



**DEFENSE COMMISSARY AGENCY  
HEADQUARTERS AND SUPPORT CENTER  
1300 EISENHOWER AVENUE  
FORT LEE, VIRGINIA 23801-1800**

MSN

April 1, 2026

**NOTICE TO THE TRADE – DeCA NOTICE 26-100**

**SUBJECT: Container Redemption Value (CRV) Compliance Requirements for DeCA Form 40-15/40-16 New Item, File Maintenance, and Promotional Submissions**

The Defense Commissary Agency (DeCA) is issuing this Notice to the Trade to clarify requirements associated with Container Redemption Value (CRV) information submitted through the combined DeCA Form 40-15 / 40-16 New Item and Promotional Presentation Form.

As announced in DeCA Notice to the Trade 25-67 (Revised 40-15/40-16 New Item and Promotional Presentation Form), vendors submit item information using the Data Entry Sheet, which populates the applicable 40-15 and 40-16 presentation forms.

CRV information must be reported on the tab labeled “40-15 CRV Only.” This tab serves as the official documentation used to report CRV values when applicable.

CRV amounts are established by state container deposit laws in jurisdictions that require refundable beverage container deposits. Suppliers are responsible for ensuring CRV values submitted to DeCA reflect the current deposit requirements for each applicable state.

**Vendor/Supplier Responsibility**

When submitting new item presentations, promotional submissions, or file maintenance requests using DeCA Form 40-15 / 40-16, suppliers and brokers must:

- Ensure the CRV amount is accurate for each applicable state where the item will be sold
- Complete the “40-15 CRV Only” tab when CRV applies
- Verify CRV information prior to submission to ensure compliance with current state container deposit laws

Failure to provide accurate CRV information may result in delays to item setup, item authorization, or resubmission of documentation.

**Category Team Responsibilities**

Upon receipt of a 40-15 / 40-16 submission, the assigned Category Team is responsible for:

- Reviewing submissions for completeness prior to processing
- Coordinating with the supplier or broker when clarification or corrections are required
- Obtaining updated documentation from the supplier when CRV information requires correction

## **CRV Discrepancy Identification**

CRV discrepancies may be identified through store operations, internal review, or supplier/vendor communication. In many cases, discrepancies are first identified during store container redemption activities, when deposits collected at the point of sale do not align with the CRV value maintained in DeCA item records. Personnel submitting CRV discrepancy inquiries are encouraged to include the Category Team inbox in their communication to assist with efficient routing and resolution.

## **Required Documentation for CRV Updates**

CRV updates must be supported by vendor-provided documentation submitted through DeCA Form 40-15 / 40-16, specifically through the “40-15 CRV Only” tab when applicable. Internal CRV discrepancy forms used to communicate potential updates or discrepancies will not be accepted as official documentation for CRV changes. CRV values maintained within DeCA systems must remain traceable to supplier-provided documentation submitted through the official item maintenance process.

## **File Maintenance Role**

The File Maintenance Team is responsible for executing approved item data updates within DeCA systems once the appropriate vendor documentation has been received through the merchandising process. File Maintenance does not originate CRV values and cannot modify CRV information without the required supporting documentation.

## **Additional Guidance**

Industry partners should reference DeCA Notice to the Trade 25-67, “Revised 40-15/40-16 New Item and Promotional Presentation Form,” dated April 30, 2025, which provides detailed instructions for completing the DeCA Form 40-15 / 40-16 and the associated Data Entry Sheet.

The instructional storyboard associated with that notice provides step-by-step guidance for vendors completing the form.

## **Effective Date**

This notice is effective immediately and applies to all new item presentations, promotional submissions, and file maintenance requests submitted using DeCA Form 40-15 / 40-16.

Suppliers and brokers are encouraged to review their submission processes to ensure CRV information is validated prior to submission.

Failure to provide accurate CRV information may result in delays to item authorization or corrective action to ensure compliance with applicable state regulations.

## **Points of Contact**

If you have questions or concerns about this Notice, please contact the appropriate Category Team:

### Fresh

Deli, Bakery, Sushi, and Prepared Foods: [deca.lee.hq.list.mpsf-deli-bspf@mail.mil](mailto:deca.lee.hq.list.mpsf-deli-bspf@mail.mil)

Produce: [deca.lee.MP.list.fresh-produce-team@mail.mil](mailto:deca.lee.MP.list.fresh-produce-team@mail.mil)

Meat and Seafoods: [deca.lee.hq.list.mpsfms@mail.mil](mailto:deca.lee.hq.list.mpsfms@mail.mil)

### Non-Fresh

Pet Food, HBC, Non-Consumables: [deca.lee.hq.list.mpsf@mail.mil](mailto:deca.lee.hq.list.mpsf@mail.mil)

Semi-Perishable (DSD) Consumables: [deca.lee.hq.list.mpsj@mail.mil](mailto:deca.lee.hq.list.mpsj@mail.mil)

Beer, Wine, Refrigerated & Frozen Consumables: [deca.lee.hq.list.mpsw@mail.mil](mailto:deca.lee.hq.list.mpsw@mail.mil)

Both MPS Fresh and Non-Fresh

Commissary Store Brands: [deca.lee.hq.list.mpse@mail.mil](mailto:deca.lee.hq.list.mpse@mail.mil)

Promotions: [deca.lee.hq.list.mpsg@mail.mil](mailto:deca.lee.hq.list.mpsg@mail.mil)

Retail Business Analysis: [deca.lee.hq.list.mpsk@mail.mil](mailto:deca.lee.hq.list.mpsk@mail.mil)

File Maintenance: [deca.lee.hq.list.mpsl@mail.mil](mailto:deca.lee.hq.list.mpsl@mail.mil)

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