



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

IN REPLY  
REFER TO DLMSO

February 17, 2009

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC) 317,  
Revised Business Rules for Transshipper-Prepared Supply Discrepancy Reports  
(SDRs) (Supply/SDR) (Staffed as PDC 333)

The attached change to DOD 4000.25-M, Defense Logistics Management System (DLMS) supplementing DLAI 4140.55, AR 735-11-2 SECNAVINST 4355.18A, AFJMAN 23-215, Reporting of Supply Discrepancies, is approved for implementation upon completion of new routing rules (estimated implementation **March 31, 2009**). The updated DLMS Supplements will be posted to the DLMSO Web site <http://www.dla.mil/j-6/dlms0/elibrary/TransFormats/formats.asp> within 10 days from the above date for implementation planning.

Addressees may direct questions to the DLMSO points of contact, Ms. Ellen Hilert, Chair, Supply Process Review Committee, 703-767-0676; DSN 427-0676; or, e-mail: [ellen.hilert@dlmso.dla.mil](mailto:ellen.hilert@dlmso.dla.mil). Others must contact their Component designated representative.

A handwritten signature in black ink, appearing to read "Donald C. Pipp", written over a circular stamp or seal.

DONALD C. PIPP  
Director  
Defense Logistics Management  
Standards Office

Attachment

cc:  
SDR Committees (U.S. & SA)  
DUSD(L&MR)SCI

**ADC 317**  
**Revised Business Rules for Transshipper-Prepared SDRs**

**1. ORIGINATING SERVICE/AGENCY AND POC INFORMATION:** Defense Logistics Management Standards Office (DLMSO), Ms. Ellen Hilert, Chair, Supply Process Review Committee and DoD SDR System Administrator, 703-767-0676; DSN 427-0676; or, E-Mail: [Ellen.Hilert@dla.mil](mailto:Ellen.Hilert@dla.mil) (on behalf of USTRANSCOM and DLA).

**2. FUNCTIONAL AREA: Primary:** Supply/DoD WebSDR; **Secondary:** Transportation

**3. REFERENCES:**

**a.** DLMSO memorandum dated May 8, 2008, subject: Approved DLMS Change (ADC) 282, Consolidation and Containerization Points (CCP)-Originated SDRs including Noncompliant Wood Packaging Material (WPM) Procedures and Shipment Hold Code. This ADC identifies data content and process changes supporting generation of electronic DLMS SDRs by the CCP.

**b.** DLMSO memorandum dated June 10, 2008, subject: ADC 282A, Consolidation and Containerization Points (CCP)-Originated Supply Discrepancy Reports (SDRs) including Noncompliant Wood Packaging Material (WPM) Procedures with Cost Breakdown and New Procedures for Closing WPM and Passive RFID SDRs. This ADC added additional data fields related to corrective action for transshipment SDRs.

**4. BACKGROUND:**

**a.** DoD SDR procedures require that transshipment activities report packaging discrepancies on shipments in transit. Electronic communication of SDRs is supported by DLMS transactions. However, because the SDR transactional interface evolved from unique legacy processes, transshipment SDRs are not currently fully implemented.

**b.** Referenced ADC 282/282A prescribed new procedures associated with transshipment SDRs prepared by the CCP. A new Document Type Code was established for transshipment SDRs, so that the receiving systems may easily distinguish them from customer/ship-to activity generated SDRs.

(1) The initial implementation of transshipment SDRs applicable to ADC 282/282A by the CCP operating under the Distribution Standard System (DSS) is scheduled for Release 8.2, November 2008. It will apply to shipments using noncompliant WPM and shipping through the CCPs to OCONUS sites. Implementation of CCP SDRs by the DSS was limited to outgoing SDRs. DSS will not be able to receive transshipment SDRs without further programming changes.

(2) The DLA source of supply under the Enterprise Business System (EBS) will not be able accept transshipment SDRs until August 2009 or later.

(3) Other Component capability to process transshipment SDRs varies.

**5. PROPOSED CHANGE SUMMARY:** Revisions are identified for procedures for transshipper-prepared SDRs. There are no substantive revisions to the SDR format, DLMS Supplement (DS) 842A (report or reply), associated with this process. Yellow highlighting identifies changes subsequent to staffing (responses to specific comments are shown at Enclosure 5). Revisions to published procedures are identified in *bold/italics*.

