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IN REPLY  
REFER TO DLMSO

August 31, 2009

MEMORANDUM FOR SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Approved Defense Logistics Management System (DLMS) Change (ADC) 326, DLMS Supplement (DS) 869A, Requisition Inquiry/Supply Assistance Request, Correction and Clarification of Data Mapping, Administrative Updates, and Coordination of Procedures for Transaction-Based Supply Assistances Requests (Supply) (Staffed as PDC 349)

The attached change to DOD 4000.25-M, DLMS, is approved for implementation. The updated DLMS Supplement will be posted to the Defense Logistics Management Standards Office (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; e-mail: [ellen.hilert@dla.mil](mailto:ellen.hilert@dla.mil). Others must contact their Component designated Supply Process Review Committee representative.

A handwritten signature in black ink, appearing to read "Donald C. Pipp", with a stylized flourish at the end.

DONALD C. PIPP  
Director  
Defense Logistics Management  
Standards Office

Attachment

cc:  
DUSD(L&MR)SCI

**ADC 326**  
**DS 869A, Requisition Inquiry/Supply Assistance Request, Correction and Clarification of Data Mapping, Administrative Updates, and Coordination of Procedures for Transaction-Based Supply Assistances Requests**

**1. ORIGINATOR:**

**a. Service/Agency:** Defense Logistics Management Standards Office (DLMSO)

**b. Originator:** Ms. Ellen Hilert, Chair, Supply Process Review Committee, 703-767-0676; DSN: 427-0676; e-mail: [ellen.hilert@dla.mil](mailto:ellen.hilert@dla.mil)

**2. FUNCTIONAL AREA:** Primary: Supply

**3. REQUESTED CHANGE:** Purpose is clarification of intent for mapping purposes and to assign correct beginning segment value for the AFY.

**a. Description of Change:** Update DS 869A as shown in the table below; update DAAS mapping as shown in the map table below; and coordinate DLMS procedures for the use of the 869A for Supply Assistance Request as shown in enclosure 1. **Staffing Note:** This change requires Components review mapping and clarification updates identified to ensure interoperability of the 869A for existing MILSTRIP-based functionality. This change also requires a Component response regarding DLMS enhancement for future use of the transaction-based supply assistance request. Provide concurrence/comments on the desire to implement the enhanced process and a rough estimated of target implementation date. Include review of the DLMS enhancement data element “Mission Impact Statement Code” established to codify current message text.

**b. Background:**

(1) During review of the DS 869A and mapping for MILSTRIP data content associated in support of USAF implementation planning, several problems were noted to include:

(a) Missing “DLMS enhancement notes” to clearly label non-MILSTRIP transactional data elements as DLMS enhancements requiring coordination prior to use.

(b) Missing DLMS notes to cross-reference MILSTRIP transactions for clear identification of the purpose and use of the DLMS data elements.

(c) A DAAS map error resulting in miss-identification of the correct beginning segment code for the MILSTRIP AFY.

(d) Confusing mapping for the beginning segment codes identifies applicability to unshipped or shipped items.

(e) Incorrect mapping for the MILSTRIP AFC quantity which results in the same “urgently needed quantity” field being applied for both supply assistance requests and requests for improved estimated shipping date (ESD).

(2) Procedures for use of the DLMS enhancement for the supply assistance request were never fully coordinated and there are no known plans to implement as a DLMS transaction within ERP/modernization. This update to the DS provides an opportunity for the Components to establish a plan for future use of this DLMS capability and ensure that Component unique/non-DLMS versions of the supply assistance request are not promulgated. A DLA unique DoD EMALL web-input automated supply assistance request message was implemented without prior coordination under DLMS.

