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WAR RESERVE MATERIEL (WRM)

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This instruction implements Air Force Policy Directive (AFPD) 25-1, *War Reserve Materiel*. The Air Force War Reserve Materiel (WRM) program is aligned with the National Security Strategy. It applies to individuals at all levels, including Regular Air Force, Air Force Reserve, and Air National Guard. This publication may be supplemented at any level, but all Supplements must be routed to the office of primary responsibility of this publication for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the office of primary responsibility using the AF Form 847, *Recommendation for Change of Publication*; route the AF Form 847 from the field through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the tier numbers. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority, or alternately, to the requestor's commander for non-tiered compliance items. The Headquarters Air Force, Logistics Operations, Plans, and Programs Division (AF/A4LX) is the office of primary responsibility and waiver approval authority for non-tiered requirements in this publication. Ensure that all records created as a result of processes prescribed in this

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(ACC) AFI 25-101, *War Reserve Materiel (WRM)*, is supplemented as follows: This instruction applies to Headquarters Air Combat Command (HQ ACC), applicable subordinate units and supporting agencies. It applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) units who are serving on Title 10 active duty orders performing an ACC mission. This supplement does not apply to the United States Space Force. WRM is required to support our national strategy and provide the capability to fight multiple scenarios using Starter and Swing stocks. This supplement provides guidance and procedures for WRM managers at all levels of the command to attain and sustain WRM to support our national strategy. This supplement also establishes standard procedures through WRM program management instruction and assigns responsibility for program management actions. These responsibilities are assigned for the purpose of identifying, acquiring, allocating and for the day-to-day management of WRM. The authorities to waive wing/unit level requirements in this publication are identified with a tier (“T-2”) number following the compliance statement. See DAFI 90-160, *Publication and Forms Management*, for a description of the authorities associated with the tier numbers. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority IAW DAFI 90-160. Ensure all records created as a result of processes prescribed in this publication are maintained IAW Air Force Instruction AFI 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with the Air Force Records Information Management System Records Disposition Schedule. Contact supporting records managers as required. This publication may be supplemented at any level, but all Supplements must be routed to the OPR of this publication for coordination prior to certification and approval.

SUMMARY OF CHANGES

This instruction has been substantially revised and needs to be completely reviewed. The title of this instruction has changed from AFI 25-101, *Air Force War Reserve Materiel (WRM) Policies and Guidance*, to AFI 25-101, *War Reserve Materiel (WRM)*. This revision introduces new force presentation terminology (force generation sets/modules), mandates use of standard unit type codes (UTC) for pre-positioned war reserve materiel (PWRM) posturing, adds WRM posturing codes, revises tiering IAW AFI 33-360, *Publications and Forms Management*, corrects Air Force Materiel Command (AFMC) organizational structure, and adds new process and procedure related compliance items (e.g., mission support requests, government purchase card, defense travel system).

(ACC) This revision addresses the temporary suspension of LOGFAC training and removes references to obsolete online training resources. Specific clarification has been added regarding tenant unit responsibilities for War Reserve Materiel (WRM) on host installations.

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Chapter 1

WAR RESERVE MATERIEL (WRM)

Section 1A—Overview

1.1. Overview. AF WRM consists of enterprise-managed, dynamically-positioned equipment, vehicles and consumables, to support operations across the full range of military operations and to reduce the time required to achieve an operational capability or produce an operational effect. PWRM is strategically located to ensure a timely response in support of combatant commander requirements during the initial phases of an operation. PWRM includes starter stock and swing stock intended for use until sustainable logistical lines of communication are established.

1.2. Security Classification Guidance.

1.2.1. Classified WRM planning and authorization documents are protected IAW AFI 16-1404, *Air Force Information Security Program*.

1.2.2. Operations plan time phased force deployment data elements are classified by the combatant commander's time phased force deployment data letter of instruction and security classification guide.

1.2.3. Personnel Security Clearance Requirements. Personnel assigned to one of the following WRM roles require, as a minimum, a "SECRET" security clearance. **(T-1). Note:** A "TOP SECRET" security clearance may be required to access some operations plans.

1.2.3.1. Command War Reserve Materiel Officer (CWRMO).

1.2.3.2. Command War Reserve Materiel Non-Commissioned Officer (CWRMNCO).

1.2.3.3. Installation War Reserve Materiel Program Manager (WRMPM).

1.2.3.4. Installation War Reserve Materiel Officer (WRMO).

1.2.3.5. Installation War Reserve Materiel Non-Commissioned Officer (WRMNCO).

1.2.3.6. Unit War Reserve Materiel Manager (WRMM).

Section 1B—Force Presentation

1.3. Force Presentation.

1.3.1. WRM equipment is presented as force generation sets and force generation modules in UTCs.

1.3.1.1. Force generation sets are composed of equipment, vehicles, consumables, munitions, and medical UTCs. Force generation sets are WRM operational capability packages. **Note:** Medical and munitions WRM are managed IAW functional area guidance.

1.3.1.2. Force generation modules are composed of multiple force generation sets pre-positioned in support of combatant commanders. **Note:** Force generation modules are WRM force modules.

1.3.2. MAJCOMs will posture PWRM equipment using standard UTCs to the maximum extent possible.

1.3.3. UTCs postured as WRM may be presented as force generation sets (e.g., Basic Expeditionary Airfield Resources (BEAR), Fuels Support Equipment (FSE), Rapid Airfield Damage Recovery (RADR), common support equipment, medical, force protection).

1.3.4. PWRS (consumables) includes aircraft fuel tanks, suspension and release equipment, bulk petroleum products, rations, medical supplies, and munitions.

1.3.4. (ACC) Pre-positioned War Reserve Stock (PWRS) consumables includes aircraft fuel tanks, suspension and release equipment (S&RE)/Tanks, Racks, Adapters, and Pylons (TRAP), bulk petroleum products, rations, medical supplies, and munitions.

1.4. Pre-Positioned War Reserve Capabilities (PWRC).

1.4.1. The AF groups PWRC in force generation sets to provide mission oriented operational capability packages or force modules aligned with the air and space expeditionary task force modules described in AFI 10-401, *Air Force Operations Planning and Execution*, and this instruction.

1.4.2. Force Generation Sets. Force generation sets provide aerospace ground equipment, vehicles (general and special purpose), and munitions support equipment to support initial combat operations. Force generation sets are composed of multiple UTCs that provide a specific operational capability. (Establish the Base, Generate the Mission, and Operate the Base)

1.4.3. BEAR Force Generation Set. The BEAR force generation set provides personnel support, infrastructure, and flight line support at forward operating sites. There are three general types of support in the BEAR force generation set.

1.4.3.1. Personnel Support. Personnel support sets support personnel deployed to forward operating sites (e.g., tents, messing, hygiene sets, environmental control units, heaters). (Establish the Base)

1.4.3.2. Infrastructure Support. Infrastructure support sets provide general base operating support (e.g., power, water, waste disposal, and expeditionary shelters or facilities). (Establish the Base)

1.4.3.3. Flight Line Support. Flight line support sets provide additional general aviation related support capabilities at forward operating sites supporting aircraft operations (e.g., aircraft arresting barriers, expeditionary airfield lighting systems, large area maintenance shelters). (Establish the Base)

1.4.4. FSE Force Generation Set. The FSE set provides ground and aircraft fuels support. **Note:** Fuels operational readiness capability equipment provides the capability to receive, store, and issue petroleum products or support aircraft generation where fixed systems do not exist or require augmentation. (Establish the Base/Generate the Mission)

1.4.5. RADR Force Generation Set. RADR equipment provides airfield recovery capabilities. (Operate the Base/Establish the Base)

1.4.6. Common Support Equipment Force Generation Sets. Common support equipment force generation sets include aerospace ground equipment, munitions equipment, and vehicles

(general and special purpose) UTCs pre-positioned as WRM to support initial combat or contingency operations. (Establish the Base/Operate the Base/Generate the Mission)

1.4.7. Expeditionary Medical Support Force Generation Set. Expeditionary medical support force generation sets provide medical support at forward operating locations. **Note:** Medical support packages require expeditionary combat and base operating support. (Establish the Base/Operate the Base)

1.4.8. Force Protection Force Generation Set. Force protection equipment and supplies pre-positioned as WRM to provide base defense and force protection. (Establish the Base/Operate the Base)

1.5. Pre-Positioned War Reserve Stocks (PWRS).

1.5.1. PWRS supports all space expeditionary task force modules to include sustainment. **Note:** Standard UTCs aren't used to posture or position PWRS. (Establish the Base/Operate the Base)

1.5.2. WRM Categories/Class of Supply. WRM is categorized by functional area or class of supply. (See [Attachment 6](#))

Section 1C—Organizational Relationships

1.6. Organizational Relationships.

1.6.1. Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD/A&S). OUSD/A&S establishes policy and develops implementing guidance on all matters relating to WRM, to include PWRR.

1.6.2. Joint Staff. The Chairman of the Joint Chiefs of Staff provides oversight of service WRM programs and validates the combatant command's PWRR.

1.6.3. Combatant Commands. Combatant commands identify their PWRRs (assigned and apportioned) used to plan combatant commander's theater, campaign, and operation plans or contingency operations support.

1.6.4. Headquarters AF/Director of Logistics (AF/A4L), through the Logistics Operations, Plans, and Programs Division (AF/A4LX), is the AF office of the primary responsibility and advocate for the WRM program.

1.6.5. Air Component Commands.

1.6.5.1. Provide AF support to combatant commanders. **NOTE:** AFI 13-103, Table 1, *AFFOR Staff Operations, Readiness and Structures*, describes AF forces organizational relationships, roles, and responsibilities.

1.6.5.2. Identify PWRRs, through theater working groups, for their supported combatant commands.

1.6.6. Non-Air Component MAJCOM and Numbered Air Forces.

1.6.6.1. MAJCOMs and Numbered Air Forces not identified as air component commands are administrative headquarters (See AFI 13-103 for additional information).

1.6.6.2. Non-air component commands will supplement AFI 25-101 to document any command unique WRM related organizational structure, roles, responsibilities, processes, and procedures.

1.6.7. AFMC manages and procures WRM by commodity type or class of supply through its centralized management centers and their primary support units as outlined in [Attachment 6](#).

1.6.7.1. Air Force Sustainment Center (AFSC).

1.6.7.1.1. 635th Supply Chain Operations Wing (635 SCOW).

1.6.7.1.2. 441st Vehicle Support Chain Operations Squadron (441 VSCOS).

1.6.7.1.3. 440th Support Chain Operations Squadron (440 SCOS).

1.6.7.2. Air Force Installation and Mission Support Center (AFIMSC).

1.6.7.2.1. Air Force Security Forces Center.

1.6.7.2.2. Air Force Services Activity.

1.6.7.2.3. Air Force Civil Engineer Center (AFCEC).

1.6.7.3. AF Life Cycle Management Center (AFLCMC).

1.6.7.3.1. Support Equipment & Vehicles Program Office (AFLCMC/WNZ).

1.6.7.3.2. Global Ammunition Control Point (AFLCMC/EB/W).

1.6.8. Installation Level Roles.

1.6.8.1. WRM Program Manager (WRMPM). The Mission Support Group Commander or equivalent should be the WRMPM.

1.6.8.2. WRMO/WRMNCO.

1.6.8.2.1. Assigned to the Logistics Readiness Squadron/Plans and Integration Section.

1.6.8.2.2. Appointed by the WRMPM.

1.6.8.3. WRM Manager. Appointed by the unit commander to manage the unit's WRM.

Section 1D—Requirements Determination

1.7. Requirements Determination.

1.7.1. PWRRs are the basis for pre-positioning WRM in support of national priorities and combatant commander requirements across the full range of military operations. PWRRs are:

1.7.1.1. Sized, acquired, managed and positioned in support of operational plans.

1.7.1.2. Calculated annually, or as needed, to meet combatant commander requirements and mitigate shortfalls when requirements exceed assets.

1.7.1.3. Identified by air component commands during theater working groups for their area of responsibility.

1.7.2. The PWRRs determination process:

1.7.2.1. Supports global strategy development and capability/gap analysis.

1.7.2.2. Identifies PWRM shortages and excess capability.

1.7.2.3. Drives acquisition and modernization (research and development) decisions.

1.7.3. WRM strategic and operational planning is conducted IAW AFI 10-401, AFMAN 10-409-O, *Support to Adaptive Planning*, and this instruction.

1.7.4. WRM that exceeds PWRRs is designated as contingency retention stock IAW AFI 23-101, *Air Force Materiel Management*, and AFMAN 23-122, *Materiel Management Procedures*.

1.7.5. PWRS requirements for fuels, munitions, and miscellaneous consumable items are computed using the Logistics Feasibility Analysis Capability (LOGFAC).

1.8. Theater Working Group.

1.8.1. The 635 SCOW/WRM Management (WM) will:

1.8.1.1. Conduct theater working groups to identify air component command PWRRs. **(T-1)**.

1.8.1.2. Conduct theater working groups annually or “as required” basis. **(T-1)**. Theater working groups will be convened:

1.8.1.2.1. For new or revised operation plans. **(T-1)**.

1.8.1.2.2. Prior to the program objective memorandum to inform the planning, programming, budgeting and execution processes. **(T-1)**.

1.8.2. Air component commands will host working groups for their area of responsibility.

1.8.3. Theater working group participants will:

1.8.3.1. Review logistics planning factors and air component command assumptions. **(T-1)**.

1.8.3.2. Use integrated security constructs and strategic planning guidance to analyze wartime and contingency operations. **(T-1)**.

1.8.3.3. Review combatant and air component command theater, campaign, and operation plans to identify preferred forces and planned forward operating sites. **(T-1)**.

1.8.4. Air component, MAJCOM, and AFIMSC functional area managers validate baseline PWRRs.

1.8.5. MAJCOMs will ensure the command’s UTC Availability list reflects PWRM UTCs.

1.8.6. The 635 SCOW will review and revise WRM authorization documents, as required. **(T-1)**.

Section 1E—Planning, Programming, Budgeting and Execution

1.9. Financial Planning, Programming, Budgeting and Execution.

1.9.1. AFMC will centrally manage WRM financial planning, programming, budgeting and execution processes.

1.9.2. Air component commands initiate the planning process by submitting unconstrained PWRRs to the AFSC.

1.9.3. The AFSC consolidates and prioritizes PWRRs for submission to AF/A4P to initiate programming actions.

1.9.4. Budgeting and execution are accomplished at all organizational levels.

Section 1F—Readiness

1.10. Readiness Reporting.

1.10.1. Defense Readiness Reporting System. Defense Readiness Reporting System unit administrators will ensure WRM assets are included in their monthly readiness assessments IAW AFI 10-201, *Force Readiness Reporting*. **(T-1)**.

1.10.2. Air and Space Expeditionary Force UTC Reporting Tool. Units storing and maintaining UTCs postured as WRM in the UTC availability list will report UTC readiness IAW AFI 10-244, *Reporting Status of Air and Space Expeditionary Forces*. **(T-1)**.

1.10.3. Ad Hoc Reports. The 635th SCOW/WM, MAJCOMs, and air component commands will prepare and submit WRM readiness reports, as required. **(T-1)**.

Chapter 2

ROLES AND RESPONSIBILITIES

Section 2A—Headquarters Air Force

2.1. Deputy Chief of Staff, Logistics, Engineering, and Force Protection (AF/A4). AF/A4 will ensure combat support, sustainment, and readiness through planning, programming, budgeting, and developing written policy and guidance related to AF logistics, civil engineering and force protection.