**a.** This change 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.

**b.** This change authorizes special routing rules related to transshipper-prepared SDRs based upon Component request.

**c.** This change will support immediate use of DoD WebSDR for submission of SDRs by aerial ports by authorizing the use of SDR Type W via WebSDR and future inclusion of additional data fields specific to transshipment SDRs.

## **6. DETAILED PROCEDURES:**

**a. CCP-Prepared SDRs.** CCP-generated SDRs will be identified by the “From” DoDAAC, the Document Type Code = W [currently only used for Discrepancy Code = P215, Non-conformance to specified requirements for wood packaging material (WPM)]. CCP DoDAACs are: SW3123 for New Cumberland, SW3225 for San Joaquin, and SW3185 for the Norfolk Hub.

### **(1) Action Code:**

**(a)** CCP SDRs requiring no response shall adopt the new Action Code 3B:

***3B Discrepancy reported for corrective action and trend analysis. No reply required.***

**(b)** For future use, where a frustrated shipment requires an expedited reply to the SDR, the CCP will be authorized to use new Action Code 3A:

***3A, Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated.***

**(2)** With approval from DLA, DAASC will modify previously generated CCP SDRs to replace Action Code 1Z with new Action Code 3B. **Staffing Note:** this will eliminate the need to close/reply to these open SDRs manually or via a future program change within DLA EBS.

**(3)** Revise distribution rules for CCP SDRs directed to DLA HQ (Routing Identifier SMS) to block distribution at DAAS/WebSDR without forwarding.

### **b. Transshipper-Prepared SDR (other than CCP).**

(1) **DoD WebSDR** cannot distribute to all retail/tactical Military Service locations until full implementation of Component applications or interim use of identified SDR email accounts. Any “un-routable” SDRs submitted, will be returned via email to the submitter’s email address for off line distribution (e.g. email, FAX, phone). These will be identified in the subject line beginning: “DoD WebSDR Message: Transmission Incomplete - Forward Off-line...”

(2) **Distribution Rules.** WebSDR will follow standard distribution rules, unless specifically requested. Components that drop data elements unique to this format will need to access DoD WebSDR for details.

(a) **Only DLA** has requested special distribution rules for SDRs identified by **Document Type Code = W. Staffing Note:** This is a temporary process until EBS and DSS implementation of incoming Type W SDRs - estimated date for EBS is August 2009; no date is available for DSS implementation..

**1.** If Action Code = 3B (no reply required) and action activity is the DLA ICP (SMS) or a DSS depot, then do not distribute SDR via DLMS interface to action activity.

**2.** If Action Code is 1Z (other) and action activity is the DLA ICP (SMS) or a DSS depot, then do not distribute SDR via DLMS interface to action activity. (This is comparable to current block on transmission of CCP generated SDRs)

**3.** If Action Code = 3A (expedite required) and action activity is the DLA ICP (SMS) or a DSS depot, then distribute action copy via email. **Staffing note:** once a workflow process for Type W is available within EBS and DSS to recognize the expedited requirement, this email notification will be revisited.

**a.** The Defense Distribution Center (DDC) will provide email addresses for the action copy to be forwarded the shipping depot. (Depot email addresses to be provided separately to DAASC.) In addition, a distribution copy must be created and sent to the DDC at [DDC.ISDR@dla.mil](mailto:DDC.ISDR@dla.mil).

**b.** SDRs directed to DLA HQ (SMS) will be forwarded to [DSCC.WPM@dla.mil](mailto:DSCC.WPM@dla.mil) (regardless of discrepancy code).

(b) **Email Subject Line:** The subject line on the email for action copy SDRs with Type W and Action Code = 3B will begin: “DoD WebSDR Message: EXPIDITE...”

(3) **Data Content.** Initially, transshipper web-generated SDRs will not support all the ADC 282/282A SDR content modifications to support Transportation Control Number (TCN)-level SDRs or inclusion of discrete data elements listed below. This will not impede web input. The remarks block should be used to provide additional data, as appropriate.