c. **Procedures:** Revise the 869A DLMS supplement as follows:

| #  | Location                      | DS 869A Requisition Inquiry/<br>Supply Assistance Request<br>Revision   | Reason   |
|----|-------------------------------|---|--|
| 1. | DLMS<br>Introductory<br>Notes | <p>Add ADC 326 DLMS Introductory Note 3:</p> <p><i>- ADC 326, DLMS Supplement (DS) 869A, Requisition Inquiry/Supply Assistance Request, Correction and Clarification of Data Mapping, Administrative Updates, and Coordination of Procedures for Transaction-Based Supply Assistances Requests</i></p>  | Identifies DLMS Changes included in the DLMS Supplement  |
| 2. | 1/BSI03/20                    | <p>Revise DLMS notes for the following codes:</p> <p><b>PI Selected Orders - Shipped Orders</b><br/><b>DLMS Note:</b></p> <p>1. Use to indicate that the transaction set contains transactions that apply to requisitions for which shipment status has been received.</p> <p>2. <i>Use for requests for shipment tracing.</i></p> <p>3. <i>Used during DLSS/DLMS transition period when transaction contains a request for identification of the initial transportation shipping activity.</i></p> <p><b>PO Selected Orders - Unshipped Items</b><br/><b>DLMS Note:</b></p> <p>1. Use to indicate that the transaction set contains transactions that apply to open requisitions for which shipment status has not been received.</p> <p>2. <i>Use for requisition follow-ups including requests for improved ESD.</i></p> <p>3. <i>Use for supply assistance requests. DLMS enhancement; see introductory DLMS note 2a.</i></p> <p><del>2. May be used during DLSS/DLMS transition period when transaction contains a request for identification of the initial transportation shipping activity.</del></p> | <p>Clarification of purpose and use for beginning segment codes.</p> <p>Provides more logical mapping to existing codes to meet X12 syntax requirements by switching the follow-up for shipping depot DoDAAC (MILSTRIP AFY) to the PI-Shipped Orders category.</p> <p><b>Staffing note:</b> This may require a change to Component DLMS mapping/planned migration for AFY.</p> |
| 3. | 1/BSI08/20                    | <p>Revise DLMS notes for the following codes:</p> <p><b>71 Filing and Search Request</b><br/><b>DLMS Note:</b> Use <i>(in conjunction with BSI03=PI, Shipped Orders)</i> to identify requests for shipment tracing - <i>registered, insured, and certified U.S. Postal Service. (This corresponds to MILSTRIP</i></p>   | <p>Clarification of purpose and use for the beginning segment codes.</p> <p>Re-instates common</p>   |

| # | Location | DS 869A Requisition Inquiry/<br>Supply Assistance Request<br>Revision  | Reason  |
|---|----------|--|---|
|   |          | <p><b>Document Identifier AFT.)</b></p> <p><b>AF Requisition Follow-Up</b><br/><b>DLMS Note:</b></p> <p>1. Use <b>(in conjunction with BSI03=PO, Unshipped Orders)</b> to identify status inquiries <b>requisition follow-ups for status</b> on previously submitted requisitions. <b>(This corresponds to MILSTRIP Document Identifier AF1-AF5.)</b></p> <p><b>2. Use (in conjunction with BSI03=PO, Unshipped Orders to identify the requisition follow-up requests for improved estimated shipping date (ESD). (This corresponds to MILSTRIP Document Identifier AFC). When provided for this purpose, must be used in combination with PID05, Code 2.</b></p> <p><b>3. Use (in conjunction with BSI03=PI, Shipped Orders) to identify requisition follow-up requests for DoDAAC of initial transportation shipping activity (This corresponds to MILSTRIP Document Identifier AFY). When provided for this purpose, must be used in combination with PID05, Code 1. The Request for DoDAAC of Initial Transportation Shipping Activity transaction is applicable in a mixed DLMS/MILS environment where a separate transaction is needed to provide the requested information. Under DLMS, the distribution depot identifies the shipping activity in the shipment status transaction, eliminating the need for a follow-up.</b></p> <p><b>AR Supply Assistance</b><br/><b>DLMS Note:</b></p> <p>1. Use <b>(in conjunction with BSI03=PO), Unshipped Orders)</b> to identify requests for supply assistance <b>(improved support) for requisitions meeting specific criteria for priority (Priority Designator 01-08) and receipt of open supply status. (This establishes a transaction-based process comparable to the MILSTRIP procedures for Supply Assistance Request currently prepared as a message, e-mail, or telephonic request. There is no comparable MILSTRIP transaction.)</b></p> <p><b>2. DLMS enhancement; see introductory DLMS note 2a.</b></p> | <p>terminology and provides more complete information.</p> <p>Clarifies how to distinguish a follow-up for improved ESD.</p> <p>Clarifies how to distinguish a follow-up of shipping depot DoDAAC. Clarifies use of this follow-up during transition to DLMS.</p> <p><b>Staffing Note:</b> This change requires correction of the DAAS map to use the AF beginning segment code (vice IN)</p> <p>Clarification of purpose and use for supply assistance request. Clarification of status as a DLMS enhancement based upon a MILSTRIP process.</p> <p><b>Staffing Note:</b> Use of this DLMS transaction should be evaluated for modernization. Component response required.</p> |