2.1.1. Director of Logistics (AF/A4L). AF/A4L will be responsible for managing the AF WRM; developing long-term enterprise level logistics operations strategy, concept of operations, tactics, techniques, and procedures; and ensuring WRM objectives are consistent with Department of Defense strategic planning guidance.

2.1.1.1. Logistics Operations, Plans and Programs Division (AF/A4LX). AF/A4LX will:

2.1.1.1.1. Develop and publish WRM policy and guidance.

2.1.1.1.2. Provide inputs to the war mobilization plan as required.

2.1.1.1.3. Identify WRM in base support plans IAW AFI 10-404, *Base Support and Expeditionary (BAS&E) Site Planning*.

2.1.1.1.4. Oversee WRM postured and pre-positioned as standard UTCs IAW AFI 10-401, AFI 10-403, *Deployment Planning and Execution*, and this instruction.

2.1.1.1.5. Acts as the AF WRM functional area manager for BEAR IAW AFI 10-401.

2.1.1.2. Logistics Readiness Division (AF/A4LR). AF/A4LR will:

2.1.1.2.1. Provide transportation related policy and guidance IAW AFI 24-series publications.

2.1.1.2.2. Provide materiel management related policy and guidance IAW AFI 23-series publications.

2.1.1.2.3. Advocate for WRM funding for materiel management and transportation PWRM.

2.1.1.3. Maintenance Division (AF/A4LM). AF/A4LM will:

2.1.1.3.1. Support and assist with weapon systems acquisitions to include identifying initial PWRRs.

2.1.1.3.2. Act as the AF functional area manager and subject matter expert for aerospace ground and common support equipment IAW AFI 21-101, *Aircraft and Equipment Maintenance Management*, AFI 23-101, and AFI 10-401.

2.1.1.4. Nuclear Weapons, Missiles and Munitions Division (AF/A4LW). AF/A4LW will act as the AF functional area manager and subject matter expert for conventional munitions IAW AFI 10-401 and AFMAN 21-201, *Munitions Management*.

2.1.2. Director of Resource Integration (AF/A4P). AF/A4P will review WRM requirements and defend budget requests through corporate resource panels, the AF Council, the Office of

Secretary of Defense, the Office of Management and Budget, the Joint Chiefs of Staff prior to submission for congressional review and enactment. **Exception:** Excludes munitions (28030) and medical (28038) program element codes.

2.1.2.1. Weapon System Sustainment Division (AF/A4PY). AF/A4PY will:

2.1.2.2. Through WRM program element monitor, prepare and manage the WRM program objective memorandum request for submission to the AF corporate structure. Program element codes 28031 (WRM) and 41135 (BEAR).

2.1.2.3. Work closely with the 635 SCOW/WM and AFLCMC/WNZ program office to develop and submit WRM funding requirements to include unfunded requests or other out-of-cycle opportunities.

2.1.3. The Director of Civil Engineers (AF/A4C). AF/A4C will act as the functional area manager and subject matter expert for civil engineer WRM capabilities (e.g., BEAR and RADR).

2.1.4. Director of Security Forces (AF/A4S). AF/A4S will act as the functional area and subject matter expert for force protection WRM capabilities.

2.2. Director of Services (AF/A1S). AF/A1S will develop policy for operational and WRM subsistence items IAW AFMAN 34-240, *Appropriated Fund (APF) Food Service Program Management*.

2.3. Weapons Requirements Division (AF/A5RW). AF/A5RW, in coordination with AF/A4LW, will manage munition requirements IAW AFD 21-2, *Munitions* and AFMAN 21-201.

2.4. Director of Current Operations (AF/A3O). AF/A3O will:

2.4.1. Provide policy, guidance, and oversight for air, space, and cyberspace operations, and sourcing of AF capabilities and personnel to support joint operations and represents AF operations to the Department of Defense and other government agencies.

2.4.2. Publish operations planning and UTC management policy and guidance. (AF/A3OD)

2.4.3. Act as the AF manpower and equipment force packaging system and logistics detail manager IAW AFI 10-401. (AF/A3OD)

2.4.4. Act as the war planning and execution system portfolio manager IAW AFI 10-401. (AF/A3OD)

2.5. Force Structure Analyses (AF/A9F). AF/A49 will use analytic scenarios, OPLANs, and other analytic studies to inform planners of emerging strategies and future force considerations used to assist in the development of middle to far term WRM programming actions.

2.6. Air Force Medical Operations Agency. The Air Force Medical Operations Agency will manage medical WRM IAW AFMAN 41-209, *Medical Logistics Support*, AFI 41-106, *Medical Readiness Program Management*, AFI 41-201, *Managing Clinical Engineering Programs*, AFMAN 41-216, *Defense Medical Logistics Standard Support (DMLSS) Users Manual*.

2.7. Assistant Secretary of the AF (Acquisition)/Global Power (SAF/AQP). SAF/AQP will manage program element code 28030 (munitions).

*Section 2B—Major and Air Component Commands***2.8. Air Force Materiel Command (AFMC).**

2.8.1. AFSC.

2.8.1.1. AFSC Roles and Responsibilities. The AFSC will:

2.8.1.1.1. Provide sustainment and logistics readiness support to combatant commanders.

2.8.1.1.2. Serve the AF, supporting its commands for the readiness of Logistics and Sustainment activities around the world.

2.8.1.1.3. Advocate for the provisioning of logistics operations, supply chain management, and depot maintenance/modification.

2.8.1.1.4. Act as the LOGFAC system administrative and executive manager. (AFSC/LG)

2.8.1.1.5. Act as the manpower and equipment force packaging system responsible agency for BEAR and force generation set UTCs IAW AFI 10-401. (AFSC/LG)

2.8.1.2. 635th Supply Chain Operations Wing (635 SCOW).

2.8.1.2.1. 635 SCOW Roles and Responsibilities. The 635 SCOW will:

2.8.1.2.1.1. Manage WRM equipment and consumables. **(T-2)**. (See [Attachment 6](#) for additional guidance related to class of supply or organizational management roles)

2.8.1.2.1.2. Centrally manage, plan, program, budget, and execute funds in program element codes 28031 (WRM) and 41135 (BEAR). **(T-1)**.

2.8.1.2.1.3. Work with CWRMO or CWRMNCO to develop and prioritize budget disconnects, initiatives and offsets during the program objective memorandum process. **(T-2)**.

2.8.1.2.1.4. Provide draft WRM related program objective memorandum submissions to AFMC/LGX/LGO for submission to AF/A4PY program element monitor. **(T-2)**.

2.8.1.2.1.5. Work with and advocates for funding requirements with the 441 VSCOS. **(T-2)**.

2.8.1.2.1.6. Program for all initial and replacement stock fund requirements. **(T-2)**.

2.8.1.2.1.7. Provide funds execution reports to AFMC/A4, AF/A4LX, and AF/A4PY quarterly. **(T-2)**.

2.8.1.2.1.8. Request and compile budget submissions from MAJCOM and air component commands. **(T-2)**.

2.8.1.2.1.9. Allocate funds to MAJCOM and air component commands. **(T-2)**.

2.8.1.2.1.10. Fund and manage WRM related temporary duty travel IAW Joint Travel Regulations and Department of Defense Instruction (DoDI) 5154.31,

Volume 5, *Commercial Travel Management*. **(T-0)**. **Note:** Major commands will identify their approving officials to the 635 SCOW/WM via memorandum. **(T-1)**.

2.8.1.2.1.11. Manage the government purchase card program IAW AFI 64-117, *Government Purchase Card Program*. **(T-1)**.

2.8.1.2.1.12. Manage WRM second destination transportation funds IAW AFI 65-601V1, *Budget Guidance and Procedures*, AFI 24-602, Volume 2. **(T-1)**.

2.8.1.2.1.13. Execute initial stock fund obligation authority for use code “D” budget code “9” equipment used to purchase WRM consumables, War Consumables Distribution Objective (WCDO), and readiness spare package (RSP) IAW AFI 23-101 and AFMAN 23-122. **(T-1)**.

2.8.1.2.1.14. Provide WRM and consumable related equipment readiness reporting IAW AFI 10-201, AFI 10-244, and this instruction. **(T-1)**.

2.8.1.2.1.15. Recommend WRM related policy, process, and procedure changes to higher headquarters. **(T-1)**.

2.8.1.2.1.16. Recommend global positioning strategy for PWRRM swing stocks. **(T-1)**.

2.8.1.2.1.17. Conduct and co-chair theater working groups to identify air component command PWRRs. **(T-1)**.

2.8.1.2.1.18. Coordinate with MAJCOM and air component commands, 441VSCOS and 440 SCOS to redistribute or dispose of WRM vehicles and equipment. **(T-1)**.

2.8.1.2.1.19. Approve indirect mission support requests. **(T-1)**.

2.8.1.2.1.20. Serves as the AF representative for the Joint Standardization Board-Expeditionary Shelters & Basing Equipment organization. **(T-2)**.

2.8.1.2.1.21. Ensure the 635th Materiel Management Group (635 MMG) accomplishes biennial UTC reviews for WRM only UTCs IAW AFI 10-401. **(T-1)**.

2.8.1.2.1.22. Oversee BEAR and FSE modernization and standardization. **(T-1)**.

2.8.1.2.1.23. Coordinate with Air Education and Training Command, Air Mobility Command, AFCEC, and functional area managers to develop and update training requirements, devices, and media as required. **(T-1)**.

2.8.1.2.1.24. Develop and publish supplemental guidance or operating instructions for subordinate units. **(T-2)**.

2.8.1.2.1.25. Provides tailoring recommendations for WRM only UTCs to supported air component commands during contingency and wartime operations IAW AFI 10-401. **(T-1)**.

2.8.1.2.1.26. Review, validate, and submit WRM equipment allowance standard changes IAW AFI 23-101. **(T-1)**.

2.8.1.2.1.27. Manage WRM RSPs IAW AFI 23-101. **(T-1)**.

2.8.1.2.1.28. Coordinate with 441 VSCOS and 440 SCOS to redistribute or dispose

of WRM vehicles and equipment. **(T-2)**.

- 2.8.1.2.2. 635th Materiel Maintenance Group (635 MMG). The 635 MMG will:
- 2.8.1.2.2.1. Store and maintain BEAR and FSE. **(T-2)**.
 - 2.8.1.2.2.2. Act as the pilot unit for BEAR and FSE UTCs IAW AFI 10-401. **(T-1)**.
 - 2.8.1.2.2.3. Manage BEAR and FSE UTCs IAW AFI 10-401. **(T-1)**.
 - 2.8.1.2.2.4. Deploy personnel to provide technical expertise and assistance required to erect and maintain deployed BEAR and FSE, if required. **(T-2)**.
 - 2.8.1.2.2.5. Provide technical expertise, guidance and procedures for standardization of storage and maintenance, and modernization of BEAR and FSE. **(T-2)**.
 - 2.8.1.2.2.6. Develop, coordinate, and submit BEAR and FSE RSP authorization document changes and updates to 635 SCOW/WM. **(T-2)**.
 - 2.8.1.2.2.7. Provide expertise on traffic management, packing, preservation, receipt, redistribution, and disposition of BEAR and FSE IAW AFI 24-602, Volume 2, *Cargo Movement*. **(T-1)**.
 - 2.8.1.2.2.8. Coordinate and provide feedback to the 635 SCOW/WM on all technical order (TO) reviews, validations, and verifications IAW TO 00-5-3, *AF Technical Order Life Cycle Management*. **(T-1)**.
 - 2.8.1.2.2.9. Participate in forward operating site or location site surveys IAW AFI 10-404, if requested. **(T-2)**.
- 2.8.1.2.3. 441st Vehicle Support Chain Operations Squadron (441 VSCOS). The 441 VSCOS will:
- 2.8.1.2.3.1. Manage WRM vehicles (general and special purpose) IAW AFI 24-301, *Ground Transportation*, and AFI 24-302, *Vehicle Management*. **(T-1)**.
 - 2.8.1.2.3.2. Act as the enterprise authority for all vehicle procurements. **(T-2)**.
 - 2.8.1.2.3.3. Submit prioritized requirements to the 635 SCOW. **(T-2)**.
- 2.8.1.2.4. The 440th Support Chain Operations Squadron (440 SCOS) manages WRM equipment IAW AFI 23-101. **(T-1)**.
- 2.8.1.2.5. The 435th Supply Chain Operations Squadron (435 SCOS) will provide Supply Management Activity Group-Retail management support. **(T-2)**.
- 2.8.1.2.6. The AF Petroleum Office will provide fuels management support for FSE, bulk fuels, and packaged petroleum products to the 635 SCOW/WM and AFLCMC/WNZ IAW AFI 23-201, *Fuels Management*, and AFI 23-101. **(T-1)**.
- 2.8.1.3. 448th Supply Chain Management Wing (448 SCMW). The 448 SCMW will:
- 2.8.1.3.1. Manage WRM pallets and nets IAW AFI 24-605, *Air Transportation Operations (Non-Aerial Port)*. **(T-1)**.

- 2.8.1.3.2. Include WRM equipment requirements in appropriate allowance standards and authorization documents IAW AFI 23-101. **(T-1)**.
- 2.8.2. Air Force Installation and Mission Support Center (AFIMSC).
 - 2.8.2.1. AFIMSC Roles and Responsibilities. The AFIMSC will:
 - 2.8.2.1.1. Provide globally integrated combat support.
 - 2.8.2.1.2. Ensure personnel are trained and mission ready.
 - 2.8.2.2. AF Civil Engineer Center (AFCEC). The AFCEC will:
 - 2.8.2.2.1. Provide functional area management and subject matter expertise for civil engineer capabilities (e.g., BEAR and RADR IAW AFI 10-401).
 - 2.8.2.2.2. Act as the UTC pilot unit for RADR IAW AFI 10-401.
 - 2.8.2.2.3. Develop training standards and curriculum for the Silver Flag exercise sites for training personnel on the erection, maintenance, disassembly and repackaging of selected BEAR systems.
 - 2.8.2.2.4. Act as the AF representative to the Joint Standardization Board-Expeditionary Shelters and Basing Equipment organization.
 - 2.8.2.2.5. Develop BEAR and RADR contingency planning factors, infrastructure requirements, and conceptual planning guidance.
 - 2.8.2.2.6. Develop and publish procedural guidance (32-series publications) pertaining to civil engineering capabilities (e.g., RADR, BEAR, emergency management, chemical biological radiological and nuclear, explosive ordnance disposal, and camouflage, concealment and deception).
 - 2.8.2.2.7. Provide technical assistance in evaluating functional aspects of manufacturer proposals and products for the BEAR program.
 - 2.8.2.2.8. Plan, program, execute, and oversee research, development, test, and evaluation for civil engineer capabilities.
 - 2.8.2.2.9. Conduct capability based assessments, capability analysis, gap analysis, and solutions analysis for civil engineering capabilities.
 - 2.8.2.3. The Air Force Services Activity (AFSVA) will manage PWRM ratios IAW AFMAN 34-240.
 - 2.8.2.4. The AF Security Forces Center (AFSFC) will act as the functional area manager, subject matter expert, and pilot unit for force protection capabilities IAW AFI 10-401.
- 2.8.3. Air Force Life Cycle Management Center (AFLCMC). As the single center responsible for total life cycle management, procures WRM to support of AF weapon systems.
 - 2.8.3.1. AFLCMC/Support Equipment & Vehicles Program Office (AFLCMC/WNZ). AFLCMC/WMZ will:
 - 2.8.3.1.1. Procure and field WRM equipment.

