



DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
UNITED STATES PROPERTY AND FISCAL OFFICER FOR NEW YORK  
330 OLD NISKAYUNA ROAD  
LATHAM, NEW YORK 12110-3514

MNPF-SS

12 December 2019

MEMORANDUM FOR

Commander, 42d Infantry Division, 137 Glenmore Road, Troy, NY 12180-8398  
Commander, 53d Troop Command, Camp Smith Training Site, Cortlandt Manor, NY  
10567-5000  
Commander, JFHQ-NY, 330 Old Niskayuna Road, Latham, NY 12110-2224

SUBJECT: Global Combat Support System – Army (GCSS-A) Overdue Deliveries  
Listing Letter of Instruction (LOI)

1. References:

- a. AR 710-2, Supply Policy Below the National Level, para 4-24, 28Mar08.
- b. AR 725-50, Requisitioning, Receipt and Issue System, para 5-14, 15Nov95.

2. Receipt Processing is a critical supply process that requires immediate attention at all levels. As per reference 1b above, all receipts will be processed within 10 calendar days.

3. The attached GCSS-A Overdue Deliveries report is in a spreadsheet format and will be provided on a monthly basis to validate overdue shipments without a D6S receipt transaction. The layout of the report with field definitions is listed below:

a. Exception – Number of Days an overdue delivery has been in the system without a matching receipt:

- (1) RED – over 30 days.
- (2) YELLOW – Less than 30 days.

b. Inbound Delivery – GCSS-A document number assigned by system, starts with “18”.

c. Delivery Create Date – Date requisition hit the system.

d. Age of Delivery – Number of days in the system.

e. DocType – GCSS-A Document Type as defined below:

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- (1) YUD – Unit dedicated PO for Property Book from unit not using GCSS-A.
- (2) ZDO – PO for Provisions for unit using GCSS-A.
- (3) ZIID – Unit Dedicated Initial Issue for Provisions.
- (4) ZUD – Unit Dedicated Order for Provisions.
- (5) ZUR5 – Unit Remote Interface A5 for Provisions.
- (6) YSTU – PO for Internal Lateral Transfer.
- (7) YSTE – PO for External Lateral Transfer.

f. Purchasing Document – GCSS-A Purchase Order (PO) document number assigned by system.

- (1) Starts with “22” – POs for Property Book Items.
- (2) Starts with “45” – POs for Provisions (expendable items).

g. Purchase Order Date – Date requisition (PO) created in supply system.

h. Days since PO Created – Number of days since PO created.

i. External Delivery ID – Requisition document number with suffix code.

j. Material – NIIN of stock number ordered.

k. Quantity Due-in (UI) – Order quantity.

l. Item.

m. Unit of Issue –UI for stock number ordered.

n. Planned Deliv. Time – Planned Delivery Time (PDT) set by depot by stock number.

o. Safety Time Deviation – STm set by depot by stock number.

p. PO Create Date + PDT + STm – calculated date.

q. Material Description – Nomenclature for stock number ordered.

r. Price per UI – UI price of stock number ordered.

s. Acquisition Advice Code – AAC of stock number ordered.

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- t. Control Item Inventory Code – CIIC of stock number ordered.
- u. Maint. Sig. Part.
- v. Serial no. profile – Serial numbered item.
- w. DODAAC. Gaining DODAAC.
- x. Storage Location – GCSS-A assigned Storage Location (SLOC) of Unit UIC.
- y. SRO Review. Stock Record Office review.
- z. SRO Review Date. Date reviewed by SRO.
- aa. MGR Review. Material Manager review.
- bb. DATE RECEIVED – Unit provides date D6S processed.

(1) If shipment was received, please process the Post Goods Receipt (PGR) in GCSS-A to clear the requisition from the list.

(2) If shipment was NOT received, annotate “Process SDR”.

- 4. Return the completed listing via email to Mr. Flaherty, [gary.l.flaherty6.civ@mail.mil](mailto:gary.l.flaherty6.civ@mail.mil).
- 5. POC for this action is Mr. Gary Flaherty, cml (518) 272-3732, DSN 489-3732.

FOR THE USP&FO for New York:

Encl

DEBORAH M. HOLSER  
Supply Management Officer