

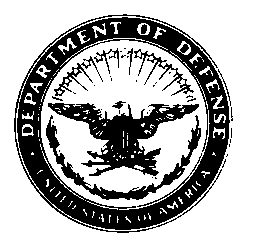
**TOOL ROOM**

**DESKTOP / TURNOVER**

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**APPOINTMENT LETTERS**

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

MT/IMI

13 Nov 10

From: Motor Transport Maintenance Officer, My Support

Company, My Support Battalion

To: Lance Corporal Snap O. Wrench 000 00 0123/3521 USMC

Subj: APPOINTMENT AS THE MOTOR TRANSPORT TOOL ROOM NCO

Ref: (a) MCO P4790.2

(b) III MEFO P4790.2

1. In accordance with the reference, you are appointed as the Motor Transport Tool Room NCO. You will be guided in the performance of your duties by the provisions of the reference.

I. M. INCHARGE

MT/IMI

13 Nov 10

FIRST ENDORSEMENT

From: Lance Corporal Snap O. Wrench 000 00 0123/3521 USMC

To: Motor Transport Maintenance Officer, My Support

Company, My Support Battalion

Subj: APPOINTMENT AS THE MOTOR TRANSPORT TOOL ROOM NCO

1. I will familiarize myself with the references, and have on this date assumed the duty as the Motor Transport Tool Room NCO.

S. O. WRENCH

**BILLET**

**MISSION**

Mission of Billet

The Tool Room Non-commissioned Officer (NCO) is responsible for all tools, sets, chests, kits, SL-3 inventories and extracts, pertaining publications and references, and all relative inventories and administrative requirements. The Tool Room NCO will ensure that all missing or unserviceable tools are requisitioned in a timely manner. You will also assist in the accuracy of your unit’s Motor Transport Maintenance Consolidated Memorandum Receipt (CMR).

**BILLET**

**DESCRIPTION**

Billet Description

You have been assigned as the Tool Room NCO representative for Your Support Battalion, Your Support Company, Motor Transport Maintenance Section. Your responsibilities include but are not limited to:

1. Ensure all required SL-3s or extracts from technical publications (TMs, service manuals, commercial publications, etc.) are maintained on-hand in accordance with current directives. (TM 4700-15/1H)
2. Ensure all required SL-3s or extracts from technical publications are kept current by reviewing the SL-1-2/1-3 monthly.
3. Ensure all inventories are being conducted and recorded on appropriate schedules using the required SL-3s or extracts.
4. Ensure all special tool allowances are authorized in writing, accounted for, and properly maintained.
5. Ensure any maintained Using Unit Responsibility Items (UURIs) and/or “As Required” items are authorized in writing.
6. Ensure all shortages, damaged, misused, unserviceable, lost, destroyed, or misappropriated tools, sets, chests, kits, or components are reported immediately to the chain of command.
7. Ensure all shortages are properly requisitioned, tracked, and reconciled with the appropriate sections/commodities, and supply.
8. Ensure all tools, sets, chests, kits, and components which are issued for use, are returned the same day before close of business.
9. Ensure positive control is maintained on all issued tools, sets, chests, kits, and components by means of log book or Equipment Custody Record (ECR Card).
10. Ensure all inventories, log book entries, ECR Cards, and requisition records are maintained for a minimum of one year.

**CHAIN OF COMMAND**

**Your Support Battalion**

**Motor Transport Maintenance Chain of Command**

Maintenance Officer CWO3 Incharge, I.M.

Maintenance SNCOIC MSgt Topdog, I.M.

Maintenance Chief GySgt Highway, S.F.

Assistant Maintenance Chief SSgt Hardcore, K.L.

Tool Room / Safety / Hazmat SNCOIC SSgt Snapon, L.A.

Quality Control NCOIC Sgt Inspectit, M.

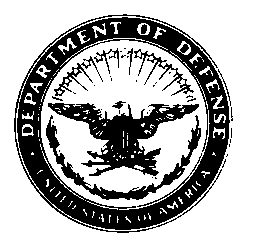
Maintenance Platoon Sergeant Sgt Spitshine, R.S.

Assistant Platoon Sergeant Sgt Luckenbach, W.M.

Shop Chief Sgt Getrdone, J.B.

**ACCESS**

**ROSTER**

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

MT/IMI

13 Nov 10

From: Motor Transport Maintenance Officer, My Support

Company, My Support Battalion

To: All Hands

Subj: UNACCOMPANIED ACCESS TO THE MOTOR TRANSPORT TOOL ROOM

1. The below listed personnel are authorized unaccompanied access into the Motor Transport Tool Room. All others will be escorted by one of the listed individuals.

RANK NAME BILLET

CWO3 Incharge, I. M. Maintenance Officer

MSgt Topdog, I. M. Maintenance SNCOIC

GySgt Highway, S. F. Maintenance Chief

SSgt Hardcore, K. L. Assistant Maintenance Chief

SSgt Doright, D. O. Quality Control SNCOIC

Sgt Fitem, C. M. Shop Chief

LCpl Wrench,S.O. Tool Room NCO

2. Point of contact is CWO3 Incharge at extension 555-1234.

I. M. INCHARGE

**POINTS OF CONTACT**

Points of Contact

Motor Transport

**Officer in Charge (OIC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Staff NCO in Charge (SNCOIC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Maintenance Chief \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Maintenance Rep. (MIMMS Rep) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Publications NCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supply / Layette / PEB NCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tool Room / Calibrations NCO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Points of Contact

3rd Shops

**Maintenance Battalion \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Calibrations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Corrosion Repair Facility (CRF) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DRMO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Float \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Scales / Load Test \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Points of Contact

Battalion Maint/Supply Management

**Battalion MMO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Battalion MMC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Battalion S-4 Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Battalion Supply OIC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Battalion Supply Chief \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Battalion Supply Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CURRENT REFERENCES**

Current References

**Publication Title**

MCO 1553.3 UNIT TRAINING MANAGEMENT (UTM)

MCO 4105.2 Marine Corps Warranty Program

MCO 4400.16G Uniform Material Movement And Issue Priority System

MCO P11262.2A Inspection, Testing, and Certification of Tactical Load Lifting Equipment

MCO P4400.150E Consumer-Level Supply Policy Manual

MCO P4790.2C MIMMS FIELD PROCEDURES MANUAL

MCO P5600.31G Printing And Publications Regulations

MCBul 3000 Table of Mares Logistic Reportable SORTS

TM 4700-15/1H Ground Equipment Record Procedures

UM 4400-123 FMF SASSY Management Users Manual

UM 4400-124 SASSY Using Unit Users Manual

UM 4400-15 Marine Corps Users Manual

UM 4790-5 MIMMS-AIS Field Maintenance Procedures

Y1234 Copy of Your Unit’s MT Maint CMR

Copy of Your Unit’s Maint Management S.O.P.

**PROCEDURES FOR CARRYING OUT DUTIES**

**Tool Room Procedures Task List**

1. Attend unit formations as required.

2. Check with the Motor Transport Chief on pending projects.

3. RESPONSIBILITY: As the Tool Room NCO, you are responsible for the issue, recovery and inventory of all tool, set, chest, and kits that are contained within the tool room area. The Tool Room NCO will be held responsible and accountable for all authorized components that are issued and are located within the Tool Room. Your duties as the Tool Room NCO include, but are not limited to the following;

1. Maintain tool control and security of the tool room and all signed components of the tool room area insuring that only authorized personnel enter the tool room area.
2. Report to the Motor Transport Chief any discrepancies and problems which may arise during the work day to include, missing, unserviceable, abuse, or neglected tools.
3. Insure that any and all issued tools, sets, chests, kits, and TMDE items are returned to the tool room prior to the maintenance personnel departure from the maintenance shop.
4. Ensure that the Tool Control Log Book has been signed and dated by the Motor Transport Chief before securing for the day. Unless the items have been issued on an Equipment Custody Record (ECR Card) to a responsible individual.

4. Mechanics tool kits will be inventoried monthly. All B-kits and special tools will be inventoried monthly. The Common 24, Common 30, and Common 34 will be inventoried quarterly. All inactive tool boxes will be inventoried annually.

1. Remove all tools from the tool box when conducting inventories.
2. Check for serviceability and cleanliness as you conduct your inventories.
3. All inactive tools, sets, chests, and kits, will be either band and/or locked, and labeled as inactive.

5. When conducting your inventories and identify missing, lost, stolen, or unserviceable tools; you will requisition those tools immediately.

a. If a tool is not on hand, the Tool Room NCO must submit a purchase request and maintain a hard copy for tracking purposes.

b. It is the responsibility of the Tool Room NCO to track and monitor all pending requisitions, as well as report requisitions statuses to the Motor Transport Chief.

6. Tool set, chest, and kit folders (i.e. SL-3 and extracts) will be organized and centrally located within the tool room. These records must be maintained current and inspection ready at all times.

7. Tools, sets, chests, and kits must be serialized and recorded on the Motor Transport Maintenance Officers Consolidated Memorandum Receipt (CMR).

8. Tool, set, chests, and kit inventories and signature page will be maintained for a period of one year.

9. The Tool Room NCO must maintain an accurate logbook of all tools and all other general usage tools which are frequently checked out of the tool room. Entries for the log must include the printed name, rank, time/date checked out, time/date checked in, printed name of individual checking the item out, as well as signature.

10. The Tool Room NCO will maintain an up-to-date Tool Room Access Roster. This roster will be reviewed and signed by the Motor Transport Maintenance Officer. A copy of the signed roster will be posted at the entrance of the tool room in order to prevent unauthorized personnel from gaining access to tools and/or tool storage area.

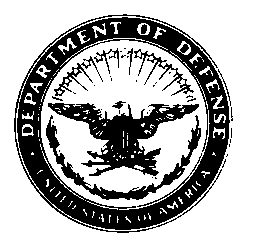
**MAINTENANCE MANAGEMENT**

**S.O.P.**

**(If you do not have in your possession a copy of your unit’s Maint Management SOP, see you unit MMO!!! )**

**SPECIAL TOOL ALLOWANCE**

**LETTER**

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

MT/IMI

13 Nov 10

From: Motor Transport Maintenance Officer, My Support Company

To: Commanding Officer, My Support Battalion

Via: Commanding Officer, My Support Company

Subj: REQUEST FOR SPECIAL TOOL ALLOWANCE

Ref: (a) MCO P4790.2

(b) MCO P4400.150

Encl: (1) Special Tool Allowance List

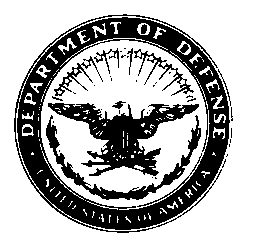
1. In accordance with references (a) and (b), it is requested that authority be granted to maintain a Special Tool Allowance for the items listed in enclosure (1).

2. The items listed in enclosure (1) are required to enhance the overall maintenance capability and to improve our combat readiness.

3. A copy of this authorization letter will be placed in the pertinent SL-3 extract folder for use during the quarterly inventories of each tool set, chest, and kits.

4. The point of contact for this matter is CWO3 Incharge at phone number 555-1234.

I. M. INCHARGE

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

Supt/CO

14 Nov 10

FIRST ENDORSEMENT on Motor Transport Maintenance Officer ltr

4790 MT/IMI dtd 13 Nov 10

From: Commanding Officer, My Support Company

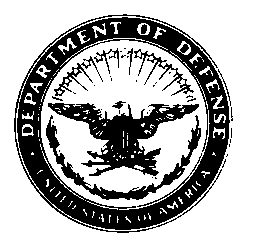
To: Commanding Officer, My Support Battalion

Subj: REQUEST FOR SPECIAL TOOL ALLOWANCE

Encl: (1) Special Tool Allowance List

1. Forwarded recommending approval.

I. M. Companyofficer

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

Supt/CO

14 Nov 10

SECOND ENDORSEMENT on Motor Transport Maintenance Officer ltr

4790 MT/IMI dtd 13 Nov 10

From: Commanding Officer, My Support Battalion

To: Motor Transport Maintenance Officer, My Support Battalion

Subj: REQUEST FOR SPECIAL TOOL ALLOWANCE

Encl: (1) Special Tool Allowance List

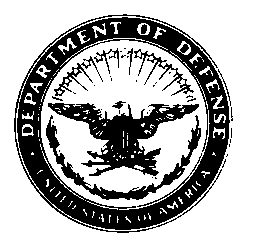
1. The items listed in enclosure (1) are authorized to be maintained as special tool allowance items.

I. M. Bncommander

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SPECIAL TOOL ALLOWANCE (EXAMPLE) | | |  |  |
|  |  |  |  |  |
| **PART # / NSN** | **DESCRIPTION** | **AUTH QTY** | **U/P** | **T/P** |
| 2H023 | 36" BOLT CUTTER | 1 | $222.98 | $222.98 |
| 5BB61 | MULTIMETER | 5 | $269.68 | $1,348.40 |
| 6Y894 | GREASE GUN | 7 | $35.62 | $284.69 |
| 6Y797 | 8 QT OIL CAN | 1 | $79.92 | $79.92 |
| 1AZ98 | PALLET JACK | 1 | $1,097.76 | $1,097.76 |
| 1TDK2 | DIESEL ENGINE HOT WATER PRESSURE WASHER | 2 | $1,655.15 | $3,310.30 |
| 1UK89 | SAE RATCHING BOX WRENCH SET | 24 | $77.82 | $1,867.68 |
| 1UK90 | METRIC RATCHING BOX WRENCH SET | 24 | $101.36 | $2,432.64 |
| 6R326 | 8 LB SLEDGE HAMMER | 2 | $31.60 | $63.20 |
| 6R328 | 12 LB SLEDGE HAMMER | 1 | $47.62 | $47.62 |
| 4ZZ99 | PRESSURE WASHER | 2 | $3,851.50 | $7,703.00 |
| 1ARN7 | TORQUE WRENCH 1 DR 300-2000 FT LBS | 1 | $2,739.85 | $2,739.85 |
| 1Q887 | TORQUE WRENCH 1 DR 200-1000 FT LBS | 1 | $1,659.58 | $1,659.58 |
| 1ARP6 | TORQUE WRENCH 3/4 DR | 2 | $780.91 | $1,561.82 |
| 4YA70 | TORQUE WRENCH 1/2" 50-250 FT LBS | 2 | $206.46 | $412.90 |
| AYA66 | TORQUE WRENCH 1/2" 600-3000 IN LBS | 2 | $192.79 | $385.58 |
| 1DZK2 | REFRIGERANT RRR MACHINE A/C | 1 | $2,013.37 | $2,013.37 |
| 5MG02 | HYRDAULIC SHOP PRESS | 1 | $4,169.00 | $4,169.00 |
| 1DZK3 | TRANSMISSION FLUID EXCHANGER | 1 | $7,327.50 | $7,327.50 |
| 1EAW8 | FLOOR CRANE 4400 LB CAPACITY | 2 | $4,082.55 | $8,165.10 |
| 1EAX7 | HIGH LIFT WHEEL DOLLY 1500 LB CAPACITY | 6 | $396.19 | $2,377.14 |
| 1EAZ3 | HIGH LIFT JACK TRANSMISSION 2000 LB CAPACITY | 1 | $1,837.00 | $1,837.00 |
| 5MG33 | SERVICE JACK 6 TON | 4 | $2,280.38 | $9,121.52 |
| 5MG28 | SERVICE JACK 4 TON | 4 | $1,552.37 | $4,209.48 |
| 1EAX4 | BRAKE DRUM DOLLY | 1 | $400.41 | $400.41 |
| 1EAY6 | JACK STAND LOW 12 TON | 15 | $285.85 | $5,717.00 |
| 5VF78 | REFRIGERANT RECOVERY | 1 | $4,600.00 | $4,600.00 |
| 1UMK6 | WRENCH IMPACT 1/2" DR | 2 | $214.46 | $428.92 |
| 1MM27 | WRENCH IMPACT 3/4" DR | 1 | $506.03 | $506.03 |
| 5LA66 | RATCHET WRENCH 1/2" DR | 3 | $188.57 | $565.71 |
| 4JX19 | IMPACT SOCKET SET 25PC 1/2 MM | 2 | $305.78 | $611.56 |
| 1EAP7 | BATTERY TESTER KIT 24 VOLT | 2 | $746.99 | $1,493.98 |
| 4WM21 | CREEPER SEAT | 10 | $109.13 | $1,091.30 |
| 6XR55 | CREEPER | 10 | $169.55 | $1,695.50 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  | INT\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |  |  |  |  |

**POLICY**

**LETTERS**

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

MMO

13 Nov 10

POLICY LETTER X-10

From: Commanding Officer, My Support Battalion

To: Company Commanders, My Support Battalion

Subj: MAINTENANCE AND MAINTENANCE MANAGEMENT TRAINING

Ref: (a) MCO P4790.2c

1. Situation. The reference is the Marine Corps Integrated Maintenance Management System (MIMMS) Field Procedures Manual, which establishes policy and procedures for management of Marine Corps ground equipment maintenance.