- 2.8.3.1.2. Coordinate with the 635 SCOW/WM and AFIMSC primary support units (e.g., AFCEC, AFSVA, and AFSFC) on the development of new systems and modifications to existing systems and sub-systems.
- 2.8.3.2. AFLCMC, Munitions Division (AFLCMC/EBH/W). AFLCMC/EBH/W will:
- 2.8.3.2.1. Through the Global Ammunition Control Point, act as the AF munitions manager IAW AFMAN 21-201.
- 2.8.3.2.2. Manage the standard air munitions package, the afloat prepositioning fleet, and the continental United States depot storage program AFMAN 21-201.
- 2.9. Air Mobility Command.** Air Mobility Command will:
- 2.9.1. Act as the strategic airlift force coordinator for United States Transportation Command, identify PWRRs in support of strategic airlift.
- 2.9.2. Through the Air Force Expeditionary Center, provide Deliberate Crisis Action Planning and Execution Segments (DCAPES) and Logistics Feasibility Analysis Capability (LOGFAC) courses.
- 2.10. Air Force Special Operations Command.** Air Force Special Operations Command will act as the AF special operation's force coordinator for United States Special Operation Command.
- 2.11. Pacific Air Force.** Pacific Air Force will act as air component command for United States Pacific Command.
- 2.12. United States Air Forces in Europe/Air Forces Africa.** United States Air Forces in Europe/Air Forces Africa will act as the United States European Command and United States Africa Command PPWRs.
- 2.13. Air Force Global Strike Command.** Air Force Global Strike Command will act as the air component command for United States Strategic Command and identifies AF Global Strike Command PWRRs.
- 2.14. Air Education and Training Command.** The Air Education and Training Command will:
- 2.14.1. Provide logistics plans and readiness officer formal training.
- 2.14.2. Work with the AFCEC, AFSVA, and the 635 SCOW/WM to validate technical school training requirements for BEAR and fuels operational readiness equipment.
- 2.15. Air Component Command/A4.** Air component/A4s will:
- 2.15.1. Designate a CWRMO or CWRMNCO in writing.
- 2.15.1.1. **(Added-ACC)** The ACC Command War Reserve Materiel Officer (CWRMO) and Command War Reserve Materiel Non-Commissioned Officer (CWRMNCO) are assigned to ACC/A4RX. A copy of the appointment letter will be maintained in ACC/A4RX.
- 2.15.1.2. **(Added-ACC)** Appoint a WRM Officer/NCO if WRM assets are maintained. Appoint WRMO/NCO in writing if WRM assets are maintained. Include full name, rank, security clearance, duty phone number, and organization/office symbol. WRMO will maintain a copy of the appointment letter on file and provide a copy of the updated appointment letter to the ACC CWRMO via ACC WRM SharePoint site

<https://usaf.dps.mil/teams/10080/SitePages/Home.aspx>. A copy of the appointment letter will be forwarded to ACC/A4RX.

2.15.2. Chair the annual air component command WRM review board.

2.15.3. Sustain and manage PWRM stored within its area of responsibility (e.g., manpower, storage facilities, periodic maintenance, inspection, and serviceability).

2.15.4. Identify PWRRs for their area of responsibility during theater working groups.

2.16. CWRMO or WRMNCO. The CWRMO or WRMNCO will:

2.16.1. Identify air component command PWRRs IAW DoDD 3110.07, *Pre-Positioned War Reserve Materiel (PWRM) Strategic Policy*.

2.16.1.1. Ensure units determine storage requirements and identify shortfalls through appropriate installation or base facility management processes.

2.16.1.2. Attend and identify command PWRRs during theater working group(s).

2.16.1.3. Evaluate the logistics impact and cost of proposed bed down changes, and directs appropriate planning document updates.

2.16.1.4. Ensure MAJCOM/A3 postures PWRM on subordinate unit's UTC availability list IAW AFI 10-401 and this instruction.

2.16.2. Ensure PWRM is included in operations, campaign, and theater support plans, UTC availability list, and other applicable planning documents IAW AFI 10-401.

2.16.3. Manage PWRM IAW AFI 23-101 and AFMAN 23-122.

2.16.4. Supplement command WRM guidance, processes, and procedures as required.

2.16.5. Conduct WRM staff assistance visits, as required.

2.16.6. Provide WRM training, guidance, and assistance to command functional area managers and subordinate units.

2.16.7. Report PWRM readiness, serviceability, and availability IAW AFI 10-201 and AFI 10-244.

2.16.8. Manage the command's WRM funds.

2.16.8.1. Consolidate and forward subordinate unit fund's requests to the 635 SCOW/WM.

2.16.8.2. Compile and prioritize command funds programming disconnects, initiatives, and offsets for submission to 635 SCOW/WM.

2.16.8.3. Provide funds requirements forecasts to AFMC, when requested.

2.16.8.4. Use project and advice codes IAW AFI 23-101.

2.16.8.5. Distribute WRM funds to subordinate units.

2.16.9. Attend DCAPES and LOGFAC in residence training, if required.

2.16.9. (ACC) Complete DCAPEs and LOGFAC training when available. IAW AF/A4LR Memorandum for Record " LOGFAC Training Suspension", LOGFAC training is not available until further notice.

2.16.10. Use the War Consumable Distribution Objective (WCDO) to manage WRM consumables.

2.16.11. Conduct an air component command WRM Review Board annually.

2.16.12. Identify and posture standard UTCs on the command's UTC availability list for subordinate units IAW AFI 10-401. **Note:** Posture WRM UTCs using the appropriate posturing code (e.g., WG (swing stocks) or WS (starter stocks)).

2.16.13. Develop, coordinate, and submit WRM authorization document changes and updates to 635 SCOW/WM IAW AFI 23-101.

2.16.14. (Added-ACC) WRM guidance on specific policies and procedures and installation WRMO/NCO roles and responsibilities can be found on the ACC WRM SharePoint site at <https://usaf.dps.mil/teams/10080/SitePages/Home.aspx>.

2.16.15. (Added-ACC) ACC CWRMO is the approving authority for WRM use exceeding 60 days but less than 120 days for units not assigned to a C-NAF.

2.16.16. (Added-ACC) AF/A4LR approval is mandatory for releasing WRM to non- USAF customers.

2.17. Air Component Command, MAJCOM, or AFIMSC Functional Area Managers. Air Component Command, MAJCOM and AFIMSC functional area managers will:

2.17.1. Identify and validate functional area PWRRs IAW DoDD 3110.07.

2.17.2. Provide functional area manager and subject matter expert support to CWRMO or CWRMNCOs.

2.17.3. Supplement WRM functional area related guidance, processes, and procedures as required.

2.17.4. Participate in air component command WRM review boards and theater working groups.

2.17.5. Validate and recommend corrective action for WRM readiness reports IAW AFI 10-201, AFI 10-244, and this instruction.

Section 2C—Installation Roles and Responsibilities

2.18. Installation Commander. The installation commander will be responsible for the installation WRM program. **(T-1). Note:** If the host installation does not have any WRM requirements, tenant units with PWRR requirements will establish and manage their own WRM program. **(T-1).**

2.18.1. (Added-ACC) The host installation WRMO will communicate to the component tenant the responsibility of establishing WRM program and provide WRM requirements and authorization documents and inform CWRMO.

2.18.2. **(Added-ACC)** In instances where the host installation has no WRM requirements, and a component tenant unit has a requirement listed in its Stock Record Account Number (SRAN), the tenant unit is the "designated host unit". The responsibilities of installation WRMO/NCO (to include review boards, inspections, etc.) will reside within the tenant. This also applies to joint bases where another service is the host and the ACC/AFRC/ANG unit is a tenant, installations are required to contact ACC CWRMO for cross command coordination.

2.19. Mission Support Group Commander (or equivalent). The Mission Support Group Commander will:

- 2.19.1. Oversee the installation's WRM program. **(T-3).**
- 2.19.2. Act as the installation WRMPM. **(T-3).**
- 2.19.3. Approve WRM financial plans and budgets. **(T-3).**
- 2.19.4. Chair the annual installation WRM Review Board. **(T-3).**

2.20. War Reserve Materiel Officer or on-Commissioned Officer (WRMO/WRMNCO). The WRMO or WRMNCO will:

- 2.20.1. Manage the installation's WRM program. **(T-1).**
 - 2.20.1.1. **(Added-ACC)** WRM guidance on specific policies and procedures and installation WRMO/NCO roles and responsibilities can be found on the ACC WRM SharePoint site at <https://usaf.dps.mil/teams/10080/SitePages/Home.aspx>.
 - 2.20.1.2. **(Added-ACC)** Notify ACC/A4RX within 5 duty days of new appointment letter uploaded to the ACC WRM SharePoint site. **(T-2)**
 - 2.20.1.3. **(Added-ACC)** Upon distribution of WRMO/WRMNCO Appointment Letter, WRMO will coordinate with CWRMO to receive WRM training. **(T-2)**
- 2.20.2. Complete Advanced Distributed Learning Service WRM program management and LOGFAC computer based training courses. **(T-2).** **Note:** These courses are located on and accessed through the Air Mobility Command gateway on the Advanced Distributed Learning Service.
- 2.20.3. Maintain WRM authorization documents. **(T-1).**
- 2.20.4. Coordinate with the functional WRMMs to identify alternate and local sources of supply (e.g., host nation support, commercial, operational contract support). **(T-2).**
- 2.20.5. Ensure PWRM is included in the Base Support Plan and Expeditionary Site Plan. **(T-2).**
- 2.20.6. Compile unit WRM financial requirements for WRMPM approval and submission to the CWRMO or CWRMNCO. **(T-2).**
- 2.20.6. **(ACC)** Financial management for WRM (PEC 28031F) and BEAR (PEC 41135F) will follow the process established by the WRM 635 SCOW in AFI 25-101. **(T-2)**
 - 2.20.6.1. Authorized WRM expenditures.
 - 2.20.6.1.1. Individual equipment and temporary duty for travel required for WRM management, inspection, inventory, and asset rotation when approved by the WRMO.

- 2.20.6.1.2. Costs of contract labor, maintenance, repair, reconstitution and storage of WRM assets.
 - 2.20.6.1.3. Equipment and vehicle maintenance tools, supplies, spare parts, and packaged petroleum products required to inspect and repair WRM assets. **Exception:** If a similar use code A or B asset is on hand requiring the same level of maintenance, tools required to maintain a WRM asset are be purchased using the organization's operations and maintenance funds.
 - 2.20.6.1.4. Budget code 8 (Materiel Support Division) and budget code 9 (General Support Division) WRM shortages when not for initial buy or when assets cannot be charged to a using organization.
 - 2.20.6.1.5. Costs of WRM support obtained through support agreements.
 - 2.20.6.1.6. Equipment (budget code 9) required for direct support of WRM, if no similar peacetime asset is available.
 - 2.20.6.1.7. Costs in support of units whose sole mission is support and management of WRM Assets.
 - 2.20.6.1.8. Tie-down straps, pallet couplers, net racks, dunnage and unit level maintenance for units that possess organic pallets.
 - 2.20.6.1.9. Purchase of unique containers and racks for the movement and storage of WRM assets (e.g., BEAR, FSE)
 - 2.20.6.1.10. For repair and maintenance of integrated WRM equipment and vehicles.
- 2.20.6.2. Prohibited WRM Expenditures.
- 2.20.6.2.1. Maintenance and repair of joint-use assets.
 - 2.20.6.2.2. Costs for conferences, meetings, seminars, school, visits, negotiations and site surveys or other travel not in direct support of WRM.
 - 2.20.6.2.3. Mobility equipment (use code "A") such as, tie down straps, pallet couplers, deployable dunnage, and containers.
 - 2.20.6.2.4. Deployment bags, individual protective equipment, spares or repair costs.
- 2.20.7. Conduct an installation WRM Review Board annually. **(T-3). Exception:** Air reserve components boards are biennial. **(T-2).**
- 2.20.7.1. **(Added-ACC)** WRM Review Boards can also be conducted electronically. Installation WRMOs will schedule, organize, and document WRM Review Board meetings. Meeting minutes must be signed by WRMPM (Mission Support Group or equivalent) filed and maintained by the WRMO and provided to the ACC CWRMO via the ACC WRM SharePoint site <https://usaf.dps.mil/teams/10080/SitePages/Home.aspx>. **Note:** Notify ACC/A4RX and post WRM meetings held and/or changes to appointment letters on the SharePoint site within 10 duty days. **(T-2)**
- 2.20.8. Conduct and document annual WRM surveillance visits using the recommended surveillance visit report (**Attachment 3**). **(T-3).**
- 2.20.9. Provide WRM training to unit WRMMs. **(T-3).**

2.20.10. Ensure WRM is managed IAW functional area publications and this instruction. **(T-1).**

2.20.11. Report installation PWRM readiness, accountability, availability, and serviceability (e.g., Integrated Maintenance Data System). **(T-1).**

2.20.12. **(Added-ACC)** Develop and consolidate a WRM financial plan for the storage, maintenance, and reconstitution of WRM as required. Budget submissions require WRMPM (or equivalent) approval. **(T-2)**

2.20.13. **(Added-ACC)** Financial management roles and responsibilities for munitions (PEC 28030) are now found in DAFMAN 21-201, *Munitions Management*. Installation WRMO/NCOs are no longer the installation approving authority for munitions (PEC 28030) budget/expenditures. **(T-2)**

2.20.14. **(Added-ACC)** Installation WRMO/WRMNCOs upload Indirect Mission Support Request (IMSR) Reconstitution memo to the 635 SCOW WRM 635 SCOW SharePoint site at <https://usaf.dps.mil/teams/11813/WM/SitePages/Home.aspx> usage log. Email 635 SCOW WRM Org Box at 635SCOW.WM@us.af.mil for access to populate usage log. Notify ACC CWRMO that IMSR Reconstitution memo was uploaded to SCOW SharePoint as well as uploaded to ACC WRM SharePoint site at <https://usaf.dps.mil/teams/10080/SitePages/Home.aspx>.

2.20.15. **(Added-ACC)** Installation WRMO/NCOs provide storage issues to the Facility Utilization Board through their appropriate chain of command to address storage shortfalls as required. Notify Installation WRM Review Board and CWRMO of Facility Utilization Board decisions/results.

2.20.16. **(Added-ACC)** Conduct WRM surveillance visits to each activity (including tenant units) involved in the WRM program (with exception of Medical Group).

2.20.17. **(Added-ACC)** Installation WRMO/NCOs will conduct an annual review of known Wartime Aircraft Activity and WCDO data and validate findings with CWRMO NLT 30 September. Once validated by the CWRMO, installation WRMO/NCOs will schedule an installation WRM Review Board or electronic meeting NLT 30 December. **(T-2)**

2.21. Logistics Readiness Squadron Commander or equivalent. The Logistics Readiness Squadron Commander (or equivalent) will:

2.21.1. Appoint the installation WRMO and WRMNCO from the Logistics Readiness Squadron/Plans and Integration Section. **(T-1).**

2.21.2. Appoint WRMM(s) in each area within the Logistics Readiness Squadron that stores and maintains WRM. **(T-1).**

2.21.3. Manage WRM IAW AFI 23-101, functional area publications, and this instruction. **(T-1).**

2.21.4. Identify local sources of supply for WCDO requirements, if available. **(T-1).**

2.22. Munitions Squadron Commander or equivalent (MUNS/Commander). The Munitions Squadron Commander (or equivalent) will:

2.22.1. Appoint WRMM(s) as required. **(T-1)**

2.22.2. Manage WRM munitions and associated equipment (e.g., trailers, forklifts) IAW AFMAN 21-201, *Munitions Management*. **(T-1)**.

