

APPENDIX AI

DOCUMENT IDENTIFIER CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Alphanumeric

EXPLANATION: Identifies all authorized MILSBILLS transactions. The "H" series (not shown) are the same as the "F" series except for the first position of the code, and are reserved for use during simulated mobilization exercises (see chapter 2).

<u>DI CODE</u>	<u>APPENDICES</u>	<u>TITLE</u>
FAC	CI thru C18	Cancellation of Request for Adjustment of Non-Fuel Billing
FAE	CI thru C18	Request for Adjustment of Non-Fuel Billing
FAF	CI thru C18	<b>F</b> ollowup on Request for Adjustment of Non-Fuel Billing
FAR	C19	Reply to Request for Adjustment of Non-Fuel Billing
FAS	C19	Response to <b>F</b> ollowup on Request for Adjustment of Non-Fuel Billing
FA1	B1	Billing for Issue from Stock (Charge)
FA2	B1	Billing for Issue from Stock (Credit)
FB1	B2	Billing for Direct Delivery of Stocked Items (Charge)
FB2	B2	Billing for Direct Delivery of Stocked Items (Credit)
FCA		Fund Code to Appropriation Update <b>Record</b> <sup>1</sup>
FCB		Fund Code to Billed Office Do DAAC Update <b>Record</b> <sup>1</sup>
FCT		Text Header Record: Fund Code Related Changes to <b>DAASO</b> <sup>1</sup>

<sup>1</sup>For use of Service/Agency Focal Points. Not published.

<u>DI CODE</u>	<u>APPENDICES</u>	<u>TITLE</u>
FC1	B3	Billing for Decentralized, <b>Noncatalogued</b> , and <b>Nonstocked</b> Items (Charge)
FC2	B3	Billing for Decentralized, <b>Noncatalogued</b> , and <b>Nonstocked</b> Items (Credit)
FDC	C42, C43, C44	Cancellation of Request for Summary Level Billing Adjustment
FDE	C42, C43, C44	Request for Summary Level Billing Adjustment
FDF	C42, C43, C44	<b>F</b> ollowup on Request for Summary Level Billing Adjustment
FDR	C45	Reply to Request for Summary Level Billing Adjustment
FDS	C45	Response to <b>F</b> ollowup on Request for Summary Level Billing Adjustment
FD1	B4	Credit for Excess Materiel Return (Reversal)
FD2	B4	Credit for Excess Materiel Return (No Charge)
FE3	B5	Notice of Nonreimbursable Issue
FE4	%5	Notice of Nonreimbursable Issue (Reversal)
FF1	B6	Billing for DoD Dependent School Supplies (Charge)
FF2	B6	Billing for DoD Dependent School Supplies (Credit)
FG1	B7	GSA Self-Service Store and Customer Supply Center Billing (Charge)
FG2	B7	GSA Self-Service Store and Customer Supply Center Billing (Credit)
FJC	C20 thru C37	Cancellation of Request for Adjustment of Fuel Billing
FJE	C20 thru C37	Request for Adjustment of Fuel Billing
FJF	C20 thru C37	<b>F</b> ollowup on Request for Adjustment of Fuel Billing

<u>DI</u> <u>CODE</u>	<u>APPENDICES</u>	<u>TITLE</u>
FJR	C38	Reply to Request for Adjustment of Fuel Billing
FJS	C38	Reply to Followup on Request for Adjustment of Fuel Billing
FJ1	B8	Billing for Bulk Petroleum (Charge)
FJ2	B8	Billing for Bulk Petroleum (Credit)
FKA		Materiel Shipments and Charges <sup>2</sup>
FKB		Materiel Adjustments
FKC		Administrative Charges <sup>2</sup>
FKD		Administrative Charge - Adjustments
FKE		Accessorial Charges <sup>2</sup>
FKF		Accessorial Charge - Adjustments <sup>2</sup>
FKH		Request for Billing Adjustments
FK1		Federal Specifications - Charge <sup>2</sup>
FK2		Federal Specifications - Credit <sup>2</sup>
FL1	<b>B9</b>	Retail Loss Allowance - Credit Reversal
FL2	B9	Retail Loss Allowance - Credit
FN1	B10	Accessorial and Other Miscellaneous Billings (Charge)
FN2	B10	Accessorial and Other Miscellaneous Billings (Credit)
FP1	<b>B11</b>	Billing for Into-Plane Issues (Charge)
FP2	<b>B11</b>	Billing for Into-Plane Issues (Credit)
FQ1	<b>B12</b>	<b>Billing</b> for Transportation (Charge)
FQ2	B12	Billing for Transportation (Credit)

<sup>2</sup> See DoD 7290.3-M (reference(n)) for format and use.