2. Mission. To provide subordinate Commanders guidance on maintenance and maintenance management training.

a. Per the reference, “While commanders cannot be expected to possess the expertise of technicians or mechanics, they must demonstrate genuine interest in, and enthusiasm for, their respective unit’s maintenance efforts. This interest is the most essential factor of a successful ground equipment maintenance program. Command interest must reflect the responsibility inherent in command for equipment readiness.”

b. Equipment maintenance is a major key to unit operational readiness and winning battles. An effective maintenance program is not achieved by accident, or through technical means (i.e. tools, repair parts, etc.) alone. Above all, it is achieved through the motivation, knowledge and ability of the Marines and Sailors who operate and support the maintenance program, and by the active and passionate involvement of Commanders and leaders at every level.

c. U.S. Marine Corps, 8th Engineer Support Battalion (8th ESB) leaders must be accountable for the equipment they possess, but they must also know and understand their equipment, the maintenance program, and ensure the technical instruction of their Marines and Sailors, both maintainers and operators. This is particularly germane to unique nature of 8th Engineer Support Battalion (8th ESB) operational environments.

Subj: MAINTENANCE AND MAINTENANCE MANAGEMENT TRAINING

3. Execution. I expect a high-level of excellence and effectiveness in the 8th Engineer Support Battalion (8th ESB) equipment maintenance program. To this end, Commanders will ensure maintenance and maintenance management training is conducted per applicable Training and Readiness (T/R), the reference and other appropriate sources.

a. Maintenance and maintenance management training must encompass all areas of maintenance and maintenance management. Internal inspections play a vital role in our success and serve to verify the effectiveness of our maintenance program and the training provided as a means to achieve program excellence.

b. Commanders will ensure implementation of an aggressive maintenance and maintenance management training and inspection program for subordinate leaders at all levels to ensure the effectiveness of unit maintenance and maintenance training programs.

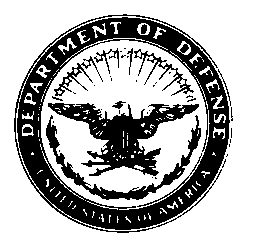
4. Administration and Logistics. This policy will be incorporated into unit directives and orders.

5. Command and Signal

a. This policy is applicable to all 8th ESB units as well as those units assigned under the operational control of 8th ESB during contingency operations.

b. This policy is effective the date signed.

M. Y. BNCOMMANDER

**UNITED STATES MARINE CORPS**

**MYSUPPORT COMPANY**

**MY SUPPORT BATTALION**

**MY UNIT LETTER HEAD**

#### OKINAWA, JP 12345-0123

**IN REPLY REFER TO:**

4790

MMO

13 Nov 10

POLICY LETTER XX-10

From: Commanding Officer, My Support Battalion

To: Company Commanders, My Support Battalion

Subj: PRODUCT QUALITY DEFICIENCY REPORT (PQDR)

Ref: (a) MCO P4790.2c

1. The primary goals of the Product Quality Deficiency Report (PQDR) Program are to maximize mission and operational effectiveness, prevent recurring deficiencies, and improve user satisfaction with Marine Corps material. As customers of the PQDR Program, it is the responsibility of every Marine and Department of the Navy employee to provide feedback to meet the goals of this program. Every customer aware of a defect, nonconforming condition or premature equipment failure, which limits or prohibits Marine Corps material from fulfilling its intended purpose, is responsible for completing and submitting a PQDR on these defects in accordance with reference (a). This includes deficiencies in design, specifications, material, manufacturing, and workmanship. Premature equipment failure is defined as the unsatisfactory operational performance of equipment during the course of normal usage and not attributed to normal wear and tear or maintenance/operator error.

2. Categories of PQDRs:

a. Category I: May cause death, injury, or severe occupational illness; would cause loss of or major damage to a weapon system; would restrict combat readiness capability of the using organization; or would result in production line stoppage.

b. Category II: Those deficiencies or failures that do not meet the stated criteria of category I yet inhibit the proper functioning of equipment.

3. Responsibility: The individual who discovers the deficiency in material submits PQDRs through the chain of command. A survey of chronological PQDR records shows that the PQDR program has limited visibility throughout the battalions and regiment. One cause could be that the Marines who work with the equipment and know it best are unfamiliar with the PQDR program and the purpose it serves. All Marines who use equipment in the Marine Corps inventory should be made aware of the PQDR program and how it can benefit their organization.

4. PQDR forms (SF 368) or electronic copy can be obtained from the battalion’s MMO office. Instructions on how to fill out the PQDR are on the back of the form. PQDRs must be filled out with as much detailed information as possible. The battalion's MMO office will provide assistance in completing these forms.

Subj: PRODUCT QUALITY DEFICIENCY REPORT (PQDR)

5. The battalion MMO will act as a screening point to consolidate PQDRs from battalion commodities. Once PQDRs have been annotated with an internal battalion tracking number, the PQDR will be forwarded as an E-mail attachment by the Commodity Managers to Albany for expedited processing. All e-mailed PQDRs will be carbon copied to the battalion MMO for tracking. The battalion MMO will then forward the sent PQDR to the Regimental MMO for tracking and promulgation in the Regiment.

6. This policy letter supersedes all previous policies letters pertaining to PQDR procedures and will be filed in the appropriate desktop procedures and turnover folders.

7. Any questions concerning this policy letter or Maintenance Management should be directed to MMC, SSgt Followup at 555-6789.

M. Y. BNCOMMANDER

**FSMAO**

**CHECKLIST**

**MAINTENANCE ADMINISTRATION**

**1**. Is the MMSOP and maintenance policy letters available to commodity personnel?, MCO P4790.2C, paragraphs 1004.4; and Appendix A, paragraph 2.b)

YES NO N/A

**2**. Have desktop procedures/turnover folders been prepared for each billet involving administrative and management functions? (MCO P4790.2C, paragraph 1005)

YES NO N/A

**EQUIPMENT RECORDS**

**1.** Does commodity have a dispatching program and is it in compliance with appropriate orders and directives? (TM 4700-15/1H, paragraph 2-15.c and 15-3.b; TM 4700-15/1H, paragraph 15-7)

YES NO N/A

**1a.** Are NAVMC 10031’s (Daily Dispatching Record of Vehicles) filled out correctly and properly maintained?

(TM 4700-15/1H paragraph 2-15)

YES NO N/A

**1b.** Are NAVMC 10627’s (Vehicle and Equipment Operational Records) filled out correctly and properly maintained? (TM 4700-15/1H, paragraph 2-19-4 thru 2-19-7)

YES NO N/A

**1c.** Are Operator's Daily Checklists for load lifting equipment utilized and maintained with current forms and records (i.e. NAVMC 10523 or NAVMC 10393)? (MCO P11262.2A, paragraph 1001.2; and TM 4700-15/1H, Chapter 2, paragraph 2-24; NAVMC 10393)

YES NO N/A

**1d.** Are NAVMC 10523/10524 (Engineer equipment operational record/Consolidated Log) filled out in accordance with the current references? TM 4700-15/1H, paragraph 2-20-1, 2-21-1

YES NO N/A

**2.** Is the Ordnance Vehicle Logbook stored in the vehicle at all times except during appropriate maintenance cycles or long term storage? (REF: TM 4700-15/1H page 5-2-1 para 5-2d.)

YES NO N/A

**2a.** Are Ordnance Vehicle Daily Log forms NAVMC 10393 and NAVMC 10393a located in the Logbook and is the Vehicle Commander making entries in accordance with the instructions contained on the NAVMC 10393a ? (REF: TM 4700-15/1H page 5-4-1 para 5-4d)

YES NO N/A

**2b.** Is all information contained on the NAVMC 10393 being summarized and transcribed, monthly to form NAVMC 10394 Ordnance Vehicle Monthly Log? (REF: TM 4700-15/1H page 5-5-1, para 5-5a)

YES NO N/A

**2c.** Are Ordnance Vehicle Service Record forms NAVMC 10398 and 10398a located in the Logbook and properly filled out? (REF: TM 4700-15/1H page 5-6-1 para 5-6d), (REF: TM 4700-15/1H page 5-6-1)

YES NO N/A

**3.** Is the issue and/or recovery of equipment accomplished with the proper forms and records? (MCO P4400.150E paragraph 5011.3 TM 4700-15/1H, Chapter 7; and UM 4400-124 paragraph 2.9 pg 3-2-10)

YES NO N/A

**4.** Does the commodity follow the preparation, filing and disposition instructions on all forms and records for all Principle End Items (PEI) possessed? (For additional forms and records not listed in this section) ((TM 4700-15/1H, Chapter 2 and applicable commodity chapters)(HE, MT, Ordnance, and Comm)

YES NO N/A

**TRAINING**

**1.** Does the unit/commodity have a licensing program and is it in compliance with appropriate orders and directives? (MCO 11240.66\_D; MCO 5110.1\_; MCO P11240.106B, paragraph 2012; TM 11240-15/3F; MCO 8400.6 and TM 11275-15/4B)

**YES NO N/A**

**1a.** Are the required licensing program documents kept on file in accordance with the reference (i.e. licensing log and driver’s history file)? (TM 11240-15/3F, MCO 8400.6)

YES NO N/A

**2.** Does the commodity manager maintain current T&R/ITS events, paper or electronic copy, for Military Occupational Specialties (MOS) under his/her cognizance? (NAVMC 3500.XX T&R MANUAL; MCO 1553.3; MCRP 3-0B, appendix H; MCRP 3-0A, Chapter 4; and applicable ITS orders (www.usmc.mil/publication)

YES NO N/A

**3.** Does the unit have procedures to maintain a record of COMSEC maintenance training (DD-1435 or equivalent) for all Marines trained in COMSEC maintenance? (Committee on National Security Systems (CNSS) 4000 par 7.5.;OPNAVINST 2221.3D par 4.c)

YES NO N/A

**4.** Does the commodity manager plan and conduct maintenance training? (MCO P4790.2C, paragraph 1004.8.f (7) (a); NAVMC 3500.XX T&R MANUAL (MOS ITS); MCRP3-0A chapter 5; and MCRP 3-0B Appendix B). Policy Gap MCO P4790.2C Refs. MCO P4790.2C, paragraph 1004.8.f (7).

YES NO N/A

**4.a**. Is the commodity manager conducting maintenance management training per the MMO published training schedule? (MCO P4790.2C, Chapter 1004.2.b, Chapter 2003.2. d; MCRP 3-0A, Chapters 5, and 6; and MCRP 3-0B, Chapters 5, and 6)

YES NO N/A

**5.** Does the unit conduct training to ensure that all personnel handling COMSEC material are familiar with and adhere to proper COMSEC procedures, to include all personal tasked with any level of maintenance of COMSEC equipment, a system employing COMSEC functions, or equipment containing cryptographic components, to a level commensurate with their involvement with the equipment or system and are these records available? (CNSS 4000 par 7.5(C); OPNAVINST 2221.3D par 5.a EKMS1A par 455.f)

YES NO N/A

**6.** Do the Individual Training Records (ITRs) document Mastery/Non-Mastery of individual tasks based upon the METL and ITS/T&R events? (MCO 1553.3, enclosure 1; MCRP 3-0A, Chapter 5; and MCRP 3-0B, Appendix B; NAVMC 3500.XX T&R MANUAL, www.usmc.mil/publications)

YES NO N/A

**MAINTENANCE TRACKING/MIMMS REPORTING**

**1.** Do commodity personnel use an Equipment Repair Order (ERO) in all instances where required, in the performance of requested maintenance? (TM 4700-15/1H, paragraph 2-2.a (1))

YES NO N/A

**1.a.** Are personnel assigned by the Commanding Officer or delegated personnel properly assigning priority designators? (MCO 4400.16G; MCO P4400.150E, paragraph 3001.5, TM 4700-15/1H 2-2-7, para. 2.d.17a

YES NO N/A

**1.b.** Are items of equipment added to or deleted from deadline as appropriate? (MCO P4790.2C, paragraph 1000.2.g (1) and Appendix G, paragraph 2)

YES NO N/A

**1.c.** Are Deadlined Control Dates (DCDs) assigned to Category Code M EROs (and Category C & P EROs when deadlined)? (TM 4700-15/1H, paragraph 2-2.d (9))

YES NO N/A

**1.c.1** Is the current Marine Corps Automated Readiness Evaluation System (MARES) Equipment, MCBul 3000 maintained on site, and is it used to report ground equipment status? (MCO 3000.11D\_, paragraphs 13, and 16.e; TM 4700-15/1H, paragraph 2-2.d (22); and MCBul 3000 MCO P5600.31g paragraph 3206.1)

YES NO N/A

**1.d.** Do Job Status Codes and Defect Codes accurately reflect the current status of the equipment? (TM 4700-15/1H, paragraphs 2-2.d (18), 2-2.d (22), 2-2.d (23), 2-2.f; and UM 4790-5, Chapter 24)

YES NO N/A

**1.d.1.** Does equipment in a "Unit Recall" status have valid parts requisitions? (TM 4700-15/1H, paragraph 2-2.f (3); and UM 4790-5, Chapter 24, page 7 (Code 24))

YES NO N/A

**1.e.** Do equipment serial numbers on Equipment Records, EROs, MIMMS-AIS, and unit property records agree? (UM 4400-124, Part III, Section 2, paragraphs 2.6 and 2.14; and TM 4700-15/1H, paragraph 2-2.d (11))

YES NO N/A

**2.** Does a comparison of the MIMMS reports matched against the source data, (ERO/EROSL) indicate that unit personnel are validating and reconciling information as required in accordance with the current directives? (MCO P4790.2C, Appendixes C and G; MCO P4400.150E, paragraph 3001.6; MCO 4400.16G; TM 4700-15/1H, paragraph 2-2; and UM 4790-5, Chapter 24)

YES NO N/A

**SUPPLY SUPPORT**

**1.** Are repair parts/assemblies held in maintenance facilities identified with an open ERO, authorized pre-expended bin (PEB), or broken unit of issue; and maintained in accordance with current directives? (MCO P4790.2C, paragraph 2004 5, 7.e.(1) and Appendix C (MCO P4400.150E, paragraph 5018(6))

YES NO N/A

**2.** Has the unit commander approved PEB items, in writing, and are they stocked in accordance with current stockage criteria? (MCO P4400.150E, paragraph 5018; and MCO P4790.2C, paragraph 2004.7)

YES NO N/A

**3.** Is a Reparable Issue Point (RIP) catalog available at the commodity level? (MCO P4790.2C, paragraph 3003.4b, Appendix C, paragraph 2(d); and UM-4400-123 Part III, Section 14, paragraph 14.5.c.), [www.logcom.usmc.mil/smc/secrep](file:///D:\Documents%20and%20Settings\carey.hanna\Desktop\MT%20MAINT%20CHIEF\www.logcom.usmc.mil\smc\secrep)

YES NO N/A

**4.** Are repair parts placed on requisition consistent with the urgency of need designator? (MCO P4790.2C, paragraph 2004.1; MCO 4400.16G UMMIPS Paragraph 9, Enclosure (1))

YES NO N/A

**4.a.** Do the EROSLs and forms used in lieu of the EROSL document all part transactions for the equipment-undergoing repair (requisitions, receipts, cancellations, and reordering of partial issues)? MCO 4105.2 (MCO P4790.2C, paragraphs 2004.2 and 2004.5; , Chapter XXII, Part A, paragraph 22001; UM 4400-124, Part III, Section 5, paragraph 5.1.3; and TM 4700-15/1H, paragraphs 2-3.a, d, and e)

YES NO N/A

**4.b.** Does the commodity enter the NMCS indicator and applicable advice codes on the "4 parts" transaction as required during initial preparation of the EROSL, and are they properly assigned? MCO 4105.2 (MCO 4400.16G; TM 4700-15/1H, paragraph 2-3c (2) l)

YES NO N/A

**4.c.** Are the priorities of deadlining or degrading parts listed on EROSLs or forms equal to or lower than the priority of the associated Equipment Repair Order (ERO), consistent with the mission essentiality of the item being requisitioned? (MCO P4790.2C, paragraph 2004.2; and MCO 4400.16G, Enclosure (1))

YES NO N/A

**5.** Are reconciliations being conducted between the commodities and supply/MMO or supporting activities and are corrective actions being taken? (MCO P4790.2C, paragraph 2004.3 and Appendix C; UM 4400-124, Part III, Section 5, paragraph 5.1.3; and TM 4700-15/1H, paragraph 2-3c.(2) and 2-3.e(2))

YES NO N/A

**6.** Is a biweekly validation of the ERO, EROSL, and layettes being conducted? (MCO P4790.2C, paragraph 2004.4 and Appendix C; and MCO P4400.150E, paragraph 3001.6)

YES NO N/A

**PREVENTIVE MAINTENANCE**

**1.** Does equipment on-hand have PMCSs scheduled, evenly distributed, and performed in accordance with applicable equipment technical manuals (TMs)? (MCO P4790.2C, paragraph 3002; and TM 4700-15/1H, paragraphs 2-4.b, c and applicable commodity Chapters)

