessive transportation costs.

C2.27.2. A requisition submitted to GSA without Advice Code 2A for an item valued at \$25 or less will be canceled (with Status Code CW) if, at time of shipment, transportation costs in excess of 50 percent of the item value would be incurred in shipping the order. GSA will notify the ordering activity when this condition exists, and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, a new requisition should be submitted with Advice Code 2A. In response, GSA will supply the item regardless of transportation costs.

C2.27.3. Grant Aid and FMS requisitions under these procedures will not be returned for local procurement.

C2.28. DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS

C2.28.1. DAAS will edit all incoming requisitions and other MILSTRIP transactions for data errors and validity under procedures in [DLM 4000.25-4](#) DAAS Manual.

¹² Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C2.28.2. As a result of these edits, DAAS will correct data entries or reject transactions. In the case of source of supply errors, the correct source of supply will be entered in the RIC field and the transaction rerouted, as appropriate.

C2.28.3. DAAS will reject all requisitions/EMALL orders containing GY/GZ series activity address codes (AAC) . DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.4.. DAAS will pass all DIC A02 and A0B transactions to the RIC present in the incoming transaction.

C2.28.5. DAAS will use AP2.13 to validate requisitions for invalid/expired Office of the Secretary of Defense/Chairman of the Joint Chiefs of Staff (OSD/CJCS) Category D project codes. DAAS will blank out the inappropriate project code and furnish DIC AE9/BK status to the customer.

C2.28.6. DAAS will validate F/AD I/UMMIPS priority usage through the requisitioning process. Requisitions containing an unauthorized priority designator according to Appendix AP2.14 will be downgraded. DAAS will furnish DIC AE9/BK status to the customer.

C2.28.7. DAAS will perform validation of requisitions (DICs A0_, AM_, AT_, A3_, A4_, and APR) for accuracy and reasonableness of the entry in the RDD field and its compatibility with the PD. DAAS will furnish DIC AE9/BK status to advise the requisitioner of the resulting modification. For Security Assistance requisitions forwarded to the applicable International Logistics Control Office (ILCO), DAAS will not blank out customer input. DLA Transaction Services will perform PD and RDD edits according to Table C3.T2 (MILSTRIP Chapter 3).

C2.28.8. DAAS will perform validation of requisitions for authorized ordering or billing DoDAACs. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection. Requisitions will be rejected if the requisitioning DoDAAC:

C2.28.8.1. First position is F followed by all numerics, FA or FY.

C2.28.8.2. May not be used for billing.

C2.28.8.3. Bill-to activity identifies a United States Air Force (USAF) DoDAAC that is not authorized for use.

C2.28.9. DAAS will identify non-appropriated instrumentalities, special program requisitioner DoDAACs (1st position numeric 2nd position alpha series), and prime vendor contractors using non contractor DoDAACs for billing and provide for billing under non interfund procedures by changing the fund code for these requisitions to XP. DAAS will furnish DIC AE9/BK status to the customer. These entities are identified as follows:

C2.28.9.1. A DoD Prime Vendor contractor is identified as a DoDAAC beginning with SD.

C2.28.9.2. A non-appropriated funded activity is identified as a DoDAAC beginning with FT or FF.

C2.28.9.3. The bill-to activity is identified by DoDAAC FG4302.

C2.28.10. DAAS will perform validation of requisitions for authorized DoDAACS. Reject requisitions when the requisitioning or bill-to-activity identifies a USAF DoDAAC that is not authorized for this use. These DoDAACs are identified by their structure: the first position is an "F," followed by one numeric character in position two, and an alpha character in position three. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.11. DAAS will perform validation of requisitions for authorized ordering, bill-to or ship-to DoDAAC according to the DoDAAC Authority Codes shown in Table C2.T1, and will reject requisitions that do not meet the DAAS DoDAAC Authority Code edits. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition. If the transaction failing the edit is DIC AM_, DAAS will reject with supply status DIC AE_ and status code D7.

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
00	Requisition	Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to.
	Required: TAC 1, TAC 2, TAC 3	
	Restriction: None	
	Business Rules: Can be used for any business process.	
	DAAS DoDAAC Authority Code Edit: no additional edit	
01	Ship-To Only	Can only be used as a ship-to address with no other implicit authority.
	Required: TAC 1, TAC 2	
	Restriction: Not authorized for requisition or bill-to.	
	Business Rules: Used as a ship-to designation.	

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in requisition supplementary address field (record positions 45-50) with Signal Code J, L, M, X.	
02	Finance (Bill-To Only)	DoDAAC can only be used as a bill-to
	Required: TAC 1, TAC 3	
	Restriction: Cannot requisition or be used as a ship-to designation.	
	Business Rules: Used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the requisition supplementary address field (record positions 45-50) with signal code B	
03	Do Not Ship-To	Cannot be used as a ship-to destination
	Required: TAC 1, TAC 3	
	Restriction: Cannot be used as a ship-to designation.	
	Business Rules: Can requisition or be used as a bill-to designation.	
	DAAS DoDAAC Authority Code Edit: If DoDAAC used in requisition, requisitioner field (record positions 30-35) must contain Signal Code J, K, L, M, or X. If used in the requisition supplementary address field (record positions 45-50) must contain Signal Code A, B, C, or D.	
04	DLA Disposition Services Only	DLA Disposition Services Only (e.g., State agencies surplus). Used to identify Activities who have no requisition authority other than for DLA Disposition Services Only materiel.
	Required: TAC 1, TAC 2, TAC 3	
	Restriction: Cannot requisition new materiel. Only authorized to obtain materials from DLA Disposition Services (DOD excess only).	

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
		<p>Business Rules: Although the material is normally provided as a free issue; in some instances a cost may be required. Consequently, TACs 1 through 3 are required to cover every possibility.</p> <p>DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with DLA Disposition Services RIC (S9D) in record positions 4-6</p>
05	Non-Requisition	Cannot initiate a purchase or request for goods and services
		Required: TAC 1, TAC 2
		Restriction: Cannot requisition/purchase any goods/services.
		Business Rules: Used as a ship-to designation.
		DAAS DoDAAC Authority Code Edit: DoDAAC cannot be used in requisition in the requisitioner field (record positions 30-35)
06	Free Issue	No cost option. The activity is restricted to items that are available without cost (e.g., DLA Disposition Services, NGA Maps)
		Required: TAC 1, TAC 2
		Restriction: Cannot requisition/purchase any good/services.
		Business Rules: Similar to DLA Disposition Services, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA)). Can be used as a ship-to designation.
		DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with Signal Code D or M.

Table C2.T1. DoDAAC Authority Codes

Code	Description	Definition
07	Administrative	Administrative only. This code is used for information/identification purposes only (e.g., USTRANSCOM Defense Courier Division (DCD) , or contingency/emergency use)
	Required: TAC 1	
	Restriction: Cannot requisition, be used as a ship-to designation, or be used as a billing designation (TAC 2 and TAC 3 are not allowed).	
	Business Rules: Information/identification use only.	
	DAAS DoDAAC Authority Code Edit: DoDAAC may not be used in a requisition in record positions 30-35 or in record positions 45-50 as a ship-to or bill-to .	

C2.28.12. **Reserved.**

C2.28.13. Deleted DoDAACs and Requisitioning Processing. Obsolete or invalid DoDAACs are flagged for deletion and later physically removed from the DoDAAC table to prevent improper requisition transactions from being processed through DLA Transaction Services. Once the delete effective date has passed, the DoDAAC will remain on the DoDAAD master file for five years before the record is physically removed from the master file. New requisitions may not be processed against these flagged DoDAACs. However, outstanding interfund bills (with the bill-to authorized in accordance with the DoDAAC authority code) that are associated with previously processed requisitions will not reject due to invalid DoDAACs during this period. After the five-year period, deleted DoDAACs are physically removed from the DLA Transaction Services-maintained DoDAAC table, and all subsequent requisitions or bills will reject due to invalid DoDAACs.

C2.28.14. Requisition Date Edit. DAAS will edit requisitions to reject any requisitions that are greater than one calendar year old, or are more than one day in the future.¹³ For all requisitions (DIC A01, A0B, A02, A0E, A05, A07, A04, A0D), where the requisition is not applicable to FMS Grant Aid or Navy initial outfitting (document number Service Code N, R, or V, and Fund Code equals: VO (Victor Oscar), V7 (Victor Seven), or LQ (Lima Quebec), QU (Quebec Uniform) or QZ (Quebec Zulu)), then:

¹³ Refer to ADC 427A, Requisition Document Number Date Edit

C2.28.14.1. Reject requisitions that are more than one day in the future. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is greater than the current date plus 1 (CCYYDDD + 1), reject with Supply Status CD, and if less than or equal to the current date plus 1, allow to process.

C2.28.14.2. Reject requisitions that are greater than one year old. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is equal to or less than the current date minus 1 year (CCYYDDD – 1000), reject with Supply Status CD, and if greater than the current date minus 1 year (CCYYDDD - 1000), allow to process.

C3. CHAPTER 3

REQUISITION PROCESSING AND RELATED ACTIONS

C3.1. GENERAL

C3.1.1. Sources of supply receiving requisitions, modifiers, passing orders, referral orders, follow-ups, redistribution orders (RDOs), and cancellations, regardless of the method of transmission, will process such transactions using these procedures. Sources of supply will validate the data elements and codes in these transactions and perform changes, continue the processing action, or reject¹ the documents as indicated in Table C3.T2 (Paragraph C3.42). See Appendix AP2.16 for appropriate requisition transaction status codes.

C3.1.2. When sources of supply and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing is to be performed as frequently as necessary to meet Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards, or specific Required Delivery Date RDD for subsistence requisitions, as applicable. In every such cycle, cancellation requests, document identifier code (DIC) AC_, including automatic cancellation initiated by the source of supply) and materiel obligation validation (MOV) reconciliation requests (DIC AP_) will be processed prior to backorder releases and new requisitions (DIC A0_). Demands will be sequenced as follows:

C3.1.2.1. Priority Designator (PD) in rp 60-61.

C3.1.2.2. Office of the Secretary of Defense/Joint Chiefs of Staff (OSD/JCS) project codes, when entered in rp 57-59.

C3.1.2.3. Expedited Handling Signal (999 in rp 62-64) with PD 01, 02, or 03 in rp 60-61.

C3.1.2.4. N (Not mission capable supply (NMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.5. E (Anticipated not mission capable supply (ANMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.6. Expedited Handling Signal (555 in rp 62-64) and PD 01-08 in rp 60-61.

C3.1.2.7. Requisition document number date in rp 36-39.

¹Rejection of transactions will be accomplished only after an attempt has been made to correct the questionable data element or code. If rejection actions are applicable to more than one data element or code and no other reject status code applies, reject using Status Code CA.

C3.1.2.8. Required delivery period (RDP) in rp 62-64, if later than the computed standard delivery date (SDD) - conventional ammunition only.²

C3.1.3. Backordered requirements will be merged (in above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit on hand adjustments.

C3.1.4. Processing points will record date of receipt on rp 67-69 of each received requisition, redistribution order, and passing order. The actual date of receipt will be captured in requisitioning transactions. Manually prepared requisitions or mailed requisitions submitted by requisitioners will be processed by the source of supply to reflect the actual date of receipt of the manually prepared or mailed requisitions. The actual date of receipt will also be indicated by the source of supply in requisitions received via Defense Information Systems Network (DISN). The date may be captured by supply or communications personnel in the individual requisitions and must be compatible with the applicable transmission transaction receipt date. This date will not be perpetuated into subsequent passing orders when moving between distribution systems, but will be perpetuated into subsequent referral orders moving within the same distribution system. Date of receipt will enable sources of supply to compute the requisition submission time. Computation will be made by subtracting the date in rp 37-39 of the demand transaction from rp 67-69, recognizing the year indicator in rp 36 when the value of rp 67-69 is less than that in rp 37-39. The submission time in the transactions will provide a basis for the inventory control points (ICPs) to measure the first cycle segment of supply effectiveness. The routing identifier code (RIC) "From," when utilized, will be placed in rp 74-76 of RDOs, referral, and passing orders.

C3.1.5. The transaction document number; such as the entries in rp 30-43, and rp 44 when a suffix is applicable, will be used as a basis for determining duplicate transactions. The recipient will disregard duplicate requisitions, passing/referral orders, RDOs, and materiel release orders (MROs).

C3.2. RESERVED

C3.3. EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING

C3.3.1. Each requisition will contain a PD assigned by the requisitioning activity, which will not be changed by processing points except as noted in this chapter. The assigned PD dictates the precedence of internal supply processing actions (e.g., from the receipt of a transaction until release to transportation) and determines the SDD. Mandatory time standards for processing of transactions are indicated in DoD 4140.1-R, "DoD Supply Chain Materiel Management Regulation," 23 May 2003, Appendix AP8, "UMMIPS Time Standards".

www.dla.mil/j-6/dlmso/elibrary/manuals/regulations.asp#41401r.

For subsistence requisitions, the assigned RDD is the primary processing criterion, while the assigned PD dictates the precedence of internal supply processing action for

² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

requisitions reflecting identical RDDs. Time standards indicated in UMMIPS do not apply to subsistence requisitions. (See Appendix AP2.14.)

C3.3.2. On occasion, available assets will be insufficient to satisfy all current demands and backorders for specific items. The integrated material manager (IMM) will reserve assets of such critical items through the use of item control levels and criteria that will restrict issue to specific categories of requirements only (e.g., those within designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to Grant Aid (GA) recipients. Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks that may not be issued for PD 09-15 requirements.

C3.3.3. Control levels will also be established by the source of supply to restrict issues against requisitions for the initial fill of Pre-Positioned War Reserve Materiel Stocks (PWRMS) consumable item requirements to ensure that:

C3.3.3.1. Assets available below the approved force acquisition objective (AFAO) are not issued against requisitions for PWRMS requirements that contain Signal D or M in rp 51 regardless of PD.

C3.3.3.2. Assets available below the reorder point (ROP) are not issued against requisitions for PWRMS requirements containing a signal other than D or M in rp 51 and a PD of 11-15 during initial processing of the requisition. Subsequent processing of such requisitions is prescribed in Paragraph C3.5. below.

C3.3.4. OSD/JCS projects, when so designated, and PD 01-03 requisitions containing code 999 in rp 62-64 in lieu of the RDD/RDP³ will be ranked above all other requisitions with the same PDs for processing purposes. Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

C3.3.5. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/JCS project codes and code 999 in the RDD field as the respective most urgent. PD 01-08 requisitions, including foreign military sales (FMS) requisitions containing Expedited Handling Signal 555 in the RDD field and other requisitions/materiel obligations will be processed for release under Paragraph C3.1.2. in this chapter.

³ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.4. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS WITH ADVICE
CODE 2D, 27, OR 29⁴

C3.4.1. Upon receipt of any requisition displaying Advice Code 2D, 27 or 29, an edit will be performed to determine whether an increase in the requisition quantity to the quantity unit pack is less or more than \$5. Disregard the advice code if less than \$5. If \$5 or more, honor the advice code and process for the exact quantity requested. When a quantity adjustment is made using the above criteria, notify the customer using BJ status.

C3.5. SOURCE OF SUPPLY PROCESSING OF PRE-POSITIONED WAR RESERVE
MATERIEL STOCK REQUISITIONS

C3.5.1. Sources of supply, except the General Services Administration (GSA), will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

C3.5.2. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59), the source of supply will determine asset availability in excess of the AFAO and:

C3.5.2.1. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue, regardless of the signal in rp 51.

C3.5.2.2. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue, regardless of the signal in rp 51, and the balance of the requisition quantity will be processed under Subparagraph C3.5.3. below.

C3.5.3. When the source of supply determines that assets are not available in excess of the AFAO, the signal in rp 51 of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59) will be checked and:

C3.5.3.1. If the signal is D or M, the unfilled quantity on the requisition will be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions will be processed as "fill or kill."

C3.5.3.2. If the signal is other than D or M, the PWRMS requisitions will be processed as containing Advice Code 2L in rp 65-66 and the PD in rp 60-61 will be checked to determine further processing routines.

⁴ Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by GSA. Refer to AMCL 161.

C3.5.3.2.1. Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue according to UMMIPS source of supply processing standards. Subsistence requisitions will be processed to meet a specific RDD.

C3.5.3.2.2. Except for subsistence, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and appropriate supply status will be provided with an estimated shipping date (ESD) equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11 through 15 will be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PD 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

C3.6. SOURCE OF SUPPLY PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)⁵

C3.6.1. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD will be processed using the time period established for that PD.

C3.6.2. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.

C3.6.3. Requisitions that cannot be delivered within the RDP will be rejected with CB status.

C3.6.4. RDP procedures do not apply to FMS or Grant Aid requisitions.

C3.7. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER

C3.7.1. If the PD is 01-08, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.2. If the PD is 09-15 and assets are available above the ROP, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.3. If the PD is 09-15 and assets are not available above the ROP, the requisition will be rejected with Status Code CC or CN, as appropriate.

⁵ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.8. FURNISHING STATUS. Chapter C4 prescribes and defines the various types of status data to be furnished on requisitions and in response to follow-ups, cancellations, and modifier transactions.

C3.9. SOURCE OF SUPPLY PROCESSING OF SUBSISTENCE REQUISITIONS

C3.9.1. Subsistence requisitions will not be backordered.

C3.9.2. Subsistence requisitions will be processed to meet specific RDD.

C3.10. MAINTENANCE OF REQUISITION HISTORY RECORDS. Sources of supply will retain accessible requisition history records for a minimum period of 6 months after closing of requisition records by cancellation, rejection, or shipment to provide responsive replies to follow-up inquiries.

C3.11. REJECTION OF REQUISITIONS

C3.11.1. Rejections of requisition transactions may be accomplished by sources of supply using the appropriate status codes prescribed in Appendix AP2.16.

C3.11.2. Supply status transactions with appropriate status codes will be furnished requisitioning activities under Chapter C4 as notices of requisition rejection, with the reason for such action indicated by status code.

C3.12. PROCESSING OF REQUISITIONS FOR INDUCTION TO MAINTENANCE⁶

C3.12.1. Upon receipt of a requisition from maintenance for the purpose of inducting a reparable, the materiel owner will process the requisition on a 'fill or kill' basis and direct the issue to the co-located storage activity. If there are insufficient assets at the co-located storage activity, the requisition will be 'killed' for that portion of the requisition that cannot be issued. No billing will be initiated on requisitions from maintenance activities for Depot Maintenance Inter-Service Support Agreement (DMISA) assets, when the A0_ was submitted consistent with C2.22.2 requirements.

C3.12.2. Preparation of MROs to the co-located storage activity will be performed using the format reflected in Appendix AP3.12.

C3.12.3. The "Principal" system will interpret the A0_ Advice Code 2J ('fill or kill') as 'no substitution allowed' but will allow for a partial fill (i.e., do not backorder unfilled quantity or pass an MRO to other than the co-located storage activity). The source of supply (Principal) will furnish the requisitioning activity (maintenance) an AE_ Status Code of CB for any unfilled quantity.

⁶ Phased implementation is authorized under ADC 224.

C3.13. RELEASE OF MATERIEL OBLIGATIONS

C3.13.1. A materiel obligation is that quantity of a requisitioned item that is not immediately available for issue, but which is recorded as a stock commitment for future issue.

C3.13.2. Sources of supply will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition.

C3.14. RESERVED

C3.15. PREPARING MATERIEL RELEASE ORDERS

C3.15.1. MROs are prepared by the source of supply as a result of processing requisitions against inventory records and determination that materiel is available. MROs are issued to the storage site within the same supply distribution complex of the source having processed the requisition. MROs are used as a directive for release and shipment of materiel from stock and result in the preparation of [DD Form 1348-1A](#), "Issue Release/Receipt Document." MROs will be prepared using the format reflected in Appendix AP3.12. The DD Form 1348-1A may be used in lieu of the MRO.

C3.15.2. Requisitions or MROs that contain Advice Code 2T and do not contain a date in rp 62-64 will be processed under the assigned PD without regard to the advice code.

C3.15.3. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for inter-Service ownership transfers of non-Single Manager for Conventional Ammunition (SMCA) owned ammunition and ammunition-related materiel stored in a SMCA storage facility with no physical movement of materiel or billing, the MRO will contain Signal Code M indicating a free issue. The MRO will also include the associated data required to accomplish the transfer including the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see the Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The storage activity will update the custodial/accountable records for the materiel and quantity identified to reflect the new ownership code and RIC of the Service receiving ownership. No shipment status will be provided. See MILSTRAP procedures (DLM 4000.25-2, Chapter 5) for inter-Service ownership transfer initiated by the SMCA for SMCA-owned materiel.

C3.15.4. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. MROs directing release of materiel in response to customer requests for expedited or replacement shipment due to shortage, non-receipt,

wrong item, or comparable discrepancy/deficiency will be processed using the original document number and the next available suffix code to ensure separate billing and unique TCN assignment. When requested by the customer via Supply Discrepancy Report, an Expedited Transportation Signal 777 may be assigned for the reshipment when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, 777) or the RDD from the original requisition is less than 8 days from the current date. Inclusion of the Expedited Transportation Signal 777 will normally cause the shipment to move by premium (air) transportation. Shipments identifying Expedited Transportation Signal 777 are subject to air clearance processing whereby the air clearance authority may consult with the requisitioner to determine if the additional expense associated with air transportation is justified and potentially direct shipment movement by a surface mode.⁷

C3.16. MATERIEL RELEASE CONFIRMATION

C3.16.1. The materiel release confirmation (MRC) transaction serves as advice of supply action taken from a storage site maintaining the accountable record to the source of supply that initiated the MRO. MRC transactions will be prepared using the format contained in Appendix AP3.14.

C3.16.2. When the shipped quantity is:

C3.16.2.1. Greater than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARA.

C3.16.2.2. Less than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARB.

C3.16.3. When the shipped quantity has not been adjusted for unit pack characteristics, the MRC will always contain DIC AR0 and show the quantity actually shipped. DIC AR0 will be used for confirmation of a partial quantity shipped when the remainder is being denied. Use Subparagraph C3.21.4., to furnished MRCs, in response to DIC AF6 follow-ups.

C3.16.4. Source of supplies will follow up on storage facilities at least once every 30 days for unconfirmed MROs that are seven days old for PDs 01-08 and 15 days old for PDs 09-15.

C3.17. STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES

C3.17.1. Materiel release denials (MRD) are prepared by storage sites and transmitted to the source of supply that initiated the MRO as notification of negative action on the MRO. MRDs will be prepared in the format reflected in Appendix AP3.17 and will show the quantity denied and appropriate management code.

⁷ Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.

C3.17.2. If the storage activity cannot meet the delivery timeframe specified by the RDP in rp 62-64, DIC AE6/CB status will be provided to the source of supply. The source of supply will advise eligible status recipients (applies to conventional ammunition requisitions only).⁸

C3.18. STORAGE ACTIVITY DENIALS OF MATERIEL RELEASES FOR INDUCTION TO MAINTENANCE⁹

C3.18.1. MRDs prepared under Paragraph C3.17. will be used to provide a negative response to the source of supply (Principal)-initiated MROs directing release of a repairable asset for maintenance action.

C3.18.2. If the storage activity cannot provide the repairable asset for maintenance action in response to directed release, the source of supply (Principal) will provide supply status using DIC AE_, CB status to advise the requisitioning activity (maintenance) that the asset is not available for induction.

C3.19. INITIATING PASSING OR REFERRAL ORDERS

C3.19.1. Passing or referral orders are the transactions used by a source of supply to pass or refer a requisition to another source for continued supply action.

C3.19.2. Sources of supply receiving a passing or referral order will perpetuate the same DIC when referring the requisition to another source of supply for continued supply action or create an MRO for continued supply action and release of materiel. See Appendices AP3.23 and AP3.24 for passing and referral order formats. The date of receipt of the original requisition will be entered in rp 67-69 of the referral order.¹⁰

C3.19.3. Non-national stock number (NSN) requisitions (mechanical), when passed or referred, will be forwarded to another source of supply as follows:

C3.19.3.1. If there are no reference data in rp 70-80, DISN transmission will be utilized.

C3.19.3.2. If there are reference data in rp 70-80, it will be the option of the passing/referring activity to either omit the reference data and forward via DISN or perpetuate pertinent reference data and forward by mail.

C3.19.4. When an secondary inventory control activity (SICA) receives a requisition for a nonconsumable item from a SICA activity, the SICA may determine supply action if stocks are normally held for this purpose, or the SICA may forward the requirement to the primary inventory control activity (PICA). If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity

⁸ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148..

⁹ See AMCLs 12 and 43.

¹⁰ For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 shall contain 888.

and recode the requirement as necessary with the PICA's RIC and the appropriate combination of media and status (M&S), supplementary address (SUPADD), signal, fund, distribution, and/or project code, which will ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA service's nonconsumable item program implementing instructions. If the SICA elects to use M&S 8, the SICA must identify itself in rp 54 and will not provide the SICA requisitioning activity with BM supply status. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

C.3.19.5. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for Service-initiated inter-Service ownership transfers of Single Manager for Conventional Ammunition (SMCA) ammunition and ammunition related materiel with no physical movement of materiel or billing, the initiating referral order will cite Project Code CYK and Signal Code M indicating a free issue, in conjunction with the additional data required to accomplish the transfer. This includes the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The referral order will include an M&S code or distribution code ensuring follow-on status is directed appropriately (e.g., M&S Code B); do not designate status to the supplementary address. No shipment status will be provided.

C3.20. RESERVED

C3.21. PROCESSING FOLLOW-UPS

C3.21.1. Follow-up transactions will be processed to determine the current status of requisitions, previously submitted cancellation requests, or the DoD activity address code (DoDAAC) of the initial (origin) transportation shipping activity when the shipment originated from a location other than the source of supply. Time standards for dispatching status in reply to follow-ups established for the distribution system (excluding DIC AFC follow-ups) are as follows:¹¹

C3.21.1.1. For PD 01-08, dispatch status within two days from the date of receipt of the follow-up.

C3.21.1.2. For PD 09-15, dispatch status within five days from the date of receipt of the follow-up.

¹¹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.21.2. Upon receipt of DIC AT_ follow-ups for which there is no record of the original requisitions, processing points will process the follow-ups as requisitions unless Status Code BF has been previously provided in response to an earlier cancellation request under Chapter C4. This will be accomplished by changing the follow-up DIC to the appropriate DIC within the "A" series and following the normal processing routine for requisitions. However, the AT_ series transaction will only be processed as a requisition after a thorough review has been accomplished in order to preclude duplicate shipments. Status will be furnished under Chapter C4.

C3.21.3. Processing points in receipt of followups in the DIC AT_ series for which there is a record of the original requisition will furnish supply or shipment status under chapter C4.

C3.21.4. A storage activity, in response to a DIC AF6 followup by a source of supply, will respond with shipment confirmation, denial, or supply status information, as appropriate.

C3.21.4.1. On an MRO being shipped, or which has been shipped, the storage activity will respond with an MRC, DIC AR0, ARA, or ARB after shipment.

C3.21.4.2. On an MRO in the process of being denied, the storage Activity will respond with an MRD, DIC A6_. When the MRO was previously denied, the response will be supply status DIC AE6, with Status Code BY in rp 65-66, the quantity denied in rp 25-29, and the reason for denial expressed by the appropriate management code in rp 72.

C3.21.4.3. On an MRO for which both partial shipment and partial denial occur, the procedures in Subparagraphs C3.21.4.1. and C3.21.4.2. apply for the appropriate respective quantities, except MRC; DIC AR0 will be used for the partial quantity shipped or in the process of being shipped.

C3.21.4.4. On an MRO on which shipment is being delayed, the storage Activity will respond with supply status DIC AE6, with Status Code BA in rp 65-66, and ESD in rp 70-73.

C3.21.5. Storage activities will use DIC AE6 with Status Code BE to respond to source of supply followups if the storage activity has a record of the MRO but no record of having taken action in response to the MRO. Sources of supply in receipt of this status or for which 60 days have passed from the MRO generation date without confirmation and no materiel receipt acknowledgement (MRA) has been received will generate a DIC ASH shipment status transaction to the Defense Automatic Addressing System (DAAS). The DIC ASH transaction will be in the Appendix AP3.20 format. For DIC ASH transactions, the TCN and mode of shipment fields will be left blank and the generation date will be used as the date released to carrier.

C3.21.6. The DoD Components will establish a management evaluation program that monitors storage activities' providing BE status. Goals should be established, and the performance attained is a rating element of the activity commander.

C3.21.7. Storage activities responding to a followup initiated by a source of supply on an MRO for which no record is held at the storage Activity will utilize a DIC AE6 with BF supply status.

C3.21.8. Sources of supply in receipt of storage activity responses to DIC AF6 followups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.9. Requests for supply assistance and follow-up inquiries requesting improvement in ESDs (DIC AFC) require management decisions relative to supply requirements that are not normally programmed in a manner to permit mechanical processing. DIC AFC transactions (on PD 01-08 requisitions only) should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of the AFC transactions at the source of supply serves as a notification of the need for the concerned materiel to be received by consignees on dates earlier than those that would result from the shipments accomplished using the source of supply ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by sources of supply as an improvement. Management decisions designed to improve ESDs should include one or more of the following and/or any other additional actions that will cause improvement in ESDs:

C3.21.9.1. Cannibalization of existing equipment.

C3.21.9.2. Acceleration of repair programs.

C3.21.9.3. Offers of interchangeable or substitutable items.

C3.21.9.4. Diversion of materiel shipments.

C3.21.9.5. Supply from reserve assets.

C3.21.9.6. Supply from known station or depot excess stocks.

C3.21.9.7. Supply resulting from screening of materiel held pending classification.

C3.21.10. During the course of actions taken to improve ESDs, follow-up inquiries will not be construed by sources of supply as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

C3.21.11. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the affected requisitions. Responses to DIC AFC follow-ups may be in abbreviated message format (Appendix AP1.11) at the option of the source of supply.

C3.21.12. Upon receipt of a follow-up on a previously submitted cancellation request (DIC AK_), sources of supply will:

C3.21.12.1. Provide status under the procedures of chapter C4, if the original cancellation request has been processed.

C3.21.12.2. Process the DIC AK_ follow-up as a cancellation request and provide status under the procedures of chapter C4, if the original cancellation request was not received.

C3.21.13. Sources of supply in receipt of follow-ups on requisitions for which lateral redistribution action was taken will provide applicable status as follows:

C3.21.13.1. If the current status is BA and the ESD or the UMMIPS time frame, which ever applies, has not passed, provide BA status with the appropriate ESD to the requisitioner.

C3.21.13.2. If the current status is BA and the ESD or the UMMIPS timeframe, whichever applies, has passed, provide B5 status to the requisitioner and generate a DIC AF6 with the RIC of the reporting activity in rp 4-6 and a 2 in rp 54.

C3.21.13.3. If the current status is positive shipping status DIC AS_, provide DIC AS_.

C3.21.14. Sources of supply in receipt of responses to DIC AF6 follow-ups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.15. Processing points passing DIC AF_, AT_, or AK_ follow-up transactions to another source of supply for continued action will place their RIC in rp 67-69 of the follow-up transaction. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.22. FORCE-CLOSED MATERIEL RELEASE CONFIRMATIONS

C3.22.1. Subsequent to generating a DIC ASH transaction under section C3.21.5. above for unconfirmed MROs, sources of supply will hold the MRO record open pending an MRA response (DoD 4000.25-2-M, Chapter 6, MILSTRAP). If an MRA response is received, it will be used to close the MRO record.

C3.22.2. For shipments to Security Assistance recipients, sources of supply may elect to use the MRA data or generate a DIC ARH transaction, entering the mode of shipment and date shipped from the MRA, to interface with billing. If an MRA response is not received within the initial and follow-up timeframes, the source of supply may force close the MRO using a DIC ARH transaction.

C3.22.3. For shipments to Security Assistance recipients, sources of supply will ensure that proper inventory accounting and billing procedures are applied. In response to DIC DRA transactions indicating nonreceipt, the source of supply may force close the open MRO and bill for materiel, or reprocess (ship) the materiel based upon established dollar thresholds. The ARH transaction will be in the Appendix AP3.15 format.

C3.23. PROCESSING REDISTRIBUTION ORDERS

C3.23.1. RDOs are originated by an IMM to direct release of materiel from one supply distribution activity to another within the same distribution system.

C3.23.2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

C3.23.3. RDOs will be prepared in the Appendix AP3.25 format.

C3.24. RESERVED

C3.25. PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER TRANSACTIONS

C3.25.1. Sources of supply will process requisition modifier transactions to provide for modification of requisitions on backorder or for which MROs have not been processed to storage activities. The corresponding original in-process requisitions and materiel obligations will be recycled under service/agency (S/A) policy and normal processing actions will be continued to accommodate the modifier PD or RDD/RDP.¹²

C3.25.1.1. Modification of MROs is at the discretion of the S/As. However, modifications will not be processed against requisitions for which lateral redistribution order LROs of retail assets have been generated.

C3.25.1.2. Modification of requisitions that have been submitted to procurement sources for direct delivery is not required, except for requisition modifier documents that contain:

C3.25.1.2.1. A revised Country FMS offer/release option code (rp 46) and/or FF code (rp 47) in the format shown in Appendix AP3.22 (DIC AMF).

C3.25.1.2.2. Expedited Handling Signal 555 in the RDD/RDP data field, rp 62-64, in the format shown in Appendix AP3.22 (DIC AMP).

¹² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.25.1.2.3. Changes to the SUPADD and signal fields in the format shown in Appendix AP3.22 (DIC AMF). The signal code will be indicated in rp 77.^{13 14}

C3.25.1.3. The application of modifiers on requisitions for which split actions have been taken by the source of supply is at the option of the S/As.

C3.25.1.4. Sources of supply will provide status after processing requisition modifier documents as follows:^{15,16}

C3.25.1.4.1. When the modifier transaction contains invalid entries for data elements listed in Chapter C2, which would require rejection under requisition edits prescribed in paragraph C3.1.1., the modifier request will be rejected by means of D7 supply status (DIC AE_). Additionally, when the modifier transaction contains entries that would result in incompatibility or improper use of the RDD and/or PD that would not be acceptable under requisition edits, the modifier will be rejected with D7 status. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.2. When the requisition modifier transaction is not honored because the requested modifications cannot be made, sources of supply will provide B2 supply status to the activities designated on the unmodified requisition. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.3. When the requested modifications have been successfully processed, BK supply status will be provided.

C3.25.1.5. In addition, when modifier transactions are processed, sources of supply will use the M&S and distribution codes to provide the latest supply or shipment status.¹⁷

C3.25.1.6. Sources of supply will process requested modifications only when all data fields can be modified as requested. If this cannot be done, reject the modifier with B2 status.¹⁸

¹³ Revised requisition modifier procedures last reported as not implemented by the U.S. Marine Corps (USMC). Refer to AMCL 123C.

¹⁴ Requisition modifier status last reported as not implemented by USAF and USMC. Refer to AMCL 143.

¹⁵ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

¹⁶ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁷ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.25.2. When S/As modify MROs, a modifier transaction will be prepared and transmitted to the applicable storage activity. The modifier transactions will be prepared as a result of processing requisition modifier transactions. The MRO will be identified with DIC AM_ as prescribed in Appendix AP2.1.

C3.25.2.1. Upon receipt of MRO modifier transactions, storage activities will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A. This will be accomplished by matching the document numbers of modifier transactions with document numbers of previously received MROs, including match of suffix codes.

C3.25.2.2. These modified transactions will be processed in the normal manner prescribed for MROs.

C3.25.2.3. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

C3.25.2.4. Storage activities will provide supply status (DIC AE6) to sources of supply when requested modifications are or are not accomplished, citing Status Code B2 or BK.¹⁹

C3.25.3. When sources of supply receive modifier transactions for which there is no record of the original requisition, process the requisition modifier transactions as a new requisition unless Status Code BF has been previously provided in response to an earlier cancellation request as specified in Chapter C4.

C3.25.4. When modifiers are referred to another source of supply, the referring activity will enter the RIC of the activity to which the requisition was referred in rp 4-6 and its own RIC in rp 67-69 of the DIC AM_ transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of the activity.

C3.26. RESERVED

C3.27. PROCESSING SINGLE LINE CANCELLATION REQUESTS

C3.27.1. Sources of supply, procurement, storage, and reporting activities will process single line cancellations (DIC AC_) as prescribed herein and in Paragraphs C3.28. through C3.34. Policies and procedures for processing requests for mass cancellation of multiple lines/requisitions are provided in Chapter C8.

¹⁸ Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

¹⁹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.27.2. Sources of supply and procurement, storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, dollar value, and location of materiel for which cancellation is requested.

C3.27.3. General rules for the disposition and diversion of shipped materiel are as follows:

C3.27.3.1. Sources of supply are responsible for providing diversion and/or disposition instructions for all items under their cognizance destined for outside the continental United States (OCONUS) that have progressed to the point where procurement actions cannot be terminated or shipment into the Defense Transportation System (DTS) has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate commander, or Service headquarters.

C3.27.3.2. Sources of supply may request diversion or disposition instructions from S/A contact points designated on the DLA Logistics Management Standards Website www.dla.mil/j-6/dlmso/eLibrary/Restricted/SvcPointsPOC/default.asp, for both nonstocked and non-NSN items. However, sources of supply may, based on their stock position, divert materiel to depot stock.

C3.27.3.3. S/As may predetermine and designate alternate consignees so that the DoDAACs of these activities may be inserted in subsequent MILSTRIP and/or Transportation-related transactions. These predetermined destinations will be based on considerations in Subparagraphs C3.27.2.2. and C3.27.3.1. above, and may vary by NSN, Federal supply classification (FSC), or Federal supply group (FSG).

C3.27.3.4. When OCONUS shipments cannot be diverted or held for disposition, storage and procurement activities will advise sources of supply when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The source of supply will provide shipment status (DIC AU_) to all eligible recipients of status. These transactions will contain a numerical day of the year in rp 57-59, as provided by the clearance authorities, indicating the day on which the shipment was lifted from the terminal for OCONUS delivery.

C3.27.3.5. When diversion of OCONUS shipments is accomplished by the DTS, sources of supply will furnish all eligible recipients supply status (DIC AE_) with Status Code B6. The advice of actions taken by the DTS will be provided under [DTR 4500.9-R](#)).

C3.27.3.6. Sources of supply will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion of a DoDAAC identified as requisitioner, ship-to or bill-to activity from the DLM 4000.25, Volume 6, Chapter 2, "DoD Activity Address Directory" (DoDAAD). Applicable supply

and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

C3.27.3.7. Costs incurred in cancellations/diversion will be billed as provided in Paragraph C3.28.9.

C3.27.3.8. No attempt will be made to stop or divert shipments to CONUS consignees once released for shipment, regardless of mode of shipment.

C3.28. SOURCE OF SUPPLY PROCESSING OF SINGLE LINE CANCELLATION REQUESTS

C3.28.1. DICs AC1, AC2, and AC3 cancellation requests (Appendix AP3.7) will be processed under Subparagraph C3.1.2., including distribution of initial status, as follows:

C3.28.1.1. First, against backorders in the following order of assigned Status Codes: BB, BC, BD, BP²⁰, BZ, and BV.

C3.28.1.2. Second, against unconfirmed shipments (Status Code BA).

C3.28.1.3. Third, against confirmed OCONUS shipments (DIC AS_ and/or AR_), when shipped (to surface/aerial ports of embarkation (POEs) and SEAVAN assembly points) prior to ICP receipt of DIC AC_ transactions in less than 45 days for surface mode and 10 days for air mode.

C3.28.1.4. Fourth, against all other status.

C3.28.2. Processing points passing DIC AC_ cancellation transactions to another Source of supply for continued action will place their RIC in rp 67-69 of the cancellation transactions. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of that activity.

C3.28.3. Cancellation actions will be initiated/accomplished against the quantity in rp 25-29 of the DIC AC_ transaction received. When the quantity in a cancellation request cannot be determined because of erroneous data, the requisition quantity or fill or backordered quantity will be edited for a quantity of one. If the quantity is equal to one, the cancellation request should be processed. Otherwise, the request will be rejected to the activity designated by the third position of the DIC AC_ transaction using DIC AE_ with Status Code CD.

C3.28.4. Processed cancellations will be edited to preclude duplicate cancellations. At minimum this edit will compare quantity (rp 25-29), transaction document number (rp 30-43), suffix (rp 44), and the numerical day of the year of

²⁰ Staggered implementation authorized. Refer to ADC 93A.

preparation (rp 62-64). Duplicates will be discarded. All other cancellations will be processed as received. When a DIC AC_ transaction is received with a blank or garbled day of preparation (rp 62-64), the original day of receipt at the source of supply will be entered and processing will continue.

C3.28.5. Regardless of dollar value or quantity, cancellation requests will be processed to immediately cancel quantities for which LROs or MROs (DD Form 1348-1A) and purchase requests have not been submitted to reporting activities or depot/storage and procurement activities.

C3.28.6. If the quantity in the cancellation request is equal to or less than the backorder quantity at the source of supply (Status Code BB, BC, or BD), cancellation will be immediately effected and supply status (DIC AE_) with Status Code BQ will be provided all authorized recipients of status. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, supply status (DIC AE_) with Status Code B9 will be furnished all authorized recipients of status.

C3.28.7. If the quantity in the DIC AC_ cancellation request is greater than the backorder quantity (if any), but equal to or less than the recorded requisition quantity, the source of supply will initiate cancellation action under criteria prescribed in subparagraph C3.28.1. above. These criteria and Chapter C6 apply to FMS and Grant Aid requisitions. When the cancellation request is greater than the recorded requisition quantity, cancellation action will be initiated on the recorded quantity.

C3.28.8. When cancellation requests are against released shipments or direct vendor deliveries with Status Code BV, the source of supply will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

C3.28.9. In the event actions in Subparagraph C3.28.8. above are taken, Status Code B4 may be furnished to indicate that the activity designated by the signal code in the canceled requisition may be billed as follows:

C3.28.9.1. Transportation costs for returning the materiel to depot/storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

C3.28.9.2. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in [DLM 4000.25, Volume 4](#), Finance.

