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PACIFIC AIR COMMAND**



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Materiel Management

MOBILITY BAG MANAGEMENT

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This instruction is implemented by AFRM 23-1, *Materiel Management Policy and Procedures*. This instruction provides specific procedures and guidance for control, maintenance, and reporting of the PACAF mobility bag program. It applies to all PACAF Logistics Readiness Squadron (LRS) Commanders as well as functional managers who direct and/or establish requirements for PACAF mobility bags. Individual responsibility is further defined in AFI 23-111, *Management of Government Property*. Air National Guard (ANG) and Air Force Reserve Command (AFRC) see paragraph 2.2. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF IMT 847, *Recommendation for Change of Publication*; route AF IMT 847s from the field through the appropriate functional's chain of command. Ensure 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 Information Management Systems (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcssaf61/afrims/afrims/>.

(354FW) This supplement is implementing PACAFI 23-204, *Deployment Bag Management*. This supplement will be used in conjunction with PACAFI 23-204. This supplement does not apply to the Air National Guard or Air Force Reserve units and members. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AF Manual 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/afrims/afrims/afrims/rims.cfm>

SUMMARY OF CHANGES

This publication has been substantially revised and must be completely reviewed. If guidance is stated in another publication, it was removed from this instruction unless duplication is necessary to clarify a process or procedure.

(354FW) This document is substantially revised and must be completely reviewed.

1. General.

1.1. All personnel will deploy in accordance with reporting instructions. If the host LRS Commander cannot provide minimum essential mobility items not otherwise provided for by Expeditionary Theater Distribution Center (ETDC), etc., request for redistribution of assets will be reported through appropriate command channels (Numbered Air Forces) to HQ PACAF/A4RME for action.

2. Scope.

2.1. This instruction applies to PACAF functional managers who direct and establish requirements for mobility bags; each PACAF LRS Commander, PACAF units which require mobility bags and activities designated to store and maintain mobility bags. AFI 23-111, *Management of Government Property in Possession of the Air Force*, further defines individual responsibility for the control of Air Force public property.

2.2. This instruction does not apply to tenant organizations on PACAF bases unless the tenant's deployment requirements are in direct support of PACAF commitments and are funded by PACAF. An exception is support for Air Force Reserve Command (AFRC) and Air Intelligence Agency (AIA) tenant units who will determine and fund mobility bag requirements. The host PACAF LRS Commander will manage (or store), as requested, AFRC and AIA tenant unit bags.

3. Responsibilities.

3.1. HQ PACAF/A4RME will:

3.1.1. Manage all command-wide chemical warfare defense equipment (CWDE) funding requirements. Coordinate shortages and overages and provide requirements to HQ PACAF/A7XS.

3.1.2. Maintain visibility and accountability of all PACAF CWDE assets and direct base-level actions to resolve disparities.

3.1.3. Coordinate and compile PACAF input to annual Report to Congress and Quarterly Data Calls as required by Air Staff.

3.1.4. Direct redistribution to fill critical deployment shortfalls.

3.1.5. Perform quality control of base-level records by monitoring monthly roll-up reports.

4. Determining Mobility Bag Authorizations.

4.1. LRS Mobility Bag Function will coordinate with the applicable Logistics Plans Office to ensure requirements are validated/received annually. Requirements need only be recomputed if there is a 10% increase or decrease of deployment taskings during the year. Copies of the validated requirements listing will be forwarded to HQ PACAF/A4RME no later than 1 December for review.

5. Tariff Sizing.

5.1. All units will use tariff sizing concept tailored to wing requirements, as cited in the example from AFMAN 23-110, Vol 2, Pt 2, Chap. 26, Sect F, *USAF Supply Manual*.

6. Storage of Mobility Bags.

6.1. LRS will bulk store 90% of A, B, and C mobility bag items by NSN and further segregate by contract/lot number to facilitate optimal inventory and shelf-life management. The remaining 10% can be pre-built and centrally stored to facilitate deployment requirements.

