

## **Materiel Returns**

#### **Overview**

The Warehouse Management module Materiel Returns process provides the ability to create, edit, cancel, or view the request to return any materiel.

### **Navigation**

MATERIEL MGMT > Materiel Returns > Materiel Returns page

### **Procedures**

#### Search for a Materiel Return

One or more of the Search Criteria fields can be entered to isolate the results. By default, all

D Reset results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting.

In the Search Criteria box, narrow the results by entering one of the following optional 1. fields.

Request Number	Condition Code	All	
Stock Number	Materiel Owner		
tem Description	Mfr Part Nbr		
		S Reset	Q Searc
		S Reset	٩



2.







										H	e	Ip k	le	tei	'e	nc	e	Guia	le	
Search Results																				~
🖋 Options - 🛛 + Add	🖉 Edit 🚺 🛛 Cancel																			
Request Number	Status :	Stock Number	: Item Description		1	Mfr Part Nbr	1	Condition Code	1	Project Code	1	Materiel Owner	- 1	Quantity	1	Unit of Issue	1	Last Transaction Dt/Tm	1	
M6775051417500	AA - Awaiting Approval	0001000000555	COMPRESSOR A	R DLT0406 COMPAIR		DLT0406		A - Svcbl(w/o Qual)				M67750		1		EA		05/21/2025 02:08 PM		*
Selected 0/1 III	) <u>1</u> (> H	10 🔹 items per pag	e																1 - 1 of 1 item	3







Add a Materiel Returns								
Navigati	ion							
Mater Procedu	RIEL MGMT >	Materiel Returns >	Add > Add a Mater	iel Return drawer				
Add a Mat	eriel Retu	'n						
<b>Bold</b> nun 1. Select A.	Add Materiel	e <b>Add Materiel Ret</b> urn Header Informati Return	<b>urn</b> drawer appears. on.	×				
	Return Header	Information		^				
	Status	Initiated	Condition Code	•				
	* Stock Number	Q	* Owning DoDAAC	× •				
	Mfr Part Nbr	Q	* Reason For Disposal	× •				
	Item Description		DEMIL Code					
	* Quantity	0	Remarks					
	Unit of Issue							
			1024 characters remaining	J				







- **a.** Enter the STOCK NBR, or use to browse for the entry. *This is a 15 alpha-numeric character field.*
- **b.** Use to choose the Quantity.
- **c.** Use to select the Owning DoDAAC.
- **d.** Use to select the Reason For Disposal.
- B. Select the **Additional Fields Grid**.

Project Code		Priority Code	•
Advice Code	•	Demand Code	•
Media and Status Code	•	Fund Code	
Signal Code	•		

2. Select Save . The **Add Materiel Return** drawer closes, and the new Request record appears at the top of the Search Results grid, highlighted in green.













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Edit Materie	Return		
Luit Materie	Return		
Instructions / Help			
Return Heade	r Information		
Request Number	M6775051427500	Unit of Issue	EA
Status	AA - Awaiting Approval	Condition Code	A - Svcbl(w/o Qual)
Stock Number	000100000879	Owning DoDAAC	M67750
Mfr Part Nbr	C511001GEM	* Reason For Disposal	A - Obsolete X 🔻
Item Description	PRINTER, DAISY WHEEL / DOT MATRIX / STY	DEMIL Code	А
* Quantity	10	Remarks	BPG Test

- Use to choose the Quantity. a.
- Use 💌 to select the Reason For Disposal. b.
- Β. Select the Additional Fields Grid.

Project Code		Priority Code	
Advice Code	•	Demand Code	•
Media and Status Code	•	Fund Code	
Signal Code	<b>*</b>		
× Cancel			Save

🐻 Save 3. Select . The **Edit Materiel Return** drawer closes, and the revised Request record appears in the Search Results grid.













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Respond to a Materiel Returns								
Navigation								
MATERIEL MGMT > Materiel Returns > Q search > (desired record) > Respond > Request {request number} drawer								
Procedures								
Respond to a Materiel Return								
Selecting at any point of this procedure removes all revisions and closes the page. <b>Bold</b> numbered steps are required. 1. Select performed to the desired entry procedure removes and the steps and								
Respond buttons appear.								
2. Select Respond next to the desired entry. <i>The Request {request number} drawer appears.</i>								
A. View the <b>Summary</b> grid.								
Request M6775051417500 ×								
Summary								
Request Status Awaiting Approval Next Approver CSP ICP Approval								

B. View the **Response Details** grid.





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Response Deta	ils			^
* Response Action	Select an Item	•	Ship To	
Disposal Auth Code	Select an Item	*	Comments	
Transaction Status	Select an Item	•		
* Quantity	0	\$	1024 characters remaining	
Max of 0				
8 Cancel				Save

a. Use to select the Response Action. *Depending upon the Action, the fields change.* 

ŀ	4P — A	Approve
	Ι.	Use to choose the Quantity.
F	₹J — R	leject
	Ι.	Use 💌 to select the Transaction Status.
	11.	Use to choose the Quantity.
0	)P — [	Dispose
	Ι.	Use 💌 to select the Disposal Auth Code.
	11.	Use to choose the Quantity.
F	RL — R	Relocate
	Ι.	Use to choose the Quantity.
b.	Sele	ect Save . The entries appear in the <b>Response History</b> grid.

C. View the **Response History** grid.





3. Select . The **Request {request number}** drawer closes, and the revised Request record appears in the Search Results grid.









**Owning DoDAAC** 

DEMIL Code

Remarks

**Reason For Disposal** 

M67750

А

**BPG** Test

C - Expired shelf-life

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B. View the **Additional Fields Grid**.

1

Stock Number

Mfr Part Nbr

Item Description

Quantity

000100000555

COMPRESSOR AIR DLT0406

DLT0406

COMPAIR



Enterprise Logistic	LMS s Management System	
		Help Reference Guide
	Additional Fields	^
	Project Code	Priority Code
	Advice Code	Demand Code
	Media and Status Code	Fund Code
	Signal Code	

2. Select . The **View Materiel Return** drawer closes.



