

# CHAPTER 1

## ASSIGNMENT AND MAINTENANCE OF ROUTING IDENTIFIER CODES

A. This supplement contains Routing Identifier Codes (**RIs**) which are assigned by S/As under **MILSTRIP** appendix 63 (reference (b)), for processing inter-S/A and **intra-S/A** logistical transactions. RIs serve multiple purposes in that they are SOS codes, intersystem routing codes, **intrasystem** routing codes, and consignor (shipper) codes.

B. To **qualify** for assignment of an RI code, the facility or activity must be an integral **and** predetermined element of an established logistical system and must perform a general logistical, control, distribution, and/or storage mission (to include bases, posts, camps, and stations, when applicable).

C. The use of an RI on any one document does not infer, imply, or intend that resultant **follow-**on documentation must perpetuate the RI or any other element. It is a fundamental premise of reference (b) that any RI serves as only one of the following:

1. An address to indicate the intended recipient of the document for logistical **actions**.

2. An address to identify the actual consignor (shipper) on supply type **release/receipt** documents originated within the distribution system(s).

D. **RIs** containing “numerics” in the first position are not listed in or recognized by the system. These codes are reserved and are not to be used or considered as RIs under reference (b).

E. All authorized RIs will contain a designated Service assignment character in the first position. See reference (b), appendix 62.

F. The second and third positions of the RI maybe **any** combination of alphabetic or numeric characters. These positions may identify either a facility or activity of the S/A depicted by the first position.

G. S/As are responsible for the assignment of RIs to their facilities and **activities**. An S/A which has activities located at another S/A facility will assign its own RI to the activity. An S/A which has assets located at another S/A facility will use the RI assigned by the S/A owning or operating the facility. (An appropriate RI may be assigned to identify these assets when requested by the S/A owning the assets.) The DoD **MILSTRIP** System Administrator will assign **RIs** in the H series for other DoD Activities.

H. Each S/A will designate a coordinator with responsibilities to control, monitor, and submit/validate all RI code additions, revisions, and deletions, relative to its S/A. The S/A coordinators established for S/A assignment of RIs are listed in figure 1-1.

I. Each S/A coordinator will ensure currency in code assignments. Additional assignments, revisions, and/or deletions of RIs, with exception of H series, will be furnished by use of narrative messages submitted via DDN directly to DLA System Design Center (formerly DAASC), 1080 Franklin Street, Dayton, OH 45444-5320, for update of the central file and publication in this supplement. An information copy of the message will be furnished to the DoD MILSTRIP System Administrator and to each S/A coordinator. Requests for RI H assignments will be furnished to the Director, Defense Logistics Management Standards Office, ATTN: DLMSO, Suite 1655, 8725 John J Kingman Road, Fort Belvoir VA 22060-6221. DAASO will monitor code assignments for compatibility with the rules of assignment contained herein.

J. The DSDC will establish and maintain the RI code file and will serve as the focal point for receipt of all file revisions. Each month, DSDC will furnish the DoD MILSTRIP System Administrator with data for publication of a formal change to this supplement. Annually, DSDC will prepare a current listing of RIs and submit the appropriate listings to each S/A for validation. After the DAAS file has been updated from the S/A validation, a complete revision to this supplement will be published.

K. MILSTRIP RI Code Interrogations/Responses. DSDC provides RI addresses in response to interrogation requests. The addresses and associated data provided are extracted from the DoD RI code file as updated by S/A coordinators. Interrogation and response procedures are:

1. DDN Interrogations/Responses. This technique is limited to those activities identified by an assigned MILSTRIP RI and served by a data pattern terminal. To preclude difficulties in preparing response messages, the interrogation message should be limited to no more than 40 RI code interrogations. The interrogation message will be addressed to the DSDC facility assigned to the subscriber and will contain CI IHJC. The DSDC response message will be identified by CI IHJD and will be addressed to the originating RI. Sequencing of the interrogation is not required. The DSDC response to interrogations will be in the same sequence as received. If the RI interrogated is not in the file or is deleted, the response will so indicate. Complete interrogation and response document formats are contained in appendices A and B.

2. Mail Interrogations/Responses. This technique may be used by activities which cannot receive or do not desire a DDN response. The interrogation may be submitted in computer readable or magnetic tape format. Computer readable document interrogations will be in the DI QD\_ format contained in appendix A except that rp 4-6 will be blank. The response will be a listing which will be mailed to the requestor.

3. Interrogations via Telephone. This technique is limited to no more than five **RIs**.

L. Distribution of this Supplement. The DLA will make distribution of this manual to designated points within each S/A based upon funded bulk requisitions provided by the S/A. Provide the DLA with an open rider requisition using SF 1, Printing and Binding Requisition, and bulk distribution point addresses to cover this manual and all printed changes. Send the SF 1 to:

ATTN: VISUAL COMMUNICATIONS AND MARKETING MEDIA  
**DASC-VC**  
DLA ADMINISTRATIVE SUPPORT CENTER  
8725 JOHN J. KINGMAN ROAD, SUITE0119  
FORT BELVOIR VA. 22080-8220

<u>Army</u>	ATTN AMXLS-RSS BLDG 3434 DIRECTOR LOGISTICS SUPPORT ACTIVITY REDSTONE ARSENAL AL 35898-7466
<u>Navy</u>	ATTN SUP 41 13A COMMANDER NAVAL SUPPLY SYSTEMS COMMAND WASHINGTON DC 20376-5000
<u>Air Force</u>	ATTN AFMC LGIM COMMANDER AIR FORCE MANAGEMENT COMMAND WRIGHT PATTERSON AFB OH 45433-5006
<u>Marine Corps</u>	ATTN CODE 805 COMMANDING GENERAL MARINE CORPS LOGISTICS BASE ALBANY GA 31704-1128
<u>Coast Guard</u>	ATTN G SLP COMMANDANT U S COAST GUARD 2100 SECOND STREET SW WASHINGTON DC 20593-0001
<u>Defense Nuclear Agency</u>	ATTN FCLMM COMMANDER FIELD COMMAND DEFENSE NUCLEAR AGENCY KIRTLAND AFB NM 87115-5000
<u>General Services Administration</u>	ATTN FCSI CM4 ROOM 701 GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE WASHINGTON DC 20406-0001
<u>Defense Logistics Agency</u>	ATTN DSDC SS DLA DEFENSE DESIGN CENTER 1080 FRANKLIN STREET DAYTON OH 45444-5320
<u>Other DoD Activities</u>	ATTN DOD MILSTRIP SYSTEM ADMINISTRATOR DEFENSE LOGISTICS MANAGEMENT STANDARDS OFFICE 8725 JOHN J KINGMAN ROAD, SUITE 1655 FORT BELVOIR VA 22060-6221

**Figure 1-1. Sewice and Agency Coordinators**