

PS

January 12, 2005

NOTICE TO THE TRADE – DeCA NOTICE 05-33

SUBJECT: Revised Dead Stock Process

The purpose of this Notice to the Trade is to inform industry of the Defense Commissary Agency's (DeCA) revised procedures for dead stock items.

Effective immediately, to reduce DeCA's costs, remove the burden from regional offices and to better inform MBU buyers, all dead stock requests will be submitted to the Distributor Coordinator Unit (DCU). The following procedures will be followed:

a. **Attached is the recommended format for dead stock requests.** The form will be e-mailed to the DCU POC with all information completed. The e-mail will also include a justification for adding the item back into DIBS for 30-days and why the item did not move during the allotted 60-day timeframe.

b. Dead stock requests will be reviewed and forwarded to the corresponding buyer for approval.

c. When considering reinstatement of a deleted item as dead stock, several factors will be considered: was the distributor notified of intended delete; what inventory was reported by the distributor at the time item was "P" coded; how long has the item been deleted; what effort was made before the item was deleted; and broker/manufacture past performance?

We recognize that a large majority of our industry partners are already using responsible, effective practices to minimize the costs and time expended on dead stock items. We appreciate the ongoing commitment of our industry partners.

My point of contact for this issue is Donna Starkus-Ward, Manager, CONUS Distributor and Overseas Support, (804) 734-8154.

//s//

Scott E. Simpson
Chief Operating Officer

Attachment:
As stated