(a) **Document Number.** The Document number is a mandatory entry (only one document number per SDR). If no document number is available a document number based upon the submitting activity DoDAAC, may be used (clarify in remarks block).

(b) **Material Identification.** Web pre-population of the SDR content will be based upon available requisition history. If not appropriate for the shipment unit, the information may be over-ridden; however, until ADC 282/282A is fully implemented, the SDR will require a material identification and quantity. Once implemented, ADC 282/28A will allow use of “MIXED” or “UNKNOWN” for material identification with blank quantity for transshipper-prepared SDRs.

(c) **Unique Type W Data Elements.** ADC 282/282A data elements to be added to web screens for future use:

Repackaging Labor Cost  
Repackaging Material Cost  
Repackaging Cost Total  
Type Pack Code  
Number of Discrepant Pieces (by type pack)

(d) **Action Code.** Only one SDR Action Code may be used to identify the action requested.

**1.** Where the shipment is stalled awaiting positive action by the shipper or ICP the SDR will be processed under the expedited time standard indicated above. A new action code is established for this purpose: **3A, Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated.**

**2.** Since the transshipper may be able to correct packaging or other discrepancy without direction/assistance from the shipper/ICP, the SDR may be provided for information, future corrective action, or, potentially, for compensation if vendor shipped. Reporting of these SDR will allow the ICP/shipper to monitor for trends. A new action code is established for this purpose: **3B, Discrepancy reported for corrective action and trend analysis. No reply required.**

**3. Time Standards.** A new time standard for transshipper SDRs will be established to expedite response where material in-transit is awaiting positive action from the action activity, e.g. preparation of Material Safety Data Sheet (MSDS). This requirement will be identified by a new SDR Action Code 3A. An SDR response must be provided within five calendar days, with expedited processing requested for high priority shipments.

**4. Discrepancy Code(s).** Up to three discrepancy codes may be used to identify the discrepant condition. A new discrepancy is added for identification of missing shipper’s declaration documentation. DLMSO recommends use of most specific code available for the situation, to include, but not limited to:

H3	Lack of a Material Safety Data Sheet (MSDS) in Hazardous Material Information Resource System (HMIRS)
H6	Shipper's Declaration for Dangerous Goods missing or incorrect
P209	Improper packing of hazardous materials.
P215	Non-conformance to specified requirements for WPM

P302 Improper marking of hazardous materials.

c. Add the following definition to the DLMS Manual. Add procedures for transshipper-prepared SDRs as shown in Enclosure 1.

***Frustrated Shipment.*** Any shipment of supplies and/or equipment which, while en route to destination, is stopped prior to receipt and for which further disposition instructions must be obtained.

## 7. REASON FOR CHANGE:

a. To document new rules for blocking distribution of CCP-prepared SDRs that would fail to be processed by the DLA's Enterprise Business System (EBS).

b. To document new rules for email routing of non-CCP SDRs as an interim process pending systems changes to accept Document Type W. Document Type W was established so that the receiving system would recognize the source of the SDR as a transshipper, vice the customer/receiving activity, and respond appropriately. Without system changes, these SDRs would fail to process within EBS and DSS.

c. Aerial ports need to document discrepancies in material received for purposes of corrective action and trend analysis. Since these SDRs occur while the shipment is in transit, expedited processing of the SDR is required to reduce impact on warfighter by delay in transportation.

d. Use of a specific discrepancy code in the hazardous category to identify missing shipper's declaration for dangerous goods will help identify this specific situation for tracking/analysis and will clarify the problem without use of text remarks.

## 8. ADVANTAGES AND DISADVANTAGES:

### a. Advantages:

(1) Clarifies interim processing procedures.

(2) Supports operational requirements.

(3) Allows DSS implementation of CCP SDRs to proceed without causing high volume of SDR failures at EBS.

b. **Disadvantages:** Manual processing of non-CCP SDRs is required.

## 9. IMPACT

a. DAASC must expedite implementation of this change. Pre-approval for blocking of CCP SDRs has been authorized to coincide with DSS implementation on November 2, 2008.

b. All Service/Agencies interfacing with DoD WebSDR will need to ensure proper handling of transshipment SDRs.

**c.** All Components should ensure that table updates for new discrepancy and action codes approved in this document are available for use prior to DAASC implementation (therefore, by March 31).

