



DEFENSE COMMISSARY AGENCY
HEADQUARTERS
1300 E AVENUE
FORT LEE, VIRGINIA 23801-1800

MPS

March 21, 2018

NOTICE TO THE TRADE – DeCA NOTICE 18-24

SUBJECT: Potential for Government Shutdown

The purpose of this notice is to advise Industry of DeCA's operational status in the event of a Government shutdown.

Store Operations:

1. Commissaries located overseas, including Puerto Rico, would be in an excepted status and remain open. All orders / deliveries will continue to flow.
2. Kodiak, Fort Greely, Fort Irwin, Bridgeport, and Dugway PG would be in an excepted status and remain open. All orders / deliveries will continue to flow.
3. Remaining stateside commissaries, including Alaska and Hawaii, will NOT be in an excepted status but would remain open until regular closing schedule on Tuesday, March 27, to facilitate an orderly shutdown.

Non-excepted stores that are normally closed any day during the orderly shutdown period, (i.e. Saturday 3/24, Sunday 3/25, Monday 3/26, Tuesday 3/27), will make plans to remain open and sell through perishable products and prepare equipment / facility for the shutdown to avoid loss to the government.

Regarding #3: All orders that are in the system before midnight March 23, will be transmitted and can be delivered. Stores WILL NOT turn deliveries away that have already been placed.

SHUTDOWN Order Process:

Meat and Produce Departments are prepositioning for this weekend with their orders currently being submitted. Stores will also submit non-committal "restart" orders for planning purposes to those meat and produce companies who want to receive the information.

FDS:

- All orders built on Friday will be extracted to DIBS by midnight; all order extracts will be turned off at midnight Friday
- All scheduled orders will build on Saturday morning, but will NOT be extracted to DIBS
 - These orders will remain in CAO to be extracted when the government reopens
 - All order builds will be turned off Saturday after the last order builds

REOPEN Order Process:

- All orders that were built will be extracted and transmitted to the distributor as soon as we are notified that the government is reopened; when all orders are in a due-in status the order builds will be turned back on

DeCA will be operating an Emergency Operations Center but only HQs mission essential personnel will be working. All other headquarters personnel will not be allowed to work. Problems, issues, and concerns with store operations should be referred to Mr. Ronald A. Yoder, Chief, Store Operations, 804-734-8000 x86277, ronald.yoder@deca.mil.

Headquarters:

- Logistics: Overseas support through all Overseas Processing Point's (OPP) would remain unchanged; includes ordering, shipments, and airlift of bagged salads to the Pacific Theater.
- Overseas CDC and meat plant operations would remain unchanged.
- Industry Meetings: all meetings would be cancelled until further notice.
- Vendor Portal: would remain operational
- Item File Maintenance: no file maintenance would be processed until operations resume.
- Pricing: electronic prices will flow to the business systems; erroneous pricing issues should be reported to EBS_CARTSsupport@deca.mil
- Promotions: publication of Display Package (DP) promotions would be paused until operations resume; schedule would be updated based on timing of resumed operations.

Additionally, please note DeCA NTT 18-23, released March 21, with notification of a date change for the Columbus AFB, MS, Commissary full store reset to April 8-10.

Tracie L. Russ
Director, Sales