

CHAPTER 14

SUPPLY SYSTEM

As an electronics material officer, you are definitely involved with supply. To work effectively and smoothly with the supply department you should have a good understanding of how the supply system is organized, and how it works.

Navy supply management is directly affected by decisions made at the highest levels of the Government. World conditions set the foundation for the development of national policies and objectives. The execution of these policies requires the maintenance of armed forces, and control of the production and consumption of material required.

As Chief of the Executive Branch, the President is responsible for the business affairs of the Government. The President justifies appropriation requests before Congress and controls the expenditures of funds for equipping the Armed Forces. As Commander-in-Chief of the Armed Forces, the President allocates the missions of the military departments, thereby providing the basis for their material missions.

The Secretary of Defense is the principal assistant to the President on matters relating to the Department with broad authority for the business management of the military services. The Secretary is advised by the Secretaries of the Army, the Navy, and the Air Force, the Armed Forces Policy Council, the Joint Chiefs of Staff, General Counsel, and a number of Assistant Secretaries. Policies and standards for supply management are issued by the Secretary of Defense for implementation by the military services.

THE INTEGRATED NAVAL/DLA SUPPLY SYSTEM

The term "Supply System" is used to describe collectively the field activities of the Navy Supply Systems Command (NAVSUP) and Defense Logistics Agency (DLA) which receive and hold materials and issue them to operating forces or to activities of the shore establishment. It also extends into the operating forces in the form of stores issue ships and tenders.

Segments of the supply system are managed by inventory managers called Inventory Control Points (ICPs). Each of these ICPs manages a material commodity or group of commodities which are held in a "distribution system" made up of supply activities called stock points.

The Supply System is "integrated." The term "integrated" is used in two different ways when discussing the Navy/DLA Supply System. First, the Navy Supply System itself is integrated. Prior to World War II, technical materials were controlled by technical commands and were generally provided to the fleet on a direct turnover basis from private industry. The staggering quantity of material required by the highly mobile naval forces and advanced bases soon surpassed the ability of this system to meet demands. As a result, it was necessary that these technical items be integrated into the supply system where they could be managed system-wide.

The Integrated Navy/DLA Supply System refers to an integration of the DLA system and the Navy system.

The integrated Navy/DLA Supply System operates in an era when expensive and frequent

international contingencies must be supported by funds from ever-constricting budgets. Economy, efficiency of operation, and superior management are always critically important. The mission of this Integrated Navy/DLA Supply System is then, first and most important, to provide a responsive support to the operating forces; and second, to ensure economical use of resources.

NAVAL MATERIAL COMMAND

The structure of the Naval Material Command is designed to promote a systems approach to research, development, procurement, distribution, and utilization of all types of materials required. This also includes advice concerning the training and technical requirements essential for the operation and maintenance by naval personnel of new equipment, and timely guidance on operation, repair, and maintenance in general.

The command, directly responsive to CNO, is headed by the Chief of Naval Material (CNM) and has five subordinate systems commands:

Naval Air Systems Command (NAVAIR-SYSCOM)

Naval Electronic Systems Command (NAVELEXSYSCOM)

Naval Facilities Engineering Command (NAVFACENGCOM)

Naval Sea Systems Command (NAV-SEASYSCOM)

Naval Supply Systems Command (NAV-SUPSYSCOM)

TECHNICAL SYSTEMS COMMAND FUNCTIONS

The titles of the first four systems commands listed above indicate, in general, the categories of material assigned to each. For its own assigned areas of supply support, each has the same responsibilities as outlined for the

Electronic Systems Command discussed in the following paragraphs.

Each systems command is responsible for the material effectiveness, including safety features, of items for which it has material support responsibility.

NAVAL ELECTRONIC SYSTEMS COMMAND (NAVELEX)

The Naval Electronic Systems Command provides the engineering know-how to see selected electronic equipment from conception through development, production, testing, installation, maintenance, and eventual replacement.

Like the other four systems commands, it must provide for, and meet those material support needs of, the Department of the Navy that are within its assigned "material support" responsibility. This includes the responsibility to:

1. Plan for and develop the resource capabilities and readiness to meet material support needs of the active and reserve Operating Forces of the Navy and Marine Corps, their assigned shore activities, and other offices and organizations for which the command is assigned responsibility; to assist the Chief of Naval Material in providing the Chief of Naval Operations, the Commandant of the Marine Corps, or other offices and organizations, with timely and adequate advice on the technical and economic feasibility of meeting such needs; and to keep them informed of new capabilities to meet needs which may, or may not, have been previously expressed.

2. Plan for the utilization of resources in the performance of the work of meeting the material support needs of the active and reserve Operating Forces of the Navy, the Marine Corps, and other offices and organizations for which the command is assigned responsibility; to perform such work; and to budget for such work except where it is budgeted for by the Marine Corps or is funded by other means. Subject to procurement assignments and other assignments

and limitations by higher authority, such work includes, as appropriate, but is not limited to:

The research, design, development, logistics planning, testing, technical evaluation, acquisition, procurement, contracting, production, construction, manufacture, inspection, fitting out, supply, maintenance, alteration, conversion, repair, overhaul, modification, and advance base outfitting of naval material for which the command is assigned responsibility.

Obtaining and operating facilities, including reserve facilities and government facilities, and equipment at contractor-operated plants, as necessary for the performance of such work.

3. Evaluate and report to the Chief of Naval Material on the adequacy of naval and commercial facilities to meet the present and future needs of the Department of the Navy.

4. Control and account for appropriated funds and authorized civilian personnel ceilings allocated for the performance of the command's work, including the sound expenditure, management, and utilization thereof; and to prepare estimates for funds and manpower required to carry out approved plans and directives.

5. Perform such additional functions and tasks as may be necessary to provide for and meet material support needs within the command's assigned responsibility.

NAVAL SUPPLY SYSTEMS COMMAND (NAVSUP)

The Navy Supply Systems Command, (NAVSUP) has the responsibilities described above for materials assigned and for those not specifically assigned elsewhere. It is the Navy's technical authority on supply management policies and methods, including: provisioning, cataloging, inventory management, distribution, materials handling, traffic management, transportation, packing, preservation, receipt, storage, issue, and disposal. In all these functions it provides guidance to the other systems commands and staff assistance to higher authority. NAVSUP administers the Navy Stock Fund; The Navy Publications and Printing Service, the Navy Resale Program; the Navy Field Purchase System; the Navy Food Service

Program; supply, budgeting, fiscal, and statistical functions, in support of assigned military assistance/international logistics programs; a centralized program to control utilization of Navy storage facilities, except those for ammunition storage; and the Navy's central disposal office.

INVENTORY MANAGEMENT

Through its five systems commands, the Navy procures hundreds of thousands of different items of material. To handle all these items in orderly fashion requires an efficient system of inventory management.

Inventory Control Points (ICPs)

The following inventory control points (ICPs) are material managers, each responsible for administering supply for the categories of material assigned:

Navy Aviation Supply Office, Philadelphia, Pa.

Navy Ships Parts Control Center, Mechanicsburg, Pa.

The following activities are not ICPs, but they have been assigned specific inventory management responsibilities in addition to their primary missions:

Navy Publication and Forms Center, Philadelphia, Pa.

Navy Fuel Supply Office, Cameron Station, Alexandria, Va.

Navy Resale Systems Office, Brooklyn, N.Y.

In addition to the above, various systems commands have retained the inventory management responsibility for certain material for which they are primarily responsible.

The inventory manager for any stock item is indicated by a cognizance symbol. A current list of cognizance symbols with the cognizant inventory manager is contained in NAVSUP Publication 485 (*Afloat Supply Procedures*).

Inventory Management Responsibilities

Inventory Control responsibility requires management of: quantities and monies required, initiation of procurement and disposal actions, positioning and repositioning of material, and development of worldwide quantity requirements, costs, and inventory data.

The NAVSUP Inventory Control Points share responsibility for assuring that repair parts and components needed to install, maintain, and operate ship/aircraft and the electronics and ordnance systems employed afloat and ashore are available when required. In general, the Navy Ships Parts Control Center (SPCC), Mechanicsburg, Pa., is responsible for the support of electronics systems, including the fire control subsystems of ordnance systems.

The ICPs are under the management of the Naval Supply Systems Command, but they also work under the technical guidance of those Navy commands (such as the Naval Electronic Systems Command) that are responsible for the procurement of major hardware systems.

The mission of an ICP is most broadly described as "program support" of equipment/systems assigned. In general terms, program support is defined as the responsibility for assuring that repair parts needed to maintain the equipment/system are available in the hands of the equipment users, and in the integrated Navy Supply/Defense Logistics Agency supply system. Specifically, this mission requires each ICP to:

Assure that activities of the Navy will receive material when required, and in the proper quantities

Coordinate the initial provisioning of new equipment and systems entering Navy use. Provisioning is the process of determining the range and depth of repair parts which are required to support an equipment for an initial period. Provisioning covers onboard repair parts and back-up supply system stock.

Determine which repair parts will be stocked in the Navy Supply System under the supply distribution control of SPCC and which

ones will be controlled by appropriate Defense Supply Centers. (Defense Supply Centers provide "wholesale system management" to all the military services for items readily available from commercial suppliers.)