C3.28.9.3. In addition to costs in Subparagraph C3.28.9.1. when applicable, rebuilding costs and other expenses incurred in canceling FMS and Grant Aid requisitions will be billed by the source of supply, under [DSCA 5105.38-M](#) (Security Assistance Management Manual). (Also, see MILSTRIP, Chapter C6.)

C3.28.10. Previously recorded demand data will be reversed by the quantity of the cancellation request. The demand data will always be adjusted regardless of the outcome of processing the cancellation request.²¹

C3.28.11. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under Chapter C4. This notice will be in the format of supply status (DIC AE_) or shipment status (DIC AU_) as follows:

C3.28.11.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, BR, or BS applies to executed cancellation/diversions.

C3.28.11.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.28.11.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.28.11.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.28.11.5. Supply status (DIC AE_) with Status Code BF will be furnished to indicate no record of the document for which the cancellation request was submitted.

C3.28.11.6. Supply status (DIC AE_) with Status Code B_, C_, or D_ will be furnished for those transactions where the source of supply has a record of a previous cancellation or rejection.

C3.29. SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS TO PROCUREMENT

C3.29.1. These requests may be in mechanical record format or by manual instructions; however, electronic submission of the requests is recommended.

C3.29.2. Prepare transactions using the Appendix AP3.9 format. Use DIC ACP to identify the transactions submitted to procurement. Entry of the procurement instrument identification number (PIIN) or purchase request Number (PRN) will be dependent upon whether a PIIN has been assigned to a contract and is known to the source of supply at the time of receipt of cancellation requests. When the PRN is used, the DoDAAC of the consignee to which shipment is to be diverted should be reflected in rp 45-50. When the source of supply does not desire diversion, rp 45-50 will be left blank.

C3.29.3. A manual request for cancellation/diversion submitted to the procurement activity will contain the following minimum information:

²¹ Deferred implementation authorized pending logistics system modernization.

C3.29.3.1. Notification that the transaction is a request for cancellation or diversion.

C3.29.3.2. Identification of the source of supply submitting the request.

C3.29.3.3. The stock or part number or description of the item involved.

C3.29.3.4. The quantity of the item to be canceled/diverted.

C3.29.3.5. The original requisition document number and the suffix code, if applicable.

C3.29.3.6. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.

C3.29.3.7. The PIIN, if known; otherwise, the PRN and date of the purchase request.

C3.29.3.8. Diversion or hold instructions to include coded and in-the-clear, ship-to, and mark-for addresses for shipment if diversion is to be accomplished.

C3.29.4. Cancellation/diversion requests will be submitted to procurement activities:

C3.29.4.1. Regardless of dollar value/quantity in the request, when purchase requests have been submitted but contracts have not been awarded. This applies to items/quantities in Status Code BZ. (See Chapter C4.)²²

C3.29.4.2. For items/quantities on awarded contracts/purchase agreements and the dollar value of the cancellation/diversion action exceeds \$200.

C3.29.5. Sources of supply will decide whether the cancellation/diversion or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by source of supply." (See Paragraphs C3.27.3.1. and C3.31.5.)

C3.29.6. Cancellation/diversion requests or requests for determination as to whether cancellation is in the best interest of the Government will not be submitted to procurement activities when:

C3.29.6.1. The dollar value of the request is less than \$200.²³

²² Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

²³ As an exception for intra-Service use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

C3.29.6.2. [DD Form 250](#), "Materiel Inspection and Receiving Report," vendor shipment notice, or equivalent is on record indicating:

C3.29.6.2.1. Shipments to CONUS consignees were released to carriers regardless of dollar value.

C3.29.6.2.2. Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed in Subparagraph C3.28.1.3. has elapsed. Chapter C6 applies to FMS and Grant Aid requisitions.

C3.29.6.2.3. Shipment/delivery by priority mail or parcel post. In this case, shipment status (DIC AU_) will be furnished in response to received DIC AC_ cancellations.

C3.29.7. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under the procedures of Chapter C4. This notice will be in the format of supply status (DIC AE_) or Shipment Status (DIC AU_) as follows:

C3.29.7.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, or BS applies to executed cancellation/diversions.

C3.29.7.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.29.7.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.29.7.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.30. RESERVED

C3.31. PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.31.1. DIC ACP and manual cancellation/diversion requests will be processed in the sequence of PDs.

C3.31.2. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

C3.31.3. Procurement activities will advise the source of supply of contractual agreements that may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Sources of supply will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be provided to procurement activities by

cancellation request documents prepared in the manual format and containing the notation: "Decision for cancellation or diversion by sources of supply."

C3.31.4. The cost of diversion or shipment hold actions will be provided to the source of supply for billing under Subparagraph C3.28.9. Costs incurred in contract termination and diversion will also be furnished to source of supply to permit billing as prescribed in Subparagraph C3.28.9.

C3.31.5. Procurement activities are required to initiate actions with clearance authorities to effect diversion of shipments at terminals. (Not applicable to transactions resulting from mass cancellations.) (See Chapter C8.) Procurement activities requiring diversion instructions in the instances when rp 45-50 are blank will request these instructions from the activity designated by the RIC in rp 78-80. Such requests will be accomplished by telephone or message.

C3.31.6. When the above cancellation/termination or diversion/hold action would not be in the best interest of the Government, the source of supply will be so advised and requested to furnish a decision by a specified date.

C3.31.7. Actions to cancel, divert, or terminate contracts will be initiated within one working day from the receipt of cancellation requests. These actions will be completed as expeditiously as possible, but will not exceed five working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract.

C3.31.8. The procurement activity will advise the source of supply that the attempted stop/diversion action has or has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

C3.32. SOURCES OF SUPPLY PROCESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.32.1. Source of supply cancellation requests will be submitted to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but Shipment Status (DIC AS6) has not been received. The DIC AC6 will contain the RIC of the reporting activity in rp 4-6 and Distribution Code 2 in rp 54. The source of supply will provide DIC AE_ with Status Code B9 to all eligible status recipients.

C3.32.2. If shipment status has been received, provide DIC AU_ status to all eligible status recipients.

C3.32.3. Sources of supply in receipt of responses to DIC AC6 will furnish appropriate status to all eligible recipients.

C3.33. SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE
CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES

C3.33.1. Source of supply cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6), in the format of AP3.8, will be submitted to storage activities:

C3.33.1.1. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received. This applies to PD 01-15 requisitions/MROs/DD 1348-1A for CONUS and OCONUS U.S. Forces, FMS, and Grant Aid.

C3.33.1.2. When the MRC is recorded on an OCONUS shipment that was released to carrier for shipment to POE, less than 45 days by surface mode or less than 10 days by air mode, and the dollar value of the shipment exceeds \$200. Also, Chapter C6 applies to FMS and Grant Aid requisitions.

C3.33.2. The DIC AC6 will contain the DoDAAC of the activity to which shipments will be diverted in rp 45-50, when shipment has already been released. When the source of supply does not desire or cannot provide diversion to a specific activity, rp 45-50 will be left blank. In the latter case, the source of supply will obtain and provide alternate destinations if requested by storage activities. (See Paragraph C3.27.3.)

C3.33.3. In the case of an attempted diversion, supply status (DIC AE_) with Status Code B9 will be furnished to eligible status recipients.

C3.33.4. Sources of supply will not provide storage activities with requests for cancellation/diversion when:

C3.33.4.1. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line-item value of less than \$200 and is for an OCONUS shipment.

C3.33.4.2. Receipt of MRC and OCONUS shipment has been accomplished by parcel post, priority mail, or commercial express transportation service.

C3.33.4.3. When the MRC is recorded on an OCONUS shipment that was released to the carrier for shipment more than 45 days by surface mode or 10 days by air mode prior to the receipt of the cancellation request.

C3.33.4.4. Receipt of the MRC and shipment to a CONUS activity was accomplished prior to the receipt of the cancellation request.

C3.33.5. In instances described in Subparagraph C3.33.4. shipment status (DIC AU_) will be furnished to eligible status recipients.

C3.33.6. A follow-up on cancellation request, DIC AK6, may be submitted to storage activities as a result of receipt of DIC AK_ by the source of supply from the

requisitioner, SUPADD, or control activity (rp 54). A DIC AK6 may be forwarded to the storage activity by the source of supply as a result of nonresponse to a previous DIC AC6.

C3.33.7. DLA Disposition Services will forward cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6) to DLA Disposition Services Field Offices when an MRC (DIC AR_) has not been received for item(s) requisitioned from property disposal. If the MRC has been received from the DLA Disposition Services Field Offices, shipment status (DIC AU_) will be forwarded by DLA Disposition Services to eligible status recipients.²⁴

C3.34. STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.34.1. DIC AC6 transactions will be processed in the sequence prescribed in Subparagraphs C3.1.2., C3.28.1.2., C3.28.1.3., and C3.28.1.4..

C3.34.2. Records will be maintained to allow a determination as to whether shipped line items were in single line or multiline shipment units and the respective dollar value of each. This will allow identification of shipment units that are susceptible to cancellation and determination as to whether cancellation actions should be continued under the following policies and procedures.

C3.34.3. To the extent that processing capability is available, the S/As will develop and maintain data to:

C3.34.3.1. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are:

COMPUTER	STORAGE	SHIPMENT PREPARATION	SHIPPING
Mechanized processing of AC6s, and output of DD Forms 1348-1A and stop shipment	Bin Area Bulk Area	Preservation Packaging Packing Consolidation Parcel Post	Consolidation Air Freight Motor (Truck) Freight notices Rail Freight

C3.34.3.2. Include the maximum time experienced in processing DD Form 1348-1A (or [DD Form 1348-2](#), "Issue Release/Receipt Document with Address Label") shipments in each of the above work areas (within total time allowed by DoD 4140.1-R, "DoD Supply Chain Materiel Management regulation," May 23, 2003 from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could most likely be taken on receipt of a DIC

²⁴ Procedures, formats, and codes for requisitioning materiel from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

AC6. Transaction priority should also be considered, as it affects processing time in hours versus days.

C3.34.4. The storage activity, upon receipt of a DIC AC6, will determine the appropriate work area(s) to which stop shipment notices would be sent when cancellation of an in-process DD Form 1348-1A shipment is required. The stop shipment notices will include pertinent line item/transaction identification, priority, and information as to whether a single or multiline shipment unit is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would subsequently be processed.

C3.34.5. Cancellation will be accomplished for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

C3.34.6. Cancellation will be attempted for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

C3.34.6.1. The dollar value is less than \$25 for a single line shipment unit.

C3.34.6.2. The dollar value of a single line packed in a consolidated shipment unit is less than \$200.

C3.34.7. The storage activity will advise the source of supply and, if applicable, all eligible status recipients of actions taken in response to cancellation requests (see Chapter C4). This notice will be provided as follows:

C3.34.7.1. When the storage activity has no record of the MRO receipt, the source of supply will be provided DIC AE6 status with Status Code BF.

C3.34.7.2. When the items have not left the depot and cancellation action is accomplished, respond only to the source of supply in the same format as the cancellation request document with the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AG6.

C3.34.7.3. When cancellation is not attempted under the less than \$25/\$200 criteria in Subparagraphs C3.34.6.1. and C3.34.6.2. above, the storage activity will furnish the source of supply DIC AE6 status with Status Code B8.

C3.34.7.4. When the items have been released to a carrier in shipments destined to a CONUS customer, no action will be taken to stop/divert the materiel beyond the point of shipment. The source of supply will be provided with reply to cancellation request - MRC (DIC AU0, AUA, or AUB) transactions in the format shown in Appendix AP3.14 and all eligible status recipients will be provided with reply to cancellation request - shipment status (DIC AU_) in the format shown in Appendix AP3.19.

C3.34.7.5. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under the DTR to stop or divert shipments within the DTS. The source of supply will be provided with DIC AE6 status containing Status Code B9.

C3.34.7.6. The storage activity will not initiate action to stop/divert OCONUS shipments within the DTS when:

C3.34.7.6.1. The items are consolidated in a multiline shipment unit.

C3.34.7.6.2. The items were in OCONUS shipments released to carriers for shipment more than 45 days by surface or more than 10 days by air mode prior to receipt of the DIC AC6.

C3.34.7.6.3. The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

C3.34.7.6.4. A single line item shipment has a total dollar value of less than \$200.

C3.34.7.6.5. The single line item shipment unit has a total dollar value of less than \$1,000 and was shipped in consolidation with other shipment units in larger containers (e.g., 463L Pallet, SEAVAN).

C3.34.7.7. Following receipt of confirmation that shipment stop/diversion action has been accomplished by the DTS, the storage activity will provide the source of supply with DIC AE6 status containing Status Code B6.

C3.34.7.8. When the storage activity does not initiate stop/diversion action with the DTS because of one of the conditions in Subparagraph C3.34.7.6. or, when notified that a requested stop/diversion action has not been accomplished by the DTS, the storage activity will provide reply to cancellation request - shipment status (DIC AU1, AU2, or AU3) to all eligible status recipients and reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply. At the option of the supplying S/A, reply to cancellation request - shipment Status (DIC AU1, AU2, and AU3) may be provided to all eligible status recipients by the source of supply rather than directly by the storage activity. In this latter case the storage activity will only generate the reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply.

C3.34.8. Storage activities requiring diversion instructions when rp 45-50 of the DIC AC6 cancellation is blank will request such instructions from the activity designated by the RIC in rp 67-69. Such requests will be made by telephone or message.

C3.34.9. Actions under Subparagraphs C3.34.3. through C3.34.7. will be completed in two working days for PDs 01-08 and 5 working days for PDs 09-15.

C3.34.10. The storage activity will advise the source of supply that the attempted stop/diversion action has/has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

C3.35. REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.35.1. Reporting activities will attempt cancellation to the maximum possible extent.

C3.35.2. When the reporting activity has no record of the LRO, the source of supply will be provided DIC AE6 with Status Code BF and Distribution Code 2 will be entered in rp 54.

C3.35.3. If cancellation cannot be accomplished, the source of supply will be provided DIC AE6 with Status Code B8 and Distribution Code 2 will be entered in rp 54.

C3.35.4. If cancellation can be accomplished, the source of supply will be provided DIC AE6 with Status Code BQ and Distribution Code 2 will be entered in rp 54.

C3.35.5. The reporting activity will not attempt diversion of materiel confirmed shipped.

C3.36. DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS

C3.36.1. In instances where supply of a MILSTRIP requisition is to be accomplished by direct vendor delivery (DVD), an interface is required between MILSTRIP and the purchasing operations. This interface will result in an interchange of specific information and documentation between sources of supply and procurement activities to ensure:

C3.36.1.1. Transmission of status to designated recipients in an orderly and timely fashion.

C3.36.1.2. Proper marking of shipment containers.

C3.36.1.3. Delivery of materiel using priorities or RDDs.

C3.36.1.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Paragraph C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.36.2. Purchase requests will contain specific in-the-clear and coded data as specified below, that will be perpetuated on procurement instruments and related transactions:

C3.36.2.1. The original MILSTRIP requisition document number, including suffixes when assigned, SUPADD, and signal codes.

C3.36.2.2. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.

C3.36.2.3. MILSTRIP project code and project name, if applicable.

C3.36.2.4. Schedule of deliveries using RDDs or Required Availability Date (RADs), whichever is applicable. Items should be listed on procurement requests in descending sequence or delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence would provide for listing items with earliest dates first and will result in the required schedule of deliveries.

C3.36.2.5. Identification and address of the activity to receive the notice or evidence of shipment made by contractors as required by Defense Federal Acquisition Regulation (FAR) Supplement ([DFARS](#)), Appendix F-401, Table 2.

C3.36.3. Requisitions to be supplied by direct delivery from sources will be identified separately from stock replenishment buys on purchase requests.

C3.36.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Section C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.37. RESERVED

C3.38. PREPARATION OF SHIPMENTS TO DLA DISPOSITION SERVICES FIELD OFFICES²⁵

C3.38.1. Shipments/transfers to DLA Disposition Services Field Offices will normally require a disposal turn-in document (DTID), (DD Form 1348-1A or DD Form 1348-2) and documentation for in-transit control of property identified by an NSN or local stock number (and excluding scrap [Supply Condition Code S], waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DLA Disposition Services Field Office on a DTID from the time of release by a shipping activity until receipt of the property by the DLA Disposition Services Field Office. Activities will furnish one DIC AS3 shipment status transaction under Chapter C4 to the DLA Disposition Services for each DTID sent to a DLA Disposition Services Field Office, regardless of dollar value.

C3.38.1.1. Only those DIC AS3 shipment status transactions applicable to shipments/transfers of usable property directed to DLA Disposition Services Field Offices with a line-item value of \$800 or more per the Federal Logistics Information

²⁵ Requirement to provide shipment status to DLA Disposition Services on all shipments regardless of dollar value. Refer to AMCL 16. Requirement to provide the unit price on shipment status to DLA Disposition Services. Refer to AMCL 17. Establishing in-transit control procedures for shipments to DLA Disposition Services Field Offices. Refer to AMCL 158B. AMCLs 16, 17, and 158B last reported as not implemented by USAF and USMC.

System (FLIS) and for all shipments/transfers of pilferable or sensitive items (based on controlled inventory item code (CIIC) code), regardless of dollar value, will be entered into the In-Transit Control System (ICS). The extended value of the shipment will be determined on the basis of the document number, quantity, and unit price. The unit price will be obtained from the FLIS.

C3.38.1.2. The use of this system will provide a capability to monitor shipments/transfers to DLA Disposition Services Field Offices. This system also provides a capability for DLA Disposition Services to furnish information to S/A headquarters concerning the shipment/transfer of property to DLA Disposition Services Field Offices.

C3.38.2. These procedures do not negate the authority of the DLA Disposition Services Field Offices to refuse acceptance of accountability and physical receipt of certain types and classes of materiel as prescribed by [DoD 4160.21-M](#), "Defense Materiel Disposition Manual," August 18, 1997, Chapter 3. If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DLA Disposition Services Field Office will provide notice of rejection to DLA Disposition Services under existing procedures, thus purging the ICS suspense file. Guidance on shipment notices and ICS processing is applicable only to usable items being shipped/transferred to a DLA Disposition Service Field Office.

C3.39 DIRECTING MATERIEL TO DLA DISPOSITION SERVICES²⁶

C3.39.1 Sources of supply will utilize the disposal release order (DRO) (DIC A5J) and related transactions to direct and control issue of supply system stocks on their records to DLA Disposition Services. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1A (or DD Form 1348-2) as outlined in Chapter 5, Paragraph C5.5. Preparation of DROs will be performed using the Appendix AP3.13 format. If the item is classified in SCC Q and is being transferred to DLA Disposition Services, the DRO will contain Management Code O (alpha) or S, as appropriate, to indicate whether the materiel is hazardous to public health/safety and mutilation is required. Aviation critical safety item (CSI)/flight safety critical aircraft part (FSCAP) materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. (See MILSTRAP, Appendix AP2.6). DLA Disposition Services will perform mutilation in accordance with existing guidance for the NSN/type of material. The ICP/IMM should identify to DLA Disposition Services any unique instructions for disposal requiring specific methods or information regarding hazardous constituents contained in the item. When the quantity to be transferred to DLA Disposition Services exceeds the capability of the quantity field, rp 25-29, multiple DROs with new document numbers will be utilized. When multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line.

²⁶ Ibid.

C3.39.1.1. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

C3.39.1.1.1. The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

C3.39.1.1.2. If the quantity on hand is less than the quantity shown in rp 55-61, the storage site will respond under Subparagraph C3.39.1.4..

C3.39.1.2. The DRO confirmation (DRC) transaction gives advice from the storage activity to the activity that initiated the DRO of supply action taken. DRC transactions will be prepared in the Appendix AP3.16 format with DIC ARJ when the shipped quantity is the same as the quantity requested in the DRO. The DRC will contain DIC ARK when the shipped quantity is greater than the quantity requested in the DRO. The DRC will contain DIC ARL when the shipped quantity is less than the quantity requested in the DRO. The materiel owner will utilize the DRC with DIC ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed offline. ARJ/K/L transactions will be prepared and transmitted on the day materiel is delivered to the carrier for shipment to a DLA Disposition Services Field Office. The DIC AS3 transaction will be generated simultaneously with the DIC A5J/FTR or other transaction authorizing/directing shipment to disposal.

C3.39.1.3. The disposal release follow-up transaction (DIC AFJ) will be used by the source of supply to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release follow-up transaction will be prepared in the DRO format.

C3.39.1.3.1. If the DRO has been complied with, the storage facility will respond as indicated in Subparagraph C3.38.4.2..

C3.39.1.3.2. If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the Appendix AP3.16 format with DIC AEJ and the ESD in rp 57-59.

C3.39.1.3.3. If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.3.4. If the DRO has been denied (DIC A6J), the storage activity will respond with BY status/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.4. Disposal release denials (DRD) are prepared by the storage site and transmitted to the appropriate source of supply having prepared the DRO as notification of negative action on the DRO. Preparation of DRDs will be performed under the format referenced in Appendix AP3.18 and will contain DIC A6J. Sources of supply will utilize DRD to make appropriate adjustments to the inventory records.

C3.39.1.5. Disposal release cancellations are prepared by sources of supply having initiated DROs and transmitted to storage sites when it is determined that

disposal actions should be discontinued. Source of supply cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions will be prepared in the same format as the original DRO and will contain DIC ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

C3.39.1.5.1. When shipment has been made, response to the source of supply will be a Disposal release cancellation.

C3.39.1.5.2. When cancellation is accomplished, response to the source of supply will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AGJ.

C3.39.1.6. A disposal release cancellation follow-up transaction (DIC AKJ) may be submitted by the source of supply to obtain the latest status of a disposal release cancellation. The disposal release cancellation follow-up transaction will be in the same format as the original disposal release cancellation (Appendix AP3.13) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation followup by duplicating the previously submitted documentation.

C3.39.2. Sources of supply will utilize the reply to customer asset report (DIC FTR) (Appendix AP3.34) to notify the reporting activity that the reported quantity is in excess to source of supply requirements and that further action is authorized under appropriate S/A procedures. See Chapter C9, this manual, for detailed instructions.

C3.40. PROCESSING MATERIEL TO THE DLA DISPOSITION SERVICES²⁷

C3.40.1. Disposal Turn In Document. Activities will direct/process all accountable material to disposal using a DTID. Some categories of non-accountable property may be transferred to a DLA Disposition Services Field Office without documentation. Guidance will be provided by the servicing DLA Disposition Services Field Office. Turn-in activities will send a DTID (DD Form 1348-1A or DD Form 1348-2) (see Appendix 3.49 for data requirements) for in-transit control of property identified by an NSN or local stock number (excluding scrap [Supply Condition Code (SCC) S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/ transferred to a DLA Disposition Services Field Office. Shipment/transfer of material to a DLA Disposition Services Field Office via DTID requires authority for disposal which must be indicated in the DTID by appropriate disposal authority code, along with the reason for disposal code. Ensure property is

²⁷ Refer to AMCL 158B (MILSTRIP) Intransit Control Procedures for Shipments to DRMOs (now formally known as DLA Disposition Services Field Offices). (AMCLs 16 & 17 should be implemented with 158B as they affect the same procedures/transactions.) Last reported implemented completed by all except USAF & USMC.

reported to the IMM prior to DTID preparation, as required, per DoD 4140.1-R. DTID documentation will control the shipment from the time of release by a shipping activity until receipt of the property by a DLA Disposition Services Field Office.

C3.40.1.1 Accept Accountability. The Field Office will accept accountability of the shipment if material is acceptable based on established criteria in DoD 4160.21-M.

C3.40.1.2. Document Receipt. The Field Office will give documentation receipt of the DTID upon request by the shipping activity. NOTE: The Field Office will always supply a copy of the signed DTID for all shipments containing quantity discrepancies. The Field Office will note the difference in quantity received and quantity shipped on the DTID

C3.40.1.3. Notify Shipping Activity of Quantity Error. If an error exists because the quantity received is less than or greater than quantity entered on the DTID, the Field Office will notify the shipping activity and submit a supply discrepancy report. (See DoD 4160.21-M, Chapter 3; and DoD 4000.25-M, DLMS, Vol 2, Chapter 17).

C3.40.2 Quality Deficient Property. The transfer of an item in SCC Q requires the entry of Management Code O (alpha) or S, as appropriate, on the DTID to indicate if the materiel is not hazardous to public health/safety or national security and may not be used within DoD but may be sold by DLA Disposition Services Field Office or if the material is hazardous to public health/safety and mutilation is required. Aviation CSI/FSCAP materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. Note that the DLA Transaction Services Defense Automatic Addressing System (DAAS) will edit disposal release orders (MILSTRIP DIC Code A5J) for Aviation CSI/FSCAP materiel in SCC Q to ensure that these contain Management Code S indicating that mutilation is required. If not, DAAS will insert Management Code S and continue processing.

C3.40.3. Shipment Status. For shipments/transfers to DLA Disposition Services Field Offices, shipping activities will send a shipment status (DIC AS3), for each DTID, regardless of dollar value. The shipment status will contain Distribution Code 9 in rp 54 identifying DLA Disposition Services, the unit price of the material, the actual quantity shipped, and the date delivered to the carrier for shipment.

C3.40.3.1 Receipt-in-Place. Through coordination with the turn-in activity, DLA Disposition Services may arrange for the turn-in activity to retain custody of the property until it is ready for sale, reutilization, transfer, or donation. When this occurs the shipment status (DIC AS3 or DLMS 856S) transaction may be provided by the turn-in activity without physical shipment of the property citing Shipment Hold Code R. Intransit control for receipt of the property is not applicable.

C3.40.3.2. DLA Transaction Services will route shipment status transactions with Distribution Code 9 to the DLA Disposition Services Field Office global record making the shipment status information visible and available to all DLA Disposition

Services Field Offices, as required. DLA Transaction Services will edit the shipment status for the following criteria before routing the transaction to the DLA Disposition Services Field Office global record:

C3.40.3.2.1 Invalid DoDAAC, FSC, or Quantity. Reject, to the generating activity, for invalid DoDAACs, FSC (FSC does not exist), and quantity of zero or blank. The rejected transaction will be returned to the generating activity with a narrative explanation of the reason for return and instructions not to resubmit.

C3.40.3.2.2 Edit Unit Price. If the transaction contains a local stock number with a blank or zero unit price, reject; if NSN and blank or zero unit price, insert the FLIS price.

C3.40.3.3. The DLA Disposition Service Field Offices use the shipment status to electronically capture and validate information about incoming property from an activity that is shipping property to a DLA Disposition Service Field Office prior to physical receipt. Additionally, a subset of shipment transactions meeting the ICS criteria is used to initiate the DLA Disposition Services ICS tracking process.

C.3.40.4 Intransit Control System Processing of Shipments to DLA Disposition Services

C.3.40.4.1. General. ICS is an automated DoD process which provides a central capability to monitor and/or investigate discrepancies in shipments of material to DLA Disposition Services Field Offices which meet ICS rules. Property qualifying for ICS processing have a line item value over \$800 or a Pilferable/Sensitive CIIC regardless of dollar value, and the property is being turned in to the Field Office. Pilferable CIICs are equal to: J, I, M, N, P, V, W, X, Y and Z. Sensitive Item codes are equal to: 1, 2, 3, 4, 5, 6, 8, Q, R, \$.

C3.40.4.2. In-Transit to DLA Disposition Services Field Office Report. ICS provides a capability for DLA Disposition Services to furnish management information to Service/Agency headquarters concerning the transfer of property to DLA Disposition Services Field Offices. DLA Disposition Services will provide an In-Transit to DLA Disposition Services Field Office Report upon request. DLA Disposition Services will provide tailored special extract reports as requested (see Appendix 1.33).

C3.40.4.3 Electronic Turn-In Document (ETID) Process. Use of ETID for automated turn-ins to the DLA Disposition Service Field Office allows those military generators lacking an automated system to log in to ETID via the web and manually generate their DTID number or DTID number and suffix . ETID will have a direct interface into the ICS global record and will enter property qualified for Intransit tracking into the ICS on the generator's behalf. For identification purposes, ETID will construct the DTID document number number or DTID number and suffix citing Utilization Code T

in the first position of the serial number²⁸. This will facilitate routing of follow-ups through DLA Transaction Services' DAAS to the supply system of the DoDAAC of the generator and provide the capability to monitor shipments/transfers to DLA Distribution Services Field Offices. When follow-up notifications on in-transit property are required, in addition to the systemic follow-up generated by the Field Office, the ETID application will provide notification to the generating activity responsible for the property via email.

C.3.40.4.4. Intransit Control System Tracking and Associated Actions

C3.40.4.4.1. Intransit Control System Suspense File. The ETID interface described above, shipment status transactions, or any receipts processed prior to shipment status meeting ICS criteria (see C16.5.1.), will initiate the ICS suspense file maintained as part of the DLA Disposition Services Field Office global record. This global record will be visible and available to all DLA Disposition Services Field Offices as required. At a minimum, the suspense file will contain the data shown in Table C3.T1.

Table C3.T1. Turn-In Processing Data Requirements

Data Element	Source
Original DTID Number	ETID/Shipment Status/Receipt
UCN	Receipt
NSN/FSC/FSG (if available)	ETID/Shipment Status/Receipt
Unit of Issue	ETID/Shipment Status/Receipt
Extended \$ Value of Shipment (if available)	Calculated from FLIS unit price
Controlled Inventory Item Code (CIIC)	FLIS
Quantity Shipped	ETID/Shipment Status
Date of Shipment	ETID/Shipment Status
Quantity Received	Receipt
Date of Receipt	Receipt
<i>Transmission Date of Disposition Services Turn-in Receipt Acknowledgement (TRA)</i>	TRA
<i>TRA Recipient DoDAAC</i>	TRA
Extended Dollar Value of Receipt	Receipt
\$ Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

²⁸ Delayed implementation authorized under ADC 464, Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI).

C.3.40.4.4.2 DLA Disposition Services Field Office Processing against the Global Intransit Control System Suspense File

C.3.40.4.4.2.1 When a receipt is processed at any of the DLA Disposition Services Field Offices, it will be compared with the suspense file. The Field Office receipt will open the ICS transaction suspense file if no previous shipment status created a suspense record and the receipt value is \$800 or more, or the item is recorded as pilferable or sensitive. The suspense file will remain open for a period of 1 year from the date it is initiated, unless closed by one of the actions below.

C.3.40.4.4.2.2. All disposal shipment confirmation follow-up transactions generated as a result of ICS processing will be sent through DLA Transaction Services. The Field Office will prepare the disposal shipment confirmation follow-up (MILSTRIP DIC AFX). The follow-up will be directed to the RIC of the shipping activity. If the shipping activity RIC is not known, the DoDAAC identified in the document number may be used for transaction routing. The DoDAAC in the document number may be the shipping activity itself or the activity directing the disposal action; e.g., ICP/IMM. ICPs/IMMs receiving the Follow-up will enter the shipping activity RIC as the intended recipient and resend the Follow-up through DLA Transaction Services, to the shipping activity to answer directly, or coordinate with the shipping activity to perform research in order to provide either the ICP/IMM or storage activity response.

C.3.40.4.4.2.3. When the Field Office prepares the Follow-up, the transaction will include research guidance (Critical Flag) to aid the DoD Components to prioritize research and resolution of problems. The Critical Flag will identify turn-ins of sensitive items (1, 2, 3, 4, 5, 6, 7, 8, Q, R, or \$), demilitarization required items (C, D, E, or F), and items identified to critical classes of supply (see DoD 4160.21-M).

C.3.40.4.4.2.4. The suspense file will be closed if the receipt matches a shipment status transaction previously recorded in the suspense file. A match is based on DTID number and FSC.

C.3.40.4.4.2.5. If the Field Office is unable to receive the property and must reject the property back to the generator, an internal Receipt Refusal transaction will be processed and matched to the record in ICS. If the internal transaction matches a shipment transaction previously recorded in the suspense file, the suspense file record will be closed. Additionally, when this occurs, an SDR will be provided to the turn-in activity.

C3.40.4.4.2.5.1. If after 90 calendar days from the date of Field Office posting the receipt to the ICS there is no matching shipment status transaction and the extended value is \$800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 36. No response is required and this notification closes the ICS suspense.

C3.40.4.4.2.5.2. If after 90 calendar days from the date of Field Office posting shipment status to the ICS there is no matching receipt transaction, the extended value is \$800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 37. The ICS remains open awaiting response.

C.3.40.4.4.2.6. If the supply status (DIC AE3) or the disposal shipment confirmation (DIC ASZ) transaction is not received within 30 calendar days of sending the disposal shipment confirmation follow-up (DIC AFX) with Advice Code 37, the Field Office will send a second follow-up (DIC AFZ). The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the second Follow-up. When moved from the active suspense file, records will be placed on an accessible history file for an additional 2 years.

C.3.40.4.4.2.7. Receipt of supply status (MILSTRIP DIC AE3) will direct further ICS processing as follows:

C.3.40.4.4.2.7.1. Receipt of supply status with Status Code DE will terminate ICS processing for the document number in question. Status Code DE indicates no shipment was made.

C.3.40.4.4.2.7.2 . Receipt of supply status with Status Code DF will terminate ICS processing and indicates property was removed from the storage area and cannot be located. Further research is being conducted within Service/Agency channels. The record will be removed from the active suspense file and placed in an accessible history file for 2 years.

C.3.40.4.4.2.7.3. Receipt of supply status with Status Code DG indicates shipment is confirmed and a signed copy of the DTID number or DTID number and suffix **or a digitally signed email from ETID confirming disposition services receipt acknowledgement**, is on file for the quantity shipped. This closes the record in ICS for the document number in question. DLA Disposition Services will use its own procedures to determine why notification of receipt of material was not sent by the Field Office. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.4. Receipt of supply status with Status Code DH indicates shipment is confirmed and a signed copy of the DTID **or a digitally signed email from ETID confirming disposition services receipt acknowledgement**, is on file, however the quantity on the DTID is different than the quantity on the shipment status. Further research on the quantity discrepancy is being conducted within Service/Agency channels. This will close the record in ICS for the document number in question. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.5. Receipt of supply status with Status Code BF indicates that the shipping activity has no record of the document number in

question. This will close the record in ICS and removes the record from the active suspense file. DLA Disposition Services will place the record in an accessible history file for 2 years.

C.3.40.4.4.2.7.6. When the Disposal Shipment Confirmation (DIC ASZ) transaction is received, ICS processing for the document number in question is considered complete. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DLA Disposition Services Field Offices.

C.3.40.4.4.2.7.7. Shipping Activity Actions

C.3.40.4.4.2.7.7.1. Documentation Review. Supply organizations in receipt of the Disposal Shipment Confirmation Follow-up (DIC AFX) will ensure that applicable shipping activities review either the signed documentation (DTID) or the TRA confirming disposition services receipt acknowledgement, investigate discrepancies, and provide timely responses within 30 working days of receipt of the inquiry. Disposal shipment confirmation follow-ups with Advice Code 36 do not require a response.

C.3.40.4.4.2.7.7.2. Reserved

C.3.40.4.4.2.7.7.3. Quantity Received Verification. Upon receipt of a disposal shipment confirmation follow-up, the shipping activity will verify the actual quantity received, and will respond with supply or shipment status as follows:

C.3.40.4.4.2.7.7.3.1. No Shipment Record/Status.

If there is no record of the shipment, nor of generating the shipment status, and no record of either a signed copy of the DTID or the TRA, the supply status (DIC AE3) with Status Code BF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.2. Shipment Status Sent But No Record. If it is determined that although shipment status had been sent, no shipment had been made or no record of shipment, other than the shipment status transaction, can be located, the supply status (DIC AS3) with Status Code DE will be sent in response to the 940R Disposal Shipment Confirmation Follow-up.

C.3.40.4.4.2.7.7.3.3. Signed DTID Receipt Not Available. If either a TRA, a signed copy of the DTID number or DTID number and suffix receipt, is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will do additional research as determined by the DoD Component procedures, including, if necessary, referral to the appropriate criminal investigative activity. The supply status (AE3) with Status Code DF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.4. No Shipping Activity Record. If the shipping activity has no record of generating a shipment status (AS3) transaction,

but has received either a TRA or a signed copy of the DTID, a disposal shipment confirmation (DIC ASZ) showing the quantity received for in the DTID will be sent in response to the disposal shipment confirmation follow-up. A separate action may be required to close out any open SDRs applicable to this shipment.

C3.40.44.2.7.7.3.5. Supply Status Distribution Code. The supply status (AE3) and the disposal confirmation (ASZ) transactions generated by the shipping activity in response to the disposal shipment confirmation Follow-up (AFX/AFZ) will contain Distribution Code 9 to enable DLA Transaction Services to route copies of these transactions to the ICS global record.

C3.40.5. Document Retention. Audit capability is required for a period of time following the transmission of the TRA transaction or comparable digitally-signed email. The DLA Disposition Services Field Office and the DoDAAC receiving the TRA transaction must retain an electronic image of the complete TRA or comparable email, including the date and time, as part of the transaction/receiving/shipping history for a minimum of two years. The activity receiving the TRA or email may need to communicate the acknowledgement of receipt to the turn-in activity if different. Also, consistent with Chapter 6, paragraph 6.9 (Retention of Accountable Documentation) the DLA Disposition Services Field Office will still maintain scanned images of the DTID receipt documentation (DD-1348-1As) in EDOCS and the DoD Components will have access to EDOCS, as needed.

C3.41. RESERVED

C3.42. SHIPMENT TRACING

C3.42.1. Sources of supply (including depot or procurement activity when direct vendor delivery is applicable, but excluding small business firms or civilian contractors not required to process followups received from Military sources), upon receipt of a DIC AFT, Request for Shipment Tracing on Registered, Insured, and Certified mail/parcel post, will:

C3.42.1.1. Initiate tracer action under United States Postal Service (USPS) Regulations to the post office from which the parcel was mailed. Postal Service Form 1510 or other prescribed form will be used.

C3.42.1.2. On receipt of the post office response, initiate appropriate action as follows:

C3.42.1.2.1. If notified that the parcel was lost, destroyed, and/or that proof of delivery could not be furnished, notify the consignee by offline narrative message to include advice to prepare discrepancy reports under Joint Regulation DLAI 4140.55, et al.

C3.42.1.2.2. If notified that the Post Office has proof of delivery, notify the consignee (based on the signal in rp 51) by offline narrative message, including

particulars concerning proof of delivery, with an information copy to the source of supply.

C3.42.1.2.3. When the source of supply is a small business firm or civilian contractor not required to process followups received from military sources, the AFT Request for Shipment Tracing on registered, insured, and certified mail/parcel post will be forwarded to ICP for processing.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Routing Identifier Code	Determine correct source and continue processing.
Media and Status	Process as zero (0).
Stock Number or Appropriate Item Identification	<p>1. If blank, reject.</p> <p>2. If incorrect, research to determine²⁹ whether the stock number has changed (e.g., FSC changed to match the NIIN). As a result of the review, take action as follows:</p> <ul style="list-style-type: none"> a. If the stock number cannot be identified, reject with appropriate supply status. b. If the FSC is incompatible with the NIIN, check the FSC to determine whether it matches a previously assigned FSC. If it matches, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If it does not match, reject with appropriate supply status. c. If the stock number has changed (e.g., FSC change), change the number to the new stock number and continue supply action. If the changed NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status. <p>3. If manufacturer's part number, compare to FLIS to determine whether a stock number is assigned. If assigned, change the manufacturer's part number to the stock number and continue supply action. If the NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status.</p>
Unit of Issue	Enter correct unit of issue or reject. If rejected, enter correct unit of issue in rp 79-80 supply status transaction. ³⁰
Quantity	Reject.
Requisitioner	Discard if entry is blank or incorrect. If the DoDAAC fails the Authority Code edits in C2.28.11., reject the transaction with CX or D7 status as appropriate.
Date	Reject. Sources of supply may reject if other than FMS/Grant Aid or Navy initial outfitting, and the requisition date exceeds one calendar year from the transaction processing date (current date) or is more than one day in the future. ³¹
Serial	Reject.

²⁹ This edit does not apply to U.S. Navy (USN) supply sources.

³⁰ Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by USN. Refer to AMCL 162.

³¹ Refer to ADC 427A, Requisition Document Number Date Edit. Edit is mandatory during DAAS processing and optional for DoD sources of supply.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Demand	Process as recurring.
Supplementary Address ³²	Reject if blank or invalid and the signal code is B, J, K, L, or M. If the DoDAAC fails the Authority Code edits in C2.28.11, reject the transaction with CX or D7 status as appropriate.
Signal	Reject.
Fund	No edit is required unless signal code is C or L. Reject if signal code is C or L and fund code does not identify a valid bill-to activity as prescribed by MILSBILLS.
Distribution	Process as blank.
Project	1. Process as blank. 2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD. ³³
Priority Designator ³⁴	1. If Expedited Handling Signal 999 is present in the RDD field, requisition is for U.S. Forces and the PD is not 01-03, enter PD 03 and furnish BK supply status. 2. If an OSD/JCS project code is present in rp 57-59 and the PD entry is not an existing PD code (not 01-15), enter PD 03 and furnish BK supply status. 3. If NMCS/ANMCS indicator (N/E) is present in rp 62 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status. 4. If special mass cancellation coding 555 is present in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status. 5. If Expedited Transportation Signal 777 is in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status. 6. If required availability date (A in rp 62) is present and the PD entry is not an existing PD code (not 01-15), enter PD 15. 7. If extended RDD (S or X in rp 62) is present and PD is other than 09-15, enter PD 15, furnish BK supply status, and process. 8. If work stoppage indicator (F or R in rp 62) is present and PD is not 01-08, enter PD 15, furnish BK supply status, and process. 9. For all other conditions, if PD is not 01-15, enter PD 15.
Required Delivery Date ³⁵	1. If NMCS/ANMCS indicator (N/E in rp 62) is present and PD is 01-08, process. If there is an N or E in rp 62 but PD 09-15 in rp 60-61, blank the entry in rp 62-64, furnish BK supply status and process using the priority. If there is an N or E in rp 62, blank any characters in rp 63-64 and furnish BK supply status. Exception: For Air Force requisitions, blank only numeric characters (01-99); do not blank special coding to fulfill an Air Force internal

³² This data element is referred to as Supplemental Data under the DLMS.

