



**AMC LOGSA**  
**Enterprise Data Management Office (EDMO)**  
**GCSS-ARMY Team**  
**MONTHLY NEWSLETTER**



## NOVEMBER 2015 NEWSLETTER

### EDMO INFORMATION UPDATES

Our goal is to keep you informed. Our Newsletter will pass on updated information relating to Error Reports, Data Analysis Cards, Portal Tip/Guide updates, general information on new procedures by the Program Managers of GCSS-Army, Templates, Data Cleansing, etc.

# NOVEMBER 2015 NEWSLETTER

## EDMO INFORMATION UPDATES

### **New “Data Conversion Awareness” Tab being introduced**

Due to the confusion between the DSU Scorecard Errors and the LOGSA EDMO Portal Errors, it has been decided by the LOGSA EDMO leadership that a new tab will be added to the reports. This will be called "Data Conversion Awareness" and covers those errors that will either not convert or not convert "as is" but are not shown on the DSU scorecards. This includes, but are not limited to, such errors as "Open Work Orders contains closed faults", "A document number for a suspended transaction should not be in suspense more than 30 days", and "Class V is authorized by LIN". The errors and the business rules behind them have not changed. The corresponding Portal Tips are being updated to reflect the tab and will be posted to the LOGSA EDMO Portal under documentation when completed. For a complete listing of all Error Reports affected, see link below. The anticipated completion date is 01 December 2015.



Move to New  
Tab.docx

### **New D-270 Pre-Recorded Kick-Off Briefing established by PM, GCSS-Army**

PMO GCSS-Army has moved the D-240 Kickoff briefing to a recorded D-270 Kickoff briefing in GTRAC (See GTRAC Smart Book link below for instructions on how to register). Organizations have approximately 30 days to view the D-270 kick-off brief prior to their scheduled D-240 Pulse Check. The D-270 kick off brief can be found under the Wave 2 NET section under "As Required Courses within GTRAC". ([URL: www.gcss.army.mil/GTRAC](http://www.gcss.army.mil/GTRAC)). This will be the avenue the PMO utilizes to confirm which organizations have viewed the D-270 kick-off brief within each Fielding Group and by Fielding Element. This training should be viewed by all who will participate in any portion of the GCSS-Army fielding.



GTRAC Smart  
Bookv5.pdf

## NEW PORTAL TIP BOOKLETS

Due to the new Error Reports Tab, “Data Conversion Awareness”, look for all Portal Tip Documents to have updates available either at receipt of this newsletter or shortly afterward.

## **New Sets, Kits, Outfits and Tools (SKOT) feature is now available in AESIP**

The Army Enterprise Material Master (AEMM) Sets, Kits, Outfits, and Tools (SKOT) functionality is now live in AESIP. This capability provides portal access for the creation/approval of SKOT Component Lists and on-line access for viewing master data. Users can access the AEMM link from DA Messages found on the PBUSE Home page. The message describes step-by-step instructions for obtaining AESIP access, how to view the SKOTs and request changes or request new SKOT listings be added.

## **Property Book Error Report Updated to include more information**

The previous Error Report, “A document number for a suspended transaction (Asset Adjustment or Lateral Transfer) should not be in suspense more than 30 days”, has been updated. It will now read, “A document number for a suspended transaction should not be in suspense more than 30 days”. It not only reports suspended Asset Adjustments (DIC: ZRI) and Lateral Transfers (DIC: ZRL) older than 30 days, it also reports Administrative Adjustment Reports (DIC: ZRG), Task Force/Split Operations (DIC: ZRF) and Unit Transfers (also DIC: ZRF).

## **Spotlight on Error Reports: PBUSE**

This month’s spotlight will focus on an Error Report from Unit Level PBUSE. “The National Stock Number and Serial Number combination exists on more than one (1) Unit Identification Code”. During testing of this Error Report, we found in every instance that a Lateral Transfer had taken place between the two UICs listed in the Reference Values. When an item is being lateral transferred from one unit to another, the losing UIC must move the equipment to the “CDR” hand receipt in PBUSE prior to the Property Book Officer final posting the transaction. The first step in resolving this issue is to determine if your unit actually has physical possession of the item. If your UIC was the gaining UIC of the transaction, unfortunately, there is no solution that can be accomplished at your location. The LOSING UIC must be the unit that moves this equipment to the “CDR” hand receipt, then (in the Reports menu) perform a “Unit Level Reconciliation”. When this is accomplished, BOTH UICs will have this error corrected.

## **Document for comparing the Data Staging Utility (DSU) Conversion Readiness Scorecard (CRS) Errors to EDMO Errors**

Once an Organization hits their D-240, the lead for GCSS-Army Wave 2 data cleansing effort transitions to the Program Manager, GCSS-Army. They will produce a monthly DSU CRS for each Fielding Element and this report should be the organization’s focus on cleansing Data Conversion Errors. Any customer will be able to pull their CRS by downloading it from the GCSS-Army Launch Pad (directions are below, “Retrieve Scorecard”) in the EDMO Portal. The scorecard contains error reports equivalent to the EDMO “Data Conversion” errors on the EDMO Portal. The terminology/wording on the DSU Scorecard may differ from terminology/wording on EDMO Error Reports. To assist data cleansing efforts, use the document posted below to compare EDMO Data Conversion errors to their equivalent DSU CRS errors. In addition, the following personnel are your points of contact for any questions you have in relation to your DSU CRS.