- Assure, by control of procurement, that long supply or short supply will be curtailed by providing a scheduled flow of material into the Navy Supply System in the proper quantities

- Direct redistribution or disposal of excess stock at supply activities for material under its cognizance

- Determine or assist in determining items to be stocked

- Carry out intensive technical research programs in order that all material under its control is identified, stock numbered, and cataloged so interchangeability between items may be determined

- Establish standard unit prices

- Develop methods and procedures for recording and reporting the stock status of the material under its inventory control

- Maintain close liaison with the systems commands for the purpose of incorporating changes, new requirements, obsolescence, and other planning information into the inventory control of its material

- Maintain a current status of storage availability and storage requirements for operating and planning purposes

- Maintain budgetary and accounting controls for use in the preparation and justification of budget estimates and the reporting of financial information

- Participate in material standardization programs

The SPCC and the Navy Aviation Supply Office provide for availability of repair parts by establishing quantities of each item to be stocked

in the major supply and industrial facilities that constitute what is sometimes referred to as the "wholesale" system. These levels of material are determined according to scientific techniques of inventory control that use principles of mathematics and economics to determine quantities that will provide acceptable off-the-shelf availability at reasonable cost. These techniques provide for the filling of about eight out of ten requisitions from stock on hand. The balance is filled from material due in, or by special procurement from the manufacturer.

In general, material under the control of the Navy Inventory Control Points falls into two categories. The major part of the inventory (90 percent in the SPCC system) is stocked at major supply and industrial activities and transactions are reported to the ICP. This means that Naval Supply Center, Norfolk, for instance, reports every receipt and issue of each item controlled by SPCC. These reports are made daily by electronic means. They enable SPCC to maintain an up-to-date record of material on hand, to replenish as it is used, and to direct requisitions not filled at Norfolk to another activity that has material in stock.

A second and smaller category of inventory consists of storeroom stock at many activities such as air stations and communications stations, to support local operations. The dollar values of these retail stocks and the values of issues made are reported to the ICPs periodically. This portion of the inventory is controlled by requiring that the activities concerned maintain a specified relationship between inventory and issues.

SUPPLY SUPPORT ACTIVITIES ASHORE

The major activities ashore which are vested with responsibility for supply support to individual ships and units are the naval supply centers and naval supply depots.

Naval Supply Centers (NSC)

A naval supply center is a command organization established for the centralized administration of various types of technical supply depots and supply activities. NSC furnishes

balanced supply support to fleet units, shore activities, transient ships, and overseas bases and fleet units. It has, as components, several depots stocking the various categories of materials. In addition, a supply center may have certain other components performing related functions of a supply nature. Military command and coordination control is exercised by the commanding officer of the supply center. Primary support responsibility of the naval supply center is exercised by NAVSUP.

Naval Supply Depots (NSD)

Naval supply depots normally support local activities and fleet units present in the locality. Naval supply depots are under the military command and coordination control of the local base or the Fleet Commander.

NAVAL RETAIL OFFICE

The Navy Supply Systems Command has established a Navy Retail Office (NRO), Fleet Material Support Office (FMSO) as its field arm for the retail inventory management of all integrated/interservice manager items. Responsibilities of FMSO generally include the following:

- Budgets for, allocates and controls Navy Stock Fund (NSF) monies used for procurement of integrated/interservice manager items
- Establishes and controls stock point stock levels of integrated/interservice manager items
- Computes requirements (except for petroleum products), and positions and manages Prepositioned War Reserve Stocks (PWRS)
- Designates activities as retail stock points, or consumer stock points, and prescribes specific requisitioning channels in accordance with NAVSUP guidance
- Determines and promulgates other information required by stock points in the local inventory management of integrated/interservice manager items

Accomplishes liaison with integrated/interservice managers to ensure that Navy requirements are satisfactorily supported and for other matters which are not the prerogative of inventory managers with program support responsibility or which are delegated by the manager

DEFENSE LOGISTICS AGENCY

The Defense Logistics Agency (DLA) provides centralized management of items in common use by all military services and other agencies of the Department of Defense (DOD). DLA management responsibilities include determination of requirements, procurement, distribution, receipt and storage, and control. However, only the functions that are related to the Navy Supply System are discussed in this section.

DEFENSE SUPPLY CENTERS

Defense Supply Centers (DSCs), as field organizations of the DLA, support the military services in the integrated inventory management of common-use items of a commercial type. The term "items of common supply" is defined as those items which are determined to be susceptible to integrated management by a single agency for all of the military services.

DSCs have been assigned responsibilities for:

Providing the most effective and economic support of common supplies and services to the military departments and other DOD components

The wholesale distribution system for assigned supplies

Performing or arranging for material inspection of all assigned supplies

Administration and supervision of the DOD procurement programs, the Federal catalog program, standardization programs, surplus property disposal program, and other programs as directed by the Secretary of Defense

Systems analysis and design, procedural development, and maintenance for assigned supply and service systems

The Defense Supply Centers are inventory managers, but not in the same degree as Navy inventory control points. The Navy ICPs retain supply management responsibility for all repair parts required for the operation and maintenance of an equipment assigned. This concept is known as "program support." The Defense Supply Centers manage items of supply, based on requirements data provided by the services. This is significant because the Navy must ensure that program requirements are passed to the DLA for supporting action.

Major areas of responsibility of the DSCs are described in the following paragraphs.

Supply Management

The Defense Supply Centers are responsible for the performance of such supply management functions (depending on the specific assignment) as cataloging, standardization, determination of net requirements, procurement, inspection and quality control, storage, distribution, redistribution, disposal, transportation arrangement, maintenance and manufacturing guidance and mobilization planning.

Replenishment Requirements

It is the responsibility of each service to determine the kinds and quantities of supplies and equipment needed, then to furnish this information to the Defense Supply Centers. The Defense Supply Centers compute the replenishment requirements on all the items under DLA management. These computations take into account the experience of the center on each item, and program information furnished by each service.

Distribution

The Defense Supply Centers control the wholesale distribution of stock among the four services. Wholesale stock is material owned by the integrated manager; retail stock is material owned by the military service. Use is made of the facilities, regardless of military department ownership, that are best suited to meet the requirements of the services and the area served. These facilities are operated with administrative

support furnished by the service that owns the facility. When a Center is the principal user of the facility, however, and has management jurisdiction, the Center provides the administrative support to the other tenants.

Ownership

All stocks, both operating and reserves, under the control of a Defense Supply Center are owned by the Center and financed by a separate fund, the Defense Stock Fund.

Stock Rotation

Stocks under the ownership of the DLA are rotated when required to maintain their quality, through arrangements agreed upon between DLA and the military department concerned. The Defense Supply Centers conduct their operations within the United States, excluding Alaska and Hawaii, except when specifically extended by the Secretary of Defense. The centers arrange, however, for shipment of their items from continental stock points to overseas points designated by the military departments.

Basically, the relationship between DLA and the military services can be described as follows:

- The military departments determine the kinds of supplies and equipment or services they need, as well as the quantity needed.
- The military departments also compute their gross quantitative requirements for mobilization and war.
- DLA computes the replenishment requirements for the items it manages.
- DLA, on request from a particular service, computes special program and mobilization requirements.
- DLA purchases common items of supply; the military departments purchase the items associated with weapons systems, and the weapons systems themselves.
- DLA exercises wholesale management of the items assigned to it, and owns the wholesale

stocks of these items; the military departments manage such items below the wholesale level in the United States.

- The military departments manage all overseas supply organizations, wholesale and retail, but DLA in response to military service requisitions may arrange for the shipment of its items from continental stock points to overseas points designated by the military departments.

- DLA is authorized to make standardization decisions on any item it manages, subject to appeal by the military departments to the Deputy Secretary of Defense.

- DLA is responsible for maintaining Military Standard Requisitioning and Issue Procedure (MILSTRIP) regulations, and for maintaining surveillance over the requisitioning and issue procedures of the military services to assure uniform implementation and operation.

GENERAL SERVICES ADMINISTRATION

The General Services Administration (GSA) is charged with broad responsibilities in the management of government property, supplies, records, defense materials, and services.

GSA is the largest independent service and management agency of the civilian agencies of the Federal Government. Some of the functions of GSA include: real and personal property procurement, supply maintenance and utilization; surplus property disposal; management of archives and records; custody and physical management of the national stockpile of critical and strategic materials; maintenance of the national industrial equipment reserve; and government-wide assistance in contracting services of common carriers and public utilities, as well as supervision of telecommunications. GSA has assumed responsibility for management of certain items of general use, tools, furniture, office machines and supplies, cleaning supplies, paint and related supplies, and packing and packaging materials that were formerly managed by various DSCs.

FLEET SUPPLY

The operating forces of the Navy are charged with supporting United States national policy under a wide range of conditions from peacetime operations through armed conflict. For this reason the Navy Supply System must be able to function in support of operations under existing conditions at any given time. Replenishment of supply stock ashore is primarily a problem of procurement. At sea, distribution is a problem of logistics. A combination of advanced base and mobile support techniques are used to supply the Operating Forces as circumstances require. In peacetime, the permanent shore activities (both CONUS and overseas) furnish the bulk of fleet support, supplemented by mobile units when economical or desirable for reasons of military readiness. Two prime advantages of naval forces are flexibility and mobility of weapon systems. The effectiveness of these advantages is largely determined by the effectiveness of logistic support. A mobile logistic support force (MLSF) is provided to release the Operating Forces in a large measure from direct dependency on shore bases which may be far from the operating area.

FLEET COMMANDS

The commander-in-chief of a fleet has the following logistic responsibilities:

Promulgation of general logistic policies, plans, and orders for support of the fleet and shore activities of the area

Establishment of standards of logistics and logistic readiness

Dissemination of information to subordinate commanders relative to operational logistic plans or projects

Coordination of logistic activities of subordinate commanders

Conducting the supply operations assistance program

To assist in carrying out logistic responsibilities, each fleet commander in chief has a professional adviser for supply and transportation matters, the fleet supply officer. The Atlantic Fleet Supply Officer heads a division of CINCLANTFLT Headquarters (Code N4). The Pacific Fleet Supply Officer is the Commander Naval Logistics Command, U. S. Pacific Fleet (COMNAVLOGPAC).