³³ Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USMC. Refer to AMCL 9.

³⁴ Refer to ADC 427A, DLMS Mapping for Air Force Unique Transactions Used between Air Force Locations and Expeditionary Combat Support System (ECSS). Edit is mandatory during DAAS processing and optional for DoD sources of supply.

³⁵ Non-date entries in the RDD field; such as, Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirements Codes under the DLMS.

Table C3.T2. Requisition Processing and Related Actions

CODE OR DATA ELEMENT	ENTRY IS BLANK OR INCORRECT
Required Delivery Date (cont)	<p>requirement for NMCS/MICAP justification. (Note: This eliminates short RDDs associated with NMCS/ANMCS and expressed as number of days from requisition date.)</p> <p>2. If Expedited handling Signal 999 is present in rp 62-64 and requisition is not intended for U.S. Forces, blank the expedited handling signal, furnish BK supply status, and process using the priority. If requisition is intended for U.S. Forces, process.</p> <p>3. If special mass cancellation coding 555 is present in rp 62-64 indicating continued processing during mass cancellation, process.</p> <p>4. If Expedited Transportation Signal 777 is in rp 62-64 and PD 01-08 is in rp 60-61, process. If the PD is 09-15, blank the expedited transportation signal, furnish BK supply status, and process using the priority.</p> <p>5. If Co-Located Customer Handling Service Indicator 444 is present in rp 62-64, process.</p> <p>6. If RAD or extended RDD (rp 62 is A, S, or X) and rp 63-64 are not equal to 01-99, blank entry in 62-64, furnish BK supply status, and process.</p> <p>7. If work stoppage indicator (F or R in rp 62) is present and rp 63-64 are not blank, blank entry in 63-64, furnish BK supply status, and process. (Note: This eliminates short RDDs associated with work stoppage and expressed as number of days from requisition date.)</p> <p>8. For subsistence, except for conditions [text deleted] above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.</p> <p>9. For all other conditions, blank RDD field if entry does not indicate a calendar date that falls no more than 100 days subsequent to the requisition date³⁶, furnish BK supply status, and process. By authorized exception³⁷, the 100-day edit is not applicable to:</p> <p>(1) ammunition and ammunition-related requisitions identified by any of the following: Navy Cognizance Symbol 0T, 2D, 2E, 2T, 4T, 6T, 8E, 8T, or 8U; Federal Supply Group (FSG) 13; or Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140 ;</p> <p>(2) requisition alert processing under Navy/DLA industrial activity support agreement.</p>
Required Delivery Period (Conventional Ammunition Only) ³⁸	If rp 62 is B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and rp 63-64 contains 01-99, process.
Advice	Process as blank.

³⁶ Not applicable for intra-USAF requisitions.

³⁷ Refer to ADC 1065.

³⁸ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

C4. CHAPTER 4

STATUS

C4.1. GENERAL

C4.1.1. The [MILSTRIP](#) System requires that sources of supply or management control activity (MCAs) provide status data to designated activities as notice of action taken or being taken on MILSTRIP transactions, using status codes in Appendix AP2.16. Activities to receive status data and the type of data required are designated by entry of a media and status (M&S) code in rp 7 (see Appendix AP2.4). A significant distribution code in rp 54 also designates monitoring/control offices to receive all status data. In addition to sources of supply furnishing status, the Defense Automatic Addressing System (DAAS) also generates status in selected situations as a result of editing the stock number field of requisitions. The DAAS status is furnished using the unique Document Identifier Code (DIC) of AE9 and the DAAS routing identifier code (RIC) (From) in these transactions.

C4.1.2. Status data is either “supply status” or “shipment status,” prepared by supply sources or as otherwise designated in the applicable format shown in the “3” series appendices. Status data may be informational or require additional action by recipients based on the status code in the transaction.

C4.1.3. Status transactions from sources of supply or as otherwise designated shall be forwarded to DAAS for transmission to status recipients. DAAS shall transmit status as indicated in Appendix AP2.4.

C4.1.4. DAAS shall pass DIC AFY transactions (requests for DoD activity address code (DoDAAC) information) to the RIC indicated in rp 4-6. DAAS shall route DIC ASY response transactions containing DoDAAC information, without changing the DIC, to all eligible status recipients (rp 30-35, 45-50, and 54).¹

C4.1.5. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange documented in [DLM 4000.25](#), “Defense Logistics Management Standards,” Volume 3, Chapter 2; status and cancellation responses shall be submitted by the servicing transportation activity to the supply activity. Supply activities are still responsible for normal status reporting requirements to requisitioners and sources of supply. Note: Through use of distribution code 111, special status and cancellation response procedures apply. See DLM 4000.25 Volume 3, Chapter 2 for details.

C4.2. RESERVED

¹ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C4.3. TYPES OF STATUS DATA

C4.3.1. Exception Supply Status is status indicating any of the following source of supply action decisions or MCA action decisions (as indicated), alone or in combination:

C4.3.1.1. Backorder.

C4.3.1.2. Procurement for direct delivery.

C4.3.1.3. Partial issue and partial other action.

C4.3.1.4. Substitution.

C4.3.1.5. Change of unit of issue.

C4.3.1.6. Requisition rejection (source of supply or MCA).

C4.3.1.7. Passing order.

C4.3.1.8. Referral order.

C4.3.1.9. Cancellation acknowledgment.

C4.3.1.10. Any circumstances that predict that issue may not be made within the timeframes established for the assigned priority designator (PD).

C4.3.2. One Hundred Percent Supply Status is notice of all actions taken or being taken by sources of supply on a requisition, redistribution, or referral order. This includes all positive supply action decisions, all applicable exception nonpositive supply action decisions, and combinations thereof.

C4.3.3. Rejection Status is used by sources of supply to advise all status eligible recipients (e.g., rp 30-35, 45-50, and 54) of rejected requisitions, redistribution orders (RDO), passing orders, and referral orders regardless of the M&S Code in rp 7, except when the M&S Code is 8, in which case rejection status shall be furnished only to the activity in rp 54.

C4.3.4. Direct delivery notice², DICs AB1, AB2, AB3, and AB8 provide notice to eligible status recipients that materiel shall be supplied by direct vendor delivery (DVD) from procurement. Direct delivery notice transactions provide a cross-reference between the requisition document number and the procurement instrument identification number (PIIN). DICs AB1, AB2, AB3, and AB8 transactions are generated when materiel is procured for direct shipment to consignee. The DIC AB_ transaction shall be furnished to applicable entries in the requisition (e.g., the requisitioner (rp 30-35), Supplementary Address (SUPADD) (rp 45-50), and distribution code (rp 54)),

² Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

regardless of the M&S code used. This enables customers to have a basis for reporting nonreceipt of materiel.

C4.3.5. Shipment Status informs recipients of actual shipping dates (e.g., the date released to carrier). It also provides for interface with:

C4.3.5.1. Transportation for shipment tracing by consignees, as provided in [DTR 4500.9-R](#), "Defense Transportation Regulation".

C4.3.5.2. Materiel receipt acknowledgment under [DLM 4000.25-2](#) (MILSTRAP).

C4.3.5.3. Shipment tracing under Chapter 3, C3.42.

C4.3.5.4. Performance measurement evaluation under Time Definite Delivery, Customer Wait Time (TDD/CWT).

C4.3.5.5. Reports of discrepancy under [DLM 4000.25 Volume 2, Chapter 17](#) (Supply Discrepancy Reporting).

C4.3.5.6. Reports of transportation discrepancy under DTR 4500.9-R, Chapter 210 (Transportation Discrepancy Report).

C4.3.6. Acknowledgment Status is either supply or shipment status and informs recipient of the results of source of supply processing of the following types of transactions:

C4.3.6.1. Materiel obligation validation (MOV) Response (DIC AP_).

C4.3.6.2. Cancellation (DICs AC_ and/or AK_).

C4.3.6.3. Transaction Modifier (DIC AM_).

C4.3.6.4. Follow-up Request for Improved estimated shipping date (ESD) (DIC AFC).

C4.3.6.5. Follow-up Request for Status (DICs AF1, AF2, AF3, AF6, and AT_).

C4.4. RESERVED

C4.5. REQUESTING STATUS

C4.5.1. To ensure that sources of supply or as otherwise delegated sources automatically distribute required supply and/or shipment status, requisitioners shall enter:

C4.5.1.1. The applicable M&S code, from Appendix AP2.4, in rp 7 of the requisition to indicate what status data are required and whether status is to be

furnished to the requisitioner (rp 30-35) or the SUPADD (rp 45-50), the activity identified by the distribution code (rp 54) exclusively, or whether no status is required.

C4.5.1.2. The applicable distribution code, from Appendix AP2.12, in rp 54 of requisitions to indicate the activity, if any, to be furnished 100 percent supply and shipment status.

C4.5.2. To obtain status on previously submitted requisitions or cancellation requests, the requisitioner (rp 30-35), SUPADD (rp 45-50), and/or the MCA (rp 54) may submit DIC AF_, AT_, or AK_ follow-ups under Chapter 2.

C4.5.3. When requisition status reporting is required to designate status of a project, it shall be satisfied by the requisitioning service. Special status reports, when required, shall be obtained from an eligible recipient of status as identified in requisitions. Special status reports shall not be required from inter-S/A sources of supply.

C4.5.4. When Status Code CA has been received in response to a follow-up request and no record of the previous receipt of CA status and the reasons for rejection cannot be located, authorized status recipients may inquire off line: such as, via mail, message, or telephone, of the source of supply to obtain the reasons for rejection.

C4.6. USE OF STATUS RECEIVED

C4.6.1. Status recipients shall:

C4.6.1.1. Promptly record status received automatically and/or in reply to a follow-up to applicable due-in records/requisition history - status files, and, in the case of the DLA Disposition Services, the disposal suspense file. Use shipment status to establish or update the due-in record to monitor for materiel receipts under DLM 4000.25 (MILSTRAP), Chapter 6.

C4.6.1.2. Give particular attention to "transaction date" in rp 62-64 of supply status received to ensure that records/files are updated in the proper chronological order/date sequence.

C4.6.1.3. Review supply status (DIC AE_) received for additional action required by the status code, if any.

C4.6.1.3.1. If supply status identifies a processing delay due to storage site denial to the source of supply materiel release order (Status BD with Management Code R), the customer/customer's system shall update/clear the local record for the suffix and identified quantity (so that subsequent status on a next available suffix is not misinterpreted as duplicative/exceeding the ordered quantity, potentially triggering cancellation). Estimated shipping dates shall not be provided with BD status when associated with storage activity denial as indicated by the Management Code R. Further supply action to satisfy the denied quantity shall be identified on a subsequent supply status under next available suffix code. Use of BD status with Management

Code R allows the customer's system to better track status and recognize the correct in-process quantity.

C4.6.1.3.2. If a requisition has been rejected (DIC AE_ with a rejected status code) and the materiel is still required, the requirement must be submitted as a new MILSTRIP requisition citing a new document number with a current ordinal date.

C4.6.1.4. Interpret receipt of shipment status (DIC AS_ or AU_) as notice that shipment has been made and that additional MILSTRIP follow-up will only result in receipt of another shipment status transaction (see Chapter 2, C2.25.2.).

C4.6.1.5. When supply status transactions are received with no ESD in rp 70-73, assume receipt of materiel within the prescribed Uniform Materiel Movement and Issue Priority System (UMMIPS) timeframe for the PD in rp 60-61, or the required delivery date (RDD) in the requisition.

C4.6.1.6. Use received status as provided in Chapter 2, C2.13., prior to submission of follow-ups.

C4.6.1.7. Ensure that appropriate status is furnished to other activities requiring status when the only status recipient is the activity identified by a distribution code.

C4.7. RESERVED

C4.8. FURNISHING STATUS

C4.8.1. MCAs shall be responsible for furnishing rejection status for requisitions processed by that activity. Sources of supply or as otherwise delegated shall be responsible for maintaining and furnishing current supply and shipment status as provided below. For these purposes, accessible requisition history records shall be maintained by MCAs and sources of supply for a minimum of six months after completion of shipment or cancellation, to provide timely response to follow-ups. MCAs shall maintain requisition history records until contract termination.³

C4.8.2. For each reinstated requisition (DIC APR)⁴, requisition modifier transaction, RDO, passing order, referral order, and MRO processed, sources of supply or as otherwise delegated shall furnish supply and/or shipment status.

C4.8.2.1. Sources of supply or as otherwise delegated shall transmit DIC AE8/AS8 transactions to DAAS for all source of supply initiated requisition status to include AS8 status for all direct vendor deliveries, as required in Chapter 3, C3.36. Upon receipt by DAAS of the DIC A_8 status transaction, DAAS shall convert the DIC

³ Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by U. S. Army (Retail). Refer to AMCL 1A.

⁴ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

A_8 to the appropriate DIC AE_ or AS_ transaction and make distribution under C4.10. and C4.13. below. Except for cancellations and rejections, DAAS shall furnish status to the activity designated by a significant M&S code in rp 7, and to the activity designated by a significant alphabetic code or significant numeric distribution code in rp 54. Sources of supply or as otherwise delegated shall furnish shipment status for exception ship-to addresses to the activity identified in rp 30-35 of the requisition. In addition, DAAS shall furnish shipment status to all valid status recipients. (See Appendix AP2.12.)

C4.8.2.2. Sources of supply shall transmit DIC ASH transactions to DAAS under Chapter 3, C3.21.5. DAAS shall furnish this status to the "ship-to" activity identified by the signal code. If DAAS cannot determine the "ship-to" activity, DAAS shall return the transaction to the inventory control point (ICP) for transmittal. DAAS shall route the pseudo shipment status transaction for Security Assistance requisitions to the applicable Service International Logistics Control Organization (ILCO) based on the entries in rp 30 (Service code) and rp 54 (distribution code).

C4.8.2.3. For each shipment on a disposal turn-in document (DTID), shipping activities shall furnish a DIC AS3 shipment status transaction (with Distribution Code 9 in rp 54 and the unit price of the materiel being shipped in rp 62-68) to DAAS for transmission to DLA Disposition Services.

C4.8.2.3.1. If pricing information is not available, enter an estimated unit price in the DIC AS3 transaction.

C4.8.2.3.2. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 transaction and forward offline to DLA Disposition Services Field Office for manual processing.

C4.8.3. Sources of supply shall furnish exception supply status when a requisition or reinstatement⁵ of a requisition is to be backordered against a due-in to stock. This exception status, DIC AE_, shall contain Status Code BB and the ESD for release of materiel from stock to the customer. When shipping dates are adjusted, additional status, DIC AE_, Status Code BB, shall be furnished the customer with the revised ESD in rp 70-73.

C4.8.4. Sources of supply shall furnish exception supply status when the intent to process for direct delivery is known. This exception status shall contain Status Code BZ and the ESD in rp 70-73. When contracts or procurement actions have been effected and a contract shipping date is established, sources of supply shall furnish additional supply status. These latter transactions shall contain Status Code BV and the contract shipping date

⁵ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.8.5. Source of supply direct delivery notice⁶, DICs AB1, AB2, AB3, and AB8 notify eligible status recipients that materiel shall be supplied by DVD from procurement. DIC AB_ transactions shall be provided to the consignee. This notice provides a cross-reference between the requisition number and the PIIN. See Appendix AP3.11 for the DIC AB_ format.

C4.8.6. When contract shipping dates are adjusted on items scheduled for direct shipment to consignee (Status Code BV), additional status with Status Code BV shall be provided to indicate the revised shipping date in rp 70-73. When delivery dates are established for direct shipment to consignees, the source of supply shall provide the consignee a Direct Delivery Notice, DIC AB_. The DIC AB_ is in addition to the DIC AE_ supply status.⁷

C4.8.7. Sources of supply shall furnish supply status indicating a processing delay when an MRO is denied by the storage activity. Use Status Code BD and Denial Management Code R citing the MRO denied quantity and suffix.⁸ Further supply action to satisfy the denied quantity is anticipated to occur on a subsequent suffix code.

C4.8.8. Supply and shipment status⁹ DICs AE8, AS8, and AU8 are reserved for use between S/As and DAAS.

C4.8.8.1. The use of DICs AE8/AS8 is mandatory for all source of supply or as otherwise delegated requisition status. Source of supply initiated requisition status includes all status generated during source of supply processing that is not produced in response to follow-up or cancellation requests.

C4.8.8.2. The use of DIC AU8 in response to cancellation requests, when the MILSTRIP status distribution rules require multiple recipients of status, is optional. Upon receipt of DIC AU8, Reply to Cancellation Request - Shipment Status, DAAS shall convert the AU8 to the appropriate DIC AU_ transactions, and make distribution to all eligible status recipients as identified in C4.13. below.

C4.8.8.3. The formats of the DIC AE_, AS_, and AU_ status transactions are shown in Appendices AP3.10 and AP3.19.

C4.8.9. When a source of supply receives a requisition that contains insufficient information to allow processing actions to be completed, the requisition may be rejected using the appropriate status code in Appendix AP2.16, or inquiry may be made to obtain the necessary additional information to continue processing. The activity designated by

⁶ Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

⁷ Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

⁸ Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implemented by DLA; staggered inter-Component implementation by others is pending.

⁹ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

the M&S in the requisition as a status recipient shall be the action addressee on all requests for additional information. Other activities identified in the requisition that are not designated as status recipients shall be the information addressees on requests for additional information. When such an inquiry for additional information is made, DIC AE_ supply status with Status Code BD shall be forwarded to all designated status recipients. Further action on a requisition for which additional information has been requested shall be suspended until such time as a response is received or until 30 days have elapsed from the date the inquiry was made, whichever occurs first. Upon receipt of the requested additional information, processing shall continue normally. If the needed additional information is not provided and the 30 days elapse, the requisition shall be rejected with Status Code D3.

C4.8.9.1. Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the ICP when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related shipped items.¹⁰

C4.8.10. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. When reshipment is required (e.g. due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency), the reshipment will be processed using the original document number and the next available suffix code. At a minimum, the SoS will provide supply status indicating the estimated shipment date for the reshipment.¹¹

C4.9. RESERVED

C4.10. PREPARATION OF STATUS TRANSACTIONS

C4.10.1. All supply status transactions evidencing that materiel shall be released for shipment later than the standard delivery date (SDD) or RDD/RDP (required delivery period)¹² shall contain an ESD in rp 70-73. Such supply status is applicable to materiel obligations including procurement for direct vendor delivery. Conversely, requisitions containing Advice Code 2C, 2J, 2T, or 2W shall be rejected with Status Code CB when items are not available for immediate release or cannot be supplied by the SDD/RDD/RDP.

C4.10.2. ESDs are also mandatory entries for those transactions reporting adjusted ESDs and any circumstances that predict that issue may not be made within the timeframes established for the priority. When storage activities receive follow-up inquiries on requirements that are in the process of being filled, supply status transactions provided in response to sources of supply shall also contain ESDs. Status

¹⁰ Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits

¹¹ **Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.**

¹² Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

transactions providing advice of events such as changes in stock numbers, unit of issue changes, rejections, and shipments, shall not contain an ESD in rp 70-73.

C4.10.3. When rejecting requisitions, referral orders, passing orders, and RDOs, use the C and D series rejection status codes in Appendix AP2.16. Except when the M&S Code is 8, address supply status rejections to all eligible status recipients (rp 30-35, 45-50, and 54). When the M&S Code is 8, send supply status rejections only to the recipient designated by rp 54.

C4.10.4. Processing points in receipt of DIC AFY follow-ups shall provide a DIC ASY response transaction containing the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.19 format. If the processing point is unable to provide the DoDAAC information to the requesting activity, reject the DIC AFY follow-up transaction with a DIC ASY response transaction containing Status Code DY.¹³

C4.10.5. Status furnished in response to a follow-up shall contain the most current available information regarding status of the requisition. Supply status (DIC AE_) in response to a follow-up shall contain a changed/new ESD, when applicable, and a transaction date (rp 62-64) that corresponds to the date of the reply and other data prescribed in Appendix AP3.10. Shipment status (DIC AS_) in response to a follow-up shall contain data prescribed in Appendix AP3.19 when materiel has been shipped.

C4.10.6. Status furnished in response to DIC AFC follow-up transactions requesting improved ESDs under Chapter 2, C2.13.2.3. shall be prepared in the appropriate format shown in the "3" series appendices.

C4.10.7. Status furnished in response to supply assistance requests submitted under Chapter 2, C2.15. shall be prepared and transmitted using Defense Message System (DMS) procedures to the requestor and designated information addresses.

C4.10.8. At Service/Agency (S/A) option, the source of supply may use abbreviated MILSTRIP messages (see Appendices AP1.10. and AP1.11.) when furnishing status to activities.

C4.10.9. Shipment status furnished in response to DIC AC_, AK_, and AP_ transactions shall contain DIC AU_ and data prescribed in Appendix AP3.19. Supply status furnished in response to these transactions shall contain DIC AE_ as prescribed in Appendices AP3.10. and AP3.11.

C4.10.10. Supply status furnished to the source of supply by the storage activity utilizing the DIC AE6 transaction shall be in the Appendix AP3.10 format, except that rp 4-6 shall contain the RIC of the source of supply to which the transaction shall be transmitted and rp 67-69 shall contain the RIC of the storage activity preparing the transaction.

¹³ Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C4.10.11. Use the Defense Information Systems Network (DISN) message system to prepare CA status indicating rejection and include the reason for rejection in the same message. This message status shall be used only when CA status is initially generated. Subsequent responses to follow-ups on which CA status has previously been provided shall be prepared and transmitted using normal supply status transactions. No transmission of the reasons for rejection shall be made in response to follow-ups unless the source of supply is in receipt of an offline (mail, message, or telephone) request from an authorized status recipient for the rejection reasons.

C4.10.12. Supply status (DIC AE_) with Status Code BF furnished in response to cancellation request (DIC AC_ or AK_) shall preclude source of supply processing of subsequently received transactions. When BF status has been provided in response to a cancellation request, BF status shall also be provided in response to all other received transactions (e.g., AF_, AT_, A0_, AM_) containing the same document number. No other processing of such transactions shall be done by sources of supply. Sources of supply shall retain accessible history records of BF status generated as a result of cancellation requests (DIC AC_ or AK_) for a minimum of six months following generation of the BF status.

C4.10.13. When supply status (DIC AE_) with Status Code BF has been supplied in response to an AF_ follow-up transaction, and no cancellation request has been received, subsequently received transaction with the same document number (e.g., A0_, AT_, AM_) shall be processed as specified elsewhere in this manual.

C4.10.14. Requisitions failing free issue validation shall be rejected with CM Status; a new funded requisition may be submitted if the materiel is still required. Requisitions failing free issue validation subsequent to materiel release (post-post requisitions/issue) may be handled as funded requirements. In this case, the source of supply shall furnish DT Status alerting eligible status recipients that the post-post requirement is not authorized for free issue and to adjust fund obligation records, as materiel shall be billed to the requisitioner.

C4.10.14.1. Where a post-post requisition contains a free issue Signal Code D or M and free issue is not authorized, the signal code shall be modified to the applicable billable signal code. Where the original requisition identified a valid fund code it shall be used for billing; otherwise, the fund code shall be modified to indicate noninterfund billing (Fund Code XP).

C4.10.14.1.1. Signal Code D is replaced with Signal Code A to reflect the correct shipping activity. (Both D and A ship to the requisitioner as identified in the document number of original submission.)

C4.10.14.1.2. Signal Code M is replaced with Signal Code J to reflect the correct shipping activity. (Both M and J ship to supplementary address identified in the original submission.)

C4.10.14.2. Since post-post orders are already shipped and cannot be split, if part of the ordered quantity is not eligible for free issue, the entire order shall be denied free issue.

C4.11. RESERVED

C4.12. TIME STANDARDS FOR DISTRIBUTION OF STATUS

C4.12.1. When required, applicable status on requisitions, reinstated requisitions¹⁴, redistribution orders, referral orders, and responses to follow-ups shall be dispatched within the times prescribed below:

C4.12.1.1. Supply Status:

C4.12.1.1.1. Two days from receipt of PD 01-08 transactions.

C4.12.1.1.2. Five days from receipt of PD 09-15 transactions.

C4.12.1.1.3. Twenty-four hours after release of materiel obligation in PD 01-15.

C4.12.1.2. Shipment Status:

C4.12.1.2.1. Twenty-four hours after shipment (e.g., release to carrier) for PD 01-03 transactions.

C4.12.1.2.2. Forty-eight hours after shipment for PD 04-08 transactions.

C4.12.1.2.3. Three working days after shipment for PD 09-15.

C4.12.1.2.4. Twenty-four hours from receipt of PD 01-03 follow-ups.

C4.12.1.2.5. Forty-eight hours from receipt of PD 04-08 follow-ups.

C4.12.1.2.6. Three working days from receipt of PD 09-15 follow-ups.

C4.13. DISTRIBUTION OF STATUS

C4.13.1. When processing the following transactions, sources of supply shall automatically furnish applicable supply and/or shipment status to the activity designated by the M&S and by a significant distribution code in rp 54:

C4.13.1.1. Requisitions (DIC A0_).

C4.13.1.2. Redistribution Orders (DIC A2_).

¹⁴ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.1.3. Passing Orders (DIC A3_).

C4.13.1.4. Referral Orders (DIC A4_).

C4.13.1.5. Transaction Modifiers (DIC AM_).

C4.13.1.6. MROs (DIC A5_).

C4.13.1.7. Follow-ups (DIC AT_ or AFC for improved ESD). (M&S codes do not apply to DIC AF1, AF2, or AF3 follow-ups.)

C4.13.1.8. MOV response (DIC AP_) when cancellation is requested. (M&S is not applicable to DIC AP_ transactions.)¹⁵

C4.13.1.9. Reinstated requisitions (DIC APR). (M&S codes do not apply to DIC APR transactions.)

C4.13.2. Supply and shipment status furnished in response to DIC AF1, AF2, and AF3 follow-up transactions shall be addressed only to the activity designated by third position of the AF_ DIC and a significant distribution code in rp 54.

C4.13.3. Supply and/or shipment status furnished in response to DICs AC1, AC2, AC3, and mass or universal cancellations shall be addressed to the requisitioner, the SUPADD, and the activity designated by a significant entry in rp 54 (See Chapter 3, C3.28.11., and Chapter 8). However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status shall be furnished only to the activity designated by rp 54. In addition to status furnished to the designated recipients, storage/procurement activities and/or sources of supply (when direct vendor delivery actions (Status Code BV) are applicable) shall furnish the DAAS shipment status (DIC AU7) on all affected shipments that have entered the DTS during mass or universal cancellation situations. Sources of supply shall furnish status of cancellation actions within five days of receipt of DIC AC_ or AK_ transactions. This status shall be updated as further actions are taken on the cancellation request.

C4.13.4. Supply and shipment status furnished in response to DIC AK1, AK2, and AK3 follow-ups on DIC AC_ cancellation transactions shall be addressed as follows:

C4.13.4.1. When the source of supply has no record of the DIC AC_ cancellation, address status to the requisitioner, the SUPADD (when the DoDAAC in rp 30-35 and 45-50 is recorded in the DoD activity address file (DoDAAF) and the activity designated by a significant entry in rp 54. However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status shall be furnished only to the activity designated by rp 54.

¹⁵ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.4.2. When the source of supply does have a record of the DIC AC_ cancellation, address status to the activity identified by the third position of the DIC AK_ transaction and to rp 54 when indicated. However, if the M&S Code in the original record of the demand is 8 (eight), supply and shipment status shall be furnished only to the activity designated by rp 54.

C4.13.5. Supply and shipment status furnished in response to a mass or universal cancellation request shall be furnished under C4.13.3. above.

C4.14. SUPPLY AND SHIPMENT STATUS DISTRIBUTION TABLE

C4.14.1. Table C4.T1. shows supply/ shipment status distribution requirements.

Table C4.T1. Supply and Shipment Status Distribution Table

CUSTOMER INPUT DIC	ACTIVITY DESIGNATED BY M&S CODE	SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT ¹⁶		
		RP 30-35	RP 45-50	RP 54
A0_/A2_/A3_/A4_	Requisitioner SUPADD Distribution	A_1	A_2	A_3 A_3 A_3 ¹⁷¹⁸
AC1, 2, 3	(N/A) Distribution	A_1	A_2	A_3 ¹⁹ A_3 ²⁰
AF1 AF2 AF3	(N/A) (N/A) (N/A) Distribution	A_1	A_2	A_3 A_3 A_3 A_3
		(No record of AC_ at SOS)		
AK_ AK_	(N/A) Distribution	A_1	A_2	A_3 A_3
		(SOS has record of AC_)		
AK1 AK2 AK3	(N/A) (N/A) (N/A) Distribution	A_1	A_3	A_3 A_3 A_3 A_3

¹⁶ Second position of the DIC will be E for supply status and S and U for shipment status, as applicable.

¹⁷ When rp 54 contains a nonsignificant code and when shipment status has not been requested by entry in rp 7, provide shipment status (DIC AS8) to DAAS.

¹⁸ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

¹⁹ See Chapter 3, C3.28.3., for the exception to this rule when rejecting DIC AC_ cancellation requests.

²⁰ Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

Table C4.T1. Supply and Shipment Status Distribution Table

CUSTOMER INPUT DIC	ACTIVITY DESIGNATED BY M&S CODE	SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT ¹⁶		
AM_ ²¹ /AT_ ²² /AFC	Requisition SUPADD Distribution	A_1	A_2	A_3 A_3 A_3 ²³
AP_ (Cancellation)	(N/A) Distribution	A_1	A_2	A_3 A_3
APR ²⁴		A_1	A_2	A_3

²¹ Ibid.

²² Ibid.

²³ When rp 54 contains nonsignificant data and rp 7 contains a zero, eight, or Y, furnish status to requisitioner (rp 30-35).

²⁴ Shipment status will always be furnished to the ship-to activity designated by the signal code.

C5. CHAPTER 5

RELEASE AND RECEIPT OF MATERIEL

C5.1. GENERAL

C5.1.1. The Issue Release/Receipt Document, [DD Form 1348-1A](#) (or DD Form 1348-2 with attached shipping label), and continuation page are prepared by the supply/shipping activity. These documents are used for selecting, packing, shipping, and receiving materiel. They are also used as a receipt transaction and/or to provide a means to automate the capture of data using automatic identification technology (AIT) devices. The DD Form 1348-1A (or [DD Form 1348-2](#)) is mandatory for all shipments to DoD customers, including foreign military sales (FMS) and contractors, from DoD and General Services Administration (GSA) shipping activities, **except as noted in paragraph C5.3**. Additionally, the continuation page is a mandatory document to assist the processing of serialized items (see Appendix AP1.36).

C5.1.2. The DD Form 1348-1A (or DD Form 1348-2) may be manually or mechanically prepared and will contain data elements prescribed herein for the various types of transactions.

C5.1.3. Use of carbonless paper for a preprinted DD Form 1348-1A (or DD Form 1348-2) is authorized at the option of the Service/Agency.

C5.1.4. Mechanically prepared DD Form 1348-1A (or DD Form 1348-2) must contain all required bar codes as outlined in C5.1.5, C5.1.6, and C5.1.9.

C5.1.5. For transfers to DLA Disposition Services Field Offices, at least one copy of DD Form 1348-1A (or DD Form 1348-2) must accompany the property and be in a legible, easy-to-read format.

C5.1.6. For the DD Form 1348-1A, see Appendices AP1.25 through AP1.29, AP1.31 and AP1.35. There are two methods for generating the form:

C5.1.6.1. Preprinted form. Data entries will be made by automated printer, typewriter, or hand scribed.

C5.1.6.2. Non-preprinted form. When this method is used, the form and data are printed simultaneously and will contain the prescribed data elements.

C5.1.7. The preprinted DD Form 1348-1A is 8-1/2 inches long (side to side) and 5 1/2 inches high (top to bottom). When printed on plain stock paper using laser, thermal transfer, ion disposition, cold fusion, or other nonimpact printers, the size may vary within a range of 7-3/4 to 9 inches long and 4 to 5 inches high (with one-sixth inch tolerance). When such print technology is used, the in-the-clear/human-readable data must be easily read and the AIT entries must be machine readable. Margins of one-

fourth inch and outside lines are preferred, but may be eliminated provided the DD form number remains readable. When printing three forms per 8-1/2- by 14-inch sheet of paper, the originator must shall ensure that the form, spacing, size, and data entered thereon are legible and capable of being interpreted by a Logistics Applications of Automated Marking and Reading Symbols (LOGMARS) scanning device.

C5.1.7.1 Block numbers are provided for data entry. Data to be entered in the data blocks are shown in Appendices 3.48 and 3.49. Block 27 will contain information facilitating item unique identification (IUID) in support of unique item tracking (UIT) and DoD supply policy in conjunction with the expanded content of the Portable Data File 417 (PDF417) two-dimensional (2D) bar code as illustrated in Appendices 1.35 and 1.36. For a single item shipment, include the clear-text, concatenated/single value unique item identifier (UII). Phased/staggered implementation is authorized pending DoD-wide implementation of DoD policy for the application of IUID in supply processes. As an interim approach, identification of the item on the Issue Release/Receipt Document (IRRD) by serial number alone is authorized. Additional optional information may include the item manufacturer's contractor and Government entity (CAGE) code, current part number, and batch/lot number. Block 27 will contain all additional data and in-the-clear text that may be required and is not shown elsewhere on the form. The in-the-clear text may be used with the AIT encoded information for those activities possessing bar coding capability.

C5.1.7.2 The paper may be any color that provides a minimum bar code contrast as specified in International Organization for Standardization (ISO) and International Electrotechnical Commission (IEC) (ISO/IEC) 15415, Information Technology - Automatic Identification and Data Capture Techniques - Bar Code Print Quality Test Specification – Two-dimensional Symbols and in ISO/IEC 15416, Information Technology – Automated Identification and Data Capture Techniques – Bar Code Symbology Specification – Linear Symbols.

C5.1.8. The Code 39 (three-of-nine) linear bar code, and PDF417 2D bar code, and Macro PDF417 2D bar code, as defined in ISO/IEC 16388 Information Technology – Automated Identification and Data Capture Techniques – Bar code symbology specifications – Code 39 and ISO/IEC 15438 Information Technology – Automated Identification and Data Capture Techniques – PDF417 2D bar code symbology specification, are established as the standard symbologies for the automated marking and reading of items of supply, equipment, materiel packs, and containers in logistics operations throughout the DoD. This symbology will be applied using [MIL-STD-129](#) (latest revision), unless otherwise authorized. When Code 39 linear bar code symbols are printed on DD Form 1348-1A (or DD Form 1348-2), all record positions of data elements that will be encoded, will contain a bar code character even if the position was blank on the source document. ***The specific technical information provided in MILSTRIP is not intended to be compressive and should be used in conjunction with the MIL-STD-129.***

C5.1.9. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page. For shipment quantities of two or more serialized items, the responsible activity will prepare a continuation page to facilitate automatic data capture.

C5.1.9.1. In lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A (or DD Form 1348-2), the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data.

C5.1.9.2. The continuation page will contain, at a minimum, the prescribed data elements outlined in Appendix 1.36. For systems capable of printing PDF417 2D bar codes, see Appendix 1.35 for a listing of encoded MH10.8.2 standard data identifiers for the data elements.

C5.1.9.3. The continuation page will also contain Code 39 linear bar coding with the respective human-readable interpretation (i.e. clear text) for the included serial numbers to satisfy legacy system requirements.

C5.2. DOCUMENT DISTRIBUTION

C5.2.1. Actual copies utilized, other than the original and first carbon copy, will be at the option of the individual S/A. See Tables C5.T1 and C5.T2 for the distribution of the transactions.

C5.2.2. For transfers to DLA Disposition Services Field Offices, if all DD 1348-1A data is provided in automated transactions and/or available via digital image, one copy of the printed document must accompany the shipment; in accordance with the Paperwork Reduction Act, additional paper copies are not required including verification of receipt copies.

Table C5.T1. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document, and Continuation Page to all Consignees other than DLA Disposition Services and Security Assistance¹

TRANSACTION	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A (or DD Form 1348-2)	One (Automated) or Two (Manual)	<p>One copy will accompany all shipments on the outside of the shipping container if not in conflict with other applicable directives. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding.</p> <p>For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to prove that a shipment has been made.</p> <p>Copies must be attached IAW MIL-STD-129.</p>
Continuation Page	One (Automated) or Two (Manual)	<p>One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material and shipment IAW MIL-STD-129.</p> <p>For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to track the serialized contents of the shipment.</p>

¹ For Security Assistance shipments, see Figure C6-F1.

Table C5.T2. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document and Continuation Page for Shipments to DLA Disposition Services Field Office

TRANSACTION	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A (or DD Form 1348-2)	One (Automated) or Two (Manual)	<p>One copy will accompany all shipments of materiel and remain attached to the property at the DLA Disposition Services Field Office. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding.</p> <p>For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to prove a shipment has been made.</p>
Continuation Page	One (Automated) or Two (Manual)	<p>One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material. Upon receipt at the DLA Disposition Services Field Office, the copy will be used by personnel screening property for potential reutilization, transfer, or donation. It will remain attached to the property at the DLA Disposition Services Field Office.</p> <p>For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to track the serialized contents of the shipment and prove a shipment has been made.</p>

C5.3 ISSUES FROM SUPPLY SYSTEM STOCK OR FROM DLA DISPOSITION SERVICES FIELD OFFICES; REQUISITIONS FOR LOCAL ISSUE FROM DLA DISPOSITION SERVICES FIELD OFFICES

C5.3.1. The DD Form 1348-1A (or DD Form 1348-2) will be prepared as a release document by the shipping activity (issues from supply system stock) or by the shipping DLA Disposition Services Field Office (DLA Disposition Services-directed issues from the local DLA Disposition Services Field Office). The requisitioner may also use this format when hand carrying requisitions for local issue from DLA Disposition Services Field Office. Minimum data entries are outlined in Appendix 3.48 for the DD Form 1348-1A (or DD Form 1348-2).

C5.3.2. To accommodate the various distribution systems and equipment, DD Form 1348-1A (or DD Form 1348-2) provides blocks for data entry. With the exception of Blocks 9, and 15, use of these blocks is optional, but when used, will contain information shown in Appendix 3.48.

C5.3.3. The continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) and must be attached to the material and shipment IAW MIL-STD-129 shipping document requirements for all shipments of two or more items which are tracked under a UIT program or in support of DoD policy for the application of IUID in supply business process. Minimum data entries are outlined in Appendix 1.36.

C5.3.4. By exception, when DLA Disposition Services property is sold to a Commercial Venture contractor, the DLA Disposition Services Field Office has the option to suppress printing of the DD Form 1348-1A. When no IRRD is prepared, DLA Disposition Services will utilize the Workload Location List in lieu of the IRRD as the document transferring ownership from the Government to the contractor. The Workload Location List will identify all document numbers associated with the Commercial Venture delivery order, materiel identification by NIIN, and applicable quantities. A copy of the Workload Location List will be retained by the field office.

C5.4. RETURNS TO STOCK AND TRANSFERS (EXCLUDING TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES)

C5.4.1. In addition to the release of materiel for shipment based upon a requisition, other situations such as the following necessitate release of materiel for shipment:

C5.4.1.1. Materiel returns from base to depot.

C5.4.1.2. Base-to-base movements.

C5.4.1.3. Retrograde or lateral system movements.

C5.4.2. The documentation copy and distribution requirements prescribed in Tables C5.T1 or C5.T2 will be used to effect returns and transfers. Entries will be as shown in Figure C5.F1 for all DLA and inter-Service/Agency (S/A) transactions.

C5.4.3. For intra-S/A use, the data prescribed in Figure C5.F1 must be entered. Other entries may be prescribed by concerned S/As; however, any such entries must relate to the columnar and/or block headings indicated in the form.

Figure C5.F1. Instructions for Completion of DD Form 1348-1A (or DD Form 1348-2), Used for Returns to Stock Transfers (Excluding Transfers to DLA Disposition Services Field Offices)

RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
1-3	Perpetuate from source document or blank.
4-7	Leave blank.
8-22	Enter the stock or part number.
23-24	Enter the U/I.
25-29	Enter the quantity.
30-43	Enter the document number of the consignor (shipper.)
44-73	Leave blank.
74-80	Enter the unit price ² .
Blocks 3 and 27	Enter DoDAAC of the activity to which the materiel is directed. The in-the-clear name, number, and address may be in Block 27.
Block 27	Enter the supply condition code reflecting the condition of the materiel. (See DLM 4000.25-2 (MILSTRAP).)
Block 27	Enter activity account number of the activity to be credited (if applicable) and the appropriate fund code (if applicable). (See DLM 4000.25, Volume 4 Finance). For single quantity item, enter applicable serial number and/or U/I content in conjunction with application of a PDF417 2D bar code as listed in Appendix 1.1 and as illustrated in Appendix 1.35. For multiple uniquely identified items, use the continuation page per Appendix 1.36 ³

C5.5. TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES. Use DD Form 1348-1A (or DD Form 1348-2) as the disposal turn-in document (DTID) for all transfers to DLA Disposition Services Field Offices. See C5.2.2. for criteria to use automated distribution of DD Form 1348-1A (or DD Form 1348-2). Appendix 1.349 shows required entries required for single line item turn-ins. See Appendix 1.35 for PDF417 2D bar code content. A continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments of two or more items that are tracked under a UIT program or in support of DoD policy for the application of IUID in supply business processes. See Appendices 1.35 for PDF417 2D bar code content and 1.36 for the continuation page content.

² Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221

³ For Security Assistance shipments, see Figure C6-F1.