2.23. Force Support Squadron Commander/Director (FSS/Commander). The Force Support Squadron Commander (or equivalent) will manage pre-positioned WRM rations IAW AFMAN 34-240. **(T-1)**.

2.24. Medical Group Commander. The Medical Group Commander will manage medical PWRM IAW AFI 41-106, AFMAN 41-209, AFI 41-201, and AFI 41-216. **(T-1)**.

2.25. Unit Commander. The unit commander will:

2.25.1. Manage PWRM IAW applicable functional area guidance and this instruction. **(T-1)**.

2.25.2. Appoint unit WRMM(s). **(T-1)**.

2.25.3. Report unit PWRM readiness IAW AFI 10-201, AFI 10-244, and this instruction. **(T-1)**.

Section 2D—Unit Level

2.26. War Reserve Materiel Manager (WRMM). The WRMM will:

2.26.1. Manage the unit's PWRM. **(T-1)**.

2.26.2. Develop and submit WRM budget requirements to the installation WRMO or WRMNCO. **(T-2)**.

2.26.3. Participate in the installation's WRM Review Board. **(T-3)**.

2.26.4. Attend initial and recurring training. **(T-2)**.

2.26.5. Inspect, maintain, mark, document, inventory, and store WRM IAW applicable instructions to include specific TOs, functional area instructions, AFI 23-101, and this instruction. **(T-1)**.

2.26.6. Ensure equipment condition, maintenance, and management is accomplished in the Accountable Property System of Record (e.g., Integrated Maintenance Data System (aerospace ground equipment), Defense Property Accounting System (common support equipment)) IAW AFI 23-101 and AFI 21-101, *Aircraft and Equipment Maintenance Management*. **(T-1)**.

Chapter 3

PROGRAM MANAGEMENT

Section 3A—Governance Structure.

3.1. WRM Steering Group(s).

3.1.1. AFMC will establish a chartered WRM governance structure. **NOTE:** The charter will identify principal and associate members, steering group objectives, roles, and responsibilities.

3.1.1.1. **(Added-ACC)** The Governance Structure described in AFI 25-101 applies to WRM (PEC 28031F) and BEAR (PEC 41135F).

3.1.2. The WRM Steering Group will:

3.1.2.1. Be strategically aligned with the Logistics Board.

3.1.2.2. Meet annually.

3.2. WRM Working Group(s).

3.2.1. The 635 SCOW will establish chartered WRM working group(s). **(T-1)**. **NOTE:** Working group charters will identify principal and associate members, working group objectives, roles, and responsibilities. **(T-2)**.

3.2.2. The WRM Working Group will:

3.2.2.1. Address all aspects of the WRM program. **(T-2)**.

3.2.2.2. Be chaired by the 635 SCOW/WM. **(T-2)**.

3.2.2.3. Meet annually. **(T-2)**.

3.2.2.4. Report to the WRM Senior Steering Group. **(T-2)**.

3.3. WRM Review Boards.

3.3.1. Air Component Command WRM Review Board. The air component command WRM review board will:

3.3.1.1. Provide oversight, guidance, and direction for the command's WRM program in support of the combatant commander's wartime mission.

3.3.1.2. Be chaired by the command/A4 (or equivalent).

3.3.1.3. Be aligned with the Logistics Board.

3.3.1.4. Validate and approve PWRRs for inclusion in operation plans and PWRM in support of the combatant command theater campaign plans.

3.3.1.5. Review requirements and authorizations versus on-hand assets (to include condition).

3.3.1.6. Review command-wide and installation issues.

3.3.1.7. Assess the command readiness.

3.3.1.8. Review and advocate for resource requirements (e.g., manpower, funding, storage facilities).

3.3.1.9. Identify any WRM related shortfalls and limiting factors.

3.3.1.10. Membership: The following organizations will be principle members of the Air Component Command WRM review board:

3.3.1.10.1. Installation WRMPMs.

3.3.1.10.2. Other primary and associate members approved by the command/A4.

3.3.2. Installation WRM Review Board. The Installation WRM review boards will:

3.3.2.1. Provide oversight, guidance, and direction for the installation's WRM program. **(T-2)**. **NOTE:** The air component command/A4 will identify installations required to conduct installation review boards.

3.3.2.2. Be chaired by the installation's WRMPM. **(T-2)**.

3.3.2.3. Validate installation pre-positioning objectives. **(T-2)**.

3.3.2.4. Review planning documents. **(T-2)**.

3.3.2.5. Assess installation WRM's readiness. **(T-2)**.

3.3.2.6. Identify installation level WRM shortfalls and limiting factors. **(T-2)**.

3.3.2.7. Review inspections, audits, surveillance visit results, corrective actions taken, and estimated completion dates. **(T-2)**.

3.3.2.8. Review WRM use. **(T-2)**.

3.3.2.9. Review facility and storage issues. **(T-2)**.

3.3.2.9.1. **(Added-ACC)** The installation WRMO/WRMNCO are only responsible for WRM aircrew rations identified in the published WCDO. All other rations (self-sustaining units, single integrated operation plans, military information support operations, unitized group, etc.) are managed by the individual program or functional managers, unless otherwise directed by WRMPM or LRS Commander (or equivalent). **(T-2)**

3.3.2.10. Review orientation and formal training status. **(T-2)**.

3.3.2.11. Review out load and movement planning. **(T-2)**.

3.3.2.12. Identify theater prepositioning objectives for each installation. **(T-2)**.

3.3.2.13. Membership: The following will be principle members of the installation WRM review board:

3.3.2.13.1. Group commanders. **(T-1)**.

3.3.2.13.2. Squadron commanders (with WRM equity). **(T-1)**.

3.3.2.13.3. Installation planners and subject matter experts. **(T-1)**.

3.3.2.13.4. Comptroller or budget analyst. **(T-1)**.

3.3.2.13.5. WRMMs. **(T-1)**.

3.3.2.13.6. Munitions Accountable Systems Officer. **(T-1)**.

3.3.2.13.7. Other primary and associate members approved by the WRMPM. **(T-1)**.

3.4. Other WRM Management Teams.

3.4.1. Joint Standardization Board-Expeditionary Shelters & Basing Equipment committee meets to discuss soft wall, rigid wall and hybrid military tactical shelters, shelter design and shelter ancillary equipment technology.

3.4.2. The Joint Expeditionary Basing Working Group identifies Joint acquisition and engineering opportunities.

Section 3B—Mission Support

3.5. Indirect Mission Support.

3.5.1. WRM may be used to support Joint and AF exercises, training events, competitions, and unit exercises during peacetime. **Note:** Indirect mission support is not a “diversion” of PWRM.

3.5.2. If available, requesting units will use alternate sources of support prior to requesting the use of WRM. **(T-1)**.

3.5.2.1. Peacetime operating stocks.

3.5.2.2. Commercial-off-the-shelf items.

3.5.2.3. Contractor support.

3.5.2.4. Host nation support.

3.5.2.5. Acquisition and cross-servicing agreements.

3.5.2.6. Commercial sources of supply.

3.5.2.7. Non-AF resources.

3.5.3. Storing units will:

3.5.3.1. Approve indirect mission support requests for the peacetime use of WRM using the criteria prescribed in **Table 3.1**. **NOTE:** Indirect mission support requests routing form available on the 635 SCOW/WM website. **(T-1)**.

3.5.3.2. The 635 SCOW is the approval authority for:

3.5.3.2.1. Extended periods of time (greater than 120 days).

3.5.3.2.2. Non-AF entities.

3.5.3.2.3. PWRM that is not available or stored in the requestor’s area of responsibility. To the 635 SCOW/WM for approval using the **(T-1)**.

3.5.3.2.3.1. **(Added-ACC)** Cross command IMSR requests that fall within CWRMO approval authority will be forwarded to the storing commands CWRMO for approval. As a courtesy requesting unit will notify their CWRMO for situational awareness.

3.5.3.3. Submit all indirect mission support requests with funding documents for repair and reconstitution costs. **(T-1)**. The initial funding cost is calculated as 10% of the cost of the asset(s) or identified based on historic exercise and deployment costs with 635 SCOW/WM pre-approval. **(T-2)**. **Note:** Indirect mission support requests release and approval is contingent upon receipt of funding documentation from the using organization(s).

3.5.3.3.1. Use AF Form 616, *Fund Cite Authorization (FCA)*, to provide funding for intra-AF transactions IAW AF AFI 65-601, Volume 1. **(T-1)**.

3.5.3.3.1. **(ACC)** The WRM Funds Assurance Letter, is required for all use requests requiring CWRMO, 635 SCOW, or HAF approval. (Form and instructions located on WRM IMSR SharePoint). **Note:** The purpose of this form is to document reimbursement terms and obtain a guarantee from the using organization that reimbursement will be provided for Expendables, MRSP, and reconstitution expenses incurred against the storing unit's WRM account. The WRM Funds Assurance Letter must be signed by a Financial Manager (Resource Advisor, Budget Analyst, etc.), and must acknowledge reimbursable costs could potentially be incurred across multiple fiscal years. Completion of reconstitution process will identify the final costs incurred.

3.5.3.3.2. Use Defense Department Form 448, *Military Interdepartmental Purchase Request*, for non-AF units or organizations. **(T-1)**.

3.5.3.3.3. Use Form 1-3a, *Acquisition and Cross-Servicing Agreement (ACSA)/Mutual Logistics Support (MLS) Order Form*, for foreign services support (generated by Acquisition Cross-Servicing Agreement Global Automated Tracking and Reporting System or available on Acquisition Cross-Servicing Agreement SharePoint website) IAW AFI 25-301, *Acquisition and Cross-Servicing Agreements (ACSA)* and this instruction. **(T-1)**.

3.5.3.4. Requestor(s) will prepare, sign, and forward the request through the WRMO or WRMNCO to the appropriate approval authority not later than fifteen (15) duty days prior to intended use date. **(T-1)**.

3.5.3.5. Users are responsible for packing and crating, transportation to and from the employment site, Temporary duty costs for personnel deploying with the assets, contractor costs as applicable, reconstitution and repair of assets, RSP costs, etc. **(T-1)**.

3.5.3.6. Using organizations will track transportation of WRM from the storage location to the point of use and back to the storage location. **(T-1)**.

3.5.3.7. All units responsible for storing WRM will document direct and indirect WRM use using the WRM usage log located on the 635 SCOW/WM SharePoint. **(T-1)**.

3.5.3.7.1. **(Added-ACC)** Installation WRMO/NCO will notify the CWRMO of all approved off-installation IMSR requests.

3.5.3.8. The installation commander will approve or disapprove WRM support for civilian authorities IAW AFI 10-801, *Defense Support of Civilian Authorities*. **(T-1)**.

3.5.3.9. **(Added-ACC)** Installation WRMO/WRMNCOs upload IMSR Return to Service Letter to the 635 SCOW WRM SharePoint site at

<https://usaf.dps.mil/teams/11813/WM/SitePages/Home.aspx> usage log. Email 635 SCOW WRM Org Box at 635SCOW.WM@us.af.mil for access to populate usage log.

Table 3.1. Indirect Mission Support Approval Authority Matrix.

Commodity	Approval Authority	Duration and/or Requestor	Issue Instructions	Funding	Remarks	
WCDO (Non-Munitions)	CWRMO ¹	Indefinite	Integrated Logistics System Supply	Using Organization	AF Form 616	
WRM Equipment ² (BEAR, FSE, Common Support Equipment, Vehicles) ^{2,3}	WRMPM	60 days (AF Only)	Transfer to Using Org Process Deployment Indicator (D or I)	Using Organization	AF Form 616	
	CWRMO	120 days (AF Only)	Transfer to Using Org Process Deployment Indicator (D or I)	Using Organization	AF Form 616	
	635 SCOW/WRM Management	121 or more days (AF Only)	Transfer to Using Org Process Deployment Indicator (D or I)	Using Organization	AF Form 616	
	AF /A4LX		Indefinite (Non-AF)	Process Deployment Indicator (D or I)	Using Organization	Defense Department Form 448
			Indefinite (Foreign Nation)	Process Deployment Indicator (D or I)	Using Organization	Form 1-3a

Note 1: May be delegated to next lower level of command.

Note 2: The installation WRMO or WRMNCO will release WRM suspension and release equipment for indirect mission support. (T-2).

Note 3: The 441 VSCOS will coordinate on 635 SCOW/WM Indirect Mission Support Request vehicle requests. (T-2).

3.6. Direct Mission Support.

3.6.1. Authority for WRM use in support of direct mission taskings is based on the Secretary of Defense approved execution orders or global force management allocation plan annexes IAW AFI 10-401.

3.6.2. Emergency and special project codes are used to fund WRM direct mission support and reconstitution.

3.6.3. Storing and using units will track all costs for contingencies and exercises. **(T-1)**. This data will be used to:

3.6.3.1. Bill and reimburse units for replenishment.

3.6.3.2. Request supplemental appropriations.

3.6.3.3. Record un-programmed costs for budget preparation.

3.6.3.4. Update WRM usage log on the 635 SCOW/WM SharePoint website.

Section 3C—Deployment

3.7. Deployment.

3.7.1. Storing units will either retain WRM on accountability records and code deployed WRM with the appropriate deployment indicator or transfer the deployed WRM to the user when WRM is released in support of direct mission support IAW AFI 23-101. **(T-1)**.

3.7.2. Deployment of WRM is authorized under the following conditions:

3.7.2.1. If an exercise is scheduled for less than 90 days.

3.7.2.2. Pending establishment of a supply account at gaining location.

3.7.2.3. Pending inventory and acceptance of RSP(s) at gaining location.

3.7.3. BEAR Deployments.

3.7.3.1. Storing units will deploy UTCs with the applicable AFTTP. **(T-1)**.

3.7.3.2. The AFTTP will be included in the first increment of each UTC deploying. **(T-1)**.
NOTE: UTC AFTTP are also available on the 635 MMG SharePoint website.

3.7.4. The storing unit will submit an End-of-Deployment/Reconstitution Report (**Attachment 4**) to their CWRMO or CWRMNCO and the 635 SCOW/WM. **(T-1)**.

Section 3D—Transfer

3.8. Transfers.

- 3.8.1. Storing units will transfer WRM and RSP IAW AFI 23-101. **(T-1)**.
- 3.8.2. Supported units will:
 - 3.8.2.1. Assign a kit serial number (3000 through 3999) for type spares code “H” IAW AFI 23-101. **(T-1)**.
 - 3.8.2.2. Coordinate all support requirements in advance with the 635 SCOW/WM. **(T-1)**.
- 3.8.3. The 635 SCOW/WM will track all WRM transfers until the gaining base receives the assets. **(T-1)**.
- 3.8.4. Storing units will ensure transfers between Department of Defense components, allied forces, and federal civil agencies are accomplished IAW AFI 23-101. **(T-1)**.
- 3.8.5. Storing and supported units will inventory transferred RSPs IAW AFI 23-101. **(T-1)**.

Section 3E—Sustainment

3.9. Sustainment.

- 3.9.1. The supported organization will be responsible for all WRM maintenance to include funding and ordering replacement parts. **(T-1)**. **Note:** The supported organization will identify all maintenance beyond its repair capability to the storing command. **(T-1)**.
- 3.9.2. The expeditionary base civil engineer, or equivalent organization, will take possession of and be responsible for BEAR deployed to forward operating sites. **(T-1)** **Note:** See Air Force Handbook (AFH) 10-222, *Civil Engineer Bare Base Development*, for additional information related to BEAR usage and management at forward operating sites.
- 3.9.3. Deployed BEAR or expeditionary Logistics Readiness Squadron materiel management personnel will be responsible for storing, managing, issuing, and accounting for BEAR RSPs at forward operating sites IAW AFI 23-101. **(T-1)**.
- 3.9.4. During force rotations, the using organization will transfer accountable assets from redeploying to deploying equipment custodians or accountable officers prior to redeploying unit’s departure IAW AFI 23-101. **(T-1)**.