Duties of COMNAVLOGPAC

COMNAVLOGPAC's mission is to exercise primary responsibility over all matters pertaining to ship and shorebased logistics in the Pacific Fleet; to monitor all logistics matters of interest to CINCPACFLT; to command, as immediate superior or through subordinate commanders, assigned shore activities and shore-based mobile units in support of the operating forces of the Pacific Fleet. Some important functions of COMNAVLOGPAC are as follows:

- Act as principal logistic agent (PLA) for CINCPACFLT
- Assist operational and type commanders in developing logistics doctrine and procedures
- Coordinate all petroleum matters for naval forces in the Pacific and, in connection with these duties, maintain liaison with the Pacific Command Petroleum Office
- Provide logistic support for mine and mine countermeasures plans, coordinating with appropriate operational commands; provide logistic support to other services in accordance with effective joint agreements
- Maintain a ready accounting system for nuclear weapons and components in the custody of the Pacific Fleet
- Coordinate Navy mail service in the Pacific Fleet
- Distribute entertainment motion pictures and promulgate instructions for their control

Coordinate logistics planning in the Pacific Fleet

- Interpret and publish supply, ordnance, and procurement policy directives from higher authority and recommend CINCPACFLT policy regarding same
- Administer the Pacific Fleet Supply Operations Assistance Program (SOAP) and the Pacific Fleet SOAP Team Organization
- Recommend, initiate, and monitor the execution of financial policies
- Coordinate all matters concerning medical and dental personnel, material, health, and sanitation standards in the Pacific Fleet

Type Commanders with Primary Logistic Responsibilities

Ships of a fleet are grouped by ship types and are assigned to type commanders (TYCOMs) for purposes of administration. Certain TYCOMs have primary logistics responsibilities which extend beyond their own type organization. These are as follows:

Atlantic Fleet:

Commander, Naval Air Force, U. S. Atlantic Fleet (COMNAVAIRLANT);

Commander, Submarine Force, U. S. Atlantic Fleet (COMSUBLANT);

Commanding General, Fleet Marine Force, U. S. Atlantic Fleet (CGFMFLANT);

Pacific Fleet:

Commander, Naval Air Force, U. S. Pacific Fleet (COMNAVAIRPAC);

Commanding General, Fleet Marine Force, U. S. Pacific Fleet (CGFMFPAC)

Duties of the Commander, Naval Air Force, U. S. Atlantic Fleet

In addition to regular type commander logistic responsibilities for ships and stations assigned, COMNAVAIRLANT, as logistic agent for aviation support, acts for CINCLANTFLT in aviation supply matters (including support in aeronautical, photographic, and aerological material) to provide for aviation supply support to COMNAVAIRLANT units, to FMFLANT, to aviation shore activities overseas in the Atlantic Command area, and to such other aviation commands as may be assigned specifically to COMNAVAIRLANT for aviation logistics. COMNAVAIRLANT makes recommendations to CINCLANTFLT on matters of policy or of significant importance involving aviation supply support in LANTFLT. Specific functions delegated to COMNAVAIRLANT include the following:

- Providing planning information to support bases relative to aircraft deployments
- Issuing aviation supply outfitting directives
- Controlling distribution of critical aviation materials
- Establishing supply procedures, stock levels, and requisitioning
- Channeling aeronautical material for fleet ships and bases
- Implementing aviation supply policy and procedures directed by higher authority
- Exercising operational and administrative control of fleet support aircraft
- Issuing necessary instructions for the guidance of fleet units in requests for, and utilization of, fleet tactical aeronautical support services
- Developing plans which provide for the expansion of fleet tactical aeronautical support capability as required

Providing information to CINCLANTFLT on schedules and random airlift opportunities. (Allocation of available airlift among requesting commands will be made with due regard to relative priorities and effect on fleet readiness. Matters involving policy and airlift allocation which cannot be resolved in coordination with other commands will be referred to CINCLANTFLT.)

Duties of the Commander, Naval Air Force, U. S. Atlantic Fleet and Commanding General, Fleet Marine Force Atlantic

COMNAVAIRLANT and CGFMFLANT maintain responsibility and control of aviation material and Marine Corps material, respectively, in accordance with current directives.

Duties of Commander Submarine Force, U. S. Atlantic Fleet

In addition to regular type commander logistic responsibilities for ships and stations assigned, COMSUBLANT acts as logistic agent for the following submarine supply matters:

Coordinates, monitors, and controls, as appropriate, the procurement allocation and distribution of submarine and fleet ballistic missile material

Coordinates with COMSUBPAC in the allocation of critical submarine and fleet ballistic missile material to operating units of both forces

Arranges for and schedules the air movements of FBM submarine relief crews

In coordination with Commander, Military Sealift Command, Atlantic (COMSC) arranges and schedules the surface lift of fleet ballistic missiles, and other submarine material to COMSUBLANT operating sites

Arranges for the movements of air cargo to submarine support sites

Duties of the Commander, Naval Air Force, U. S. Pacific Fleet and Commanding General, Fleet Marine Force, U. S. Pacific Fleet

COMNAVAIRPAC and CGFMFPAC maintain responsibility and control of aviation material and Marine Corps material, respectively.

MOBILE LOGISTIC SUPPORT FORCE (MLSF)

The mobile logistic support forces may include an underway replenishment group, which replenishes Operating Forces underway, and a mobile support group, which replenishes ships at an anchorage. The proportionate amount of replenishment obtained from each group depends on the existing military situation and is determined by the operational commander. Materials carried by MLSF ships are listed in the Consolidated Afloat Requisitioning Guide Overseas (CARGO), NAVSUP 4998-A (Atlantic) and NAVSUP 4998-P (Pacific). The ship types that make up the Mobile Logistic Support Force are given in the paragraphs below.

Combat Stores Ships (AFS)

A combat stores ship (AFS) carries a "load" of general stores, ships' repair parts, electronic repair parts, aviation repair parts, subsistence, and the ship's store stock.

Oiler (AO)

An oiler (AO) carries bulk fuels, a deckload of bottled gas and drummed oil and certain items of general stores and ship's store stock that are fast-moving.

Ammunition Ship (AE)

An ammunition ship (AE) carries explosive and hazardous ammunition and related materials.

Fast Combat Support Ship (AOE)

The fast combat support ship (AOE) carries fuel oil and marine lubricants, explosive and

hazardous ammunition, subsistence items, and related material.

Replenishment Oiler (AOR)

The replenishment oiler (AOR) carries limited range general and technical stores, fuel oil, subsistence items, and ammunition.

Destroyer Tenders and Submarine Tenders (AD and AS)

These tenders provide supply support, as specified in the Tender and Repair Ship Load List (TARSL), to a specific ship type. They usually act as flagships.

The above ships act as extensions of the supply system and are actually specialized afloat supply depots. The stores issue ships conduct their business underway by highline or helicopter transfer, or in foreign ports. These transfers are referred to as underway replenishment (UNREP), vertical replenishment (VERTREP), or input replenishment (INREP). Fleet and force commanders may augment or modify the load carried by fleet issue ships to provide for local operational requirements.

SUPPLY PROCEDURES AFLOAT

Thus far we have discussed all levels of supply except the supply department afloat. The Chief of Naval Operations promulgates the basic Navy policy regarding supply support of the Operating Force. In establishing this policy, it is recognized that under combat conditions the only assured supply to the fleet may be limited to the material carried by individual ships and mobile logistic support forces and supplies positioned at overseas bases. These sources are divided into first and second echelons of supply. The mobile logistic support forces and overseas bases are classified as the second echelon, since the customer ship must be at the right place at the right time, or be in the local vicinity, in order to receive needed supply support. The first echelon of supply is the material carried aboard your ship. This is the authorized individual shipboard allowance of material which is stocked to sustain operations for a stated period without

augmentation from external sources. Thus, the material stocked in supply department storerooms is considered to be an extension of the Navy Supply System.

It is not possible to stock every item that might be needed. This is prevented not only by economic considerations but also by space limitations.

As equipment and systems became more complex, the variety of repair parts required increased at a rapid pace. This trend was one of the factors in the decision to change the basis of supply support from spare parts boxes to the present Coordinated Shipboard Allowance List (COSAL). The value of inventory investment and the stowage space requirement dictated an end to the repair parts boxes.

The ICPs, as they receive and analyze material usage reports and determine the essentiality of equipment-related material, make a significant effort to develop valid allowance lists. Recognizing the importance of having lists which will allow adequate support for the ship's equipment, the ICPs also employ a probability factor which attempts to anticipate those components of equipment which are most apt to fail.

Formerly, the only source for accumulating usage data for individual ships was from stock record cards during the supply overhaul. At best, this information could only provide a total usage for each item of stock. Similar information was received Navywide from reporting supply activities, which reported the total usage for specific stock items. This required the ICP to employ a considerable amount of estimating in deciding the specific allowances for each item of equipment. With the advent of the Maintenance Data System (MDS), data inputs more accurately reflect requirements. Proper application of MDS requires close cooperation between the supply department and the department performing the maintenance. In this way, the ship has become a very important element in determining future allowances. MDS uses Equipment Identification Codes (EIC) which provide the ICP with specific usage data identifying all maintenance material to the individual equipment. Not only is the usage data more meaningful, it is also more timely since reports of material consumption are submitted as they occur, and not delayed until the supply overhaul.

SHIPBOARD ELECTRONICS MATERIAL OFFICER

If the Navy Supply System is to fulfill its mission, it must meet the material requirements of the fleet. If the supply department afloat is to fulfill its mission, it must likewise meet the material requirements of the ship. This requires that the proper material in the proper quantity be available for issue when it is needed.