C6. CHAPTER 6

SECURITY ASSISTANCE PROGRAM

C6.1 GENERAL

C6.1.1. Purpose. The provisions of Military Standard Requisitioning and Issue Procedures ([MILSTRIP](#)) apply to all phases of requisitioning and issue to support the Security Assistance Program (also known as the Security Cooperation Program); however, this chapter provides special procedures and instructions for preparing and processing foreign military sales (FMS) and Grant Aid requirements (see Appendix 2.19), which are exceptions to other areas of the manual.

C6.1.2. Transactions. This chapter addresses the procedures and applicable MILSTRIP legacy 80 record position transaction relevant to Security Assistance.

C6.1.2.1. Requisition Transaction is identified by the document identifier codes (DIC) A01, A02, A04, A05, A0A, A0B, A0D, and A0E

C6.1.2.2. Passing Order Transaction is identified by DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E

C6.1.2.3. Referral Order Transaction is identified by DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E

C6.1.2.4. Requisition Modification Transaction is identified by DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME

C6.1.2.5. Requisition Follow-Up Transaction is identified by DIC AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE

C6.1.2.6. Supply Status Transaction are identified as follows:

C6.1.2.6.1. Response to Requisition - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.6.2. Notice of Response to Direct Vendor Delivery - DIC AB1, AB2, AB3, and AB8

C6.1.2.6.3. Notice of Response to Supply Assistance - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.7. Shipment Status Transaction is identified by DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8

C6.1.2.8. Notice of Availability Transaction is identified by DIC AD1, AD2, AD3, AD4, and ADR

C6.1.2.9. Notice of Availability Reply Transaction is identified by DIC AD5

C6.2. REQUISITION FORMATS

C6.2.1. Requisitions for FMS and Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and Grant Aid requisitions are listed in the designated appendices and in the military assistance program address directory (MAPAD) found in DLM 4000.25 Volume 6, Chapter 3, together with their meanings and applications. Specific FMS and Grant Aid requisition entries are as follows:

C6.2.1.1. Grant Aid

C6.2.1.1.1. Requisitioner Field (first six positions of the document number). All Grant Aid requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the SC implementing agency and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. [DLM 4000.25 Volume 6, Chapter 3](#), Military Assistance Program Address Directory (MAPAD); [DSCA 5105.38-M](#), Security Assistance Management Manual (SAMM); and [DoD 7000.14-R](#), DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.1.1.1. The first position will contain the FMS and Grant Aid service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the Grant Aid Program line.

C6.2.1.1.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18)¹.

C6.2.1.1.1.3. The fourth position will contain the mark-for code, also known as the in-country code, to indicate the recipient or place of discharge within the country/activity (see MAPAD), with the exception of document identifier code (DIC) A05/AOE Requisition with Exception Data containing special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a requisition may contain a zero in the fourth position of the requisitioner field. The special instruction will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of Requisitions with Exception Data will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in the MAPAD.

C6.2.1.1.1.4. The fifth position will contain a numeric zero (0).

C6.2.1.1.1.5. The sixth position will contain the appropriate Grant Aid type of assistance/financing code (Appendix 2.19).

¹ Refer to Approved Defense Logistics Management Standards (DLMS) Change (ADC) 448B

C6.2.1.1.2. Supplementary Address Field (six character field)

C6.2.1.1.2.1. The first position will contain Y to indicate that the data entered in the second through sixth positions are nonsignificant to the overall systems but are to be perpetuated in all subsequent documentation.

C6.2.1.1.2.2. The second through fifth positions will contain the record control number (RCN). This number is assigned by the appropriate Service activity and is constructed as follows:

C6.2.1.1.2.2.1. The first position of the RCN will contain the last digit of the program year in which the requisitioned item was approved and funded.

C6.2.1.1.2.2.2. The second through fifth positions of the RCN will contain the four-position program line item number (alpha/numeric) of the program.

C6.2.1.2. Foreign Military Sales

C6.2.1.2.1. Requisitioner Field (first six positions of the document number) . All FMS requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the requisitioning country or international organization and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. [DLM 4000.25 Volume 6, Chapter 3](#), Military Assistance Program Address Directory (MAPAD); [DSCA 5105.38-M](#), Security Assistance Management Manual (SAMM); and [DoD 7000.14-R](#), DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.2.1.1. The first position will contain the FMS and Grant Aid Service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the FMS Case.

C6.2.1.2.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18)².

C6.2.1.2.1.3. The fourth position will contain the mark-for code, also known as the in-country code. This code will be assigned and recognized in conjunction with the FMS offer release option code and the FMS freight forwarder/country representative FF/CR code; see explanation in paragraph C6.2.1.2.3.. When a mark-for code is not applicable, a zero must be entered.

C6.2.1.2.1.4. The fifth position will contain the FMS delivery term code (see [DTR 4500.9-R](#), "Defense Transportation Regulation" (DTR) or [DLMS Dictionary](#) Logistics Data Resources Management System (LOGDRMS) for code definition and applicable values) to convey the point of delivery condition negotiated

² Ibid.

under the case agreement, and must correspond to delivery terms specified in the applicable letter of offer and acceptance.

C6.2.1.2.1.5. The sixth position will contain the appropriate FMS type of assistance/financing code (Appendix 2.19).

C6.2.1.2.2. Supplementary Address Field (SUPADD) (six character field)

C6.2.1.2.2.1. The first position will contain the security assistance program customer service designator (derived from Appendix 2.2). This is the customer country's requisitioning Service, which is published in the [DLMS Dictionary and MAPAD](#).

C6.2.1.2.2.2. The second position will contain the applicable FMS offer release option code (A, Y, or Z) or code X to denote that the United States is responsible for transportation arrangements as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the Case Agreement. FMS offer release option codes are listed in [DLMS Dictionary](#) and the definitions and terms section of this manual with explanations of their application and recognition under FMS offer and release procedures.

C6.2.1.2.2.3. The third position will contain the FF/CR code to designate the recipient of shipments and documentation as published in the MAPAD. This entry or the use of code X or W will be applied and recognized in conjunction with the mark-for code entry as explained in Paragraph C6.2.1.2.3..

C6.2.1.2.2.4. The fourth through sixth positions will contain the specific SC case designator consisting of a three-position alpha/numeric code. The first position must be alphabetic, and the second and third positions may be alphabetic or numeric. All correspondence (such as letters and messages) must include the appropriate case identifier composed of the two-digit SC customer code, one-digit SC implementing agency code, the three-digit case designator, and the three-digit SC case line item identifier as part of the identification data.

C6.2.1.2.3. Designation of Shipment Addresses for Foreign Military Sales. The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in mark-for and FF/CR, respectively. The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes must not be utilized in requisitions until such time as the codes and corresponding addresses are published in the MAPAD.

C6.2.1.2.3.1. The Defense Automatic Addressing System (DAAS) will reject Requisitions, Referral orders, Passing orders, Requisition Follow-Ups, and Requisition Modifications containing Military Assistance Program Address Codes (MAPAC) that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting International Logistics Control Office (ILCO) using DIC AE9 Supply Status with Supply Status Code DP.

C6.2.1.2.3.2. The inventory control points (ICP) may reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO using DIC AE3 Supply Status with Supply Status Code CX. This includes requisitions with exception data directing materiel to various shipping points.

C6.2.1.2.3.3. When shipment is to be made to a FF/CR or to a point designated by a FF/CR in response to a notice of availability (NOA), a specific code other than an X or W will be entered in the third position of the supplementary address. In this instance, the ship-to address will be the address listed in the MAPAD for the FF/CR or the address provided in response to the NOA. The mark-for address will be the address listed in the MAPAD for the code in the mark-for field (fourth position of the requisitioner field). For those countries that do not publish clear-text addresses for mark-for codes, there will be no mark-for address, but supply and shipping activities will perpetuate the mark-for code code in all related documentation. When a mark-for code is not applicable, a zero will be entered.

C6.2.1.2.3.4. When shipment is to be made to an assembly point or staging area, an XW will be entered in the second and third positions of the supplementary address and a clear-text address will be conveyed in a requisition with exception data. See paragraph C25.2.1.2.3.2. The mark-for field, if required, will designate the mark-for address.

C6.2.1.2.3.5. When shipment is to be made to an address within the customer country, an XX will be entered in the second and third positions of the supplementary address and the in-country ship-to address will be the address listed in the MAPAD for the designated mark-for code. See paragraph C6.2.1.2.4.3.

C6.2.1.2.3.6. The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in the second and third positions of the supplementary address.

C6.2.1.2.4. FMS Offer Release Option Codes

C6.2.1.2.4.1. FMS offer release option codes are used in requisitions for shipments to be made or offered to FF/CRs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements. FMS offer release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both the second and third positions of the supplementary address are used to denote shipment addresses.

C6.2.1.2.4.2. FMS offer release option codes and their explanations are listed in [DLMS Dictionary](#) and the definitions and terms section of this manual.

C6.2.1.2.4.3. If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments are to be accomplished by the

U.S. Service, an X will be entered in second position of the supplementary address in lieu of a country FMS offer release option code. When an X is authorized and entered in second position of the supplementary address, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in the third position of the supplementary address.

C6.3. REQUIRED AVAILABILITY DATES

C6.3.1. Requisitions for FMS and Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until required availability dates (RADs) become effective. In FMS cases, compute the RAD by adding the lead time stated on the letter of offer and acceptance (LOA) to the date of acceptance by the purchaser. For Grant Aid, compute the RAD by adding the ICP determined lead time to the date of the order.

C6.3.2. The requisition RAD is a three position value consisting of the character A in the first position followed by the number of months remaining from the date of the requisition to the computed RAD in the second and third positions. The RAD is identified in rp 62-64 of DIC A0_ transactions. The concatenated RAD value enables the source of supply, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps ensure that materiel requirements are ready for delivery by the approved RAD. The actual date for calculation of the RAD will be the last day of the month depicted by the RAD entries in the requisition. Shipment of materiel will be made at the time of initial requisition processing to the extent that releasable assets are available, regardless of the number of lead time months shown in the RAD entry. Materiel not immediately available should be acquired and shipped by the last day of the month depicted by the RAD entries. However, depending on availability, materiel may be acquired and shipped after the RAD expires and cancellations are submitted. Appropriate status will be provided to the address(es) designated in the requisition.

C6.3.3. For Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the Service/Agency (S/A) Departments will place a RAD on the requisitions for major items, and the associated support equipment and initial issue parts, as determined by the S/A.

C6.3.4. RAD time begins with the date of the requisition (i.e., the date contained in the requisition document number (See Appendix 2.14)) and does not have the effect of holding release of the materiel.

C6.3.5. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DIC AE_ with Supply Status Code

BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's source of supply will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished to the ILCO by letter, message, or DIC AE_ with Supply Status Code B3.

C6.3.5.6. An extended required delivery date (RDD) in an FMS requisition will be expressed with the letter S in the first position, followed by the number of months from the date of the requisition before which delivery is required in second and third positions. The extended RDD is identified in rp 62-64 of DIC A0_ transactions.

C6.3.5.6.1. The release date is defined as five days prior to the last day of the month indicated the last two positions of the extended RDD. Releasable assets will be held until 50 days prior to the last day of the indicated month.

C6.3.5.6.2. In the case of DLA support, the extended RDDs will cause intentional holding of support. For those orders, the support date is calculated externally by DLA Transaction Services upon receipt of the transaction and fed to DLA (RIC SMS). DLA Transaction Services sends RIC SMS the actual Standard Delivery Date, which in the case of extended RDDs will cause the order to go into BP status and be held until 50 days prior to the release date.

C6.4. REQUISITION PREPARATION AND SUBMISSION

C6.4.1. Requisitions will be prepared and transmitted by Security Assistance countries and security assistance organizations (SAO) to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and Grant Aid requisitions to the appropriate source of supply in the prescribed DoD MILSTRIP format.

C6.4.2. Requisitions prepared by the U.S. Service for FMS and Grant Aid requirements will be transmitted to the appropriate source of supply in the prescribed MILSTRIP format.

C6.4.3. ILCOs will enter a cooperative logistics program support category code (CLPSC) (Appendix 2.22) to applicable requisitions and passing orders, in order to convey programmed/non-programmed status of a requisition to an ICP/integrated materiel manager (IMM). The CLPSC is identified in rp 72 of DIC A0_ transactions. Supply support provided under cooperative logistics supply support arrangement (CLSSA) agreements is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces, within assigned priority (based upon force or activity designator (F/AD)) and with all other coding being equal. However, such support cannot be provided if it will impair the combat effectiveness of U.S. Forces. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of

required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, sources of supply will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead times are considered to be "un-programmed" requirements. Un-programmed CLSSA requisitions and passing orders will contain CLPSC 2 (Appendix 2.22). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and passing orders are considered to be "programmed" requirements and will contain CLPSC 1. If the requisition does not identify a CLPSC code, the ICP/IMM will process it as an un-programmed requirement.

C6.4.4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP transportation control numbers (TCN) that occur when the number of shipment units exceeds 25 and that cause a loss of identity to the shipment. The DoD Components must specify the items of equipment to which the quantity restriction applies. Generally, these items are equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each constitutes a single shipment unit.

C6.4.5. SA requisitions (identified by Service/Agency Code B, D, I, K, P, or T in the document number) will be reviewed for appropriate PD assignment by the ILCO prior to release. Specific procedures to accomplish this may be deferred until implementation of the Defense Security Assistance Management System (DSAMS). SA will not be revalidated by DLA Transaction Services against the established edit table. However, any SA requisitions with PD 01, 04, or 11 will be displayed as suspected abuse in the Unauthorized Priority Designator Report under the appropriate Service/Agency heading with no activity name.

C6.5. STATUS IN GENERAL

C6.5.1. Sources of supply will provide status only to the ILCO or other monitoring activities identified by the distribution code. DIC AE3 will be used to provide supply status, and DIC AS3 will be used to provide shipment status in response to follow-ups. However, DIC AE8/AS8 will be used for status initiated by the source of supply or as otherwise delegated. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

C6.5.2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through DAAS.

C6.5.3. Status to FMS customers is sent to the MAPAD type address code (TAC) 4 country status recipient.

C6.5.4. Status to Grant Aid customers is sent to the MAPAD TAC 3 purchaser/in-country SAO status recipient.

C6.5.5. The media and status (M&S) entry should be zero to preclude unnecessary status output. The transmission medium is determined by DAAS.

C6.6. STATUS UPON REQUISITION INITIATION OR SUBMISSION

C6.6.1. General. Status is provided by the ILCO to the customer when the requisition enters the supply system.

C6.6.2. Service Initiated Requisitions. When FMS requisitions are prepared and introduced by a U.S. Military Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Military Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for Continental United States (CONUS)-generated Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO.

C6.6.2.1. The supply status (DIC AE_) will contain code A, B, D, or E in the third position of the DIC to reflect the type of stock number being requisitioned.

C6.6.2.2. The latest available unit price should be entered in rp 74-80; however, this is an optional entry depending on the capability of the involved Military Service.

C6.6.2.3. Status Code BU will be entered in rp 65-66.

C6.6.2.4. The estimated shipping date (ESD) in rp 70-73 may be left blank.

C6.6.3. Customer Initiated Requisitions

C6.6.3.1. When country prepared FMS requisitions are forwarded to sources of supply by the ILCO, supply status with DIC AE2 citing Status Code BW will be provided to the customer.

C6.6.3.2. When Grant Aid requisitions prepared by the in-country SAO are forwarded to sources of supply by the ILCO, supply status with DIC AE1 citing Status Code BW will be provided to the customer/SAO.

C6.6.3.3. The latest available unit price may be entered in rp 74-80.

C6.6.3.4. The ESD in rp 70-73 may be left blank.

C6.7. FOLLOW-UPS AND STATUS RESPONSES

C6.7.1. As authorized, follow-ups, modifiers, and cancellations for FMS and Grant Aid transactions may be submitted by the CR or in-country SAOs to the sources(s)

designated by the individual U.S. Military Service administering the FMS case or Grant Aid program line.

C6.7.2. When follow-ups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

C6.7.3. FMS requisition status will be provided in the DIC AE2 or AS2.

C6.7.4. Grant Aid requisition status will be provided in the DIC AE1 or AS1.

C6.7.5. When current status information is not available on requisitions that were submitted to the supply system, the ILCO/monitoring activity may transmit the follow-up to the appropriate source of supply or provide interim status to the customer pending completion of ILCO/monitoring activity follow-up action. In either case, a supply status document containing Supply Status Code BW or BM (as indicated by the U.S. Military Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated follow-ups.

C6.8. CANCELLATION AND REJECTION STATUS

C6.8.1. Cancellation and rejection status from the source of supply will be provided to the ILCO/monitoring activity using the DIC AE3 and the appropriate status code.

C6.8.2. DIC AE1/AE2 supply status transactions will not be produced by the source of supply on FMS and Grant Aid requisitions.

C6.9. STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY

C6.9.1. When FMS requisitions are processed and a NOA is forwarded to the FF/CR, a DIC AE2 supply status transaction containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded.

C6.9.2. The BL status advises that the item is available for shipment and was offered to the FF/CR on the date entered in rp 70-73.

C6.10. MODIFICATION OF FOREIGN MILITARY SALES OFFER RELEASE OPTION OR FREIGHT FORWARDER/COUNTRY REPRESENTATIVE

C6.10.1. Unusual circumstances may require a change in the country FMS offer release option code or freight forwarder code for an FMS case or for individual requisitions within an FMS case. When this condition exists, either FMS customers or ILCO/monitoring activity may initiate DIC AM_ Requisition Modification to change the coded data in FMS requisitions that have been released to the supply system.

C6.10.2. FMS requisition modification transactions will be initiated under standard MILSTRIP procedures. Entries in the requisition modifier transaction may differ from

those in the original requisition only to reflect changes to one or any combination of the following:³

- C6.10.2.1. Media and status, rp 7
- C6.10.2.2. FMS offer release option code, rp 46
- C6.10.2.3. Freight forwarder, rp 47
- C6.10.2.4. Signal code, rp 51
- C6.10.2.5. Fund code, rp 52-53
- C6.10.2.6. Distribution code, rp 54
- C6.10.2.7. Project code, rp 57-59
- C6.10.2.8. Priority designator, rp 60-61
- C6.10.2.9. Required availability date, rp 62-64
- C6.10.2.10. Advice code, rp 65-66.

C6.10.3. Modifiers that change the FMS offer release option or FF/CR must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges that may accrue. To limit manual processing and avoid additional contract charges, modifiers that change the FMS offer release options or FF/CR should be submitted only when the change is mandatory. When (LOAs have not been amended to reflect the changes, FMS customers must coordinate with the Service ILCO/monitoring activity before requesting requisition modification.

C6.11. RELEASE OF FOREIGN MILITARY SALES SHIPMENTS⁴

C6.11.1. General. U.S. shipping activities use the NOA to notify the designated FF/CR addressee **and the International Logistics Control Office (ILCO) (identified by the SC Implementing Agency)** that materiel is ready for shipment.

C6.11.1.1. The procedures for releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in the FMS offer release option field of requisitions or related transactions. The exceptions to use of the FMS offer release option code in the release of shipments are:

C6.11.1.1.1. When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released

³ Revised requisition modifier procedures last reported as not implemented by the United States Marine Corps (USMC). Refer to AMCL 123C.

⁴ Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

automatically without an NOA and should be either insured, certified, or registered. Evidence of shipment must be provided for all FMS shipments regardless of shipment size, weight, or value. Classified shipments always require use of an NOA, as indicated below.

C6.11.1.1.2. When an export release is required from the Military Surface Deployment and Distribution Command (SDDC) under [DTR 4500.9-R](#), Chapter 203 (Shipper, Transshipper, and Receiver Requirements and Procedures), the shipping activity will submit a request for export release to the SDDC Operations Center before shipment. An NOA will be furnished to the FF/CR and will indicate that an export release has been requested. The export release provided by the SDDC releasing authority will include shipping instructions as coordinated with the FF/CR.

C6.11.1.1.3. When the shipping activity determines a need for a high degree of protection or control, or FMS offer release Option Z is indicated, the shipment must not be made until a response from the NOA is received. Examples of a shipment requiring a high degree of protection or control include materiel that is dangerous/hazardous, or sensitive; these types of shipments may not require an export release. Note that FMS offer release option Z procedures must be followed if any unusual transportation factors apply. This includes oversize or overweight shipments, hazardous materiel shipments, classified shipments, sensitive shipments, and ammunition, arms and explosives shipments or any other factor that mandates coordinated release procedures (this does include Canada).

C6.11.1.1.4. From SDDC, an NOA will be furnished to the FF/CR and the shipment will be held pending receipt of release and shipping instructions from the FF/CR. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD.

C6.11.1.2. For shipments not subject to the exceptions outlined in Paragraph C6.11.1.1., the entry in the FMS offer release option field will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. For FMS offer release options Y and Z, notification to the designated FF/CR is required prior to release of the shipment. For FMS offer release option A or X, the shipment will be released automatically, without providing an NOA to the FF/CR.

C6.11.1.3. U.S. shipping activities use the NOA to notify the designated FF/CR addressee that materiel is ready for shipment. A manual NOA will be prepared for all FMS purchases except those customers specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, **Defense** Logistics Management Standards Office. Procedures for NOA preparation are contained in Paragraphs C6.11.2. and C6.11.3.

C.6.11.1.4. **The NOA will identify the TCN assigned to the shipment, which will be created in accordance with guidance in DTR 4500.9-R, Appendix L. The manual or mechanized NOA document will be assigned an NOA notice number to reflect the number of times the NOA has been sent to the FF/CR.**

C6.11.2. Manual Notice of Availability

C6.11.2.1. [DD Form 1348-5](#), Notice of Availability/Shipment, will serve as a cover document for individual copies of [DD Form 1348-1A](#), **DD Form 250**, or **DD Form 1149** applicable to each line item in a shipment unit. Together, these documents will comprise the original NOA. The data to be entered on DD Form 1348-5 (See Appendix 1.4) are those that describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned **“CONSIGNEE INFORMATION”** will be completed by initiating activities. All data blocks are self-explanatory, except that the **“NOA Notice Number”** *reflects the number of times the NOA has been sent to the FF/CR. The TCN block represents the transportation control number assigned to track the shipment. The shipping activity must complete the “SPECIAL REQUIREMENTS” section for* materiel discussed in Paragraph C6.11.1.1.3. The manual NOA will be mailed to the notice recipient specified in the MAPAD, except that the NOAs covering classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 is as follows:

COPY NO.	USAGE
1	Retained by the shipping activity pending receipt of shipment release instructions.
2, 3	Furnished to the appropriate FF/CR address (as designated in the MAPAD to receive the NOA) for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the FF/CR. Copies of the DD Form 1348-1A, DD Form 250, or DD Form 1149 will accompany the DD Form 1348-5.

C6.11.2.2. Replies to manual NOAs will be performed by two different methods, contingent on the need for an export release. When an export release is required, the FF/CR will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with the SDDC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instructions on the third copy, which will be returned to the shipping activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipping activities will not split shipment units identified by shipment unit numbers to accommodate shipments or deliveries to multiple points. Instructions to FF/CRs regarding replies to NOAs will

specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

C6.11.2.2.1. The complete name and address of the consignee except when materiel will be picked up by the FF/CR.

C6.11.2.2.2. The date materiel is to be shipped or the date the materiel will be picked up by the FF/CR.

C6.11.2.2.3. The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive materiel on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

C6.11.2.3. In instances where the shipment does not require an export release or the shipping activity determines there is no requirement for a high degree of protection or control and the FMS offer release option Y is indicated for the materiel, the shipment will be released to the FF/CR on the 15th calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the SDDC releasing authority, and if such instructions are not received within 15 calendar days after the NOA date, follow-up to **both SDDC and the ILCO** in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection or control or FMS offer release option Z is indicated, the shipment must be held pending receipt of release and shipping instructions from the FF/CR. ***If an NOA response is not received within 15 calendar days of the NOA date, the shipping activity will send a follow-up to the designated NOA recipient using the same TCN. The duplicate NOA will be annotated with the number 2 in the NOA Notice Number field to indicate that release has been delayed due to non-response to the original NOA. Two copies of the annotated DD Form 1348-5 (Notice of Availability/ Shipment), together with the applicable DD Form(s) 1348-1A, DD Form(s) 250, or DD Form(s) 1149 will be held as a record of the non-response to the original NOA. If no response is received within 15 calendar days of the follow-up NOA, another follow-up will be sent with the number 3 in the NOA Notice Number field to indicate that release continues to be delayed due to non-response to the original and follow-up NOAs. File copies will be updated to reflect the non-response and submission of a second follow-up. Simultaneous with the second follow-up, the appropriate ILCO will be contacted (offline) for assistance and follow-up action to obtain the NOA response. Upon receipt of the offline contact from the shipping activity, the ILCO must intervene, on behalf of the shipping activity, to obtain a response to the NOA so the open shipment action can be closed. NOTE: This follow-up procedure does not apply to Delivery Term Code (DTC) 8 releases. DTC 8 releases involve materiel, usually Sensitive Arms, Ammunition and Explosives, which follow special export procedures that require more time to process than can be encompassed by the above follow-up procedure.***

C6.11.3. Mechanized Notice of Availability. Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is indicated in requisitions or when an export release is required. The mechanized NOA consists of the following documents:

C6.11.3.1. The initial DIC AD1 and ADR FMS NOA key document contains both shipment unit information and line item information as contained in the DD Form 1348-1A. When an export release is not required, use DIC AD1. When an export release is required, use DIC ADR. When export release instructions have not been received within 15 days of the NOA date, a follow-up will be made to the SDDC releasing authority. If the FMS offer release option Y applies, do not prepare or transmit to the FF/CR a delay NOA key document, DIC AD3. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the initial NOA date, prepare and transmit a delay NOA key document; a DIC AD3 will accompany the delay NOA detail documents.

C6.11.3.2. The FMS NOA contains line item information as contained in the issue/release document (e.g., the MRO or DD Form 1348-1A). The initial detail document contains a DIC AD2. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the NOA date, a delay NOA will document all the line items using the DIC AD4; the DIC AD4 will be prepared for each initial detail document that accompanied the initial key document.

C6.11.3.3. The FMS reply document (DIC AD5) will always be used when replying to a mechanized NOA other than those requiring export release. When replying to a DIC ADR NOA key document, the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the SDDC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOAs other than those requiring export release, the following rules apply:

C6.11.3.3.1. When shipment release is to be made to the addresses identified by coded entries in the MAPAD, the NOA Reply will contain a Shipment Release Code R. In the AD5, the Shipment Release Code R is conveyed in rp 60.

C6.11.3.3.2. When shipment release instructions are being mailed under separate cover, the NOA Reply will contain a Shipment Release Code E. In the AD5, the Shipment Release Code E is conveyed in rp 60. The shipment release instructions may be communicated by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with FMS offer release option Y. Otherwise, the shipment will be released automatically to the appropriate address contained in the MAPAD. The S/A implementation of these procedures will provide for such replies to be transmitted to the activity designated by the Routing Identifier Code (RIC) contained in rp 4-6 of the NOA documents.

C6.11.3.3.3. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel that will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new NOA (DIC AD1 and AD2 or ADR and AD2).

C6.11.3.3.4. Shipments from Procurement. RESERVED.

C6.11.3.3.5. Storage or staging charges may accrue when a NOA response (or failure to respond) requires the items to be held for an extended period of time. Any storage costs are charged to the FMS case.

C6.12. CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES AND GRANT AID SHIPMENTS

C6.12.1. Consolidation Requirements. The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units.

C6.12.1.1. Exception to Consolidation. Requisitions beginning with an N (Not Mission Capable Supply (NMCS)) or E (Anticipated Not Mission Capable Supply (ANMCS)) in the Special Requirements Code (rp 62) or containing the value 777 in the Special Requirements Code (rp 62-64), will not be held for consolidation, but the NOA requirements remain in effect.

C6.12.1.2. FMS Assembly Shipment Consolidation Eligibility. FMS assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC customer code, mark-for code, FMS delivery term code, Security Assistance program customer service designator (in-country service), FMS offer release option code, FMS FF/CR code, FMS case and case line number, project code (if applicable), priority designator (PD), and distribution code.

C6.12.1.3. FMS Non-Assembly Shipment Consolidation Eligibility. The criteria for FMS non-assembly shipments are the same as for FMS assembly shipments with the following exceptions: non-assembly shipments may be consolidated regardless of case line number (CLN) and the distribution code is not considered.

C6.12.1.4. Grant Aid assembly and non-assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC Customer Code, mark-for code, Grant Aid type of assistance/financing code, project code (if applicable), and PD.

C6.12.1.5. Consolidation will also be limited by the following conditions:

C6.12.1.5.1. Physical characteristics of items should be compatible with other items in the same shipment unit.

C6.12.1.5.2. Explosives or other dangerous articles must not be consolidated with other items.

C6.12.1.5.3. Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction, or requiring movement as a single shipment unit must not be consolidated with other line items.

C6.12.1.5.4. Radioactive or magnetic materiel must not be consolidated together or with other materiel.

C6.12.1.5.5. When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container must be marked under the multipack requirements of [MIL-STD-129](#), "Military Standard Marking for Shipment and Storage."

C6.12.2. Address Marking. The manner of designating ship-to and/or mark-for addresses in requisitions is described in paragraph C6.2.1.2.3. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings will be obtained from the MAPAD.

C6.12.3. Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. All references in this chapter to DD Form 1348-1A and DD Form 1348-2 and its distribution will by direct association also apply to its continuation page as described in MILSTRIP Chapter 5. The continuation page contains encoded information for the automated processing of multiple serialized items in a shipment.

C6.13. DOCUMENT DISTRIBUTION

C6.13.1. Military Assistance Program Grant Aid Documents

C6.13.1.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of DD Form 1348-1A, Issue Release/Receipt Document. See Figure C6.F1.

C6.13.1.2. DD Form 250. On direct deliveries from vendors, a copy of DD Form 250, Material Inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

C6.13.2. Foreign Military Sales Documents. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD. See Figure C6.F1. For shipments requiring an NOA, three copies of DD Form 1348-1A will accompany the NOA.

Figure C6.F1. Distribution of DD Form 1348-1A

DOCUMENT	NO. OF COPIES	DISTRIBUTION
DD Form 1348-1A	Three	Two copies must accompany all shipments. A minimum of one copy must be on the outside if not in conflict with other applicable directives. The original must be retained by the shipper unless an automated capability is available to prove a shipment has been made. When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy.
DD Form 1348-1A	One	Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively).

C6.14. SPECIAL GRANT AID PROCEDURES

C6.14.1. When issues of excess materiel are made in support of reimbursable Grant Aid requisitions, the following actions must be initiated:

C6.14.1.1. Change signal code to D.

C6.14.1.2. Furnish BN supply status to designated address(es).

C6.14.2. When issues of DoD Defense Working Capital Fund (DWCF) stocks are made in support of reimbursable Grant Aid requisitions, type of assistance/financing code C is currently being used. DWCF activities are billing for those after the fact.

C6.15. CANCELLATION OF REQUISITIONS

C6.15.1. The rules governing cancellation of requisitions (see MILSTRIP Chapter 2, Paragraph C2.17.; Chapter 3, Paragraph C3.27.; and Chapter 8) apply to FMS and Grant Aid except for special procedures herein.

C6.15.2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/programs are to be canceled, the canceling Agency/activity will submit single-line cancellation requests under the appropriate Service policy.

C6.15.3. FMS/Grant Aid single-line cancellation requests will be processed under Chapter 3, Paragraph C3.27., except that:

C6.15.3.1. No tracer action will be initiated for FMS shipments to foreign purchasers that move in commercial transportation channels to commercial freight forwarders; they are therefore not available for cancellation after turnover to the commercial transportation carrier, post office, or freight forwarder. For shipments that have already shipped, storage activities will furnish supply sources with shipment status documents (DIC AU_).

C6.15.3.2. Sources of supply must advise the ILCO of contractual agreements that will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO decides whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to cancellations or diversions must be provided to the supply source by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

C6.15.4. FMS/Grant Aid mass cancellation requests will be processed under Chapter 8, except that Security Assistance Program mass cancellation requests will be submitted with the required codes for identification of one of the following, for which cancellation of all requisitions is requested:

C6.15.4.1. SC implementing agency and SC customer code

C6.15.4.2. SC implementing agency and SC customer code and project code

C6.15.4.3. Federal supply classification (FSC) or federal supply group (FSG) when associated with a SC implementing agency code and SC customer code.

C6.15.5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incident to actual diversion/cancellation of FMS requisitions will be charged under [DoD 7000.14-R](#), "DoD Financial Management Regulation."

C6.15.6. Grant Aid shipments that meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the pre-designated storage sites of the canceling Service by the Defense Transportation Service (DTS). Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of [DSCA 5105.38-M](#), "Security Assistance Management Manual" (Part II).

C6.15.7. Navy-sponsored FMS shipments from vendor sources will be diverted to pre-designated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/General Services Administration (GSA) storage activities will be diverted under MILSTRIP Chapter 8, Paragraph C8.5.1.

C6.16. REPAIR AND REPAIR/REPLACE PROGRAM

C6.16.1. General. Purchasing countries can establish FMS cases to get items repaired, most commonly at the depot level. Purchasing country repair requirements are integrated with the repair programs of the military services and are accomplished by organic military repair facilities (i.e., Army maintenance depots, Air Force logistics centers, Naval aviation depots, Naval shipyards) or by civilian contractors. There are two concepts used in obtaining repairs under the FMS repairable program:

C6.16.1.1 Repair and Return. The FMS customer must request approval for repair through the ILCO from the item/repair manager before shipping materiel to the U.S. for repair. After receiving approval and shipping instructions from the item manager the purchaser ships the materiel to the designated repair facility where it is entered into the repair queue. After repairs are completed, the item is shipped back to the FMS customer. In the repair and return program, the cost to the country is the actual cost of the repair in accordance with DoD 7000.14-R, Financial Management Regulation (FMR), Volume 15, Chapter 7.

C6.16.1.2 Repair and Replace. Under the repair and replace program, the unserviceable item is returned to the repair activity and, if it can be economically repaired or overhauled, a replacement item is issued from the U.S. Military Service's stocks. The country's unserviceable item is repaired or overhauled and returned to the U.S. military service's stocks. Under this program, countries are charged the estimated average cost of repairs (also referred to as net cost or exchange price).

C6.16.2. Repair Service Value. The repair service value is the cost to repair or replace an FMS-origin item returned by an FMS customer. The estimated or actual repair unit cost, as appropriate for the type of repair program, will be identified for use in specific business processes including status, shipment, and preparation of the subsequent billing statement by Defense Finance and Accounting Services (DFAS). If actual cost varies among multiple items in a shipment, off-line manual processing may be used to communicate the applicable values.

C6.16.2.1. Supply Status. When supply status (DIC AE_) is provided in association with a repair or repair/replace program, the repair service unit cost will be provided in place of the unit cost for the NSN in rp 74-80).

C6.16.2.2. Materiel Release Order (MRO). When the repaired or replacement item is located in a DoD storage activity, the activity directing shipment must include the repair service unit cost on the release order (DIC A5_) so that it can be perpetuated to the shipment documentation. The Air Logistics Complex has comparable ability via direct interface with a shipping Distribution Depot; for non-Air Logistics Complex locations, offline communications will be required to convey the repair cost information to the depot.

C6.16.2.3. Shipment Document. The repair facility and/or the storage activity will include the estimated or actual repair service unit cost on the shipping document. This

is required for U.S. Customs export purposes. For DoD storage activities, the repair service value will be perpetuated from the MRO and will be properly identified on the DD 1348-1A/2 (see Appendices 1.1, 1.35, and 3.48).

C6.17. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

C6.17.1. Discrepancies in FMS shipments are reported on a Supply Discrepancy Report (SDR) (via [SF 364](#), Report of Discrepancy, or equivalent under DLMS), by the receiving FMS customer through the applicable ILCO. The required data entries and procedures for processing SDRs are provided in [DLM 4000.25](#), DLMS Manual Volume 2, Chapter 17.

C6.17.2. When it is determined that materiel reported on an SDR is to be returned to U.S. supply systems stocks, the U.S. source of supply will provide the SDR reply to the applicable ILCO for distribution to the FMS customer. The source of supply or the applicable ILCO will prepare DD Form 1348-1A to be used to return the materiel. The prepared form will contain entries shown in Appendix 3.50. All DLA shipments resulting in an SDR due to a wrong item received will be returned to a CONUS DLA depot as part of the SDR process.

C6.17.3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways:

C6.17.3.1. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

C6.17.3.2. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

C6.17.3.3. The transshipment point should be a U.S. Activity located in the FMS country that submitted the SDR and/or be reasonably accessible to the FMS country.

C6.17.3.4. At a minimum, the transshipment point will provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. source of supply, the appropriate CR listed in the MAPAD, and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the source of supply.

C6.17.3.5. Coordination between the U.S. source of supply and the ILCO is required prior to initial designation as a transshipment point of an S/A other than that of the source of supply.

C6.17.3.6. When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the FF/CR to the activity designated in Block 3 of DD Form 1348-1A. CONUS inland shipments will be effected by the use of a collect commercial bill of lading (CBL). Reimbursement of transportation

charges between the holding FMS country and the FF/CR will be requested by the CR to the U.S. source of supply identified in rp 67-69 of DD Form 1348-1A.

C6.17.3.7. Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A.

C6.18. FMS TRANSPORTATION. FMS transportation guidance may be found in the Security Assistance Management Manual (SAMM), [DSCA 5105.38-M](#) and the DTR 4500.9-R, Part II.

C6.18.1. FMS detention and demurrage charges are located in the Security SAMM, Chapter 15, para C15.5.4.5.

C6.18.2. FMS document retention requirements are defined in the DTR 4500.9-R, Appendix E, Paragraph Q.

C8. CHAPTER 8

MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C8.1. MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C8.1.1. Requests for mass or universal cancellation of requisitions shall be initiated by the DoD Component headquarters, or by an authorized command element. The DoD Component contact points established for issuance and receipt of requests for mass and universal cancellation are listed on the DLA Logistics Management Standards Website www.dla.mil/j-6/dlms/eLibrary/servicepoints/default.asp. Inter-Component dissemination of requests for mass or universal cancellation shall be made by the contact points designated in Column 1 to the designated contact points identified in Column 2 of the Mass or Universal Cancellation Webpage on the DLA Logistics Management Standards Website www.dla.mil/j-6/dlms/eLibrary/servicepoints/default.asp. The preparation of a mass or universal cancellation request shall be accomplished under the format reflected in Appendix AP1.23.

C8.1.2. Intra-Component dissemination of requests for mass or universal cancellations shall be performed by the Component contact point designated in Column 2 of the Mass or Universal Cancellation Webpage on the DLA Logistics Management Standards Website www.dla.mil/j-6/dlms/eLibrary/servicepoints/default.asp. Intra-Component dissemination shall include all Component supply sources, storage sites, and other activities within the DoD Component processing MILSTRIP documentation or shipments with capability to cancel requisitions or divert shipments. In addition, the designated Component contact points shall ensure that the appropriate overseas theater, force, logistics, or type commanders are cognizant of mass or universal cancellation actions affecting their areas of responsibility.

C8.1.3. Events such as base closures, termination of special projects, ship and unit inactivations, termination of agreements, termination of vessel outfitting, or construction can necessitate the requirement for mass or universal cancellation.

C8.1.3.1. Although these events may ultimately require mass or universal cancellation action, they are normally known to the affected activities well in advance of the effective date of such closures or termination action. In these instances, every effort shall be made by the requisitioning activity to minimize the continued processing of requisitions by the supply sources, and the subsequent entry of unwanted shipments into the Defense Transportation System (DTS), through initiation of single line cancellations (see Chapters 2 and 3).

C8.1.3.2. When it is known that insufficient time remains to permit continued cancellation on a single line basis, a mass cancellation or universal cancellation may be requested.

C8.1.3.2.1. A mass cancellation permits continued supply action and shipment processing for selected requisitions.

C8.1.3.2.2. A universal cancellation serves to terminate all such processing, even requisitions previously identified for continued supply action and shipment processing under mass cancellation situations.

C8.1.3.2.3. Normally the request shall specify either mass or universal cancellation; but, under extreme conditions, a mass cancellation may be superseded by a universal cancellation.

C8.1.3.3. Requisitions for which continued supply action and shipment processing will be requested under mass cancellation situations shall be indicated by the requiring activity at the earliest date through submission of document identifier code (DIC) AM_ modifiers containing Expedited Handling Signal 555 in the required delivery date (RDD) data field, record position (rp) 62-64.

C8.1.3.3.1. The RDD may not be changed to 555 by means of a DIC AM_ modifier submitted after the effective date of the requested mass cancellation; however, modifiers submitted to change other data elements when the 555 RDD has been previously entered must perpetuate the expedited handling signal.¹

C8.1.3.3.2. Requisitions containing, or modified to contain, 555 in the RDD data field shall receive processing precedence under Chapter C3.

C8.1.3.4. When a universal cancellation is initiated to supersede a mass cancellation and there are outstanding requisitions containing or modified to contain 555 in the RDD data field, supply sources shall provide DIC AC7/ACM cancellations to storage and procurement activities for all outstanding requisitions, regardless of the 555.

C8.1.4. Requests for mass or universal cancellation action shall be submitted to the Component designated contact points(s) by message (Appendix AP1.23) for cancellation of all open requisitions applicable to specific projects, or bases (as identified by activity address codes (AAC)). The request for mass or universal cancellations shall contain identification of the activity having submitted the request, the effective date, and the required codes for identification of one of the following, for which cancellation of all applicable requisitions is requested:

¹ Revised requisition modifier procedures last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 123C.

C8.1.4.1. Project code and ship-to address (requisitioner, rp 30-35 or supplementary address (SUPADD), rp 45-50).

C8.1.4.2. No project code and ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50).

C8.1.4.3. One project code and various addresses.

C8.1.4.4. No project code and various addresses.

C8.1.4.5. Various project codes and one address.