Section 3F—Redeployment and Reconstitution

3.10. Redeployment.

- 3.10.1. For redeployment of BEAR, the expeditionary installation commander will submit a request for a reconstitution team to the 635 MMG through the 635 SCOW/WM. **(T-1)**.
- 3.10.2. The closure base civil engineer will:
 - 3.10.2.1. Be responsible for synchronizing base closure actions to meet base closure timelines. **(T-1)**.

3.10.2.2. Establish a BEAR base closure team to identify requirements and coordinate actions required to close the base. **(T-1)**. The BEAR base closure team should include functional experts from; but not limited to, the following areas:

3.10.2.2.1. Logistics Readiness Squadron (Supply/Transportation/Logistics Plans).

3.10.2.2.2. Civil engineer (real property and environmental).

3.10.2.2.3. Legal.

3.10.2.2.4. Defense Logistics Agency/Defense Reutilization and Marketing System.

3.10.2.2.5. Communications.

3.11. Reconstitution.

3.11.1. Supported organizations will return all WRM in serviceable condition to the storing unit or allocate funds to repair or replace deployed assets. **(T-1)**.

3.11.2. The storing WRMO or WRMCO will establish a local process for returning WRM to storage. **(T-1)**. The process will address:

3.11.2.1. Receipt procedures. **(T-1)**.

3.11.2.2. Serviceability inspection. **(T-1)**.

3.11.2.3. Record and document processing and update. **(T-1)**. **Note:** The supported organization will provide requisition documentation for any parts or accessories that are on order. **(T-1)**.

3.11.2.4. End-of-deployment reporting and reconstitution actions ([Attachment 4](#)). **(T-1)**.

3.11.3. 635 SCOW/WM will:

3.11.3.1. Provide redeployment, reconstitution, and disposition instructions to the supported and storing commands prior to commencement of redeployment operations. **(T-1)**.

3.11.3.2. Identify need for and fund the deployment of the 635 SCOW/WM Redistribution Property Assistance Team, if required. **(T-1)**.

3.11.3.3. Facilitate redeployment of WRM in support of the WRM global management strategy, as required. **(T-1)**.

3.11.4. The supported and storing organization representative(s) will:

3.11.4.1. Document the return of WRM using the WRM usage log within 90 days of redeployment operations. **(T-1)**.

3.11.4.2. Track the reconstitution estimated completion date and status for any asset returned to storage that is not “fully mission capable.” **(T-1)**.

3.11.4.3. Submit an indirect mission support request return to storage letter upon completion of redeployment operations and reconstitution actions (See [Attachment 4](#)) to the 635 SCOW/WM to include receipts and documentation for all repairs and reconstitution actions. **(T-1)**.

Section 3G—Excess Management

3.12. Excess Management. Storing units will:

- 3.12.1. Manage excess WRM IAW AFI 23-101. **(T-1).**
- 3.12.2. Use the Enterprise Solution-Supply system automated WRM RSPs package excess redistribution tool unless excluded by the 635 SCOW/WM IAW AFI 23-101. **(T-1).**
- 3.12.3. Return excess WRM suspension and release equipment to peacetime operating stocks IAW AFI 23-101. **(T-1).**
- 3.12.4. Retain excess WRM pending 635 SCOW/WM disposition determination. **(T-1).**
- 3.12.5. Assign composition codes H000, D004, and W004 to excess WRM IAW AFI 23-101. **(T-1).**
- 3.12.6. Manage contingency retention stocks IAW AFI 23-101. **(T-1).**

Section 3H—Transportation Planning

3.13. Transportation Planning.

- 3.13.1. WRM transportation planning is a shared responsibility between the storing and supported command(s).
- 3.13.2. The supported air component command will identify transportation movements from an alternate storage locations to the planned operating bases in the supported command's operation plan Time Phased Force Deployment Data, base support plans, and alternative planning document(s).
- 3.13.3. The air component command will or MAJCOM will be posture WRM UTCs on the storing unit's UTC Availability list as either "WS" for starter stocks or "WG" for mal-positioned and swing stocks and identified in the supported command's time phased force deployment data, base support plans, and alternative planning document(s).
- 3.13.4. Air component commands will ensure all WRM transportation (intra- or inter-theater) movement requirements are loaded into DCAPEs or other applicable planning systems IAW AFI 10-401.

3.14. 463L System Support Equipment and Intermodal Container Management.

- 3.14.1. Pallets and Nets.
 - 3.14.1.1. Storing units will ensure pallets and nets used to move WRM are managed as operational assets IAW AFI 24-605. **(T-1).**
 - 3.14.1.2. AMC/A4T is the Department of Defense operational manager for the 463L system. **NOTE:** Storing units will purchase and manage of couplers, straps, chains and devices IAW AFI 24-605. **(T-1).**
 - 3.14.1.3. Unit commanders will appoint a pallet and net manager IAW AFI 24-605. **(T-1).**
 - 3.14.1.4. Pallet and net managers will use the Global Asset Reporting Tool to manage pallets and nets IAW AFI 24-605. **(T-1).**

3.14.2. Containers. The 635 SCOW/WM will:

3.14.2.1. Serve as the WRM Container Control Officer for accounts FA4512 & FA4603. **(T-1)**.

3.14.2.2. Assist and liaisons with command container control officer and AFMC/A4RT for the management of containers IAW AFI 24-602, Volume 2. **(T-1)**.

3.14.2.3. Ensure container control officers and container managers have access to the Army Container Asset Management System. **(T-1)**.

3.14.2.4. Oversee the Army Container Asset Management System for container movement, inventory, condition, inspection dates, and status (empty, loaded). **(T-1)**.

3.14.2.5. Coordinate with the program management office for delivery and tracking information. **(T-1)**.

3.14.3. Command container control officers or container manager will:

3.14.3.1. Request container disposition and redistribution from the 635 SCOW/WM for action and coordination.

3.14.3.2. Contact AFMC/A4RT and Army Intermodal Distribution Platform Management Office.

3.14.3.3. Coordinate efforts with AFMC/A4RT, General Services Activity, AFs Central, United States AFs Europe, Pacific Air Force, 635 MMG, and other applicable agencies and contractors.

3.14.3.4. Approve disposal, transfer, and redistribution of any container with approval from the AFMC/A4RT, and/or Army Intermodal and Distribution Platform Management Office. **(T-1)**.

3.14.4. Storing units will:

3.14.4.1. Maintain accountability for assigned containers. **(T-1)**.

3.14.4.2. Appoint a container control officer or container manager; in writing, IAW AFI 24-605, AFI 24-602, Volume 2. **(T-1)**. The container control officer or container manager will:

3.14.4.2.1. Inspect containers and contents when received and update applicable accountable systems. **(T-1)**.

3.14.4.2.2. Examine and inspect containers for serviceability by certified and appointed inspectors every 30 months from the fifth year from date of manufacture or after any major repairs. **(T-1)**.

3.14.4.2.3. Manage containers using the Army Container Asset Management System IAW Defense Transportation Regulation (DTR) 4500.9-R Part VI, *Management and Control of Intermodal Containers and System 463L Equipment*. **(T-0)**.

3.14.4.2.4. Budget for container maintenance. **(T-1)**.

3.14.4.2.5. Notify the 635 SCOW/WM 60 to 90 days prior to inspection due dates. **(T-1)**.

3.14.4.2.6. Conduct and complete the Department of Defense mandated biennial International Organization for Standardization container inventory. (T-1).

3.14.4.2.7. Mark containers IAW AFI 24-602, Volume 2. (T-1).

Section 3I—Modernization

3.15. Modernization Overview.

3.15.1. The 635 SCOW/WM will manage WRM modernization in collaboration with functional area managers, subject matter experts, and supported commands. (T-1).

3.15.2. Functional area users will submit modernization proposals to the WRM working group. (T-1).

3.15.3. The WRM working group will review and validate the modernization initiatives and submit approved proposals through the corporate structure. (T-2).

3.15.4. AF/A4P and AF/A4L will:

3.15.4.1. Act as the WRM advocate during corporate structure program objective memorandum development.

3.15.4.2. Ensure approved modernization proposals are incorporated into the appropriate program objective memorandum submission for AF/CS planning choices.

3.15.5. Functional area representatives and functionally oriented centralized management agencies will serve as the subject matter experts and primary points of contact for all modernization efforts.

3.15.6. AFCEC will act as the subject management expert for both BEAR and RADR IAW AFI 10-210, *Prime Base Engineer Emergency Force (BEEF)* and this instruction.

3.15.7. The AFSVA will act as the subject matter expert for personnel messing and feeding capabilities IAW AFMAN 34-240.

3.15.8. The Air Force Petroleum will act as the:

3.15.8.1. Primary subject matter expert for fuels support equipment.

3.15.8.2. OPR for fuels support equipment modernization.

Chapter 4

MATERIEL MANAGEMENT

Section 4A—Allowance and Authorization Review Process

4.1. Allowance and Authorization Review Process.

4.1.1. The 635 SCOW will:

4.1.1.1. Ensure WRM equipment allowance and authorization reviews are accomplished IAW AFI 23-101. **(T-1).**

4.1.1.2. Publish the WRM UTC Requirements Document. **(T-2).**

4.1.1.3. Forward the WRM UTC Requirements Document to the supported and supporting CWRMO or CWRMNCO no later than 15 August annually. **(T-2).**

4.1.2. The supported air component CWRMO or CWRMNCO and functional area managers will review and provide changes, additions, and deletions to the 635 SCOW/WM no later than 1 October annually to identify combatant command requirements.

4.1.3. The 635 SCOW/WM will analyze air component command WRM UTC Requirements Document submissions to create a draft, consolidated War Plan Additive Requirement Report (WPARR) which is forwarded to the supported and supporting air component commands no later than 1 November annually. **(T-2).**

4.1.3.1. The WPARR is the authorization document for WRM equipment requirements.

4.1.3.2. The supported and supporting air component CWRMO or CWRMNCO review and validate the draft WPARR and forward any requested changes to the 635 SCOW/WM no later than 15 December annually.

4.1.4. The 635 SCOW/WM will publish the final WRM UTC Requirements Document and WPARR no later than 15 January annually. **(T-2).**

4.1.5. The 635 SCOW/WM will use the final WPARR to update WRM equipment allowance standard allowances IAW AFI 23-101. **(T-1).**

4.1.6. After the WRM UTC Requirements Document, WPARR, and allowance standard updates are complete, the MAJCOM/A3s will posture standard UTCs as WRM in the UTC availability list IAW AFI 10-401 using WRM posturing codes (e.g., “WG” for swing stocks and “WS” for starter stocks).

4.1.6.1. The 635 SCOW will resolve WRM UTC Requirements Document and WPARR impasses. **(T-2).**

4.1.6.2. Disputed UTCs or authorizations will be removed from the WRM UTC Requirements Document and WPARR and worked separately as out-of-cycle requirements. **(T-2).**

Section 4B—Common Support Equipment

4.2. Common Support Equipment.

- 4.2.1. Storing units will manage WRM equipment IAW AFI 23-101. **(T-1).**
- 4.2.2. MAJCOMs and air components will use the UTC Availability list to posture and pre-position WRM equipment UTCs for their subordinate units.
 - 4.2.2.1. Starter stocks are posturing code “WS.”
 - 4.2.2.2. Swing stocks are posturing code “WG.”
- 4.2.3. Air component commands will identify unconstrained PWRM equipment UTC requirements to the 635 SCOW/WM.
- 4.2.4. Major command/A3s submit validated WRM equipment UTCs to AF /A3OD to update the UTC Availability list no later than 30 September annually.
- 4.2.5. The 635 SCOW will:
 - 4.2.5.1. Requisition PWRM IAW AFI 23-101. **(T-1).**
 - 4.2.5.2. Provide a prioritization list to the AFLCMC for appropriation 3080 (Investment) requirements funded by program element codes 41135 or 28031. **(T-2).**
 - 4.2.5.3. Submit a program objective memorandum disconnect to AF/A4PY for equipment requirements that exceed available or projected funding. **(T-1).**

Section 4C—Vehicles (General and Special Purpose)

4.3. Vehicles (General and Special Purpose).

- 4.3.1. The Fleet Management and Analysis office will manage general and special purpose vehicles IAW AFI 24-301 and AFI 24-302.
- 4.3.2. Special purpose vehicles may be managed by applicable functional area instructions.
- 4.3.3. Storing or using units will process all WRM vehicle authorization additions, changes, or deletions through 441 VSCOS IAW AFI 24-302. **(T-1).**
- 4.3.4. The Master Vehicle Record list reflects the appropriate WRM use code.
 - 4.3.4.1. “M” = WRM.
 - 4.3.4.2. “L” = Joint Use.
- 4.3.5. The UTC availability reflects the appropriate WRM posturing code.
- 4.3.6. Fleet Management and Analysis office will ensure WRM vehicles are:
 - 4.3.6.1. Maintained separately from the peacetime vehicle fleet. **(T-2).**
 - 4.3.6.2. Rotated into the active base support fleet (where like-vehicle peacetime authorizations exist) to ensure equipment dependability and equal use. **(T-2).**
 - 4.3.6.3. Deployed (prepared for shipment) and released for use IAW AFI 24-302. **(T-1).**

4.3.6.4. Managed and documented using the Defense Property Accountability System IAW AFI 24-302. (T-1).

4.3.7. The WPARR is used to update the vehicle allowance standards and the Defense Property Accountability System vehicle authorizations.

Section 4D—Use Codes

4.4. Use Codes.

4.4.1. A use codes is a one-letter supply data element used to identify the intended use of vehicles and equipment items.

Table 4.1. Equipment Use Codes.

Code	Description
A	Mobility equipment authorized for deployment in support of forward operating sites
B	Base Support equipment authorized for use at home station. Note: All use code “B” equipment on an installation (includes tenant units) can be considered for joint use
C	Joint-Use equipment. Joint-use equipment (formerly use code “B”) that is not required by the peacetime user in wartime that can be used to fill a wartime requirement
D	WRM authorized to support wartime equipment requirements.

Table 4.2. Vehicle Use Codes.

Code	Description
J	Mobility vehicle authorized for deployment in support of forward operating sites.
K	Base Support vehicle authorized for use at home station. Note: All use code “K” vehicles on an installation (includes tenant units) can be considered for joint use.
L	Joint-Use vehicle. A joint-use vehicle (formerly use code “K”) that is not required by the peacetime user in wartime that can be used to fill wartime requirement
M	WRM vehicle authorized to support wartime equipment requirements.

4.4.2. The Fleet Management and Analysis office will rotate use code “M” vehicles with active fleet vehicles, where possible, every 12 months to ensure WRM fleet serviceability. (T-2).