FGs 8/11/14/17/20/23/26 is Mr. Andy Howe at (804) 734-9797 or [Andrew.j.howe10.ctr@mail.mil](mailto:Andrew.j.howe10.ctr@mail.mil).  
FGs 9/12/15/18/21/24/27 is Ms. Peggy Green at (804) 734-5866 or [peggy.l.green6.ctr@mail.mil](mailto:peggy.l.green6.ctr@mail.mil).  
FGs 10/13/16/19/22/25/28 is Mr. Aaron Ozbat at (804) 734-5633 or [aaron.m.ozbat.ctr@mail.mil](mailto:aaron.m.ozbat.ctr@mail.mil).



PT-EDMO

Conversion Descript



Retrieve Scorecard

## TEMPLATE SUBMISSION INFORMATION

- All Template concerns/questions should be addressed to PM GCSS-Army by emailing [usarmy.lee.hqda-asa-alt.mbx.gcss-wave-2-doc-ops@mail.mil](mailto:usarmy.lee.hqda-asa-alt.mbx.gcss-wave-2-doc-ops@mail.mil)
- Templates are sent out: Even FGs on 2<sup>nd</sup> Wed of D-XXX, Odd FGs on 3<sup>rd</sup> Wed D-XXX.

No	Template Name	Templates (Description)	Provide to Unit	Need back from Unit
1	<b>FE/UIC Structure</b>	List all customer UICs and other relationship information used to establish the organizational structure as well as to build Property Book, Unit Supply, and maintenance relationships	D-360	D-330
2	<b>Maintenance Work Center</b>	Cross walk Unit specific SAMS-E work centers (Allied Trades, Automotive, C&E) to GCSS-Army standard work centers.	D-300	D-270
3	<b>Roles POS Mapping</b>	Used to identify where Roles and Positions/Authorizations are to be placed within the unit.	D-300	D-270
4	<b>Maintenance Relationship</b>	Identifies the DoDAACs of any and all Maintenance Activities that the unit might <u>evac workorders</u> to	D-300	D-270
5	<b>ZAIT Profile Template -- (AIT configuration hand-held)</b>	Used to establish initial permissions for AIT use	D-120	D-90
6	<b>ZAA Review / Update</b>	To ensure proper alignment of the FE to the UIC and DoDAAC on the Z Account Assignment Table	D-210 to D-30	N/A

## TEMPLATES WITH INSTRUCTIONS AND EXAMPLES



Wave 2 FE Template and Instructions 201



Wave 2 Maintenance Work



Wave 2 Maintenance Relatic



Wave 2 POS Template and Instru



Wave 2 ZAIT Master Template.xlsx



## EMAILS and USEFUL LINKS

### ▪ E-Mails

- LOGSA EDMO GCSS-Army Team:  
[usarmy.redstone.logsa.list.edmo-gcss-army-team@mail.mil](mailto:usarmy.redstone.logsa.list.edmo-gcss-army-team@mail.mil)
- Assistance with INS Code Discrepancies:  
[usarmy.redstone.logsa.mbx.ins-cd@mail.mil](mailto:usarmy.redstone.logsa.mbx.ins-cd@mail.mil)
- Assistance with Registration Numbers, Duplicate Serial Numbers:  
[usarmy.redstone.logsa.mbx.tedb@mail.mil](mailto:usarmy.redstone.logsa.mbx.tedb@mail.mil)
- Assistance with UIT (Small Arms, RATTs, CCI) discrepancies:  
[usarmy.redstone.logsa.mbx.uit@mail.mil](mailto:usarmy.redstone.logsa.mbx.uit@mail.mil)

### ▪ Web Sites

- GCSS-Army Homepage: <https://www.gcss.army.mil>
- LOGSA LIW Homepage: <https://www.liw.logsa.army.mil>
- AESIP Homepage: <https://www.aesip.army.mil/irj/portal> (Request Access through LIW SAR process)
- SEC-LEE help desk: <https://s4if.lee.army.mil>
- Cage Code Verification: <https://catalog.data.gov/dataset/business-identification-numbers-cross-referencing-bincs-system>
- LOGSA EDMO GCSS-Army Team SharePoint Site:  
[https://collab.aep.army.mil/sites/edmo/gcssa/Pages/EDMO\\_GCSS-Army\\_Support.aspx](https://collab.aep.army.mil/sites/edmo/gcssa/Pages/EDMO_GCSS-Army_Support.aspx)  
(website CAC authenticated; must select "email" certificate)

## EDMO POC INFORMATION

**Email EDMO GCSS-Army Team: [usarmy.redstone.logsa.list.edmo-gcss-army-team@mail.mil](mailto:usarmy.redstone.logsa.list.edmo-gcss-army-team@mail.mil)**

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