<u>DI CODE</u>	<u>APPENDICES</u>	<u>TITLE</u>
FR1	B13	Billing for Export Transportation (Charge)
FR2	B13	Billing for Export Transportation (Credit)
FS1	B14	Summary Billing Record (Net Charge)
FS2	B14	Summary Billing Record (Net Credit)
FTA		Automatic Return Shipment <b>Status<sup>3</sup></b>
FTB	C39	Reply to <b>Followup</b> for Material Returns Program Credit
FTC		Cancellation
FTD		Disposition Instructions
FTE		Excess Report <sup>3</sup>
FTF		<b>Followup</b> for Reply to Excess Report <sup>3</sup>
FTM		Material Returns Program Shipment <b>Status<sup>3</sup></b>
FTP	C40	<b>Followup</b> for Material Returns Program Credit
FTQ		DAAS Excess Report Informative <b>Status<sup>3</sup></b>
FTR		Reply to Excess Report <sup>3</sup>
FTT		<b>Followup</b> for Receipt Acknowledgment
FTZ		<b>ICP/IMM</b> Material Receipt <b>Status<sup>3</sup></b>
FT6		<b>ICP/IMM Followup</b> Under Material Returns Program <sup>3</sup>
FU1	B15	Progress Payment Billing (Charge)
FU2	<b>B15</b>	Progress Payment Billing (Recoupment)
FV1	B16	Billing for Summarized <b>FF&amp;V</b> Issues (Charge) <sup>4</sup>
FV2	B16	Billing for Summarized <b>FF&amp;V</b> Issues (Credit) <sup>4</sup>
FW1	B17	Cash Discounts (Charge)

<sup>3</sup>Reference DoD 4000.25-1-M (reference(s)) for format and use.

<sup>4</sup>Currently use is limited to DLA billings to Air Force.

Appendices

<u>DI</u> <u>CODE</u>	<u>APPENDICES</u>	<u>TITLE</u>
FW2	B17	Cash Discounts (Credit)
FX1	B18	Trade, Quantity, and Other Allowances (Charge)
FX2	B18	Trade, Quantity, and Other Allowances (Credit)
G 'Alpha Series'		Reserved for use of MILSBILLS
QB1	C41	Request for Retransmission of Interfund Bill

APPENDIX A2

FUND CODE

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Alpha or Numeric

1. Fund codes are two position alpha/numeric codes used, in conjunction with the Service or Agency code of the billed office, to designate the billing method (interfund or **noninterfund**). When interfund billing is indicated, the fund code also indicates the fund account to be charged (disbursed) or credited (refunded). The fund code to fund account conversion is prescribed in appendix A of DoD 4000.25-7-S1 (reference (b)).

2. An additional use for the fund code, when the **signal** code is Cor L, is to indicate the DoDAAC of the "bill-to" office. The fund code to billed office **DoDAAC** conversion is prescribed in the B-series appendices of DoD 4000.25-7-S1.

3. Requisitions submitted to DoD activities and the General Services Administration will **always** contain a fund code, unless the materiel requested has been offered without reimbursement, in which case the signal code (**pos. 51**) will be D or M (free issue) and the fund code will be blank.

5010-99

APPENDIX A3

BILLING ADVICE CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Numeric

EXPLANATION: **B**illing advice codes are used in **r**equests for **b**illing adjustment to identify the **n**ature of the request or problem. The first position entry, when present, is significant only to the requesting activity. The second and third position entries listed below convey significant information to the billing office.