PROCUREMENT AND ISSUE

A primary mission of the afloat supply department is to maintain adequate stocks of repair parts and consumables to meet the demands of the ship. To do this requires a cooperative effort between the supply

1 REQ DATE 2196	2 DEPT NO 0691	3 URGY C	4 RDD	5 LOCATION	6 SIM <input type="checkbox"/>	NON-SIM <input type="checkbox"/>	7 ISSUE DATE	A REQN QTY	B REQN NO
8 NOUN NAME OR REF SYM FUSE		9 FPR <input type="checkbox"/>	10 APL/AEL/CID 57039600		11 INV QTY	12 NIS <input type="checkbox"/>	N/C <input type="checkbox"/>	C OBL AMT	D POSTED
JOB CONTROL NUMBER				16 EIC	17 EQUIP COSAL SUPPT'D		E URG <input type="checkbox"/>	MART <input type="checkbox"/>	OPTAR LOG
13 UIC	14 WC	15 JSN	16 EIC		YES <input type="checkbox"/>	NO <input type="checkbox"/>	PROJ		S/R (ISSUE)
18 STOCK NUMBER				24 U/I	25 QUANTITY	26 UNIT PRICE	27 EXTENDED PRICE	28 FUND	
19 SC	20 COG	21 MCC	22 FSC	23 NIIN	24 U/I	25 QUANTITY	26 UNIT PRICE	27 EXTENDED PRICE	28 FUND
			592000	2962440		EA0003			
29 REMARKS							30 APPROVED BY		
							31 RECEIVED BY		

1 REQ DATE 2196	2 DEPT NO 0692	3 URGY B	4 RDD	5 LOCATION	6 SIM <input type="checkbox"/>	NON-SIM <input type="checkbox"/>	7 ISSUE DATE	A REQN QTY	B REQN NO																																				
8 NOUN NAME OR REF SYM FUSE		9 FPR <input type="checkbox"/>	10 APL/AEL/CID 01689426		11 INV QTY	12 NIS <input type="checkbox"/>	N/C <input type="checkbox"/>	C OBL AMT	D POSTED																																				
JOB CONTROL NUMBER				16 EIC	17 EQUIP COSAL SUPPT'D		E URG <input type="checkbox"/>	MART <input type="checkbox"/>	OPTAR LOG																																				
13 UIC	14 WC	15 JSN	16 EIC		YES <input type="checkbox"/>	NO <input type="checkbox"/>	PROJ		S/R (ISSUE)																																				
18 STOCK NUMBER				24 U/I	25 QUANTITY	26 UNIT PRICE	27 EXTENDED PRICE	28 FUND																																					
19 SC	20 COG	21 MCC	22 FSC	23 NIIN	24 U/I	25 QUANTITY	26 UNIT PRICE	27 EXTENDED PRICE	28 FUND																																				
			592000	1604895		EA0002																																							
29 REMARKS							67	68	69	70	71	72	73	30 APPROVED BY:																															
							31 RECEIVED BY:																																						
11	12	13	4	15	18	7	30			31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66
A	P	A	R	7	P	3	0515281963456			R	V	05851B	9NIK506																																
DOC IDENT	RTG IDENT	M & S	SVC		UIC	JUL DATE	SERIAL		D E M	S V C	SUPPL ADDRESS	S I G	FUND	DIST	PROJ	PRI	RDD	ADV																											

Figure 14-1.—Information supplied by the department representative on NAVSUP Form 1250 or 1250-1.

department and the other departments. Procedures now in effect are much more complicated than those of a few years ago, since greater demands have been made in reporting material consumption and in accounting.

Classification of Ships

For purposes of this discussion, ships are classified as "ships with Supply Corps officers" and "ships without Supply Corps officers."

On ships with Supply Corps officers, material is stored in supply department storerooms and is issued to using departments upon receipt of properly prepared requests. Some material may be stored in the custody of other departments when bulk, weight, or other characteristics make it impossible to use supply spaces. In either case, stock record cards are maintained by supply personnel and for material in the custody of another department, a duplicate set of stock record cards is provided to the officer/petty officer designated as custodian. Detailed instructions are provided by the supply officer to enable the custodian to properly discharge responsibility.

On ships without Supply Corps officers, a line officer is designated by the commanding officer to serve as the supply officer. Storage space varies from ship to ship, but generally the number of repair parts that can be maintained by the supply department is limited. Thus, many repair parts may be stored in the custody of the cognizant department under the control of a designated custodian. The custodian is responsible for proper expenditure of material in custody and for submitting to the supply department properly prepared issue documents covering all material issues.

Forms Used

In nonautomated ships, excluding submarine forces, issues of stock and direct turnover (DTO) material as well as all chargeable services are requested on the Single Line Item Consumption Document (NAVSUP Form 1250). The DD Form 1348 is the consumption document that is used by automated ships other than those in the submarine forces. All submarine forces, automated and nonautomated, use the

NAVSUP Form 1250-1 as a consumption document; as a MILSTRIP requisitioning document by nonautomated ships of the submarine forces for procuring material or services from a submarine tender; submarine base, a combat store ship (AFS), a naval supply center, or NPFC Philadelphia; and as an invoice by submarine tenders or bases for material supplied to supported units of the submarine forces. NAVSUP Forms 1250 and 1250-1 were developed to meet two needs: (1) improve inventory control procedures, and (2) report consumption under the Maintenance Data System (MDS). The following general instructions must be followed in preparing the NAVSUP Form 1250 or 1250-1.

1. Use a ballpoint pen or typewriter
2. Annotate each entry in the proper data block
3. To avoid confusion between the numeric "0" and the alphabetic "O", use the communication Ø for zeroes

Because of the changing nature of the various forms mentioned in the text that follows, no attempt has been made to define the proper procedures for filling them out.


Issue Procedures

A division supply petty officer determines the material a division requires, then prepares the NAVSUP Form 1250/1250-1. Figure 14-1 shows the NAVSUP 1250/1250-1 with the data that must be provided by the division representative at the time the request is submitted for an equipment-related repair part.

Credit Card

Routine issues of repair parts and consumable items are made only to persons authorized in writing by the head of department. This authorization may be by memo or letter to the supply officer naming the individuals authorized to draw material, or a credit card system may be used. The credit card is a locally developed form similar to the one shown in figure 14-2 and is controlled by the head of department. In order to maintain better control, and to obtain maximum benefits from the

SHIPBOARD ELECTRONICS MATERIAL OFFICER

USS JOHN PAUL JONES DDG32	
THE BEARER IS AUTHORIZED TO DRAW MATERIAL FROM SUPPLY DEPARTMENT STOREROOMS WHICH ARE TO BE CHARGED TO	
OPERATIONS DEPARTMENT	
CREDIT CARD NO. <u>5</u>	
 OPERATIONS OFFICER	

Special requirements may be either for material in greater quantity than is normally stocked by supply or for material that is not stocked by supply.

When the material requested is to be used for equipment maintenance, the requester should furnish the information applicable to specific data blocks in the NAVSUP 1250 or 1250-1 as shown in figure 14-1 (handwritten portions.) Instructions for filling out the 1250/1250-1 form are provided in NAVSUP P-485, Chapter Six. Also provided in that chapter are distribution instructions for the copies of the 1250/1250-1. (These depend upon the type of transaction made.) Generally, however, the yellow copy is returned to the originator. Signature approval of the department head is required unless the department uses a credit card system (explained earlier), or provides a list of personnel authorized to sign departmental requisitions.

63.53

Figure 14-2.—“Credit Card” authorization to draw stores from supply department storerooms.

department budget, it is advisable to limit the number of persons authorized to draw material.

Special Requirements

Generally, repair parts are carried on board in the quantities authorized by the COSAL, and consumables are stocked on the basis of past usage. Any special requirements for material should be submitted to the supply officer well ahead of the time that they will be needed.

MILSTRIP

The Military Standard Requisitioning and Issue Procedure (MILSTRIP) was developed to meet two requirements: (1) to provide a common language for requesting and supplying material within and among the Army, Navy, Air Force, Marine Corps, and the General Services Administration (GSA); and (2) to provide a

DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)	DD FORM 1348 (6-PT) 1 MAR 74	EDITION OF 1 AUG 61 MAY BE USED UNTIL EXHAUSTED													
DOC IDENT	ROUT IDENT	FSC	NITN	ADD	UNIT OF ISSUE	QUANTITY	REQUISITION DATE	SERIAL	SUPPLEMENTARY ADDRESS	FUND	DISTRIB THOR	PROJECT	PRIOR	REQ DEL DATE	ADV STAT
SEND TO:	REQUISITION IS FROM:	A	B	C	D	E	F	G	H	I	J	K	L	M	N
SER	REQUISITIONER	DATE	SERIAL	MIL AND SUPP	ADDRESS	REMARKS	P	Q	R	S	T	U	V	W	X
FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL DATE	DOC IDENT	ROUT IDENT	FSC	NITN	ADD	UNIT OF ISSUE	QUANTITY	REQUISITION DATE	SERIAL	SUPPLEMENTARY ADDRESS	FUND
ADVCE	R	I	O	67	68	69	70	71	72	73	74	75	76	77	78
DOC IDENT	ROUT IDENT	FSC	NITN	ADD	UNIT OF ISSUE	QUANTITY	REQUISITION DATE	SERIAL	SUPPLEMENTARY ADDRESS	FUND	DISTRIB THOR	PROJECT	PRIOR	REQ DEL DATE	ADV STAT
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Figure 14-3a.—DOD Single Line Item Requisition System Document DD Form 1348 (Manual).

Chapter 14—SUPPLY SYSTEM

requisition document that can be processed by Electronic Accounting Machines/Automatic Data Processing (EAM/ADP) equipment and contain all information necessary to issue, ship, and account for the requested material. (Figures 14-3 through 14-7 are examples of MILSTRIP forms in use.)

The DD Form 1348 (fig. 14-3), DOD Single Line Item Requisition System Document, was designed to fulfill these requirements, and is available as two-part, four-part, or six-part carbon interleaved forms for manual use or a single card form for mechanized use. All copies of the manual forms are identical except for data

Figure 14-3b.—Single Line Item Requisition System Document DD Form 1348m (Mechanical).

Figure 14-4a.—Single Line Item Consumption Document (Manual) NAVSUP Form 1250.

