



**DEFENSE COMMISSARY AGENCY**  
HEADQUARTERS  
1300 E AVENUE  
FORT GREGG-ADAMS, VIRGINIA 23801-1800

MPS

May 12, 2023

NOTICE TO THE TRADE - DECA NOTICE 23-57

SUBJECT: Store Reset Schedule – Updated 3<sup>rd</sup> & 4<sup>th</sup> Quarters

The purpose of this “Notice to the Trade” is to provide the updated reset schedule for the remainder of FY 2023. These stores have been approved for full or partial shelving store resets.

This schedule is very aggressive but focuses on many of the pre-covid renovation stores. Please keep in mind there are still supply chain issues with shelving manufactures and labor shortages with the installers. With these issues being a primary concern, along with any unforeseen issues that occur throughout the FY, this schedule is subject to change.

In addition, please make all concerned aware that our current model is to execute the full store resets after normal business hours so there is limited disruption to our customers. This creates another layer within the scheduling because of the required days that need to be allocated to each store.

As a reminder, in order to complete this aggressive schedule, vendor support will be extremely important. As we approach the reset dates, an additional store specific NTT will be disseminated to include the reset time line, set up information, and required delivery dates for vendor supplied equipment. Your support is greatly appreciated.

The Perishable Consumables, Beer and Wine and Produce teams will also be working in conjunction with stores to right size categories, improve flow and enhance the overall footprint when needed or the opportunity arises. These resets will be performed in conjunction with the attached schedule, but also may be independent of this schedule to address stores that need attention. If there are stores that have issues with those departments please reach out to Michael Denny for assistance.

If there are any questions or concerns please contact Michael Denny, CMS Lead, 804-734-8000, extension 4-8547 or Thomas Burkett, Chief of Resets 804-734-8000, ext. 4-8918.

Bonita M. Moffett  
Director of Sales

Attachment:  
As stated

Tentative Proposed Shelving Requirements Reset Schedule 2023----Subject to change				Additional Notes and Dates
STORE	DATES	Shelving	Schedule TYPE	Inventory
WRIGHT PATTERSON	May 21st-28th	FULL	AD REQUEST/BLOOM	April 10th-11th
CANNON	June 4th-7th	FULL	RENO- PRE COVID	January 23rd
ANDREWS AFB	Jun 11th-17th	FULL	AD REQUEST/ SHELIVING LIFE	February 8th-9th
LITTLE ROCK	Jun 25th-30th	FULL	RENO	June 12th
HILL	Jul 9th-15th	FULL	AD REQUEST	April 3rd
OCEANA	July 23rd-July 30th	FULL	AD REQUEST	July 17th-18th
SAN ONOFRE	Aug 13-Aug 16	FULL	RENO- R22	June 12th
OSAN	Aug 20th-Aug 24th	FULL	RENO-PRE-COVID/SHELIVING LIFE	
YOKOSUKA	Aug 27th-Sep 1	FULL	AD REQUEST/ SHELIVING LIFE/PRE-COVID	
MAYPORT or GULFPORT	Alternate	FULL	SHELIVING LIFE	Tent date Sep 10-14