4.4.3. The storing command will:

4.4.3.1. Develop and publish a supplemental WRM vehicle rotation policy. (T-2).

- 4.4.3.1.1. **(Added-ACC)** WRMO/NCO will coordinate with Vehicle Management & Analysis Office on an annual rotation plan designed to equalize use of like vehicles. The annual rotation plan will be kept on file by the installation WRMO/NCO and copy provided to CWRMO via upload to ACC WRM SharePoint.
- 4.4.3.2. Ensure vehicles being rotated into or out of storage must be in TO 36-1-191 condition and current on all inspections.
- 4.4.4. The using unit will maintain joint use equipment (use code “C”) and vehicles (use code “L”) using the unit’s operation and maintenance funds. **(T-1)**.
- 4.4.5. Joint Use Equipment.
- 4.4.5.1. The installation WRMO or WRMNCO will chair a joint-use meeting to review existing joint use equipment and identify use code “B” equipment authorizations that can be used to fill use code “D” requirement annually. **(T-2)**.
- 4.4.5.1.1. **(Added-ACC) Note:** When a Using CWRMO directs WRM changes for ACC stored WRM assets, the WRMO will document changes made in lieu of not convening Joint Use Review Board. Memorandum for record will be submitted to CWRMO. **(T-2)**
- 4.4.5.2. If a use code “B” requirement can be used to fill a use code “D” requirement, the installation WRMO or WRMNCO will prepare and submit a Joint-Use Determination Worksheet (**Attachment 5**) to the CWRMO or CWRMNCO and 635 SCOW/WM, in turn, for approval. **(T-1)**.
- 4.4.5.3. The Consolidated Custody Receipt Listing (R23) lists all equipment items and should be used to identify use code “B” assets that may be available to fill use code “D” requirements.
- 4.4.6. Joint Use Vehicle.
- 4.4.6.1. The installation WRMO or WRMNCO will chair a joint-use meeting to review existing joint-use vehicle and identify use code “K” equipment authorizations available to fill use code “M” requirements annually. **(T-1)**.
- 4.4.6.1. **(ACC) Note:** Refer to 4.4.5.1.1.
- 4.4.6.2. The installation Fleet Management and Analysis office will:
- 4.4.6.2.1. Review the list and identify use code “K” vehicles available for joint-use. **(T-1)**.
- 4.4.6.2.2. Annotate the list to show vehicles available for joint-use (use code “K”). **(T-1)**.
- 4.4.6.2.3. Forward the annotated list to the 441 VSCOS within 30 days of list receipt. **(T-1)**.
- 4.4.6.2.4. Provide a copy of the annotated list to the installation WRMO or WRMNCO. **(T-1)**.

4.4.7. Upon receipt of the installation's annotated vehicle list, the 441 VSCOS will update applicable details in Defense Property Accountability System and Integrated Logistics System-Supply IAW AFI 24-302. **(T-1)**.

4.4.8. The WRMO or WRMNCO will brief all joint-use status changes at the installation WRM Review Board. **(T-2)**.

4.4.9. If a joint-use equipment or vehicle authorization is deleted and an unfilled base support requirement exists, change the joint-use code to the base support use code. **(T-1)**.

4.4.10. The storing unit WRMM will notify the WRMO or WRMNCO when WRM equipment or vehicles are used at an off-base location and can't be recalled within 24 hours. **(T-2)**.

Section 4E—Equipment and Vehicle Integration

4.5. Equipment and Vehicle Integration.

4.5.1. The Fleet Management and Analysis office will integrate tactical and special purpose vehicles, materiel handling equipment, and common-use equipment with the using organization's base support assets to the maximum extent possible to ensure serviceability. **(T-2)**.

4.5.2. The installation WRMO or WRMNCO will ensure integrated assets are:

4.5.2.1. Marked as WRM. **(T-1)**.

4.5.2.2. Coded as WRM (Use Code "D" for equipment and Use Code "M" for vehicles). **(T-1)**.

4.5.2.3. Repaired or maintained using WRM funds. **(T-1)**.

4.5.3. The installation WRMO or WRMNCO and Fleet Management and Analysis office will manage integrated vehicles IAW AFI 24-302. **(T-1)**.

4.5.3.1. Send integration requests from the storing organization's commander to the installation WRMO or WRMNCO. **(T-1)**.

4.5.3.2. The WRMPM will approve or disapprove WRM integration requests. **(T-1)**.

4.5.3.3. Integration request letters will be kept on file by the installation WRMO/WRMNCO. **(T-1)**.

4.5.3.4. The Fleet Management and Analysis office will ensure the maximum quantity (by type) does not exceed the quantity authorized on the Master Vehicle Report. **(T-1)**. **Note:** Some types of construction vehicles may be listed on the organization's Custodian Authorization Custody Receipt Listing rather than a Master Vehicle Report.

Section 4F—WRM Readiness Spares Packages (RSPs)

4.6. WRM Readiness Spares Packages (RSPs).

4.6.1. Storing units will manage WRM RSPs IAW AFI 23-101. **(T-1)**.

4.6.2. WRM RSPs packages should only be authorized to support BEAR, FSE, and RADR equipment.

4.6.3. The storing unit will ensure time compliance TO changes are accomplished IAW AFI 23-101 and TO 00-5-15, *Air Force Time Compliance Technical Order Process*. **(T-1)**.

4.6.4. Hazardous material (flammable, combustible, and chemical items) will not:

4.6.4.1. Be stored in RSPs while at WRM storage locations. **(T-1)**.

4.6.4.2. Be returned when RSPs are reconstituted. **(T-1)**.

4.6.5. Storing units will review RSPs at least 12 months prior to fielding new equipment assets. **(T-2)**.

4.6.6. Major commands and air components should notify WRM storage locations at least 6 months in advance of the RSP review date.

Section 4G—PWRS Management

4.7. PWRS Management.

4.7.1. The AF considers PWRM consumed in use PWRS (e.g., bulk and packaged petroleum products, rations, medical supplies, munitions, WCDO consumable items).

4.7.2. Logistics Feasibility Analysis Capability (LOGFAC) System.

4.7.2.1. AFMC, through the AFSC Logistics Plans Office (AFSC/LG), is the LOGFAC system executive manager. The LOGFAC executive manager will:

4.7.2.1.1. Provide functional area program management. **(T-1)**.

4.7.2.1.2. Oversee and manage LOGFAC system training. **(T-1)**.

4.7.2.1.3. Assist AF/A3OD war planning and execution system program manager in maintaining and advocating for program funds. **(T-1)**.

4.7.2.2. The LOGFAC system calculates PWRS using the War Mobilization Plan, Volume 4; *Wartime Aircraft Activity*, and Volume 5; *Basic Planning Factors & Data*, to generate the WCDO annually.

4.7.2.2.1. The War Mobilization Plan, Volume 4, provides a detailed summary of wartime aircraft activities by mission design series, mission, role, by planned operating base, and by day.

4.7.2.2.2. The War Mobilization Plan, Volume 5 provides approved planning factors by aircraft type and theater.

4.8. War Consumables Distribution Objective (WCDO). The WCDO is the primary authorization document for PWRS. It identifies PWRS by national stock number, by planned operating base, and by day.

4.8.1. CWRMOs and CWRMNCOs will:

4.8.1.1. Produce and distribute the WCDO to installations annually.

4.8.1.1.1. **(Added-ACC)** The CWRMO will provide the Wartime Aircraft Activity and Non-Munitions WCDO from LOGFAC and distribute these documents to the installation WRMO/WRMNCO for review and validation. **(T-2)**

4.8.1.2. Provide a cover letter or foreword containing guidance for managing PWRS requirements and authorizations.

4.8.1.3. Ensure installations correctly load WCDO authorizations on base supply W-detail records.

4.8.1.4. Provide a copy of the WCDO to the subordinate units no later than seven (7) days after receipt.

4.8.2. Storing units will add, change, or delete WCDO authorizations IAW the WCDO foreword instructions. **(T-2)**.

4.9. War Consumables Distribution Objective (WCDO) Commodities.

4.9.1. Munitions. AF/A5RW allocates available munitions to air component commands.

4.9.2. Air component commands will determine theater distribution requirements.

4.9.2.1. Bulk Fuels.

4.9.2.2. The Inventory Management Plan is the authorization document for pre-positioning of bulk aviation fuel quantities.

4.9.2.3. The installation Logistics Readiness Squadron/Fuels Flight will validate supportability of fuel requirements using the Inventory Management Plan to assess available storage and re-supply capability. **(T-2)**.

4.9.3. Airborne Weapons (Guns, Gun Barrels and Spare Parts). The WCDO quantity reflects supportable operation plan starter authorizations.

4.9.4. De-icing Fluid. De-icing fluid is normally pre-positioned in bulk or 55-gallon drum quantities depending on location and storage capabilities.

4.9.5. Engine Oil. The engine oil objectives are based on engine TO's peacetime planning factors.

4.9.6. Film and Chemicals. Film and chemical requirements are standardized whenever possible to ensure compatibility between users.

4.9.7. Gaseous Oxygen. Pre-stock only quantities that cannot be furnished by a local source of supply within required War Mobilization Plan, Volume 4, aircraft deployment and employment timelines.

4.9.8. Liquid Oxygen. Liquid oxygen quantities are for planning purposes only to ensure the adequacy and supportability of on-base and off-base production capability to meet PWRRs. **Note:** Where storing plants exist, total base requirements for wartime support, not just flight line demand, should be considered.

4.9.9. Liquid Nitrogen. Liquid nitrogen is pre-positioned for use in both liquid and gaseous form. Pre-positioning of liquid nitrogen for gaseous nitrogen servicing requirements should be accomplished only if local capability includes liquid to gaseous conversion.

4.9.10. Meals, Ready to Eat. The Funded Level Rations Requirements letter is the authorization document for WRM aircrew rations and meals ready to eat IAW AFMAN 34-240.

4.9.11. Suspension and Release Equipment. The Non-Nuclear Consumables Annual Analysis is the source document for determining wartime WRM suspension and release equipment. The 635 SCOW/WM will:

4.9.11.1. Publish an annual WRM suspension and release equipment requirements list. **(T-2)**.

4.9.11.2. Coordinate with air component CWRMO or CWRMNCO and WRM suspension and release equipment managers to review upcoming fiscal year Non-Nuclear Consumables Annual Analysis to identify additions, deletions, or changes. **(T-2)**.

4.9.11.3. Direct and execute all Non-Nuclear Consumables Annual Analysis movements in coordination with AFMC/A4MW and 416 SCMS (second destination transportation funds managers). **(T-2)**.

Section 4H—Inspection, Maintenance, Storage, and Marking

4.10. General.

4.10.1. Storing units will ensure WRM equipment readiness and serviceability. **(T-1)**.

4.10.2. WRM stored at a planned operating base may be stored and maintained by the organization possessing similar assets or centrally stored and managed by AF contractors.

4.10.3. The storing unit WRMM will:

4.10.3.1. Inspect and maintain WRM IAW applicable TOs or manufacturer's technical guidance. **(T-1)**.

4.10.3.2. Establish maintenance priorities consistent with non-WRM to include corrosion control, maintenance planning, scheduling, time compliance TO compliance, and requisitioning repair parts. **(T-2)**. **Note:** Repair parts should have the same priority as the end item to be repaired.

Section 4I—Inspection

4.11. Inspection.

4.11.1. The 635 MMG will accomplish BEAR inspections using applicable TOs and functional area instructions. **(T-1)**.

4.11.2. WRM Vehicles. The LRS/Fleet Management and Analysis office will:

4.11.2.1. Maintain vehicles are IAW AFI 24-302 and TO 85A-03-1. **(T-1)**.

4.11.2.2. Ensure operational vehicles transferred to WRM are serviceable. **(T-1)**.

4.11.2.3. Not place vehicles under warranty in WRM if there is a peacetime operating stock authorization at the storage location. **(T-1)**.

4.11.2.4. Establish vehicle maintenance schedules, priorities and inspections IAW TO 36-1-191 and AFI 24-302, respectively. **(T-1)**.

4.11.3. WRM aerospace ground equipment will be:

- 4.11.3.1. Maintained IAW AFI 63-10120-101, *Integrated Life Cycle Management*, and applicable TOs. **(T-1)**.
- 4.11.3.2. Operated periodically to extend the service life and maintain its readiness. **(T-2)**
Note: The level and frequency of use is established by AF/A4LM aerospace ground equipment functional area manager.
- 4.11.3.3. Managed using the AF Maintenance Information Systems IAW AFI 21-101. **(T-1)**. **Note:** AF Maintenance Information Systems includes the Core Automated Maintenance System-for Mobility (G081), Core Automated Maintenance System (G057), Integrated Maintenance Data System (G105), and the Reliability and Maintainability Information System (G099).
- 4.11.3.4. Stored and inspected IAW AFI 21-101. **(T-1)**.
- 4.11.3.5. Visually inspected quarterly. **(T-2)**.
- 4.11.3.6. Inspected annually (serviceability). **(T-2)**.
- 4.11.3.7. Checked during each condition inspection. **(T-2)**. **Note:** Twenty five percent (25%) of the total assets is the minimum inspection requirement.
- 4.11.3.8. Scheduled for maintenance, if discrepancies are noted during inspection. **(T-2)**.
- 4.11.3.9. Rotated with base support (use codes "A" and "B") equipment to ensure equipment dependability and equal use. **(T-2)**.
- 4.11.3.10. Maintained separately from the base support (use codes "A" and "B") equipment. **(T-3)**.
- 4.11.4. Fire Extinguishers. Storing organizations will inspect and maintain fire extinguishers using manufacturer's recommended standards or applicable TOs. **(T-1)**.
- 4.11.5. Aircraft External Fuel Tanks (Built-Up). Aircraft fuel tank inspection intervals and procedures are based on storage location and can be found in applicable 6J14 series TOs.
- 4.11.5.1. The fuel tank maintenance function will:
- 4.11.5.1.1. Conduct a monthly walk-through inspection of tank storage areas. **(T-2)**.
 - 4.11.5.1.2. Conduct monthly walk-throughs inspects for damaged assets, shipping and storage containers, and missing or damaged protective coverings. **(T-2)**.
 - 4.11.5.1.3. Correct discrepancies found during a walk-through immediately or schedule the tank for maintenance. **(T-3)**.
 - 4.11.5.1.4. Fuel tanks are stored in approved shipping or storage containers IAW TO 85A-03-1, *Preservation, Packaging and Packing--External Aircraft Fuel Tanks/Cells*. **(T-1)**.
- 4.11.5.2. Units will develop a local program to monitor and track the inspection interval of WRM aircraft fuel tanks (built-up canisters) to include a procedure for reporting tank status. **(T-2)**.

Section 4J—Maintenance

4.12. Maintenance.

4.12.1. Aircraft Fuel Tanks. Aircraft fuel tank maintenance will:

4.12.1.1. Include built-up tanks in the base corrosion control program. **(T-2).**

4.12.1.2. Ensure corrosion maintenance and inspections is accomplished IAW TO 1-1-691, *Cleaning and Corrosion Prevention and Control, Aerospace and Non-Aerospace Equipment*. **(T-1).**

4.12.1.3. Not process tank canisters (non-built up) through maintenance on a periodic basis unless scheduled for corrosion control treatment IAW TO 85A-03-1. **(T-1).**

4.12.1.4. Give tank canisters the same priority as built-up tanks. **(T-2).**

4.12.1.5. Inspect tank canisters during the monthly walk-through inspection. **(T-2).**

4.12.1.6. Schedule canisters with pink or white humidity indicators, excessive corrosion, or punctures for maintenance immediately. **(T-2).**

4.12.2. Fuels Support Equipment (FSE).

4.12.2.1. Storing units will manage FSE IAW AFI 23-201. **(T-1).**

4.12.2.2. Storing commands will identify the number and type of FSE storage areas.

4.12.2.3. Short term storage is temporary storage of equipment projected for use within 18 months.

4.12.2.4. Long term storage is appropriate for equipment that is not projected for use within 18 months.

4.12.2.5. FSE should be stored indoors to the maximum extent possible. Provide some type of cover for FSE stored outdoors in short term storage. **Note:** Cover may be a fixed sunshade structure or individually fitted covers.