SHIPBOARD ELECTRONICS MATERIAL OFFICER

1 REG DATE		2 DEPT NO		3 URGY		4 RDD		5 LOCATION		6 <input type="checkbox"/> SIM <input type="checkbox"/> NON-SIM		7 ISSUE DATE		A REON QTY		B REON NO					
8 NOUN NAME OR REF SYM				9 FPR		10 APL/AEL CID				11 INV DTY		12 <input type="checkbox"/> NIS <input type="checkbox"/> N/C		C OBL AMT		D POSTED					
JOB CONTROL NUMBER																					
13 UIC				14 WC		15 JSN				16 EIC				17 EQUIP COSAL SUPPT D							
										YES <input type="checkbox"/> NO <input type="checkbox"/>				E URG <input type="checkbox"/> MART <input type="checkbox"/>		S/R (REON O/S)					
														PROJ		OPTAR LOG					
																S/R (ISSUE)					
10 SC		19 COG		20 MCC		21 FSC		22 STOCK NUMBER		23 SMIC		24 U/I		25 QUANTITY		26 UNIT PRICE		27 EXTENDED PRICE		28 FUND	
29 REMARKS																30 APPROVED BY		31 RECEIVED BY			

USE TYPEWRITER OR BALL POINT PEN
 TO INSURE LEGIBILITY OF ALL COPIES
 U.S. GOVERNMENT PRINTING OFFICE: 1977 - 704 - 958

SINGLE LINE ITEM CONSUMPTION DOCUMENT (MANUAL)
 NAVSUP FORM 1250.1 (5 PAGES) (REV 7/76) (S/N 0108 11 501 7500)

Figure 14-4b.—Single Line Item Consumption Requisition Document (Manual) NAVSUP Form 1250.1.

DOCUMENT IDENTIFIER		ROUTING IDENTIFIER		M & S		MANUFACTURER'S CODE AND PART NUMBER *																UNIT OF ISSUE		QUANTITY		DOCUMENT NUMBER																
						FSCM								PART NUMBER												REQUISITIONER		DATE		SERIAL												
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43
DEMAND		SUPPLEMENTARY ADDRESS		SIGNAL		FUND CODE		DISTRIBUTION CODE		PROJECT CODE		PRIORITY		REQUIRED DELIVERY DATE		VOICE CODE		BLANK		REJECT CODE (FOR USE BY SUPPLY SOURCE ONLY)																						
44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	65	66				
IDENTIFICATION DATA																																										
* 1. MANUFACTURER'S CODE & PART NO. (When they exceed Card Columns 8 thru 22)																2. MANUFACTURER'S NAME																										
3. MANUFACTURER'S CATALOG IDENTIFICATION AND DATE																4. TECHNICAL ORDER NUMBER																										
5. TECHNICAL MANUAL NUMBER																6. NAME OF ITEM REQUESTED																										
7. DESCRIPTION OF ITEM REQUESTED																7a. COLOR													7b. SIZE													
8. END ITEM APPLICATION AND SOURCE OF SUPPLY																																										
8a. MAKE																8b. MODEL NUMBER								8c. SERIES								8d. SERIAL NUMBER										
9. REQUISITIONER (Clear Text Name and Address)																10. REMARKS																										

FORM DD 1 APR 77 1348-6 EDITION OF 1 MAR 74 MAY 88 USED UNTIL EXHAUSTED

NON-NSN REQUISITION (MANUAL)

Figure 14-5.—Single Line Item Non-NSN Requisition DD Form 1348-6 (Manual).

43.24.6

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
DOC IDENT.	BI FROM	M & S	FSC	STOCK NUMBER				ADD	UNIT ISSUE	QUANTITY	DOCUMENT NUMBER		REQUISITIONER	DATE	SERIAL	SUFFIX	SUPPLEMENTARY ADDRESS	SIGNAL	FUND	DISTRIBUTION	PROJECT	REQUISITION	REG'D DEL DATE	ADVICE	RI	UNIT PRICE		DOLLARS		CTS.																																																	
SHIPPED FROM										SHIP TO										MARK FOR					PROJECT					TOTAL PRICE																																																	
A										B										C					D					E																																																	
WAREHOUSE LOCATION				TYPE OF CARGO		UNIT PACK		UNIT WEIGHT		UNIT CUBE		U F C		N M F C		FREIGHT RATE			DOCUMENT DATE		MIL COND		QUANTITY		S																																																						
SUBSTITUTE DATA (ITEM ORIGINALLY REQUESTED)										FREIGHT CLASSIFICATION NOMENCLATURE										V																																																											
T										U										Y																																																											
W										X										Y																																																											
SELECTED BY AND DATE				TYPE OF CONTAINER(S)				TOTAL WEIGHT				RECEIVED BY AND DATE				INSPECTED BY AND DATE																																																															
1				2				3				7				8																																																															
PACKED BY AND DATE				NO OF CONTAINERS				TOTAL CUBE				WAREHOUSED BY AND DATE				WAREHOUSE LOCATION																																																															
4				5				6				9				10																																																															
REMARKS										DD										EE																																																											
AA										BB										CC					DD					EE																																																	
FIRST DESTINATION ADDRESS										DATE SHIPPED										FF					GG																																																						
11										12										FF					GG																																																						
13 TRANSPORTATION CHARGEABLE TO										14 B/LADING, AWB, OR RECEIVER'S SIGNATURE (AND DATE)										15 RECEIVER'S DOCUMENT NUMBER																																																											
DD FORM 1348-1										1 MAR 74										EDITION OF 1 JAN 64 MAY BE USED UNTIL EXHAUSTED					DOD SINGLE LINE ITEM RELEASE/RECEIPT DOCUMENT																																																						

Figure 14-6.—DOD Single Item Release/Receipt Document (DD Form 1348-1).

43.24.1

blocks T and U. These blocks are blank on the original, but the copies are printed to provide a place to show the unit and total price. The mechanized form is basically the same as the manual, except that data blocks A and B are omitted.

There is extensive use of codes in MILSTRIP requisitioning. This is necessary because only 80 alphabetic and/or numeric characters can be placed on the card. (This does not include the activity names shown in data blocks A and B.) It is essential to select the correct code to convey the proper information to the supplier. The correct codes are just as important on a requisition as the correct NSN. A "ready reference" list of codes that apply to your ship would be a time saver when selecting and interpreting such MILSTRIP codes as routing identifiers, project codes, advice codes, status codes, and fund

codes. A reference list, published as NAVSUP PUB 409, is available through the supply system.

The DD Form 1348 (fig. 14-3) is prepared by typewriter or ballpoint pen. Pencil is not to be used because pencil marks can cause errors when the requisition is processed through mark sensing equipment at shore activities. In preparing requisitions it is not necessary to space the entries within the "tic" marks printed on the forms, but it is imperative that entries be made within the proper data blocks. Remember to use the communication Ø on MILSTRIP requisitions when zeroes are applicable.

The DD 1348 contains the same information as the NAVSUP 1250 but in a different order.

Most material requirements are requisitioned on DD Form 1348. However, certain items are excluded from MILSTRIP and are ordered on DD Form 1149 (fig. 14-7) unless otherwise

SHIPBOARD ELECTRONICS MATERIAL OFFICER

REQUISITION AND INVOICE/SHIPPING DOCUMENT										SHEET NO.	NO. OF SHEETS	REQUISITION DATE	REQUISITION NUMBER					
1 FROM R52192 USS JOHN PAUL JONES (DDG-32)										10	10	FEB 1979	R52192-9041-BELOW					
2 TO N00244 NSC SAN DIEGO, CA										3 DATE MATERIAL REQUIRED								
3 SHIP TO - MAKE FOR SUPPLY OFFICER USS JOHN PAUL JONES (DDG-32) EPO SAN FRANCISCO, CA										4 AUTHORITY OR PURPOSE 13								
4 APPROPRIATION AND SUBHEAD 1791804.702D										OBJ. CL.	BUR. CONT. NO.	TRANS. TYPE	PROPERTY ACCT. G. ACTIVITY	COST CODE	AMOUNT			
000 53824 B 060957 2D R52192 009041--NU										SEE BELOW								
ITEM NO.	FEDERAL STOCK NUMBER	DESCRIPTION AND CODING OF MATERIAL AND/OR SERVICES	UNIT OF ISSUE	QUANTITY REQUISITED	SUPPLY ACTION	TYPE FOR TAINER	COM. TAIN. NOS.	UNIT PRICE	TOTAL COST									
(a)	REQN. SER. NO.	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)									
SERVICES AND MATERIALS FOR REPAIR OF:										REQN. SER. NO.								
3001	MARCHANT CALCULATORS,	Ser. Nos. 441067, 441255	JOB	1					\$ 60.00									
3002	FRIDEN ADDING MACHINE,	Ser. No. 56432	JOB	1					40.00									
3003	IBM ELECTRIC TYPEWRITERS,	Ser. Nos. 14-667421, 15-667441	JOB	1					60.00									
3004	REMINGTON ELECTRIC TYPEWRITER,	Ser. No. 14-336601	JOB	1					40.00									
TOTAL COST NOT TO EXCEED \$200.00																		
18 TRANSPORTATION VIA MATS OR MBTS CHARGEABLE TO										17 SPECIAL HANDLING								
19 ISSUED BY										TOTAL CONTAINER	TYPE FOR TAINER	DESCRIPTION	TOTAL WEIGHT	TOTAL CUBE	19 CONTAINERS RECEIVED EXCEPT AS NOTED			
CHECKED BY														DATE	BY	SHEET TOTAL		
PACKED BY														DATE	BY	GRAB TOTAL		
														DATE	BY	RECEIVER'S VOUCHER NO.		
														POSTED	DATE	BY		
TOTAL																		

FORM 1 MAR 59 1149 (B-PT) 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

REPLACES EDITION OF 1 MAY 58 WHICH MAY BE USED

S/N 0102 LP 011 1801 **ORIGINAL**

Figure 14-7.—Requisition and Invoice/Shipping Document.

indicated. Items excluded from MILSTRIP with which you will be concerned afloat are listed below. (For a complete list of excluded items consult NAVSUP P-485.)

