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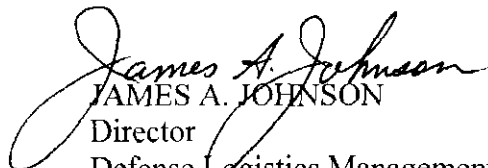
April 26, 2004

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Business Initiative Council (BIC) Supply Discrepancy Report (SDR)
Integrated Product Team (IPT) Meeting, April 13-14, 2004

The attached minutes of the BIC SDR IPT Meeting 04-01 are forwarded for your information and appropriate action.

The Defense Logistics Management Standards Office point of contact is Ms. Ellen Hilert, DOD SDR System Administrator, 703-767-0676, DSN 427-0676 or e-mail ellen.hilert@dla.mil.


JAMES A. JOHNSON
Director
Defense Logistics Management
Standards Office

Attachment

DISTRIBUTION:

Attendees
BIC SDR IPT
DOD SDR Subcommittee
DOD Supply Chain Process Review Committee

MEMORANDUM FOR RECORD

SUBJECT: Business Initiative Council (BIC) Supply Discrepancy Report (SDR)
Integrated Product Team (IPT) Meeting, April 13-14, 2004.

Purpose: The Defense Logistics Management Standards Office (DLMSO) chaired a meeting on April 13-14, 2004 at the Fort Belvoir HQC. The purpose of the meeting was to develop an implementation plan for the BIC SDR Transformation Initiative. A list of attendees is shown at Enclosure 1. All briefings and handouts provided during the meeting are available as attachments to the meeting agenda posed on the SDR Committee web page at: <http://www.dla.mil/j-6/dlms0/Programs/Committees/Supply/supplySDR.asp>.

Background: The BIC SDR Transformation Initiative objective is to move SDRs into an integrated transactional environment. The SDR initiative employs a Defense Automatic Addressing System (DAAS) any-to-any translation function that will support both commercial standards and Component unique formats and will permit legacy Components systems and Enterprise Resource Planning systems to communicate with each other and the customer electronically. Under Phase I, the initiative provides a facilitated web-based method to capture SDRs. The DOD WebSDR application will fill a void for users without Service-sponsored programs and provide a basis for viewing SDR information online. The application will pre-fill information for the customer from requisition/shipment history data resident at DAAS and determine the appropriate action office based upon established business rules. Requested data content is keyed to the type of discrepancy. The phased implementation is rescheduled to begin in the **May 2004** timeframe with submission of SDRs. Email distribution will be replaced with electronic interfaces, as the Components are capable of receiving the transaction. Phase I will provide limited transactional exchange which will be improved and expanded during Phase II. In addition, Phase II will incorporate SDR responses and management reports. The overall project integration will focus on supporting electronic communication of SDR information (without duplicity of point-to-point interfaces) and building the source information to support the assimilation of perfect order fulfillment metrics and DOD management reports.

Review of Agenda Topics:

a. Status Update on Phase I of the SDR Initiative: Ms. Ellen Hilert, DOD SDR System Administrator, provided the IPT with a status update on Phase I of the SDR initiative, which is scheduled to begin a phased implementation starting with a limited number of Air Force customers and possibly the Defense Reutilization Management Office pending the completion of the information assurance assessment currently being conducted

by the Defense Automatic Addressing Systems Center (DAASC). Testing with the Defense Logistics Agency (DLA) has been underway and GSA testing will begin as soon as some networking issues have been resolved. Mr. Sean Humenansky, representing DAASC, provided a demonstration of the WebSDR and highlighted new functionality that has been implemented since the last demonstration in November 2003.

b. Status Update on the BIC Transformation Initiative: Ms. Hilert indicated that the BIC Transformation Initiative has been approved by the BIC principals, who are the Secretaries of the Services, and signed by Mr. Wynne, the Acting Under Secretary of Defense for Acquisition, Technology and Logistics on December 16, 2003. The charter establishing the IPT was signed by the DoD Transformation Initiative champion, Colonel Pipp, Deputy, Supply Chain Integration, ODUSD(L&MR)(SCI). Funding for the initiative was due to be provided to DLMSO/DAASC by April 19, 2004, and has been received from the Army. Air Force is in the process of transferring funds; no status is available on Navy funding. There was a review of the high level POA&M provided to the BIC as well as the detailed POA&M developed for the IPT. Ms. Hilert emphasized that the Components need to identify any problems with meeting the implementation date of May 2005. Although interim dates can be adjusted, a delay in the final implementation date must be reported to the BIC outlining reasons for the slippage. **Action Item:** Components provide by **April 30, 2004** concurrence with the May 2005 implementation date or non-concurrence with an explanation that can be provided to the BIC.

