



**DRMS/LESO
NATIONAL PROPERTY REQUISITION**

LESO

LAW ENFORCEMENT AGENCY CUSTOMER GUIDE

V 1.0.2

April 5, 2005

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1.0 Introduction

The Defense Reutilization and Marketing Service's (DRMS) Law Enforcement Support Office (LESO) Web software enables law enforcement agencies to reserve equipment, state coordinators to approve/reject LEA requests, and LESO coordinators to approve/reject Law Enforcement Agency (LEA) requests received from state coordinators.

This Web software streamlines the process for LEAs, enabling them to submit requests more quickly and to receive rapid responses to their requests.

System Overview

This system enables the LEA to:

- Search for equipment by Federal Supply Class (FSC) or National Item Identification Number (NIIN), full or partial product name, region, date the item entered inventory, and/or condition code.
- Review specific condition or historical information about the equipment.
- Submit equipment requests.
- Obtain request approvals/rejections.
- Modify or delete equipment requests.
- View equipment request histories for the LEA.

The system enables the state coordinator to:

- Review item requests.
- Modify, approve, or reject item requests.
- Review information about the equipment.

Requirements

To use this software, the user's PC must run a Web browser, such as Internet Explorer or Netscape Navigator.

Assumptions

It is assumed that the user has Windows Operating System experience, Web browser experience, query experience, and knowledge of and experience with the DRMS LESO reutilization program.

User Privileges

The LEA may view, edit, and submit requests only for their LEA

Get Help

Each page contains a **Help** hyperlink. Click the hyperlink to obtain online help and tips on using this system.

2.0 Start and Exit the LESO DRMS Program

To start the LESO DRMS program:

1. In the Address of the Web browser, enter <http://www.drms.dla.mil/> and press **Enter**. The system displays the Defense Reutilization and Marketing Service (DRMS) Web page.

Address <https://www.drms.dla.mil/>

Defense Reutilization & Marketing Service
September 12, 1972 - September 12, 2002

" Right Item, Right Time, Right Place, Right Price, Every Time...Best Value Solutions for America's Warfighters "

Welcome to DRMS (Defense Reutilization and Marketing Service),
the place to obtain *original* US Government surplus property.
[Customer Warning and Notice](#)

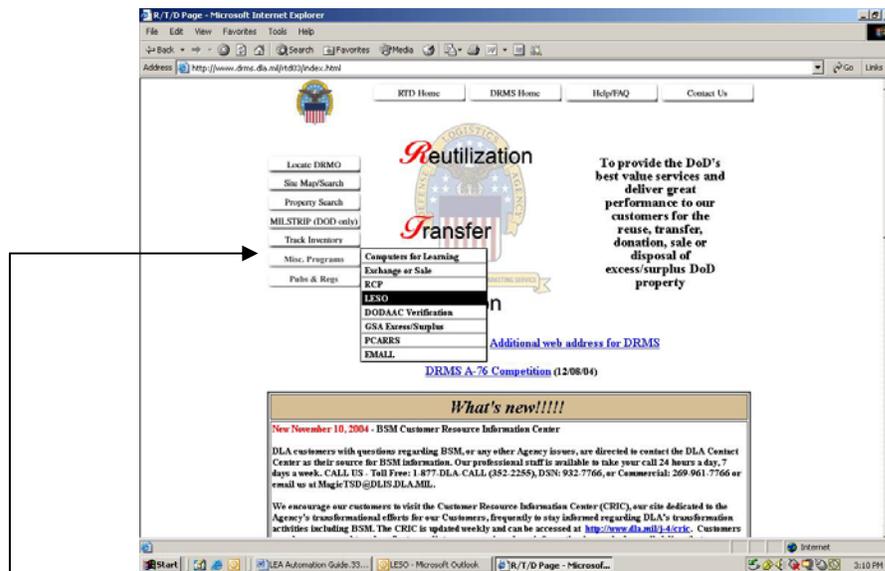
To view information for Generator turn-in, search our inventory for RTD including RCP inventory, view information regarding sales including browsing for special sales catalogs, select one of the following:

Generator/Installation (ETID/DRMO Turn-ins of govt. property)	R/T/D Customers (Military, Govt., Public Service & Nonprofit)	RCP Program Information	Sales Customers (Private Company or Individual)
--	--	---	--