**Enclosure 1, DLMS Manual update. (Comparable change will be made to the Joint Service instruction/regulation, DLA 4140.55, et al, Reporting of Supply Discrepancies, if publication is not cancelled as currently planned.)**

Revisions to the following paragraphs are identified in *bold italics* (intervening text is not shown):

C17.3.1. Original Submission of SDR

C17.3.1.1. Discrepancy Identification. The receiving activity, or transshipment activity noting packaging/**documentation** deficiencies on shipments in transit, shall prepare an SDR when one or more of the conditions described under reporting criteria exists.

-----  
C17.3.9. **Transshipper-Prepared SDRs.** CCPs **and aerial and water ports** shall prepare a SDR to report packaging **or documentation** discrepancies as described above.

***C17.3.9.1. Supply Discrepancies Requiring Transshipper Reporting. SDRs shall be prepared for supply discrepancies related to hazardous shipments and non-compliant wood packaging material (WPM). The following discrepancy codes apply, although this does not exclude other item/packaging discrepancies which may result in frustrated shipments.***

- H3 Lack of a Material Safety Data Sheet (MSDS) in Hazardous Material Information Resource System (HMIRS)***
- H6 Shipper's Declaration for Dangerous Goods missing or incorrect***
- P209 Improper packing of hazardous materials.***
- P215 Non-conformance to specified requirements for WPM***
- P302 Improper marking of hazardous materials.***

C17.3.9.2. Consolidation and Containerization Points (CCP) /~~Transshipper-Originated~~ SDRs for **Non-compliant** Wood Packaging Material (WPM). ~~In particular,~~ CCPs shall notify ICPs that their OCONUS WPM shipment is not in compliance with DoD 4140.01-M-1 and ISPM 15 requirements. The expiration of the DoD Pest Free mark and the requirement to use the IPPC stamp to indicate WPM compliance brings the requirement to remediate all noncompliant WPM destined for OCONUS. WPM shipments can be remediated by repackaging or by use of a heat chamber. SDRs shall be prepared for noncompliant shipments received by the CCPs. Noncompliant shipments will not be held for disposition. Shipments on noncompliant pallets will immediately be re-palletized onto compliant wood pallets. Boxes, crates, etc will be sent to a remediation area through use of DSS Packing, Packaging, Preservation & Marking (PPP&M) process, and placed in a hold status of "W" until remediation is completed. SDRs will be generated for both pallet replacements and box/crate rebuilds. ***The SDR will normally cite SDR Action Code =3B, Discrepancy reported for corrective action and trend analysis. No reply required.*** This type of SDR does not require a response from the supply source, but is provided so that the supply source may take appropriate action with the Component shipper or vendor **and track trends and associated repackaging costs.** The SDR will be auto-closed in the DSS, based on the P215 discrepancy code (indicating noncompliant WPM), and will not be reopened. The



POC may be contacted if SDR was sent to the wrong supply source. Labor and materiel to remediate will be charged to CCP Cost Code. **If a frustrated shipment requires an expedited SDR reply to the CCP, use of Action Code 3A, Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated, is authorized.**

**C17.3.9.3. Aerial or Water Port-Prepared SDRs. The port (identified by DoDAAC) shall prepare a SDR to report packaging or documentation discrepancies as described above. If the shipment is not frustrated and forward movement is not stalled awaiting the action activity response, the SDR shall cite SDR Action Code =3B, Discrepancy reported for corrective action and trend analysis. No reply required. If the shipment is frustrated, the SDR shall cite SDR Action Code = 3A, Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated. The submitter shall use the remarks block to clarify desired actions and shipment information where specific data fields in the SDR are not available pending full implementation.<sup>1</sup>**