C8.1.4.6. Federal supply classification (FSC), Federal supply group (FSG), national stock number (NSN), or part number when associated with the address of the original requisition document number ship-to address and/or project designator.

C8.1.5. A need may exist to continue the processing of certain requisitions and shipments during mass cancellations such as high priority demands to satisfy "not mission capable supply" (NMCS) conditions (identified by 9 or N in rp 62 of the requisition). In addition, a need may exist to allow continued processing on requisitions for materiel required to effect base closure. In these instances the mass cancellation request shall specify one of the following selective criteria in the special instructions segment:

C8.1.5.1. Project code(s) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.

C8.1.5.2. NMCS RDD entry (rp 62-64) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.

C8.1.5.3. FSC, FSG, NSN, or part number when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.

C8.1.5.4. Specific requisition document number(s) and routing identifier code (RIC) from the status received or the RIC to which the requisition has been transmitted if status has not been received.

C8.1.5.5. Specific priority designator (PD) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, rp 45-50) being canceled.

C8.1.5.6. Required delivery period (RDP) entry (rp 62-64) when associated with the ship-to address (requisitioner, rp 30-35 or SUPADD, 45-50) being canceled - conventional ammunition only.²

C8.1.6. Upon implementation of the mass cancellation message, sources of supply and storage activities shall review all prospective cancellations to identify those for which continued processing has been requested under Paragraph C8.1.5. above. In the case of items scheduled for direct delivery, the supply source shall forward DIC AMP requisitions modifiers to procurement sources. Supply sources, storage activities, and procurement sources shall annotate the affected requisition(s) and all associated transactions/records, with an expedited handling signal 555 in the RDD/RDP³ data field.

C8.1.7. The DTS shall continue movement of materiel to which an RDD of 555 has been applied except when a universal cancellation has been announced.

C8.1.8. When outside the continental U.S. (OCONUS) shipments have already departed from continental U.S. (CONUS) ports, the responsibility for diversion or disposition is that of the consignee or the appropriate theater, force, logistics, or type commander. Notice to the latter shall be the transportation lift data provided by the DTS clearance authority. (See Paragraph C8.5.4.)

C8.1.9. No attempt shall be made to divert materiel destined to CONUS customer activities beyond the point of shipment.

C8.1.10. All shipping Components shall designate storage points within their distribution system to receive shipments that have been redirected as a result of mass or universal cancellation. Fund citations for bill of lading (BL) preparation shall also be provided. These designated points and fund citations shall be provided to Air Mobility Command (AMC), Military Surface Deployment and Distribution Command (SDDC), or theater commanders and shall serve as predesignated consignees for any announced mass or universal cancellation. If more than one storage point is designated, instructions shall be furnished to specify on a geographical basis the storage point designation in relation to each range of water and aerial ports (e.g., west, gulf, and east coasts). In addition, canceling Components shall designate a contact point(s) to provide disposition instructions on materiel that does not meet the automatic diversion conditions specified in Paragraph C8.5.. Designated contact points shall provide requested disposition instructions to DTS within 24 hours on materiel located at air terminals and within 48 hours on materiel located at water terminals.

² Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force (USAF). Refer to AMCL 148.

³ Ibid.

C8.1.11. Customers retain the authority to submit single line cancellation requests (DICs AC1, AC2, and AC3) at any time before, during, or after the mass cancellation effective date.

C8.2. RESERVED

C8.3. PROCESSING MASS OR UNIVERSAL CANCELLATION REQUESTS

C8.3.1. Sources of supply are responsible for assuring that requisition processing, procurement, and storage activities exercise the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in the processing of cancellation requests include such factors as time, packing and handling, related costs, and location of materiel for which cancellation is requested.

C8.3.2. Sources of supply shall cancel all requisitions dated on or prior to the effective date announced in mass or universal cancellation requests for which materiel release orders (MROs), DD Form 1348-1A, "Issue Release/Receipt Document," or purchase requests have not been submitted to storage or procurement activities. Notice of completed cancellations shall be provided by BQ or B4 supply status (DIC AE_), as appropriate, and transmitted to all eligible status recipients under Chapter 4 and within the timeframe for furnishing status.

C8.3.3. Supply sources shall furnish supply status (DIC AE_) containing Status Code B9 to all eligible recipients under Chapter C4 and within the timeframes for furnishing status for:

C8.3.3.1. Unconfirmed MROs, DD Form 1348-1A, and DIC ACMs.

C8.3.3.2. Materiel release confirmations (MRCs) indicating that shipment to OCONUS activities has been accomplished within 45 days of the effective date of the mass cancellation.

C8.3.4. Subsequent notice of cancellation or diversions actually accomplished as a result of mass or universal cancellation shall be in the format of supply status (DIC AE_) containing Status Code BQ, B4, or B6 for each line item canceled/diverted. Supply status (DIC AE_) containing Status Code B8 shall be furnished to all eligible recipients for each line item that was neither canceled nor diverted.

C8.3.5. Supply sources shall provide storage and procurement activities with cancellation requests (AC6/ACP for mass cancellation and DICs AC7/ACM for universal cancellations) for all unconfirmed MROs, purchase requests, and MRCs that indicate that shipment to OCONUS activities has been made within 45 days of the effective date of the mass or universal cancellation. These transactions are mandatory when MROs/purchase requests have been issued to another Component.

C8.3.6. Supply sources shall not provide storage and procurement activities with cancellation requests when:

C8.3.6.1. In receipt of MRCs providing evidence that shipment has been accomplished by parcel post.

C8.3.6.2. In receipt of MRCs providing evidence that shipment to CONUS activities has been accomplished.

C8.3.6.3. In receipt of MRCs providing evidence that shipment to OCONUS customers was accomplished more than 45 days prior to the receipt of the mass or universal cancellation request.

C8.3.7. The following rules apply to mass or universal cancellation of shipments from storage:

C8.3.7.1. Upon receipt of the mass or universal cancellation request pending the receipt of single line cancellation requests from the supply source, the storage activity shall identify all affected MROs where the items have not been released to a carrier for delivery to the consignee.

C8.3.7.1.1. For mass cancellation, the storage activity shall not suspend processing of MROs identified for continued processing under Paragraph C8.1.5.

C8.3.7.1.2. For universal cancellation, the storage activity shall suspend further processing of all MROs, including any containing an RDD of 555.

C8.3.7.2. For OCONUS shipments that meet the mass or universal cancellation criteria and that have entered the DTS within 45 days of the date of the mass or universal cancellation request, the storage activity shall generate a shipment status transaction (DIC AU7) to the Defense Automatic Addressing System (DAAS). The DIC AU7 shall be prepared in the same format as a DIC AU1 transaction.

C8.3.7.3. Storage activities shall perform cancellation for all items for which single line cancellation requests are received from the source of supply and the items have not been released to a carrier for delivery to the consignee.

C8.3.7.4. Storage activities shall advise the source of supply of their actions taken in response to cancellation requests. When a shipment has not been released to the carrier for delivery to consignee and cancellation is accomplished, advice to the source of supply shall be prepared in the same format as the cancellation request, with the exception that rp 4-6 shall contain the RIC of the source of supply to which the transaction shall be directed and rp 67-69 shall contain the RIC of the activity preparing the transaction. The transaction shall contain DIC AG6. (See Appendix AP3.8.)

C8.3.7.5. When storage activities do not accomplish cancellation, the source of supply shall be furnished supply status DIC AE6, reflecting Status Code B8.

C8.3.7.6. Storage activities in receipt of transportation confirmation of shipment diversion transactions shall generate a DIC AG6 to the appropriate source of supply for each requisition contained within the shipment unit. In addition to the normal data elements, the DIC AG6 in this instance shall contain the DoD activity address code (DoDAAC) of the new consignee in rp 45-50.

C8.3.7.7. Storage activities in receipt of transportation denial of shipment diversion transactions shall generate a DIC AU_ to the appropriate source of supply. This transaction shall be prepared under Appendix AP3.14.

C8.3.8. All rules governing the single-line cancellation of shipments from procurement under Chapter 3 also apply to requests for mass or universal cancellation, except as modified herein:

C8.3.8.1. The source of supply shall initiate cancellation requests (DIC ACP/ACM) for all items scheduled for direct delivery, and for which purchase requests have been submitted, regardless of materiel costs, unless continued processing has been requested under Paragraph C8.1.5.

C8.3.8.1.1. Mass cancellation shall not be requested for requisitions annotated with an RDD of 555.

C8.3.8.1.2. Universal cancellation shall be requested regardless of the entry in the RDD field.

C8.3.8.2. Procurement activities shall not initiate actions with the DTS to cause diversion of shipments at terminals.

C8.3.8.3. For OCONUS shipments that have entered the DTS within 45 days of the date of the mass or universal cancellation request, or from the date of receipt of the DIC ACP/ACM from the supply source, the procurement activity shall generate a shipment status transaction (DIC AU7) to DAAS. The DIC AU7 shall be prepared in the same format as the DIC AU1 transaction.

C8.3.8.4. Procurement activities in receipt of confirmation of shipment diversion transactions shall generate a DIC AG6 to the appropriate source of supply for each requisition contained within the shipment unit. The DIC AG6 in this instance shall be prepared from the data available in the original DIC ACP/ACM, or purchase request, except that it shall contain the DIC AG6 and indicate the DoDAAC of the new consignee in rp 45-50.

C8.3.8.5 Procurement activities in receipt of denial of shipment diversion transactions shall generate a DIC AU shipment status to the appropriate source of supply. This transaction shall be prepared using Appendix AP3.14.

C8.4. RESERVED

C8.5. DISPOSITION OF FRUSTRATED SHIPMENTS/MATERIEL

C8.5.1. The disposition of frustrated shipments at water ports of embarkation (WPOE)/aerial ports of embarkation (APOE) that are the result of mass or universal cancellation action shall be as follows:

C8.5.1.1. Shipments from DoD storage points or from commercial vendors acting under the direction of a DoD procuring activity shall be diverted to the predesignated storage sites of the shipping/procuring Component.

C8.5.1.2. Shipments from GSA storage points, or from commercial vendors acting under the direction of a GSA procuring activity, **should be redistributed per Service guidance, or alternatively, disposed under normal excess/surplus/donation procedures. The shipments will not be** diverted to GSA facilities.

C8.5.1.3. DTS attempts to divert/frustrate shipments shall terminate 45 days from the effective date of the mass or universal cancellation request.

C8.5.2. Certain strategic and tactical operations or political considerations may dictate that all shipments for a given consignee be stopped or diverted. In these most restrictive of shipment diversion situations and economic considerations (e.g., the comparison of accessorial cost of stopping, holding, and returning the materiel to depots/storage activities), the value of the canceled materiel and the costs of the receiving activity to perform the necessary processing or reprocessing of the materiel are not controlling factors. In most situations; however, the strategic, tactical, or political environment is such that complete disregard of these economic considerations is not warranted.

C8.5.3. For mass or universal cancellation requests that specify FSC, FSG, NSNs, or part number data, the DTS shall stop and frustrate, for Component review, all shipments of the canceling Component for the affected consignees. Disposition of cancellation eligible shipments at or beyond the port of debarkation (POD) shall be the responsibility of the appropriate theater, force, logistics, or type commander.

C8.5.4. The DTS shall generate specified documentation for the following shipment categories:

C8.5.4.1. For all shipments that are diverted as a result of mass or universal cancellation, the DTS shall generate a confirmation of shipment diversion transaction to DAAS. The confirmation of shipment diversion shall contain complete Transportation

Control and Movement Document (TCMD) data for each shipment unit and, if available, the contract number. In addition:

C8.5.4.1.1. For shipments that are diverted under pre-positioned instructions, the DTS shall generate appropriate DTR 4500.9R, "Defense Transportation Regulation" transactions to the new consignee.

C8.5.4.1.2. For shipment units that are frustrated, the DTS shall generate a request for disposition instructions to DAAS, which shall route the transactions to the appropriate Component contact points. In situations where the designated Component contact point is a collocated liaison office, the request for disposition instruction transactions shall be listed and provided to the contact point directly. After receipt of disposition instructions for such frustrated shipments, the DTS shall prepare appropriate DTR transactions for the new consignee.

C8.5.4.1.3. For shipments in transit to, at, or between the POD and the OCONUS consignee, the OCONUS DTS activity shall request disposition instructions from the appropriate theater, force, logistics, or type commander's designated contact point.

C8.5.4.2. For shipments that have been in transit between the WPOE/APOE and the OCONUS consignee less than 30 days, the DTS shall:

C8.5.4.2.1. Generate a listing of the manifest shipment unit data, vessel/aircraft identification and departure date, WPOD/APOD and estimated time of arrival (ETA). This listing shall be disseminated to the affected OCONUS command component, the appropriate WPOD/APOD, and to the designated contact point, if requested.

C8.5.4.2.2. Generate denial or shipment diversion transaction for each individual shipment unit to DAAS.

C8.5.5. Storage sites in receipt of diverted shipments shall report the receipt to the appropriate supply source under DLM 4000.25-2 (MILSTRAP). Reconsignment/disposition shall be as directed.

C8.5.6. Specific instructions concerning materiel transportation charges and credit allowances are contained in the DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," (Vol 11B), Federal Property Management Regulation (FPMR) 101-26.311, and FPMR 101-27.505. The Component initiating the cancellation requests applicable to U.S. Forces requisitions shall be charged with the following:

C8.5.6.1. Transportation and terminal costs associated with holding, stopping, and returning materiel to depots/storage,

C8.5.6.2. Procurement termination costs when it is determined that termination is in the best interest of the Government, and

C8.5.6.3. Excess transportation costs that may be incurred when moving the cargo that is unaffected by the mass or universal cancellation action.

C8.6. PROCESSING OF MASS OR UNIVERSAL CANCELLATION TRANSACTIONS BY THE DEFENSE AUTOMATIC ADDRESSING SYSTEM

C8.6.1. Upon receipt of the mass or universal cancellation request, DAAS shall begin the establishment of a transportation to supply documentation correlation(TSDC) file. As the shipment status (DIC AU7) transactions are received from the storage activities, they shall be entered into the TSDC file.

C8.6.2. When a confirmation of shipment diversion transaction is received from the DTS, DAAS shall match the transportation control number (TCN) in all applicable DIC AU7 transactions in the TSDC file. DAAS shall generate a DIC AE9 with Status Code B6 for each DIC AU7 matched to the supply source indicated by the RIC in rp 4-6 of the DIC AU7. In this instance, the DIC AE9 shall contain the DoDAAC of the new consignee in rp 45-50.

C8.6.3. When a denial of shipment diversion transaction is received from the DTS, DAAS shall match the TCN with the TCN in all applicable DIC AU7 transactions in the TSDC file. DAAS shall generate a DIC AE9 with Status Code B8 for each DIC AU7 matched to the supply source indicated by the RIC in rp 4-6 of the DIC AU7.

C8.6.4. When a request for disposition instructions is received from the DTS, DAAS shall match the TCN with the TCN in all applicable DIC AU7 transactions in the TSDC file. DAAS shall provide to the designated canceling Component contact point the TCMD transaction data, plus all supporting DIC AU7 transactions that comprise the shipment.

C8.6.5. For DIC AU7 transactions on which confirmation/denial shipment diversion, or request for disposition instruction transactions are not received within 21 days of the date of the mass or universal cancellation request, DAAS shall initiate a shipment tracer action under DTR 4500.9-R procedures to the port of embarkation (POE) indicated in rp 78-80 of the DIC AU7.

C8.6.6. When confirmation/denial of diversion or request for disposition instruction transactions are received from the transportation clearance authorities, and DAAS does not find a corresponding DIC AU7 record within the TSDC file, DAAS shall forward the transactions to the shipping activity identified in the transportation mass/universal cancellation status transactions.

C9. CHAPTER 9

MATERIEL RETURNS PROGRAM AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

C9.1. GENERAL

C9.1.1. This chapter provides procedures for the interchange of information on the reporting and disposition of assets between the owning organization and the item manager. This chapter provides procedures for inventory control point (ICP)/integrated materiel manager (IMM) directed lateral redistribution of retail assets identified by an Inter- or Intra-Service retail asset visibility system. In addition, this chapter provides special procedures for returns to DLA from selected sites in support of Base Realignment and Closure (BRAC) Retail Supply, Storage And Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) and National Inventory Management Strategy (NIMS). These procedures also establish the necessary controls to ensure timely processing of related transactions and provide for the automatic return of materiel under specified conditions.

C9.1.2. Policy regarding the reporting, transfer, lateral redistribution, and use of assets as an alternative to procurement (also known as the procurement offset portion of Total Asset Visibility (TAV)) is contained in [DoDM 4140.01](#), "DoD Supply Chain Materiel Management Procedures." 10 February, 2014.

C9.1.3. Customer Asset Reports (Document Identifier Code (DIC) FTE) and follow-on documentation transmitted by electronic means must always be routed through the Defense Automatic Addressing System (DAAS).

C9.1.4. Credit for materiel returns is granted on the basis of receipt and classification by the consignee. Policy for granting credit is covered under DoDM 4140.01.¹ Procedures for the timeframes and transactions for providing credit for materiel returns, lateral redistributions, and materiel provided for the procurement offset portion of TAV are contained in the MILSBILLS procedures identified in [DLM 4000.25, Volume 4, Finance](#). MILSBILLS also covers credit procedures for packing, crating, handling and transportation (PCH&T). In addition, MILSBILLS provides formats for follow-up for materiel returns program (MRP) Credit (DIC FTP) and reply to follow-up for credit (DIC FTB).

C9.1.5. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported and validated using Supply Discrepancy Reporting (SDR) procedures ([DLM 4000.25, Volume 2, C17](#)). This includes returns made in

¹ DLA is required to request approval of new procedures supporting BRAC/NIMS allowing full materiel credit for returns regardless of asset position with no credit for packing, crating, handling and transportation (PCH&T).

violation of prescribed materiel returns procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity (e.g., repackaging, marking, and disposal).

C9.2. APPLICABILITY AND SCOPE

C9.2.1. The provisions of this chapter are applicable to all activities offering or returning materiel to a Service ICP **or** DoD IMM. These procedures also apply to activities receiving and processing lateral redistribution orders of retail assets. These procedures apply to BRAC SS&D and NIMS site returns to DLA. Policy regarding utilization and redistribution of Grant Aid materiel is contained in [DoD 5105.38-M](#), "Security Assistance Management Manual," Chapter 11, Section II. These procedures also apply to the processing of nonconsumable items.

C9.2.2. BRAC SS&D/IMSP and NIMS

C9.2.2.1. Background. Under NIMS, DLA's consumable item supply chain management extends from the wholesale level to the point of consumption, replacing the Service-managed retail inventory level. Subsequent to the 2005 BRAC decision, retail SS&D functions and associated infrastructure supporting Military Service selected industrial sites for transfer to DLA. As a result, selected industrial and NIMS sites can no longer maintain retail stock balances; once the customer has determined that it has no use for the materiel, it is returned to DLA.

C9.2.2.2. Processing Materiel Returns. A variation of the MRP is used for processing materiel returns to DLA from selected sites in support of the BRAC SS&D/IMSP and NIMS. Standard MRP transactions(e.g., customer asset reports (DIC FTE), reply to customer asset report (DIC FTR), and ICP/IMM materiel receipt status (DIC FTZ)) do not apply; only logistics transactions specified in the detailed procedures under Paragraph C9.20. are used. Under the NIMS/BRAC returns program, DLA accepts returned DLA-managed materiel back into DLA ownership regardless of the current stock asset position. Based upon specified business rules, DLA provides zero, partial, or full credit for the materiel to the customer. No credit for packaging, crating, handling, or transportation is provided.

C9.2.2.3. Providing Pre-Positioned Materiel Receipt. Unlike MRP, under the BRAC SS&D/NIMS return procedures it is the responsibility of the returning Military Service to provide a pre-positioned materiel receipt (PMR) transaction to the applicable storage activity if that activity is a co-located DLA storage activity using the Distribution Standard System (DSS). The only transaction exchange with DLA prior to financial processing is the DLMS 527R /DIC D6B, Receipt that is reported by the storage activity to the DLA ICP.

C9.3. EXCLUSIONS

C9.3.1. DLA does not accept part-numbered customer asset reports. (All other part-numbered asset reports will be passed to the routing identifier code (RIC) indicated in the incoming transaction.) Customer asset reports identified by part numbers² exceeding rp 8-22 of the stock or part number field are excluded from the DAAS processing of DIC FTG transactions. Other customer asset reports for items not identified by a national stock number (NSN) (e.g., locally assigned stock numbers) are excluded from these procedures on an inter-Component basis.

C9.3.2. Perishable subsistence items, with the exception of perishable subsistence returns (other than fresh fruits and vegetables (FF&V) from Navy Mobile Logistics Support Force ships in the Pacific area.

C9.3.3. Industrial plant equipment (IPE) identified only by plant equipment code/manufacturers part number. Report these items to RIC S9R using [DD Form 1342](#), DoD Property Record.

C9.3.4. Class V (W) ground (surface) ammunition.

C9.3.5. Lumber products.

C9.3.6. Items under Defense Threat Reduction Agency (DTRA) management (e.g., Federal supply group (FSG) 11, Department of Energy (DoE) special design and quality controlled items identified by contractor and Government entity (CAGE) code 87991 in the Federal Logistics Information System (FLIS) master item file) and all DoD items designed specifically for use on or with special weapons (identified by CAGE 57991, 67991, or 77991 in the FLIS master item file). (These items will be processed under DoE-DTRA TP 100-1.)

C9.3.7. Automatic data processing equipment (ADPE) under [DoD 4160.21-M](#), "[Defense Materiel Disposition Manual](#)", August 1997.

C9.3.8. Items under General Services Administration (GSA) management. These items will be redistributed internally per Service guidance; alternatively, the items will be disposed under normal excess/surplus/donation procedures.

C9.4. RESERVED

C9.5. REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.5.1. Reporting of assets will be determined by the existing retention and reporting policy under DoDM 4140.01. This includes the reporting policy for the procurement offset portion of TAV as described in DoDM 4140.01. In response to the asset status/transaction reporting Request (DIC DZE under [MILSTRAP](#)), submit a

² Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

customer asset report (DIC FTE/FTG) using the appropriate project codes from Paragraph C9.6.7.

C9.5.2 The reporting activity will forward customer asset reports to the ICP/IMM. Customer asset reports (DIC FTE/FTG) transmitted by electronic means will always be routed through DAAS.

C9.6. PREPARATION OF CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.6.1. Customer asset reports (DIC FTEs) will be prepared using one of the following media or Defense Messaging System (DMS) with data elements shown in the Appendix AP3 appendices. Part-numbered customer asset reports (DIC FTGs) will only be prepared using the mechanical format on DD Form 1348M.

C9.6.1.1. [DD Form 1348M](#), DoD Single Line Item Requisition System Document (Mechanical).

C9.6.1.2. [DD Form 1348](#), DoD Single Line item Requisition Document (Manual).

C9.6.2. Use the mechanical DD Form 1348m as the normal reporting transaction and transmit to the supply source via DAAS. Prepare the DD Form 1348m using the format contained in Appendix AP3.33.

C9.6.3. The manual DD Form 1348 will be prepared as reflected in Appendix AP3.33. The manual form will be used only when:

C9.6.3.1. Facilities are not available to the reporting activity to permit electronic transmission of reports or when machine-processing facilities are not available.

C9.6.3.2. The report coding structure does not provide sufficient data to assist the ICP/IMM in making decisions on disposition of materiel or the granting of credit to the reporting activity. In these instances, the exception data will be entered in remarks portion of the manual DD Form 1348. Reporting activities should not attempt to use exception data as a normal method for reporting materiel, as this necessitates offline processing by both the reporting activity and the ICP/IMM.

C9.6.3.3. The report must be accompanied by technical data including special forms.

C9.6.3.4. Manually prepared reports will be submitted by priority mail with containers conspicuously marked MILSTRIP ASSET REPORTS.

C9.6.4. The messages provided via DMS will be prepared using Appendix AP1.22. The DMS will be used only when message communication facilities for transaction exchange are not available and rapid transmission is required to expedite processing of the asset report.

C9.6.5. Reports of serviceable non-consumable item materiel support code (NIMSC) 5 items from secondary inventory control activity (SICA) reporting activities to the appropriate Service SICA will be submitted under Service implementing instructions. Quantities, which are not required by the SICA, will be forwarded to the primary inventory control activity (PICA) using DIC FTE, the PICA's RIC in rp 4-6, Media and Status (M&S) Code 9, Signal Code C or L, the SICA's fund code in rp 52-53, and the SICA's RIC in 67-69. If appropriate, the SICA will provide DIC FTD delay status to the materiel holder for the quantity referred to the PICA, under Paragraph C9.13.5. The date in rp 70-73 of the DIC FTD, if used, will be 35 days subsequent to the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA, designated by rp 52, and the M&S. The SICA, in turn, will provide disposition instructions to the reporting activity under Service implementing instructions.

C9.6.6. When the SICA has NIMSC 5 serviceable stocks on hand that exceed the retention limit, the SICA will prepare the DIC FTE using the guidelines above but with the SICA's own document number.

C9.6.7. The Services/Agencies will use one of the following project codes for the procurement offset portion of TAV in rp 57-59 of their customer asset report (DIC FTE/FTG):

C9.6.7.1. RBB for consumables,

C9.6.7.2. 3AG for reparable, or

C9.6.7.3. 3AU for DLA Disposition Services Field Office assets.

C9.7. CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC)

C9.7.1. Use Appendix AP3.38 to prepare cancellation of asset reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions:

C9.7.1.1. When a determination is made that materiel is not available in the quantity reported on the asset report.

C9.7.1.2. Upon determination that materiel directed for return will not be returned.

C9.7.2. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary follow-up actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

C9.8. PROCESSING REPLIES TO CUSTOMER ASSET REPORTS (DIC FTR)

C9.8.1. The reply to customer asset report (DIC FTR), prepared under Appendix AP3.34, is used by the ICP/IMM to respond to all customer asset reports (DIC FTE/FTG). The reporting activity will process the DIC FTR reply using the asset transaction status code (Appendix AP2.16) and take the following actions:

C9.8.1.1. Use paragraph C9.7. to submit a cancellation (DIC FTC) when it is determined that materiel directed for return will not be returned.

C9.8.1.2. Use Appendix AP3.39 to prepare a shipment status (DIC FTM) and promptly submit to the ICP/IMM after materiel directed for return is released to the carrier. Prepare a separate DIC FTM for each shipment. Exercise care to ensure that appropriate data content, including suffix (rp 44) of the individual DIC FTR reply, is perpetuated in the DIC FTM.

C9.8.2. When DIC FTR is transmitted to the SICA designated by rp 52, the SICA will forward the disposition instructions to the materiel holder under Service implementing instructions. The materiel holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under Service implementing instructions, and the SICA will provide DIC FTM or FTC to the PICA. If the SICA receives DIC FT6 from the PICA and has no record of shipment, the SICA will follow up to the materiel holder and submit an interim DIC FTL to the PICA containing a future estimated shipping date (ESD) to preserve the PICA's due-in record pending a firm reply to the DIC FT6.

C9.8.3. All DIC FTR replies to customer asset reports (DIC FTE/FTG) containing Project Code RBB, 3AG, or 3AU denoting the procurement offset portion of TAV and Status Code TC in rp 65-66, require reevaluation prior to disposal since these assets may not be above an activity's retention limit. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.9. FOLLOW-UPS ON REPORTED ASSETS (DIC FTF/FTT/FTP/FT6)

C9.9.1. Reporting Activity Follow-ups Consist of Three Types:

C9.9.1.1. Follow-up for ICP/IMM Reply of Asset Report (DIC FTF). The DIC FTF follow-up will be used to obtain intelligence regarding status of the original asset report (DIC FTE) and will be prepared using Appendix AP 3.37. DIC FTF will be submitted no earlier than 30 days from date of submission of the DIC FTE and will contain the same data as reflected in the DIC FTE. If a DIC FTD has been received, the DIC FTF will be submitted at the expiration of the expected reply date if a DIC FTR has not been received.

C9.9.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT). This type follow-up will be used when materiel to be returned has been shipped as directed

by a reply to asset report (DIC FTR) but an ICP/IMM materiel receipt status (DIC FTZ) has not been received. This follow-up will be prepared using Appendix AP3.43. DIC FTT will be submitted no earlier than 70 days (CONUS) or 130 days (OCONUS) after shipment. This data for the DIC FTT will be the same as reflected in the DIC FTM.

C9.9.1.3. Follow-up for Credit (DIC FTP). This type follow-up will be used when materiel to be returned has been shipped and credit allowance was indicated by ICP/IMM materiel receipt status (DIC FTZ) but no credit billing has been received. This follow-up will be prepared under MILSBILLS procedures.

C9.9.2. Follow-up will be submitted to the ICP/IMM to which the original asset report (DIC FTE) was submitted, except when information has been received in a DIC FTQ status that DAAS has rerouted the asset report to the correct ICP/IMM. In this case, the follow-up will be submitted to the activity identified in the DIC FTQ status received from DAAS.

C9.9.3. ICP/IMM Follow-ups on Directed Returns (DIC FT6). Upon receipt of a DIC FT6 follow-up on a DIC FTR from the ICP/IMM, the reporting activity will review records to determine whether a DIC FTR had been received. If there is no record of receipt of a DIC FTR, the DIC FT6 will be converted to a DIC FTR and processed. If shipment has not occurred, a DIC FTL citing the ESD will be submitted. If records indicate that shipment has occurred, the transportation activity will be queried to ensure that the materiel has actually been shipped. If the materiel has been shipped, a new DIC FTM will be created. If the materiel has not been shipped, ascertain when the shipment will be made and follow the above procedures.³ When less than the total quantity contained in the original DIC FTR is to be shipped, the reporting activity will respond to the DIC FT6 with a DIC FTL for the quantity to be shipped and a DIC FTC for the quantity that will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to the DIC FT6 with DIC FTM for the quantity that has been shipped and with DICs FTL and/or FTC for the remaining portions of the originally reported quantity, as appropriate.

C9.10. AUTOMATIC RETURNS (DIC FTA)

C9.10.1. DIC FTA is used for items designed by a supply source for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. DIC FTA format is contained in Appendix AP3.40.

C9.10.2. All NIMSC 5 unserviceable (Supply Condition E or F) items are designated for automatic return on an inter-Service basis. PICAs will notify SICAs of the NSN and the storage activity to which such items are to be shipped. PICAs will also notify the receiving storage activity of such items that are to be returned. The SICAs will perpetuate this information to the SICA activities using intra-Service procedures. If there is no S/A SICA for the items identified for automatic return by a PICA (for

³ Modification of MRP reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.

example, the Coast Guard), the PICA will provide the information to the appropriate S/A designated activity.

C9.10.3. Use Project Code 3AL in the DIC FTA and in subsequent documentation when an unserviceable NIMSC 5 item is automatically returned or when requisitioning a replacement item. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (for example, the returned item exceeds the returning activity's authorization or requirement), the DIC FTA and related documentation will not contain Project Code 3AL. Use the data elements specified under paragraph C9.6.5. in the DIC FTA. This does not include the M&S that may be assigned using S/A instructions. Enter the SICA RIC in rp 67-69 if M&S 9 is assigned. Subsequent to the generation of DIC FTA, processing will occur as though there has been a DIC FTE report and a DIC FTR reply, along with other provisions of this chapter, except for DICs FTF and FTD.

C9.10.4. No other inter-S/A use of DIC FTA is currently authorized.

C9.10.5. S/As may use DIC FTA internally for intra-S/A programs that do not conflict with other provisions of this manual.

C9.10.6. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.⁴ The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, DLA Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the returning activity's Service/Agency and Fund Code.

C9.11. SECONDARY INVENTORY CONTROL ACTIVITY PROCESSING OF AUTOMATIC RETURN NOTIFICATION (DIC FTA). Upon receipt of the DIC FTA transaction, the SICA will establish a due-in and generate a PMR transaction to the receiving activity for the quantity in the FTA transaction. The due-in and PMR transaction will be created under MILSTRAP. NOTE: For unserviceable NIMSC 5 items, the SICA will forward the DIC FTA transaction, with data elements specified in Paragraph C9.10.3. of this chapter, to the PICA. The PICA will establish the due-in and furnish the PMR transaction to the receiving depot.

C9.12. DEFENSE AUTOMATIC ADDRESSING SYSTEM. DAAS will accomplish the following:

C9.12.1. DICs FTL, FTM, FTP, and FTT will be passed to the activity represented by the RIC in rp 4-6.

C9.12.2. DICs FTB, FTD, FTQ, FTR, FTZ, and FT6 will be routed using the M&S code.

⁴ Refer to ADC 1043.

C9.12.3. DIC FTA will be passed to the RIC in 4-6. DICs FTC, FTE, and FTF containing M&S 9 will be passed to the RIC in rp 4-6.

C9.12.4. When DICs FTC, FTE, and FTF do not contain M&S 9, DAAS will perform an NSN/national item identification number (NIIN) validation and supply source edit as follows:

C9.12.4.1. If the NSN is correct and managed by the ICP/IMM identified in rp 4-6, Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to that ICP/IMM.

C9.12.4.2. If the NSN is correct but is not managed by the ICP/IMM identified in rp 4-6, the correct ICP/IMM RIC will be entered in rp 4-6, Advice Code 3T will be entered in rp 65-66, and the DIC FTC, FTE, or FTF will be transmitted to the correct ICP/IMM. DAAS will furnish the reporting activity a DAAS customer asset report status (DIC FTQ) with Status Code TZ in rp 65-66.

C9.12.4.3. If the Federal supply classification (FSC)/NIIN/NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RIC of the ICP/IMM in rp 4-6 will be changed where applicable. Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to the managing ICP/IMM. DAAS will furnish the reporting activity and DIC FTQ with Status Code TZ in rp 65-66.

C9.12.4.4. If routing to an ICP/IMM cannot be accomplished by DAAS, the DIC FTC, FTE, or FTF will be passed to the activity identified in rp 4-6.

C9.12.5. DAAS will validate DIC FTA, FTE, and FTF transactions for valid ship-from and credit-to addresses as designated by the signal code. When the signal code is C or L, the code in rp 52 must identify a valid credit-to activity as prescribed by MILSBILLS procedures. If DAAS cannot identify the ship-from or credit-to address, the transactions will be rejected to the originating activity using DIC FTQ with SK status.⁵

C9.12.6. DLA will not accept DIC FTG part-numbered asset reports. DAAS will reject all such reports with Status Code T9. DAAS will pass all other DIC FTG part-numbered asset reports to the RIC present in the incoming transaction. Components may reject (Status Code T9) part-numbered assets that are not acceptable or recognized under internal procedures. Nonmechanical part-numbered transactions will not be processed by DAAS but will be rejected for processing under intra-Component procedures.

C9.12.7. DAAS will edit DIC FTR rejects containing Status Codes SC and SD for correct ICP/IMM and FSC as follows:

C9.12.7.1. If the NSN is correct and belongs to the rejecting ICP/IMM, the DIC FTR will be converted to DIC FTE with Advice Code 3T in rp 65-66 and returned to

⁵ Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

the rejecting ICP/IMM. When DAAS converts DIC FTRs to DIC FTEs and returns the DIC FTEs to the rejecting ICP/IMM, DAAS will enter code D in rp 70 of the DIC FTE to provide the ICP/IMM with a duplicate document override edit.

C9.12.7.2. If the FSC is incorrect, the DIC FTR will be converted to DIC FTE with the correct FSC; Advice Code 3T will be entered in rp 65-66, and the document will be returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM.

C9.12.7.2.1. When DAAS converts DIC FTRs to DIC FTEs and routes the DIC FTEs to an ICP/IMM other than the rejecting ICP/IMM, DAAS will furnish the reporting activity with DIC FTQ status containing Status Code TZ in rp 65-66.

C9.12.7.2.2. When the converted DIC FTE is routed back to the rejecting ICP/IMM, code D will be inserted into rp 70 to provide the ICP/IMM with a duplicate document override edit and DAAS will furnish the reporting activity a DIC FTQ containing Status Code TZ in rp 65-66.

C9.12.7.3. If a DLA, GSA, or Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code in rp 65-66 to TC and forward the DIC FTR to the reporting activity.

C9.13. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF CUSTOMER ASSET REPORTS (DIC FTE)

C9.13.1. The ICP/IMM will process asset reports to determine disposition. Asset reports containing project codes assigned for specific returns program purposes (e.g., rollbacks and automatic returns) will be processed under the assigned controls. (See Paragraph C9.6.7.) Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.13.1.1. The Reply to Customer Asset Report (DIC FTR) will be prepared using Appendix AP3.34 to respond to asset reports no later than 30 days from date of receipt of the DIC FTE.⁶

C9.13.1.2. If a DIC FTR cannot be provided within 30 days, send a DIC FTD (Appendix AP3.36) with Status Code TR and enter a date in rp 70-73 indicating when final disposition instructions are expected to be provided.⁷

C9.13.1.3. As indicated in Appendix AP2.8, suffix codes will be used to identify partial actions.⁸

⁶ Modification of Materiel Returns Program reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.

⁷ Ibid.

⁸ Ibid.

C9.13.2. If it is determined that the materiel is required, the IMM will forward a DIC FTR citing Status Code TA, TB, TH, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of materiel to be returned and generate a MILSTRAP PMR transaction to the receiving depot.⁹

C9.13.2.1. The time allowed for shipment and return of materiel is 120 (CONUS) and 180 (OCONUS) days, and the counting starts with the day of posting the receipt of the DIC FTM or the estimated shipping date cited in the DIC FTL. The Due-in estimated delivery date (EDD) will be updated upon receipt of a DIC FTM or FTL to equal the time allowed for shipment and return of materiel.

C9.13.2.2. If the materiel is not received by the due-in EDD, or 30 days have elapsed since the transmission of a DIC FT6 without receiving a response, the ICP/IMM will initiate cancellation action under paragraph C9.17.

C9.13.2.3. Canceling the due-in and deleting the PMR transaction do not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports (e.g., TDR or SDR), on shipments that have not been received but for which shipment status has been received.¹⁰

C9.13.3. Enter PDs in DIC FTR replies as follows:

C9.13.3.1. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local stocks).

C9.13.3.2. PD 06 will be used in the return of materiel identified by the ICP/IMM as qualified for automatic return to the DoD distribution system.

C9.13.3.3. PD 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local stocks to supply sources.

C9.13.4. Customer asset reports (DIC FTEs) received by the ICP/IMM that cannot be processed will be rejected to the reporting activity using DIC FTR status with the appropriate S_ series reject status code from Appendix AP2.16.

C9.13.5. Customer asset reports (DIC FTEs) received for items requiring extended screening/review will be suspended. The reporting activity will be furnished a DIC FTD with Status Code TR containing an estimated date of reply in rp 70-73.

C9.13.6. All manually prepared asset reports (DIC FTEs) received by an ICP/IMM for which it is not the prime manager will be forwarded to the responsible ICP/IMM for processing. The correct ICP/IMM RIC will be entered in rp 4-6 of the DIC FTE. The ICP/IMM will furnish the reporting activity DIC FTR containing Status Code T6 in rp 65-66. The RIC of the forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known source will be entered in rp 67-69.

⁹ Ibid.

¹⁰ Ibid.

C9.13.7. If the determination has been made that a FSC change is required on a manually prepared customer asset report (DIC FTE), the correct FSC will be entered, the RIC of the ICP/IMM in rp 4-6 will be changed, where applicable, and the DIC FTE will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be furnished a DIC FTR containing Status Code T7 in rp 65-66. The RIC of the forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known holder will be entered in rp 67-69.

**C9.14. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
MATERIEL RECEIPT STATUS (DIC FTZ)**

C9.14.1. The ICP/IMM will prepare DIC FTZ documents using Appendix AP3.42 to provide reporting activities with notification of materiel receipt. The DIC FTZ will be provided upon processing of the receipt for other than suspended condition materiel, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 days after DIC FT6 when no receipt or DIC FTM has been processed. Multiple DIC FTZ documents will be provided when a single shipment is received in more than one materiel condition. Use status codes in the DIC FTZ documents as follows in the subparagraphs below. In addition, the DIC FTZ can be used (intra-Army only when exchange pricing indicator is present) to trigger the ICP to generate a logistics/interfund bill transaction to notify customers of the difference between the exchange price and standard price. When used in this way, the DIC FTZ will be routed to the ICP from the Middleware Funds Control Module.

C9.14.1.1. Enter Status Code TN when credit is granted for the condition and quantity of received materiel.

C9.14.1.2. Enter Status Code TM when reduced or no credit is allowed because the condition of received materiel is less than that authorized for return.

C9.14.1.3. Enter Status Code TL when the received materiel is other than that authorized for return and no credit is allowed.

C9.14.1.4. Enter Status Code TP when the materiel is not received within prescribed timeframes, follow-up action has been unsuccessful, and the credit authorization is canceled.

C9.14.1.5. Enter Status Code TQ when the materiel has been received for an authorized noncreditable return.

C9.14.2. DIC FTZ will always reflect the document number, including the suffix code, contained in the DIC FTA or FTR. When multiple DIC FTZ documents are required for materiel received in different conditions, each DIC FTZ produced will retain the document number and suffix of the DIC FTA/FTR.

C9.15. PROCESSING OF SHIPMENT STATUS (DIC FTM)

C9.15.1. Shipment status provides information and normally requires no subsequent documentation generation. ICPs/IMMs will receive the DIC FTM shipment status and update appropriate ICP/IMM records. The shipment date indicated in the DIC FTM is available to ICPs/IMMs to verify in-transit status and provide information on expected receipts. DIC FTMs received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code SC. DIC FTMs that do not pass data field validity checks will be rejected to the reporting activity using DIC FTR with the appropriate S_ series status code.

