

**BY ORDER OF THE COMMANDER  
EGLIN AIR FORCE BASE**

**AIR FORCE MANUAL 23-110, VOLUME 2,  
PART 2, CHAPTER 27**



**EGLIN AIR FORCE BASE  
Supplement**

**21 AUGUST 2009**

**Materiel Management**

**RESEARCH AND RECORDS MAINTENANCE**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**AFMAN 23-110, Volume 2, Part 2, Chapter 27, 1 April 2009 is supplemented as follows:**

This supplement applies to all units assigned or attached to Eglin Air Force Base, to include any associate/tenant organizations, off-base and remote site units participating in the Eglin Materiel Management Program via a formal support agreement. This supplement should be read in conjunction with AFMAN 23-110, Volume 2, Part 2, Chapter 27, *Research and Records Maintenance*. Send comments and suggestions about this publication for improvements on AF Form 847, *Recommendation for Change of Publication*, to the Office of Primary Responsibility (OPR). Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/rims.cfm>.

### **SUMMARY OF CHANGES**

This document has been revised to update procedural policies and delete outdated information.

27.17.1.4. No other options apply.

27.28.2. This option will not be used. The Non-NSN description file is maintained utilizing the manual DD Form 1348-6, *DOD Single Line Item Requisition System Document*, file.

27.31.1.4. DD Forms 1348-6 will be used.

27.31.1.5. DD Forms 1348-6 will be used.

27.32.2. The microcomputer option is not being utilized.

27.36.1. The 96 LRS Accountable Officer elects not to use this option.

27.42.3.2.3. Copies will be maintained using the Global Logistics Support Center (GLSC) Supply Chain Operations (SCO) Tools web page.

27.92.2.2.2. This option is not being utilized; Base Service Store/Tool Issue Center is operated by a contractor.

27.143.5. AAC Form 132, *Request for Establishment/Change of Equipment Custodian, Organization Record or Shop Code*, is used, a copy must be provided to Equipment Accountability Section for their actions.

27.146.1. Use AAC Form 132 to request changes to the organization data.

27.147.1. AAC Form 132 will be used to delete Organization Cost Center Record.

27.151.3. Requests for assignment/deletion of exception codes are forwarded through the Compliance and Analysis Element for review and updating of applicable supplements.

27.197. (Added) Forms Adopted

AF Form 847, *Recommendation for Change of Publication*

DD Form 1348-6, *DOD Single Line Item Requisition System Document*.

AAC Form 132, *Request for Establishment/Change Equipment Custodian, Operation Record or Shop Code*

## **Attachment 27A-2**

### **ITEM RECORD LOAD INPUT (FIL)**

#### **Table 27A2.2. Screen FIL/442.**

**Note: 1(e) (Added).** When FEDLOG provides a two digit Materiel Management Aggregation Code (MMAC) immediately following the budget code, they must be input as the last two digits of the stock number.

**Note: 6(d) (Added).** Communications Security items identified with Controlled Item Code C, S, T, D, E, D, 9 OR U and have MMAC of CA, CK, CL, CO, CR, CS, and CY will be loaded with IEX B.

## **Attachment 27B-4**

### **DD FORM 1348-6 PREPARATION FOR NON-NSN ITEMS**

#### **Table 27B4.1. NON-NSN Items.**

| <b>BLOCK NO</b> | <b>CONTENTS</b>   |
|-----------------|---|
| (3)             | Customer will provide the manufacturer Commercial and Government Entity (CAGE) and part number. ( <b>Note:</b> CAGE is that of the manufacturer and not that of the requested vendor if both are provided.) |
| (4)             | Customer will provide the unit of issue.  |
| (5)             | Customer will provide the quantity.   |

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Commander