YES NO N/A

**2.** Are equipment operator or crew PMCSs being conducted in accordance with applicable TMs, and have corrective maintenance requirements been identified and repairs initiated? (MCO P4790.2C, paragraph 3002; and TM 4700-15/1H, applicable commodity Chapters)

YES NO N/A

**3.** Are all appropriate entries annotated in the associated Weapons Record Books, Part I and Part II (NAVMC 10558/10558a)? (TM 4700-15/1H, paragraphs 7-2 and TM 9-1000-202-14)

YES NO N/A

**4.** Has the commodity enrolled all applicable equipment in the Joint Oil Analysis Program (JOAP), and does an examination of JOAP records indicate use of the program? (MCO 4731.1A; TI 4731-14/1C; and TM 4700-15/1H, paragraphs 2-10, 2-11, and 2-12)

YES NO N/A

**5.** Has the unit Commander assigned, in writing, a load certification officer and has the certification officer designated a test inspector director and test director? (MCO P11262.2A, paragraph 1001.8)

YES NO N/A

**6.** Is a Load Test/Annual Condition Inspection (ACI) of cranes/aerial personnel devices, retrievers and other load lifting equipment accomplished, documented and is the load test date stenciled on the equipment? (MCO P11262.2A, paragraph 1001.11) (MCO P11262.2A, paragraph 2005; and TM 4700-15/1H, applicable commodity Chapters)

YES NO N/A

**7.** Is the hook throat spread measurement recorded and updated in accordance with current directives? (REF: MCO P11262.2 paragraph 2002.2)

YES NO N/A

**CORRECTIVE MAINTENANCE**

**1.** Are acceptance inspections conducted in accordance with the references? (MCO P4790.2C, paragraph 3001.1.a (1)

YES NO N/A

**2.** Does the unit ensure only CMC directed modifications are applied to Marine Corps equipment? (MCO P4790.2C paragraph 3004.2.d)

YES NO N/A

**3.** Is CM performed in accordance with applicable equipment TMs and in consonance with the echelon of maintenance, as prescribed in the unit’s respective T/O Logistics capabilities statement and/or taking advantage of the Common Sense Approach to Maintenance for specific tasks that exceed the authorized echelon of maintenance in accordance with current directives? (MCO P4790.2C, paragraphs 1003.1.g and 3003; the current Table of Organization and MARADMIN 110/00)

YES NO N/A

**3.a.** Has the unit commander authorized those tasks in writing? (MCO P4790.2C, paragraphs 1003.1.g and 3003; and the current Table of Organization and MARADMIN 110/00)

YES NO N/A

**4.** Are equipment failures, to include warranty items, being identified and product quality deficiency reports (PQDRs) being prepared in accordance with reference? (4105.2 enclosure 2 par 4.a; MCO 4855.10)

YES NO N/A

**5.** Does the Quality Control utilize inspection standards, checklists, or templates to inspect completed maintenance actions and/or record equipment specifications to ensure performance standards are within tolerance levels, in accordance with the applicable technical manuals? (MCO P4790.2C, paragraphs 3001.3.d, 3001.3.e, and 3007.3; TM 4700-15/1H, paragraph 15-6 ;)

YES NO N/A

**6.** Are directives available for the Electromagnetic Environmental Effects (E3) Program, Electrostatic Discharge (ESD) Management, and ESD Awareness, and are worksites where ESDs are handled, affording adequate protection against electrostatic damage by grounding stations and packaging material? (MCO 2410.2B; TM 9999-15/1; TM 9999-15/2; TI-4400-15/1A; and SI-4400-15/5)

YES NO N/A

**7.** Are the criteria and principles for determining the eligibility of economical repair being complied with? (MCO P4790.2C, par 3001.3.c (2) (a) MCO P4400.150E par 6006.2, MCO P4400.82F Para 5001)

YES NO N/A

**8.** Have all efforts been exerted to ensure that reparable equipment does not exceed maximum maintenance cycle time, and is supporting documentation available to support those instances where maximum maintenance cycle time is exceeded in (IMA)? (MCO P4790.2C, paragraphs 3003.5.b, 3003.5.c (1), and (2))

YES NO N/A

**9.** Upon completion of repair, is the customer notified when the equipment is ready for pick-up? (MCO P4790.2C, paragraph 3001.4.b; and TM 4700-15H, paragraph 2-2.d (57))

YES NO N/A

**10.** Do the equipment records indicate unit actions in resolving CM requirements? (MCO P4790.2C, paragraphs 1003 and 3003; and TM 4700-15/1H, Chapter 2 and applicable commodity Chapters)

YES NO N/A

**INVENTORY CONTROL**

**1.** Are special tool allowances established for garrison peculiar tools, and are these tools properly authorized and accounted for?. (MCO P4400.150E, paragraph 2012; and MCO P4790.2C, Appendix D, paragraph 3.c. (3)) (FMF Units only)

YES NO N/A

**1.a.** Are special tool allowances, to include garrison peculiar and locally fabricated tools, established in writing for tools not maintained within T/E specified chests, sets and kits?(FMF Units only)

YES NO N/A

**2.** Has the unit commander established in writing all Using Unit Responsibility Items (UURIs) allowances to include both “As Required” quantities and those quantities held less than the stated quantity? (MCO P4400.150E, paragraph 2011.c)

YES NO N/A

**3.** Are records of inventories being conducted using current SL-3s or extracts from technical publications (TMs, service manuals, commercial publications, etc.)and maintained on-hand in accordance with current directives? (TM 4700-15/1H, paragraph 2-6.e)

YES NO N/A

**3.a.** Are all special tools, sets, kits, chests,

locally fabricated tools, SL-3’S, and TM components to end items to include sub-kits authorized, accounted for, maintained in a serviceable condition, and inventoried as required? (MCO P4400.150E, paragraphs 2011 and 2012; MCO P4790.2C, paragraphs 2004.11, 2005, 2005.4; and Appendix D; TM-9-243 (TM-10209-10/1) and UM 4400-15, Chapter VI, part D, paragraph 06030 and 06036;TM 4700-15/1H, paragraph 15-7)

YES NO N/A

**3.b.** Are shortages of sets, kits, chests, and end item SL-3 components identified and properly requisitioned? (MCO P4790.2C, Appendix D, paragraph 3.f(2);, Chapter VI, Part D, paragraph 06030; UM 4400-124, Part III, Section 6, paragraph 6.1; TM 4700-15/1H, paragraph 2-6.b; and MCO P4400.150E, paragraphs 2011.3 and 2011.4)

YES NO N/A

**3.b.1.** When the lack of an SL-3/TM-10 component causes an item to be dead-lined, is that component requisitioned under a category code M or P ERO? (MCO P4790.2C, Appendix C, paragraph 2.a (2); and TM 4700-15/1H, paragraph 2-2.f. (12), and paragraph 2-6 b)

YES NO N/A

**4.** Are procedures established for the control of items issued from sets, kits, and chests (e.g., logbook, stamped tags, etc.)? (MCO P4790.2C, paragraphs 2005.2 and Appendix D, paragraph 3.f (4))

**MODIFICATION CONTROL**

**1.** Has a Commodity Manager Modification Control Record (NAVMC 11053/11054) been established when required, and do these records indicate that required modifications are properly applied, recorded, and reported? (MCO P4790.2C, paragraph 3004; and TM 4700-15/1H, paragraph 2-5)

YES NO N/A

**2.** When the application of a modification changes the capability of the PEI and direction has been given to change the TAMCN, ID or NSN, are administrative changes made to applicable equipment and property records? (MCO P4790.2C Paragraph 1004, MSG traffic, applicable TM and MI) Table b/c clarification from logcom

YES NO N/A

**3.** Does the comparison of the NAVMC 10392 Ordnance Vehicle Acceptance Record and form NAVMC 11053 or NAVMC 11054 Commodity Managers Modification Control record accurately reflect the configuration of the vehicle(REF: TM 4700-15/1H page 2-5-1, page 5-3-1 para.b[k18] )

YES NO N/A

**PUBLICATIONS AND DIRECTIVES**

**1.** Are the current Catalog of Publications (NAVMC 2761) and the SL 1-2/1-3 used for the quarterly reconciliation of the unit’s on-hand publications? (MCO P4790.2C, Appendix B; UM-PLMS; and MCO P5600.31G CH 1-3, paragraph 3210.2.c)

YES NO N/A

**2.** Does the commodity manage a control system, that facilitates internal distribution of publications, and has a method been established for the identification, filing, and maintenance of publications? (MCO P5215.17C, paragraph 1002.6; MCO P5600.31G, paragraphs 3206, 3209 and 3210.2.a; and MCO P4790.2C, paragraphs 2008.1.b(1), 2008.1.c, and Appendix B; and GENADMIN/MARCORSYSCOM/PSD/JAN// DTG R291445Z JAN 02)

YES NO N/A

**3.** Does the commodity have access to NAVMC 10772s, and are personnel familiar with the use and procedures involved in submission of recommended changes/corrections? (MCO P4790.2C, paragraph 2008.3; MCO P5215.17C, paragraph 6002; TM 4700-15/1H, paragraph 2-23; GENADMIN/MARCORSYSCOM/PSD/JAN// DTG R291445Z JAN 02)

YES NO N/A

**CALIBRATION CONTROL**

**1.** Does the commodity have a Calibration Control Program and are they in compliance with the established calibration control system? (MCO P4790.2C, paragraph 3005, Appendix D, paragraph 2.e; and TM 4700-15/1H, paragraph 2-7.d) and TI 4733-OD/1

YES NO N/A

**2.** Does the commodity perform an annual inventory and are procedures established to validate correct calibration categories consistent with the unit’s mission, as well as to determine whether an item is required/not required?(MCO P4790.2C, paragraph 3005.2 and Appendix D; and TM 4700-15/1H, paragraph 2-7.c)

YES NO N/A

**3.** Is all TMDE with operational test code (OTC) 3, or is used to make a quantitative or qualitative measurement, included in the commodities’ Calibration and Maintenance Program (CAMP)? (MCO P4790.2C, Appendix D, paragraph 2; TI-4733-od/1, paragraph 5; TM 4700-15/1H, paragraph 2-7.c)

YES NO N/A

**4**. Is TMDE requiring calibration submitted in accordance with current directives? (MCO P4790.2C, paragraph 3005 and Appendix D, paragraph 2.e (2); and TM 4700-15/1H, paragraph 2-7.g (1))

YES NO N/A

**5.** Is the commodity taking advantage of "Special Calibration," and are those items properly identified? (MCO P4790.2C, paragraph 3005; TI4733-OD/1; TI4733-OD/10; and MCO P4733.1B, paragraph 6.a, (1) (f))

YES NO N/A

**6.** Is TMDE designated as "Calibration Not Required" (CNR) or "INACTIVE" maintained in a clean/complete condition, and is the status validation annotated? (MCO P4790.2C, paragraph 3005 and Appendix D; and TM 4700-15/1H, paragraphs 2-7.d, e (2), and (3))

YES NO N/A

**7.** Is a calibration schedule being used to enable the unit to maintain sufficient instruments on hand to perform its day to day operations? (MCO 4733.1B, paragraph 6.a; MCO P4790.2C, paragraph 3005 and Appendix D, paragraph 2.d; and TM 4700-15/1H, paragraph 2-7.g(3))

YES NO N/A

**8.** Is the commodity complying with the requirements for the Infantry Weapons Gauge Calibration Program? (IWGCP <<https://tmde.matcom.usmc.mil/tmde/login.asp>>) (TI 4733-15/11M)

YES NO N/A

**9.** Is the commodity complying with the requirements for the Survey Instrument Calibration Program (SICP)? (TI 4733-15/21B)

YES NO N/A

**MAINTENANCE RELATED PROGRAMS**

**1.** Is equipment in either an administrative storage or administrative deadline program maintained IAW ref? (MCO P4790.2C, paragraph 3002.11)

YES NO N/A

**2.** Is the unit taking advantage of the Nuclear, Biological and Chemical Defense evaluation assistance unit program? (MCO 3960.5 and TI 10010-20/5b

YES NO N/A

**3.** Has a unit warranty coordinator been identified? (MCO 4105.2 enclosure 1, paragraph 16)

YES NO N/A

**4.** Upon receipt of the equipment, or as appropriate, are the commencement dates of the warranty recorded in the remarks portion of the equipment record? (MCO 4105.2 enclosure 1 par 3.c)

YES NO N/A

**5.** Has the unit identified warranty items and follow established procedures for all equipment repairs?(MCO 4105.2 enclosure 2 paragraph 1)

YES NO N/A

**SECURITY**

**(ARMORY ONLY)**

**1.** Are daily sight counts conducted in accordance with current directives? (MCO 5530.14A Encl (1) p. 8-16, para (5) and p. 8-17 para b(6).

YES NO N/A

**2**. Has the unit ensured a physical security survey is conducted annually? (DOD 5100.76-M, “Physical Security of Sensitive Conventional Arms, Ammunition and Explosives,” August 12, 2000 and MCO 5530.14A Encl (1) p.3-4 para 5.a.)

YES NO N/A

**2a.** Does the unit maintain records of the three most recent surveys? (MCO 5530.14A p.3-6 para 12)

YES NO N/A

**2b.** Have identified discrepancies been corrected? ((MCO 5530.14A p.3-6 para 13)

YES NO N/A

**3.** Has the unit appointed a Key Control Officer / Access Control Officer to be directly responsible for all security related key and lock control functions? (MCO P5530.14A p. 3-18 para 3005.1)

YES NO N/A

**4.** In facilities not continuously manned, are arms in an armory properly stored in banded crates, standard or locally made arms racks, or Class 5 GSA-approved containers?

(MCO 5530.14A, p. 7-20 para 4)

YES NO N/A

**5.** Are certificates of items prepared for demilitarization of AA&E items on file, and are the items loaded on property records and afforded proper security? (MCO 5530.14A p.8-12 para 8003.1 and Encl (1) p. A4)

YES NO N/A

**6.** Are personal weapons secured and stored separately from Government AA&E weapons? (MCO 5530.14A, p. 8-58 and 8-59 para 8029)

YES NO N/A

**7.** Has the Commanding Officer given authorization for storage of personal weapons, firearms, and ammunition in writing to the unit armory personnel? (MCO 5530.14A, p. 8-58 and 8-59 para 8029)

YES NO N/A

**TEMPLATES**

****

26) **Card Type**: Circle either T for “T” transaction or 3 for “3” transaction when one is desired.

27) **NSN of Item**: NSN of the item for a “3” submission. Leave blank for Category Code “C” EROs.

28) **T-DRIS**: Julian date the equipment was accepted in the shop performing repairs (only required for “T” transaction).

29) **WSC**: Weapon system code of equipment being repaired when applicable for a “T” transaction.

30) **Nomenclature**: Nomenclature of the equipment when a “3” transaction is performed (category code “C” and “K”).

31) **TAM CN/ID No**: Enter the TAM of the end item the component was removed from for category code “C” and “K” when a “3”

transaction is performed.

32) **Item No**: Number of each task in numerical sequence. It may correspond to a task number in a TM, if so, the TM must be referenced in the

description of work block one time.

33) **Description of Work**: Brief description of each task to cover symptoms of failure.

34) **Labor (Hours)**: Amount of time (to the nearest one-tenth) required to repair each defect.

35) **Mechanic (Signature)**: Signature of the senior person who corrected the defect.

36) **Status**: Enter the changes to equipment status as they occur. It is only necessary to enter the last status of the day.

37) **Code**: Job Status Code that corresponds to the job status entered in the status column.

38) **Status Date**: Julian date that the status changed.

39) **Civ Labor Chg**: Total civilian labor charge (if applicable).

40) **Date Closed**: Julian date the equipment was returned to the owning unit.

41) **Mil Labor Hrs**: Total military labor hours used during the repair of equipment (to the nearest one-tenth).

42) **Close Status**: Appropriate Job Status to Close the ERO.

43) **No Unser**: Number of secondary reparable items that were washed during the repair cycle (when applicable).

44) **EOTC**: Appropriate Equipment Operating Time Code for the equipment being repaired (“D” days, “R” rounds, “H” hours, and “M” miles).

45) **Primary Meter Reading**: The equipment operational time indicator reading to the nearest whole (not used when EOTC is “D”).

46) **Task Data**: Enter up to the three most prominent defects when there is more than one. **When the equipment operational time indicator**

**is changed, it is considered the most prominent. If PMCS was performed, that task must also be entered.**

47) **Inspected by (Signature)**: The person that performed the quality control inspection will sign and date.

