

## The RF-ITV Training Team's Tips and Tricks

### New DODAAC Association Procedures for Read Sites

A DODAAC is a six-position alphanumeric field that uniquely identifies a unit, activity, or organization; it uses all available characters except the letters "O" and "I". The DODAAC list on **the RF-ITV Tracking Portal** is updated on a monthly basis via information received from *the Defense Automatic Addressing System (DAAS)*.

As new *Read* sites are registered on the **RF-ITV Tracking Portal**, DODAACs assigned to the installation location of the site must be associated with the site's interrogator in order to generate transportation closeout events as shipments reach their destinations. RFID tags on containers and pallets are read by the destination site's interrogator, which in turn closes out shipments on the **RF-ITV Tracking Portal**.

However, because of the removal of the DODAAC tab from the RF-ITV *Read* site registration screen in the recently released "*TIPS Read 4.3.2*" software package, RF-ITV Field Service Engineers (FSEs) and other users responsible for registering *Read* sites on the **RF-ITV Tracking Portal** are no longer able to associate DODAACs with interrogators as a part of the site registration process.

Therefore, the new procedures to complete the *DODAAC Association* process on the **RF-ITV Tracking Portal** are as follows:

- Before updating an RF-ITV *Read* site with the new *TIPS Read* software or before registering/re-registering a *Read* site, the responsible individual (generally an FSE) should capture the current list of DODAACs associated with this site.
- Upon completion of each new RF-ITV *Read* site installation or software upgrade, the responsible individual should send a list of all appropriate DODAACs in an *Excel* spreadsheet to the RF-ITV Global Help Desk and request to have the required DODAACs associated with the site's interrogator ID.
- The RF-ITV GHD will forward the *DODAAC Association* request to AMIS for approval.
- Upon AMIS approval, the GHD will forward the *DODAAC Association* request to an RF-ITV Database Administrator (DBA) for implementation.
- When the RF-ITV DBA completes the request, the GHD will ensure that a copy of the *Associated DODAAC List* and *Interrogator ID* is stored in a backup file on the **RF-ITV Tracking Portal** so that the information can be quickly and easily restored if necessary. This step is being performed as a precautionary measure in case, for example, a site's current *Associated DODAAC List* is accidentally over-written due to a new registration file being uploaded by mistake.

Please contact the GHD if you have any questions or concerns about these new *Associated DODAAC* procedures.

RF-ITV Global Help Desk  
U.S Toll-Free: 1-800-877-7925  
DSN: 94-800-877-7925

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## For and From the Field

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### *Savi Smartchain Workstation 6.1 Software*

**Savi Smartchain Workstation 6.1** is now available. In this latest version, the character length of the email field has been expanded from 24 characters (in the previous version) to 50 characters. Contact the Savi Help Desk at [help@savi.com](mailto:help@savi.com) or 1 (888) 994-7284 for more information on **Savi Smartchain Workstation 6.1**.