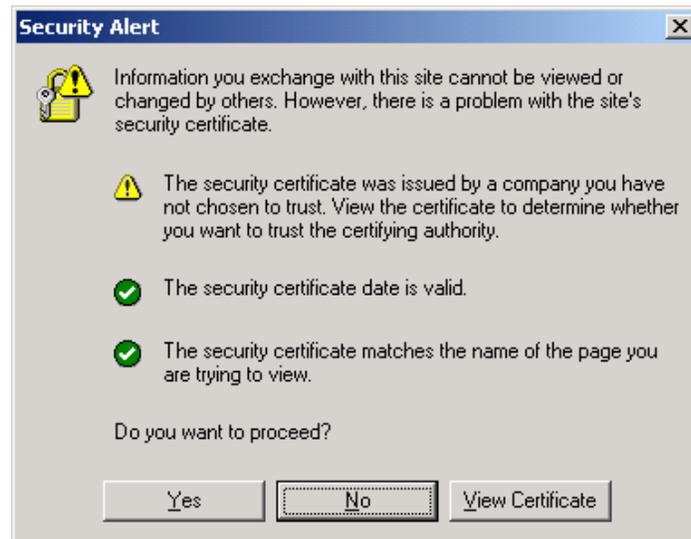
Additional Links:
[Customer Support Numbers](#) [DRMO Site Information](#)
[Maps to DRMS HQ](#) [DRMS Publications](#)
[Freedom of Information Act Requests \(FOIA\)](#) [RCP Points of Contact](#)

Help Information:
 We value your business and want to give quality service in all our service areas.
[Small Business Ombudsman](#) How are we doing?

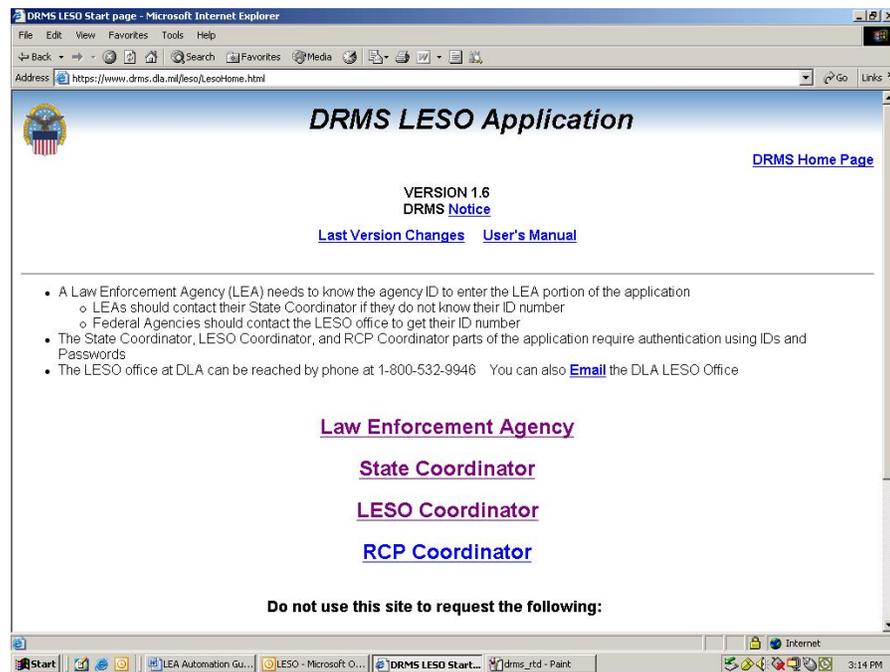
2. Click **R/T/D Customers (Military, Govt, Public Service & Nonprofit)**. The R/T/D (Reutilization/Transfer/Donation) Web page is displayed. This page is used specifically for government agencies participating in the re-utilization program.



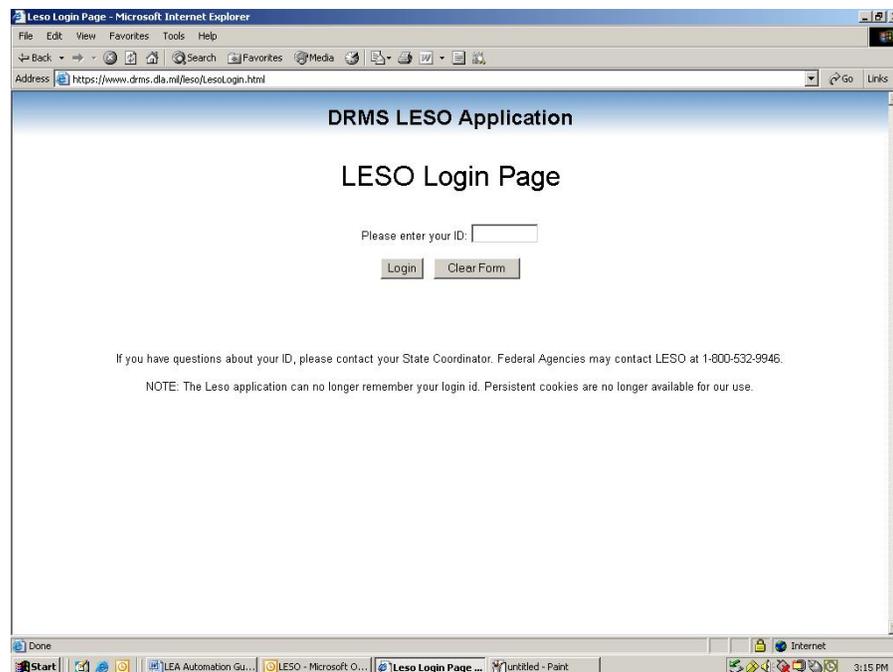
- From the left menu, under **Misc Programs**, click **LESO**. The system displays the Security Alert dialog box, asking whether you want to proceed.