4.12.2.6. Storing units will:

4.12.2.6.1. Document FSE inspections IAW AFI 23-201. **(T-1).**

4.12.2.6.2. Conduct acceptance inspections (initial and redeployment) to include operational and functional inspections are required prior to being placed in storage or used. **(T-2).**

4.12.2.6.3. Visually inspected quarterly once accepted IAW AFI 23-201. **(T-1).**

4.12.2.6.4. Perform operational inspections and functional checks every 12 months for FSE in short storage IAW AFI 23-201 and applicable TOs. **(T-1).**

4.12.2.6.5. Prepare and inspect WRM cryo-containers IAW AFI 23-201. **(T-1).**

4.12.2.6.6. Inventory and inspect (shelf life items) FSE RSPs IAW AFI 23-101. **(T-1).**

4.12.2.6.7. Perform functional testing for non-integrated WRM fuels servicing trucks (R-11 and R-12) maintained in active storage at least once a month by vehicle maintenance personnel and every 14 days by fuels personnel. **(T-2).**

4.12.3. Rapid Airfield Damage Recovery (RADR). Storing units will:

4.12.3.1. Ensure RADR equipment is stored, maintained, and inspected IAW Air Force Tactics, Techniques, and Procedures 3-32, *Airfield Damage Assessment After Attack*. **(T-1)**.

4.12.3.2. Store RADR indoors to the maximum extent possible. **(T-1)**. RADR stored outdoors should be provided some type of cover. **Note:** Cover may be a fixed sunshade structure or individually fitted covers.

4.12.3.3. Inspect RADR equipment semi-annually IAW AFTTP, *Airfield Damage Assessment After Attack*. **(T-1)**.

4.12.3.4. Perform RADR equipment operational inspections and functional checks IAW AFTTP 3-32 series publications and applicable TOs. **(T-1)**. **Note:** New and redeployed RADR requires an acceptance check to include operational inspections and functional checks prior to placement in or return to storage within 60-days of arrival. **(T-1)**.

4.12.3.5. Perform functional tests for non-integrated RADR vehicles (e.g., loaders, dozers, and tele-handlers) semi-annually. **(T-3)**.

Section 4K—Storage

4.13. Storage.

4.13.1. Storing commands will store WRM starter stocks at or near the wartime planned operating base to the maximum extent possible. **(T-1)**.

4.13.2. If storage shortfalls exist at the planned operating base or if storage is unavailable and inaccessible at the planned operating base, WRM may be stored at an alternate storage location. Alternate storage locations will be determined in the following priority sequence: **(T-1)**.

4.13.2.1. Storage at an AF or Department of Defense installation through a support agreement.

4.13.2.2. Host nation support.

4.13.2.3. Local contract storage or centrally stored.

4.13.3. Types of storage areas (in descending preferential order):

4.13.3.1. Climate-controlled facilities. (Preferred)

4.13.3.2. Non-climate controlled inside storage.

4.13.3.3. Outside storage (covered).

4.13.3.4. Outside covered storage (open and uncovered).

4.13.4. If storing units commingle WRM consumable assets with peacetime operating stocks (including bulk storage), storing units will:

4.13.4.1. Ensure shelf life items are inspected and rotated with peacetime operating stocks to the maximum extent possible IAW AFI 23-101. **(T-1)**.

4.13.4.2. Use a bin label, placard, or other means available to clearly identify the WRM level. **(T-1)**.

- 4.13.4.3. Segregate WRM from peacetime operating stocks. **(T-1)**.
- 4.13.4.4. Ensure WRM is clearly marked. **(T-1)**.
- 4.13.5. Integrated equipment will be stored by the organization maintaining like equipment. **(T-1)**.
- 4.13.6. Long-term storage is preferred.
- 4.13.7. When storage shortfalls exist, the installation WRMO/WRMNCO or storing unit commander will:
 - 4.13.7.1. Identify PWRM storage facility shortfalls to the host civil engineer squadron real estate branch IAW AFI 10-210. **(T-1)**.
 - 4.13.7.1.1. **(Added-ACC)** Installation WRMO/NCOs provide storage issues to the Facility Utilization Board through their appropriate chain of command to address storage shortfalls as required. Notifies Installation WRM Review Board and CWRMO of Facility Utilization Board decisions/results.
 - 4.13.7.2. Use host service guidance to identify PWRM storage shortfalls requirements at non-AF locations. **(T-1)**
 - 4.13.7.3. Ensure PWRM storage shortfalls that can't be resolved at the local level are forwarded to the storing command civil engineer and command WRMO for resolution. **(T-1)**.
- 4.13.8. The installation WRMO or WRMNCO will be a member of the facilities utilization board. **(T-1)**.
- 4.13.9. Vehicle Storage.
 - 4.13.9.1. Storing units will maintain WRM vehicles required to support initial operational requirements in "active storage." **(T-2)**.
 - 4.13.9.2. Vehicles in inactive storage should be stored indoors.
 - 4.13.9.3. Dense packing is preferred to maximize use of available floor space.
 - 4.13.9.4. When inside storage for inactive vehicles isn't available, storing units will maintain vehicles in active storage. **(T-2)**.

Section 4L—Marking

4.14. Marking.

- 4.14.1. The storing unit will:
 - 4.14.1.1. Mark all WRM equipment (Use Code "D") and vehicles (Use Code "M") with a solid black triangle. See [Attachment 2](#) for WRM marking rules. **(T-1)**.
 - 4.14.1.2. Use a bin label and placard or sign to mark consumables. **(T-1)**. **Note:** The sign or placard will include the solid black triangle and the statement "War Reserve Materiel - DO NOT ISSUE BELOW (WRM/WCDO Level)." **(T-1)**.
 - 4.14.1.2.1. A sign is defined as a freestanding, informational marker affixed to a post, pole, stake, or stanchion.

- 4.14.1.2.2. A placard is an informational marker attached or affixed to an item, group of items, or facility.
- 4.14.1.2.3. Materials used for signs and placards should be durable to reduce frequent replacement due to fair wear and tear and exposure to the weather.
- 4.14.1.2.4. Signs should be prominently displayed and comparable in size to the stored asset. **(T-2)**.
- 4.14.2. WRM bulk petroleum products are exempt from WRM marking.
- 4.14.3. Storing units will ensure commodities are marked with an appropriate identification or condition tag, when applicable IAW AFI 23-101. **(T-1)**.
- 4.14.4. When equipment items are removed from WRM status, storing units will:
 - 4.14.4.1. Update the applicable use code IAW AFI 23-101. **(T-1)**.
 - 4.14.4.2. Remove WRM markings. **(T-1)**.
- 4.14.5. Large WRM only storage compounds (e.g., 635 MMG) will mark each compound entrance with a black triangle. **(T-1)**.
 - 4.14.5.1. The recommended size of the triangle is 18-27 inches or larger.
 - 4.14.5.2. The triangle will be on a placard of durable material able to withstand harsh weather conditions. **(T-2)**.
- 4.14.6. When equipment is shipped, the storing unit will mark WRM equipment and containers IAW [Attachment 2](#). **(T-1)**.

4.15. Inventory.

- 4.15.1. Storing units will inventory WRM IAW AFI 23-101. **(T-1)**.
- 4.15.2. Shelf life and functional check items should not be stored in sealed containers.

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

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- AFI 10-201, *Force Readiness Reporting*, 3 March 2016
- AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*, 21 January 2015
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TO 00-5-15, *Air Force Time Compliance Technical Order Process*, 29 September 2017

TO 1-1-691, *Cleaning and Corrosion Prevention and Control, Aerospace and Non-Aerospace Equipment*, 2 November 2009

TO 36-1-191, *Technical and Managerial Reference for Motor Vehicle Maintenance*, 1 July 2005

TO 00-85A-03-1, *Preservation, Packaging and Packing—External Aircraft Fuel Tanks/Cells*, 15 November 2018

Prescribed Forms

(Added-ACC) None

None.

Adopted Forms

Form 1-3a, *Acquisition and Cross-Servicing Agreement (ACSA)/Mutual Logistics Support (MLS) Order Form*

AF Form 616, *Fund Cite Authorization (FCA)*

AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*

AF Form 847, *Recommendation for Change of Publication*

AFTO Form 244/245, *Industrial Support Equipment Record*

DD Form 448, *Military Interdepartmental Purchase Request*

Abbreviations and Acronyms

(Added-ACC) ACC—Air Combat Command

AF—Air Force

AFCEC—Air Force Civil Engineer Center

AFH—Air Force Handbook

AFI—Air Force Instruction

AFIMSC—Air Force Installation and Mission Support Center

AFLCMC—Air Force Life Cycle Management Center

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFPD—Air Force Policy Directive

AFPET—Air Force Petroleum

AFSC—Air Force Sustainment Center

AFSFC—Air Force Security Forces Center

AFSVA—Air Services Activity

AFTTP—Air Force Tactics, Techniques, and Procedures

BAS&E—Base Support and Expeditionary (BAS&E) Site Planning

BEAR—Basic Expeditionary Airfield Resources

CC—Courtesy Copy

CJCSI—Chairman of the Joint Chiefs of Staff Instruction

CWRMNCO—Command War Reserve Materiel Non-Commissioned Officer

CWRMO—Command War Reserve Materiel Officer

DCAPES—Deliberate Crisis Action Planning and Execution Segments

DoDD—Department of Defense Directive

DoDI—Department of Defense Instruction

DTR—Defense Travel Regulation

FSE—Fuels Support Equipment

(Added-ACC) IMSR—Indirect Mission Support Request

LOGFAC—Logistics Feasibility Analysis Capability

IAW—In Accordance With

MAJCOM—Major Command

MMG—Materiel Management Group

N/A—Not Applicable

(Added-ACC) OPLANs—Operation Plans

PWRC—Pre-Positioned War Reserve Capabilities

PWRM—Pre-Positioned War Reserve Materiel

PWRR—Pre-Positioned War Reserve Requirements

PWRS—Pre-Positioned War Reserve Stocks

RADR—Rapid Airfield Damage Recovery

RSP—Readiness Spares Package

(Added-ACC) S&RE—Suspension and Release Equipment (Tanks, Racks, Adaptors, & Pylons)

SCOW—Supply Chain Operations Wing

VSCOS—Vehicle Support Chain Operations Squadron

SCOS—Supply Chain Operations Squadron

TO—Technical Order

UTC—Unit Type Code

WCDO—War Consumable Distribution Objective

WM—War Reserve Materiel Management

WPARR—War Plan Additive Requirement Report

WRM—War Reserve Materiel

WRMM—War Reserve Materiel Manager

WRMNCO—War Reserve Materiel Non-Commissioned Officer

WRMO—War Reserve Materiel Officer

WRMPM—War Reserve Materiel Program Manager

Terms

Unless otherwise noted—these terms and their definitions are for the purpose of this instruction.

AF Afloat Pre-Positioning Ships—Forward deployed merchant ships loaded with munitions to support the initial deployment of military forces.

Air Component Command—Component MAJCOM or Numbered Air Force that directly supports a combatant commander. (See AFI 13-103 for additional guidance)

Allowance Standard—Those items of equipment and supplies, not related to direct repair, required for initial setup and operation of a function as specified in the mission capability statement. These items will be authorized in WRM allowance standard, included in the war plans additive requirements report, accounted for on equipment authorization in-use details, and must be in sufficient quantity to sustain that function.

Alternate Storage Location—A location different than the reporting site or planned operating base.

Area of Responsibility—The geographical area associated with a combatant command within which a geographic combatant commander has authority to plan and conduct operations.

Basic Expeditionary Airfield Resources (BEAR)—BEAR consists of AF assets designed to provide minimum essential troop cantonment facilities (lodging, field feeding, showers, and latrines) and operational support (offices, shops, limited shop equipment, and runway matting). Units using this equipment are expected to deploy with mobility equipment and spares peculiar to their operation in sufficient quantities to allow self-support until resupply is established.

Campaign Planning—The process whereby combatant commanders and subordinate joint force commanders translate national or theater strategy into operational concepts through the development of an operation plan for a campaign.

Command War Reserve Materiel Officer (CWRMO)—The MAJCOM WRM officer or non-commissioned officer responsible for the management of WRM within the command.

Combat Support—The ability to field, base, protect, support, and sustain air, space, and cyberspace forces across the full range of military operations to achieve joint effects.

Contingency—A situation requiring military operations in response to natural disasters, terrorists, subversives, or as otherwise directed by appropriate authority to protect United States interests.

Contingency Retention Stocks—Stock above an item's approved acquisition objective requirements and economic retention stock limit, if a level of stock has been established, that is held to support specific contingencies.

Defense Logistics Agency—Responsible single manager for a wide variety of common items of subsistence, fuels, and supplies required by the military services.

Fuels Support Equipment—A group of air transportable fuels assets designed to support refueling operations at bare bases, or expands in-place refueling capability of an existing base.

Integrated Security Construct—Overlapping, detailed sets of planning scenarios and associated assessment tools used to identify long range military capability requirements.

Inventory Management Plan—The Inventory Management Plan identifies required inventory levels and bulk fuels storage data to support operating stock and PWRS. The inventory management plan further defines defense working capital fund petroleum operating stock and wartime stock level objectives for which to budget and fund. The inventory management plan

serves as a basis for approval and programming for military construction projects by the Fuel Installation Planning and Review Board.

Joint Strategic Campaign Plan—A plan that provides guidance to the combatant commanders and the Joint Chiefs of Staff to accomplish tasks and missions based on current military capabilities.

Joint-Use Equipment—Equipment authorized to support a peacetime function that ceases to exist in wartime allowing the equipment to satisfy a wartime requirement. Joint-use equipment can be used to satisfy WRM requirements vice ordering new equipment.

Mobility Equipment—Items and quantities of equipment required to be moved with a unit upon operational deployment.

Non-Nuclear Consumables Annual Analysis—The official AF document that serves as the basis for air munitions WRM planning and programming for seven consecutive fiscal years approved forces. The non-nuclear consumables annual analysis is an analytical process designed to quantitatively identify the most effective mix of conventional air munitions to be programmed for procurement and maintained in the worldwide WRM stockpile. Documents the calculations, assumptions and methodologies used to computing conventional air munitions theater requirements.

Operation Plan—Any plan for the conduct of military operations prepared in response to actual and potential contingencies. In the context of joint operation planning level 4 planning detail, a complete and detailed joint plan containing a full description of the concept of operations, all annexes applicable to the plan, and its time phased force deployment data. It identifies the specific forces, functional support, and resources required to execute the plan and provide closure estimates for their flow into the theater.

Peacetime Operating Stocks—The stock of materiel on hand at the unit or intermediate level to meet routine operations and training requirements. Peacetime operating stock can be used to meet wartime requirements.

Pre-Positioned War Reserve Capability (PWRC)—PWRC is unit type sets of equipment and stocks (ashore and afloat) strategically positioned to provide a warfighting capable force to the geographic combatant commander. (CJCSI 4310.01D)

Pre-Positioned War Reserve Materiel (PWRM)—PWRM is equipment strategically located to facilitate a timely response in support of combatant commander requirements during the initial phases of an operation. **NOTE:** PWRM is identified on the storing units UTC Availability list (CJCSI 4310.01D)

Pre-Positioned War Reserve Requirement (PWRR)—PWRR is the materiel requirement assessed through operational planning, identified for a specified force's requirement, and positioned at or near the point of use to support a specified plan or contingency. (CJCSI 4310.01D)

Pre-Positioned War Reserve Stock (PWRS)—PWRS is stockpiles of materiel (e.g., bulk fuels or rations) strategically positioned that provides sustainment to the capabilities required for military operations. (CJCSI 4310.01D)

Readiness Spares Package (RSP)—This is an air transportable package of readiness spares, repair parts, and related maintenance supplies required to support planned wartime or contingency operations of a weapon or support system for a specified period of time pending resupply. Support

RSPs are designed to make the end item functional (i.e., cables for a secondary distribution center). RSPs are assets designed to repair end items in the field for up to 30 days until resupply can be established.