C9.15.2. In the event that the ICP/IMM requires advice of shipment to support related supply decisions and the DIC FTM has not been received, an ICP/IMM follow-up (DIC FT6) will be prepared using Appendix AP3.41 and forwarded to the reporting activity. The DIC FT6 will not be generated until at least five days have elapsed from the transmission of the DIC FTR (PD 03) or 50 days (PD 13) and no DIC FTM and receipt has been posted. A DIC FT6 with Status Code T3 may be generated upon expiration of the due-in timeframe when a DIC FTM has been received, but receipt has not been posted.¹¹ The ICP/IMM is authorized to follow-up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements.

C9.16. PROCESSING FOLLOW-UPS FROM REPORTING ACTIVITIES (DIC FTF/FTT/FTP)

C9.16.1. Follow-ups submitted by reporting activities consist of three types:

C9.16.1.1. Follow-up for ICP/IMM Reply Customer Asset Report (DIC FTF).

C9.16.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT).

C9.16.1.3. Follow-up for Credit (DIC FTP).

C9.16.2. On receipt of a DIC FTF, the ICP/IMM will determine whether there is a record indicating that the original DIC FTE was received.

C9.16.2.1. If a record is established and a DIC FTD indicating delayed response was furnished to the customer, a duplicate DIC FTD or FTR will be provided. If a record is established and a DIC code FTD or FTR was not provided, one of the following actions will be initiated:

C9.16.2.1.1. If the DIC FTE transaction is in process, a DIC FTD will be provided to the customer with Status Code TR in rp 65-66, indicating the DIC FTE is in process and a DIC FTR will be provided at a later date.

¹¹ Ibid.

C9.16.2.1.2. If the DIC FTE was rejected by the ICP/IMM as invalid, the DIC FTF will produce a DIC FTR to the reporting activity with the same status code that was utilized in the original DIC FTR.

C9.16.2.2. If no record of receipt of the DIC FTE exists, the ICP will process the DIC FTF as a new DIC FTE and provide a DIC FTR, as appropriate, to the reporting activity.

C9.16.3. On receipt of a DIC FTT, the ICP/IMM will review records and take action as follows:

C9.16.3.1. If the records indicate that materiel has been received and classified, a DIC FTZ will be transmitted to the customer.

C9.16.3.2. If the records indicate that materiel has been received but not classified, the ICP/IMM will provide a DIC FTR with Status Code TT to the customer.

C9.16.3.3. If the records indicate that materiel has not been received, and if materiel is not located after investigation, the reporting activity will be furnished a DIC FTR with Status Code TU.

C9.16.4. On receipt of a DIC FTP, the ICP/IMM will take action under MILSBILLS procedures.

C9.16.5. DIC FTF received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code SC. A DIC FTF that does not pass data field validity edits will be rejected to the reporting activity using the DIC FTR with an appropriate reject status code.

C9.17. CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC/FTZ)

C9.17.1. Upon receipt of customer cancellation (DIC FTC), the ICP/IMM will take necessary action to cancel or reduce the quantity in all applicable transactions affected by the DIC FTC, including decision to return, due-in record, PMR, and credit suspense, if applicable.

C9.17.2. The ICP/IMM will initiate cancellation action (DIC FTZ) when materiel is not received by the due-in EDD or when materiel is not received and no response has been received within 30 days after the DIC FT6 follow-up. The ICP/IMM will also initiate cancellation action when a DIC FTM is not received within 120 (CONUS) or 180 (OCONUS) days after receipt of the DIC FTL.

C9.17.3. Cancellations initiated by the ICP/IMM or in response to a DIC FTC will be performed as follows:

C9.17.3.1. For creditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TP.

C9.17.3.2. For noncreditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TV.

C9.17.4. When a DIC FTM or FTL has been received, but materiel has not been received within the timeframe allotted under C9.13.2.1., action to cancel the due-in and PMR will be conducted under MILSTRAP procedures.

C9.18. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
PROCESSING OF DIC FTE/FTC/FTF TRANSACTIONS WHEN SOURCE OF SUPPLY
HAS CHANGED

C9.18.1. Upon receipt of a DIC FTE, FTC, or FTF transaction from DAAS with Advice Code 3T when the supply source has changed, the losing ICP/IMM will arrange to change the FLIS and DAAS source of supply files.

C9.18.2. The losing ICP/IMM will then prepare and transmit DICs FTE, FTC, and/or FTF transactions containing Advice Code 3U through DAAS to the gaining source of supply in rp 4-6.

C9.18.3. DAAS will pass the DIC FTE, FTC, or FTF transactions to the gaining source of supply.

C9.19. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER
LATERAL REDISTRIBUTION OF RETAIL ASSETS (DIC A4 /AE6/AF6/AS6)

C9.19.1. This paragraph outlines procedures for filling backorders by generating lateral redistribution orders for retail materiel that has been identified through inter- or intra-Service retail asset visibility systems. Additionally, ICPs/IMMs may use these procedures to direct lateral redistribution when the total cost of such action is lower or when the wholesale level does not have stock available to meet a requisition's required response time.

C9.19.2. If a backorder is to be supplied by lateral redistribution of materiel identified by an inter- or intra-Service retail asset visibility system, the lateral redistribution order (LRO) will contain appropriate data from the requisition, DIC A4_ in rp 1-3, the RIC of the reporting activity in rp 4-6, Distribution Code 2 for consumable materiel or Distribution Code 3 for repairable materiel in rp 54, and the ICP/IMM's RIC in rp 74-76. The LRO will be forwarded through DAAS to the reporting activity. A DIC AE6 with BA status will be provided to eligible status recipients. LROs for lateral redistribution of retail assets will be prepared in the Appendix AP3.24 format.

C9.19.3. The reporting activity will:

C9.19.3.1. Process the LRO on a fill and kill basis. Provide DIC AE6/BA status for the quantity being filled and/or CB status for the quantity not being filled (killed) to the activity identified in rp 74-76 of the LRO and include Distribution Code 2 or 3 in rp 54.

C9.19.3.2. Interchangeability and substitutability (I&S) are allowed if the requiring/requisitioning activity and the supplying/holding activity are the same Service. Do not substitute if the requiring/requisitioning activity and the supplying/holding activity are different Services.

C9.19.3.3. Ensure that materiel is shipped using DD Form 1348-1A or DD Form 1348-2 to the activity identified in the LRO as the "ship-to" addressee. When the materiel is shipped, transmit a DIC AS6 to the activity identified in rp 74-76 of the LRO. The DIC AS6 will include the DoD activity address code (DoDAAC) (rp 45-50) and fund code (rp 52-53) of the activity to which the credit for the materiel and reimbursement for the PCH&T costs are to be provided, Signal Code B (rp 51), and Distribution Code 2 or 3 (rp 54). Conformance with SLOA/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.¹² The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, DLA Transaction Services will facilitate interoperability by updating selected SLOA data fields based upon the reporting activity's Service/Agency and Fund Code when converting legacy formats to DLMS. Retail activities will use Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards for processing LROs directed by the ICP/IMM. Refer to [DoDM 4140.01, Supply Chain Materiel Management Procedures](#), Volume 8, Materiel Data Management and Exchange, February 10, 2014.

C9.19.3.4. Establish internal records to receive credit for the materiel and reimbursement for the PCH&T costs and not generate billing transactions.

C9.19.4. The ICP/IMM will:

C9.19.4.1. Utilize the DIC AE6 with BA status and Distribution Code 2 or 3 in rp 54 to update estimated ship dates.

C9.19.4.2. Generate DIC AF6 follow-up with Distribution Code 2 or 3 in rp 54 to the reporting activity as follows:

C9.19.4.2.1. When the initial supply status (BA or CB status) is not received on LROs within 10 days.

C9.19.4.2.2. Upon receipt of BA supply status without an ESD and 10 days have elapsed since the transaction date of the DIC AE6/BA status.

C9.19.4.2.3. Upon receipt of BA supply status with an ESD and the ESD has expired.

C9.19.4.2.4. When no response is received to the previous follow-up and 10 days have elapsed. Continue to follow-up until status is received, backorder is re-established, or final disposition is determined.

¹² Refer to ADC 1043.

C9.19.5. Reinstate the requisition and provide appropriate status to eligible status recipients upon receipt of DIC AE6/CB status with Distribution Code 2 or 3 in rp 54.

C9.19.6. Upon receipt of the DIC AS6 with Distribution Code 2 or 3 in rp 54, generate billing transactions to the requisitioner and provide crediting transactions for the materiel and PCH&T, under the MILSBILLS procedures, to the activity identified in rp 45-50 of the DIC AS6. In addition, the ICP/IMM will generate a DIC AS8 shipment status transaction to DAAS.

C9.19.7. When creating customer supply status transactions as a result of processing DIC AE6/AS6 transactions with Distribution Code 2 or 3 in rp 54, always use the distribution code that was in the original requisition.

C9.20 INTER-SERVICE LATERAL REDISTRIBUTION OF RETAIL ASSETS BY INTER-SERVICE AGREEMENT¹³

C9.20.1. Inter-Service redistribution will not occur before wholesale-level requisitioning, except within theater at Combatant Commander direction or as authorized by inter-Service agreement for lateral support of high priority mission readiness requirements where stock is available within the area of responsibility.

C9.20.2. Prior to initiating MILSTRIP procedures for non-ICP/IMM-directed inter-Service lateral redistribution, the requiring Service must establish a support agreement with the retail/tactical level supply source and employ agreed upon asset visibility tools to ensure that materiel is available. High priority mission readiness requirements (PD 01-03 and Special Requirements Code N) may be submitted using a passing order requisition (DIC A3_) identifying the retail source supply as the RIC-To. These transactions will bypass DAAS routing logic to the wholesale SoS. By alternative, the requiring Service may choose to skip the initiating requisition passing order transaction and request materiel in person as bearer walk-thru.

C9.20.3 Services supporting inter-Service lateral redistribution will ensure that only high priority mission readiness requisitions originated by pre-approved trading partners within the area of responsibility are honored. All such requisition passing orders will be processed on a fill or kill basis (Advice Code 2C or 2J). These requisitions are not subject to modification or follow-up; standard cancellation procedures apply. Transactional supply status will be provided regardless of initiating method (transaction or walk-thru). Upon receipt of BA status, the materiel will be available for pick-up by the requiring customer. Standard shipment status will be provided.

C9.20.4 The Service supply source has responsibility for preparation of Interfund billing and any required internal transactions associated with this method of lateral supply support.

¹³ Refer to ADC 1062. Initial implementation applicable to Global Combat Supply System-Army (GCSS-Army) and authorized trading partners. Phased implementation for shipment status is authorized.

C9.21. RETURNS TO DLA FROM INDUSTRIAL SITES UNDER BRAC SS&D, and NIMS SITE CUSTOMERS

C9.21.1. Industrial Sites Procedures.

C9.21.1.1. The return of DLA-managed materiel will be accomplished without processing the standard MRP program transactions. The individual maintenance customer will determine when he has no immediate requirement for the materiel and will initiate the return process. The materiel will be physically returned to the DLA storage activity with the applicable documentation. The returning activity will provide a MILSTRAP PMR (DIC DW_) transaction to the storage activity identifying the Military Service activity to which the receipt will be reported. Upon notification of receipt by the storage activity by a DLMS 527R (DIC D6A), the Military Service activity will determine whether there is a need for the materiel by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, an MRO will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be effected with a DLMS 527R (DIC D6B).

C9.21.1.2. Upon notification of receipt, the DLA ICP will determine whether a corresponding sale to Service maintenance (identified by DoDAAC series/internal customer group) has occurred for the same materiel and condition code within a 60 day time frame. If there is a matching sale, the customer will receive credit equal to the original sale. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.21.1.3. If no sale has occurred or the condition code differs from that on the original sale, DLA will provide credit based upon stock position. If the return quantity exceeds that of previous sales, credit will be provided equal to the original sale quantity and credit on the remaining quantity will be based upon stock position. DLA ICP business rules for determining whether to provide credit/credit amount are equivalent to the MRP program and policy contained in DoDM 4140.01. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.21.2. National Inventory Management Strategy Procedures. Materiel returns from a NIMS site customer will be processed as per C9.21.1.1. through C9.21.1.3., including use of the PMR, receipt to the Military Service, followed by the MRO directing shipment-in-place triggering receipt to the DLA ICP. The DLA ICP will process the receipt and determine whether a sale has occurred for the same materiel, condition code, and customer within a 60 day time frame reflecting the exact same document number as the receipt (return) document. If there is an exact matching sale, the customer will receive credit equal to the original sale. Credit for any quantity returned over the original amount, in a different condition code than the original sale, or unmatched are subject to DLA ICP business rules equivalent to the MRP for determining whether to provide credit/credit amount.

C10. CHAPTER 10

INSTALLATION CLOSURE PROCEDURES

C10.1. GENERAL

C10.1.1. This chapter provides procedures and specifies timeframes to be used for installation closures. These procedures are intended to systematically curtail supply support, transfer mission essential materiel, transfer materiel that is no longer required, and redirect mission-essential requisitions for or from activities affected by installation closures. Procedures for reporting all installation owned property that will not be transferred with the mission to the new location(s) are included.

C10.2. APPLICABILITY AND SCOPE

C10.2.1. These procedures and timeframes are applicable to all DoD installations, both Continental U.S. (CONUS) and Outside the Continental U.S. (OCONUS), DoD tenant and satellite activities, DoD inventory control points (ICPs), **and to** DoD integrated materiel managers (IMMs) processing reports for materiel that is no longer required as a result of an installation closure.

C10.3. EXCLUSIONS

C10.3.1. In addition to the exclusions cited in Chapter 1, Paragraph C1.4. and Chapter 9, Paragraph C9.3., these procedures are not applicable to the following:

C10.3.2. Related personal property that can be reported to GSA as a part of a real estate package. Related personal property is classified as any property:

C10.3.2.1. That is an integral part of real property or is related to, designed for, or specially adapted to the functional or productive capacity of the real property and removal of this personal property would significantly diminish the economic value of the real property. Normally, common use items including, but not limited to, general purpose furniture, utensils, office machines, office supplies, or general purpose vehicles are not considered to be related personal property.

C10.3.2.2. That is determined by the GSA Administrator to be related to the real property.

C10.3.3. Installed property (Class II Plant Property).

C10.3.4. Real Property.

C10.4. INSTALLATION CLOSING PROCEDURES

C10.4.1. Stratification of Inventory

C10.4.1.1. Installation Procedures. An inventory of all installation-owned property shall be conducted as soon as a confirmed closure date is announced. The inventory shall include, but not be limited to, nonconsumable items (recoverable/capitalized assets and assets on table of allowances) and consumable items (assets on working capital fund records). Each designated account shall maintain its identity. An inventory applicable to each designated account shall be stratified into three classes of property:

C10.4.1.1.1. Mission-essential and is to be transferred to a new location with the mission.

C10.4.1.1.2. Not mission-essential but is required for local operations during the period prior to closure.

C10.4.1.1.3. Materiel that is no longer required for operational needs.

C10.4.1.2. Tenant and Satellite Activities. Each tenant and/or satellite activity having custody of installation-owned property shall return that property to the installation. Accountable records shall reflect the returns. Tenant-owned and satellite-owned property shall be inventoried and stratified as described in Subparagraph C10.4.1.1.

C10.4.1.3. Working Capital Fund. The Service/Agency (S/A) managed working capital fund items shall be relocated with the mission, if mission-essential, or redistributed within the S/A working capital fund. IMM items shall be relocated with the mission, if mission essential, or reported to the IMM for disposition instructions.

C10.4.2. In-Process Requisitions

C10.4.2.1. A review of installation requisitions shall be conducted simultaneously with performing the inventory. Requisitions shall be identified as those that shall be:

C10.4.2.1.1. Continued for shipment to the unit's relocation site.

C10.4.2.1.2. Continued for operational requirements until closure.

C10.4.2.1.3. Materiel that is no longer required for operational needs and shall be canceled. Cancellation shall be performed by single-line cancellation if time permits.

C10.4.2.2. Sixty days prior to closure date, all requisitions shall be reviewed again for need. If required, the requisitions shall be identified for shipment to the relocation site. Requisitions that are not required shall be canceled using single line

cancellation procedures. When time is insufficient to effect single-line cancellations, mass cancellation procedures under Chapter 8 shall be utilized. Mass cancellation procedures do not provide for continuation of requisitions for shipment to a new location site.

C10.4.3. Disposition of Inventory

C10.4.3.1. The activity being closed shall develop a time-phased schedule to transfer mission-essential property to the new mission location(s). The schedule shall plan the movement of such property at the earliest possible date without impairing mission capability prior to the transfer. Mission-essential property shall be transferred to the new location after transfer of the mission only in those circumstances where mission-essential items are required, up to and including the last day prior to the mission transfer.

C10.4.3.2. In actions involving an installation closure, all non-mission-essential items shall be reviewed and processed under the provisions of DoDD 5410.12, "Economic Adjustment Assistance to Defense-Impacted Communities", July 5, 2006. The initial review of installation-owned items under the provision of DoDD 5410.12 shall begin immediately upon completion of the inventory, including items identified as no longer required and items identified as being necessary for operation of the installation prior to closure. The preliminary identification of related personal property as defined by DoDD 5410.12 shall use these item lists as the basis.

C10.4.3.3. In actions involving the closure of OCONUS installations, all items that are not mission essential and/or will not be transferred with the activity shall be reviewed and processed under agreements between the United States and the host country. The review shall begin immediately upon completion of the inventory, including items identified as necessary for installation operations prior to closure.

C10.4.3.4. Immediately upon completion of the inventory and, if time permits, not less than six months prior to the announced date of closure, all property that has been identified as no longer needed by the installation and that is not included in the preliminary list of related personal property shall be reported to the appropriate ICP/IMM under procedures specified in Chapter 9. ***Do not report excess property to GSA under Chapter 11 procedures; disposition of property that would normally apply to GSA should be redistributed per Service guidance, or alternatively, revert to normal excess/surplus/donation processes.***

C10.4.3.5. All property that is not mission-essential but that is required to operate the installation for all or a portion of the time remaining until closure, and that is not included in the preliminary list of "related personal property" shall be stratified in order of the dates that the items shall become excess to operational needs. Sixty days prior to the date that each item shall become excess, the items shall be reported as excess to the ICP/IMM under procedures specified in Chapter 9.

C10.4.3.6. Items identified as related personal property (Subparagraph C10.4.3.2.) shall be reported to the ICP/IMM using Document Identifier Code (DIC) FTE, customer asset report, and Project Code 3QQ in rp 57-59. The Project Code 3QQ informs the ICP/IMM that the item has been placed on the preliminary inventory of related personal property that is designated to be transferred to the local community at the time of installation closure. If there is a DoD requirement, the item(s) shall be deleted from the inventory of related personal property. Related personal property shall not be reported to GSA under materiel returns program (MRP) procedures.

C10.4.3.7. Items that have been reported to ICPs/IMMs as no longer needed under the above guidance and procedures contained in Chapter 9 and for which the ICPs/IMMs have indicated a requirement shall be processed using ICP/IMM materiel return instructions.

C10.4.3.8. All items that have been reported to the ICPs/IMMs as no longer needed and for which the ICPs/IMMs have provided TC supply status, plus items that are not reportable to ICPs/IMMs (for example, locally purchased non-national stock number (NSN) items) shall be disposed under S/A procedures. All items that are identified as related personal property (see subparagraph C10.4.3.2.) and for which there is no DoD requirement shall remain with the installation.

C10.4.3.9. Distribution centers having obsolete or inactive coded NSNs on record, that are without an accompanying item manager record, shall locally prepare a disposal release order (DRO) (DIC A5J) with code M in the first position of the document number serial number (rp 40) for disposal action.

C10.5 PROCEDURES—INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER

C10.5.1. ICPs/IMMs shall process customer asset reports (DIC FTEs) for property received as a result of installation closure using procedures contained in Chapter 9. ICPs/IMMs shall not direct return of related personal property identified by Project Code 3QQ unless the item is required to meet an approved force acquisition objective (AFAO) and/or approved prepositioned war reserve requirement (PWRR).

C10.5.2. When appropriate, ICPs/IMMs shall direct disposal of materiel resulting from base realignment and closure (BRAC) under guidance and procedures contained in Chapter 3 for directing materiel to DLA Disposition Services. The resulting DRO (DIC A5J) shall contain code M in the first position of the document number serial number (rp 40).

AP1.1. APPENDIX 1.1

FORMS/MESSAGE FORMATS

(INTRODUCTION)

AP 1.1.1. Requisitions may be transmitted using the CJCSI 5721.01E, The Defense Message System¹ and Associated Legacy Message Processing Systems, requirements. DLM 4000.25-1, Chapter C1, paragraph C1.7., describes methods used to transmit and receive requisition and requisition-related transactions. In addition, the specific forms and message formats² prescribed for use under MILSTRIP are described below.

AP1.1.2. MILSTRIP Message Requisition (AP1.8.) and Abbreviated MILSTRIP Message Supply Status (AP1.11)

AP1.1.2.1. The first line in the body of the message will contain the words "MILSTRIP REQUISITION." Thereafter, each requisition will be numbered, commencing with number 1, and the first 66 positions of data (except for dividing slashes (/)) will be inserted. The basic requisition will consist of 18 separated field-lengths of data.

AP1.1.2.2. Below is a sample message requisition segmented and explained.

AP1.1.2.2.1. First Line: A0E/(DIC); XYS/(RIC); S/(M&S); 1224005123456/(stock or part number); EA/(unit of issue); 00015(quantity); ZY1234/(requisitioner); 1150/(ordinal date); 0112/(serial number); R/(demand); BLNK/(SUPADD); A/(signal).³

AP1.1.2.2.2. Second Line: 19/(fund); 089/(distribution); BLNK/(project); 03/(PD); 154 (RDD); 2B/(advice).⁴

AP1.1.2.3. Part number requisitions converted to message format are illustrated in AP1.13.

¹CJCS Directives Home Page – http://www.dtic.mil/cjcs_directives/

²Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater. See chapter C1, paragraph C1.7.2.3., to obtain additional information regarding the use of narrative messages.

³When an element of data is not available, the field shall be recognized and entered as "BLNK."

⁴Ibid.

AP1.1.3. MILSTRIP Message Follow-Up (AP1.9.).

AP1.1.3.1. Follow-up on requisitions may be transmitted electronically in the form of a formatted message or a narrative message when requesting status and improved estimated shipping date (ESD), under chapter 2.

AP1.1.3.2. The first line in the body of the message will contain the words "MILSTRIP FOLLOW-UPS." When requesting normal status, DICs AF1, AF2, and AF3 apply. When requesting an improved ESD, DIC AFC applies. Exception data, and additional wording will be omitted unless DIC AT_ is used. The DIC dictates action to be taken by the supply source, under chapter C3, and added comments or requests are not applicable since the narrative message is no more than one of the media of communications for submitting follow-ups.

AP1.1.3.3. Below is a sample narrative follow-up message segmented and explained:

AP1.1.3.3.1. First Line: AT5/(DIC); S/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); XTZ456/(requisitioner); 1250/(ordinal date); 0111/(serial number); R/(demand); BLNK/(SUPADD).⁵

AP1.1.3.3.2. Second Line: 12/(fund code); 089/(distribution code); BLNK/(project code); 02/(PD); 154/(RDD); 2B/(advice).⁶

AP1.1.4. Request for Supply Assistance. Requests for Supply Assistance are described under chapter C2 and illustrated in AP1.10. Paragraphs AP1.3.2 and AP1.3.3., above, also apply, except DIC AFC will always be used. This will ensure manual review and reply using chapters C3 and C4.

AP1.1.5. Message Cancellation

AP1.1.5.1. Cancellation of a requisition may be transmitted electronically in the form of a narrative message⁷ under chapters C1 and C2.

AP1.1.5.2. The first line in the body of the message will contain the words "MILSTRIP CANCELLATION." Exception data, remarks, and additional verbiage will be omitted.

AP1.1.5.2.1. First Line: AC1/(DIC); FMI/(R); 2/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity);

⁵Ibid.

⁶Ibid.

⁷ Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater. See chapter C1, paragraph C1.7.2.3., to obtain additional information regarding the use of narrative messages.

FB2300/(requisitioner); 6265/(ordinal date); 0111/(serial number); R/(demand code); BLNK/(SUPADD); A/(signal).⁸

AP1.1.5.2.2. Second Line: 12/(fund); 089/(distribution); BLNK/(project); 02/(PD); 354/(RDD); BLNK/(advice).⁹

AP1.1.6. Abbreviated Message Documents (AP1.11 and AP1.12)

AP1.1.6.1. Abbreviated message formats are provided for MILSTRIP follow-ups (DIC AF_ series only), cancellations, supply status, and shipment status, respectively. Use of these documents will be at the option of the individual Service/Agency (S/A). Use between S/As will be based upon agreement between the S/As.

AP1.1.6.2. Abbreviated message follow-up (DIC AF_ only) and cancellation documents will be initiated only by those activities with capability to prepare machine-readable documents for transmission by the Defense Message System (DMS).¹⁰

AP1.1.6.3. When abbreviated messages are used, each message will be limited to a maximum of seven items or the contents of a single page, whichever is greater.

AP1.1.6.4. The first line in the body of the message will contain the words ABBREVIATED MILSTRIP FOLLOW-UP, CANCELLATIONS, SUPPLY STATUS, OR SHIPMENT STATUS, as applicable. Thereafter, number each line item, commencing with number 1. Insert slashes (/) or other appropriate marks between each code and/or data element as depicted in AP1.11 and AP1.12. The authorized data elements¹¹ and code entries for abbreviated messages are as follows:

AP1.1.6.4.1. Follow-Ups and Cancellation Requests (No Supply Status Received)

AP1.1.6.4.1.1. Document Identifier Code (DIC)

AP1.1.6.4.1.2. Routing Identifier Code (RIC) (To)

AP1.1.6.4.1.3. Stock or Part Number

AP1.1.6.4.1.4. Unit of Issue

AP1.1.6.4.1.5. Quantity

AP1.1.6.4.1.6. Requisition Document Number

AP1.1.6.4.1.7. Distribution, when applicable; otherwise, leave blank.

⁸ When an element of data is not available, the field shall be recognized and entered as "BLNK."

⁹ Ibid.

¹⁰ CJCS Directives Home Page – http://www.dtic.mil/cjcs_directives/.

¹¹ When an element of data is not available, the field shall be recognized and entered as "BLNK."

AP1.1.6.4.1.8. Priority Designator

AP1.1.6.4.2. Follow-Ups and Cancellation Requests (Supply Status Received)

AP1.1.6.4.2.1. Document Identifier Code

AP1.1.6.4.2.2. Routing Identifier Code (To)

AP1.1.6.4.2.3. Stock or Part Number

AP1.1.6.4.2.4. Unit of Issue

AP1.1.6.4.2.5. Quantity

AP1.1.6.4.2.6. Requisition Document Number

AP1.1.6.4.2.7. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.2.8. Status

AP1.1.6.4.2.9. Distribution, when applicable; otherwise, leave blank.

AP1.1.6.4.2.10. Priority Designator

AP1.1.6.4.3. Supply Status

AP1.1.6.4.3.1. Document Identifier Code

AP1.1.6.4.3.2. Stock or Part Number

AP1.1.6.4.3.3. Unit of Issue

AP1.1.6.4.3.4. Quantity

AP1.1.6.4.3.5. Requisition Document Number

AP1.1.6.4.3.6. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.3.7. Priority Designator

AP1.1.6.4.3.8. Status

AP1.1.6.4.3.9. Estimated Shipping Date

AP1.1.6.4.4. Shipment Status

AP1.1.6.4.4.1. Document Number Code

AP1.1.6.4.4.2. Quantity

AP1.1.6.4.4.3. Requisition Document Number

AP1.1.6.4.4.4. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.4.5. Date Shipped or Estimated Shipping Date

AP1.1.6.4.4.6. Priority Designator

AP1.1.6.4.4.7. Transportation Control Number (TCN).

AP1.1.6.4.4.8. Mode-of-Shipment

AP4.2.6.4.4.9. If available, any of the following may also be provided: GBL Number, Registered Parcel Post Number, or other shipment number.

AP1.1.6.5. Materiel Obligation Validation Form Letters and Messages. Form letter requests, followup requests, message requests, and replies are provided in AP1.15 through AP1.20 and AP1.32 for use in connection with Materiel Obligation Validation (MOV) procedures under chapter C7.

AP1.1.6.6. DD Form 1348-1A, Issue Release/Receipt Document (AP1.25, AP1.27, AP1.29, AP1.31, and AP1.35).

AP1.1.6.6.1. Non-Preprinted Issue Release/Receipt Document. A single line item, single part form produced on plain stock paper (see example, AP1.25). The size may vary within a range of 7-3/4 to 9 inches long (side to side) and 4 to 5 inches high (top to bottom) (see Chapter C5). Data to be entered in the data blocks are shown in Appendices 3.48 and 3.49. Blocks 24, 25, and 26 must contain bar coded data except for DLA Disposition Services Field Office documents. DLA Disposition Services Field Office documents will not contain bar coding in Block 26. Block 27 must contain a two-dimensional (2D) bar code (Portable Data File (PDF) 417) encompassing the linear bar code data elements plus additional elements to improve automated information technology (AIT) efficiencies and to facilitate item unique identification (IUID) when applicable.

AP1.1.6.6.2. The Issue Release/Receipt Document data elements, configuration and locations are as follows:

<u>DATA ELEMENT NAME</u>	<u>LENGTH</u>	<u>RECORD POSITION(S)</u>
Document Identification Code	3	1-3
Routing Identifier Code (From)	3	4-6
Media and Status	1	7
Unit of Issue	2	23-24
Quantity	5	25-29

<u>DATA ELEMENT NAME</u>	<u>LENGTH</u>	<u>RECORD POSITION(S)</u>
Service	1	45
Supplementary Address	5	46-50
Signal	1	51
Fund	2	52-53
Distribution	3	54-56
Project	3	57-59
Priority	2	60-61
Required Delivery Date	3	62-64
Advice	2	65-66
Routing Identifier	3	67-69
Ownership/Purpose	1	70
Condition	1	71
Management	1	72
Multi Use	1	73
Unit Price ¹²	7	74-80

<u>BLOCK ELEMENT NAME</u>	<u>BLOCK SIZE/ NO. OF CHARACTERS</u>	<u>BLOCK NUMBER</u>
Total Price	12 ¹³	1
Ship-From	10	2
Ship-To	9	3
Mark-For	24¹⁴	4
Doc Date	5	5
NMFC	9	6

¹² Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.

¹³ Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

¹⁴ **Maximum length is 24 positions: Mark-for clear text (with no DoDAAC or RIC) displays on DoD shipment documents as two lines of 12 characters each. If text is combined with a DoDAAC, up to 17 clear text characters are allowed. If text is combined with a RIC, up to 20 clear text characters is allowed. Insert a slash (/) during printing of shipment documentation to separate the DoDAAC or RIC from clear text; do not perpetuate the slash (/) in the DLMS transaction. Refer to ADC 1009A.**

<u>BLOCK ELEMENT NAME</u>	<u>BLOCK SIZE/ NO. OF CHARACTERS</u>	<u>BLOCK NUMBER</u>
Freight Rate	8	7
Type Cargo	10	8
Physical Security	4	9
Quantity	7	10
Unit Pack	3	11
Unit Weight	10	12
Unit Cube	7	13
UFC	6	14
Shelf Life	3	15
Freight Classification Nomenclature	36	16
Item Nomenclature	36	17
Type Container	5	18
No. of Containers	8	19
Total Weight	13	20
Total Cube	10	21
Received By	26	22
Date Received	10	23
Document Number and Suffix (30-44)	44	24
National Stock Number and Additional (8-22)	44	25
For other than Security Assistance: RIC (4-6) UI (23-24) QTY (25- 29) COND Code (71) Dist (55- 56) UP (74-80) ¹⁵	Variable	26
If Security Assistance: RIC (4-6), UI (23-24), QTY (25- 29), COND (71), UP (74-80) ¹⁶ , SUPPADD (45, 48-50)		

¹⁵ Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.

¹⁶ Ibid

<u>BLOCK ELEMENT NAME</u>	<u>BLOCK SIZE/ NO. OF CHARACTERS</u>	<u>BLOCK NUMBER</u>
Additional Data	Variable	27
For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.		
Perpetuate the customer's internal purchase order (PO) number when provided on the release order ¹⁷ .	PO number value: 10-13 characters	
For FMS repair/return and repair/replace items, include the estimated or actual unit cost of the repair service per Appendix 3.48. ¹⁸	Repair value: up to 9 digits dollars followed by period and 2 digits cents	
For IUID to support UIT/serialized item management, include the following: ¹⁹	Field size and characteristics of item unique identification data content and specific policy guidance is available at:	
Unique Item Identifier and/or Serial Number	http://www.acq.osd.mil/dpap/pdi/uid/index.html	
The following additional data elements may be included in support of IUID:		
Manufacturer's CAGE, Current Part Number, Batch/Lot		
Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.		

¹⁷ Refer to ADC 473A

¹⁸ Refer to ADC 1031

¹⁹ Capability to support IUID data content within the PDF 417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/ADC 399A. Components have not reported implementation at this time.

AP1.1.6.6.3. The Issue Release/Receipt Document is used as:

AP1.1.6.3.1. An issue document from distribution point to consignee resulting from a requisition.

AP1.1.6.3.2. A release document for retrograde materiel or inter base (post, camp, station, etc.) movements.

AP1.1.6.3.3. A materiel return document from base to depot.

AP1.1.6.3.4. A receipt document by the consignee

AP1.1.6.3.5. Disposal turn-in document.

AP1.1.6.3.6. Local requisition on DLA Disposition Services Field Office.

AP1.1.6.6.4. The Issue Release/Receipt Document is designed to accommodate the various elements of data used by any of the Services as source information for preparing other documentation. The document enables supply sources to use a single method of documentation for all requisitions and provide a standard receiving document that will accommodate both manual and automated requisitioners and consignees.

AP1.1.7. DD Form 1348-2, Issue Release/Receipt Document with Address Label (AP1.31)

AP1.1.7.1. The Service/Agencies have the option to stock or print the DD Form 1348-2. The DD Form 1348-2 configuration is a DD Form 1348-1A with a perforated address label attached to the outer right edge. The length of the DD Form 1348-2 is 13 inches. The DD Form 1348-2 may be configured for printing as continuous forms. For continuous forms configuration, pin-fed strips of one-half inch on each side may be added. The length of the DD Form 1348-2 with pin-fed strip will not exceed 14 inches. The address label dimensions of the DD Form 1348-2 are 4-1/4 inches long and 5-1/2 inches high. Use of the address label with preprinted postage data is only authorized for shipments by the U.S. Postal Service. The address label will contain the following elements.

AP1.1.7.1.1. Postage Data

AP1.1.7.1.2. TCN Data

AP1.1.7.1.3. Weight Data

AP1.1.7.1.4. Type Service Data

AP1.1.7.1.5. From Data

AP1.1.7.1.6. Ship-to Data

AP 1.1.7.2. Data will be entered on the address label as follows:

AP1.1.7.2.1. Postage Data. A shipment through the U.S.P.S. must contain the following phrase, "OFFICIAL BUSINESS." This phrase will be printed on the bottom line of the postage block.

AP1.1.7.2.2. Transportation Control Number. Enter the TCN applicable to the shipment.

AP1.1.7.2.3. Weight. Enter the weight of the item being shipped.

AP1.1.7.2.4. Type Service. Enter the appropriate type of delivery service; for example, first-class-priority, express mail, and Military Official Mail (MOM).

AP1.1.7.2.5. Ship-to. Enter the applicable in-the-clear address of the activity that is to receive the shipment. If mark-for data is required, enter the mark-for data above the city/state/zip code data. If the Port of Embarkation (POE) is required, enter the POE in this block.

AP1.1.8. IRRD (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This is a mandatory document for serialized Item shipments containing machine readable bar codes for the encoded content information to include the serial numbers, unique item identifiers (UIIs), and batch/lot numbers as required for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes. The continuation page is intended to expedite supply and distribution processes by providing a means to automate the capture of data using automatic identification technology (AIT) devices. The continuation page is free form. The data elements and preferred format are shown in AP1.36.

AP1.4. APPENDIX 1.4

DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT

NOTICE OF AVAILABILITY/SHIPMENT						
ORIGIN INFORMATION						
Origin Point of Contact (Full name)			NOA DATE		NOA NOTICE NUMBER	
ORIGIN INFORMATION RIC: PHONE:		RETURN COMPLETED FORM TO: EMAIL: FAX:		NOA ADDRESSEE MAPAC		
SHIP TO MAPAC		MARK FOR MAPAC		Security Cooperation Customer Code		Transportation Control Number
# of Line Items (DD 1348-1/DD 250)		Delivery Term Code		FMS Case Designator		Export Release Required (Yes or No) <input type="checkbox"/>
FREIGHT NOMENCLATURE		WATER COMMODITY DATA Commodity Code: Type Cargo Code: Special Handling Code:		AIR COMMODITY DATA Commodity Code: Special Handling Code: Air Dimension Code:		
Transportation Priority	Project Code	Type Pack	Pieces	Weight (pounds)	Cube (Cubic FT)	Total Shipment Value (USD)
OVER-DIMENSIONAL INFORMATION						
LENGTH (inches)		WIDTH (inches)		HEIGHT (inches)		WEIGHT (pounds)
SPECIAL REQUIREMENTS						
Hazmat Indicator (Yes or No) <input type="checkbox"/>		Explosive Indicator (Yes or No) <input type="checkbox"/>		UN/NA Identification Number		
Proper Shipping Name			Primary Hazard Class/Division		Packing Group	
DODIC		Net Explosive Weight (pounds)		Special Approval Number (DOT/CAA/COE)		Controlled Inventory Item Code
CONSIGNEE INFORMATION (To be completed by the Freight Forwarder/Security Cooperation Representative)						
Point of Contact Name		Street Address			Telephone	
City		State		Country (GENC and Full Name)		Postal Code
Port of Embarkation (POE)		Port of Debarkation (POD)		Ship Mode to Final Destination (Air or Surface)		
Comments/Remarks						

SAMPLE

DD FORM 1348-5, JAN 2015

PREVIOUS EDITION IS OBSOLETE.

AP1.35.1. Code 39 Linear Bar Code Requirements. The following encoded data are required on the DD Form 1348-1A.

AP1.35.1.1. Code 39 linear bar coded data with human-readable interpretation for issue to Services/Agencies.

AP1.35.1.1.1. Document number and suffix assigned to the requisition for a maximum fifteen characters should be bar coded in Block 24.

AP1.35.1.1.2. Thirteen-digit national stock number (NSN) and two additional code values, as applicable, per Appendix 2.5.2, should be bar coded in Block 25. In the absence of the NSN, the manufacturer's CAGE and Part Number will be used up to a maximum of 15 characters.

AP1.35.1.1.3. Three character routing identifier code (RIC), two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character supply condition code (COND), blank or last two characters of the distribution code field (DIST), and a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal bar coded in block 26. The bar code will have a fixed length of 20 or 24 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 3.48. For transfers to DLA Disposition Services, Block 26 will not contain bar code data in accordance with Appendix 3.49.

AP1.35.1.2. Code 39 linear bar coded data, with human-readable interpretation requirements, for issue to FMS/Grant Aid customers.

AP1.35.1.2.1. Block 24. The document number and suffix assigned to the requisition up to a maximum fifteen characters should be bar coded.

AP1.35.1.2.2. Block 25. The thirteen digit national stock number (NSN) and two additional code values, as applicable, per Appendix 2.5.2, should be bar coded. In the absence of the NSN, the manufacturer's CAGE and part number will be used up to a maximum of 15 characters.

AP1.35.1.2.3. Block 26. The two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character condition code (COND), a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal, and the first position and last 3 positions of supplementary address (SUPADD) should be bar coded. The bar code will have a fixed length of 19 or 23 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 3.48.

AP1.35.1.3. The application of Code 39 linear bar codes on the DD Form 1348-1A should be in accordance with MHIA MH10.8.1, Annex A and MIL-STD-129 (as revised). ***The specific technical information provided in MILSTRIP is not intended to be compressive and should be used in conjunction with the MIL-STD 129.*** A data check character is not used. The following requirements and exceptions apply:

AP1.35.1.3.1. The height of the bar code should be at least 0.5 inches (12.7 mm); and height must be no less than 0.25 inches (6.3 mm) , regardless of the density (characters per inch/mm).

AP1.35.1.3.2. Blocks 24 and 25. The length of the bar code must not be greater than 4.0 inches (101.6 mm). Each bar code must have 15 characters. When there is an absence of any character(s) (less than 15) within these two bar codes, encoded spaces will be used as fillers (based upon specific encoded data element).

AP1.35.1.3.3. Block 26. The length of the bar code must not be greater than 4.5 inches (114.3 mm). Encoded spaces will be used as fillers for any unknown, or unencoded, data characters.

AP1.35.1.3.4. Block 27. The length of the bar codes must not be greater than 4.00 inches (101.6 mm) for serial numbers that may have up to 30 characters. The narrow element X-dimension should be at least 0.01 inches (.25mm) but will not be less than 0.007 inches (0.1778 mm) for these high-density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP1.35.1.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified in ISO/IEC 16388, Table 1 (i.e.[A to Z][1 to 9][hyphen][period][space][\$][/][+][%][stop/start (*)]. The full ASCII 128 character set will not be used to encode information. Also, scanners and imagers will not be configured to decode the full ASCII 128 character set for linear (Code 39) bar codes.

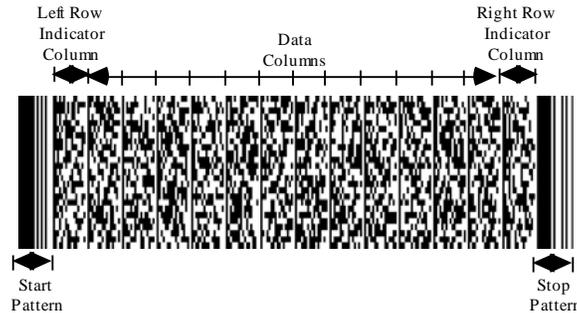
AP1.35.1.4. The application of Code 39 linear bar codes must be in accordance with ISO/IEC 16388. Print quality, element width, and wide to narrow ratios must comply with ISO/IEC 15416 and MHIA MH10.8.1. The standard linear (Code 39) bar code density range should be from 3.0 to 9.4 characters per inch (CPI) (25.4 mm).