- Click **Yes**. The system displays the LESO Application page, with menu options that enable you to enter the system as a Law Enforcement Agency.



5. Click **Law Enforcement Agency**. The system displays the Login dialog box.



6. In the **User ID** text box, enter the user ID assigned to you, with letters in capital letters.

NOTE

If you do not have a user ID, contact your state coordinator. Federal Agencies contact LESO.

7. Click **Login**. The system displays the LEA Start page. The system welcomes your office, and it lists a series of menu options.

LESO LEA Start Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://www.dlms.dla.mil/leso/SearchEngineWrapper?type=LeaStartPage&lea_id=10511&state=VA

LEA Start Page

Welcome LUNENBURG CO SHERIFF DEPT, LUNENBURG, VA
If this is not you, click [here](#)

[Request items](#) [Modify/Resubmit Requested Items](#)

You have 1 Want List. Click [here](#) to access it.

24 Hour Status:
No action in the last 24 hours.

Get History of Requested Items
Enter any of the following

Starting date: in MM/DD/YY format or mnemonic
Ending date: in MM/DD/YY format or mnemonic
DTID:
NSN:
Requisition Number:
Sequence Number:
Last Item Action:

CAUTION

If the specified office does not apply to your LEA, click here as instructed and follow the instruction: Enter your ID in the LESO Login Page and click Proceed. Select Remember my ID so each time you log in from this PC, the system will recognize you. If you continue using the system under another LEA's name, any item requests will be recorded for the specified LEA and not your LEA.

Click Reset Form or Clear Form to clear all entries you made on a page.

To exit the software system:

- Close the Web browser.

3.0 Submit a Request

The first step in requesting an item is finding an item that you want to request, based on certain criteria. This is accomplished by performing a query.

To submit a request for equipment:

1. Click **Request Items**. The system displays the Government Search Form for Law Enforcement Support Office. **Note: weapons and aircraft cannot be ordered on this site.**

DRMS Government Search Form
for the Law Enforcement Support Office

VERSION 1.6
[DRMS Notice](#)

THESE ITEMS ARE NOT FOR PUBLIC AUCTION OR SALE
PLEASE BE ADVISED THAT EXCESS/SURPLUS PROPERTY OBTAINED FROM DRMS MAY NOT BE Y2K-COMPLIANT

[User Guide](#) [Wantlist FAQ](#)
Your Supplementary Address: Y1AR3Z

[Back to LEA Home Page](#)
You have 1 Want List. Click [here](#) to access it.

DRMS Government Search Form
for the Law Enforcement Support Office

Glossary of Terms

- This is the government search form with DRMOs organized by geographic area.
- Searches are currently limited to 500 line items.
- Sections B, C & D are optional to help narrow down your search.

SECTION A (MANDATORY)

Enter the 2 digit FSC, 4 digit FSC, or 9 digit NIN (NSN = FSC + NIN) of the item you are searching for. This is an efficient method to search DRMS property.

[Up to 8 Federal Supply Classes \(FSC\):](#)
(2 or 4 digits separated by a space) [Find FSCs by Keyword](#)

NIN:

NIN File Upload (.txt files only):

Product Name: (examples: chair, chair wood)
 Includes Equals Starts With

DTID Number:
Enter all or part of the Disposal Turn-In Document Number

RTD Screening Cycle: ALL DoD RTD2 FEPP EXP DOD FCA
(Selection of 'ALL' will query items in all of these RTD cycles)

Sort By: Cycle Date Cycle FSC NIN
 DRMO Photo Product Name DTID

You may submit your search now or fill out the optional sections below.
If you submit your search NOW, you will be searching ALL of the DRMS sites worldwide, both unused and used items at any value.

2. Perform a query for an item by entering or selecting one or more of the following criteria:

NOTE

All search criteria may not be visible on the page. Scroll through the page to view all criteria, as listed in the table below.

Section A (Mandatory)	
Criteria	Description
Federal Supply Code (FSC) 2 or 4 digit code	Enter the FSC 2- or 4-digit code within which you want to view items for selection. <div style="border: 1px solid black; padding: 5px;"> <p> NOTE For information on the Federal Supply Code, click the hyperlink.</p> </div>
NIIN	Enter the National Item Identification Number of the item you are seeking.
NIIN File Upload	Search for several NIINs by uploading the list in a .txt file.
Product Name	Enter the partial or full name of the item for which you are seeking.
DTID Number	Enter all or part of the Disposal Turn-In Document Number.
RTD Screening Cycle	Selection of 'ALL' will query items in all of these RTD cycles.
Sort By	Will decide how the search results are displayed.