C17.3.9.4. **Expected Data Content for Transshipper SDRs.** ~~CCPs and other transshippers may follow this guidance for data content.~~ **These** SDRs shall be identified by Document Type Code W and will include the number and type of discrepant pieces. The Transportation Control Number (TCN) will be the primary reference number for operational processes. If the shipment is received at the CCP without a TCN, one will be assigned in accordance with the DTR. ~~CCP~~ SDRs **prepared** at the shipment level may include multiple items, or there may not be due-in or documentation available. ~~Therefore~~ **Because a document number is mandatory within DoD WebSDR,** the CCP **or other transshipment activity may need to** generate a document number based upon the ~~CCP~~ **submitter's** DoDAAC if multiple documents are included or the original document number is unavailable. Multiple document numbers, when available, **shall** be recorded in the SDR remarks. Material identification may be identified as "UNKNOWN" or "MIXED" (multi-pack or other consolidation of different items). When this occurs, quantity and UI will be left blank. When possible, the shipper will be perpetuated from the due-in notification (e.g. 856A) or shipping documentation. **The owner/manager (source of supply) shall be identified as the ICP/IMM that directed the shipment when applicable.**

-----  
C17.3.12.4. Time Standards for SDR Response. Responsible action activities shall reply to all SDRs received within the following time standards. Interim responses shall be provided when extenuating circumstances necessitate additional processing time.

C17.3.12.4.1. Discrepant controlled inventory items, arms, arms parts, ammunitions, and explosives.....(text not shown due to imminent revision under separate cover)

C17.3.12.4.2 **Expedited processing is required for transshipper-prepared SDRs requiring positive action from the action activity (e.g. preparation of Material Safety Data Sheet (MSDS) or verification of label/marketing information). Where forward movement of the shipment is delayed pending a response (as indicated by Action Code = 3A), the response time shall not exceed 5 days.**

C17.3.12.4.3. **Otherwise,** DDs shall respond to SDRs submitted directly to the *submitter* within 25 calendar days. Responses from *DDs* shall be identified as recommendations pending processing by the supply source or finance center, if applicable based upon Service/Agency business rules, **may be confirmed or superseded/corrected by a subsequent response when Component business rules require sequential** processing by the supply source or finance center.

C17.3.12.4.4. ICP/IMMs shall respond to SDRs submitted directly to the SoS within 50 calendar days. Where sequential process by *a* DD and ICP/IMM are required, the total processing time shall not exceed 50 days.

---

### C17.3.21. DAAS SDR Processing

C17.3.21.1. Under DLMS, SDRs shall be integrated with standard logistics transaction processing through DAAS. DAAS shall perform the following actions:

#### C17.3.21.1.1. Pass/route SDR transactions

C17.3.21.1.1.1. Generate and route an information copy of SDRs reporting packaging discrepancies associated with USAF-directed shipments to the USAF packaging office.

C17.3.21.1.1.2. Route the action copy of SDRs reporting distribution depot receipt pf PQDR exhibits (Discrepancy Code Q11) to the materiel owner by agreement with DLA. For USAF owners this process will use an electronic (email-based) interface with the USAF processing system for product quality.

***C17.3.21.1.1.3. Provide special email routing of the action or distribution copy of transshipper-prepared SDRs upon Component request.<sup>1</sup>***

***C17.3.21.1.1.5. Return un-routable transshipper-prepared SDRs to the submitter for continued processing off-line.<sup>2</sup>***

---

<sup>1</sup> Refer to ADC 317.

<sup>2</sup> Refer to ADC 317.

## Enclosure 2, New SDR Discrepancy and Action Codes

### a. Add new Discrepancy Code H6:

#### TYPICAL SHIPPING AND PACKAGING DISCREPANCY CODES

##### HAZARDOUS MATERIEL

- H1 Hazardous item in a condition other than shown on supply document or on the supporting inspection/test certificate
- H2 Hazardous item in storage damaged or requires repair
- H3 Lack of a Material Safety Data Sheet (MSDS) in Hazardous Material Information Resource System (HMIRS)
- H4 Non-radioactive item classified as radioactive, or non-hazardous item classified as hazardous
- H5 Expired hazardous shelf life item
- H6 *Shipper's Declaration for Dangerous Goods missing or incorrect***

### b. Add new Action Codes 3A and 3B:

#### TYPICAL INITIATOR ACTIONS REQUESTED LISTED BY SDR ACTION CODE

- 1A Disposition instructions for discrepant materiel requested; financial action not applicable.
- 1B Material being retained.
- 1C Supporting supply documentation requested.
- 1D Material still required; expedite shipment. Not applicable to Security Assistance.
- 1E Local purchase material to be returned at supplier's expense unless disposition instructions to the contrary are received within 15 calendar days. Not applicable to Security Assistance or DLA customers.
- 1F Replacement shipment requested. Not applicable to Security Assistance.
- 1G Reshipment not required. Item to be re-requisitioned.
- 1H No action required. Information only.
- 1Z Other action requested (see remarks).
  