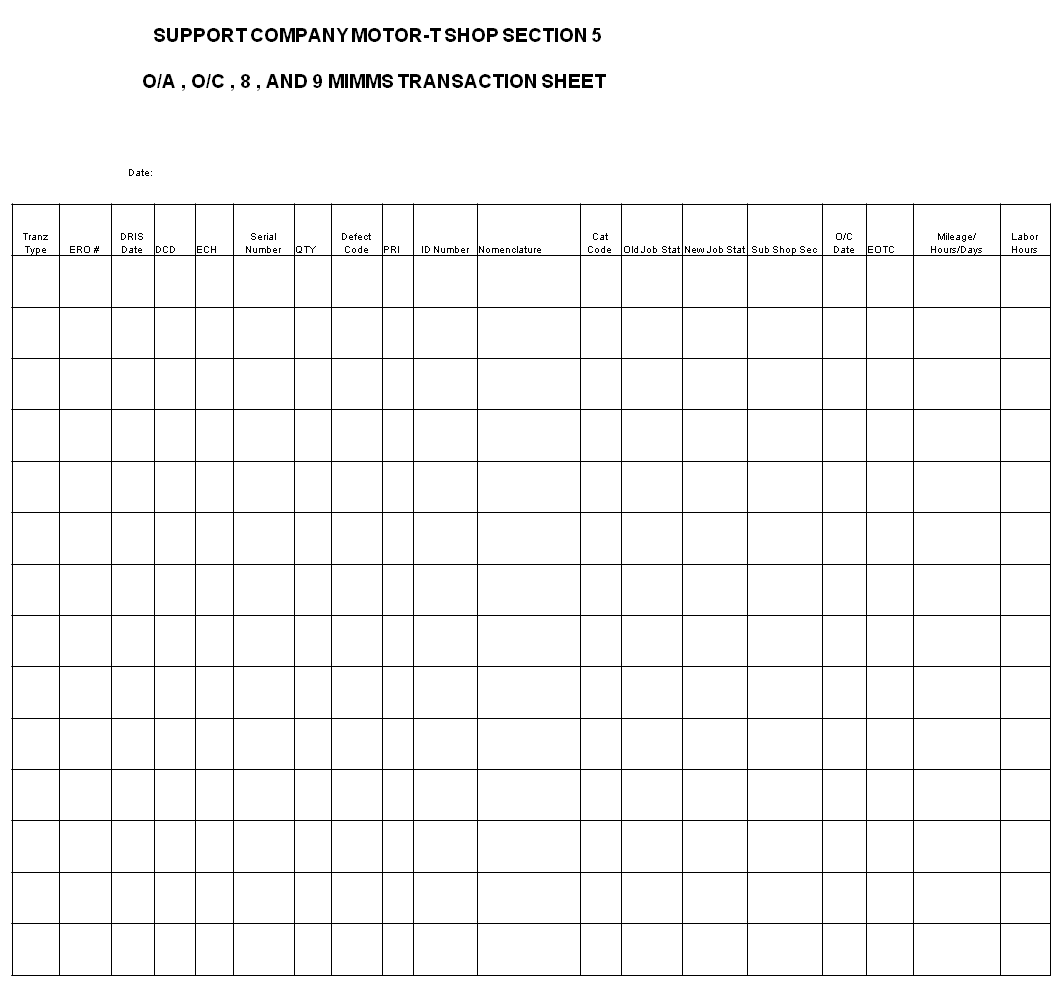
48) **Owner Notified (Name)**: Name of the individual notified to pick up the equipment when work was completed, also enter the date when the

individual was notified.

49) **Delivered To (Signature)**: Individual authorized by the owning unit signs and dates to receipt for the equipment upon completion of work.

**ADDITIONAL NOTES:**

Any question can be directed to the MMC.

****

# Category Codes

# Code Definition

# M MARES reportable; critical maintenance which is deadlining.

# X MARES reportable; critical maintenance which is non-deadlining but degrades operational capability.

# P Non-MARES reportable; critical maintenance which deadlines or degrades operational capability.

# C Applicable to major components which deadline or prevent parent end items from operating at full capacity. Category code C EROs are primarily for intershop use. The status of the end item must be reported through the use of category code M, X, P, or N EROs. Category code C is used to distinguish between repair for return to the parent item, and return to the supply system (as in the case of secondary reparables inducted into maintenance via category code F, H, or D EROs).

D Depot reparable

F, H Secondary reparable

K Calibration only

O Shop overhead; pre-extended bin items required to maintain equipment

S SL-3 application of operator/crew (1st echelon) components

N Noncritical maintenance; to be utilized if a more specific code is not applicable

(TM 4700-15/1\_; UM 4790-5)

# 

**Defect Codes**

First 2nd and 3rd

Character Report Character Report

Code Print Explanation Codes Print Explanation

------------ -------- --------------- ------------- --------- ---------------

BLANK NMAJ No Major Defect 01 ALGEN Alternator, Generator Mechanism

A ENG Engine 02 BRK Brake Systems and Components

B TRAN Transmission 03 CARB Carburetion System

C PWRP Power Pack 04 CARR Carriage and Mount Mechanism

D PWRT Power Train 05 CONV Clutch, Converter, and Couplings

E AXLE Axle System 06 CONT Control Mechanisms

F SUSP Suspension System 07 CYL Cylinders, Accumulators, and Replenishers

G TRAC Track Crawler System 08 DIST Distribution Systems

H BODY Body, Frame, or Hull 09 ELTR Elevation and Traversing Mechanisms

I ARMT Armament 10 GUN Gun Tube, Breech, and Firing Mechanisms

J COOL Cooling Systems

K ELEC Electrical Systems 11 HOSE Hose, Tubing, and Fittings

L FUEL Fuel System 12 HOUS Housing and Castings

M HYDR Hydraulic System 13 INJEC Injector Systems

N AIR Air System 14 MDRV Mechanical Drive Systems

O TURR Turret System 15 OPTIC Optics Systems and Components

P FCON Fire Control System 16 SEAL Packing, Seals, and Gaskets

Q IGNI Ignition System 17 PUMP Pumps and Components

R LIFT Boom, Cable, and Lift System 18 RECL Recoil Mechanism

S XMOC Transmitter/Output Circuitry 19 REG Regulator Mechanisms

T RCIC Receiver/Input Circuitry 20 SPRG Springs, Shocks, and Stabilizer Components

U ANTL Antenna/Transmission Line

V MODM Multiplex/Modulation-Demodulation 21 TORQ Torque, Sprocket, or Drive Mechanisms

W DADI Data/Digital Systems 22 STEER Steering Components

X MTR Meter 23 VALV Valves and Valve Components

Y WPNS Weapons/Small Arms/Crew Served 24 TORS Torsion Components

Z LVTP Landing Vehicle, Tracked, Personnel 25 GLASS Glass Replacement

1 ANEW Ancillary Equipment/Wiring 26 PAINT Painting, Body Work

2 TEDD Test Equipment/Display Devises 27 UNK Unknown

3 A/C Air Conditioners 28 LKPM Lack of Preventive Maintenance

4 COMP Component 29 UNAUT Abuse/Unauthorized Maintenance

5 TEXT Textiles 30 AUX Auxiliary

6 CANV Canvas

31 OVRHL Overhaul

32 REFP Reflected Power

33 HVSWR High Voltage Standing Wave Ratio

34 RPLC Replace

35 FREQ Frequency Shift/Stability

36 ADJS Subassembly Adjustment

37 CABL Cabling Malfunction

38 LPO Low Power Out

39 CORR Corroded/Rusted

40 OPEN Open/High Resistive Circuitry

41 SHORT Shorted/Low Resistive Circuitry

42 MECH Mechanical/Linkage or Drive

43 ACDCS Alternating Current/Direct Current Source

44 ALGN System Alignment

45 MODUL Modulator

46 LVPS Low Voltage Power Supply

47 HVPS High Voltage Power Supply

48 CBB Cracked, Broken, Bent

49 GRND Grounded

50 COTO Components Out of Tolerance

51 QSPM Quarterly Scheduled Preventive Maintenance

52 ASPM Annual Scheduled Preventive Maintenance

53 SAPM Semiannual Scheduled Preventive Maintenance

54 N/A Not Applicable

55 INOP Inoperative

56 MINR Minor

57 ADJS Adjust

58 MOIST Moisture Found

59 ARCB Arcing/Burnt Components

60 SAFDL Safety Deadline

61 START Starter

62 BTRY Battery

63 EXSYS Exhaust System

64 SL3AP SL-3 Application

65 SEW Sewing Rips/Torn Areas

66 FAB Fabrication

67 MODAP Modification Application

**Job Status Codes**

ML\_IND ML-IND

Code Status Abbreviation Description Code Status Abbreviation Description

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00 LA, LC AWTG INS Job is awaiting initial inspect- 26 LA, LC SHT SPAC Short Space. Job is pending

Maint tion to determine required re- Maint scheduling into shop for repair.

pairs. This code indicates that no parts

are required or that all required

01 LA, LC FINL INS Job is undergoing final inspec- parts have been received but re-

Maint tion upon completion of all re- pairs have not begun due to the

pairs and equipment records are shortage of working space (bay,

being completed. bench space, etc.).

02 LA, LC INS PRGS Job is undergoing initial inspec- 27 LA, LC SHT TECH Short technicians. This code will

Maint tion to determine extent of Maint be used when, due to a shortage of

repairs and/or parts required. technicians (mechanics), the

nature of repairs required has not

03 LD INS COMP Inspection is completed, and the been determined; or repairs re-

ERO will be closed in the FMSS. quired have not been determined;

or repairs required have been

04 LA, LC INV PRGS Investigation is in progress. determined, but trained personnel

Maint Equipment has not been released are not available to complete the

for repair due to legal investiga- work.

tion for liability.

28 LA, LC ABD SHIP Aboard ship, embarked, unable to

10 LD RPR RETN Repair action is completed. Maint perform maintenance until in-port,

Equipment is in the hands of the all parts required have been re-

responsible unit, awaiting MIMMS/ ceived.

SASSY transactions to process

prior to the ERO being closed in 29 LA, LC AWTG EVC Awaiting evacuation to higher

the FMSS Trans echelon. Unable to evacuate due

to lack of transportation (i.e.,

11 None PCKP HECH Generated internally in conjunc- at sea, in-port without transport-

tion with IMA job status code 13. tation facilities, etc.).

12 LA, LC RPR PRGS Repair is in progress. This code 34 None PEND WASH Item being processed for WIR/LUP

Maint indicates the job is actually action. (For IMA use only.)

being worked on in the shop or

that other action, as indicated by 35 None DIS DISP Disposition instructions received.

the job indicator code, is in Dispose of the item or return it

progress. to depot/manufacturer.

13 LD, LC RPR COMP Repair action or other action, as 36 None DIS RPR Disposition instructions received.

Trans indicated by the job identifica- Retain and repair item.

tion code, is completed, and

equipment is awaiting pickup. 37 LC WIR SUB Recoverable Item Report submitted;

When this code is input and the Maint item is being held at the mainte-

intermediate maintenance level, it nance activity awaiting disposi-

will generate a job status code 11, tion instructions.

(pick up higher echelon (PCKP

HECH)) on the owner’s DPR. Note: 38 LA, LC EVC HECH Equipment evacuated to the next

When this code is used in in- Trans trans higher echelon of mainte-

stances where the category code of nance for completion of repairs,

the ERO is M, the ML-IND will modifications, calibration, or

equal LD when entered by the lack of supply support.

owner, and will equal LC/TRANS

when entered by intermediate 39 LD EVC WASH Item is being processed under the

maintenance. provisions of the current edition

of MCO P4400.82 at fourth echelon.

15 LD JOB CLOS All maintenance action has been

completed and/or equipment has 40 LA, LC SHT FUND Short funds. This code will be

been picked up by the responsible Maint used when, due to shortage of

unit. funds, repair parts or labor costs

cannot be obligated to complete

23 LA, LC SHT TEST ERO is awaiting test equipment repairs.

Maint to repair, inspect, test, or

calibrate equipment. 41 LA, LC ITRS REP Intershop repair. This code will

Maint be used when as intershop ERO is

24 LA, LC UNIT RCL The ERO is at a supporting mainte- used.

Supply nance activity and is in a short

part status with the parts on requisi 45 None AWTG EQUIP Equipment not available due to

tion. The equipment has been re- command (mission) commitment.

turned by the supporting mainte-

nance activity to the owning unit 48 LA, LC COMP EVAC Component evacuated to the next

at the request of the owning unit Maint higher echelon of maintenance for

commander, subject to recall by completion of repairs, modifica-

the supporting maintenance acti- tions, calibration, or lack of

vity for completion of work upon supply support.

receipt of parts.

25 LA, LC SHT PART Short parts. Parts required to

Supply repair the item have been deter-

mined and are on requisition or

being procured form other sources.

Job is being held pending receipt

or required parts.

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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01 \* Invalid transaction type 09 \*\* DCD was not entered when the category code was

M. The computer run date has been automatically

ACTION: Validate the type of transaction, and entered as the DCD.

enter the appropriate code for the desired input

transaction in column 1. The only acceptable ACTION: Validate the automatically generated

entries are 0, T, 3, 4, 5, 7, 8, or 9. DCD. Enter an O/C transaction with the corrected

DCD in columns 21-24 and/or the corrected

02 \* ERO number format is incorrect. category code in column 60.

ACTION: Locate the type of transaction, and 9A \*\* A 4/A transaction was submitted containing a

ensure that the ERO number format has an alpha- valid JON against a nonexistent ERO. A skeleton

character in the first position of the field ERO was created.

followed by four alphanumeric characters; that

the ERO number is in the correct columns for ACTION: Submit an O/A prior to entering an O/C,

that type of transaction; and that the first two T, 3, 5, or 9 transaction.

positions are loaded to the AA file. Blanks and

special characters will not pass the edit. 9B \* A 4/A transaction was submitted containing a

valid JON against a nonexistent ERO or skeleton

03 \* ERO number entered on the input transaction was record, but the ADV code was PB, 99, MI, MC, IN,

not found in the master files, or it was found SF, FA, SC, WP, or F6. No skeleton record

in a closed status was created or updated.

ACTION: ACTION: Submit an O/A transaction for this ERO

prior to reentering this 4/A.

a. The O/A transaction must be accepted into

the system before other transactions associated 9C \* A 4/A transaction was submitted containing an

to the ERO are submitted. invalid JON without a matching ERO record.

b. If the transaction was a 4 add parts, ACTION: Either submit an O/A prior to re-

resubmit the transaction with a valid JON. entering this 4/A or correct the JON field and

re-enter. (This will create a skeleton ERO

c. If the transaction was an 8 parts with an record requiring an O/A to be entered.).

authority code of 9, resubmit the transaction

with a valid JON. 9D \* An O/C, T, 3, 5, 8 transfer, or 9 transaction

was input against a skeleton ERO record.

NOTE: An O/A transaction and other transaction

associated with that ERO may be submitted on the ACTION: An O/A must be submitted for the ERO

same day. However, if the O/A transaction was prior to reentering this transaction.

rejected, then all associated transaction will

also be rejected. 9E \*\* A 4, 7, or 8 transaction was input for a skeleton

ERO record.

04 \* The ERO number for an O/A or T transaction was

rejected because the same or new ERO number ACTION: This is a warning indicating that an

already exists in an open status, or the ERO O/A must be entered for this skeleton ERO

number on the input transaction was recently record.

closed and the record was not transferred to the

master equipment file (MEF). 10 \*\* The DCD is greater than the computer run date.

ACTION: ACTION: Enter an O/C transaction with the

correct DCD in columns 21-24, if applicable,

a. No action is required if the input transaction and ensure that the entry is in the proper

was duplicate entry. Julian date format (YDDD).

b. If it was not a duplicate entry, re-enter 11 \*\* Echelon of maintenance must be 1, 2, 3, or 4.

the input transaction ensuring the ERO number When echelon is 1, category code must be S.

assigned does not match an existing or recently

closed record. ACTION: If the echelon of maintenance is

incorrect, enter an O/C transaction with the

05 \*\* DRIS field was bland or invalid on the input corrected echelon of maintenance in column 25.

transaction. The computer run date has been

automatically entered as the DRIS. 12 \* Serial number must be right justified and not

have any blanks on the O/A transaction. When

ACTION: Validate the automatically-generated the ERO is for the repair of more than one item

DRIS. If required, enter an O/C transaction with (batching) or is for a nonserialized item, then

the corrected DRIS. column 35 must have 0 entered. The serial number

cannot be zero when the category code is M,

06 \*\* Date field on the input transaction indicates nor can the category code be changed to M when

that it has been more than seven days prior to the serial number is zero.

the current run date.

ACTION: Validate the serial number, and enter

ACTION: If the DRIS is incorrect, submit an an O/C transaction with the corrected information

O/C transaction wit the correct date. If the in columns 26-35.

DRIS is correct, no action is required.

13 \*\* The job identification code must be numeric and

07 \*\* Character in ORF field is incorrect. contain a valid code combination.

ACTION: Enter an O/C transaction with the ACTION: Validate the correct job identification

correct ORF indicator. Enter Y if an ORF re- code and enter an O/C transaction with the

placement is desired, N if an ORF replacement correct code entered in columns 36-37.

is not desired, or leave this field blank.

14 \* The quantity field must be numeric, contain no

08 \*\* (1) When DEST-UAC is completed and the job status blanks, and be greater than 0; 4 transactions

code is other than 38, the computer automatically must have numeric quantities greater than 0.

changed the job status code to 38.