| #  | Location   | DS 869A Requisition Inquiry/<br>Supply Assistance Request<br>Revision   | Reason   |
|----|------------|---|--|
| 4. | 2/HL03/10  | <p>Add DLMS notes for the following codes:</p> <p><b>V Address Information</b><br/> <b>Federal Note:</b><br/> Use in every 2/HL/010 address loop iteration.<br/> <b>DLMS Note:</b><br/> <i>Use to identify the organization originating and the organization to receive the transaction set.</i></p> <p><b>W Transaction Reference Number</b><br/> <b>Federal Note:</b><br/> Use in every 2/HL/010 transaction loop iteration.<br/> <b>DLMS Note:</b><br/> <i>Use to identify the original requisition and associated data content.</i></p> <p><b>SB Substitute</b><br/> <b>Federal Note:</b><br/> 1. Use in every 2/HL/010 substitute item loop iteration for supply assistance transactions only.<br/> <b>DLMS Note:</b><br/> <i>DLMS enhancement; see introductory DLMS note 2a.</i></p> | <p>Clarification of usage.</p> <p>Clarifies which addresses are provided in the V, Address, loop.</p> <p>Identifies Substitute loop as a DLMS enhancement.</p> |
| 5. | 2/LIN04/50 | <p>Revise DLMS note at the data element level as follows:</p> <p><b>Product/Service ID Qualifier</b><br/> <b>DLMS Note:</b><br/> 1. Use codes EM <i>for weapon system application</i>, F8 <i>for next higher assembly</i>, and W1 <i>for the end item serial number</i>, as needed, <i>on a supply assistance request</i> to indicate amplifying information associated with the requisitioned material. <b>DLMS enhancement; see introductory DLMS note 2a.</b></p>  | <p>Clarification</p>   |

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|----|------------|---|--|
| 6. | 2/PTY01/80 | <p>Revise DLMS notes for the following codes:</p> <p><b>01 Discrete Quantity</b><br/> <b>Federal Note:</b><br/> Use to indicate the quantity requisitioned. Use to indicate the quantity shipped when requesting shipment tracing.<br/> <b>DLMS Note:</b><br/> 1. Use in requisition <del>inquiry</del> <b>follow-ups, including requests for improved estimated delivery date</b>, to indicate the quantity requisitioned.<br/> 2. Use in request for shipment tracing to indicate the quantity released to carrier.<br/> 3. Future streamlined data; see introductory DLMS note 2c.</p> <p><b>AB Urgent Delivery Quantity</b><br/> <b>DLMS Note:</b><br/> 1. Use <b>only</b> in supply assistance request transactions to identify the quantity urgently required.<br/> 2. DLMS enhancement; see introductory DLMS note 2a.</p> | <p>Clarification of use in AFC and supply assistance request.<br/> <b>Staffing note:</b> This clarification is provided for correction of DAAS maps and consistent implementation by Components.</p> |
| 7. | 2/N1/110   | <p><u>Add DLMS note at segment level:</u></p> <p><b>DLMS Note:</b><br/> <b>The substitute item loop is a DLMS enhancement for the supply assistance request transaction; see introductory DLMS note 2a.</b></p>   | <p>Clarification; identifies DLMS enhancement.</p>   |
| 8. | 2/N106/110 | <p><u>Revise DLMS Note:</u></p> <p>FR Message From<br/> <b>Federal Note:</b><br/> <i>Must use with the appropriate 2/N101/110 code to indicate the organization cited in N104 is originating the transaction set.</i><br/> <b>DLMS Note:</b><br/> 1. For DLMS requests for shipment tracing resulting from conversion of the original DLSS DI Code <b>AFT</b>, the originating activity will be identified as DAASC.<br/> 2. For DLMS follow-up requests for the DoDAAC of the initial transportation shipping activity resulting from conversion of the original DLSS DI Code <b>AFY</b>, the originating activity will be identified as the requisitioner due to lack of a from address in the <b>MILS format</b>.</p>  | <p>Clarification; correction of typo in Supplement.</p>  |
| 9. | 2/PER/160  | <p><u>Add DLMS note at segment level:</u></p> <p><b>DLMS Note:</b> <b>DLMS enhancement; see introductory DLMS note 2a.</b></p>  | <p>Identifies DLMS enhancement.</p>  |