Note: Wing/CCs may determine that A and B bags can be stored by the units instead of the LRS as stated in AFMAN 23-110, V2, Pt2, Ch 26, Para 26.45.1.

6.1.1. High threat areas (Korea) are exempt from centrally storing C-1 bags ONLY.

6.1.1.1. **(Added-354FW)** The wing commander elects the option to maintain and issue "B" bags within the using organization.

6.1.1.2. **(Added-354FW)** Using organization UDM office will provide a copy of their training gear inventory to the Logistics Readiness Squadron Mobility Element no later than the first of March, June, September, and December.

6.1.2. Installation commanders in medium threat areas (Japan) will centrally store C-1 bag items in the LRS. C-1 bag items may be prebuilt and/or bulk stored to a percentage as deemed by the Wing/CC to meet OPLAN requirements.

6.1.3. LRS may issue C-1 bags to Air Force emergency responders at any time.

6.1.4. LRS, as required, will update the Installation Deployment Plan, to facilitate issue of CWDE/IPE within Designed Operational Capability (DOC)/OPLAN response times.

6.2. Storage of mobility bag items must satisfy the following minimum requirements:

6.2.1. Meet appropriate warehouse, technical data (particularly for climate control), and safety standards IAW applicable guidance.

6.3. Store, clean, inspect, and document inspections IAW applicable technical orders.

6.4. When a bag is assembled, issued and returned, Mobility Bag Function will inspect all bag items for serviceability and shelf-life.

7. Mobility Bag Shop Codes.

7.1. Shop code MK will be used for non-CWDE mobility bag items. Shop code CW will be used for CWDE mobility bag items, to include bulk stored CWDE.

8. Safety Levels.

8.1. Mobility Bag Function will maintain a 10% backup stock of C bag requirements.

9. Accountability of Mobility Bags.

9.1. Accountability of mobility bag items will be accomplished using the Mobility Inventory Control and Accountability System (MICAS). All items must be initially cataloged into the system upon receipt.

9.2. Mobility Bag Function will use the MICAS Community of Practice (CoP) at <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-LG-MI-CA> to keep abreast with mobility issues, shelf-life messages and MICAS database updates of contract/lot numbers. The CoP information tool is open to everyone with no membership requirement.

9.3. All MICAS users will complete computer based training (CBT) modules located at the MICAS CoP referenced above. Training must be documented.

9.4. Mobility Bag Function will be the base focal point for all wing mobility bags regardless of who is storing them.

9.4.1. Mobility Bag Function will prepare receipts/listings for bag components in a minimum of two copies; one copy for the individual issued the bag(s) and the other signed and retained in Mobility Bag Function in suspense until the bag is returned. Use locally determined products to operate in the event of power failure, data corruption, etc.

9.4.1.1. Upon redeployment, each mobility bag will be inventoried to determine shortages and shelf-life. **Note:** Shortages will be determined based on bag contents as outlined AFMAN 23-110, Vol 2, Part 2, Chap 26, Attachment 26F-1, Attachment 26F-2, and Attachment 26F-3, *USAF Supply Manual*. CWDE shelf-life is outlined in AFMAN 23-110, Vol 2, Part 2, Chap 26, Para 26.47, *USAF Supply Manual*.

9.5. Mobility Bag Function will develop and implement local procedures to ensure all mobility assets are inventoried annually at a minimum. Recommend Mobility Bag Function develop a 12 month inventory schedule to account for all assets. Results will be documented and signed by the LRS Commander then filed in Mobility Bag Function for two years.

9.6. Mobility Bag Function will develop and implement a MICAS disaster recovery plan. The plan will incorporate procedures to backup MICAS files and store them on an external secure system/location (e.g., external hard drive), monthly, at a minimum.

