



Office of the
Assistant
Secretary
for Administration

JUN 15 2015

Office of
Operations

TO: Materiel Management Service Center Customers

Materiel
Management
Service Center

FROM: Carlos Casaus, Director of MMSC 

SUBJECT: Warehouse Management System Offline

1400 Independence
Avenue, SW
Stop Code 9897
Washington DC
20205

First, I would like to thank you for your patience last week as we were offline most of the week. I also ask for your continued support until the system issues have been resolved. Our IT teams have been working tirelessly to ensure our systems comply with the OCIO's mandate to upgrade our systems to E-Authentication Version 2.0. Please be assured that system software developers are working closely with USDA engineers to resolve the errors as soon as possible. If you have a critical need, you may:

1. Email CFPDC@dm.usda.gov
2. Send fax to (301) 394-0300
3. Call (301) 394-0400 or (877) 576-6329

For office supplies, we will call OfficeMax and place the order for you. For specialty items and forms or publications we will manually ship from our warehouse. Since it is manual process, please only request emergency items. Be sure to include your Name, Address, Customer ID, Item Description, Unit of Issue and Quantity.

Thanks again for your patience. We will post any updates to our website's home page. If you have any questions, please call (301) 394-0400.