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|-----|------------|--|--|
| 10. | 2/LQ01/180 | <p>Revise DLMS notes at the data element level as follows:</p> <p><b>LQ01 1270 Code List Qualifier Code</b><br/> <b>Federal Note:</b> Use any code.<br/> <b>DLMS Note:</b> 1. Use code JN only in 2/HL/010 address loops. Use all other only in 2/HL/010 transaction loops.<br/> 2. For DLMS use, only the following codes are authorized.</p> <p><b>JN Mission Impact Statement Code</b><br/> <b>DLMS Note:</b><br/> Use in 2/HL/010 address loops to identify the code value which best defines mission degradation created by the absence of the required material.</p> | Corrects error in DLMS Supplement and changes mapping. Because JN represents is associated with an unimplemented DLMS enhancement this change has no map impact. |

**4. REASON FOR CHANGE:** Provided clarification and will prevent future problems with interpretation of the intended mapping of specific data fields. Corrects a mapping error for the urgently needed quantity in requests for improved ESD. Only the supply assistance request is defined functionally as urgently needed quantity. Urgently needed quantity may be a portion of the originally requisitioned quantity; the request for improved ESD must contain the quantity as requisitioned.

**5. ADVANTAGES AND DISADVANTAGES:**

a. **Advantages:** Prevents misunderstanding and facilitates DLMS implementation. Corrects DAAS mapping for MILSTRIP AFC quantity to be consistent with original DLMS intent and functional requirements.

b. **Disadvantages:** May require design/program updates.

**6. IMPACT:**

a. DAAS maps to be corrected as illustrated:

| 869A INQUIRY<br>(AF[123CT])     |                           |            |                     |       |         |
|---------------------------------|---------------------------|------------|---------------------|-------|---------|
| Field Name                      | Record Position<br>(DLSS) | Conditions | DLMS Data Element   | Table | Updated |
| Transaction Set Identifier Code | None                      | None       | ST01=869            | 1     |         |
| Transaction Set Control Number  | None                      | None       | ST02= Serial Number | 1     |         |

|                              |                  |   |   |              |  |
|------------------------------|------------------|---|---|--------------|--|
| Beginning Segment            | None             | Translator Date<br>If RP1-3≠AFT<br>If RP1-3=AFT<br>Translator Time<br>If RP1=A<br>If RP1=U<br>If RP1-2=AF and RP3≠T or AK or AT<br>If RP1-3=AFT | BSI01=Z<br>BSI02=()CCYYMMDD<br>BSI03=PO<br>BSI03=PI<br>BSI06=()HHMM<br>BSI07=00<br>BSI07=77<br>BSI08=AF<br><br>BSI08=71 | 1            | 4/5/05   |
| <del>Urgent Quantity</del>   | <del>None</del>  | <del>If RP1-3=AFC</del>   | <del>QTY01=AB</del>   | <del>2</del> | 9/11/01  |
| <del>Quantity</del>          | <del>None</del>  | <del>If RP1-3=AFC</del>   | <del>QTY01=01</del>   | <del>2</del> | 11/9/04  |
| Quantity                     | 25-29            | If RP1-2=AF and If RP29=M Convert to Millions   | QTY01=01<br>QTY02=RP 25-29  | 2            | 11/9/04<br><b>Staffing Note:</b> All AF_, including AFC, are now mapped to "01" – AB will be exclusively used for the planned enhancement for supply assistance requests |
| <del>Required Delivery</del> | <del>62-64</del> | <del>If RP62=0, 1, 2, or 3<br/>DDD2CCDAT<br/>RP62-64</del>  | <del>DTM01=996<br/>DTM02=()CCYYMMD<br/>D</del>  | <del>2</del> | <del>8/10/06</del><br><b>Staffing Note:</b> Required Delivery Date is not carried in the 869A.   |
| <del>Ordered By</del>        | <del>30-35</del> | <del>If RP1-3=AFT</del>   | <del>N101=OB<br/>N103=10<br/>N104=RP 30-35<br/>N106=FR</del>  | <del>2</del> | <del>OR DAASC??</del>  |