<u>Code</u>	<u>Description</u>
11	Duplicate billing record received.
12	Wrong amount billed.
13	Wrong office billed.
14	Bill received for materiel requisitioned as <b>nonreimbursable</b> .
15	Bill received for unauthorized accessorial charge.
17	Bill received for confirmed cancelled requisition.
18	Bill received for back ordered materiel.
19	Incomplete bill : Detail billing records do not support the amount billed.
20	<b>B</b> ill received following billing office <b>r</b> epl <b>y</b> that an adjustment billing could not be rendered.
21 <sup>2</sup>	TDR (SF 361) submitted over 60 days ago and adjustment <b>b</b> ill not received.
23	Promised adjustment not received.
24	<b>R</b> epl <b>y</b> to Product Quality Deficiency Report (SF 368) promised adjustment; however, adjustment billing not received.

<sup>1</sup>See chapter 4 for information on the use of the codes.

<sup>2</sup>This advice code applies only to TDRs forwarded to DLA and GSA.

<u>Code</u>	<u>Description</u>
26	Reply to Report of Discrepancy (SF 364) indicated adjustment authorized; however, adjustment billing not received.
34	Requisitioned materiel received. <b>Request billing</b> status.
35	Shipment status received for materiel requisitioned for FMS. Request billing status.
41	Request copy of billing.
42	Duplicate summary level billing (same bill number).
43	Duplicate summary level billing (different bill number).
44	Duplicate summary level billing within second billing.
51	Unable to process billing under interfund procedures.
52	Billed by interfund when requisition or other document specified noninterfund billing.
55	Refer to accompanying <b>letter</b> of explanation.
90-99	Reserved for internal use. May not be reflected on any document forwarded outside the office.

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<sup>3</sup>See chapter 4 for information on the use of the codes.

APPENDIX A4

BILLING STATUS CODES

NUMBER OF CHARACTERS: Three

TYPE OF CODE: Al ph a b e t i c

EXPLANATION: Billing status codes are used in replies to requests for billing adjustment, duplicate billing; or billing status. The first position entry, when present, is significant only to the billing office. The second and third position entries listed below convey "significant information to the billed office.

Code      Description

"A" SERIES: REQUEST DENIED

- AA Duplicate billing record resulted from receipt of duplicate requisition and resulting duplicate issue.
- AB Billing record reflected correct unit price, quantity, and extended amount.
- AC Billing record was prepared in accordance with requisition, excess report, or request for adjustment.
- AD Either nonreimbursable issue was not authorized or, if authorized, was not specified in the requisition.
- AE Accessorial charge was authorized, requested, and furnished.
- AF Materiel either was not back ordered or was issued following notification of back order.
- AG Requested adjustment, not related to a discrepancy report, is less than the minimum dollar value prescribed for adjustment.
- AH Prescribed record retention period has elapsed.
- AI Adjustment was issued under bill number shown in pos. 54-58.
- AJ Requisition or excess report did not specify billing under non inter fund procedures.
- AK Copy of bill should be requested from the **DAASO**.

<u>Code</u>	<u>Description</u>
AM	Discrepancy report required the return of the discrepant or deficient materiel and credit cannot be provided until the materiel is received by the depot. If materiel was shipped, initiate shipment tracer.
AO <sup>1</sup>	Request was not received within allowable timeframes.
AP	Cancellation request either was not received or was received but not confirmed.
AR	Reply to discrepancy report did not promise adjustment.
AS	Reply was not furnished indicating that billing <b>could</b> not be rendered.
<u>"C" SERIES: REQUEST GRANTED</u>	
CA	Duplicate, adjustment, or corrected bill will be issued in the next billing cycle.
<u>"D" SERIES: ADVISORY RESPONSE</u>	
DC	<b>Materiel</b> was issued on a <b>nonreimbursable</b> basis.
DD	Billing or adjustment was rendered under bill number shown in pos. 54-58.
DF	No record of cited document number or bill number is on file.
DH	Billing or adjustment under the cited document number will be furnished in the next billing cycle.
DI	Letter of explanation will follow.
<u>"E" SERIES: REQUEST REJECTED</u>	
EA	Request is incomplete or contains invalid data; review and resubmit with correct data.

The fact that the record retention period has elapsed by the time the discrepancy report is validated or the adjustment request is completed may not be used as a basis for denying or failing to comply with the adjustment request if the request was submitted within prescribed timeframes.

