

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

FSIS NOTICE	43-20	9/08/20
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**USDA MATERIAL MANAGEMENT SERVICE CENTER END OF FISCAL YEAR SUPPLIES
INVENTORY AND RECONCILIATION CLOSURE**

I. PURPOSE

This notice provides official notification of temporary closure of the Department-managed Material Management Service Center (MMSC) for end of fiscal year inventory reconciliation.

II. BACKGROUND

USDA requires an annual MMSC supply items inventory and reconciliation at the end of the fiscal year. During this period, MMSC will also conduct a financial reconciliation and fiscal year close-out. The MMSC receiving section will continue to receive shipments from vendors, but supplies will not be processed for shipments to customers during this time. This includes backordered items. Upon completion, stocks are adjusted and the MMSC will be ready for Fiscal Year (FY) 21 operations.

III. ORDERING GUIDELINES

A. **Customers can place routine supply orders until midnight September 11, 2020 for immediate fulfillment.** The MMSC will only accept emergency requests during the close-out period. Emergency requests must be sent via email to cfpdc@dm.usda.gov since the ordering system will not be available.

B. The MMSC will resume fulfilling supply orders as soon as the inventory reconciliation is complete.

IV. QUESTIONS

Refer questions to the OM ASD, Property Management Branch at propertymanagement@usda.gov or contact the MMSC at 301-394-0400 or 1-877-576-6329.



Assistant Administrator
Office of Policy and Program Development

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NOTICE EXPIRES: 9/1/21

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