Reconstitution—Those actions that commanders plan and implement to restore units to a desired level of combat effectiveness, commensurate with mission requirements and available resources. Reconstitution operations include regeneration and reorganization.

Shortfall—The lack of forces, equipment, personnel, materiel or capability apportioned to and identified as a plan requirement, that would adversely affect the command's ability to accomplish its mission.

Starter Stock—Starter stock is PWRM in or near a theater of operations and are designed to last until resupply at wartime rates is established. **Note:** Identify starter stocks on the storing unit's UTC Availability list using posturing code "WS." (DoDD 3110.07)

Support Equipment—Powered and non-powered aerospace ground equipment; industrial plant equipment; vehicles; test, measurement and diagnostic equipment; nuclear and conventional munitions handling and test equipment; test equipment; ground photographic equipment; trainers; and special tools requiring scheduled inspections.

Sustainment—The provision of personnel, logistic, and other support required to maintain and prolong operations or combat until successful accomplishment or revision of the mission or of the national objective.

Swing Stock—Swing stock is PWRM ashore or afloat for meeting PWRRs of more than one contingency in more than one theater of operation. Use swing stocks to complement starter stocks as a follow-on source of supply in a regional contingency. **Note:** Identify swing stocks on the storing unit's UTC availability list using posturing code "WG." (DoDD 3110.07)

Theater Working Group—The event that determines global WRM requirements for the component commands.

Time Phased Force and Deployment Data—The computer-supported data base portion of an operation plan. It contains time-phased force data, non-unit-related cargo and personnel data, and movement data for the operation plan, including: in-place units, units to be deployed to support the operation plan with a priority indicating the desired sequence for their arrival at the port of debarkation, routing of forces to be deployed, movement data associated with deploying forces and the estimate of transportation requirements that must be fulfilled by common-user lift resources as well as those requirements that can be fulfilled by assigned or attached transportation resources.

Unit Type Code (UTC)—A Joint Chiefs of Staff developed and assigned code, consisting of five characters that uniquely identify a "type unit."

War Consumables Distribution Objective (WCDO)—The authoritative document identifying wartime requirements for critical aviation consumables to support the War Mobilization Plan, Volume 4, *Wartime Aircraft Activity*. Munitions, pre-positioning and by day requirements are identified by location and operation plan.

War and Mobilization Plan—The AF War and Mobilization Plan is the supporting plan to the Joint Strategic Campaign Plan. It extends through the six year defense program to provide for continuity in short and mid-range war and mobilization planning. Provides current policies and

planning factors for the conduct and support of wartime operations. Establishes requirements for the development of mobilization and production planning programs to support sustained contingency operations of the programmed forces. Encompasses all functions as necessary to match facilities, manpower and materiel resources with planned wartime activity. Consists of five (5) volumes:

War and Mobilization Plan, Volume 1—Outlines basic war and mobilization policies.

War and Mobilization Plan, Volume 2—Provides plans listings and summaries.

War and Mobilization Plan, Volume 3—Gives force disposition and availability based on AF programs and the Joint Strategic Campaign Plan.

War and Mobilization Plan, Volume 4—Portrays (by operating location) planned aircraft activity that implements each approved aircraft deployment, employment, and support operation plan. The War and Mobilization Plan, Volume 4 arrays the War and Mobilization Plan, Volume 5 funded theater sorties down to individual units.

War and Mobilization Plan, Volume 5—Outlines basic planning factors and reflects sortie and flying-hour data for use in planning war and mobilization requirements. It represents the approved and funded AF position on sortie rates, duration, and flying-hour requirements by mission design series to support the AF programmed and mobilization force levels.

War Reserve Materiel (WRM)—WRM is mission-essential secondary items, principal and end items and munitions sufficient to attain and sustain operational objectives in scenarios authorized in the Secretary of Defense and Joint Strategic Campaign Plan scenarios. (DoDD 3110.07)

(Added-ACC) Wartime Aircraft Activity (WAA)—Volume 4 of the USAF War and Mobilization Plan that displays for each POB the wartime aircraft activity by MAJCOM and Operation Plans (OPLANs).

WRM Non—Commissioned Officer (WRMNCO)—The installation level Logistics Plans Non-Commissioned Officer appointed by the WRMPM to assist the WRMO in managing the installation's WRM program.

War Reserve Materiel Officer (WRMO)—The Logistics Readiness Officer or civilian at each base appointed by the WRMPM to manage the installation's WRM program.

War Reserve Materiel Program Manager (WRMPM)—Individual that manages the installation WRM program to ensure appropriate planning, programming (if applicable), budgeting, distribution, storage, and maintenance of their WRM.

Attachment 2

WRM STORAGE AND MARKING

A2.1. Storing units will mark WRM assets using the following rules. (T-1).

Table A2.1. WRM Storage and Marking.

	A	B	C	D
Rule	If the item or area being marked is:	Mark the item or area with a:	Located/ Positioned:	Recommended triangle size:
1	Building or enclosed storage shed containing only WRM ¹	Placard	On or near each unblocked building or shed entrance ²	12" – 16"
2	Open storage area containing only WRM and enclosed by a fence or wall ³	Placard	On or near each entrance to the area	12" – 16"
3	Open storage area containing WRM only and not enclosed by a fence or wall ⁴	Sign or Placard	Adjacent to and centered on at least one side of the WRM being stored	12" – 16"
4	Aircraft fuel tank rack	Placard	At least on each end of the rack	12" – 16"
5	Storage shop open on at least one side	Sign or Placard	At the center of the Open side(s)	12" – 16"
6	Open storage area containing WRM and non-WRM ⁵	Placard	Adjacent to and centered on at least one side of the WRM being stored	12" – 16"
7	Powered equip ⁶	Triangle ⁷	One triangle on two sides of piece of equipment ⁸	6" - 8"
8	Stack of boxes, crates canisters or drums (except fuel tank crates) ⁹	Sign or placard	Adjacent to and centered on at least one side of the stack	6" – 8"
9	Walk-in refrigerator ¹⁰	Stenciled triangle	Centered on the refrigerator door	6" – 8"
10	Stack/built-up 463L pallets	Sign or placard	Centered on at least two sides of the stack	6"- 8"
11	Vehicle (Not in	Placard	Front and Rear	6" – 8"

	storage IAW (Rule 1-3)		of Vehicle	
12	Liquid Oxygen/Nitrogen Tanks	Stenciled Triangle	On both of the rounded ends	4" – 6"
13	Tank crate ¹¹	Placard	Centered on one side of the crate, with the end with tank shipping info	8" – 12"
14	Cylinder or fire extinguisher	Triangle	Centered on Item	2" – 6"
15	Non-powered Aerospace Ground Equipment/Fuels Support Equipment	Triangle ¹²	On any available space	6" – 8"
16	Small Items	Triangle	Locally determined but must be visible	1" – 2"
17	Bin or similar storage location	Bin label or placard	On the bin or location	1" – 2"
18	Aircraft Battle Damage Repair trailer	Triangle	Note 13	Note 14

Note 1: Do not mark the outside of a building or enclosed storage shed containing both WRM and non-WRM; instead, mark each WRM storage area inside the structure according to the table. **(T-1).**

Note 2: Use only one placard. **(T-1).** If there is more than one entrance on a given side of the building or shed, place the placard near the center of the wall with the multiple entrances.

Note 3: An example is a supply open storage area designated by warehouse location(s).

Note 4: An example is a dispersed stack of AM-2 matting.

Note 5: Examples of open storage areas that may or may not be enclosed by a fence or wall are:

Note 5.1: A supply open storage area with designated warehouse location.

Note 5.2: A storage area for items such as RADR equipment.

Note 5.3: An area where vehicles are parked.

Note 6: Powered equipment is defined as any item, except a vehicle, powered by a diesel, gasoline or gas turbine driven engine. (e.g., powered aerospace ground equipment, FSE, ground power generators, water purification sets, laundry units, air compressors RADR and light sets).

Note 7: A placard will be used if it is difficult to affix a WRM triangle in a visible location. **(T-1).**

Note 8: One triangle will be on the side where the controls to operate the equipment are located and a second triangle be placed on the side left open for access by a forklift. **(T-1).**

Note 9: Boxes, crates, canisters or drums need not be individually marked. If circumstances warrant marking place a six to eight inch WRM triangle on two visible sides of the box or crate (do not place the triangle where it would be blocked from view). **(T-1).** Mark canisters or drums with a six to eight inch WRM triangle on each of the round ends. **(T-1).**

Note 10: If peacetime operating stocks of film are stored in the refrigerator, mark each WRM location inside according to rule 16. **(T-1).**

Note 11: Mark stacked tank crates stacked using rule eight. **(T-1).**

Note 12: It may be necessary to mark some items with a placard due to the size or shape of the items.

Note 13: There are two options when marking aircraft battle damage repair trailers.

Note 13.1: If the aircraft battle damage repair trailer is marked on the outside, the WRM triangle will be six inches or eight inches and placed on each trailer door. **(T-1).** **Note:** Non-WRM assets may be stored inside if the non-WRM assets is:

Note 13.1.1: Segregated in an area specifically for them.

Note 13.1.2: Placed in a storage container marked non-WRM.

Note 13.2: If the aircraft battle damage repair trailer is not marked on the outside, mark each WRM item stored in the trailer with a WRM triangle, sign or placard using rules in 7, 14, 16, or 17. **(T-1).**

Note 14: Affix a locally fabricated placard to each vehicle designating the WRM base code with placards. **(T-1).** **Note:** Magnetic signs or placards may be used.

Attachment 3

SURVEILLANCE VISIT REPORT

Figure A3.1. Surveillance Visit Report.

MEMORANDUM FOR *(UNIT VISITED)*

FROM: 123 LRS/LGRR

SUBJECT: War Reserve Materiel (WRM) Surveillance Visit to 123 CMS/MXX

1. Overview: The Logistics Readiness Squadron/Vehicle Management branch surveillance visit was conducted on 10 June 2002.
2. Surveillance visit participants list.
3. Inspection items. (Recommended)
 - a. Appointment letters.
 - b. WRM program instructions.
 - c. WRM - Authorized vs On hand.
 - (1) Vehicles or equipment: (List vehicles by type)
 - (2) Aerospace Ground Equipment: (Type/Quantity).

Nomenclature	Authorized	On Hand	Short		Unserviceable

- d. Joint-use recall (If applicable).
- e. Storage and marking.
4. Open discrepancies.
 - a. Example: Vehicle 000000999T is being used and not approved and documented on vehicle log (Vehicle observed being operated on base). (Open)
5. New or repeat discrepancies:
 - a. Example: 96-08 – Tow vehicle still being used without proper notification to this office. (Estimated Completion Date)
6. Closing comments.

//Signed//

WRMO/WRMNCO Name

Duty Title

cc: (Visited

Organization/Commander)

Attachment 4

RETURN TO SERVICE LETTER

Figure A4.1. Return to Service Letter.

MEMORANDUM FOR 635 SCOW/WM (CWRMO)

FROM: (Storing Unit)

SUBJECT: WRM Return to Service

1. The following WRM item(s) were returned to storage location from XXXXXXXXXXXX.

NSN/Reg Number	Nomenclature	U/I	Qty	Unit Price	Date Returned	(IMSR Only) Retainer Fee	Reconstitution Fees			
							Defense Property Accountability System	Hazmart	Government Purchase Card (GPC)	Total
2320012395371 / 91L00012	R-11	EA	1	14,897.00	19-Aug-15	1,489.70	920.00	50.00	0.00	970.00
2330010794053 / 89L00045	Trencher Tilt Trailer	EA	1	3,816.00	19-Aug-15	381.60	50.00	20.00	15.00	85.00
1710015499539	MAAS	EA	1	62,700.00	19-Aug-15	6,270.00	1,000.00	3,400.00	2,500.00	6,900.00
5410014945130	Shelter Dome , 8K	EA	1	21,900.00	19-Aug-15	2,190.00	0.00	0.00	0.00	0.00
5410015337365	ACH, NEW (LAMS)	EA	1	18,806.00	19-Aug-15	1,880.60	3,400.00	0.00	0.00	3,400.00
1730009131243	35T Axel Jack	EA	2	2,832.00	19-Aug-15	283.20	0.00	0.00		0.00
Total			7							11,355.00

2. Please direct any question to SMSgt John A Doe, 576-XXXX, john.doe@us.af.mil

JOHN A. DOE, SMSgt, USAF
ACC CWRMO

Attachment 5

JOINT-USE DETERMINATION WORKSHEET

Figure A5.1. Joint-Use Determination Worksheet.

FOR OFFICIAL USE ONLY (FOUO)

635 SCOW War Reserve Materiel/WM

Joint-Use Determination Worksheet

Step 1:

1. A joint-use review board is convened to approve or disapprove change requests.
2. Use the form below to submit WRM joint-use code changes to the 635 SCOW.
3. The form is submitted by the installation WRMO or WRMNCO and approved by the requesting installation WRMPM.

Reporting Stock Record Account Number	National Stock Number	Planned Operating Base	Unit Type Code	Current Use Code	Required Use Code	Auth Qty

Additional Remarks:

WRMPM: Email: _____ DSN: _____ Date: _____

Signature _____

Part II – Completed by the 635 SCOW/WMP

Supply System Update: _____

Use Code Validated: _____

Equipment Detail Number: _____

635th SCOW/WM Signature: _____

Questions may be submitted to 635 SCOW/WM via email 635SCOW.WM@us.af.mil.

Attachment 6

WRM MANAGEMENT MATRIX

Figure A6.1. WRM Management Matrix.

Class of Supply	Category	Functional Area Manager	Centralized Management Agency	Primary Support Unit	AFI	Program Element Code
I	Subsistence	AF/A1S	AFIMSC	AFSVA	AFMAN 34-240	N/A
II	Individual Equipment	AF/A4LR	AFSC	N/A	AFI 23-101	Multiple
III	Petroleum, Oils, Lubricants	AF/A4LR	AFSC	AFPET	AFI 23-201	Multiple
IV	Construction Materials ³	N/A	Defense Logistics Agency	N/A	N/A	Multiple
V	Ammunition	AF/A4LW	AFLCMC	Global Ammunition Control Point	AFI 21-201	28030 ¹
VI	Personal Demand	Army AF Exchange Service	N/A	N/A	N/A	Not Applicable
VII	Major End Items (Equipment) ²	AF/A4LR	AFSC	635 SCOW	AFI 23-101	28031, 41135, 22834, 72831
VIII	Medical	AF/SG3	AF Medical Operations Agency	N/A	AFMAN 41-209	28038
IX	Repair Parts & Components	AF/A4LR	AFSC	635 SCOW	AFI 23-101	28031, 41135
<p>Note 1: WRM ammunition pre-positioned (afloat) ship leasing and preventative maintenance is funded using program element code 28031.</p> <p>Note 2: Includes Class of Supply VII, Sub-Class D, <i>Administrative Vehicles</i>, managed by 441 VSCOS.</p> <p>Note 3: Construction materials are acquired just-in-time through contingency contracts.</p>						