<u>Code</u>	<u>Description</u>
EF	No record of duplicate billing under bill number(s) cited.
EH	No duplicate billing. Duplicate summary billing record was not reported to Treasury.
EI	No record of requisition or shipment, <b>submit<sup>2</sup></b> a copy of the <b>DD</b> Form 1348-1, DoD <b>Single</b> Line Item Release/Receipt Document, or equivalent.
EL	No record of a reply to a discrepancy report (ROD or QDR) authorizing adjustment; resubmit request with copy of reply.
EM	No record of TDR (SF 361) is on file; resubmit request with copy of report.

<sup>2</sup>For fuel shipments provide the following information by letter or message: Supply source for product received, contract number for direct deliveries, and if shipped by a **DFSP**, the Do DAAC of the **DFSP**.

APPENDIX A11

GSA CUSTOMER SUPPLY CENTER NUMBERS

NUMBER OF CHARACTERS: Two

TYPE OF CODE: Numeric

EXPLANATION: GSA Customer Supply Centers identified by number and location.

CUSTOMER SUPPLY  
CENTER NUMBER

LOCATION

21	South Area - Industrial Navy Yard Annex Bldg 159, 2nd & M Sts SE Washington, DC 20407
74	(deleted)
82	<b>GSA`Customer</b> Supply Center 7440 South Pulaski Road Chicago, IL 60629
83	GSA Customer Supply Center Warehouse #6 7377 Hampton Boulevard Norfolk, Va 23505
84	GSA Customer Supply Center 501 East Felix Street Fort Worth, TX 76115
85	(deleted)
86	(deleted)
87	GSA Customer Supply Center Building 810, <b>P.O.</b> Box 25506 Denver Federal Center Denver, CO 80225
88	(deleted)
89	GSA Customer Supply Center Bldg T-1725 Hickman AFB Honolulu, HI 96853

CUSTOMER SUPPLY  
CENTER NUMBER

LOCATION

90	GSA Customer Supply Center Warehouse #1, C Street, SW Auburn, WA 98002
91	GSA Customer Supply Center Building A Loisdale Road <b>Franconia</b> , VA 22150
92	(deleted)
93	(deleted)
94 	GSA Customer Supply Center Building #1, Section 4 Belle Mead Depot Belle Mead, NJ 08502
95	GSA Customer Supply Center Building 21-883 Elmendorf AFB Anchorage, AK 99506
96	GSA Customer Supply Center Building #510 Rough & Ready Island Stockton, CA 95203
97	GSA Customer Supply Center 3312 <b>Berkely</b> Lake Road Duluth, GA 30136
98 	GSA Customer Supply Center Building 2001 Schofield Barracks, <b>HI</b> 96857

APPENDIX A13

Information Indicator Code

Number of Characters: One

Type of Code: Alpha or numeric

Explanation: This code, located in position 39 of the summary billing record, conveys special information to offices receiving the inter fund bill.

<u>Code</u>	<u>Information conveyed</u>
R	Exact reversal of a previously submitted and erroneous summary billing record.
X	Denotes DAASO provided <b>copy<sup>1</sup></b> of an inter fund bill.

<sup>1</sup>DAASO routes and retains **copies** of billings originated at a billing office. Bills retrieved by DAASO from **their** files and retransmitted to an office are copies. Copies may, however, be treated as originals if appropriate.

APPENDIX A14

OTHER CODES

Number of Characters: Variable

Type of Code: Variable

Explanation: This appendix provides the source and other information for codes used or referred to in this manual which do not warrant a separate appendix in the manual.

<u>Code</u>	<u>Source</u>
<b>Comm RI</b>	ACP 117 (reference (u))
Content Indicator	<b>JANAP</b> 128 (reference (v))
DOD Activity Address	DoD 4000.25-6-M (reference (e))
Media and Status	DoD 4000.25-1-M (reference (s))
Mode/Method	DoD 4500.32-R, <b>Vol I</b> (reference (w))
Routing Identifier	DoD 4000.25-1-S1 (reference (x))
Service/Agency	DoD 4000.25-1-M
Suffix/Limit	DoD 7110.3-M (reference (d))
Type of Assistance	DoD 5105.38-M (reference (y))
Unit of Issue	Unit of Measurement Code from <b>DoD</b> 5000.12-M (reference (z))
FMS Country	DoD 5105.38-M (reference (y))