AP1.35.2. Programmer's Technical Summary for PDF417 2D Bar Code

AP1.35.2.1. Refer to ISO/IEC 15438 for detailed technical specifications for printing PDF417 2D bar codes. Refer to the ISO/IEC 15434 standard for the message syntax specifications within the PDF417 2D bar codes. Refer to the MH10.8.2 or ISO/IEC 15418 standards for the data qualifier semantics for message data within the PDF417 2D bar codes **and refer to [MIL-STD 129 \(latest revision\)](#) for comprehensive guidance**. For DoD assistance concerning the application of these standards contact the DOD AIT Office through the USTRANSCOM web site at <http://www.ustranscom.mil/ait>.

AP1.35.2.2. The PDF417 2D bar code used for shipping and receiving should be printed with no more than 12 data columns in width. The use of 13 to 18 data columns is allowed for inventory or supporting documentation applications (identification marking, ammunition/explosive marking, packing list, etc.) if smaller PDF417 2D bar codes cannot accommodate the increased data requirements. A PDF417 2D bar code

includes a start pattern, a left row indicator column, one or more data columns, a right row indicator column, and a stop pattern.



AP1.35.2.3. The PDF417 2D bar code must not exceed 2.4 inches (61 mm) in height to include the surrounding minimum quiet zone.

AP1.35.2.4. The PDF417 2D bar code must have a minimum quiet zone of 0.04 inches (1 mm) above, below, to the left, and to the right.

AP1.35.2.5. The minimum narrow element dimension (X-dimension) must not be less than 0.01 inches (10 mils/.254 mm). For PDF417 2D bar codes up to 12 data columns, the X-dimension must not exceed 0.017 inches (17 mils/.432 mm). For 13 to 18 data columns, the X-dimension will not exceed 0.01 inches.

AP1.35.2.6. The PDF417 2D bar code must have a minimum row height of three times the width of the narrow element (X-dimension).

AP1.35.2.7. The PDF417 2D bar code will use error correction level 5.

AP1.35.2.8. The label should be designed so that two bar codes are not next to each other in the same horizontal plane unless the label is wide enough to reduce the possibility of interference with successful bar code scanning.

AP1.35.2.9. Data identifiers, that contain no information, should not be encoded in the PDF417 2D bar code.

AP1.35.2.10. The quality of the printed PDF417 2D bar code must meet a grade requirement of 2.5 (B) at the point of production when measured in accordance with ISO/IEC 15438 with a measurement aperture of 0.25 mm and an inspection wavelength of 660 ± 10 nm.

AP1.35.3. Data Format. The following table provides examples and explanations of the data stream for a PDF417 2D bar code.

AP1.35.3.1. Compliance Indicator (Column 1), shows the special formatting characters associated with the ISO/IEC 15434 data format. The Compliance Indicator will be the first three characters in the Message Header. The Compliance Indicator will be `]>` (left bracket, right parenthesis, and greater than).

AP1.35.3.2. Separator/Trailer Characters (Column 2), which are non-printing ASCII control characters, show the separator or terminal code that is for that particular part of the data stream. The Format Trailer Character (RS) will be used at the end of the Message Header (before a format series) and at the end of each format series of data (before the next series of data). The Data Element Separator (GS) separates data elements within each format series of the data table. The Message Trailer (EOT) identifies the end of the message within the data stream.

AP1.35.3.3. Format Header (Column 3) is a two-digit numeric identifier "06" or "07" that identifies the rules governing the message format for the data elements that follow.

AP1.35.3.4. Data Identifiers (DI) or Data Element Identifiers (DEI) Column 4) define data content within the message. DIs, for Format Header 06, pertain to American National Standards Institute (ANSI) authorized data elements. Refer to ANSI MH10.8.2, American National Standard for Material Handling, for additional information. DEIs, for Format Header 07, pertain to DoD authorized data elements.

AP1.35.3.5. Data Field (Column 5) contains an abbreviated description of the data field.

AP1.35.3.6. Data Format Type/Length (Column 6) contains indicators of whether the data is alpha and/or numeric and the length of the actual data represented by this field (e.g. an5). A convention of "an..25" means a variable length data string of up to 25 alphanumeric characters, where "an25" means a fixed length of precisely 25 alphanumeric characters. A convention of "an13..15" means a minimum of 13 characters and a maximum of 15 characters. The plus symbol (+) is used to show concatenated data fields within a DI/DEI string. Variable length fields are not zero-filled unless the information is extracted from an external data source that requires leading zeros. If a DI or DEI is used to encode data for multiple applications, several data formats may be described.

AP1.35.3.7. Sample Data (Column 7) contains sample data for the field indicated.

AP1.35.3.8. Total Characters (Column 8) reflects length of the data element separator + header/data element identifier + data field.

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
]>				Message Header Compliance indicator]>	4
	R S	06		Data Identifier Format (ANSI Standard)		06	3
	G S		12S Category 19, Traceability Number for an Entity: Document Number (internally assigned or mutually defined)	Document Number Includes Suffix Code when applicable	an14..15	12SW90GF88296 20258	19
	G S		N Category 14, Industry Assigned Codes: National/NATO Stock Number (NSN)	National Stock Number (NSN) or Stock Identification Elements May reflect NSN, CAGE Code/part number, FSC, etc., as applicable. May also include associated coding, e.g., Type of Pack, USN Special Material Identification Code (SMIC) or USAF Materiel Management Aggregation Code (MMAC) This data content is analogous to the MILSTRIP stock number field. For unique item tracking or in support of DoD policy for the application of IUID in supply processes, use this identifier for the NSN and use separate identifiers listed below to uniquely identify a specific individual item.	an..15	N5340013145957	17
	G S		7Q Category 17, Measurement: Quantity, Amount, or Number of Pieces in the format: Quantity followed by the two character ANSI X12.3 Data Element Number 355 Unit of Measurement Code	Quantity and Unit of Issue Do not include leading zeros Staffing Note: Original footnote deleted; restricted quantity to 1.	an..5+an2	7Q1EA	10
	G S		V Category 22, Party to the Transaction: Supplier Code assigned by Customer	Routing Identifier Code – Shipping Activity Identifies the RIC of the source of supply (MILSTRIP transaction rp 4-6).	an3	VS9I	5
	G S		7V Category 22, Party to the Transaction: Code assigned to a party which has financial liability for an entity or group of entities (e.g., owner of inventory) (mutually defined)	Routing Identifier Code – ICP/IMM Identifies the RIC of the activity originating the MRO/LRO/DRO (MILSTRIP transaction rp 67-69).	an3	7VN32	6
	G S		8V Category 22, Party to the Transaction: Customer Code assigned by Customer	Distribution Cognizance Code Last two positions of DoD Distribution Code used for DD Form 1348-1A linear bar code data.	an2	8V7V	5
	G S		2R Category 18, Miscellaneous: Return code assigned by the Customer	Condition Code	an1	2RA	4
	GS		12Q Category 17, Measurement: Value followed by an ISO 4217 data element code for representing unit of value of currencies and funds (e.g., 12Q2.50USD) (2.50 Monetary Value in USA Dollars)	Unit Price Configured as 9 digits (whole dollars), decimal, and 2 digits (cents) followed by "USD" indicating U.S. dollars. Do not include leading zeros.	n..9.n2+an3	12Q50.20USD	19

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Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
	G S		5Q Net Amount	Repair Value For repair/return and repair/replace, include the estimated or actual unit cost. Configured as 9 digits (whole dollars), decimal, and 2 digits (cents). Do not include leading zeros. Do not suffix the value with "USD".	n..9.n2 Value is in U.S. dollars.	5Q1500.00	15
	G S		5P Category 16, Item Information: Freight Classification Item Number assigned by Carrier for purposes of rating hazardous materials (e.g., Motor Freight, Air, Boat, Rail Classification)	National Motor Freight Classification Commodity Number	n6	5P999912	9
	G S		25S Category 19, Traceability Number for an Entity: Identification of a party to a transaction assigned by a holder of a Company Identification Number (CIN) and including the related Issuing Agency Code (IAC) in accordance with ISO/IEC 15459 and its registry, structured as a sequence of 3 concatenated data elements: IAC, followed by CIN, followed by the supplier assigned serial number that is unique within the CIN holder's domain (See MH10.8.2 Annex C.11)	Unique Item Identifier (UII). The unique identification assigned by the supplier or DoD to an entity for its lifetime	an..50 Decreased to 50 to match UII registry	25SD12345123TS 001100223	54
	G S		S Category 19, Traceability Number for an Entity: Serial number or code assigned by the Supplier to an entity for its lifetime, (e.g., computer serial number, traceability number, contract tool identification)	Serial Number The item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes.	an..30	S123TS00110022 3	32
	G S		1T Category 20, Traceability Number for Groups of Entities: Traceability Number assigned by the Supplier to identify/trace a unique group of entities (e.g., lot , batch , heat)	Batch/Lot Number Assigned by the supplier (or DoD) to identify/trace a unique group of entities, (e.g. lot, batch, or production run).	an..25	ITMGU12345	28
	G S		17V Category 22, Party to the Transaction: U.S. DoD CAGE Code	Manufacturer ID Commercial and Government Entity Code (CAGE) The manufacturer's CAGE for the identified item. [Optional alternative manufacturer identification may be used by Component agreement only. If Dun & Bradstreet Data Universal Numbering System (DUNS) number, use identifier 12V. If GS1 Company Prefix code, use identifier 3V.]	an5 [n9] [an7..10]	17V1AAA9 [12V123456789] [3V0614141]	14
	G S		1P Category 16, Item Information: Item Identification Code assigned by Customer	Part Number The part number currently used to identify this item.	an..16	1P9988771212SP	19
	R S	07		Format Indicator (ANSI Free Text)	n2	07	3

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Change 5

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
	G S		03	Project Code	an3	03ZCN	6
	G S		B6	DoD Distribution Code Three-position field must reflect blanks as applicable. Blanks may be located in any position.	an3	B6_7V	6
	G S		27	Consignee DoDAAC Reflects ship-to DoDAAC (Block 3)	an6	27WK4FV9	9
	G S		38	Nomenclature	an..20	38LOOP, STRAP	23
	G S		32	Required Delivery Date (RDD) May reflect RDD in DDD format or special codes, e.g., expedited shipment and handling (Code 999), Not Mission Capable Supply (NMCS) (Code N__), etc.	an..3	32999	6
	G S		B7	Requisition Priority Designator (PD)	n2	B703	5
	G S		B8	Partial Shipment Indicator	a1	B8P	4
	G S		81	Supplementary Address Derived from rp 45-50 of the requisition	an6	81WK4FV9	9
	G S		H <i>Category 8, Name of Party: DI (H) is followed by the (Mark-for DoDAAC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UC)</i>	Mark-for Party DoDAAC <i>Reflects DoDAAC in MARK FOR (Block 4)</i> <i>The Mark-for DoDAAC may be used alone or in combination with a text element. In either case, the DoDAAC is separately encoded. Only one Mark-for DoDAAC may be used.</i>	an6+UC <i>The (+UC) is encoded data</i>	HW90GF8+UC	10
	G S		H <i>Category 8, Name of Party: DI (H) is followed by the (Mark-for RIC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UD)</i>	Mark-for Party RIC <i>Reflects RIC in MARK FOR (Block 4)</i> <i>The Mark-for RIC may be used alone or in combination with a text element. In either case, the RIC is separately encoded. Only one Mark-for RIC may be used.</i>	an3+UD <i>The (+UD) is encoded data</i>	HAER+UD	7

Compliance Indicator	Separator / Trailer Characters	Format Header	Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI)	Data Field (DoD Usage)	Data Format (Type/Length)	Sample Data (Compliance, Header, Identifier and Data)	Total Characters
	G S		H Category 8, Name of Party: DI (H) is followed by the (Mark-for text) followed by a (+) character followed by the EDIFACT Code List 3035 code value (HK)	Mark-for Party Text Reflects text other than DoDAAC or RIC in MARK FOR (Block 4) The Mark-for text may be used alone or in combination with a DoDAAC or RIC element. In either case, the text is separately encoded without the DoDAAC or RIC. All 24 Mark-for text positions are available if a mark-for DoDAAC or a Mark-for RIC is not encoded. If a Mark-for DoDAAC is encoded separately, 17 positions are available for the clear text. If a Mark-for RIC is encoded separately, 20 positions are available for the clear text. When the Mark-for text is printed in combination with a DoDAAC or RIC, do not encode the printed slash (/).	an1..24+HK The (+HK) is encoded data	HJohn Doe+HK	28
	R S EOT						2

AP1.35.4 Encoding the Separator/Trailer Characters. The following table shows the encoded values that can be used for the non-printing ASCII control characters used as Element Separators.

Table of Hexadecimal and Decimal Values

ASCII / ISO 646	HEX	DEC
RS	1E	30
GS	1D	29
EOT	04	04

AP1.35.5. PDF417 2D Bar Code Data Syntax

AP1.35.5.1. Common data for the IRRD item will be encoded in the ISO/IEC 15434 Format 06 and Format 07 syntax envelopes, as applicable.

AP1.35.5.2. For an IRRD quantity of one item, the Format 06 envelope may also be used to associate the format applicable item-specific data (e.g. serial number, UII, batch/lot, etc.) for the uniquely identified item. A single data qualifier or paired data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item. The UII and serial number (used for tracking under a UIT program or in support of DoD

supply policy for the application of IUID) will be encoded to based upon IUID Indicator Y when they are when machine readable and readily available, or when retrievable from the system generating the form. However, at a minimum, the serial number is required for a NSNs falling under a UIT program.

AP1.35.5.3. For IRDD quantities of two or more items, use the DD Form 1348-1A Continuation Page (see AP1.36).

Sample PDF417 2D bar code data stream:

[]>^{RS}06^{GS}12SW90GF8829620258^{GS}N5340013145957^{GS}7Q1EA^{GS}VS9I^{GS}7VN32^{GS}2RA^{GS}12Q050.20USD^{GS}5P999
912^{GS}25SUN077991289674B36AB^{GS}S123TS001100223^{GS}1TMGU12345^{GS}17V1AAA9^{GS}
1P9988771212SP^{RS}07
^{GS}03ZCN^{GS}B6 7V^{GS}27WK4FV9^{GS}38LOOP, STRAP^{GS}32999^{GS}B702^{GS}B8P^{GS}81WK4FV9^{RS}EOT



Sample PDF417 2D Bar Code

AP2.2. APPENDIX 2.2

SERVICE AND AGENCY CODES¹

MILSTRIP SERVICE CODES

NUMBER OF CHARACTERS:	One or two
TYPE OF CODE:	Alpha
EXPLANATION:	<p>Services/Agency (S/A) codes are designed to accommodate S/A identity in Military Standard Requisitioning and Issue Procedures (MILSTRIP) documentation. For this purpose, these codes are used in conjunction with other codes to identify the parent S/A of requisitioners and other addressees. The S/A codes shall be used in rp 4, 30, 31, 45, 46, 67, and 74 of the DD Form 1348 series of documents according to the following MILSTRIP record position key:</p> <ul style="list-style-type: none">4 First position of the Routing Identifier Code (RIC)30 First position of the Document Number31 Second position of the Document Number45 First position of Supplementary Address46 Second position of Supplementary Address67 First position of RIC for U.S. storage activity preparing the DD Form 1348-1A or DD Form 1348-274 First position of the RIC <p>By exception, two position combination codes using the authorized S/A code and a specified second position are authorized to identify contractor DoDAACs.² FEDSTRIP provides for the use of the two position codes, defined as civil Agency codes, to be entered in rp 30-31 and 45-46 of the Government Services Administration (GSA) Form 1348 series of documents. The MILSTRIP Service codes³ and the Federal Standard Requisitioning and Issue Procedure (FEDSTRIP) Agency codes⁴ are listed below:</p>
RECORD POSITION:	4, 30, 31, 45, 46, 67, and/or 74

¹ Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the activity address code (AAC).

² Combination codes authorized for USCG and DLA. Refer to ADC 319.

³ Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found at: www.dla.mil/j-6/dlms0/eApplications/LOG.NET/UIL/Log_Qualifiers/lqvqcDetails.aspx?code=71

⁴ Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the activity address code (AAC).

SERVICE CODES												
CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
A	A		A		A		A		A		Army	
B	B						B		B		Army	
B			B		B						Army	Security Assistance Use Only ⁵
C	C						C		C		Army	
C			C		C						Army	Contractor Use Only
D	D						D		D		Air Force	
D			D		D						Air Force	Security Assistance Use Only ⁶
E	E						E		E		Air Force	
E			E		E						Air Force	Contractor Use Only
F	F		F		F		F		F		Air Force	
G	G		G		G		G		G		GSA	
H	H		H		H						Other DoD Activities	Note: To designate other ⁷ DoD Activity
H			H	G	H	G					Other DoD Activity Contractors	contractors, you must use Service Code H with G. When code HG is used, rp 30-31 or 45-46 shall contain the HG code, as appropriate ⁸ .
H							H		H		Not Assigned	
I			I								Missile Defense Agency	Security Assistance Use Only
J	J										Air Force	On Base Use Only
J			J								Air Force	
J					J		J		J		Not Assigned	
K	K						K		K		Not Assigned	
K			K		K						Marine Corps	Security Assistance Use Only ⁹
L							L		L		Not Assigned	

⁵ On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

⁶ Ibid.

⁷ Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

⁸ Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found at www.dla.mil/j-6/dlms/eApplications/LOG.NET/UIL/Log_Qualifiers/lqvqcDetails.aspx?code=71.

⁹ On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
L	L		L		L						Marine Corps	Contractor Use Only
M	M		M		M		M		M		Marine Corps	
N	N		N		N		N		N		Navy	
O											Not Assigned	
P	P						P		P		Navy	
P			P		P						Navy	Security Assistance Use Only ¹⁰
Q	Q						Q		Q		Navy	
Q			Q		Q						Navy	Contractor Use Only
R	R		R		R		R		R		Navy	
S	S		S		S		S		S		DCMA	See footnote ¹¹
S	S		S		S		S		S		DLA	See footnote ¹²
S			S	D	S	D					DLA	Contractor Use Only
T	T						T		T		DLA	
T			T								DLA	Security Assistance Use Only ¹³
T					T						(See Footnote ¹⁴)	
U	U						U		U		Not Assigned	
U			U		U						DLA	Contractor Use Only
V			V		V						Navy	
V	V						V		V		Navy	Contractor Use Only
V							V		V		Not Assigned	
W	W		W		W		W		W		Army	
X											Reserved	(Used internally by DLA Transaction Services)
Y					Y ¹⁵						Reserved	See Footnote

¹⁰ Ibid.

¹¹ DCMA: DoDAACs begin with S and end with A; any character is allowed in between. RICs are in the format S-numeric-alpha, where the numeric value is 6, 7, or 8 only.

¹² DLA: S-series excluding those values that fall within the DCMA format rules identified in the previous footnote for DCMA.

¹³ On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

¹⁴ S/A Code T entered in rp 45 may be used for any Foreign Military Service (FMS) country Defense organization which is not designated as an element of that country's Army, Navy, Air Force, or Marine Corps.

¹⁵ **Identifies Security Assistance Grant Aid when used in a Security Assistance requisition (as designated by rp 30). Otherwise, considered nonsignificant except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel. See MILSTRIP Appendix 2.9 for details.**

SERVICE CODES

CODE	4	5	30	31	45	46	67	68	74	75	S/A	REMARKS
Z	Z	Z	Z		Z		Z		Z			Coast Guard
Z			Z	0	Z	0						Coast Guard Contractor Use Only

FEDSTRIP CIVIL AGENCY CODES¹⁶

NUMBER OF CHARACTERS: Two.
TYPE OF CODE: Numeric, Numeric.
EXPLANATION: Identifies civil agencies under FEDSTRIP
RECORD POSITION(S): 30-31 and 45-46.

SPECIAL PROGRAM ACTIVITY CODES¹⁷

NUMBER OF CHARACTERS: Two.
TYPE OF CODE: First-position Numeric, Second-position Alpha.
EXPLANATION: Identifies special program activities that are neither
DoD or Federal Agencies
RECORD POSITION(S): 30-31 and 45-46.

¹⁶ Refer to the Treasury Financial Manual Supplement – FAST Book (Part II link to Independent Agencies) for listing of Federal civil Agency codes <http://www.fms.treas.gov/fastbook/> used as the first two positions of the AAC.

¹⁷ Request for Implementation Date for Approved DLMS Change (ADC) 384, Special Programs for NonDoD/No-Federal Agency Requisitioners and Administrative Change for Contractor DoDAACs, January 18, 2011

AP2.10. APPENDIX 2.10

SIGNAL CODES

AP2.10.1. ***General.*** *This appendix provides guidance for legacy-formatted MILSTRIP requisitions and provides transition guidance for perpetuation of the signal code under DLMS. The long-term goal for DLMS procedures is to eventually terminate the use of the signal code, which is redundant to the use of discretely identified activities relevant to the transaction.*

AP2.10.2. ***Legacy MILSTRIP Business Rules.*** The signal code (record position 51) in A series documents has two purposes; it designates the fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the Material Returns Program (MRP), **Document Identifier Code (DIC) FT_ series**, the signal code designates the fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP2.10.2.1. The coding structure and its meaning for **DIC A_ series documents are shown in Table AP2.10.T1.**

<i>Table AP2.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules</i>		
<i>Code</i>	<i>Ship to . . .</i>	<i>Bill to . . .</i>
<i>A</i>	<i>Requisitioner</i>	<i>Requisitioner (rp 30-35)</i>
<i>B</i>	<i>Requisitioner</i>	<i>Supplementary address (rp 45-50)</i>
<i>C</i>	<i>Requisitioner</i>	<i>Bill-to party designated by the fund code (52-53)</i>
<i>D</i>	<i>Requisitioner</i>	<i>No billing required (free issue) (Not to be used by DoD activities when submitting requisitions on General Services Administration (GSA))</i>
<i>J</i>	<i>Supplementary address</i>	<i>Requisitioner (rp 30-35)</i>
<i>K</i>	<i>Supplementary address</i>	<i>Supplementary address (rp 45-50)</i>

Table AP2.10.T1. <u>Legacy-Formatted Requisitioning Transaction Business Rules</u>		
Code	Ship to . . .	Bill to . . .
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address¹	No billing required (free issue). (Not to be used by DoD activities when submitting requisitions on GSA)
W	Requisitioner	For intra-Service use only
X	Supplementary address	For intra-Service use only

AP2.10.2.2. The coding structure and its meaning *for applicable Materiel Returns Program (MRP)* (DIC FT_ series documents) **are shown in Table AP2.10.T2.**

Table AP2.10.T2. <u>Legacy-Formatted Asset Reporting Transaction Business Rules</u>		
Code	Ship from . . .	Credit to . . .
A	Requisitioner	Requisitioner (rp 30-35)
B	Requisitioner	Supplementary address (rp 45-50)
C	Requisitioner	Bill-to party designated by the fund code (52-53)
D	Requisitioner	No credit required
J	Supplementary address	Requisitioner (rp 30-35)
K	Supplementary address	Supplementary address (rp 45-50)
L	Supplementary address	Bill-to party designated by the fund code (52-53)
M	Supplementary address	No credit required
W	Requisitioner	For intra-Service use only

¹ When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.

Table AP2.10.T2. <u>Legacy-Formatted Asset Reporting Transaction Business Rules</u>		
Code	Ship from . . .	Credit to . . .
X	Supplementary address	For intra-Service use only

AP2.10.2.3. When the Signal Code is C or L, an additional use for the fund code is to indicate the bill-to office. The fund code to bill-to office conversion under MILSBILLS procedures is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP2.10.3 DLMS MILSTRIP Business Rules.² Pending future termination of the signal code under DLMS, the signal code remains as a required data element. Redundant mapping of the discretely identified activities is required during an extended transition period to ensure interoperability in a mixed DLMS/legacy environment.

AP2.10.3.1 Although identified in the transaction, the signal code in requisitions, including referral and passing orders, must also designate the role/placement of legacy fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the MRP, the signal code designates the role/placement of fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP2.10.3.2 The coding structure and its meaning for requisition documents are shown in Table AP2.10.T3.

Table AP2.10.T3. <u>DLMS-Formatted Requisitioning Transaction Business Rules</u>			
Code	Ship to . . .	Bill to . . .	Notes
A	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)	Supplemental data non- significant (LQ01/Code A9)

² Refer to ADC 1009A.

Table AP2.10.T3. <u>DLMS-Formatted Requisitioning Transaction Business Rules</u>			
Code	Ship to . . .	Bill to . . .	Notes
B	Requisitioner Requisitioner DoDAAC perpetuated to the ship- to (N101/Code ST)	Addressee (other than the requisitioner) designated by the bill-to (N101/Code BT)	Perpetuate bill-to DoDAAC to the supplemental data (LQ01/Code A9)
C	Requisitioner Requisitioner DoDAAC perpetuated to the ship- to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Supplemental data non- significant (LQ01/Code A9) Bill-to DoDAAC must be associated with the fund code in the Fund Code to Billed DoDAAC Conversion Table³
D	Requisitioner Requisitioner DoDAAC perpetuated to the ship- to (N101/Code ST)	No billing required (free issue)	Supplemental data non- significant (LQ01/Code A9)
J	Addressee (other than the requisitioner) designated by the ship- to (N101/Code ST)	Requisitioner Requisitioner DoDAAC perpetuated to the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)
K	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)	Perpetuate bill and ship-to DoDAAC to the supplemental data (LQ01/Code A9)

³ Refer to DLM 4000.25, Volume 4, Finance.

Table AP2.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules			
Code	Ship to . . .	Bill to . . .	Notes
L	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9) Bill-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table⁴
M	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)⁵	No billing required (free issue)	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)⁶
W	Requisitioner (N101/Code ST)	For intra-Service use only	
X	Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)	For intra-Service use only	Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)

AP2.10.3.3. The coding structure and its meaning for MRP asset reports documents are shown in Table AP2.10.T4.

⁴ *Ibid.*

⁵ *When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.*

⁶ *Ibid.*

Table AP2.10.T4. <u>DLMS-Formatted Asset Reporting Transaction Business Rules</u>			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB)⁷	Notes
A	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit	
B	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit	Perpetuate credit-to DoDAAC to the supplemental data (LQ01/Code A9)
C	Reporting activity identified in the document number perpetuated to the shipped from	Addressee (other than the reporting activity) designated by the party to receive credit based on the fund code.	Credit-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table⁸
D	Reporting activity identified in the document number perpetuated to the shipped from	No credit required	
J	Addressee (other than the reporting activity identified in the document number) discretely identified as the shipped from	Reporting activity identified in the document number perpetuated to the party to receive credit	Perpetuate reporting location to the supplemental data (LQ01/Code A9)

⁷ A single party to receive credit is used pending implementation of a DLMS enhancement to distinguish and discretely identify the party to receive credit for materiel; party to receive credit for packing, crating, and handling; and party to receive credit for transportation.

⁸ Refer to DLM 4000.25, Volume 4, Finance.

Table AP2.10.T4. <u>DLMS-Formatted Asset Reporting Transaction Business Rules</u>			
Code	Ship from . . . (N101/Code SF)	Credit to . . . (N101/Code ZB)⁷	Notes
K	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit	Perpetuate party to receive credit DoDAAC to the supplemental data (LQ01/Code A9)
L	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	Addressee (other than the reporting activity identified in the document number or shipped from) designated by the party to receive credit based on the fund code	Perpetuate shipped from DoDAAC to the supplemental data (LQ01/Code A9) Credit-to DoDAAC must be associated with the identified fund code in the Fund Code to Billed DoDAAC Conversion Table
M	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	No credit required	Perpetuate shipped from DoDAAC to the supplementary data (LQ01/Code A9)
W	Reporting activity identified in the document number perpetuated to the shipped from	For intra-Service use only	
X	Addressee (other than the reporting activity identified in the document number) designated by the shipped from	For intra-Service use only	

AP2.10.4. The coding structure and its meaning for shipments/transfers to DLA Disposition Service Field Office:

AP2.10. 4.1. For shipments/transfers of hazardous materiel and waste to DLA Disposition Service Field Offices, the Disposal Turn-In Document (DTID), DD Form 1348-1A, DD Form 1348-2, or authorized electronic equivalent, **will** reflect the designated consignee DLA Disposition Service Field Office **as the ship-to (N1/Code ST) (MILSTRIP Legacy supplementary address (rp 45-50))** and the signal code **will be as shown in Table AP2.10.T5.**

Table AP2.10.T5. <u>DTID Signal Code Business Rules</u>	
Code	Bill to . . .
A	Turn-in activity identified in the document number (MILSTRIP legacy rp 30-35)
B	Bill to activity in block 27 of the DTID. If Signal Code B is present and no bill-to activity is provided in DTID block 27, the bill-to office will default to the turn-in activity identified in the document number (MILSTRIP legacy rp 30- 35).
C	Addressee designated by the fund code (MILSTRIP legacy rp 52-53). If Signal Code C is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code C, bill to activity must also be identified in block 27 of the DTID.
L	Addressee designated by the fund code (legacy rp 52-53). If Signal Code L is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35). For Signal Code L, bill to activity must also be identified in block 27 of the DTID.

AP2.10.4.2. Only the signal codes in AP2.10.3.1 are applicable on the DTID for hazardous materiel or waste turn-in. Processing under Signal Codes C and L are redundant to allow perpetuation of legacy system procedures.

AP2.10.5. Designation of the DoD EMALL DoDAAC SC4210 as the bill-to indicates payment via Government purchase card or corporate credit card applies.

AP2.14. APPENDIX 2.14

PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES

AP2.14.1. The priority designator (PD) is located in rp 60-61 of requisitions, and related transactions, and is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force or Activity Designator (F/AD), and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign F/ADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate F/AD is in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," Volume 8, "Materiel Data Management and Exchange," February 10, 2014. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND are in paragraph AP2.14.3., below.

AP2.14.2. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of required delivery dates (RDD) when assigned to requisitions. Commanding Officers of International Logistics Control Offices (ILCO), receiving requisitions from Security Assistance requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

AP2.14.2.1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

AP2.14.2.2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

AP2.14.3. The determination of the appropriate UND will be made as follows:

AP2.14.3.1. UND A will be used in requisitioning materiel:

AP2.14.3.1.1. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).¹

¹ Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information

AP2.14.3.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

AP2.14.3.1.3. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.²

AP2.14.3.1.4. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

AP2.14.3.1.5. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

AP2.14.3.1.6. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

AP2.14.3.1.7. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality Code of 1 or 2.

AP2.14.3.2. UND B will be used in requisitioning materiel:

AP2.14.3.2.1. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

AP2.14.3.2.2. Required for immediate installation on, repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.³

AP2.14.3.2.3. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

AP2.14.3.2.4. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

² Ibid.

³ Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

AP2.14.3.2.5. Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of the activity to perform its assigned missions is impaired.

AP2.14.3.2.6. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

AP2.14.3.2.7. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

AP2.14.3.2.8. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

AP2.14.3.2.9. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

AP2.14.3.3. UND C will be used in requisitioning materiel:

AP2.14.3.3.1. Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.

AP2.14.3.3.2. Required for replenishment of stock to meet authorized stockage objective.

AP2.14.3.3.3. Required for purposes not specifically covered by any other UND.

AP2.14.4. Special Programs. All special programs requisitions (identified by requisitioner DoD activity address code (DoDAAC) using the 1st position numeric–2nd position alpha series, e.g. 1A) will be reviewed for appropriate PD assignment. These requisitions are authorized to use Uniform Materiel Movement and Issue Priority System (UMMIPS) priorities 8, 10, and 15, which corresponds to F/AD V and UND A, B, and C. DLA Transaction Services will validate for appropriate use and downgrade any unauthorized value to PD 15. Defense Automatic Addressing System (DAAS) will provide an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Abuse of FAD I will be output to the Unauthorized Priority Designator Report.

AP2.14.5. Purpose. This section describes the assignment process for determining the appropriate PD based on the assigned F/AD and the validation process for those activities using the F/AD I assignment inappropriately.

AP2.14.5.1. Derivation of Priority Designators. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned F/AD and the UND determined by the requisitioning activity. Table AP2-14.T1 indicates the appropriate Arabic number PD derived from a combination of a given roman numeral F/AD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table AP2-14.T1. Derivation Of Priority Designators (Relating F/AD to UND)

FORCE OR ACTIVITY DESIGNATOR	URGENCY OF NEED		
	A	B	C
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

AP2.14.5.2. Validation of F/AD I Activities. By direction of the OSD, the DLA Transaction Services will validate F/AD I usage through the requisitioning process. The DLA Transaction Services will maintain an edit table consisting of activities authorized to use F/AD I. To preserve accuracy and timely update, the JCS will forward to DLA Transaction Services and Government Services Administration (GSA) all OSD-approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include on-line update, with the DLA Transaction Services and GSA is authorized for time sensitive updates; however, formal documentation will be forwarded to DLA Transaction Services and GSA to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. DLA Transaction Services will edit PD 01, 04, and 11 requisitions (***DLMS 511R, 511M, 869F, and 517M or MILSTRIP legacy*** DICs A0_, AM_, AT_, A3_, A4_, and APR) to ensure that F/AD I requisitions identify an authorized activity in the document number (***MILSTRIP legacy*** rp 30-43), supplementary address field (***MILSTRIP legacy*** rp 45-50), ***or DLMS ship-to, bill-to, or mark-for party***⁴ ***DoDAAC***. DLA Transaction Services will identify PD 01 requisitions failing this edit for suspected abuse and subsequent investigation without interruption of normal requisition processing. DLA Transaction Services will use ***Table***

⁴ Refer to ADC 1009A. Automatic downgrade for PD 01 requisitions will not be authorized pending implementation of the mark-for party as an alternate location for the authorized activity DoDAAC.

AP2-14.T2, to downgrade PD 04 and 11 requisitions failing this edit. DLA Transaction Services will report downgrading action back to the requisitioner in **DLMS 870S/DIC** AE9 transaction with BK status and will forward the modified requisition for processing. By agreement, all suspected F/AD I abuses found in US Coast Guard requisitions (**document number beginning with Service/Agency Code Z**) identified under above validation process will be automatically downgraded. In addition, DLA Transaction Services will assess the validity of transactions which bypass the F/AD I validation process as a result of alternative requisition submission; such as, Defense Supply Expert System (DESEX) input, using the requisition image transaction (**MILSTRIP legacy DICs** CHI, CHA, BE9, and B99). Suspected abuses uncovered during the above edit process (to include those transactions downgraded by DLA Transaction Services) will be output to the Unauthorized Priority Designator Assignment Report (Appendix AP1.34).

Table AP2-14.T2. DLA Transaction Services Table For Automatic Downgrading Of Requisition Priority Designator⁵

If PD is:	then DLA Transaction Services will to change to:
01 (USCG, USAF JM accounts, and Security Assistance only)	03
04	06
11	13

AP2.14.5.3. MILSTRIP requisitions submitted directly to GSA for GSA managed items will be reviewed for appropriate PD assignment prior to further processing. Any requisitions with PD 04 or PD 11 will be downgraded in accordance with table 2. PD 01 requisitions may be downgraded with the exception of AF (Service Code F) requisitions.⁶ GSA will notify the requisitioner of the downgrade by generating a supply status, DIC AE8 with BK Status, and route to DLA Transaction Services for distribution to the correct recipient(s) depending on the Media/Status and Distribution Code in the AE8. The modified requisition will be forwarded within GSA for processing based on the new PD. GSA will report downgrading action to DLA Transaction Services on the DIC CHA/CH1 transaction using rp 78 as 'D' to indicate downgrade and rp 79-80 to report the original PD. In the case of PD 01 suspected abuse, both the PD in rp 60-61 and rp 79-80 would contain 01 on the DIC CHA/1 transaction. This action will allow

⁵ Effective November 3, 2003, DLA Transaction Services implemented logic change to allow requisitions with DoDAAC N00421 in rp 30-35, Document Number Serial Numbers FQ and GQ (in rp 40-41) and PDs 04 and 11 to pass through DLA Transaction Services processing without being downgraded. Requisitions with DoDAAC N00421, document number serial numbers beginning with FQ and GQ for PDs 01, 04, and 11 will not be included in the monthly Priority Designator Reports.

⁶ Refer to ADC 279, Automated Downgrade for Priority Abuse and Reporting Procedures. The exception for the AF is an interim waiver pending better methodology for identification of the F/AD I authorized activity in AF requisitions.

DLA Transaction Services to merge GSA priority abuse data into the Unauthorized Priority Designator Assignment Report on a monthly basis as described in DLM 4000.25-1, Appendix AP1.34. NOTE: MILSTRIP requisitions submitted directly to GSA for GSA managed items will not be revalidated by DLA Transaction Services against the established edit table.

AP2.14.5.4. DAAS will apply automatic downgrading to DoD EMALL prepared requisitions unmatched to the Authorized DoDAAC List with the exception of AF PD 01 and MILSTRIP Order Entry Program (MOES) PD 01.

AP2.14.5.5. Security Assistance Requisitions. All Security Assistance requisitions (identified by Service Code B, D, K, P, or T in rp 30/45) will be reviewed for appropriate PD assignment by the ILCO prior to release. The Security Assistance requisitions will not be revalidated by DLA Transaction Services against the established edit table. However, any Security Assistance requisitions with PD 01, 04, or 11 will be downgraded in accordance with Table AP2-14.T2. DLA Transaction Services will report downgrading action to the applicable ILCO in an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Suspected abuse will be output to the Unauthorized Priority Designator Report under the appropriate S/A heading with no activity name.

AP2.14.5.6. Participating Service/Agency Points of Contact and Responsibilities. DoD 4140.1-R, Appendix 9, requires DoD Components to designate a single office of primary responsibility to act as focal point for UMMIPS matters. To provide clear visibility of such points of contact, the JCS, the Military Services, the Defense Logistics Agency (if needed), and the General Services Administration, will provide contact information to DLA Logistics Management Standards for publication in this appendix. Contact information will include office name/symbol and communications numbers. Primary and alternate information should be included. DoD Component responsibilities for monitoring FA/D assignments and conducting annual reviews are delineated in DoD 4140.1-R.

AP2.14.5.7. Service/Agency Points of Contact are listed on the DLA Logistics Management Standards Web site at www.dla.mil/j-6/dlms/eLibrary/ServicePoints/default.asp.

AP2.14.6. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of F/AD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

AP2.14.6.1. PD 03 will be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

AP2.14.6.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

AP2.14.6.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

AP2.14.6.2. PD 03 will be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

AP2.14.6.3. PD 06 will be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

AP2.14.7. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

AP2.14.8. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the F/AD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

AP2.14.9. ISSUE PRIORITY GROUPS (IPGs). PDs are grouped into IPGs as follows:

AP2.14.9.1. PDs 01, 02, and 03 form IPG I.

AP2.14.9.2. PDs 04, 05, 06, 07 and 08 form IPG II.

AP2.14.9.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

AP2.14.10. The key to achieving and maintaining a well balanced stock position is timeliness in submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a Security Assistance recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are the 9__ series. Control levels may be established to reserve assets for

requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a Security Assistance recipient.

AP2.14.11. RDD Data Field. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the appropriate entry for the RDD data field.⁷ The combination of the PD and the designation or non-designation of an RDD or other allowable entry for rp 62-64, as stated in this appendix, will determine the supply and transportation system response time requirements. Response times are located in DoD 4140.1-R, Appendix AP8, UMMIPS Time Standards

AP2.14.11.1. A RDD which falls within 8 days of the requisition date will impact determination of the applicable UMMIPS time standard when the PD is 04-15. Otherwise, designation of a specific calendar day as the RDD will not influence response time; shipment will occur within the UMMIPS time standards for the assigned PD. When entered, the calendar day RDD may not precede the requisition date or exceed the requisition date or exceed the requisition date by more than 100 days.⁸ Requisitions may also be coded using instructions below to indicate an extended RDD. To preclude shipment later than the RDD, submit requisition with Advice Code 2T.

AP2.14.11.1.1. Extended RDD (Code X). When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic X will be entered in rp 62. Use of the extended RDD will not preclude earlier delivery if the materiel is available or later delivery should back-ordered materiel become available at a later date. Enter the appropriate PD, consistent with the F/AD and UND, in rp 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the estimated shipping date (ESD) will be shown in rp 70-73. Supply source deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

AP2.14.11.1.2. Extended RDD (Code S). When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. No other entry will preclude earlier shipment if the materiel is available. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, 01 for the first month and 02 for the second month. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP⁹ in rp 65-66 of the supply status transaction.

⁷ Non-date entries in the RDD field, i.e., Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirement Codes Under the DLMS.

⁸ The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

⁹ Ibid

AP2.14.11.2. Expedited Transportation Signal. When expedited transportation is required, and the PD is 01-08, "777" may be entered in rp 62-64.

AP2.14.11.3. Collocated Stock. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of 444. The customer entering a "444" RDD should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD.

AP2.14.11.4. Non-Mandatory RDD Data-Field Requirements. If the customer does not specify an RDD or one of the allowable entries for rp 62-64 the RDD may be left blank and the customer should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD. When requisitions are received without entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

AP2.14.11.5. Mandatory RDD Data-Field Requirements. For subsistence, the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

AP2.14.11.5.1. When RDDs extend beyond order/ship times established by the ICP (for meals ready to eat (MRE) and other ration items), Paragraph AP2.14.10.1. will apply.

AP2.14.11.5.2. Provisions for work stoppage conditions identified below do not apply to subsistence.

AP2.14.11.5.3. During mass and universal cancellation situations, provisions of Chapters C3 and C8 take precedence over specific RDD requirements.