SECTION B (OPTIONAL)

In this section you can refine your search by selecting to view items by the date that they entered the DRMS inventory. This section must be used in conjunction with Section A.

Starting DATE for "Date Entered Inventory" search: (example of required format: 12-FEB-03)

Section B (Optional)	
Date	Enter the date after which items entered into DRMS inventory will be displayed. Enter the date in the format DDMMYY, where DD is the day, MMM is a three-digit abbreviation of the month, and YY is a two-digit number identifying the last two digits of the year.

SECTION C (OPTIONAL)

Currently DoD/DRMS has items in various conditions. You must call the sites who have the item to verify the condition.

Supply condition code: A, B, C, D, E, F, G, H

Disposal condition code: 1, 1-4, Any

Section C (Optional)	
Supply Condition Code	<p>Select one or more of the following condition codes that you want the item to meet:</p> <p>A-Serviceable</p> <p>B-Serviceable with qualifications</p> <p>C-Serviceable with priority issue</p> <p>D-Serviceable test/modification</p> <p>E or F-Unserviceable</p> <p>G-Unserviceable-incomplete</p> <p>H-Unserviceable-condemned</p> <div style="border: 1px solid black; background-color: #cccccc; padding: 2px; margin-top: 10px;"> <p> NOTE</p> <p>The system pre-selects all codes by default.</p> </div> <div style="border: 1px solid black; background-color: #cccccc; padding: 2px; margin-top: 10px;"> <p> NOTE</p> <p>Click the Supply Condition Code hyperlink to obtain detailed information about supply condition codes.</p> </div>
Disposal Condition Code	<p>Select one of the following options to select a DCC, indicating the physical condition of the item, that should be met:</p> <ul style="list-style-type: none"> • 1 • 1-4 • any <div style="border: 1px solid black; background-color: #cccccc; padding: 2px; margin-top: 10px;"> <p> NOTE</p> <p>Click the Disposal Condition Code hyperlink to obtain detailed information about supply condition codes.</p> </div>

SECTION D (OPTIONAL)

The search can be conducted by the location of the property. Sites are listed by geographic areas.

Please select DRMS site(s) for search or **NO** selection for all. To select a site, highlight the name within the list. To select more than one site select a site then hold down the CTRL key and select another site. Selecting a geographic area will search all the sites within that geographic area.

Hold down the CTRL key to select multiple items from the list.

Submit Search

Clear Form

Section D (Optional)

Location

1. Click the check box for one or more zones within which you want to search for the item.
2. From the drop-down list for the selected zone, select one specific site to search.

NOTE: 1 - You may only select one location within a zone. To search for items in more than one location within one zone, select the zone itself.

2 – RCP items are shipped at no cost to the customer.

3 – DRMOs items must be picked up by the customer or they must pay shipping cost. To reduce costs, select DRMOs close to you.

 **NOTE**

The list of available equipment will be more targeted and manageable if you select several criteria or at least a partial item name.

Click **Submit Search**. The system displays the DRMS Requisitioning – LESO MILSTRIP page, listing the items that meet the criteria specified from the query. The search criteria used to obtain the following example was:

- **Product Name:** Truck
- **Selected Site:** Sparta WI

Reminder: DRMOs do not pay for shipping of items. The customer must be able to pick-up the item or pay for shipping. Only the Recycling Control Point (RCP) will pay to ship items to Law Enforcement Agencies.

DRMS Requisitioning Form - LESO MILSTRIP
 VERSION 8.0
 DRMS Notice

Enter Quantity next to desired Item(s), then press the Submit Requisition button. For Instructions and Field Explanations, see [MILSTRIP Key](#) Requestioners completing this form must have authorization from the appropriate State Coordinator and the Law Enforcement Support Office (LESO).

Use of this Form Without Such Authorization is PROHIBITED!!

The Site Name link will take you to a page providing access to current DRMO Address and POC information. If the Product Name is highlighted, FlisPlus information and/or a Photo is available for the item. If the NSN is highlighted, Flis information is available for the item. Selecting a DTID will execute a Milstrip requisition history query for the DTID

Want List
 Schedule this search which will notify you when property enters the DRMS/DRMO inventory.

Submit |

LEA: 10511
 State: VA
 RCP Suppl DoPAAC: YTA032

More Info Legend: **N** = NSN Data, **+** = DRMO Added Info, **P** = Photo, **O** = Other

Page: 1

RTD Screening Cycle: ALL
 Sort By: Product Name
 Product Name includes: TRUCK
 Supply Condition Code between 1 and 8.
 Disposal Condition Code between 1 and 9.
 DRMO Suppl
 See FPC/IN restriction list

INFO CYCLE	LEFT QTY	JUSTIFICATION	SITE	PRODUCT NAME	NATIONAL STOCK NUMBER	DISPOSAL TURN-IN DOCUMENT	D M H I A QTY L Z AVAIL	QTY ON- HAND	ORIGINAL ACQUISITION PRICE	UNIT ISSUE	S COND C STAT
DOD	3	<input type="text"/>	SPARTA	TRUCK 2 SHELF ADJ	392000X551313	W5CK4550410001	10	10	\$580.00	EA	E7

Total number of rows = 1.