ACTION: For O transaction, validate the

\*\* (2) If the job status code was entered as 38 or 48 quantity field and enter an O/C transaction with

and no entry was made in DEST-UAC field, the the correct quantity entered in columns 38-39.

computer automatically enters the job status For 4 transactions, validate the quantity field

code of 00 (AWTG INS). and enter a 4 transaction with the correct

quantity in columns 24-26.

ACTION: Validate the automatically generated

fields. If required, enter an O/C transaction 15 \* Owner AAC field cannot be blank or contain any

with the corrected job status code in column blanks on the O/A transaction. AAC must be on

61-62 and/or the DEST-UAC in columns 12-16, as the AA file as a valid unit.

appropriate.

ACTION: Re-enter a valid owner AAC on the O/A

transaction in columns 44-48.

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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16 \* Defect code format is incorrect, or the defect 26 \* Document Julian date field in invalid format

code field must contain an entry when the task

data field has been completed. ACTION: Validate the Julian date portion of

the document number, ensuring it is in the

ACTION: Determine the valid defect code. For proper format (YDDD). Enter the corrected

O/A transactions, enter the corrected defect code Julian date in columns 33-36 on the 4/A

on an O/C transaction in columns 49-51. For 9 transaction and resubmit.

transactions, enter the correct defect code in CC

48-50/58-60/68-70, as applicable. 27 \* Document serial number is invalid if field

contains any blanks.

17 \*\* (1) An O/A transaction was entered without a valid

priority. The system generated priority code 06 ACTION: Validate the serial number portion of

if the category code was M, X, D, or F. If the the document number, ensuring that there are no

category code was other than M, X, D, or F, the blanks, or special characters (dashes, slashes,

system generated priority code 13. spaces, or comma) and that the first position

is 6, 7, 8, or 9. Enter the number in columns

\* (2) A 4/A or 4/C transaction was entered without a 37-40 on the 4/A transaction and resubmit.

valid priority.

ACTION: Validate the generated priority and 28 \* Unit of issue must be valid of the NSN.

category codes. If required, enter an O/C trans-

action with the corrected priority in columns ACTION: Validate the unit of issue with the

52-53 and/or the corrected category code, as Supply Section. Enter the correct unit of

appropriate. On a 4/A transaction, the priority issue for the associated NSN in CC 49-50 on the

is mandatory. On a 4/C transaction, the priority 4/A transaction and resubmit.

is optional.

29 \*\* Demand Code must be either N or R. Urgency

18 \*\* ID number field is in improper format, is left Code must be either N or U.

blank, or is not on the ID File.

ACTION: Enter one of the valid Demand/Urgency

ACTION: Validate the improper format, or if it Codes in Column 66 on the 4/C transaction and

is not on the ID file, verify for an ID number. resubmit.

Enter the corrected ID number in columns 54-59 on

an O/C transaction. When the ID field is left 30 \*\* The Not Mission Capable Supply (NMCS) indicator

blank, or not on the ID file, submit a 3 transaction. was questionable in relation to the requisition

When an ID number is not found on the ID priority.

file, an N is automatically assigned to the category

code of the input transaction. a. NMCS Indicator must be N, E, 9, or blank.

Characters other than N, E, 9, or blank were

19 \*\* The category code was invalid, left blank, or defaulted to blank.

incompatible with MCBul 3000 equipment: a system-

generated category code of N was entered. b. The transaction was edited to compare the

the relationship between the requisition priority

ACTION: Validate the automatically generated and the maintenance Category Code as follows:

category code. If required, enter an O/C transaction

with the correct category code. PRIORITY CAT CODE NMCS IND

01-03 M 9 or N

20 \*\* The job status code was invalid or left blank on 01-03 P, C, D, F, N, E, or Blank

the input transaction; a system generated job H, K, or X

status code of 00 (AWTG INS) was entered. 04-08 M, P, C, D, N, E, or Blank

F, H, K, or X

ACTION: Validate the automatically generated 09-15 ALL Blank

Job Status Code and, if required, submit an O/C

transaction with the correct Job Status Code. ACTION: Validate the NMCS Indicator. If the

NMCS Indicator requires changing, a SASSY ZM1

21 \*\* (1) The Job Order Number (JON), when entered on O transaction must be submitted by the unit’s

transaction, must not contain any blanks. supply section and a MIMMS 4/C Parts transaction

must be submitted by the unit’s maintenance

\* (2) This is a required entry when submitted against section.

a skeleton record.

31 \* Action Code for 4 transaction must be A or C.

ACTION: Enter O/C transaction with corrected

JON in columns 63-76, ensuring that there are ACTION: Enter the appropriate Action Code (A

no blanks in any of the fields. Resubmit O/A for add or C for change) in column 80 on the 4

with valid JON for Skeleton record. transaction and resubmit.

22 \*\* Shop Section Code must be as indicated in 32 \* (1) The Document Number on the input transaction

Chapter 24. did no match an existing document number for

the associated ERO. The Document Number must

ACTION: If the Shop Section Code was entered not be in a CANC or receipt status.

with a character other than a valid shop section

Section Code, then system processing will \* (2) The Modification Instruction (MI) on the 8 MOD

automatically change it to 0. This error can transaction must match an existing MI number

be corrected by submitting an O/C transaction for the associated ERO. The MI must not be in

with the correct Shop Section Code entered in a completed status.

column 77.

ACTION: Validate the Document/MI number and

23 \*\* NSN cannot contain any blanks. resubmit the transaction.

ACTION: Validate the NSN with the unit supply 33 \* Supply status field must contain a valid Supply

Technical Research Section. Then, resubmit the Status Code.

corrected NSN on the 3 transaction in columns

7-19, ensuring that there are no blanks in any ACTION: Obtain the appropriate valid Supply

of the positions. Status Code. Enter this code in columns 49-50

on the 7 transaction and resubmit.

24 \* ERO has been previously downgraded from Main-

tenance Category Code M and cannot be upgraded 34 \* RIC field cannot contain any blanks.

again.

ACTION: Obtain the appropriate RIC/LKH Code.

ACTION: Determine actual equipment status. Enter this code in columns 55-57 on the 7 transaction

If Maintenance Category Code M is applicable, and resubmit.

establish a new ERO to reflect the deadline

condition. 35 \* Status day field has an invalid format or has

been left blank.

25 \* Document UAC field in invalid format.

ACTION: Enter the status day in the correct

ACTION: Validate the UAC portion of the format (DDD) in columns 59-61 on the 7

document number, enter the correct document UAC transaction and resubmit.

in columns 28-32 on the 4/A transaction, and resubmit.

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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36 \* Status type document field has an invalid 47 \*\* When an ORF exchange was indicated by a Y in

format or has been left blank. column 11, but no RDD was entered, the computer

automatically entered the computer run date

ACTION: Obtain the appropriate status type plus seven days as the RDD.

Document Code/DIC and enter this code in

columns 62-64 on the 7 transaction. ACTION: Validate the automatically generated

RDD. If required, submit corrected RDD on O/C

37 \* Repair part quantity field must e numeric and transaction in columns 40-43.

cannot be blank.

48 Reserved for future use.

ACTION: Enter the repair part quantity in CC

24-26 on the 8 transaction and resubmit. 49 \* The 9 transaction cannot be submitted with

parts/MI records still open.

38 \* DATE-RCVD-CANC field on the input transaction

contained an invalid entry. ACTION: Determine the parts/MI records that

are still open for that ERO, and submit 8

ACTION: Validate the entry and resubmit the (parts) or 8 (modification) transactions, as

transaction. Valid entries for the DATE-RCVD- appropriate, to close the parts/MI records.

CAN field are as follows: Concurrent with the 8 transactions, or after the

parts/MI record has been closed, resubmit the 9

a. A valid Julian date (YDDD) transaction to close the ERO in the system.

b. CANC 50 \*\* Job Status Code 37 was entered when the echelon

of maintenance was 2 on the O/A, O/C, or O/T

c. CR (right-justified with the leading two transaction. The computer automatically

positions blank). entered the job status of 00 (AWTG INS).

d. SC (right-justified with the leading two ACTION: Validate the automatically generated

positions blank). job status and echelon of maintenance. Enter

on the O/C transaction the corrected Job Status

e. The DATE-RCVD-CANC field may also be left Code in columns 61-62 and/or the corrected

blank to indicate a partial receipt. echelon of maintenance in column 25, as

appropriate.

39 \*\* An organizational ERO matrix (as defined in

paragraph 21.3) cannot be used with an echelon 51 \* JON cannot be blank on a 4 (Parts) transaction

of maintenance equal to 3 or 4. The Daily when the advice code is DL.

Transaction List (DTL) will reflect a system-

generated 2 in the echelon of maintenance field. ACTION: Enter the no charge JON in columns

51-64 on the 4 (Parts) transaction, ensuring

ACTION: Validate the ERO matrix/echelon of that there are no blanks, and resubmit.

maintenance field(s). If the ERO matrix is

incorrect, the ERO must be closed and a new ERO 52 \* Old document number is a SASSY document number

with the correct ERO matrix and echelon of and cannot be changed with the 5 transaction

maintenance established. when the existing Advice Code is other than 99,

D7, SC, or WP.

40 \* Civilian labor charges field must be numeric or left

blank. ACTION: If the document number is incorrect,

then the requisition must be cancelled and a

ACTION: Enter the civilian labor charge, if new 4/A transaction with the corrected document

applicable, ensuring that it is numeric in number must be submitted.

columns in 14-19 on the 9 transaction. If there

are no civilian labor charges, leave this field 53 \* Document number must not already exist.

blank and resubmit.

ACTION: Validate the document number to ensure

41 \* Parts charge field must be numeric or left that there is no duplication; enter the

blank. corrected document number I columns 28-40 on

the 4/A transaction or columns52-64 on the 5

ACTION: Enter the non-system parts charge in transaction, as appropriate, and resubmit.

columns 20-27 on the 9 transaction, or leave it

blank and resubmit. 54 \* NSN not contained in SASSY Master Header

Information File (MHIF).

42 \* Date closed field must be in Julian date format.

If the Julian date is entered, it must be greater ACTION: Validate the NSN with the unit Supply

than or equal to the DRIS field. Technical Research Section. If the NSN can be

identified, enter the correct NSN in CC 11-23

ACTION: Enter the Julian date in the proper on the 4/A transaction and resubmit.

format (YDDD) in columns 28-31 on the 9 trans-

action and resubmit. 55 \* Quantity received is greater than the original

quantity requested, or the quantity or modifi-

43 \* Military labor hours field must be numeric. cations completed is greater than the quantity

of modification required.

ACTION: Enter the total military labor hours,

obtained from the ERO, in columns 32-36 on the ACTION: Validate the quantity received / quan-

9 transaction. Ensure that the entry in numeric tity of modifications completed to ensure that

and resubmit. these fields are not greater than the quantity

requested / quantity of modifications required

44 \* Close Status Code must be 03, 15, or 39. fields on the original 4 transaction. Enter the

correct quantity in columns 24-26 on the 8

ACTION: Enter one of the appropriate codes transaction and resubmit.

in columns 37-38 on the 9 transaction and

resubmit.

45 \* Authority field must be 0 through 9 or A.

ACTION: Determine the appropriate code, enter

it in column 27 on the 8 transaction, and

resubmit.

46 \* RDD field must be in valid Julian date format

and greater than the DRIS field.

ACTION: Determine if the RDD is greater than

the DRIS for that ERO. If the DRIS is erroneous,

change the DRIS in columns 7-10 on the O/C

transaction, and submit. On the next day, enter

the correct RDD in columns 40-43 on the O/C

transaction and submit. Ensure that the dates are

in the valid Julian date format (YDDD).

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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56 \* The JON field on the 4 Parts transaction or 66 \* Parts and later parts cannot both be entered on

4 Maint Float transaction was invalid. the same T transaction.

ACTION: ACTION: Validate which parts field (parts,

column 16, or later parts, column 17) is

a. If the transaction is a 4 Parts transact- desired, make the appropriate entry on the T

tion, enter the correct JON and resubmit. transaction, and resubmit.

b. If the transaction is a 4 Maint Float 67 \*\* The ID/SN/NSN on the input transaction did not

transaction: match the information contained on the Unit’s

RUAF and the maintenance Category Code of the

(1) Leave the JON field blank if the Advice ERO is M, X, P, or N:

Code is F1.

ACTION:

(2) Enter the NSN of the item being turned

in if the Advice Code is F2 or F3. The NSN a. If the ID/SN was incorrect, submit an O/C

must be left-justified and CC 64 must be blank. transaction with the correct information.

(3) Enter the JON of the requisitioner if b. If the NSN was incorrect, submit a 3

the Advice Code is F4 or F5. transaction with the correct NSN.

(4) If the Advice Code is F6 and the original NOTE:

back order was without charge, leave the

JON field blank. If the original back order a. All corrections are mandatory to allow the

was with charge, enter the requisitioner’s JON. 9 transaction to process.

57 Reserve for future use b. If the unit’s RUAF is in error, a SASSY YRU

transaction must be submitted by the unit’s

58 \* The quantity of modifications required cannot Supply Section to correct the RUAF. After the

be greater than the quantity entered. unit’s RUAF has been corrected, a MIMMS O/C

transaction with the corrected ID number must be

ACTION: Ensure that the quantity of submitted by the unit’s Maintenance Section in

modifications required submitted on the 4/A order to signal MIMMS AIS to re-verify the

(modification) transaction is not greater than the ID/SN/NSN and remove the No Close Flag.

quantity entered on the O/A transaction. Submit

changes on the appropriate transactions. Submit 68 \* A 9 card will not close the record because the

the correct quantity entered in columns 38-39 ID/SN/NSN did not match those recorded on the

on the O/C transaction and resubmit the 4/A unit’s RUAF.

(modification) transaction, or enter the correct

quantity of modifications required in columns ACTION:

24-26 on the 4/A (modification) transaction

and resubmit. a. If the ID/SN was incorrect, resubmit an O/C

transaction with the correct NSN.

59 Reserved for future use.

b. If the NSN was incorrect, submit a 3

60 \* Number of unserviceable items must be numeric. transaction with the correct NSN.

ACTION: Enter the correct number of unservice- NOTE:

able items in columns 39-40 on the 9 transac-

tion, ensuring that the entry is numeric and a. All corrections are mandatory to allow the

resubmit. 9 transaction to process

61 \* EOTC must be D, H, M, or R and match the EOTC b. If the unit’s RUAF is in error, a SASSY YRU

for the ID. transaction must be submitted by the unit’s

Supply Section to correct the RUAF. After the

ACTION: Validate the EOT for the ID in the ID unit’s RUAF has been corrected, a MIMMS O/C

Standards File of on the Daily Process Report. transaction with the corrected ID number must be

Enter the correct EOTC in column 41 n the 9 submitted by the unit’s Maintenance Section in

transaction and resubmit. order to signal MIMMS AIS to re-verify the

ID/SN/NSN and remove the No Close Flag.

62 \* The entry in the Primary Meter Reading field

was incompatible with the Equipment Operating 69 \* One task data field must contain an entry when

Time Code (EOTC). the second position of the Job Identification

Code submitted on the O transaction is other

a. If the EOTC is D, leave the Primary Meter than 3 or 4.

Reading field blank.

ACTION: Validate entries in the task data

b. If the EOTC equals H, M, or R, the entry field. Enter the required information in at

must be numeric. least one task data field in CC 48-57 on the 9

transaction and resubmit.

ACTION: Validate the primary meter reading and

resubmit the transaction. 70 \* Number of unserviceables cannot be greater than

the quantity entered on the O/A transaction.

63 \* Number of tasks and man-hours must be numeric.

ACTION: Validate the number of unserviceables

ACTION: Validate the number of tasks and/or and quantity entered. If the quantity entered

man-hours entries. Enter the correct numeric is erroneous, enter the correct quantity in

number of tasks in CC 52-53/64-67/76-77 and/or columns 38-39 on the O/C transaction, and

the correct numeric man-hours in card columns submit it prior to the associated 9 transaction.

54-57/64-67/76-77 on the 9 transaction, as If the number of unserviceables in CC 39-40 on

appropriate, and resubmit. the 9 transaction is erroneous, enter the correct

number of unserviceables in CC 39-40 on the

64 \* Parts trailer record must be closed when using 9 transaction and resubmit.

CR in the DATE-RCVD-CANC field on the 8

transaction. 71 Reserved for future use.

ACTION: Validate the parts record for the 72 \* 99 part records have been established for the

specific document number on the Daily Process ERO. Due to file limitation, no additional

Report to ensure that the record has been part records may be established.

closed. Then, resubmit the 8 transaction.

ACTION: Establish a new ERO.

65 \* Authority Code is invalid for Advice Code SF.

ACTION: If the Advice Code appearing on the

Daily Process Report is SF, resubmit the 8

transaction with an Authority Code of 2 in

column 27.

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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73 \* Transaction type on the O transaction must be 83 \* DATE-RCVD-CANC and authority code fields are

A, C, or T. incompatible.

ACTION: Review the O transaction, enter the ACTION: Review the applicable rules for the

appropriate code in CC 80, and resubmit these fields on the 8 transaction in Chapter 6.