- 2A Disposition of material and financial adjustment (credit) requested.
- 2B Material being retained. Financial adjustment (debit) requested.
- 2C Technical documentation/data requested.
- 2F Material being held for disposition instructions, request funds citation. Not applicable to Security Assistance.
- 2J Financial adjustment requested.
- 2K Evidence of shipment requested (SA only).
- 2L Request billing status (Security Assistance only)

2Z Additional information is being submitted off-line. Use with electronic SDR submission only.

**3A Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated.**

**3B Discrepancy reported for corrective action and trend analysis. No reply required.**

**Enclosure 3, DLMS Supplement Revisions**

Item	Location	Revision to 4030 842A/W and 842A/R	Reason
1.	DLMS Introductory Notes	<u>Add PDC 333 to DLMS introductory note 5.</u> <b>- PDC 333, DoD WebSDR Procedures for Transshipment SDRs</b>	To identify DLMS changes included in supplement.
2	2/LQ01/1050	<u>Revise DLMS Note for Code D:</u>  D Court Document Type Code DLMS Note: <b>1. Must</b> use to identify the <b>Discrepancy Report Document Type</b> Code. This is a DLA/DoD WebSDR data element used to identify the type of discrepant report and type of shipment involved.  <b>2.</b> Valid entries are for SDR types are: 6 – Customer originated, direct vendor delivery 7 – Customer originated, depot/lateral shipment V - Customer originated, lateral shipment under TAV 8 – Depot originated, depot receipt from non-procurement source (other than RDO) A - Storage site receipt, customer return/other (Note: Requires authorization prior to use.) 9 - Depot originated, vendor delivery to depot P - Storage site receipt, vendor delivery (new procurement) (Note: Requires authorization prior to use.) R - Depot originated, redistribution order receipt N - Storage site receipt, depot shipment (RDO) (Note: Requires authorization prior to use.) <b>W- Transshipper originated SDR</b>  <b>3. For future consideration,</b> a data maintenance action was approved in version 5030. The approved code/name is "TDC - Discrepancy Report Type Code".	Clarification of usage. Code W adopted under ADC 282. Administrative revisions included.  Note: Court Document Type Code is a “borrowed” X12 EDI value used to identify the data element: Discrepancy Report Document Type Code.

**Enclosure 4, Sample Report Layout**

**Transshipper SDR Report (Type W)**

**Report Period:** DD MMM YYYY - DD MMM YYYY  
**Action Activity:** XXX, Activity Name  
**Submitter:** XXXXXX, Activity Name  
**Action Code:** 3A, Transshipper (aerial/water port or CCP) requests expedited response; shipment frustrated..

Web SDR Control No.	Date Prepared	Document Number	Contract/ Shipment No.	Material ID	Discrep. Code(s)	Owner/ Manager	Shipper	Type Pack	No. Pieces	Repackaging Cost Labor: Material: Total:
20091610289	8-21-2009	FB632291570036		1650012115433	H3			XX	1	Labor: Material: Total:
	<b>Remarks:</b>									
	<b>Remarks:</b>									

**Notes:** This is a sample to portray concept; the actual report layout may differ. This report will pull all transshipper-prepared SDRs (CCP and ports) or as limited by the selection criteria. DAASC will explore using preset criteria and providing recurring reports via email. SDRs will be grouped by action activity, submitter, and action code.

Report selection criteria to extract SDRs to build the report will be available on the WebSDR reports page. WebSDR will use drop boxes for selection of applicable SDRs for the selected time period - one week increments are recommended to control the number of applicable SDRs.

Suggested criteria:

All applicable.

By action activity Service/Agency, all Distribution Depots, or by specific action activity.

By submitter CCPs only, Other than CCPs, or by specific submitter.

By Owner/Manager Service/Agency, or specific owner/manager (since this is not always available in WebSDR it is not as reliable as search criteria). If used for selection, this would appear at the top as part of the report.

