

**MANAGEMENT INFORMATION SYSTEM (MIS)
USER MANUAL**

**DLA 4745.40 VOL. VI
Revision Date: June 05, 2003**

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MIS OVERVIEW.DOC

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The Management Information System (MIS), receives data from the Distribution Standard Information System (DSS). Once the raw data has been accumulated for a facility, the data is passed to the central processing site where it is processed and loaded to data bases. MIS uses the data to develop performance, workload and billing statistics. Statistics are displayed on line in accordance with the requested level of detail through predetermined screen designs.

The application has the following:

1. Incoming data from the host system is sorted into the respective categories for processing. The categories represent the various parts of the MIS Statistics.
 2. Calculations are performed on the data. The majority of the MIS elements are developed on a daily basis with month-to-date data. The calculated data is then processed for rollup and/or display per the MIS Distribution Center Glossary.
 3. A menu driven process allows the computations to be displayed when inquired by either a facility, depot, region, or Defense Distribution Center (DDC). Internal MIS security provides for users to be granted access to individual depots' statistics, and prevents users from viewing depot statistics for which they do not have access.
 4. The incoming data also contains detail data that is used to develop Automated Work Count transactions that are passed to the Defense Budget Management System (DBMS) for unit cost development.
 5. Daily information includes month-to-date and fiscal year-to-date data. At the end of the month, data is migrated to a monthly history that retains 12 months of MIS element data with fiscal year-to-date totals. Additionally, monthly and fiscal year statistic totals are kept for two prior fiscal years. This data may be queried.
 6. The incoming data is appended with certain data (i.e., Special Handling Code, Work Center Code(s), CICS User ID for corrected errors, etc.). This information is retained on-line for 6 months. After 6 months the data is archived to tape and retained for 18 months.
 7. Some information cannot be captured mechanically, but is required for depot performance measurement. A protected on-line function is provided to record this information. This data is retained on-line for 6 months. After 6 months the data is archived to tape and retained for 18 months.
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