10. Protective Masks.

10.1. Training masks are not authorized. Mobility Bag Function will ensure all masks are accounted for in MICAS. Store, clean, inspect, and document inspections IAW most recent update to applicable technical orders/manuals. Mobility Bag Function will issue/maintain

enough masks to cover their most stringent deployment taskings, plus a 10% backup stock of total installation requirement. Contact HQ PACAF/A4RME before ordering any mask or mask parts to ensure there are no pending command redistribution actions taking place. Mobility Bag Function will maintain sufficient quantities of mask repair parts.

10.2. LRS will load requisition exception (REX) code 4 to all protective masks and mask component parts.

10.3. Gas masks will not be stored in the C bag. In addition, long-term and short-term storage of masks will be IAW technical orders/manuals.

11. Inspection/Shelf Life

11.1. Mobility Bag Function will sign-on to the MICAS CoP at least once a month to check for contract/lot updates, and update their MICAS server. If more than one contract/lot update occurs during the month, Mobility Bag Function will download and update their server with every update posted.

11.2. The storing activity is responsible for performing visual and shelf-life inspections/extensions IAW applicable technical orders, allowance standard (AS) 016, and as posted on MICAS CoP as referenced in 9.2.

11.2.1. Inspect the components of mobility bags at the time of initial assembly.

11.2.2. Inspect the components of the mobility bags at the time of issue.

11.2.3. Ensure shelf-life procedures are followed IAW AFMAN 23-110, Vol 2, Pt 2, Ch. 26. para 47.5 and applicable technical orders.

12. Training Gear.

12.1. Training gear will be clearly marked IAW applicable technical orders and not stored with operational gear IAW AFI 10-2501, Chap 5, para 5.5.2, *Air Force Emergency Management (EM) Program Planning and Operations*. Unserviceable items may be used for training IAW HAF/HQ PACAF guidance unless they have been modernized (i.e., do not use a Personal Armor System for Ground Troops (PASGT) helmet in lieu of an Advanced Combat Helmet). Items will not be rendered unserviceable in order to be used as training assets.

12.2. Units will not purchase training gear without prior approval from HQ PACAF/A4RME.

13. Status of Resources and Training System (SORTS).

13.1. Mobility Bag Function will report SORTS data IAW AFI 10-201, *Status of Resources and Training System*.

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Director of Logistics

(354FW)

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 10-201, *Status of Resources and Training System*

AFI 10-403, *Deployment Planning and Execution*

AFI 10-2501, *Full Spectrum Threat Response (FSTR) Planning and Operations*

AFMAN 23-110, Vol 2, Part 2, *USAF Supply Manual*

AFMAN 23-110, Vol 7, Part 3, *The Air Force Shelf-Life Program*

AFI 23-111, *Management of Property in Possession of the Air Force*

TM 3-430-235-10, *Operators Manual for Decontamination Kit Individual Equipment M295WMP, Volume I, War and Mobilization Plan*

TO 11D1-1-111, *Decontamination Kit, Skin M258/M258A1*

TO 11D1-1-131, *Decontamination Kit, Skin M291*

TO 11H2-2-21, *M8 Detector Paper*

TO 11H2-14-5-1, *M9 Detector Paper*

TO 11W3-3-5-1, *Operator's Manual, Pistol, Semiautomatic, M9*

TO 11W3-3-5-4, *Technical Order, Pistol, Semiautomatic, M9*

TO 11W3-5-5-24, *Technical Order, Rifle, 5.56MM, M16 and M16A1*

TO 11W3-5-5-42, *Operator's Manual, Rifle, 5.56MM, M16 and M16A1*

TO 14P3-1-131, *Aircrew Chem-Defense Ensemble*

TO 14P3-1-141, *Ground crew Chemical Defense Ensemble*

TO 14P3-1-151, *Aircrew Eye/Respiratory Protection Equipment*

TO 14P4-1-151, *Chemical-Biological Filter Elements Serviceability List*

TO 14P4-9-31, *Masks, Protective Field M17, M17A1, M17A2, and Accessories*

TO 14P4-15-1, *Chemical-Biological Mask Type MCU-2/P, MCU-2A/P*