Submit |

To download all 1 pieces of inventory in Excel format click [here](#).

[DRMS Home Page](#)
 Email tech_support@drms.dla.mil

Enter the quantity desired for the product you want to request. Quantity entered must not exceed **quantity available** column.

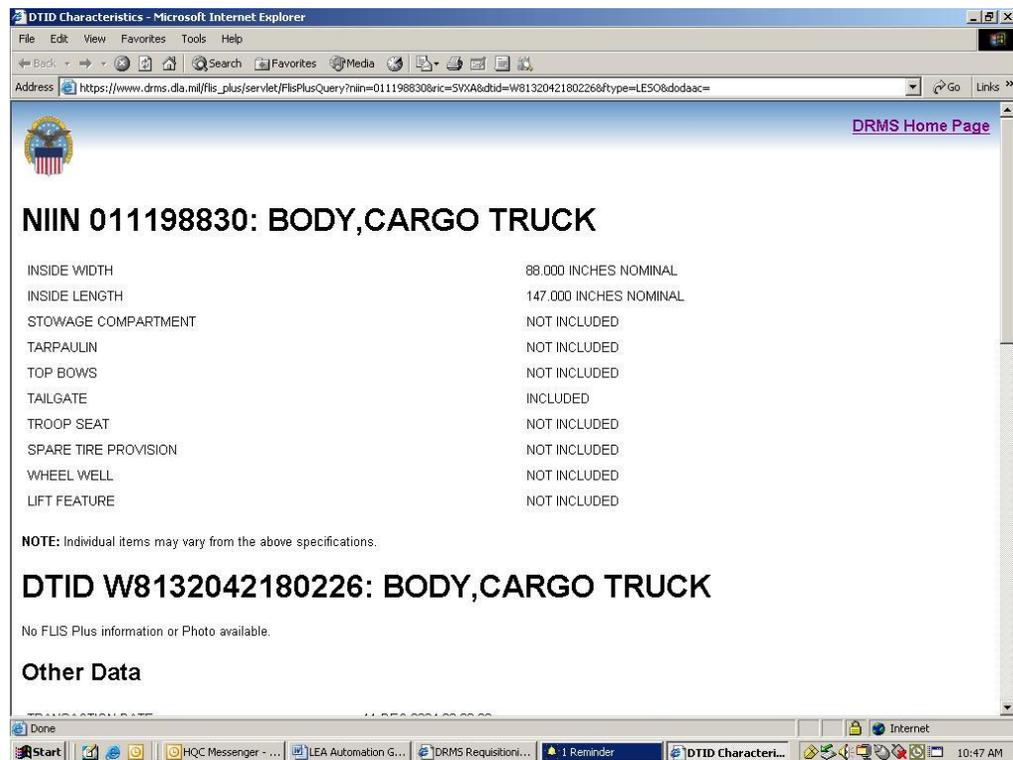
Enter your justification for requesting the product. A justification is **crucial**, as it enables the state coordinator and LESO to evaluate your request. Maximum of 500 characters.

Scroll to the right to view the entire screen--this is where you will see the quantity available and the condition code.

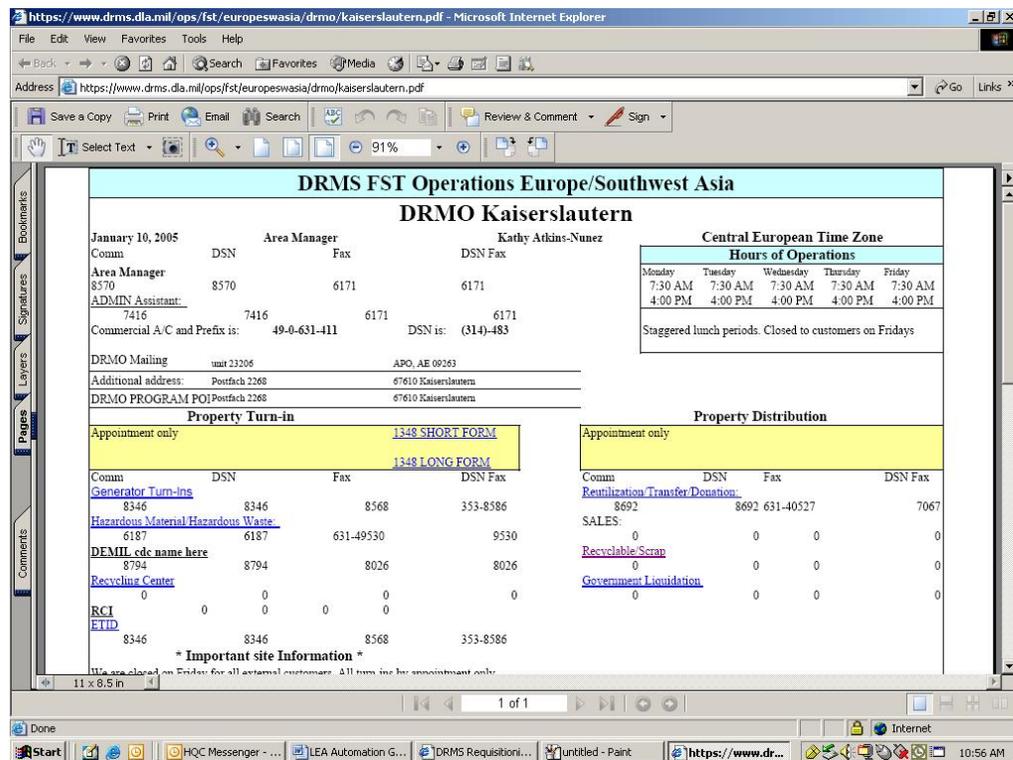
NOTE
 The items in blue are hyper links. Items selected should show under the DOD cycle (not GSA, etc...). Take notice of the number of days left in the DOD cycle.