Bulk fuel

Cognizance symbol I material not assigned an NSN and departmental letter-type directives. (Directives are ordered on NAVSUP 1205.)

Material controlled by the Naval Oceanographic Office

- Library books requisitioned in accordance with NAVEDTRA 38021
- Communication security equipment, communication security aids, and all items which are classified and designed crypto (components, elements, and repair parts)
- Military Specifications and Military Standards

Figure 14-4 shows a blank NAVSUP 1250 and NAVSUP 1250-1 form (explained earlier). Form 1348-6 (fig. 14-5) is used to requisition material which cannot be identified by NSN,

NATO stock number, or an NICN. See NAVSUP P-485 for directions. Form 1348-1 (fig. 14-6) is for turn-in of unserviceable items and is also explained in NAVSUP P-485.

NAVSUP PUB 409, a handy desk guide to MILSTRIP, gives an excellent overview of MILSTRIP documents. Detailed guidance in using these forms must, however, come from NAVSUP P-485 due to the changing nature of supply procedures.

UMMIPS

The Uniform Material Movement and Issue Priority System (UMMIPS) is a vital and integral part of the MILSTRIP system. UMMIPS was established to ensure that material issue requests are processed in accordance with the military priority of the requiring activity and the urgency of that activity's needs.

MILSTRIP provides forms and procedures for requisitioning material and UMMIPS provides the method of assigning priorities for the issuing and movement of material. In the movement and issue of material it is necessary to provide a common basis to identify the relative importance of competing demands for logistics systems resources, such as transportation, warehousing, introduction of requisitions for processing, and material assets. The means for determining the relative importance and urgency of logistic requirements is provided by UMMIPS

through a series of two-digit issue priority designators.

Issue Priority Designator

The Issue Priority Designator (IPD) is a two-digit number (01-highest to 15-lowest) determined by using the table of priority designators (table 14-1). The IPD is determined by the Urgency of Need Designator (UND), which is explained in paragraph 3047 of NAVSUP P-485, combined with the Force Activity Designator (F/AD) which is assigned to your ship. The table is easy to use. For example, if your ship is assigned a F/AD of III and your requirement is of a routine nature, the priority to be assigned would be 13.

In addition to providing standardized criteria for assigning priorities, UMMIPS provides acceptable maximum processing times for use by supply activities in furnishing material. Processing time standards, and additional codes used in MILSTRIP and UMMIPS are included in NAVSUP P-485 and in OPNAVINST 4614.1E (UMMIPS). The latter instruction is another handy guide for your use and should be part of your ready reference.

Not Operationally Ready-Supply (NORS)/Not Mission Capable-Supply (NMCS) Requisitions

A NORS requisition is any requisition submitted for a casualty report (CASREP)

Table 14-1a.—Standard Delivery Date related to Priority Designator

PRIORITY DESIGNATOR	STANDARD DELIVERY DATE		SUPPLY SOURCE TO PROVIDE STATUS
	DOMESTIC	OVERSEAS	
1 - 3	8	12/13*	48 hours
4 - 8	12	16/17*	48 hours
9 - 15	31	69/74/81/93/98*	5 days

*Depends on location overseas.

the submittal of DD Form 1348, NAVSUP Form 1250-1, or DD Form 1348-6. Message requisitions are used by fleet units for priority 01-08 requisitions unless transmission by other means such as mail, transceiver, or courier is considered to be more expedient. Telephone transmittal is not recommended due to the possibility of supply source errors in documenting verbally provided requisition data, but may be used for priority 01-03 requirements when courier delivery is impracticable, and when transceiver or message facilities are unavailable. (If the telephone is used, the verbally submitted requirements will not be confirmed with requisition document transmittals by another media.) Messages also may be used by fleet units for priority 09-15 requisitions when transmission by airmail will not result in delivery of the requisitioned material by the time required. During periods of restricted communications (i.e., when "MINIMIZE" is imposed), message requisitions are submitted only for priority 01-08 requirements, and each message draft presented to the communications center includes the notation, "MINIMIZE CONSIDERED." When a message requisition is prepared, a DD Form 1348, NAVSUP Form 1250-1, or DD Form 1348-6 will also be prepared for each item requested in the message. The original of each DD Form 1348 or 1348-6, or the original and white copy of a NAVSUP Form 1250-1, will be discarded and the remaining copies will be distributed in accordance with NAVSUP P-485, Chapter Three.

MILSTRIP MESSAGES TO BE SUBMITTED VIA DEFENSE AUTOMATIC ADDRESSING SYSTEM (DAAS).—DAAS is a "real time" random access digital computer system which utilizes the Automatic Digital Network (AUTODIN) switching centers of the Defense Communications System to receive and automatically retransmit MILSTRIP messages to the proper addressees. An input message to DAAS may include multiple requisitions, follow-ups, requisition modifiers, cancellation requests, and the like, provided that each document included in the message is limited to 66 card columns of data. All retransmittals are accomplished via AUTODIN which automatically

provides the addressee with a punched card (or magnetic tape image) for each document included in the originator's message, thereby precluding the necessity of any message handling or keypunch effort by the addressee.

When material is authorized to be requisitioned by message (See NAVSUP P-485, Chapter Three.), and when no exception data is required, message requisitions for NSN or NICN items may be prepared and submitted. A draft of such a message is shown in figure 14-9.

CASREP Messages

CASREP message format is shown in figure 14-10. Instructions for the preparation of this special condition message are contained in NWP-7 and NAVSUP P-485.

Follow-up On Outstanding Requisition

A follow-up is an inquiry as to the action taken on a requisition previously submitted. The following three types of the follow-ups are used.

1. Those submitted to obtain the latest status of requisitions. These contain a document identifier code of AF.
2. Those submitted to obtain the latest status of requisitions and which may be processed as requisitions when supply sources have no record of receipt of the original requisitions. These contain a document identifier code of AT.
3. Those submitted as requests for supply action to improve estimated shipping dates contained in previously furnished supply status documents. These contain a document identifier code of AFC and may only be applied to priority 01 through 08 requisitions.

SHIPBOARD ELECTRONICS MATERIAL OFFICER

JOINT MESSAGEFORM						SECURITY CLASSIFICATION UNCLAS			
PAGE	DRAFTER OR RELEASER TIME	PRECEDENCE ACT INFO	LMF	CLASS	CIC	FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY			
01 of 01		PP	TT	UUUU	ZYUW	DATE-TIME	MONTH	YR	
BOOK		MESSAGE HANDLING INSTRUCTIONS MINIMIZE CONSIDERED							
<p align="center">FROM: USS JOHN PAUL JONES</p> <p align="center">TO: NSC OAKLAND</p> <p align="center">INFO: (AS REQUIRED)</p> <p>UNCLAS //N04235//</p> <p>MILSTRIP NON-NSN REQ</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>DOCUMENT IDENTIFIER CODE</p> <p>ROUTING IDENTIFIER CODE</p> <p>MEDIA AND STATUS CODE</p> <p>FSCM AND PART NO.</p> <p>UNIT OF ISSUE</p> <p>QUANTITY</p> </div> <div style="width: 45%;"> <p>SERVICE DESIGNATOR CODE AND UIC</p> <p>JULIAN DATE</p> <p>SERIAL NUMBER</p> <p>DEMAND CODE</p> <p>SUPPLEMENTARY ADDRESS</p> <p>SIGNAL CODE</p> </div> </div> <p>1. A05/NOZ/W/BLNK/EA/ZERO ZERO ZERO ZERO ONE/R52192/8033/3014/R/YNEB13/A</p> <p>NR/BLNK/EK5/05/BLNK/BLNK/150.00</p> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <p>FUND CODE</p> <p>DISTRIBUTION CODE</p> <p>PROJECT CODE</p> <p>PRIORITY DESIGNATOR</p> <p>REQUIRED DELIVERY DATE</p> <p>ADVICE CODE</p> </div> <div style="width: 45%;"> <p>ESTIMATED EXTENDED PRICE</p> </div> </div>									
6 IDENTIFICATION DATA: FSCM AND PART NO. 05073 N3-12291-P104; MFR BABCOCK 5 AND WILCOX CO., NEW YORK, NY; NAVY TECH MANUAL 351-0048; ITEM NAME: ELEMENT, 4 SOOT BLOWER, UNIT A; END ITEM APPLICATION: BOILER, STEAM, MN, 634 PSI, 1393 TB; 3 SOURCE OF SUPPLY: BABCOCK AND WILCOX CO.; APL 021200007; MFR DWG NO. MX 253001; 2 EQUIP SPEC MIL-R-18381 SHIPS; ADDL ITEM DATA: NICN 4410-LL-CAO-0001 1 0									
DISTR:									
0									
DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE						SPECIAL INSTRUCTIONS			
<i>I. L. Garner</i> I.L. GARNER, LT, SC, USN									
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE					SECURITY CLASSIFICATION		DATE TIME GROUP.	
	SIGNATURE					UNCLAS			
DD FORM 1 JUL 73 173 (OCR)			SYN 0102-LF-001-6000			☆ GPO: 1976-200-089			

Figure 14-9.—Draft NON-NSN Message Requisition.

