

5. Implementation. DoD policy (see section D) requires full implementation of **MILSBILLS**. **If** an approved change cannot be implemented as scheduled, the focal point must request approval for a deviation. Deviation requests must include a justification and show an understanding of the potential impact on other system participants. Deviation requests may relate to the implementation date, particular aspects of the change, or both. The administrator will attempt to resolve the request. Unresolved requests for deviation will be forwarded to the **ASD(C)** for decision.

J. SUPPLEMENTAL PROCEDURES

Supplemental procedures issued by DoD Components and participating agencies are authorized when additional detail instructions are required. The following publications supplement the provisions of this manual within the DoD Components and participating agencies:

1. Army: AR 37-12, **Interfund** Billing, Collection and Reporting Procedures;
2. Navy and Marine Corps: Navy Comptroller Manual; Volume 8, Chapter 6, Part B;
3. Air Force: AFR 177-101, Part Four, Chapter 27, Section K;
4. DLA: **DLAM** 7000.1, Accounting and Finance Manual, Chapter **11**;
5. GSA: (a) FPMR-101 .26-8, Discrepancies or Deficiencies in GSA or OOD **Shipments**, Material or Billings and
(b) FPMR 101-2.1 - Billings, Payments and Adjustments.

K. QUARTERLY STATUS REVIEW

The MI **LSBILLS** administrator will disseminate the quarterly status review required (section E) by DoD Directive 4000.25 (reference (a)) within 2 weeks of the close of the quarter. The report will be in two parts, one for open proposals in process and another for approved changes which are effective during the reporting or a future period.

L. SEMIANNUAL IMPLEMENTATION STATUS REPORT (RCS: DD -A &L(Q&SA)1419)

1. Purpose and Report Control Symbol. DoD Directive 4000.25 requires the DoD **M** **BILLS** administrator to ensure uniform implementation of the Directive by securing from DoD Components and participating agencies, on a semiannual basis, status information concerning implementation of approved MI **LSBILLS** revisions. The reporting requirement ends after a status of fully implemented throughout the Component or Agency is provided. The purpose is to identify, and resolve problems prior to the effective date. The Directive assigned RCS: **DD-A&L(Q&SA)1419** as the report control symbol.

2. Report Form. The report must provide, at a minimum, the following **information**:

- a. Title. Semi annual Implementation Status Report.
- b. Report Control Symbol. RCS: D D- A& L(Q&SA)1419
- c. As of Date. 1 January or 1 July
- d. Approved MI LSBILLS Change Number.
- e. Effective Date. As indicated on the **AMCL**.

3. Due Date. The report must be forwarded to the Chief, Defense Logistics Standard Systems Office, **ATTN: DoD MI LSBILLS Administrator** to arrive within 15 working days of the "as of" date of the report.

M. NONCOMPLIANCE WITH PRESCRIBED MI LSBILLS PROCEDURES" AND" OTHER UNRESOLVED PROBLEMS

If reasonable attempts to obtain compliance with prescribed procedures or resolution of MI **LSBILLS** related problems are unsatisfactory, the activity having the problem will request assistance from their MI **LSBILLS** focal point. The request will include copies of all correspondence pertinent to the problem; such as, the requisition number, number and date of **bill**, billing office, and the shipping office. The **focal** points involved will take the necessary actions to resolve the issue or problem. Necessary actions may include requesting assistance from the MI **LSBILLS** administrator. The MI **LSBILLS** administrator **will** follow the procedures described in section E.

N. MINIMIZE CONDITIONS

When a minimize condition is imposed at a location, MI **LSBILLS** documents and reports which are normally forwarded to that location via AU **TODIN** will be forwarded, instead, by regular mail for CONUS addressees and airmail for overseas addressees. If neither the originating office nor **DAASO** is under minimize, MI **LSBILLS** documents and reports may continue to be forwarded to **DAASO** via AU **TODIN** for further routing to the end destination.

O. SIMULATED MOBILIZATION EXERCISE

DI code "H" series transactions have been reserved for use during simulated mobilization exercises in lieu of the normal "F" series **DI** codes. Although use of the "H" series **DI** codes is not mandatory, when exercises call for generating records prescribed by MI **LSBILLS**, use of the "H" series **DI** codes is recommended.