**Enclosure 5, Comment Resolution**

**a. Army:**

<p>AMMO - non-concurs with new the proposed business rules. The ammunition (Class V) requirement maximum number of days must stay at 30 days, The installations need time to accomplish inspections, receipts, etc., prior to completion of any SDR.</p>	<p>Non-concurrence based upon misunderstanding: The 5 day response only applies to a limited number of SDRs submitted by ports requiring some form of positive action by the shipper or ICP. It does not apply to receiving activity SDRs.</p>
<p>AMCOM - non-concur w/comments</p> <p>(1) Para 5a. The time standard being proposed for SDR resolution of non-CCP submitted SDRs is 3 days. This PDC authorizes the aerial ports to file SDRs for WPM errors. I do not know, at this point, the volume of new SDRs that Army could expect. This concerns me. If there is a significant increase of SDRs, our manpower and resources could be stretched even further than they are at the present time. But I understand why the timeframe is only 3 days. The war fighter should always come first.</p> <p>(2) Para 5b(2). The first sentence states "A WebSDR query report will be prepared for use in monitoring CCP-prepared SDRs facilitating corrective action, and recouping costs from vendors." Not sure if by "vendors" they mean contractors/new procurement. Right now we are having an issue with WebSDR not providing accurate cost estimates of WPM errors from new procurement/vendors/contractors.</p> <p>(3) Para 5b(3). Not sure what is meant by "Terminated SDRs". Also in this paragraph as a "Staffing Note:" I wonder if this PDC is referring to Type 8 where there are WPM issues but the depot repalletizes without asking what Army wants to do. On these the SDRs, the customer remarks will only state that the depot has repalletized at a cost of around \$30. This cost is way too low considering the breakout we received from the depot.</p> <p>(4) Para 5c(1). This PDC requires that non-CCP WPM SDRs will be received through email and that each ICP will have to input into their own systems. This is not acceptable. If we have to receive through the SDR email boxes, then we'd have to manually input into AEPS/LMP. This requires more manpower and resources. And para 7b states that the disadvantage is that manual processing is required. Along with the timeframe of only 3 days, this is asking a lot of our resources. I do not agree with this PDC.</p>	<p>Volume is not yet known, however under the revised procedure a unique action code is used to readily identify those selected SDRs which need immediate attention (allowing others to fall into the standard processing time standard).</p> <p>Yes, "vendors" refers to contractors/new procurement. WebSDR only transmit the information provided by the depot/CCP. Specific issues should be address to the Defense Distribution Center (DDC). DLMSO will provide point of contact information.</p> <p>Some depots are using the type 8 SDR to report WPM discrepancies. This change proposal is only applicable to type W which is used by the CCP or other transshippers. The depot-reported WPM discrepancies must be addressed by the DDC.</p> <p>Army-directed SDRs may be transmitted directly to AEPS to simplify input/processing. However, the unique data fields associated with Type W will only be available within WebSDR records until Army implements a DLMS compliant format. If the Army can rapidly identify those SDRs that need</p>

<p>(5) Para 5c(3): Action Code. This states that the transshipper may be able to correct the discrepancy without direction from the shipper/ICP. How much will the Army be charged for correcting the WPM error? Will this be stated in the SDR?</p>	<p>expedited processing from within AEPS, that will be acceptable approach.</p> <p>Clarification will be requested.</p>
--	---

**b. USTRANSCOM:**

<p>Neither USTRANSCOM directorates nor Air Mobility Command appear to have any concerns with expanding the time for SDR response to aerial ports to 5 days</p>	<p>Time standard now specifies 5 days.</p>
<p>The time standard whether 3 or 5 days should not make much of a difference. Our Customer Service Branches will likely still continue direct contact when possible for speedy corrective actions. The SDRs will be helpful for those shippers who don't or won't provide corrective measures and tracking bad shippers so that owning command or contacting agency can take long term corrective action vice "band aiding" which is now currently taking place. Without knowing the exact time frame we are on for implementing the WebSDR, I would like to notify CONUS ports to start completing manual versions of SDRs after first of the year and emailing them to an office(s) who can either handle corrective action or distribute to those who can. Please advise which offices you wish them sent to within Services, DLA and DCMA. Also, is GSA aware of this effort?</p>	<p>The 5 day time standard will only apply when the port is awaiting a response (as indicated by the action code). GSA is aware of this proposal and DoD rules will applicable.</p> <p>Implementation will be scheduled for March 1. In the interim, ports should continue current procedures using direct contact.</p>

