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

1. Purpose and Report Control Symbol. DoD Directive 4000.25 requires the DoD MILSBILLS 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 MILSBILLS 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.** Semiannual 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 M 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 M LSBILLS Administrator to arrive within 15 working days of the “as of” date of the report.

**M NONCOMPLIANCE WITH PRESCRIBED M LSBILLS PROCEDURES” AND” OTHER UNRESOLVED PROBLEMS**

If reasonable attempts to obtain compliance with prescribed procedures or resolution of M LSBILLS related problems are unsatisfactory, the activity having the problem will request assistance from their M 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 M LSBILLS administrator. The M LSBILLS administrator will follow the procedures described in section E.

**N. MINIMIZE CONDITIONS**

When a minimize condition is imposed at a location, M 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, M LSBILLS documents and reports may continue to be forwarded to DAASO via AU TO DIN 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 M LSBILLS, use of the “H” series DI codes is recommended.