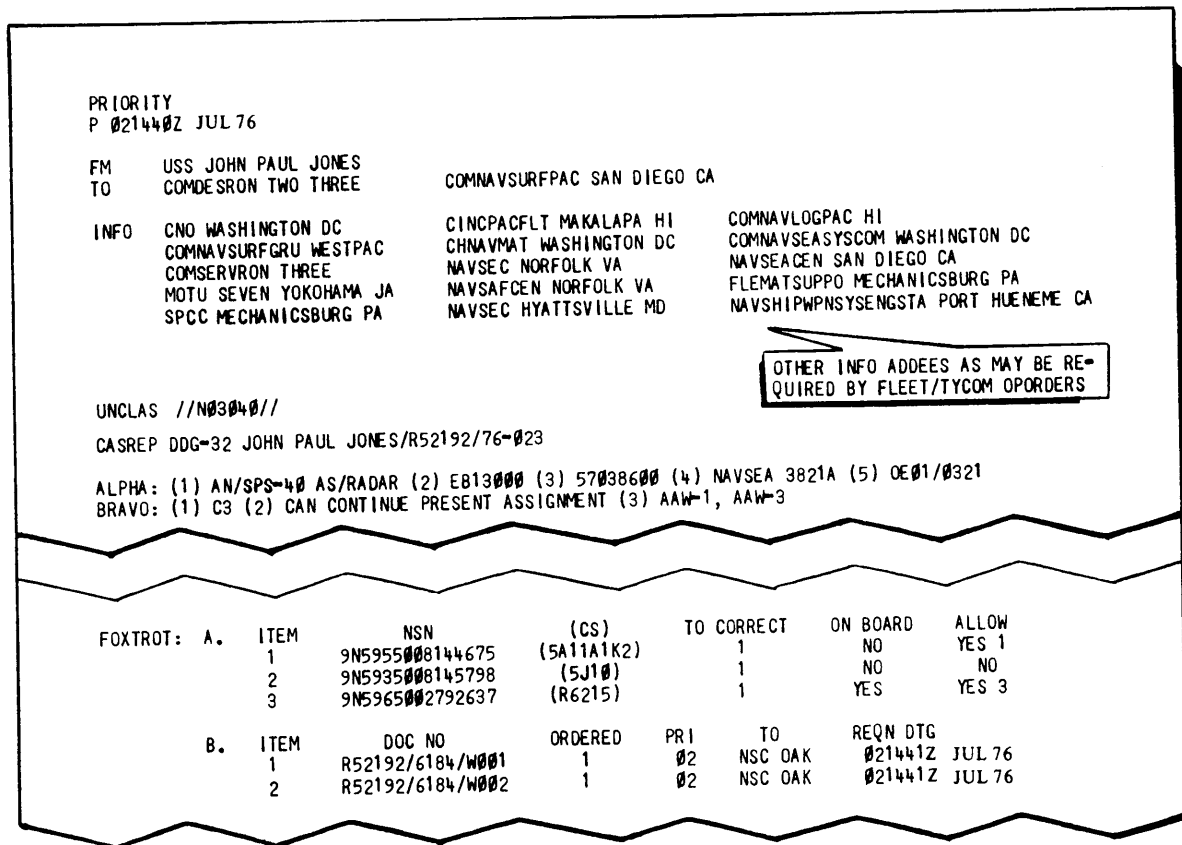


Figure 14-10.—CASREP Message.

Table 14-2 shows the time lapse between the initial request and when follow-up action should be taken.

Mandatory Turn-in Items

Mandatory Turn-In (MTR) items consist of those Navy managed items which, based on unit cost, annual demand, difficulty of repair, or other economic considerations, have been selected by cognizant inventory managers for special inventory control and asset reporting. MTR items are listed and identified (by National Stock Number, cognizance symbol, and material control code) in the Master Repairable Item List (MRIL). Items identified in the MRIL by material Control Code E, G, H, X, or Q (also D, if specifically designated) are required to be expeditiously shipped to a depot maintenance level activity for induction into the repair program

when they become unserviceable and cannot be locally repaired.

When possible, a failed MTR part will be turned in to the supply department at the same time the replacement part is issued. Since many MTRs and DLRs (Depot Level Repairables) have been converted from no-cost accounts (APA) to cost accounts (NSA) and in order to maintain adequate ready spares in the system, it is imperative that the EMO accept the responsibility of ensuring that failed units are turned in to the supply department expeditiously.

SURVEY

A survey is the procedure required when Navy property is lost, damaged or destroyed, except in incoming shipments. The purpose of a survey is to determine responsibility for such

SHIPBOARD ELECTRONICS MATERIAL OFFICER

Table 14-2.—When to Follow Up

Type of Status Received	United States (excluding Alaska and Hawaii)		Overseas	
	Priority Ø1-Ø8	Priority Ø9-15	Priority Ø1-Ø8	Priority Ø9-15
None	72 hours*	20 days	120 hours*	47 days
Status specifying and estimated shipping date, e.g., BV, BB, BD	Estimated shipping date plus transportation time plus 48 hours			
		10 days	96 hours	12 days
All other types of status, since last followup or last receipt of status, which ever occurred last	72 hours*	10 days if 100% supply status was requested, otherwise 20 days	120 hours*	12 days if 100% supply status was requested, otherwise 47 days

*An additional 24 hours is included in the time frames to allow for transmission time of requisition and status.

245.77

property and to fix the actual loss to the Government. To make a true determination, the facts surrounding the loss or damage must be thoroughly researched. The survey should not be limited to verifying the statements of interested parties, but should be broad enough to ensure that the interests of the Government as well as

the rights of the individual(s) or Navy activities concerned are fully protected. A thorough review of the facts collected is required to prove or refute statements of interested persons and is necessary to place responsibility where it belongs. As an EMO you will become involved with surveys involving equipment for which you

have cognizance or involving equipment under the cognizance of some other department.

EXPENDITURE OF MATERIAL WITHOUT SURVEY

Material will be expended without survey on a Requisition and Invoice/Shipping Document (DD Form 1149) or DOD Single Line Item Release/Receipt Document (DD Form 1348-1), which will be annotated "Loss by survey" and will indicate the circumstances of the loss or damages or the disposition authority, as applicable, under the following conditions:

1. Items determined to be scrap by an inventory manager
2. Losses of liquid oxygen (LOX) because of evaporation
3. Material cannibalized or otherwise unaccounted for in an overhaul and repair department
4. Residue of material cannibalized in an overhaul and repair department considered to have scrap value only
5. Samples of petroleum products sent to a laboratory for examination and test and not returned to stores
6. Medical material determined to be defective by the Field Branch, Bureau of Medicine and Surgery, and destruction of the material has been directed; also potency-dated material on which potency has expired and no additional approval or action is required by the Bureau of Medicine and Surgery
7. Material lost in transit due to enemy action
8. Discrepancies in material quantities transferred to disposal, provided that the value of the loss or shortage is less than \$50.00 per line item and does not involve sensitive items

OTHER SURVEY EXCEPTIONS

A survey research action is not required when it is the opinion of the commanding officer or a designated representative that negligence is not indicated in the loss, damage or destruction of government property; or that, for reasons known to the commanding officer, negligence or responsibility cannot be determined and that

research under those conditions would constitute an unnecessary administrative burden. Research action is not usually required when an individual accepts responsibility for loss, damage, or destruction of government property. At the discretion of the commanding officer or a designated representative, investigative reports required by other appropriate DOD component regulations may be used in lieu of the research when:

- There is no death or injury
- The total property damage does not exceed \$200.00
- There is no possible claim against the Government

GOVERNMENT PROPERTY LOST, DAMAGED, OR DESTROYED (GPLD) SURVEY CERTIFICATE (DD FORM 2090)

The Government Property Lost, Damaged, or Destroyed (GPLD) Survey Certificate (DD Form 2090) is used if no personal responsibility is evident. The DD Form 2090 will normally be prepared by the person who conducted further research. A copy of the DD Form is shown in figure 14-11. Instructions for preparation, distribution and approval levels of DD Form 2090 are contained in Chapter Five, Part A, Section III of NAVSUP P-485 *Afloat Supply Procedures*.

Report of Survey (DD 200)

DD Form 200, Report of Survey, should be used if personal responsibility is evident, if the reviewing authority does not approve DD 2090, and if the commanding officer or higher authority so directs. If further research develops evidence of personal responsibility or criminal wrongdoing, a Report of Survey should be used to substantiate adjusting the stock record and provide relief from property accountability.

The criteria for performing further research on unresolved discrepancies are:

1. Sensitive items, e.g., drugs, precious metals—when any discrepancy occurs, regardless of dollar value

SHIPBOARD ELECTRONICS MATERIAL OFFICER

GPLD (GOVERNMENT PROPERTY LOST OR DAMAGED) SURVEY CERTIFICATE					
1. TO (Name and Address of Reviewing Authority):	2. FROM (Name and address of Activity assigned responsibility for GPLD):	3. NAME AND GRADE OF PERSON PERFORMING OR DIRECTING RESEARCH			
		4. VOUCHER NUMBER			
5. I certify that the <input type="checkbox"/> lost <input type="checkbox"/> damaged items described below was not caused by <input type="checkbox"/> simple <input type="checkbox"/> gross negligence, willful misconduct or deliberate unauthorized use. I further certify that the loss of or damage to the items occurred under the circumstances described herein.					
6. NATIONAL STOCK NO. OR MANUFACTURERS PART NO.	7. NOMENCLATURE	8. QUANTITY	9. UNIT OF ISSUE	10. UNIT COST	11. EXTENDED COST
12. TOTAL COST OF LISTED ITEMS _____ →					
13. CIRCUMSTANCES OF LOSS OR DAMAGE					
14. TYPED NAME & GRADE OF ACCOUNTABLE/RESPONSIBLE OFFICER		14a. SIGNATURE		14b. DATE	
THIS PORTION TO BE COMPLETED BY REVIEWING AUTHORITY AND RETURNED TO ACTIVITY INDICATED IN ITEM NO. 2					
15. I have reviewed the evidence pertaining to the loss or damage and <input type="checkbox"/> agree <input type="checkbox"/> do not agree that the loss or damage to the property was not due to <input type="checkbox"/> simple <input type="checkbox"/> gross negligence, willful misconduct, or deliberate unauthorized use. The following action is authorized:					
<input type="checkbox"/> a. An inventory adjustment for the property which was not lost through <input type="checkbox"/> simple <input type="checkbox"/> gross negligence, willful misconduct, or deliberate unauthorized use.					
<input type="checkbox"/> b. Repair the damaged property and charge to O&M/stock fund as fair wear and tear as damage was not caused by gross negligence, willful misconduct, or deliberate unauthorized use.					
<input type="checkbox"/> c. The circumstances surrounding the loss or damage warrant the processing of a report of survey, DD Form 200, to be initiated immediately.					
<input type="checkbox"/> d. Other action (Specify): _____					
16. TYPED NAME & GRADE OF REVIEWING OFFICER		16a. SIGNATURE		16b. DATE	

DD FORM 1 SEP 77 2090 S/N 0102-LF-002-0900

173.666

Figure 14-11.—Sample DD Form 2090, GPLD (Government Property Lost or Damaged) Survey Certificate.

