



Defense Health Agency

ADMINISTRATIVE INSTRUCTION

NUMBER 6430.09

July 1, 2022

Director, MEDLOG

SUBJECT: Defense Health Agency Medical Logistics (MEDLOG) Joint Operations Center

References: See Enclosure 1.

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

a. Establish the DHA Medical Logistics (MEDLOG) Joint Operations Center (JOC), within the Logistics Plans and Readiness (LP&R) Division.

b. The JOC assists the synchronization of MEDLOG in coordination with Combatant Commands (CCMD), the Defense Logistics Agency (Medical)-Troop Support, the Office of the Joint Staff Surgeon, the Military Departments, and other government agencies.

2. APPLICABILITY. This DHA-AI applies to the DHA and all personnel assigned or attached to include federal civilians, contractors, and all personnel including: assigned or attached active duty and reserved members, federal civilians, contractors (when required by the terms of the applicable contract), and other personnel assigned temporary or permanent duties within the DoD.

3. POLICY IMPLEMENTATION. It is DHA's instruction, pursuant to References (a) through (j), to establish the DHA MEDLOG JOC to synchronize medical materiel requirements and MEDLOG service available, to CCMDs as well as leverage opportunities to improve the medical materiel supply chain.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosure 3.

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6. PROPONENT AND WAIVERS. The proponent of this publication is the Director, MEDLOG. When Activities are unable to comply with this publication the activity may request a waiver that must include a justification, including an analysis of the risk associated with not granting the waiver. The activity director or senior leader will submit the waiver request through their supervisory chain to the Director, MEDLOG to determine if the waiver may be granted by the Director, DHA or their designee.

7. RELEASABILITY. **Cleared for public release.** This DHA-AI is available on the Internet from the Health.mil site at: <https://health.mil/Reference-Center/Policies> and is also available to authorized users from the DHA SharePoint site at: <https://info.health.mil/cos/admin/pubs/SitePages/Home.aspx>.

8. EFFECTIVE DATE. This DHA-AI:

a. Is effective upon signature.

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

/S/
RONALD J. PLACE
LTG, MC, USA
Director

Enclosures

1. References
2. Responsibilities
3. Procedures

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, as amended
- (c) DHA-Procedural Instruction 5025.01, “Publication System,” April 1, 2022
- (d) DHA-Procedural Manual 6430.08, "Joint Deployment Formulary (JDF)," January 26, 2022
- (e) DHA-Procedural Instruction 6430.05, "Shelf-Life Extension Program (SLEP)," October 5, 2021
- (f) United States Code, Title 10, Section 1073c
- (g) DoD Instruction 6430.02, “Defense Medical Logistics Program,” August 23, 2017
- (h) DHA-Procedural Instruction 6430.02, "Defense Medical Logistics (MEDLOG) Enterprise Activity (EA)," September 27, 2018
- (i) Joint Publication 4-02, “Joint Health Services,” December 11, 2017, as amended
- (j) Joint Publication 3-28, “Defense Support of Civil Authorities,” October 29, 2018¹
- (k) U.S. Northern Command 3501-08, “Defense Support of Civil Authorities,” May 16, 2008²
- (l) DHA-Procedural Instruction 3700.01, “Director’s Critical Information Requirements (DCIR), Situation Report (SITREP),” October 4, 2019 as amended

¹ This reference can be found at: https://www.jcs.mil/Portals/36/Documents/Doctrine/pubs/jp3_28.pdf

² This reference can be found at: <https://www.northcom.mil/Portals/28/Documents/FOIA/Con%20Plan%203501-08%20DSCA.pdf>

ENCLOSURE 2

RESPONSIBILITIES

1. DIRECTOR, DHA. The Director, DHA will assign responsibilities to the Director, DHA MEDLOG to implement this DHA-AI in accordance with Reference (b).

2. DIRECTOR, DHA MEDLOG. The Director, DHA MEDLOG will:
 - a. Synchronize the MEDLOG Enterprise Activity shared services, functions, programs and activities as per Reference (h). Chair the Defense MEDLOG Proponent Committee and in accordance with Reference (b), provides program direction in collaboration with the Defense Logistics Agency and Military Departments.

 - b. Develop management models to effectively and efficiently deliver MEDLOG product lines.

 - c. Reduce DoD healthcare costs.

3. CHIEF, LP&R DIVISION, DHA MEDLOG. The Chief, LP&R Division will:
 - a. Plan, synchronize and monitor business processes that promote increased readiness across the Military Health System.