c. Review of Draft ADC (Staffed as PDC 123) SDR Transaction Exchange: This draft ADC which has previously been sent to Components for review and comments will provide new reply and status codes that will be incorporated into the joint SDR instruction. **Action Item:** Components provide comments/concurrence by **April 30, 2004** to include any new codes required and definitions of those codes.

d. Phase II Concept: Phase II of the SDR Initiative was discussed, to include DLMS migration impact on SDRs and Component concept to align existing or planned SDR applications to the BIC SDR initiative and interface issues. Ms. Hilert conducted a review of the Draft Requirements Document which outlines Phase II functionality. Many of the functional requirements require further definition and Ms. Hilert indicated that one of the roles of the IPT is to further define these requirements as well as identify any additional Component unique requirements or interfaces. Also discussed was the Air Force Security Assistance Command (AFSAC) SDR initiative. AFSAC has been working directly with DAASC to develop requirements for Foreign Military Sales (FMS) customers. FMS customers will continue to enter SDRs via the ILCO portal, however, SDRs will be forwarded to DAASC for routing/translation and will be part of the DAASC history. It is anticipated that both the Navy and Army FMS customers will also utilize this capability once it has been implemented by AFSAC. The DAASC help desk requirements for the WebSDR were discussed and it was determined that a five-day week with normal business hours would be sufficient. DLA will begin testing Phase II 842 transaction exchange with DAASC in late April in preparation for a June implementation. **Action Items:** Components are requested to complete the following actions by **April 30, 2004**:

- (1) Review the Draft Requirements Document
- (2) "Fill in the blanks" and submit additional requirements for integration in the document.
- (3) Provide requirements for reports and inquiries.
- (4) Evaluate need for enhanced email SDR (more flexible format that can be either manually viewed or machine processed).
- (5) Provide current SDR transaction format for DAAS translation
- (6) Document any issues that could negatively impact the implementation date.
- (7) If required, submit official Component policy document on use of DOD WebSDR.
- (8) Assess capability to provide information copy to DAASC of SDRs entered directly to Component application (bypassing DAAS). This will be required under Phase II.
- (9) Determine the length of time required for DAASC to maintain SDR history for domestic SDRs.
- (10) Document requirement for handling SDRs input by someone other than the customer (Who gets email confirmation? How is second party identified?).

e. Phase III Concept: Ms. Hilert indicated DLMSO is currently documenting requirements to provide a DLMS transaction to replace the hard copy DD Form 1225, Storage Quality Control Report. The effort will include replacement of the DLA-unique transactions used to communicate 1225 information between the Distribution Depot and the DLA Inventory Control Point. A DLMS change proposal will be coordinated with both the SDR and Supply Process Review Committees. This Phase is not associated with the BIC. **Action Item:** Components should assess current functionality related to the DD Form 1225 and alert modernization offices of future transaction exchange requirement.

f. Other Discussion Items: Ms. Hilert indicated the IPT should be aware that Mr. Alan Estevez, Assistant Deputy Under Secretary of Defense, Supply Chair Integration, has indicated that he would like to see the completion and submission of SDRs become a part of the receiving process. The result would be a reliance on standard logistics transaction exchange architecture with minimal supplementation by independent web-based SDR submission. Ms. Janet Myers, Defense Supply Center Columbus, indicated that there is no complaint module in SAP; this functionality must be customized.

g. Wrap-up. The next IPT meeting is tentatively scheduled for June 10-11, 2004.

ELLEN HILERT _____/signed/_____
DOD SDR System Administrator
Supply PRC Chair

APPROVE:
JAMES A. JOHNSON _____/signed/_____
Director
Defense Logistics Management
Standards Office