Make the appropriate corrections and resubmit

74 Reserved for future use. the 8 transaction.

75 \* Advice Code on the 4/C transaction cannot be 84 \* Parts cannot be transferred through the use of

D7, DL, PB, SC, FA, IN, MC, F1, F2, or F4. an 8 transaction to another UAC.

ACTION: Validate the advice code and complete ACTION: Ensure that the ERO number and the new

corrective actions as required. ERO number are assigned to the same UAC. When

they are compatible, resubmit the 8 trans-

76 \* The entry in the DATE-RCVD-CANC was incom- action.

patible with the entry in the QTY-RCVD field.

85 \* MI number must be left-justified and contain no

ACTION: slashes, dashes, or embedded spaces.

a. If the quantity received is equal to the ACTION: Validate the MI number en try on the 4

quantity requisitioned, enter the Julian date (MOD) or 8 (MOD) transaction. Ensure that the

the parts were received in the DATE-RCVD-CANC first position of the MI number is entered in

field blank and resubmit the transaction. column 28 and that the entry does not contain

any special characters. Enter the appropriate

b. If the quantity received is less than the transactions.

quantity requisition, leave the DATE-RCVD-CANC

field blank and resubmit the transaction. \*\* NOTE: Error Code 85 is not critical in the

Flat System.

c. If the parts are no longer required, enter

CANC in the DATE-RCVD-CANC field and resubmit 86 \* The entry in the Advice Code (ADV) field was

the transaction. incompatible with the entry in the Demand/

Condition Code (DEM/COND) field.

d. If it is required to transfer the parts to

another ERO, enter CANC in the DATE-RCVD-CANC a. An Advice Code of F1, F2, or F3 requires a

field and resubmit the transaction. The authority DEM/COND Code of M or R.

code must be 9 when transferring an open

part record from one ERO to another ERO. b. An Advice Code of F4, F5, or F6 requires a

DEM/COND Code of R.

e. If the parts were previously received but

not utilized, enter CR in the DATE-RCVD-CANC ACTION: Enter the correct DEM/COND Code and

field (right-justified with the leading two positions resubmit the transaction.

blank), and resubmit the transaction.

87 \* NSN does not match an existing part trailer

f. If the parts were scrounged and the quantity with Advice Code SF on Master ERO File.

on requisition is no longer required, enter SC in

the DATE-RCVD-CANC field (right-justified with ACTION: Validate the NSN and Advice Code and

the leading two positions blank), and resubmit resubmit.

the transaction.

88 Reserved for future use.

77 \* An entry is required in the new ERO field when

the authority code is 9 and the DATE-RCVD-CANC 89 \* An entry in the new ERO field requires a 9 in

field is CANC or the entry in the new ERO field the Authority Code field.

was identical to the original ERO.

ACTION: Enter 9 in the Authority Code field

ACTION: Enter the correct ERO number in the (column 27), and resubmit the 8 transaction.

new ERO field (columns 55-59) on the 8 transaction

and resubmit. 90 \* Issue Point UAC must be entered in the supple-

mentary address field when the Authority Code

78 \* DATE-RCVD-CANC field must be CANC when the is 0 and CANC has been entered in the DATE-

authority code is 9. RCVD-CANC field.

ACTION: Enter CANC in columns 51-54 on the 8 ACTION: Enter the Issue Point UAC in the sup-

transaction and resubmit. plementary address field (columns 46-50) and

resubmit the 8 DGA(R) transaction

79 \* An entry of SC in the DATE-RCVD-CANC field

requires that the advice code on the existing parts 91 \* Deployment Transfer Transaction (DTT0 has a

record be other than IN, SF, or 99. valid MAU Indicator, but the new ERO number

field is not blank.

ACTION: Determine the appropriate entry in the

DATE-RCVD-CANC field (columns 51-54) on the 8 ACTION: Ensure that this transaction is to be

transaction and resubmit. a DTT type, and blank our the new ERO field.

80 \* Entry of SC in the DATE-RCVD-CANC field requires NOTE: Associated with the FMSS deployment

a pending part record or file for the ERO number. process.

ACTION: Review the DPR to determine if an open 92 \* This transaction cannot be processed at this

part record exists for the ERO. If one exists, time because a Deployment Transfer Transaction

resubmit the 8 transaction. If a record does not (DTT) or Deployment Return Transaction (DTR)

exist, submit a 4 transaction with an entry of SC was submitted during this cycle.

in columns 68-69 which will open and close the

record without a requirement to submit an 8 ACTION: If this transaction is valid and still

transaction. required, resubmit during the next cycle.

81 \* An entry of SC in the DATE-RCVD-CANC field NOTE: Associated with the FMSS deployment

requires an authority code entry of 4, 5, or 6. process.

ACTION: Determine the appropriate authority 93 \* The Deployment Transfer Transaction (DTT)

code and resubmit the 8 transaction. cannot be processed while there is an open float

document.

82 \* The TAM number on the 3 transaction is incompatible

with the ID number on the ERO record. ACTION: Verify the ERO number. If it is valid

and an open float document exists, the float

ACTION: Validate the correct TAM and its must be closed before the transaction can be

associated ID number on the ID standards file or processed.

SL-6-1 and resubmit the 3 transaction.

NOTE: Associated with the FMSS deployment

process.

**Error Codes and Messages**

Error Error

Code Criticality Description Code Criticality Description

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94 \* System will not permit a Deployment Transfer 97 \* Invalid MAU Indicator on the T transaction.

Transaction (DTT) to process against an ERO if Must e T, 1, or 2.

there are more than 49 open parts trailer

records. ACTION: Enter the appropriate entry in card

column 26 of the T transaction and resubmit.

ACTION: The number of open parts records must

be reduced to less than 50 prior to submitting NOTE: Associated with the FMSS deployment

the transaction. process.

NOTE: Associate with the FMSS deployment 98 \* Invalid Signal Code on the 4 or 8 transaction.

process. Must be Signal Code A, B, D, J, K , M, W, or X.

95 \* A 4 Add transaction has been submitted against ACTION: Validate the Signal Code, enter the

an ERO flagged for deployment, and the document applicable Signal Code in column 41 or the 4 or

UAC does not match the UAC of the MAU. 8 transaction and resubmit. Entry on the 8

card is not mandatory. If a Signal Code is

ACTION: Correct the document UAC and resubmit. submitted, it will be treated the same as a 4

transaction.

NOTE: Associated with the FMSS deployment

process. NOTE: Associated with the FMSS deployment

process.

96 \* A 4 Add transaction with a Float Advice Code

has been submitted against an ERO which has

been flagged for deployment. Float documents

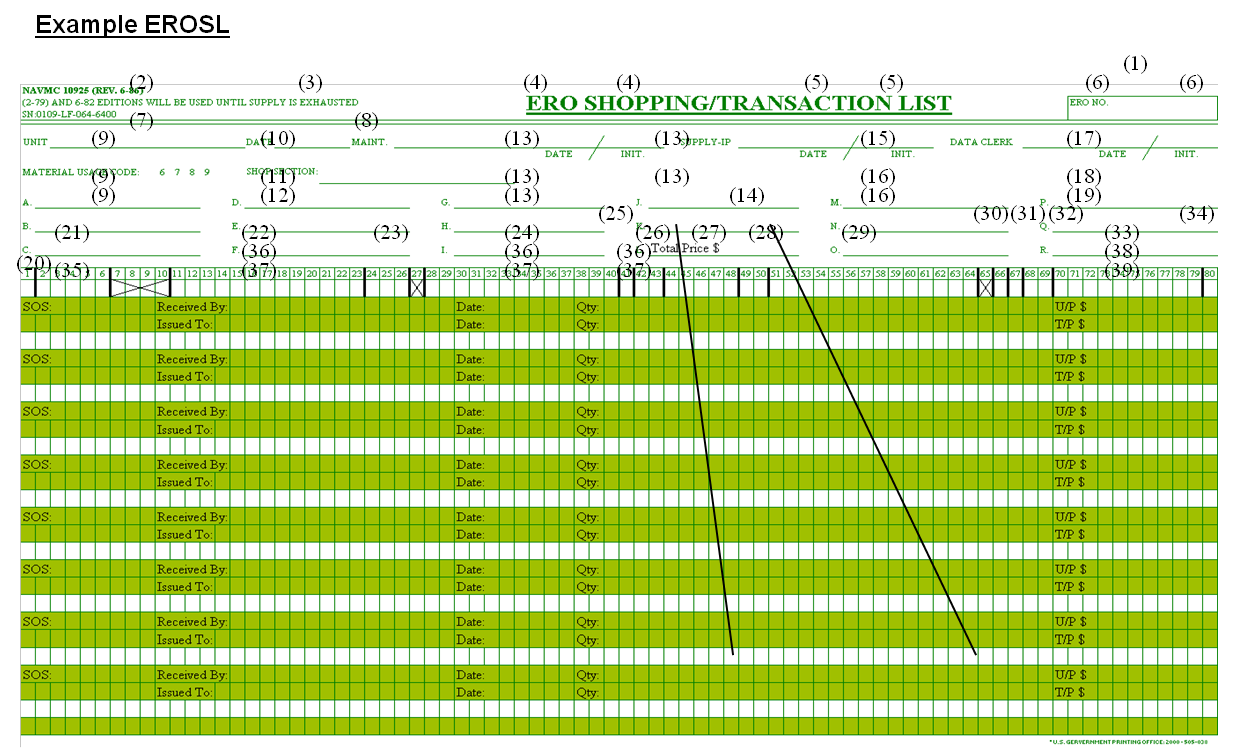
cannot e processed against deployment EROs.

ACTION: If the Advice Code is correct, this

document must be processed manually.

NOTE: Associated with the FMSS deployment

process.



1) **ERO NO**: Enter the ERO number of the corresponding Equipment Repair Order.

2) **UNIT**: Name of the section that is submitting the EROSL.

3) **DATE**: Julian date that the EROSL was prepared.

4) **MIANT**: Initials of the individual authorized to approve the EROSL.

5) **SUPPLY-IP**: The ***Supply individual*** that receives the EROSL enters their initials and the date.

6) **DATA CLERK**: The ***Supply individual*** that verifies that all transaction on the EROSL have posted will enter their initials and the date.

7) **MATERIAL USAGE CODE**: Circle the appropriate code (“6” SL-3 components,”7” corrective maintenance, “8” modification instruction,

or (9) preventive maintenance).

8) **SHOP SECTION**: Shop section as shown on the corresponding ERO.

9) **Blocks A, B, C**: Will be used to site the references used to locate the information for the parts (must have one other than FED LOG).

10) **Block D** : TAMCN of the End Item.

11) **Block E**: ID number of the End Item.

12) **Block F**: Serial Number of the End item.

13) **Blocks G thru K**: No requirement set.

14) **Block L**: Total price of all parts ordered on this specific EROSL.

15) **Block M**: Leave Blank (MMO use only).

16) **Blocks N and O**: No requirement set.

17) **Block P**: Name and Rank of individual that prepared the EROSL (Print).

18) **Block Q**: Name and Rank of individual authorized to approve the EROSL.

19) **Block R**: Signature of individual authorized to approve the EROSL.

20) **CC 1**: Enter a 4.

21) **CC 2-6**: Corresponding ERO number.

22) **CC 11-23**: NSN (National Stock Number).

23) **CC 24-26**: Enter the quantity required for this part.

24) **CC 28-40**: *Document number*; The AAC (**20460**) goes into CC 28-32. The current Julian date goes into CC 33-36. The material usage code

goes into CC 37. ***The last 3 digits are the document serial number (CC 38-40) and are assigned by Supply so leave them blank.***

25) **CC 41**: Signal Code (***Entered by Supply***).

26) **CC 42-43**: Priority of the part (this does not have to match the priority on the ERO as long as it is not a higher priority than the ERO and

there is at least one requisition that matches the priority of the ERO submitted).

27) **CC 44-48**: Supplementary address for the section (optional).

28) **CC 49-50**: Unit of issue for this part.

29) **CC 51-64**: Enter the JON (Job Order Number) that is provided by Supply.

30) **CC 66**: Demand Code (“R” for recurring and “N” for nonrecurring).

31) **CC 67**: NMCS (Not Mission Capable Supply) Indicator. Use “E” for anticipated NMCS requirements, “N” for CONUS (Continental US)

NMCS requirements, or “9” for OCONUS (Outside Continental US) NMCS requirements and CONUS NMCS requirements deploying

within 30 days. If no NMCS requirement is predicted, leave this area blank. **(EXTREMELY IMPORTANT FIELD)**

**Ref. TM-4700-15/1\_ 2-9-7**

32) **CC 68-69**: Advice Code for this part.

33) **CC 70-79**: Nomenclature or Part Name for this part.

34) **CC 80**: Enter the transaction type (“A” for add, or “C” for change).

35) **SOS** : Enter the Source of Supply for this part.

36) **Received By**: The person who picks up the parts from Supply will sign, date, and put the quantity of the part received in the green section

under the corresponding part requisition.

37) **Issued To**: The person who takes the part and applies it to the equipment will sign, date, and put the quantity of the part received in the

green section under the corresponding part requisition.

38) **U/P$**: Enter the unit price for this part in dollars.

39) **T/P$**: Enter the total price for the desired quantity of this part in dollars.

**ADDITIONAL NOTES:**

-Information in Blocks A thru R are dictated by the Using Unit and are subject to change.

-For information that repeats itself throughout the Card Columns (CC’s), a line may be drawn down and through the columns for

the supplementary address and JON, all other sections must be written out for every requisition. An example of this is given on

the EROSL above.

-The instructions above are for ordering parts only, different instruction apply if trying to use the EROSL for other transaction

types i.e. 7 transactions or 8 transactions.

-The NMCS indicator is an extremely important entry, using the wrong one could greatly impair the turnaround time for your

requisition.

-The neatness of the EROSL is not a requirement, however, if deemed illegible, Supply can reject it at their discretion and it will

have to be rewritten.

Any question can be directed to the MMC

Advice Codes

Code Explanation Code Explanation

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2A Item is not locally obtainable through manufacture, 4D 1/ Quantity requested to replace an authorized allowance/

fabrication, or procurement. controlled item issued or transferred to a maintenance

facility or another Marine Corps organization other than

2B Requested item only will suffice. Do no substitute or the stores system. Requisitions citing this code will be

interchange. issued with no collateral material, unless requested by

requisitioner.

2C Do no back order. Reject unfilled quantity not available

to meet Contract Delivery Date (CDD)/Required Delivery 4E 1/ Quantity requested by this requisition is required for

Date (RDD). Suitable substitute acceptable. installation/association with another end item as author-

ized by the current SL-3, SL-4, or TM, as appropriate

2D Furnish exact quantity requested, i.e., do not adjust the

unit pack quantity. Requisitions citing this code will be issued with no col-

lateral material, unless requested by the requisitioner.