**c. DLA:**

<p>The proposal (PDC 333) separated the SDRs into two categories:</p> <p>(1) SDRs provided for information where the port is taking corrective action (e.g. packaging issue) without waiting for instructions or response from the shipper or ICP/source of supply. The SDR will record the problem, cost, etc for trend analysis and for corrective action with shippers/vendors. These will not require a response from the shipper/ICP to the port.</p> <p>(2) SDRs where the shipment is being held pending some action, such as MSDS, labeling or packaging information. These require a response to the SDR and whatever action was requested. The proposal asked for an expedited response where some type of action is requested, since forward movement cannot resume without resolution. It was suggested to use a three-day time standard for these SDRs (to coincide with TDD standard). DLA SDR leads are requesting that a 5-day time standard be used. Will this be acceptable all parties?</p>	<p>Concur.</p>
--	----------------

<p>... the 5-day time standard is the preferred time DLA J-3312 recommends using.</p>	
<p>Page 3 b. (3) - Please clarify who has the responsibility for "generates a response using WebSDR direct input".</p> <p>Page 4 c. 2. (b) - We can use previously established mailbox DSCC.WPM@dla.mil</p> <p>Page 4 - Please clarify 2J. EBS has Financial adjustment requested. You have Other action requested (see remarks). We may need to do service ticket to change definition.</p> <p>Page 7 - We are unsure why C17.3.12.4.3 and C17.3.12.4.4 are following paragraph on timeframe requirement of 3 days. Please clarify? Why are they needed if we only have three days to work?</p> <p>DLA Packaging/Stock Readiness Policy: Suggest adding a new discrepancy code for missing shipper's declaration.</p>	<p>This will become OBE with the use of new Action Code 3B.</p> <p>OK</p> <p>DLA code definitions are correct (there was an error on previous document).</p> <p>This is an unrelated editorial adjustment to the wording of that section of the time standard guidance.</p> <p>Concur. After coordination with USTRANSCOM and clarification of intent, a new code is established as: "H6, Shipper's Declaration for Dangerous Goods missing or incorrect"</p>
<p>DDC:</p> <p>1. What would be the feasibility of having WebSDR route (via email) these SDRs to the Depot POCs with a CC to the DDC until they can be accepted systemically (handling Type W as it would handle SDRs submitted to non-DLMS compliant activities)?</p> <p>2. DDC CCP representative... fine with the action code (3B). Although I would think 3A should not say "aerial/water port", but rather "transshipper", or something like that, as CCPs at some point may have a need to frustrate a shipment. Even if nothing's on the horizon now, I would think the verbiage should provide that flexibility...unless you'd want a new code in that case, so you could distinguish between the port and the CCP.</p> <p>We should be able to replace the 1Z with 3B through just a PTR.</p>	<p>1. Multiple email messages can be provided.</p> <p>2. Concur. Text updated in ADC.</p>

**d. Navy:**

<p>Navy interposes no objection to the PDC as written.</p>	
--	--



<p>Navy requests a monthly report provided via email to navsisa_sdrsys@navy.mil and a specified POC.</p> <p>...the following data in the report:</p> <p>Document Number</p> <p>SDR Number</p> <p>From RIC</p> <p>Action Activity UIC</p> <p>Discrepancy Code</p> <p>Action Code</p> <p>Remarks/Reason for non-compliance</p> <p>NSN of asset</p> <p>QTY</p> <p>Standard Price</p> <p>Contract Number</p> <p>Also, we will not be able to adjust our timeframes as described in the PDC at this time. We will need to take that into account when doing the re-engineering effort or a separate ITSR will be necessary.</p>	<p>DLMSO/DAASC will explore providing the report via email. At minimum, under the ADC it will be available via WebSDR reports.</p> <p>Time standard for Action Code 3B will be DoD policy.</p>
--	--