 - b. Continue supporting CCMD missions through the following programs:
 - (1) Joint Deployment Formulary (JDF), as provided in Reference (d).
 - (2) Shelf-Life Extension Program (SLEP), as provided in Reference (e).
 - (3) Defense Support of Civil Authorities (DSCA) Support (see Enclosure 3).
 - (4) DHA Plans and Readiness (see Enclosure 3).
 - (5) DHA JOC (see Enclosure 3).

ENCLOSURE 3

PROCEDURES

1. BACKGROUND. The LP&R Division manages DHA programs to promote MEDLOG Enterprise interoperability through the utilization of standardized medical materiel. The LP&R Division provides direct support to the Military Departments and to CCMD logistics planners and logisticians to identify, address, or mitigate supply chain gaps. The LP&R Division's core capabilities in MEDLOG planning, materiel data review and functional analysis are available to Combatant Commanders and may be utilized for operational planning and/or in support of contingency events.

2. DHA MEDLOG, OPERATIONAL MEDICAL MATERIEL/EQUIPMENT PRODUCT SUPPORT

a. DHA Operational Medical Material Analysis Program. Operational Medical Material Analysis Program provides analytical support to assist in the management of Class VIII medical assemblage allowance standards for operational medical platforms in order to promote materiel commonality and improve the interoperability, interchangeability, and sustainability of medical capabilities to Combatant Commanders.

b. Joint Deployment Formulary (JDF). The JDF is a reference list of pharmaceutical items for support during the first 30 days of contingency operations. The JDF is intended to promote the standardization and sustainability of pharmaceutical items as components of medical assemblages and in planning and preparation for early sustainment of deployed forces.

c. The DoD/ U.S. Food and Drug Administration SLEP. SLEP defers drug replacement costs for date sensitive pre-positioned stocks by testing products with a goal of extending their useful life. SLEP is a key component of the force protection strategy against endemic and pandemic diseases, and the threat of chemical, biological, radiological, or nuclear weapons.

3. DHA MEDLOG JOC

a. Support CCMDs contingency plans, deployments and operational missions through Installation Medical Supply Activity operations as directed. Selected Military Medical Treatment Facilities will hold and maintain the Assistant Secretary of Defense for Health Affairs, ASD(HA) prepositioned contingency stockpile (medical materiel) such as the pandemic PPE assemblage in support of the CCMDs.

b. Participates in the DHA Operations Fusion Center efforts to synchronize health services readiness support, medical materiel, and logistics requirements with partner agencies (e.g., the CCMDs, the Theater Lead Agent for Medical Materiel, and the Single Integrated Medical Logistics Manager).

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c. Review Operations Plans within the Global Integrated Framework, DHA MEDLOG LP&R Division reviews the Annex Q Appendix 5 MEDLOG section for each Operations Plan and makes recommendations based on events that influence competing Class VIII Medical Materiel (equipment and consumables) requirements and standardization of support.

d. Provides MEDLOG support to U.S. Northern Command during DSCA operations. Coordinates Installation Medical Supply Activity support during whole of government crisis action responses. Provides liaison MEDLOG subject matter expert support to partner agencies in development of DSCA and operational MEDLOG plans.

e. Participates as a member of the DHA J3 Crisis Action Team as required. J-3 activates the Crisis Action Team when operational events are warranted or command directed.

f. Reviews and develops DHA Operational Plans and Orders to include Emergency Management and Continuity of Operations Plan for DHA MEDLOG; e.g., Integrated continental U.S. Medical Operations Plan and Joint Mission Essential Task Lists reporting.

g. Manages a daily MEDLOG Readiness dashboard for DHA leadership that includes on-hand Class VIII supply at the Military Medical Treatment Facilities and the contingency stockpile.

h. DHA supports outside of the continental U.S. MEDLOG requirements for operational crisis as needed. (e.g. Noncombatant Evacuation Operations, patient movement, all hazards, humanitarian assistance and hostilities).

i. As detailed in Reference (j), all Commanders Critical Information Reports and Directors Critical Information Reports will be sent to the DHA JOC's e-mail address at: dha.ncr.healthcare-ops.mbx.dhahcoops-operations@mail.mil and will then filter to DHA MEDLOG Divisions for action as necessary.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

CCMD	Combatant Command
DHA	Defense Health Agency
DHA-AI	Defense Health Agency-Administrative Instruction
DSCA	Defense Support of Civil Authorities
JDF	Joint Deployment Formulary
JOC	Joint Operations Center
LP&R	Logistics Plans and Readiness
MEDLOG	Medical Logistics
SLEP	Shelf-Life Extension Program

PART II. DEFINITIONS

Direct Reporting Organizations. Direct Reporting Market, Small Market and Stand Alone Military Medical Treatment Facility Organization, and Defense Health Agency Region reporting to the DHA.