3. Scroll through the list to locate the item or items you want to request.
4. Click the **More Info** hyperlink for an item to learn more about that item, if desired. The system displays general information about the item.

NOTE
More Info Legend: **N** = NSN Data, **+** = DRMO Added Info, **P** = Photo, **O** = Other



- Click the **DRMO Site** hyperlink for information on that DRMO site. The system displays Point of Contact information for that particular DRMO.



NOTE
Click Back to return to the DRMS Requisitioning page.

- Click the **Disposal Turn-In Document** hyperlink for an item to view the request history for an item, if desired. The system displays the Milstrip History information for the selected item.

The screenshot shows the 'Milstrip History' web application in a Microsoft Internet Explorer browser. The page title is 'Milstrip History' and it includes a 'DRMS Home Page' link. The version is 1.0, with a 'DRMS Notice' link. The main heading is 'Milstrip History for DTID: FE252043500065'. It indicates '1 Requisition found.' with RQN: H9DEB150721743. Below this is a table of requisition details:

Requisition Number: H9DEB150721743	Priority Code: 15	Project:
Stock ID: 2320009260873	Sup Address: YTA10U	Demand:
DTID: FE252043500065	Signal Code: M	DIST/POE:
COND CD: F7 (UNSERVICEABLE-REPARABLE (REPARABLE))	M/S: 0	RDD: 01/01/01

Below the details is a table with columns: Tran Date, DIC, RIC, Qty, SFX, FC, STAT/ADVC, RIC FROM, EST SHP DT, SHIP DATE, MGT CD, MD OF SHP, GBL/TCN/DTID. The first row shows a transaction on 03/15/05 for AOA (Requisition - For domestic shipment/with NSN/NATO Stock Number) with a quantity of 1 EA.

NOTE

Click Back to return to the DRMS Requisitioning page.

- From the DRMS Requisitioning page, in the **QTY** text box for the item you want to request, enter the desired quantity to request.
- In the **Justification** text box for the item you want to request, enter the justification for the item. This is an important step, as the justification you enter will be used by the state coordinator and LESO to evaluate whether your request is granted.
- Repeat steps 7-8 for each product you want to request.
- Click **Submit** to submit the request(s). The system displays the LESO Request page, confirming your request(s).

The screenshot shows the 'LESO Request' confirmation page. It displays the message 'Request Inserted on 01/07/2002 16:23'. Below this is a table with columns: DTID, Quantity, RIC, Sequence. The first row shows DTID: N8000610110008, Quantity: 1, RIC: SZQJ, and Sequence: 2420. Below the table, it states '1 item was requested.' and provides two links: 'Return to Search Page' and 'Return to Start Page'.

Once a request is submitted, the state coordinator may view the request.

4.0 Modify/Resubmit Requested Items

You can edit either the quantity or comments for your request. You may need to edit a request in response to the state coordinator's response to your initial request. For instance, you may need to reduce the quantity of items you requested or you may need to provide a more detailed justification for the item or quantity requested. Only the quantity and comments can be edited for an item request.

1. From the LEA start page, click **Modify/Resubmit Requested Items**. The system displays the LESO Edit page, listing all items requested by your LEA.