| 869A FOLLOW UP<br>(AFY)         |                        |  |   |       |         |
|---------------------------------|------------------------|--|---|-------|---------|
| Field Name                      | Record Position (DLSS) | Conditions   | DLMS Data Element   | Table | Updated |
| Transaction Set Identifier Code | None                   | None   | ST01=869  | 1     |         |
| Transaction Set Control Number  | None                   | None   | ST02= Serial Number   | 1     |         |
| Beginning Segment               | None                   | Computer Assigned<br><br>Computer Assigned<br>If RP1=A<br>If RP1=U | BSI01=Z<br>BSI02=()CCYYMMD<br>D<br>BSI03= <del>PO</del> PI<br>BSI06=()HHMM<br>BSI07=00<br>BSI07=77<br>BSI08= <del>IN</del> AF | 1     | 3/18/03 |

- b. May impact implemented DLMS 869A procedures. DLA has confirmed that their DLMS



portal will need to be updated per above mapping.

c. May impact Global Transportation Network Pre-Planned Product Improvement (GTN P31) mapping.

Update the DLMS manual as identified (***bold italics***):

#### C4.6.3 Request for Supply Assistance

C4.6.3.1. Initiation. Requisitioners may initiate requests for supply assistance only for PD 01-08 requisitions after receipt of supply status indicating an unacceptable delivery date. Requests for supply assistance includes status of requisitions, timely supply of requirements, I&S items, release of cancellation or backordered requisitions, and diversion of material shipments. Do not generate requests for supply assistance prior to the receipt of supply status indicating open status.

#### C4.6.3.2. Submission.

***C4.6.3.2.1*** Forward requests for supply assistance on previously submitted PD 01-08 requisitions to the supply source processing the requirement. ~~In addition to the DS cited in paragraph C4.6.1, above,~~ Requests for assistance may be done by electronic mail (computer-DISN), message, letter, or telephone to the appropriate supply source. Telephone requests should not exceed seven lines; however, the limitation of items shall be determined by the supply source ability to record the items and initiate timely responses. ***Include the urgently needed quantity (supply assistance may be requested for entire quantity requisitioned or a lesser quantity required for mission performance).***

***C4.6.3.2.2*** DLA accepts supply assistance requests via the DoD EMALL requisition query function for open requisitions PD 01-08 with MILSTRIP Supply Status BB, BV, BZ, or BD.

***C4.6.3.2.3*** In addition to the above, the DLMS 869A, Supply Assistance Request (BSI08=AR) is designed to transmit requests electronically. This is a DLMS enhancement which cannot be used without prior coordination to ensure that the receiving supply source has implemented this business process using transaction exchange.<sup>1</sup> The DLMS format supports identification of point of contact information; identification of acceptable substitute items; alternative sources for the requested item; and a codified mission impact resulting from delay or lack of support for the required item:

***C4.6.3.2.3.1*** Code 1: Inability to perform assigned mission for a classified project

***C4.6.3.2.3.2*** Code 2: Inability to perform assigned mission.

***C4.6.3.2.3.3*** Code 3: Performance of assigned mission anticipated to be curtailed or stopped if materiel is not received within 15 days continental United States (CONUS) or 20 days other than continental United States (OCONUS).

***C4.6.3.2.3.4*** Code 4: Mission performance below prescribed level of

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<sup>1</sup> Coordinated under PDC 349. DoD Components must identify implementation/planned implementation dates to DLMSO for publication.

*effectiveness and efficiency.*

*C4.6.3.2.3.5 Code 5: A classified NMCS condition exists due to lack of required assets.*

~~C4.6.3.3. Replies. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.~~