2E Free issue. (To be used with Signal Code D or M on

inter-service requisitions). Stocklists or other publications 4G 1/ Quantity requested is to replace an authorized allowance/

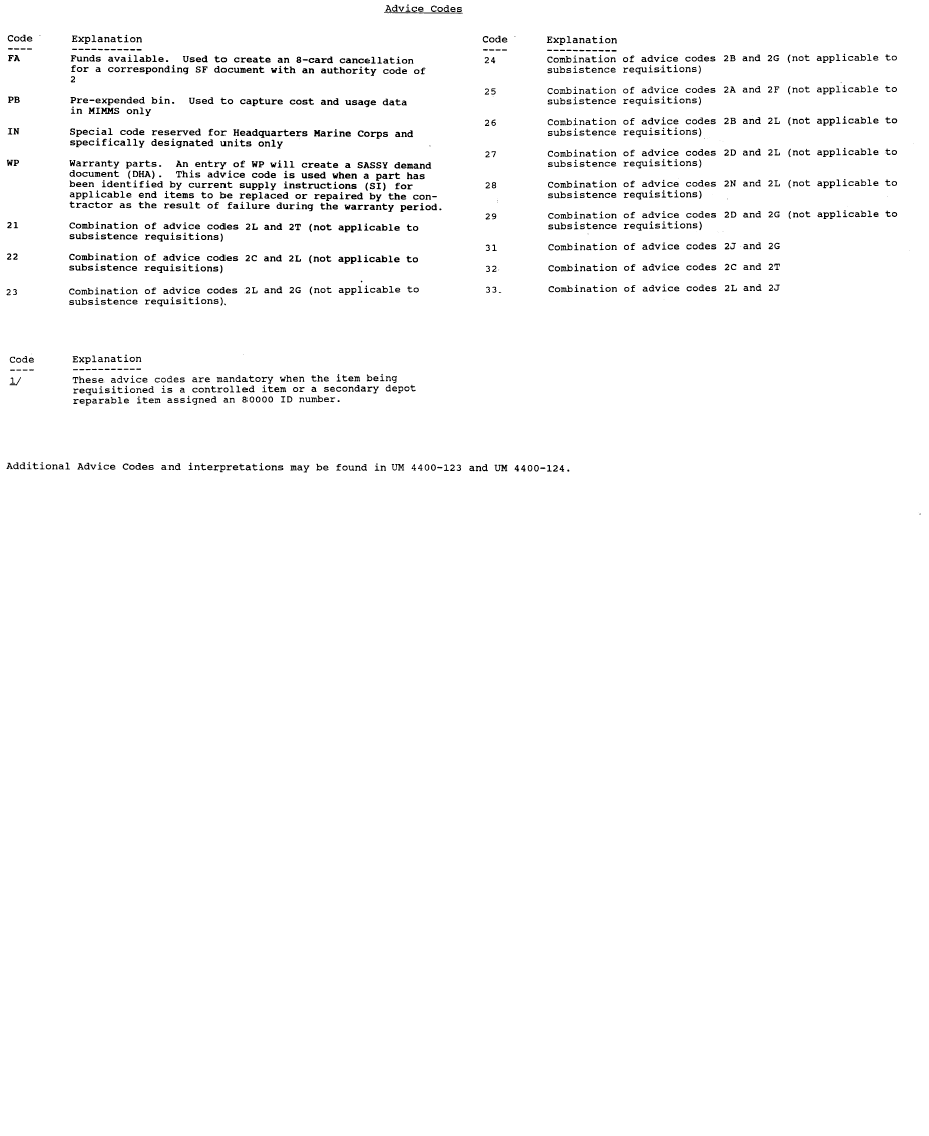
offer this material without reimbursement. controlled item that has been destroyed or lost, cannibalized,

turned over to disposal, sold, or transferred to another

2G Multiple uses: organization outside the Marine Corps. Requisitions

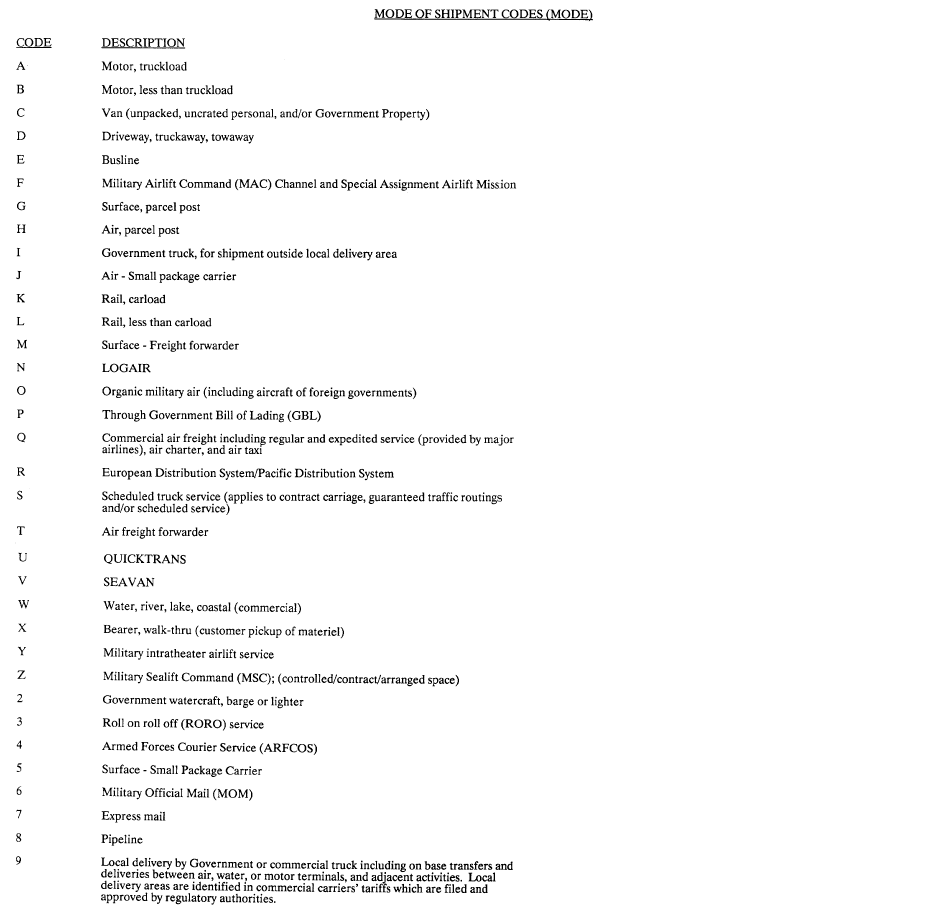
citing this code will be issued with no collateral material,

a. Ship new stock having new appearance.



|  |  |
| --- | --- |
| **CODE** | **SUPPLY STATUS** |
| B1 | NO ASSETS CURRENTLY AVAILABLE. |
| B2 | STATUS OF SUPPLY OR PROCUREMENT ACTION PRECLUDES REQUESTED MODIFICATION. |
| B3 | THE RAD CONTAINED IN THE ORIFINAL REQUISITION IS UNREALISTIC. |
| B4 | CANCELLED. RESULTS FORM RECEIPT OF CANCELLATION REQUEST FROM REQUISITIONER. |
| B5 | THE ACTIVITY IDENTIFIED BY THE CODE IN CARD COUMN 4-6 IN RECEIPT OF YOUR FOLLOW UP REQUEST. |
| B6 | THE MATERIAL APPLICABLE TO THE REQUISITION REQUESTED FOR CANCELLATION HAS BEEN DIVERTED. |
| B7 | UNIT PRICE CHANGE. |
| B8 | QUANTITY REQUESTED FOR CANCELLATION NOT ACCOMPLISHED. |
| B9 | ACTION TO CANCEL THE DEMAND OR TO DIVERT THE APPLICABLE SHIPMENT IS BEING ATTEMPTED. |
| BA | ITEM IS BEING PROCESSED FOR SHIPMENT. |
| BB | ITEM IS ON BACKORDER. |
| BC | ITEM IS ON BACKORDER AND A LONG DELAY IS ANTICIPATED. |
| BD | ITEM IS DELAYED DUE TO VERIFICATION OF REQUIREMENTS. |
| BE | DEPOT/STORAGE ACTIVITY HAS A RECORD OF THE MRO BUT NOT SUPPORTING TRANSACTION. |
| BF | SUPPLY HAS NO RECORD OF YOU REQUISITION. |
| BG | NSN HAS CHANGED. |
| BH | ADDITIONAL STATUS WILL BE SUPPLIED. |
| BJ | QUANTITY CHANGED TO INDICATE ACTIVITY. |
| BK | HAS BEEN MODIFIED AS REQUESTED. |
| BL | NOTICE OF AVAILABILITY WAS FORWARDED TO THE COUNTRY REPRESENTATIVE OR FREIGHT FORWARDED. |
| BM | YOUR DOCUMENT HAS BEEN FORWARDED TO THE INDICATED ACTIVITY. |
| BN | REQUISITION BEING PROCESSED FOR FREE ISSUE. |
| BP | ITEM IS ON BACKORDER OR PROCUREMENT FOR DIRECT DELIVERY, SHIPPING ACTION WILL BE DELAYED. |
| BQ | CANCELLED BY REQUEST. |
| BR | CANCELLED BY SMU DUE TO BACKORDER VALIDATION. |
| BS | CANCELLED BY SMU DUT TO NO RESPONSE TO BACKORDER VALIDATION. |
| BT | PROCESSED FOR RELEASE AND SHIPMENT FROM STOCK TO YOU RDD. |
| BV | PROCURED AND ON CONTACT FOR DIRECT SHIPMENT. |
| BY | DEPOT/STORAGE HAS PREVIOUSLY DENIED DELIVERY PROCUREMENT. |
| BZ | REQUISITION IS BEING PROCESSED FOR DIRECT DELIVERY PROCUREMENT. |
| C1 | REJECTED. FOR SUBSISTENCE ONLY. REQUESTED ITEM NOT AVAILABLE. |
| C2 | REJECTED. ILP FUNDS ARE NOT AVAILABLE TO PROCESS THIS REQUISITION. |
| C3 | REJECTED. APPLIES TO SUBSISTENCE ONLY. VENDOR CANNOT MAKE DELIVERY DURING SHIPPING PERIOD. |
| C4 | REJECTED. APPLIES TO SUBSISTENCE.ITEM IS SEASONAL AND NOT AVAILABLE FOR DELIVERY CURRENT SHIPPING PERIOD. |
| C5 | REJECTED. REQUISITIONER UPON INSPECTION OF MATERIAL LOCATED IN THE DPDO ACTIVITY REJECTED. |
| C6 | REJECTED. REQUISITION IS FOR COMMERCIAL TYPE ITEM WHICH IS NOT AUTHORIZED FOR SUPPLY UNDER THE FMS PROGRAM. |
| C7 | REJECTED. DOCUMENT IDENTIFIER CODE INDICATES THIS IS A REMARKS/EXCEPTION DATA DOCUMENT. |
| C8 | REJECTED. VENDOR WILL NOT ACCEPT ORDER FOR QUANTITY LESS THAN THE QUANTITY INDICATED IN CARD. |
| C9 | REJECTED. APPLIES ONLY TO SUBSISTENCER. QUANTITY IS CC25-29 CANCELED DUE TO NONAVAILABILITY. |
| CA | REJECTED. EXPLANATION FOR REJECTION IS STATED IN THE REMARKS FIELD. WHEN DUE TO SECURITY REASONS… |
| CB | REJECTED. QUANTITY NOT AVAILABLE |
| CC | REJECTED. APPLIES ONLY TO REQUISITIONS CONTAINING NSN'S FOR ITEMS WITHIN FSC'S 5510, 5530. |
| CD | REJECTED. ERROR IN QUANTITY, DATE OR SERIAL NUMBER |
| CE | REJECTED. UNIT OF ISSUE IS WRONG |
| CG | REJECTED. SUPPLY UNABLE TO IDENTIFY THE ITEM ORDERED |
| CH | REJECTED. SUBMITTED TO THE WRONG SOURCE OF SUPPLY. |
| CJ | REJECTED. ITEM IS OBSOLETE. |
| CK | REJECTED. ITEM IS NOT AVAILABLE THROUGH SUPPLY |
| CL | REJECTED. CONTRACTORS REQUISITION OR RELATED TRANSACTION IS TO BE PROCESSED INITIALLY BY AN… |
| CM | REJECTED. NO FUND CODE WAS SUBMITTED |
| CN | NON-CONSUMABLE ITEM. YOUR SERVICE DOES NOT RECEIVE REQUESITION SUPPORT ON THIS ITEM OR YOUR… |
| CP | REJECTED. ITEM OBTAINED LOCALLY. |
| CQ | REJECTED. ITEM REQUESTED IS COMMAND OR SERVICE REGULATED OR CONTROLLED. SUBMIT NEW REQUISITION. |
| CR | REJECTED. ITEM IS A CONTROLLED SUBSTANCE. |
| CS | REJECTED. SUSPECT ERROR IN QUANITY. |
| CU | REJECTED. UNABLE TO PROCURE REQUESTED ITEM. ITEM IS NO LONGER PRODUCED BY ANY KNOWN… |
| CV | REJECTED. ITEM PREMATURLEY REQUISITIONED THE EFFECTIVE DATE FOR REQUISITIONING IS CONTAINED IN… |
| CW | REJECTED. ITEM IS NOT AVAILABLE OR IS UNMAILABLE. |
| CX | REJECTED. RETURN ADDRESS. IS UNREADABLE. |
| CY | REJECTED. UNABLE TO PROCURE ITEM REQUISITIONED. ITEM IS NO LONGER PRODUCED BY ANY KNOWN SOURCE… |
| CZ | REJECTED. SUBSISTENCE ITEM NOT AVAILABLE FOR RESALE. RESERVED FOR TROOP ISSUE ONLY. |
| D1 | CANCELED. REQUISITION WAS RETAINED FOR 60 DAYS. REQUESTED ASSET DID NOT COME. |
| D2 | REJECTED. ITEM REQUESTED IN BRAND NAME RESALE AND IS IN SHORT SUPPLY. |
| D3 | REJECTED. ACTIVITY DID NOT RESPOND TO SUPPLY STATUS REQUEST FOR ADDITIONAL INFORMATION. |
| D4 | CANCELED. APPLIES ONLY TO SUBSISTENCE ITEMS. QUANTITY IN CC 25-29 CANCELLED. |
| D5 | REJECTED. ITEM REQUESTED IN NUCLEAR PLANT MATERIAL AUTHORIZED FOR ISSUE ONLY TO NUCLEAR… |
| D7 | REQUISITION MODIFIER REJECTED BECAUSE OF ERRORS IN ONE OR MORE DATE ELEMENTS. |
| D8 | REJECTED. REQUISITION IS FOR CONTROLLED SUBSISTENCE ITEM AND REQUISITIONER AND/OR "SHIP TO" ADDRESS… |
| DA | REJECTED. SOURCE OF SUPPLY IS DIRECT ORDERING FROM THE FEDERAL SUPPLY SCHEDULE IDENTIFIED. |
| DB | REJECTED. NO VALID CONTRACT IS REGISTERED AS MCA |
| DE | CANCELED. ALTHOUGH SHIPMENT STATUS (DI AS3) WAS SENT, NO SHIPMENT WAS MADE. FOR USE IN… |
| DF | TERMINATE INTRAST CONTROL PROCESSING. A SIGNED RECEIPT OF THE DISPOSAL TURN-IN DOCUMENT… |
| DG | SHIPMENT CONFIRMED. THE QUANTITY IN THE DI AS3 TRANSACTION WAS THE DISPOSAL TURN-IN DOCUMENT… |
| DH | TERMINATE INTRAST CONTROL PROCESSING. A SIGNED COPY OF THE DISPOSAL TURN-IN DOCUMENT… |
| DJ | REJECTED. GFM QUANTITY REQUISITIONED PARTAILLY EXCEEDS THE CONTRACT AUTHORIZED QUANTITY. |
| DK | REJECTED. YOUR DI APR TRANSACTION REQUESTING REINSTATEMENT HAS BEEN RECEIVED |
| DL | REJECTED. YOUR DI APR TRANSACTION REQUESTING REINSTATEMENT HAS BEEN RECEIVED |
| DM | REJECTED. YOUR DI APR TRANSACTION REQUESTING REINSTATEMENT HAS BEEN RECEIVED |
| DN | REJECTED. A VALID CONTRACT IS REORDERED AT THE MCA. HOWEVER, THE REQUISITIONED ITEM OR… |
| DQ | REJECTED. GFM QUANTITY REQUISITIONED TOTALLY EXCEEDS THE CONTRACT AND AUTHORIZED QUANTITY. |
| DR | REJECTED. THE MCA, FOR THE CONTRACT INDICATED BY THE REQUISITION FAILED TO RESPOND OR PROVIDE… |
| DS | REQUISITION RECEIVED FOR AN ITEM FOR WHICH YOUR SERVICE IS NOT A REGISTERED USER. |
| DY | REJECTED. MATERIAL SHIPPED BY NON-TRACEABLE MEANS OR SUPPLIED BY DIRECT ENDOR DELIVERY… |
| M0 | REJECTED. DIC AT\_/AM\_ RECEIVED CITING DOCUMENT DRAFT DATE HAVING LESS THAN SIX MONTHS… |
| M3 | REJECTED. REQUISITION AND ITEM UNIT OF ISSUE ARE DIFFERENT AND CANNOT BE CORRECTED. |
| M5 | WAREHOUSE REFUSAL. QUANTITY IN CARD IS DENIED. SUPPLY ACTION IS BEING CONTINUED. |
| M6 | REQUISITION MODIFIER RECEIVED AND PROCESSED. |
| MA | BEING RELEASED. |
| MB | RESPONSE TO BPF FOR NSN - QUANTITY STATUS INCLUDED. |
| MC | RESPONSE TO BPF FOR PROJECT - 100% ATTAINED. |
| MD | RESPONSE TO BPF FOR PROJECT - LESS THAN 100% ATTAINED-REPORT FOLLOWS |
| ME | REJECTED. ITEM FOR INITIAL ISSUE ONLY |
| MF | REJECTED. NO ALLOWANCE OREXCESS ALLOWANCE FOR ITEM REQUESTED. FOR GUIDANCE, REFER TO… |
| MG | ITEM MAY BE OBSOLETE. |
| MH | NO RECORD OF TRANSACTION |
| MJ | REJECTED. UNIT OF ISSUE IN MATERIAL RELEASE CONFIRMATION IS UNEQUAL TO UNIT OF ISSUE IN MRO. |
| MK | TRANSACTION IS A DUPLICATE OF AN EARLIER TRANSACTION. |
| ML | ADVICE IS NOT VALID |
| MM | REJECTED. TRANSACTION CONTAINS AN UNAUTHORIZED PROJECT MANAGER CODE. PRF TRANSACTION IS… |
| MN | REJECTED. CHANGE TRANSACTION NO VALID FOR PROJECT NUMBER. SUBMITT REQUIREMENT CHANGE… |
| MP | ITEM IS CONDEMNED |
| MQ | NO RECORD OF REQUIREMENT FILE |
| MR | REJECTED. REQUIREMENT SUBTRACT TRANSACTION WOULD REDUCE REQUIREMENT QUANTITY FOR THIS… |
| MS | REJECTED. REQUIREMENT TRANSACTION IS AN EXACT DUPLICATE OF A PREVIOUSLY RECEIVED REQUIREMENT… |
| MT | REJECTED. REQUESTED RELEASE QUANTITY IS GREATER THAN REQUIREMENT ON FILE. |
| MU | REJECTED. CHANGE DATA IN REQUIREMENT CHANGE TRANSACTION INVALID. |
| MV | REJECTED. RELEASE OF A COLD REQUIREMENT IS INVALID. |
| MW | REJECTED. TRANSACTION TO REDUCE THE DATE MATERIAL REQUIRED IN A REQUIREMENT RECORD WHICH… |
| MX | REJECTED. TRANSACTION TO CHANGE MANAGEMENT CODE TO A REQUIREMENT RECORD WHICH HAS… |
| MY | REJECTED. TRANSACTION TO CHANGE THE FUND CODE IN A REQUIREMENT RECORD WHICH WAS FUNDED… |
| MZ | NOT AUTHORIZED TO ISSUE. |
| RA | CANCELLATION. |
| RB | REJECTED. |
| SA | REJECTED. ASSIGN A NEW DOCUMENT NUMBER IF A NEW EXCESS REPORT IS SUBMITTED. |
| SB | REJECTED. REPORT GARBLED AND INCOMPLETE. USE ON DI FTR. |
| SC | REJECTED. ICP/IMM ON THE REPORTED ITEM CANNOT BE DETERMINED. RESPONSE TO DI FTE, USE ON… |
| SD | REJECTED. NSN NOT IDENTIFIABLE. USE DI FTR. |
| SF | REJECTED. MATERIAL SHOULD BE SCREENED FOR CORRECT CONDITION CODE AND NEW FTE SUBMITTED. |
| SG | REJECTED. THIS TRANSACTION IS A DUPLICATE. |
| SH | REJECTED. UNIT OF ISSUE IS INCORRECT. USE ON DI FTR. |
| SJ | REJECTED. SIGNAL CODE IS INCORRECT. USE ON DI FTR. |
| SK | REJECTED. SIGNAL CODE REQUIRES COMPATIBLE FUND CODE. USE ON DI FTR. |
| SM | REJECTED. STOCK BALANCE INDICATES DISPOSAL ACTION IS APPROPRIATE. USE ON DI FTR. |
| SN | REJECTED. MATERIAL REPORTED NOT AUTHORIZED FOR RETURN. USE ON DI FTR. |
| SP | REJECTED. A DI FTC HAS BEEN GENERATED BY DEPRA TO THE ICP. US ON DI FTR. |
| SQ | REJECTED. REPORTED NSN IS MATTER ITEM NUMBER. USE ON DI FTR. |
| T1 | MATERIAL RECEIVED. STOCK NUMBER CHANGED FOR A STOCK FUND TO AN APPROPRIATION FINANCED ITEM… |
| T3 | DI DTM HAS BEEN RECEIVED. MATERIAL HAS NOT BEEN RECEIVED. |
| T4 | MATERIAL NOT RETURNABLE. QUANTITY INDICATED IN CC 25-29 IS EXCESS IPE. |
| T6 | DI FT\_HAS BEEN ROUTED TO THE ACTIVITY INDICATED IN CC 67-69 |
| T7 | FSC HAS BEEN CHANGED BY THE ICP IN CC 4-6 |
| T9 | PART NUMBER CANNOT BE CONVERTED TO AN ESTABLISHED NSN |
| TA | CREDITABLE RETURN. SHIP MATERIAL TO ACTIVITY IN CC 54-56. |
| TB | NONCREDITABLE RETURN. RETURN QUANTITY INDICATED IN CC 25-29 TO ACTIVITY INDICATED IN CC 54-56. |
| TC | NOT RETURNABLE. QUANTITY REPORTED HAS BEEN DETERMINED BY THE IMM TO BE NOT ECONOMICALLY… |
| TD | NOT RETURNABLE. SPECIAL INSTRUCTIONS FOR DISPOSITION ARE STATED IN THE REMARKS FIELD. |
| TE | MATERIAL REQUIRED FOR LATERAL REDISTRIBUTION. |
| TF | MATERIAL RECEIVED. STATUS BEING INVESTIGATED. |
| TG | MATERIAL REQUIRED FOR LATERAL REDISTRIBUTION. |
| TH | CREDIT WILL BE GRANTED FOR QUANTITY INDICATED IN CC 25-29. |
| TJ | NONCREDITABLE RETURN. RETURN QUANTITY INDICATED IN CC 25-29 TO ACTIVITY INDICATED IN CC 54-56. |
| TK | NOT RETURNABLE. FURTHER PROCESSING MUST BE UNDER APPROPRIATE SERVICE/AGENCY REGULATIONS. |
| TL | MATERIAL RECEIVED. USE ON DI FTZ. |
| TM | MATERIAL RECEIVED. CONDITION OF MATERIAL IS INDICATED IN CC |
| TN | MATERIAL RECEIVED. CREDIT AUTHORIZED FOR QUANTITY IN CC 25-29. |
| TP | MATERIAL NOT RECEIVED WITHIN PRESCRIBED TIME FRAME. |
| TQ | MATERIAL RECEIVED. NONCREDITABLE RETURN AS INDICATED IN REPLY TO REPORT OF EXCESS. |
| TR | YOUR DI FTE RECEIVED AND IN PROCESS. |
| TT | MATERIAL RECEIVED AND IN PROCESS OF INSPECTION AND CLASSIFICATION. |
| TU | MATERIAL NOT RECEIVED. REPLY TO DI'S FTT AND FTP. |
| TW | CREDIT ACTION IN PROCESS. |
| TX | FINANCIAL TRANSACTION ACCOMPLISHED. |
| TY | DI FTZ GENERATED NO DOCUMENT NUMBER CITED INDICATED NO FREDIT AUTHORIZED FOR RETURN… |
| TZ |  |
| UB | BACKORDERED. NO FUNDS AVAIBLE. |