AP2.14.11.5.4. Expedited Handling Signal 999 and other not mission capable supply (NMCS) conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

AP2.14.11.6. Not Mission Capable Supply/Anticipated Not Mission Capable Supply. Not mission capable supply/anticipated not mission capable supply (NMCS/ANMCS) requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur; equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

AP2.14.11.6.1. Expedited Handling Signal. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for OCONUS deployment within 30 days of the requisition date only when the conditions specified below are met:

AP2.14.11.6.2. The requisitioning unit must possess F/AD I, II, or III, and

AP2.14.11.6.3. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

AP2.14.11.6.4. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

AP2.14.11.6.5. Expedited Handling Signal 999 does not apply to Security Assistance requisitions.

AP2.14.11.6.6. Requisitions for NMCS conditions other than 999, and all ANMCS conditions, must contain PD 01-08 with an N (NMCS) or E (ANMCS) in rp 62. [text deleted] Rp 63-64 are considered nonsignificant. Use UMMIPS time standards to ship materiel.

AP2.14.11.6.7. Required Availability Date. Security Assistance requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. Enter an A in rp 62 and use rp 63-64 to indicate the number of months remaining from the date of the requisition to the required availability date. (See Chapter C6.)

AP2.14.11.6.8. Processing Precedence During Mass Cancellation. Customers desiring to identify requisitions for continued supply and/or shipment processing during mass cancellation situations, will submit a requisition modifier (document identifier code (DIC) AM_ with 555 in the RDD data field (in rp 62-64). Requisitions containing or modified to contain 555 in the RDD data field and PD 01-08 (in rp 60-61) will receive processing precedence using the guidance in Chapter C3, Paragraph C3.1.2. Requisitions containing 555 in the RDD data field and PD 09-15 in rp 60-61 will be processed under the priority.

AP2.14.11.6.9. Processing Precedence During Work Stoppage. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP2.14.11.6.9.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel. Rp 63-64 is left blank.

AP2.14.11.6.9.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements. Rp 63-64 is left blank.

AP2.14.11.6.10. Required Delivery Period. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, a required delivery period (RDP) may be established as outlined below and entered in rp 62-64:¹⁰

AP2.14.11.6.10.1. Decide the latest acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (in rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

AP2.14.11.6.10.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (in rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

B	C	D	G	H	J	K	L	M	P	T	U	V	W
1	2	3	4	5	6	7	8	9	10	11	12	13	14

AP2.14.11.6.10.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 2125, and the last acceptable delivery date is 30 days after the date of the requisition (2155), while the earliest acceptable delivery date is 2 days before the latest acceptable delivery date (2153). In this case two positions of the RDP would be 30, and the first position would be C (2 days before 2155—the last acceptable delivery date). The RDP would appear on the requisition as C30.¹¹

¹⁰ Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

¹¹ The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

AP2.16. APPENDIX 2.16

STATUS CODES

AP2.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from sources of supply to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from the Defense Automatic Addressing System (DAAS) to a DAAS subscriber or from storage activities to inventory control points (ICP) to furnish the status of materiel release orders (MRO). The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP2.16.2. Selected status codes are also used to provide status on or to reject Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP) transactions ([DLM 4000.25-2](#)).

AP2.16.3. The method of assigning status codes and a listing of the codes is provided below:

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
A	A through Z (except I and O) 1 through 9	For Intra-Army
B	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and Government Services Administration (GSA) ¹ transactions, excluding customer asset reporting transactions.
C	A through Z (except I and O) 1 through 9	
D	A through Z (except I and O) 1 through 9	
P	A through Z (except I and O)	

¹ Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

CATEGORY ASSIGNMENTS OF STATUS CODES		
RECORD POSITION(S)		
65	66	Alphabetic/Alphabetic and Alphabetic/Numeric
F	A through Z (except I and O) 1 through 9	For Intra-Air Force
J	A 1	
G	A through Z (except I and O) 1 through 9	For Intra-GSA
H	A through Z (except I and O) 1 through 9	For Intra-DLA
M	A through Z (except I and O) 1 through 9	For Intra-Marine Corps
N	A through Z (except I and O) 1 through 9	For Intra-Navy
R	A 1	
E	A through Z (except I and O) 1 through 9	For DLA, Inter-Service, and GSA customer asset reporting transactions.
S	A through Z (except I and O) 1 through 9	
T	A through Z (except I and O) 1 through 9	
U	A through Z (except I and O) 1 through 9	

NUMBER OF CHARACTERS: Two
TYPE OF CODE: Alpha/Alpha or Alpha/Numeric.
EXPLANATION: Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions.

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

- BA (1) Item being processed for release and shipment on a requisition or requisition alert. The estimated shipping date (ESD) is contained in record position (rp) 70-73 when provided in response to a follow-up.
(2) For status messages with a Distribution Code in rp 54-56 = 111, this status indicates that it is used in support of the Retail Transportation and Supply Receipt and Acknowledgement Interchange in response to follow-ups and for initial physical in-check of cargo from a retail supply warehouse to a transportation system for movement, etc. See DLM 4000.25, Volume 3, Chapter 2.
- BB (1) Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73.
(2) Requisition alert has been backordered. Additional status will be provided to indicate action taken.
- BC Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the national stock number (NSN) field (or "remarks" field if NSN field cannot accommodate the item number), that is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition² for the offered substitute.

² Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

- BD Requisition is delayed:
- (1) Delay due to need to verify requirements relative to authorized application, item identification, or technical data.
 - (2) Requisition alert fulfillment is delayed due to need to verify requirements relative to item identification. Re-identification of NSN materiel to unit of use LSN required.
 - (3) Requisition for government furnished materiel (GFM) is delayed pending validation by either contracting management control activity (MCA) or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.
 - (4) If used with Management Code R, delay due to storage activity denial on the identified suffix. Clear/update local records for suffix and quantity identified. Further action on the denied quantity is anticipated to occur on a subsequent suffix code.
- BE Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DIC AE6 only.)

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

BF No record of your requisition or requisition alert for which your DIC AF_ follow-up or cancellation request was submitted. Also used by a source of supply to indicate no record of a GFM requisition for which a DIC AX2 transaction has been received.

(1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the source of supply with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.³

(2) If received in response to a follow-up (AF_) request, source of supply action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.⁴

(3) When used in response to DLA Disposition Services generated DIC AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DLA Disposition Services Field Office under the document number in question and has not received a signed copy of the disposal turn in document (DTID).

(4) MCAs/contractors/Service(s)/Agencies (S/A) in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DIC AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or source of supply, under Chapter C11 procedures.

³ Submit a new requisition using a new document number with a current ordinal date.

⁴ If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

- BG One or more of the following fields have been changed:
- (1) Stock Number (as the result of a formal catalog change).
 - (a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.
 - (b) NSN is assigned to part number that was requisitioned.
 - (c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (federal supply classification (FSC) and national item identification number (NIIN)) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to the source of supply.
 - (d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.)
 - (2) Unit of Issue (as the result of a formal catalog change).
 - (3) Unit of issue: A requisition alert or funded requisition was requested in a unit of use. The requested quantity is equal to the units in a FLIS unit of issue (ex.: 100 EA equals 1 HD). Your document has been converted to the FLIS unit of issue, quantity, and price. The source of supply will provide additional status to indicate further action taken on this requisition.
 - (4) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The source of supply will provide additional status to indicate further action taken on this requisition
- BH Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied requisition or requisition alert. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided.
- BJ Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.
- BJ Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed.

REQUISITION TRANSACTION STATUS CODES

- BK** Modified.
- (1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.
 - (2) Used by DLA Transaction Services on DIC AE9 and by GSA on DIC AE_ to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.
 - (3) Used by DLA Transaction Services on DIC AE9 to advise that the requisition contained an invalid/expired OSD/CJCS category D project code. The project code has been blanked out and the requisition forwarded for processing.
 - (4) Used by DLA Transaction Services on DIC AE9 or by source of supply to advise the customer that the requisition priority designator and/or required delivery date (RDD) data fields contained invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.
 - (5) Used by DLA Transaction Services on DICC AE9 or by the source of supply to advise that submitter's fund code has been replaced by Fund Code XP requiring non-interfund billing.
- BL** Notice of availability (NOA) was forwarded to the country representative or freight forwarder on date entered in rp 70-73.
- BM** Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DIC DZ9 status notifications.)
- BN** (1) Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.
- (2) Requested free issue quantity on requisition can be provided. No change to signal and fund code. No need to adjust fund obligation records. Applies only to DLA requisitions directed to Navy's Real-time Reutilization Asset Management (RRAM) in support of 2005 BRAC.
- BP** Requisition has been deferred per customer instructions. The ESD is in rp 70-73.
- BQ** Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of a DoDAAC identified as requisitioner, ship-to, bill-to activity from the DoDAAD. Deobligate funds, if applicable.
- BR** Cancelled. Requisitioning activity authorized cancellation in response to materiel obligation validation (MOV) request furnished by processing point.
- BS** Canceled. Requisitioning activity failed to respond to MOV request from processing point.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
BT	Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.)
BU	Item being supplied against your FMS Case Designator reflected in rp 48-50 or you Grant Aid Program and record control number (RCN) reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service.
BV	Requisition or requisition alert item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable.
BW	Your Security Assistance Program requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to follow-up when ESDs are not available.)
BX	Transportation activity has received pre-positioned data on item for shipment from supply activity; item not yet arrived at transportation activity for check-in (Servicing retail transportation activity response to retail supply activity request for materiel release status for use with DIC AE6/AEJ only).
BY	Depot/storage has previously denied the MRO by DIC A6_. (Depot/storage activity response to ICP request for MRO status, for use with DIC AE6 only.)
BZ	Requisition or requisition alert is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. ESD is in rp 70-73.
B1	Assets not currently available. Requisition will be retained by DLA Disposition Services for 60 days from date of receipt awaiting possible arrival of assets. (DLA Disposition Services use only.)
B2	Status of supply or procurement action precludes requested modification.
B3	The required availability date (RAD) contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available.
B4	Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
B5	The activity identified by the code in rp 4-6 is in receipt of your follow-up request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished.
B6	The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee.
B7	Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80.
B8	Quantity requested for cancellation or diversion was not accomplished.
B9	The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions.
CA	Rejected. (1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection. (2) When provided in response to a follow-up, this status will be sent via Defense Information System Network (DISN) and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located.
CB	Rejected. Rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. May be used by a reporting activity to advise the ICP/IMM that a DIC A4_ with Distribution Code 2 cannot be filled from reported materiel. May be used by the source of supply (Principal), to notify the maintenance activity that a requested asset is not available for induction.
CC	Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
CD	<p>Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields or inconsistency in data content.</p> <p>(1) If received in response to a requisition and the materiel is still required, submit a new requisition⁵ with correct data field entries.</p> <p>(2) If other than FMS/Grant Aid or Navy initial outfitting, the requisition date will not exceed one calendar year from the transaction processing date (current date) or be more than one day in the future.</p> <p>(3) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.</p> <p>(4) If received in response to an FMS requisition, the Security Cooperation Customer Code and Security Cooperation Case Designator embedded in the document number and supplementary address must correspond exactly to the values contained in the separate data elements provided under SFIS/SLOA procedures. The Security Cooperation Customer Code must align properly with the Service/Agency Code identified in the document number.</p>
CE	<p>Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition⁶ with correct unit of issue and quantity. The source of supply will enter the correct unit of issue in rp 79-80 of status transactions.</p>
CF	<p>Rejected. Discrete values for the Standard Line of Accounting (SLOA) data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. (Use on DLMS 870M/DIC FTQ.)</p>
CG	<p>Rejected. Unable to identify requested items. Submit a new requisition⁷ and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition⁸ on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.)</p>

⁵ Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

⁶ Ibid.

⁷ Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

⁸ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
CH	Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition. ⁹
CJ	Rejected. (1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (2) If offered substitute is desired, submit a new requisition ¹⁰ with substitute item stock number. If only original item is desired, submit a new requisition ¹¹ for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) Cite Advice Code 2B. (3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication.
CK	Rejected. Unable to procure. No interchangeable and substitute item (I&S) item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition ¹² for components, kit, or next higher assembly.
CL	Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition. ¹³
CM	(1) Rejected. Item is not or is no longer free issue. Submit a new funded requisition ¹⁴ with signal code other than D or M if materiel is still required. (2) Rejected. Request has been identified as non-production materiel support and requires a funded requisition. Applies to requisition alert, when request is identified as a non-production materiel support.
CN	Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand, which cannot be satisfied. Support will be provided upon submission of a Military Interdepartmental Purchase Request (MIPR) by your Service ICP.

⁹ Ibid.

¹⁰ Ibid.

¹¹ Ibid.

¹² Ibid.

¹³ Ibid.

¹⁴ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
CP	Rejected. Source of supply is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition ¹⁵ with Advice Code 2A.
CQ	Rejected. Item requested is command or Service regulated or controlled. Submit new requisition ¹⁶ through appropriate channels.
CR	Rejected. Invalid DIC for a GFM transaction.
CS	Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition ¹⁷ for the required quantity using Advice Code 2L.
CT	Rejected. FMS requisition contains a "U" or "V" in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72 ¹⁸ .
CU	Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition ¹⁹ with substitute item stock number.)
CV	Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73.
CW	Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition ²⁰ using Advice Code 2A.

¹⁵ Ibid.

¹⁶ Ibid.

¹⁷ Ibid.

¹⁸ Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.

¹⁹ Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

²⁰ Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
CX	<p>Rejected.</p> <p>(1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid.</p> <p>(2) The Military Assistance Program Address Code (MAPAC) does not exist in MAPAD as a valid ship-to and/or mail-to address.</p> <p>(3) GSA Advantage GY/GZ series activity address codes (AAC) are not authorized for use in DoD requisitions/orders.</p> <p>(4) Activity identified in the requisition is not authorized as a requisitioning or bill-to activity.</p> <p>(5) <i>A discretely identified DLMS bill-to activity used with Signal Code C or L does not correspond to the Fund Code to Billed DoDAAC Conversion Table.</i></p> <p>(6) <i>Financial events associated with bill-to DoDAAC SC2410 must be initiated via DoD EMALL (indicating payment via purchase/credit card) and are otherwise invalid.</i></p> <p>(7) <i>Unable to identify the discretely designated mark-for party DoDAAC or RIC.</i></p> <p>(8) If still required, submit a new requisition²¹ with valid data entries.</p> <p>(9) <i>Notification of rejection due to lack of available funds or other criteria associated with the funds verification process. Provided in response to the internet ordering application's request for funds verification. The RIC-From associated with the internet ordering application used for submission of the requisition/referral order is identified in the DIC AE9. Rejection is provided by the DoD Component responding to the funds verification request under DoD and DoD Component-directed business rules, and not the DAAS or the Source of Supply.</i></p>
CY	<p>Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition²² that item.</p>
CZ	<p>Rejected. Subsistence item not available for resale. Reserved for troop issue only.</p>
C1	<p>For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6.</p>

²¹ Ibid.

²² Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
C2	Rejected. Security Assistance Program funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.)
C3	Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period.
C4	Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period.
C5	Rejected. Requisitioner, upon inspection of materiel located in the DLA Disposition Services activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DLA Disposition Services and furnished to the appropriate status recipients.
C6	Rejected. Requisition is for commercial type item which is not authorized for supply under the Security Assistance Program. If unable to obtain desired item from commercial sources, submit a new requisition ²³ containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case.
C7	Rejected. DIC indicates this is a remarks/exception data document. Source of supply has no record of receipt of remarks/exception data. If still required, submit a new requisition. ²⁴
C8	Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition ²⁵ for a quantity that is not less than that reflected in rp 76-80.
C9	Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition. ²⁶
DA	Rejected. Source of supply is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition ²⁷ with Advice Code 2A.

²³ Ibid.

²⁴ Ibid.

²⁵ Ibid.

²⁶ Ibid.

²⁷ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
DB	(1) Rejected. No valid contract registered at MCA. (2) Rejected. One or more of the following Service/Agency required data elements is missing or invalid: (1) call or order number, (2) manufacturing directive number (MDN), (3) contract line item number (CLIN).
DC	Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the ICP/IMM. Disposition on any remaining quantity will be communicated by separate status transaction ²⁸ ..
DD	Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the ICP/IMM. This quantity will not be delivered. Disposition of materiel will be under appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction ²⁹ ..
DE	Canceled. Although shipment status (DIC AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DICs AFX and AFZ with Advice Code 37.)
DF	Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.)
DG	Shipment confirmed. The quantity in the DIC AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DLA Disposition Services receipt of that quantity is on file. DLA Disposition Services action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)
DH	Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.)

²⁸ Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.

²⁹ Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
DJ	Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity.
DK	Rejected. Your DIC APR transaction requesting reinstatement was received over 60 days after generation of the DIC AE_ transaction containing Status Code BS.
DL	Rejected. Your DIC APR transaction requesting reinstatement has been received. There is no record of a DIC AE_ transaction containing Status Code BS.
DM	Rejected. Your DIC APR transaction requesting reinstatement has been received. The DIC APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DIC AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29.
DN	Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract.
DP	Rejected. The MAPAC does not exist in the DLM 4000.25, Volume 6 , as a valid ship-to and/or mail-to address. If still required, submit appropriate codes (s) and address(es) under the procedures of the military assistance program address directory (MAPAD). Upon confirmation the code (s) and address(es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.)
DQ	Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected.
DR	Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request.
DS	Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual).
DT	Free Issue denied; either the complete or partial quantity of a post-post requirement (includes DIC Code C0_, CQ_, D7_) is not authorized for free issue. Fund code and/or signal code corrected as noted. Adjust local fund obligation records.
DY	Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DIC AFY follow-up was submitted. (Use on DIC ASY.)

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
D1	Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DLA Disposition Services use only.)
D2	Rejected. Item requested is Brand Name Resale and is in short supply.
D3	Rejected. Activity did not respond to source of supply request for additional information.
D4	Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity.
D5	Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition ³⁰ providing complete technical data (such as: Allowance Parts List (APL)/Allowance Equipment List (AEL), end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block.
D6	Rejected. Manually prepared requisition contains unauthorized exception data.
D7	(1) Requisition modifier rejected because of errors in one or more data elements. (2) Requisition modifier may be rejected due to improper application of the RDD field and/or Priority Designator (PD). Check the original requisition RDD and PD data fields for compatibility with revised input. Resubmit with appropriate data.

³⁰Submit a new requisition using a new document number with a current ordinal date..

REQUISITION TRANSACTION STATUS CODES

CODE EXPLANATION

D8	<p>Rejected.</p> <p>(1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition³¹ on a DD Form 1348-6 furnishing intended application and complete justification for the item.</p> <p>(2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition³² with justification to the applicable Service ILCO.</p> <p>(3) Requisitioners associated with special programs (1st position numeric-2nd position alpha DoDAACs) must coordinate with their program sponsor/executive agent for authorization prior to re-requisitioning.</p>
PA	<p>Item has arrived at the local industrial activity worksite and is ready for delivery to artisan. Applies to DLA/Navy industrial activity support procedures.</p>
PC	<p>Rejected. Unable to process requisition because the purchase/credit card exceeded its limit. Review records for corrective action and resubmit under new document number if still required.</p>
PD	<p>Item has been physically delivered to the artisan by the local industrial activity worksite. Applies to DLA/Navy industrial activity support procedures.</p>
PF	<p>Delayed shipment; item undergoing First Article Testing with the vendor. Failure to pass FAT will result in further delays.</p>
PG	<p>Rejected. Unable to process non-Federal requisition due to an unsuccessful purchase/credit card advance payment. Review records for corrective action and resubmit under new document number if still required.</p>
PH	<p>Rejected. Unable to process requisition due to unmatched purchase/credit card and order data within processing system. Resubmit under new document number if still required.</p>
PJ	<p>Rejected. Unable to process requisition due to systemic error/rejection from Pay.gov. Resubmit under new document number if still required.</p>
PM	<p>Mission support materiel (MSM) allocation notification. Provided in response to a requisition alert to indicate request for MSM has been processed by DLA and allocation of assets has occurred; no protection under the requisition alert document number has been applied. DLA will issue materiel upon receipt of a funded order. Applies to DLA/Navy industrial activity support procedures; not applicable for Fleet Readiness Centers (FRCs).</p>

³¹ Ibid.

³² Ibid.

REQUISITION TRANSACTION STATUS CODES

<u>CODE</u>	<u>EXPLANATION</u>
PP	Pre-protection or re-warehousing notification. Provided in response to a requisition alert or requisition to indicate that materiel is being moved from the local distribution depot to the industrial activity or re-identified to unit of use. For requisition alerts, materiel will be protected upon confirmation completion of this action. For requisitions, materiel will be sourced and issued to the customer upon confirmation completion of this action. Applies to DLA/Navy industrial support procedures.
PQ	Item has been protected at the local industrial activity worksite as a result of a requisition alert in support of a projected maintenance job. Applies to DLA/Navy industrial activity support procedures.
PS	Pre-shipment notification. Provided in response to a requisition alert or requisition to indicate that materiel is being sourced from another Service/Agency source of supply to DLA and will be protected upon receipt. The source of supply-provided ESD is included when available. Applies to DLA/Navy industrial activity support procedures
PW	Item is backordered. Request has been sent to an Engineering Support Activity for further support on this item. When available, the Engineering Support Activity Response Due Date is provided/extended (see rp 70-73 or DLMS DTM Segment, Qualifier 268).
SS	DLA supported requisition has been shipped. This status is only visible within DoD EMALL and other DLA systems; it is not transmitted via DLMS/MILSTRIP Supply Status transaction.

CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use the S series status codes on the DIC FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DICs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DIC FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DIC FTR.

<u>CODE</u>	<u>EXPLANATION</u>
EP	Customer DoDAAC and reparable item being returned or item being issued are Army Exchange Pricing relevant and no unserviceable return has been received associated with an issue. The specific monetary amount shows any billing differences that result from the status of the turn-in, i.e., delta amount (Standard Price minus Exchange Price). The status code is authorized for intra-Army use only in the legacy format 80 rp MILSTRIPtransaction DIC FTZ/DLMS Transaction 870M.
SA	Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SB	Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SC	Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non-stocked; disposition is authorized under local directives. (Use on DIC FTR.)
SD	Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SF	Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new DIC FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SG	Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new asset report with a new document number. Otherwise, no action is required.

<u>CODE</u>	<u>EXPLANATION</u>
SH	Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SJ	Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ or FTR.)
SK	Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ and FTR.)
SM	Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.)
SN	Rejected. Materiel reported not authorized for return. Asset reports directed to GSA are not authorized. (Use on DIC FTR and FTQ.)
SP	Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DIC FTR.)
SQ	Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DIC FTR.)
TA	Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DIC FTR or FT6.)
TB	Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or FT6.)
TC	Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DIC FTR.)
TD	Not returnable. (1) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status. (2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DIC FTR.)

<u>CODE</u>	<u>EXPLANATION</u>
TE	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow. (Use on DIC FTR.)
TF	Materiel received. Status being investigated. (Use on DIC FTR.)
TG	Materiel required for lateral redistribution. DIC A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TH	Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DIC FTR or DIC FT6.)
TJ	Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or DIC FT6.)
TK	Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.)
TL	Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DIC FTZ.)
TM	Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DIC FTZ.)
TN	Materiel received. Credit authorized for quantity in rp 25-29. (Use on DIC FTZ.)
TP	Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DIC FTZ.)
TQ	Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DIC FTZ.)
TR	DIC FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DIC FTD.)
TT	Materiel received and in process of inspection and classification. DIC FTZ will be provided upon completion. (Reply to DIC FTT.) (Use on DIC FTR.)
TU	Materiel not received. (Reply to DICs FTT and FTP.) (Use on DICs FTR and FTB.)

<u>CODE</u>	<u>EXPLANATION</u>
TV	Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DIC FTZ.)
TW	Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DIC FTB.)
TX	Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DIC FTP.) (Use on DIC FTB.)
TY	DIC FTZ generated on document number cited indicated no credit authorized for return. (Reply to DIC FTP.) (Use on DIC FTB.)
TZ	Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DIC FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DIC FTQ.)
T1	Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DIC FTZ.)
T3	DIC FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DIC FTC submitted, as appropriate. (Use on DIC FT6.)
T4	Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to Defense Industrial Plant Equipment Center (DIPEC) (SE 4300) under DLAM 4215.1/AR 700.43/NAVSUP PUB 5009/AFR 78-9 .
T5	Deleted. (Use TZ.)
T6	DIC FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DIC FTR.)
T7	FSC has been changed by the ICP in rp 4-6. (Use on DIC FTR.)
T9	Part-numbered materiel reported is not authorized for return. DIC FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DIC FTQ.)

AP2.18. APPENDIX 2.18

SECURITY COOPERATION CUSTOMER CODES

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alpha-Alpha or Alphanumeric

EXPLANATION: ***SECURITY COOPERATION CUSTOMER CODE. A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.***

RECORD POSITION(S): 31-32

AP2.26 APPENDIX 2.26

DELIVERY PRIORITY/SPECIAL PROCESSING CODES

NUMBER OF CHARACTERS: One

TYPE OF CODE: Alpha

EXPLANATION: The delivery priority/**special processing** code communicates special processing **and/or** priority requirements to the Distribution Standard System for DLA Distribution Center shipments under agreements with DOD Components. Delivery priority/**special processing** codes carry no precedence in ICP asset allocation decisions. Asset allocation decisions are controlled by UMMIPS as defined in DoD 4140.01-M, DoD Supply Chain Materiel Management Procedures (February 10, 2014) and by DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP). This data element is found in MILSTRIP legacy DIC A5_ and DLMS Implementation Conventions (ICs) 511M, 511R, 869A, 869F, 870S, 856S, 940R, 940S, and 945A.^{1,2,3}

- Only Code X is valid in the 511M, 511R, 869A, 869F, 870S, 856S, 940S, and 945A DLMS ICs.
- All codes are valid in the DLMS IC 940R.

RECORD POSITION: 73

DLMS SEGMENT/QUALIFIER LQ Segment, LQ01 Qualifiers R3 and KJ⁴

CODE	EXPLANATION
A	Immediate release (all users)
B	Bearer Walk-Through (Navy)

¹ Refer to ADC 141, Revise DLMS Supplement (DLMS IC) 940R, Material Release, to Accommodate Delivery Priority Codes and National Geospatial-Intelligence Agency (NGA) Product Codes

² Refer to ADC 381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP

³ Refer to ADC 401, Procedures and Data Content for DLMS Warehouse Service Request (940S) and Warehouse Service Advice (943A) under Navy and Marine Corps BRAC

⁴ A data maintenance action was approved in version 5030. The approved code/name is "DPC – Delivery Priority Code.

CODE	EXPLANATION
C	Subscriptions (Mapping)
F	Allowance (Mapping)
G	Flight Information Publications and Products (FLIPS) (Mapping)
H	Hot (Navy)
J	Disposal Release Order (Mapping) (Process order as free flow bypassing work bench for cycle releases)
M	Ammunition Transship via Customer Interface Control System (CICS) (Air Force)
O	Overnight (Navy)
P	Digital Point Positioning Data Base (DPPB) (Mapping)
Q	Quick (Navy)
R	Sectional (Mapping)
S	Standard Base Supply System (SBSS) Prepositioned Transship (Air Force)
T	Next Day Delivery (Air Force) (SBSS stock - Relates to Air Force Delivery Priority 7)
U	Twelve (12) Hour Delivery (Air Force) (Mission Impaired Capability (MIC) Stock Replenishment/Bench Stock - Relates to Air Force Delivery Priority 6)
V	Eight (8) Hour Delivery (Air Force) (Production Issues - Relates to Air Force Delivery Priority 5)
W	Four (4) Hour Delivery (Air Force) (Maintenance Line - Relates to Air Force Delivery Priority 4)
X	One (1) Hour Delivery (Air Force) (Awaiting Parts (AWP)/Work Stoppage - Relates to Air Force Delivery Priority 3), or (Navy) (Navy Request to free flow BRAC Issues)
Y	Thirty (30) Minute Delivery (Air Force) (Anticipated Mission Impaired Capability Awaiting Parts (MICAP) - Relates to Air Force Delivery Priority 2)
Z	Thirty (30) Minute Delivery (Air Force) (MICAP - Relates to Air Force Delivery Priority 1)

AP3.30. APPENDIX 3.30

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY KEY DOCUMENT

AP3.30.1. The mechanized foreign military sales (FMS) notice of availability (NOA) is provided to **Freight Forwarders/Country Representatives** having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is entered in rp 46 of requisitions. This FMS NOA Key document will accompany the FMS NOA detail documents.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD1 for the initial key NOA document when an export release is not required. b. Enter DIC ADR for the initial key NOA document when an export release is required. c. Enter DIC AD3 for the delay key NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Number of Line Items	7-10	Enter the number of line items included in the shipment unit as represented by NOA detail documents transmitted with the NOA key document.
Commodity/Cargo Exception/Special Handling	11-17	a. Rp 11-15 will always contain the appropriate water commodity and cargo exception code to be used to describe the predominant commodity within the shipment unit for ocean manifesting. (See DTR 4500.9-R, "Defense Transportation Regulation") b. Rp 16-17 will always contain the appropriate air commodity and special handling code to be used for all shipments via air. Identifies materiel for manifesting and customs requirements and denotes cargo requiring special handling or reporting (see DTR 4500.9-R).
Air Dimension	18	Identifies dimensional characteristics of air shipments by relating the dimensions of the largest piece to the minimum size cargo door opening of an aircraft (see DTR 4500.9-R).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	19-20	Enter SC Customer Code.
Blank	21-22	Leave blank.
Mode of Shipment	23	Identifies the intended mode to be used from shipping activity to designated consignee. ¹
Type of Pack	24-25	Identifies the type of pack code used for the shipment unit ² .
Pieces	26-29	Enter total pieces in shipment unit.
Weight	30-35	Enter total weight of shipment unit. This entry will be rounded to the next whole number.
Cube	36-39	Enter total cubic feet of shipment unit. This entry will be rounded to the next whole number.
Blank	40-44	Leave blank.
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	51-52	Leave blank.
Transportation Priority	53	See DTR 4500.9-R.
Blank	54-56	Enter data same as the issue release/receipt document (materiel release order (MRO), DD Form 1348-1A, DD Form 1348-2, etc).
Project Code	57-59	Enter the same project code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc).
Blank	60	Leave blank.
Transportation Control Number ³	61-77	Identifies the number assigned to the shipment that controls the shipment from shipper to consignee. See DLM 4000.25-1, Chapter 6, Paragraph C6.11.

¹ Refer to the TRDM for available code list at <https://trdm.c2.amc.af.mil/trdm/index.jsp> (DTR Data).

² Ibid.

³ Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Date of Offer	78-80	a. For DICs AD1, ADR, and AD3 documents, enter the ordinal day the initial NOA is transmitted. b. When new NOAs are prepared, because the original NOA contained items that were rejected, the date of offer will be the transmission date of the NOA.

AP3.31. APPENDIX 3.31

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY DETAIL DOCUMENT

AP3.31.1. The mechanized foreign military sales (FMS) notice of availability (NOA) detail document will be prepared from the issue release/receipt documents (materiel release order (MRO), DD Form 1348-1A, and DD Form 1348-2) contained in the shipment unit and shall accompany the FMS NOA key document.

FIELD LEGEND	RECORD	
	POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	a. Enter DIC AD2 for the initial detail NOA document. b. Enter DIC AD4 for the delay detail NOA document.
Routing Identifier Code	4-6	Enter the RIC of the activity transmitting the NOA.
Media and Status	7	Enter the same M&S code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Stock or Part Number	8-22	Enter the stock or part number of the item supplied.
Unit of Issue	23-24	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Quantity	25-29	a. Enter data same as the issue release/receipt documents (MRO, DD Form 1348-1A, DD Form 1348-2). b. For ammunition and ammunition related items only (items in Federal Supply Group (FSG) 13 and for Federal Supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an "M" in rp 29).
Document Number	30-43	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Suffix	44	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Supplementary Address	45-50	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	51-53	Leave blank.
Required Delivery Date/Required Availability Date	54-56	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Project	57-59	Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2).
Blank	60	Leave blank.
Transportation Control Number ¹	61-77	Enter data same as rp 61-77 of the initial FMS NOA key document.
Date of Offer	78-80	<p>a. For DIC AD2 and DIC AD4 documents, enter the ordinal day the initial NOA is transmitted.</p> <p>b. When new NOAs are prepared because the original NOA contained items that were rejected, the date of offer shall be the transmission date of the new NOA.</p>

¹ Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

AP3.32. APPENDIX 3.32

FOREIGN MILITARY SALES NOTICE OF AVAILABILITY REPLY DOCUMENT

AP3.32.1. The mechanized foreign military sales (FMS) notice of availability (NOA) reply document *is* used when replying to a mechanized NOA. When shipment release is to be made to the addresses identified by coded entries in the requisition and the DLM 4000.25 Volume 6, Chapter 3 (Military Assistance Program Address Directory (MAPAD)), the DIC AD5 shall contain the shipment release code (SRC) R in rp 60. When shipment release is to be made to an address that is not coded or contained in the MAPAD, the DI AD5 shall contain SRC E in rp 60.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3	Enter DIC AD5.
Routing Identifier Code through Cube	4-39	Enter data same as rp 4-39 of initial or delay FMS NOA key document.
Customer Transportation Order Number	40-44	When customer (CR/FF) assigns a number for internal control of shipments, the number shall be entered in these columns.
Other Fields	45-59	Enter data same as rp 45-59 of initial or delay FMS NOA key document.
Shipment Release	60	Enter codes as follows: a. Enter R when shipment to be released to appropriate ship-to address contained in the MAPAD as identified by address codes in the FMS requisition. b. Enter E when release instructions are being mailed under separate cover on the date of this reply.
Transportation Control Number¹	61-77	Enter data same as rp 61-77 of initial or delay FMS NOA key document.
Date of Reply	78-80	Enter ordinal day reply to NOA is transmitted.

¹ Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

AP3.48. APPENDIX 3.48
MATERIEL RELEASE DOCUMENT
DD FORM 1348-1A OR DD FORM 1348-2

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Document Identifier Code	1-3 ¹	Perpetuate from requisition or source document unless otherwise indicated.
Routing Identifier Code (From)	4-6 ²	Enter the RIC of the shipping activity.
Media and Status	7	Enter the M&S code assigned to the requisition or source document.
Stock or Part Number	8-22	Indicate the NSN or part number being released. See Block 25.
Unit of Issue	23-24	Indicate the U/I of the NSN or part number being released.
Quantity	25-29	Indicate the quantity being released. See Block 26.
Document Number	30-43	Enter the document number of requisition. See Block 24.
Suffix Code	44	Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24.
Supplementary Address	45-50 ³	Perpetuate from the original requisition or source document. See Block 26.
Signal	51 ⁴	Perpetuate from the original requisition or source document.
Fund	52-53 ⁵	Perpetuate from the original requisition or source document.

¹ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

² Ibid.

³ Ibid.

⁴ Ibid.

⁵ Ibid.

FIELD LEGEND	RECORD POSITION(S)	ENTRY AND INSTRUCTIONS
Distribution	54-56 ⁶	Perpetuate from the original requisition or source document.
Project	57-59 ⁷	Perpetuate from the original requisition or source document.
Priority	60-61 ⁸	Perpetuate from the original requisition or source document.
Required	62-64 ⁹	Perpetuate from the original requisition or source document.
Advice	65-66 ¹⁰	Perpetuate from the original requisition or source document.
Routing Identifier Code	67-69 ¹¹	Perpetuate from the original requisition or source document.
Management	70-73	Perpetuate from the original requisition or source document.
Unit Price ¹²	74-80	Indicate the unit price of item being released. See Block 26.

⁶ Ibid.

⁷ Ibid.

⁸ Ibid.

⁹ Ibid.

¹⁰ Ibid.

¹¹ Ibid.

¹² Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
1	Total price (10 digits dollars and 2 digits cents). ¹³
2	Department of Defense Activity Address Code (DoDAAC) of shipping activity/DLA Disposition Services Field Office. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
3	DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC.
4	<i>Mark-for Party</i> , if applicable. <i>The mark-for party may be identified by DoDAAC, RIC, clear text, or a combination of these. Up to 24 characters may be displayed as two lines of 12 each. The DoDAAC or RIC (when provided) will appear in the first line and must be separated from clear text with a slash (/). Reduced print may be used.</i>
5	Document preparation date (enter numerical day of year).
6	National motor freight classification commodity code.
7	Freight rate for the shipment.
8	Type of cargo code (See DTR 4500.9-R "Defense Transportation Regulation)
9	Enter applicable controlled inventory item code (CIIC) that describes the classified and/or sensitive or pilferage classification of the shipment from DoD 4100.39-M (FLIS Procedures Manual), Volume 10, Chapter 4, Table 61. (Mandatory Entry) ¹⁴
10	Actual quantity received.
11	Unit pack of item shipped.
12	Unit weight of item shipped.
13	Unit cube of item shipped.
14	Uniform freight classification (UFC) commodity code.
15	Shelf life of item shipped. Enter SL (for shelf life) followed by applicable shelf-life code from DoD 4100.39-M (FLIS Procedures Manual) Volume 10, Chapter 4, Table 50. (Mandatory Entry) ¹⁵
16	Freight classification nomenclature.
17	Item nomenclature.
18	Type of container used for the shipment.
19	Number of containers that make up the shipment.

¹³ Ibid.

¹⁴ Mandatory requirement to enter the controlled inventory item code (CIIC) and shelf-life code on the DD Form 1348-1A for issues from stock last reported as not implemented by USN. Refer to AMCL 32.

¹⁵ Ibid.

BLOCK(S)	ENTRIES
20	Total weight of all containers that make up the shipment.
21	Total cube of all containers that make up the shipment.
22	Received by, signature of receiver, or call sign/code of individual authorized access to the automated file.
23	Date received, date shipment was received.
24	<u>Document Number</u> - The document number assigned to the requisition. ¹⁶
	<u>Suffix Code</u> - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released.
25	<u>National Stock Number</u> - Enter the stock or part number being released.
	<u>Add</u> - For subsistence items, enter the type of pack code in position 21.
<u>FOR OTHER THAN FMS SHIPMENTS</u>	
26	<u>Routing Identifier Code</u> - The RIC code of the shipping activity.
	<u>Unit of Issue</u> - The unit of issue of the stock or part number being released.
	<u>Quantity</u> - The quantity being released.
	<u>Condition Code</u> - The supply condition code of materiel being released.
	<u>Distribution</u> - Perpetuate from record positions 55 and 56.
	<u>Unit Price</u> ¹⁷ - The unit price for the NSN/part number being released.
27	<p>This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified.</p> <p>See Appendix 1.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 1.36 for the Block 27 continuation page requirements.</p> <p>For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage.</p>

¹⁶ Prepare data from blocks 24-26 in two configurations: (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, do not include bar code.

¹⁷ Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	<p><u>DTID</u> - On issues from DLA Disposition Services Field Office, enter Disposal Turn-In Document (DTID).¹⁸</p>
	<p><u>For Issues of DLA Disposition Services-owned property :</u> Warehouse/Shipping Instructions: <u>Exception Shipping Address:</u> If the ship to address is an exception address, print the exception address (up to five lines). <u>Special Shipping Instructions:</u> Print any special shipping instructions. Some examples of shipping instructions can include: Do not ship. Customer will arrange for transportation. Do not ship property. Contact customer for transportation instructions. Contact customer to obtain transportation fund cite and TAC. Fax this 1348 and shipping document to [insert point of contact]. <u>Fund Citation:</u> Print line of accounting in a single text field. <u>Foreign Military Sales Proceeds Information:</u> For FMS shipments, print "FMS PROCEEDS". <u>Type of Property Being Shipped:</u> Indicate if the property is either "Hazardous Property" or a "Small Arms Issue". Other Instructions: <u>Instructions for Return of Unneeded Property:</u> Print applicable instructions if customer is required to return material to DLA Disposition Services, when they no longer require the property and/or it requires demilitarization.</p>
	<p><u>USML Items</u> - This block will contain clear-text information to identify shipments of USML items which may require filing of export licenses and shipper export declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED."</p>
	<p><u>Purchase Order (PO) Number</u> - Perpetuate the customer's internal PO number when provided on the release order. The PO number must be prefaced by text "PO #" to clarify the usage.¹⁹</p>

¹⁸ Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

¹⁹ Refer to ADC 473A

BLOCK(S)	ENTRIES
	<p><u>For IUID to support UIT/serialized item management:</u>²⁰ Unique Item Identifier (UII) and/or Serial Number The following additional data elements may be included in support of IUID: Manufacturer's commercial and Government entity (CAGE) Current Part Number (PN) Batch/Lot (BT/LT) Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.</p>
<u>FOR OTHER THAN FMS SHIPMENTS</u>	
26	<u>Unit of Issue</u> - two positions - the unit of issue of the stock or part number being released.
	<u>Quantity</u> - five positions - the quantity being released.
	<u>Condition</u> - one position - the supply condition code of materiel being released.
	<u>Unit Price</u> ²¹ - the unit price for the NSN/part number being released.
	<u>Supplementary Address</u> - the first position and last three positions of the supplementary address.
27	<p>This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D barcode which contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified. See Appendix 1.35 for Code 39 linear bar code and PDF417 2D barcode format information. See Appendix 1.36 for the Block 27 continuation page requirements.</p>
	<p><u>USML Items</u> – This block will contain clear-text information to identify shipments of United States Munitions List (USML) items which may require filing of export licenses and Shipper Export Declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: “USML item—may need SED.</p>

²⁰ Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/399A. Components have not reported implementation at this time.

²¹ Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

BLOCK(S)	ENTRIES
	<p><u>For FMS Repair/Return and Repair/Replace Items</u> – Include the estimated or actual unit cost for the repair service; perpetuate from the release order when provided. This block will contain the following statement: “Unit repair value of \$XXXXXXXXXX.XX is provided for United States Customs export purposes.”²²</p>
	<p><u>For IUID to support UIT/serialized item management:</u>²³ Unique Item Identifier (UII) and/or Serial Number (S/N) The following additional data elements may be included in support of IUID: Manufacturer’s CAGE Current Part Number Batch/Lot Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.</p>

²² Refer to ADC 1031.

²³ Ibid.