Modify/Resubmit Requested Items					
Quantity	Request Date	DRMO	DTID	Last Action	Comments
1	01/15/2002	ANNISTON	W90HK101070053	Request rejected by State Coordinator.	
63	03/12/2002	RCP JACKSONVILLE	SC4402102500PY	Request submitted by LEA.	
1	04/25/2002	LEJEUNE	M214202070E001	Request rejected by State Coordinator.	
10	04/26/2002	LEJEUNE	L007272113B681	Request submitted by LEA.	
10	04/26/2002	LEJEUNE	M122202113D300	Request submitted by LEA.	
10	04/26/2002	WARNER ROBINS	W81K5721085002A	Request submitted by LEA.	
10	04/26/2002	JACKSONVILLE	W80WDJ21120019	Request submitted by LEA.	
10	04/26/2002	BRAGG	W36B5B21093031	Request submitted by LEA.	
1	05/16/2002	LEJEUNE	M002721312E039	Request submitted by LEA.	

NOTE

If the item will not be re-submitted, then zero-out the quantity field and click Submit. This empties the field.

2. Click the hyperlink in the **DTID** column to view current details for the equipment, if desired.

LESO Detail for DTID: M122202113D300				
LESO Sequence Number: 3388				
<input type="button" value="Click here to cancel this requisition."/>				
Detail Information				
Product Name	FIELD PACK			
RIC	SZQA			
DRMO Name	LEJEUNE			
National Stock Number	8465010199103			
Leso History				
Trans Date	Quantity	Action	Approver	Comments
04/26/2002 11:02:06	10	Request submitted by LEA.		conference test

NOTE

1 - A cancellation button has been added. If the LEA does not intend to pickup materials from the DRMO, they should use this button to request the cancellation.

2 - Click Back to return to the DRMS Requisitioning page.

3. In the **QTY** text box and/or the Comments text box for the item request you are editing, enter the appropriate information.
4. Click **Submit**. The system refreshes the LESO Edit page, indicating whether an item request was updated.

5.0 View History for Requests

You may view all request histories or you can perform a query to view history for a range of item requests. Performing a query will help you target a specific range of requests for viewing.

1. To perform a query, access the LEA Start page, which contains a section where you can enter criteria on which to base your query.

Welcome LAW ENFORCEMENT SUPPORT SERVICES, RALEIGH, NC
If this is not you, click [here](#)

[Request items](#) [Modify/Resubmit Requested Items](#)

24 Hour Status:
No action in the last 24 hours.

Get History of Requested Items
Enter any of the following

Starting date: in MM/DD/YY format or mnemonic
Ending date: in MM/DD/YY format or mnemonic
DTID:
NSN:
Requisition Number:
Sequence Number:
Last Item Action:

- Any Action
- Request assigned for LESO approval.
- Request approved by LESO.
- Request approved by Milstrip.
- Request approved by State Coordinator.
- Request cancelled by LEA.
- Request cancelled by LESO.
- Request cancelled by State Coordinator.
- Request deassigned for LESO approval.
- Request deleted by Federal LEA.
- Request deleted by LEA.

2. Enter one or more of the following criteria by which to search for item requests:

Criteria	Description
Starting Date	Enter the date after which you want to view item requests. The format must be in MM/DD/YY, where MM is a two digit number representing the month, DD is a two-digit number representing the day, and YY is a two-digit number identifying the last two digits of the year the request was submitted.
Ending Date	Enter the date before which you want to view item requests. The format must be in MM/DD/YY, where MM is a two digit number representing the month, DD is a two-digit number representing the day, and YY is a two-digit number identifying the last two digits of the year the request was submitted.
DTID	A 14-digit document number that is assigned to the item being requested from the DRMO. Using this search method shows the agency/agencies that requested this specific item. More than one request may show up using this search function.
NSN	Normally a 13-15 digit number unless it is locally assigned as in this example 263000TIRES. Using the NSN search function will bring up all requests for the agency requesting the search
Requisition Number	<p>A 14-digit number (example: H9DEB122418835) assigned when LESO initially approves the item but before the item has received MILSTRIP status.</p> <ul style="list-style-type: none"> • The first six digits are the DODAAC which consists of numbers and letters (the search function is case sensitive): <u>H9DEB1</u> • The last eight numbers after the DODAAC consist of the 4 digit Julian date and the 4 digit sequence number: <u>22418835</u> <p><i>Note:</i> This search function will bring up a single specific request.</p>
Sequence Number	A number assigned by the DRMS automation system when a request is placed on the system by an LEA. This search function will bring up a single specific request. The first sequence number assigned by the system was 121.
Last Item Action	From the drop-down list, select the last action for item requests you want to view. The last action is characterized by whether the request has been modified, approved, deleted, rejected, or submitted by your LEA, state coordinator, or LESO.

- Click **Get Item Histories**. The system displays the LESO History page, listing item requests and their histories. The current record will be at the bottom of the list.