2. Classified items regardless of dollar value
3. Pilferable items—when discrepancy is \$500 or more
4. Any discrepancy when there is an indication or suspicion of fraud, theft, or negligence
5. Arms/Ammunition—mandatory for all personal arms, whether or not pecuniary responsibility is admitted
6. Repetitive losses and the dollar value of the adjustment equals or exceeds projected costs or report of investigation
7. Bulk petroleum—loss exceeding stated allowance
8. Mandatory-Turn-in Repairables, including items that have been invoiced and shipped but not received
9. Discrepancies over \$50,000 (all items)
10. When requested by the accountable officer
11. Shortage in receipts from fleet issue ships when the value of the shortage is \$100 or more per UNREP
12. Missing controlled equipment, including items that have been invoiced and shipped but not received; and all unserviceable controlled equipment that is beyond economical repair except chronometers
13. Presentation silver and other valuable gifts missing or destroyed

Figure 14-12 shows a copy of DD Form 200, Report of Survey. Instructions for the preparation, distribution, and approval levels are contained in NAVSUP P-485, *Afloat Supply Procedures*, Chapter Five, Part A, Section III.

DEPARTMENTAL BUDGETS

With few exceptions (shipbuilding, alteration, research and development, and the like), the Navy is funded by annual appropriations which are included in the Defense Appropriations Act passed each year by Congress. The money is made available to the Navy in the form of appropriations which are assigned to the various systems commands and bureaus who are responsible for administering them. The appropriation 17-1804, which is for operations and maintenance of ships, is administered by

NAVSEA and distributed through the fleet commanders. The fleet commanders then grant allotments to type commanders under their command to enable them to carry out their missions.

Ships are allocated supplies and equipment funds in the form of an Operating Target (OPTAR) issued by the type commander. These funds are frequently subdivided by the supply officer (as approved by the commanding officer) into departmental budgets based on past operating experience to equitably distribute funds and promote cost consciousness. The supply department maintains the official accounting records for the ship and makes any external reports required. However, in order to stay within the budgeted amount and for management purposes, department heads usually require that a departmental budget record be maintained.

The use of the budget is optional, but it has proven its effectiveness. When departmental budgeting is used, the supply officer maintains budget records in conjunction with the OPTAR records. A weekly report of the OPTAR and budget status is made to the commanding officer with a copy to each department. The pink copy of each NAVSUP 1250, which has been processed by supply and charged to the department budget during the preceding week, is included with the departmental copy of the budget report. This enables the department head to reconcile the department record with supply records.

Departmental budget or expense records are maintained at the option of the department head. A more detailed example of a ship's internal budget report is given in *Financial Management of Resources*, NAVSO P-3013.

SUPPLY OPERATIONS ASSISTANCE PROGRAM (SOAP)

A SOAP is described as the concerted efforts of assigned shipboard personnel, under the supervision of ashore based SOAP team members, to refine shipboard inventories of repair parts; to update related stock records consistent with prescribed allowances or other stockage objective criteria; and to identify material deficiencies and/or excesses. A SOAP, which is designed to improve the supply

SHIPBOARD ELECTRONICS MATERIAL OFFICER

REPORT OF SURVEY				1. DATE	2. SURVEY NUMBER
3. CLASS OF PROPERTY		4. STOCK RECORD ACCOUNT OR OTHER PROPERTY RECORD AND STATION			
5. ACCOUNTABLE OR RESPONSIBLE OFFICER (<i>Name, grade, SSN and designation</i>)					
6. NATIONAL STOCK NUMBER	7. DESCRIPTION	8. QUANTITY	9. UNIT PRICE	10. TOTAL COST	11. DISPOSITION
RECOMMENDED PECUNIARY CHARGE →			12. FOR LOSS		13. FOR DAMAGE
14. DATE AND CIRCUMSTANCES					
15. <u>AFFIDAVIT</u> I do solemnly swear (or affirm) that (to the best of my knowledge and belief) the articles of public property shown above and/or on attached sheets were lost, destroyed, damaged, or worn out in the manner stated, while in the public service.		16. <u>CERTIFICATE</u> I certify that the loss, destruction, damage, or unserviceability of the articles of public property shown above, and/or on attached sheets, was caused in the manner stated and without fault or neglect on my part, and that each article listed with a view to elimination by destruction has been examined by me personally, has never been previously condemned, and is, in my opinion, worthless for further public use.		18. THIS SPACE RESERVED FOR ACTION BY AUTHORITY OF:	
SIGNATURE		SIGNATURE (<i>Accountable or Responsible Officer</i>)			
NAME, GRADE, SSN AND ORGANIZATION		NAME, GRADE, SSN AND ORGANIZATION			
SUBSCRIBED AND SWORN TO (<i>or affirmed</i>) BEFORE ME AT THIS _____ DAY OF _____ 19____		17. HEADQUARTERS STATION _____ DATE _____			
SIGNATURE		TO			
NAME, GRADE, SSN AND ORGANIZATION OR TITLE; IF NOTARY PUBLIC, AFFIX SEAL		YOU ARE APPOINTED SURVEYING OFFICER BY ORDER OF _____ : SIGNATURE OF ADJUTANT/EXECUTIVE OFFICER & DATE _____		19. PROPERTY VOUCHER NUMBER	

DD FORM 200
1 DEC 73

S/N 0102-LF-000-2000

EDITION OF 1 APR 73 MAY BE USED UNTIL EXHAUSTED

Figure 14-12.—Sample DD Form 200, Report of Survey.

173.667

Chapter 14—SUPPLY SYSTEM

20. HEADQUARTERS	21. STATION	22. DATE
23. FINDINGS- I HAVE EXAMINED ALL AVAILABLE EVIDENCE AS SHOWN IN EXHIBITS _____ TO _____ AND AS INDICATED BELOW HAVE PERSONALLY INVESTIGATED THE SAME AND IT IS MY BELIEF THAT THE ARTICLES LISTED HEREON AND/OR ON ATTACHED SHEETS, TOTAL COST \$ _____		
		SIGNATURE OF SURVEYING OFFICER (<i>Sign here or at end of continuation sheet, as applicable</i>)
24. I HAVE EXAMINED THE FINDINGS AND RECOMMENDATIONS OF THE SURVEYING OFFICER ON THIS REPORT OF SURVEY AND THE EXHIBITS _____ TO _____ AND <input type="checkbox"/> DESIRE TO MAKE A STATEMENT WHICH IS ATTACHED HERETO; <input type="checkbox"/> DO NOT DESIRE TO MAKE A STATEMENT. I AM AWARE OF MY RIGHT TO LEGAL ADVICE IN PREPARING THE STATEMENT AND, IF A PECUNIARY CHARGE IS FINALLY APPROVED, TO REQUEST RECONSIDERATION, TO MAKE APPEAL AND (<i>If an enlisted man</i>) MY RIGHT TO REQUEST REMISSION OF INDEBTEDNESS.		
TYPED NAME, GRADE AND SSN	SIGNATURE	DATE
25. I HAVE WITNESSED THE DESTRUCTION OF THE ARTICLES TO BE DESTROYED AND/OR RECEIVED THE ARTICLES TO BE TURNED IN TO SALVAGE		
DATE	OFFICER WITNESSING DESTRUCTION, OR SALVAGE OFFICER	
26. APPROVED: Any damaged property shown above and/or on attached sheets has been inspected by me, or by a disinterested officer of suitable grade and arm or service, and the disposal indicated is in the best interests of the public service.	27. RESERVED FOR ACTION OF INSTALLATION COMMANDER (<i>Accountable Activity</i>)	28. REVIEWED BY THE FINANCE OFFICER HEADQUARTERS _____ DATE _____ NUMBER INITIALS _____ _____
SIGNATURE OF APPOINTING AUTHORITY	29. FOR ACTION OF REVIEWING AUTHORITY ONLY	
TYPED NAME AND GRADE		
HEADQUARTERS		
STATION		
DATE		
NOTE: Items 30 and 31 are provided for any additional data required by individual regulations/procedures of using components.		
30.	31.	

Figure 14-12.—Sample DD Form 200, Report of Survey—Continued.

173.668

SHIPBOARD ELECTRONICS MATERIAL OFFICER

readiness of the ship, entails the offload, identification, and inventory of shipboard stocks of repair parts, disposition of excesses, requisitioning of deficiencies, and the reload and restorage of allowed items in authorized quantities. SOAPs are performed (usually during a shipyard overhaul) in ships designated and scheduled by the type commander. (NAVSUP Instruction 4441.21 (Series)). From the foregoing you can

see that SOAP has a critical bearing on proper repair parts support for electronic equipment. You, as the EMO, will be asked to provide technical personnel to the SOAP team to assist in this effort. Due to the importance of this evolution to future equipment readiness, it is imperative that knowledgeable and dedicated technical personnel be assigned this task.