



Defense Health Agency

ADMINISTRATIVE INSTRUCTION

NUMBER 6430.10

December 20, 2019

Incorporating Change 1, March 10, 2023

DHA MEDLOG

SUBJECT: Use of Defense Medical Logistics Standard Support as the Authoritative Information System of Record for Medical Logistics

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 (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 Direct Reporting Organizations (DRO). Recognizing DMLSS as part of the Defense Medical Logistics-Enterprise Solution (DML-ES), and introducing LogiCole, as a cloud-based technical refresh of legacy logistics applications where LogiCole will provide functionality that will include Defense Medical Logistics Standard Support (DMLSS), Theater Enterprise Wide Logistics Systems (TEWLS), and Joint Medical Asset Repository (JMAR).

(b) Directs the use of DMLSS, LogiCole and related systems under the DML-ES. This DHA-AI supports interoperability and standardizes the authoritative IS utilized by the DHA Medical Logistics (MEDLOG) enterprise.

2. **APPLICABILITY.** This DHA-AI applies to DHA Enterprise (components and activities under the authority, direction, and control of the DHA) to include: assigned, attached, allotted, or detailed personnel.

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

4. **RESPONSIBILITIES.** See Enclosure 2.

5. PROCEDURES. DHA DRO DRMs 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, Facility Management, and LogiCole functionality as it becomes available. These DMLSS modules and LogiCole functionality provide an automated processing environment for new item requests, new equipment requests (NER), inventory transactions, orders, receipt, issues, EHR catalog management, and dispositions of medical materiel and equipment associated with operations, research, and support prescribed by the DHA mission.

6. PROPONENT AND WAIVERS. The proponent of this publication is the Director, Medical Logistics (MEDLOG). When components and 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/>.

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 cancelled before this date in accordance with Reference (c).

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Date: 2023.03.10 16:00:51 -05'00'

TELITA CROSLAND
LTG, 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," April 01,2022
- (d) DoD Instruction 6430.02, “Defense Medical Logistics Program,” August 23, 2017
- (e) DHA-Procedural Instruction 6430.02, “Defense Medical Logistics (MEDLOG) Enterprise Activity (EA),” September 27, 2018
- (f) DHA-Procedural Instruction 8100.01, “Information Security Compliance for Defense Health Agency Financially Auditable Information Systems,” January 12, 2021
- (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-AI in accordance with References (b), (d), and (e).

2. J-DIRECTORS AND ASSISTANT DIRECTORS, DHA. DHA J-Directors and Assistant Directors will ensure DHA organizations implements and complies with this DHA-AI.

3. DIRECTOR, DHA MEDLOG. The Director DHA MEDLOG, will perform oversight of the delivery of all MEDLOG business functions at DHA DROs in accordance with References (d), (e) and (f).

4. DIRECTORS, DHA DROs. The Directors, DHA DROs will establish and use DMLSS and LogiCole functionality as the authoritative IS for MEDLOG.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

DHA	Defense Health Agency
DHA-AI	Defense Health Agency-Administrative Instruction
DML-ES	Defense Medical Logistics-Enterprise Solution
DMLSS	Defense Medical Logistics Standard Support
IS	Information System
JMAR	Joint Medical Asset Repository
MEDLOG	Medical Logistics
MTF	military medical treatment facility
NER	New Equipment Request
TEWLS	Theater Enterprise Wide Logistics Systems

PART II. DEFINITION

DRO. Including Direct Care Components (Direct Reporting Markets, Small Market and Stand Alone Military Treatment Facility Organization, Defense Health Agency Regions, Small Markets, and MTFs/Dental Treatment Facilities/Veterinary Treatment Facilities); and all Assistant Director-Support Direct Reporting Organizations.