#### Part Requisition Status



|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **JULIAN DATE CALENDAR** | | | | | | | | | | | | | |
| (PERPETUAL) | | | | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Day** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **June** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Day** |
| **1** | 001 | 032 | 060 | 091 | 121 | 152 | 182 | 213 | 244 | 274 | 305 | 335 | **1** |
| **2** | 002 | 033 | 061 | 092 | 122 | 153 | 183 | 214 | 245 | 275 | 306 | 336 | **2** |
| **3** | 003 | 034 | 062 | 093 | 123 | 154 | 184 | 215 | 246 | 276 | 307 | 337 | **3** |
| **4** | 004 | 035 | 063 | 094 | 124 | 155 | 185 | 216 | 247 | 277 | 308 | 338 | **4** |
| **5** | 005 | 036 | 064 | 095 | 125 | 156 | 186 | 217 | 248 | 278 | 309 | 339 | **5** |
| **6** | 006 | 037 | 065 | 096 | 126 | 157 | 187 | 218 | 249 | 279 | 310 | 340 | **6** |
| **7** | 007 | 038 | 066 | 097 | 127 | 158 | 188 | 219 | 250 | 280 | 311 | 341 | **7** |
| **8** | 008 | 039 | 067 | 098 | 128 | 159 | 189 | 220 | 251 | 281 | 312 | 342 | **8** |
| **9** | 009 | 040 | 068 | 099 | 129 | 160 | 190 | 221 | 252 | 282 | 313 | 343 | **9** |
| **10** | 010 | 041 | 069 | 100 | 130 | 161 | 191 | 222 | 253 | 283 | 314 | 344 | **10** |
| **11** | 011 | 042 | 070 | 101 | 131 | 162 | 192 | 223 | 254 | 284 | 315 | 345 | **11** |
| **12** | 012 | 043 | 071 | 102 | 132 | 163 | 193 | 224 | 255 | 285 | 316 | 346 | **12** |
| **13** | 013 | 044 | 072 | 103 | 133 | 164 | 194 | 225 | 256 | 286 | 317 | 347 | **13** |
| **14** | 014 | 045 | 073 | 104 | 134 | 165 | 195 | 226 | 257 | 287 | 318 | 348 | **14** |
| **15** | 015 | 046 | 074 | 105 | 135 | 166 | 196 | 227 | 258 | 288 | 319 | 349 | **15** |
| **16** | 016 | 047 | 075 | 106 | 136 | 167 | 197 | 228 | 259 | 289 | 320 | 350 | **16** |
| **17** | 017 | 048 | 076 | 107 | 137 | 168 | 198 | 229 | 260 | 290 | 321 | 351 | **17** |
| **18** | 018 | 049 | 077 | 108 | 138 | 169 | 199 | 230 | 261 | 291 | 322 | 352 | **18** |
| **19** | 019 | 050 | 078 | 109 | 139 | 170 | 200 | 231 | 262 | 292 | 323 | 353 | **19** |
| **20** | 020 | 051 | 079 | 110 | 140 | 171 | 201 | 232 | 263 | 293 | 324 | 354 | **20** |
| **21** | 021 | 052 | 080 | 111 | 141 | 172 | 202 | 233 | 264 | 294 | 325 | 355 | **21** |
| **22** | 022 | 053 | 081 | 112 | 142 | 173 | 203 | 234 | 265 | 295 | 326 | 356 | **22** |
| **23** | 023 | 054 | 082 | 113 | 143 | 174 | 204 | 235 | 266 | 296 | 327 | 357 | **23** |
| **24** | 024 | 055 | 083 | 114 | 144 | 175 | 205 | 236 | 267 | 297 | 328 | 358 | **24** |
| **25** | 025 | 056 | 084 | 115 | 145 | 176 | 206 | 237 | 268 | 298 | 329 | 359 | **25** |
| **26** | 026 | 057 | 085 | 116 | 146 | 177 | 207 | 238 | 269 | 299 | 330 | 360 | **26** |
| **27** | 027 | 058 | 086 | 117 | 147 | 178 | 208 | 239 | 270 | 300 | 331 | 361 | **27** |
| **28** | 028 | 059 | 087 | 118 | 148 | 179 | 209 | 240 | 271 | 301 | 332 | 362 | **28** |
| **29** | 029 |  | 088 | 119 | 149 | 180 | 210 | 241 | 272 | 302 | 333 | 363 | **29** |
| **30** | 030 |  | 089 | 120 | 150 | 181 | 211 | 242 | 273 | 303 | 334 | 364 | **30** |
| **31** | 031 |  | 090 |  | 151 |  | 212 | 243 |  | 304 |  | 365 | **31** |

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| **JULIAN DATE CALENDAR** | | | | | | | | | | | | | |
| (FOR LEAP YEARS ONLY!) | | | | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Day** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **June** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Day** |
| **1** | 001 | 032 | 061 | 092 | 122 | 153 | 183 | 214 | 245 | 275 | 306 | 336 | **1** |
| **2** | 002 | 033 | 062 | 093 | 123 | 154 | 184 | 215 | 246 | 276 | 307 | 337 | **2** |
| **3** | 003 | 034 | 063 | 094 | 124 | 155 | 185 | 216 | 247 | 277 | 308 | 338 | **3** |
| **4** | 004 | 035 | 064 | 095 | 125 | 156 | 186 | 217 | 248 | 278 | 309 | 339 | **4** |
| **5** | 005 | 036 | 065 | 096 | 126 | 157 | 187 | 218 | 249 | 279 | 310 | 340 | **5** |
| **6** | 006 | 037 | 066 | 097 | 127 | 158 | 188 | 219 | 250 | 280 | 311 | 341 | **6** |
| **7** | 007 | 038 | 067 | 098 | 128 | 159 | 189 | 220 | 251 | 281 | 312 | 342 | **7** |
| **8** | 008 | 039 | 068 | 099 | 129 | 160 | 190 | 221 | 252 | 282 | 313 | 343 | **8** |
| **9** | 009 | 040 | 069 | 100 | 130 | 161 | 191 | 222 | 253 | 283 | 314 | 344 | **9** |
| **10** | 010 | 041 | 070 | 101 | 131 | 162 | 192 | 223 | 254 | 284 | 315 | 345 | **10** |
| **11** | 011 | 042 | 071 | 102 | 132 | 163 | 193 | 224 | 255 | 285 | 316 | 346 | **11** |
| **12** | 012 | 043 | 072 | 103 | 133 | 164 | 194 | 225 | 256 | 286 | 317 | 347 | **12** |
| **13** | 013 | 044 | 073 | 104 | 134 | 165 | 195 | 226 | 257 | 287 | 318 | 348 | **13** |
| **14** | 014 | 045 | 074 | 105 | 135 | 166 | 196 | 227 | 258 | 288 | 319 | 349 | **14** |
| **15** | 015 | 046 | 075 | 106 | 136 | 167 | 197 | 228 | 259 | 289 | 320 | 350 | **15** |
| **16** | 016 | 047 | 076 | 107 | 137 | 168 | 198 | 229 | 260 | 290 | 321 | 351 | **16** |
| **17** | 017 | 048 | 077 | 108 | 138 | 169 | 199 | 230 | 261 | 291 | 322 | 352 | **17** |
| **18** | 018 | 049 | 078 | 109 | 139 | 170 | 200 | 231 | 262 | 292 | 323 | 353 | **18** |
| **19** | 019 | 050 | 079 | 110 | 140 | 171 | 201 | 232 | 263 | 293 | 324 | 354 | **19** |
| **20** | 020 | 051 | 080 | 111 | 141 | 172 | 202 | 233 | 264 | 294 | 325 | 355 | **20** |
| **21** | 021 | 052 | 081 | 112 | 142 | 173 | 203 | 234 | 265 | 295 | 326 | 356 | **21** |
| **22** | 022 | 053 | 082 | 113 | 143 | 174 | 204 | 235 | 266 | 296 | 327 | 357 | **22** |
| **23** | 023 | 054 | 083 | 114 | 144 | 175 | 205 | 236 | 267 | 297 | 328 | 358 | **23** |
| **24** | 024 | 055 | 084 | 115 | 145 | 176 | 206 | 237 | 268 | 298 | 329 | 359 | **24** |
| **25** | 025 | 056 | 085 | 116 | 146 | 177 | 207 | 238 | 269 | 299 | 330 | 360 | **25** |
| **26** | 026 | 057 | 086 | 117 | 147 | 178 | 208 | 239 | 270 | 300 | 331 | 361 | **26** |
| **27** | 027 | 058 | 087 | 118 | 148 | 179 | 209 | 240 | 271 | 301 | 332 | 362 | **27** |
| **28** | 028 | 059 | 088 | 119 | 149 | 180 | 210 | 241 | 272 | 302 | 333 | 363 | **28** |
| **29** | 029 | 060 | 089 | 120 | 150 | 181 | 211 | 242 | 273 | 303 | 334 | 364 | **29** |
| **30** | 030 |  | 090 | 121 | 151 | 182 | 212 | 243 | 274 | 304 | 335 | 365 | **30** |
| **31** | 031 |  | 091 |  | 152 |  | 213 | 244 |  | 305 |  | 366 | **31** |

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| **RESPONSIBLE UNIT** | | | | | | | **AUTHORITY (T/E, Allowance List, etc.)** | | |
| **DATE** | **VOUCHER NUMBER** | **INCREASE** | | **DECREASE** | **BALANCE** | **REMARKS** | | **SIGNATURE** | | |
|  |  | **BROUGHT** | | **FORWARD** |  |  | |  | | |
|  |  |  | |  |  | PRINT NAME | |  | | |
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|  |  | **CARRIED** | | **FORWARD** |  |  | |  | | |
| **CONTROL NUMBER** | | | **DESCRIPTION** | | | | | | **ALLOWANCE** | |
| **STOCK NUMBER** | | |  | | | | | | **ACCOUNT NUMBER** | |

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**VEH TYPE ID # TAMCN**

**M1123 08770D D1158**

**M1151 11301A D0030**

**M1152 11285A D0022**

**M1165 11485B D0034**

**M1165A1 11482A D0034**

**M101 00647C D0850**

**M116 09058A D0085**

**M1102 11329A D0017**

**M1102 11248A D0016**

**M105A2 00638E D0860**

**M149 00648H D0880**

**M353 05945A D0080**

**MK23 10629A D0198**

**MK25 10629B D0198**

**MK27 10631A D1062**

**MK28 10631B D1062**

**MK29 10632A D1073**

**MK30 10632B D1073**

**AMK27 10631D D0005**

**AMK29 10632C D0007**

**AMK30 10632D D0008**

**MK36 10633A D1213**

**AMK36 10633B D0015**

**MK48A1 08780B D0209**

**MKR18 11313A D0886**

**MK1077 (FLATRACK) 10562A D0195**

**MKR15 11321A D1214**

**MKR16 11313A D0887**

**MK15A1 08782B D0877**

**MK16 08783A D0878**

**MK18 09470A D0881**

**M870A2 07862C D0235**

**MK18A1 09470A D0881**

**M870A2S 07862D D0235**

**4x4 JERRV MRAP 11202A D0025**

**6x6 JERRV MRAP 11066A D0027**

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**REQUISITIONED TOOL**

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**MISCELLANEOUS**