The screenshot shows a web browser window titled "LESO History". The URL is https://www.drms.da.mil/leso/lesoHistory/lea_id=21139&state=NC&startDate=08%2F01%2F2008&endDate=08.01%2F02%2F2008&trac=trac&action=RPG. The page displays search criteria: "Results for Starting date = 08/01/00 and Ending date = 08/01/02 and Last Item Action = 'Request rejected by Milstrip.'" and "43 items found". A table lists the history of requests with columns: Sequence, DTID, Quantity, Trans Date, RIC, DRMO Name, DIC, Action, Approver Id, and Comments. The table shows several rows, including one for sequence 781 with DTID H9114720380060, DRMO Name RICHMOND, and Action Request submitted by LEA.

Sequence	DTID	Quantity	Trans Date	RIC	DRMO Name	DIC	Action	Approver Id	Comments
122	SC44022045001U	6	02/21/2002 10:37:52	S9WE	RCP NORFOLK	A0A	Request submitted by LEA		LEO use to move evidence
		6	02/21/2002 11:07:59				Request approved by State Coordinator.	NC	Required to move items to vehicles from storage locations
		6	02/21/2002 11:48:41				Request approved by LESO	RMM1172	
		6	02/23/2002 00:00:00				Request rejected by Milstrip.	MILSTRIP	
781	H9114720380060	1	04/16/2002 11:23:58	ST4A	RICHMOND	A0D	Request submitted by LEA		Emerald Isle PD-1
		1	04/16/2002 11:45:29				Request approved by State Coordinator.	NC	
		1	04/16/2002				Request	RMM1121	NEED JUSTIFICATION

- Click the hyperlink in the **LEA ID** column to view information about the LEA requesting the item, if desired.
- Click the hyperlink in the **DTID** column to view information about the item requested, if desired. The following window is an example of Milstrip History. The page may be long; scroll down to view Milstrip History.

Milstrip History

Requisition Number: H9DEB121090960	Priority Code: 15	Project:
Stock ID: 6625013461124	Sup Address: YT0039	Demand:
DTID: FE302011360051	Signal Code: M	DIST/POE:
COND CD: A4 (SERVICEABLE/USED-USABLE (W/O QUALIFICATIONS))	M/S: 0	RDD: 01/01/01

Tran Date	DIC	RIC	Qty	SFX	FC	STAT/ADVC	RIC FROM	EST SHP DT	SHIP DATE	MGT CD	MD OF SHP	GBL/TCN/DTID
04/24/02	A0A (Requisition - For domestic shipment/with NSN/NATO Stock Number)		1 EA									
04/24/02	A5A (Materiel Release Order)	SY3E	1 EA					05/24/02				
04/24/02	AE8		1 EA			BA (Item being processed for release and shipment)						
05/24/02	AF6 (FOLLOWUP FROM DRMS TO DRMO)		1 EA									
06/25/02	ASH		1 EA									

NOTE
Click Back to return to the DRMS Requisitioning page.

- Use the blue hyperlinks if you need an explanation of the codes.
- Check the STAT/ADVC for the status of your request. In the example above BA status means the item is being processed for release and shipment.

8. The EST SHP DT is the estimated ship date. Once a date is entered call the DRMO to make arrangement to ship or pick-up the item.
- If an LEA has an established shipping account with UPS, FedEx, or any other company, provide the account number to the DRMO.
 - The DRMO will bill the account and ship the item (RCP ships at no charge to customer).
 - An LEA can go to the DRMO and pick-up the item prior to the date in EST SHP date block.
 - Failure to meet the ship date will cause the item to be cancelled by DRMO/LESO.
 - A customer may cancel their request prior to receiving the materials. Cancellation requests must be submitted prior to Milstrip status showing that the item has been shipped. If the Action column shows REQUEST SHIPPED, the item may not be cancelled. See page 14 of this guide for an example of the cancellation request button.

LESO History
Results for Last Item Action = "Request shipped."
1797 items found, 100 per page
[1] 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 [View Page](#)

Sequence	State	LEA Id	DTID	Quantity	Trans Date	RJC	DRMO Name	DJC	Action	Approver Id	Comments
123	NC	21139	SC4402203901PU	3	02/21/2002 10:37:52	S9WE	RCP NORFOLK	A0A	Request submitted by LEA		LEO use for stakeout power
				3	02/21/2002 11:07:59				Request approved by State Coordinator	NC	To provide safe temporary storage of batteries
				3	02/21/2002 11:48:42				Request approved by LESO	RMM1172	
				3	02/23/2002 00:00:00				Request approved by Milstrip	MILSTRIP	
				1	02/26/2002 00:00:00				Request shipped	MILSTRIP	0000772964
				2	03/01/2002 00:00:00				Request shipped	MILSTRIP	0000774892

Note: This window shows an example of an item that should not be cancelled because it has Milstrip shipping status.

6.0 Change History

Date	Change Description	Type of Change	Author	Version Issue
01.31.2002	Initial document	Baseline	D. Molis	v 1.0.0
09.12.2002	New windows	Update	J. Hranicky	v 1.0.1
04.05.2005	New windows	Update	D. Price, SK1, USN	v 1.0.2