



Defense Health Agency

PROCEDURAL INSTRUCTION

NUMBER 6430.04
December 20, 2019

DHA MEDLOG

SUBJECT: Use of Defense Medical Logistics Standard Support (DMLSS) as the Authoritative Information System (IS) of Record for Medical Logistics (MEDLOG) Enterprise Activity (EA)

References: See Enclosure 1.

1. **PURPOSE.** This Defense Health Agency-Procedural Instruction (DHA-PI), based on the authority of References (a) and (b), and in accordance with the guidance of References (c) through (g), establishes the Defense Health Agency's (DHA) procedures and:

(a) Establishes use of the Defense Medical Logistics Standard Support (DMLSS) System as the authoritative Information System (IS) for military medical treatment facilities (MTFs) and DHA Components.

(b) Directs the use of DMLSS and related systems under the Defense MEDLOG-Enterprise Solution. This DHA-PI supports interoperability and standardizes the authoritative IS within the DHA Medical Logistics (MEDLOG) Enterprise Activity (EA).

2. **APPLICABILITY.** This DHA-PI applies to all personnel to include: assigned or attached active duty and reserve Service members, federal civilians, contractors (when required by the terms of the applicable contract), and other personnel assigned temporary or permanent duties at DHA, DHA Components, (i.e., markets, military medical treatment facilities, etc.), DHA regional and field activities (remote locations), and subordinate organizations administered and managed by DHA to include MTF and DHA Medical Units, under the authority, direction and control of the DHA.

3. **POLICY IMPLEMENTATION.** It is DHA's instruction, pursuant to References (d), (e), and (f), that DHA military MTFs and Medical Units will use the DMLSS system for all logistics business functions, except for management of transportation assets.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. MTFs and DHA Medical Units will use the following DMLSS modules including, but not limited to: Customer Area Inventory Management, Inventory Management, Equipment Management, Equipment Maintenance, Assemblage Management, System Services, and Facility Management. These DMLSS modules will provide a processing environment for the following automated processing: new item requests, inventory, orders, receipt, issues, and dispositions of medical materiel associated with operations, research, and support prescribed by the DHA mission.

6. RELEASABILITY. **Cleared for public release.** This DHA-PI is available on the Internet from the Health.mil site at: www.health.mil/DHAPublications.

7. EFFECTIVE DATE. This DHA-PI:

a. Is effective upon signature.

b. Will expire 10 years from the date of signature if it has not been reissued or cancelled before this date in accordance with Reference (c).



RONALD J. PLACE
LTG, MC, USA
Director

Enclosures

1. References
2. Responsibilities

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5136.01, “Assistant Secretary of Defense for Health Affairs (ASD(HA)),” September 30, 2013, as amended
- (b) DoD Directive 5136.13, “Defense Health Agency (DHA),” September 30, 2013
- (c) DHA-Procedural Instruction 5025.01, “Publication System,” August 24, 2018
- (d) DoD Directive 6000.12E, “Health Services Support,” January 6, 2011, as amended
- (e) DoD Instruction 6430.02, “Defense Medical Logistics Program,” August 23, 2017
- (f) DHA-Procedural Instruction 6430.02, “Defense Medical Logistics (MEDLOG) Enterprise Activity (EA),” September 27, 2018
- (g) DoD Directive 5101.09E, “Class VIIIA Medical Materiel Supply Management,” September 29, 2015, as amended

ENCLOSURE 2

RESPONSIBILITIES

1. DIRECTOR, DHA. The Director, DHA will assign all DHA Headquarters Staff elements and Chief, MEDLOG/MEDLOG EA to implement this DHA-PI in accordance with References (b), (d), and (e).

2. DHA, ASSISTANT DIRECTORS. DHA, Assistant Directors will ensure DHA regional and field activities (remote locations), and subordinate organizations administered and managed by DHA, to include markets and MTFs under the authority, direction, and control of the DHA implement and comply with this DHA-PI.

3. DEPUTY ASSISTANT DIRECTOR, MEDLOG. The Deputy Assistant Director MEDLOG, will perform oversight of the delivery of all MEDLOG business functions at MTFs, DHA Medical Units, and DHA Components in accordance with References (e) and (f).

4. DIRECTORS, MTF. The Directors, MTF will establish and use DMLSS as the authoritative IS for MEDLOG at the MTF, DHA Medical Units or DHA Component.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

DHA	Defense Health Agency
DHA-PI	Defense Health Agency-Procedural Instruction
DMLSS	Defense Medical Logistics Standard Support
EA	Enterprise Activity
IS	Information System
MEDLOG	Medical Logistics
MTF	military medical treatment facilities

PART II. DEFINITION

DHA Medical Unit. An organization title for the subdivision of activities performing MEDLOG under the authority, direction and control of Director, DHA. Examples include a stand-alone combat support MEDLOG teams and research and development organizations.