BY ORDER OF THE COMMANDER
AIR FORCE MATERIEL COMMAND

AIR FORCE MATERIEL COMMAND
MANUAL 23-102

10 JUNE 2021

Materiel Management

COMPUTATION OF REQUIREMENTS FOR EQUIPMENT ITEMS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at **www.e-publishing.af.mil**.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: USAF/HQ AFMC/A4RM

Certified by: HQ AFMC/A4R (Col Ray Jones)

Supersedes: AFMCMAN 23-4, 26 July 2011

Pages: 43

This manual implements Air Force Policy Directive (AFPD) 23-1, *Supply Chain Materiel Management*. This manual applies to the Inventory Management Specialists (IMS), Equipment Specialists (ES), Production Management Specialists (PMS), and Logistics Managers (LM) at all Air Force Materiel Command (AFMC) field units (except Aerospace Maintenance and Regeneration Group [AMARG], and the United States Air Force (USAF) Medical Center, Wright-Patterson Air Force Base (AFB). This publication does not apply to the Air Force Reserve Command (AFRC) and Air National Guard (ANG) units. **Attachment 1** contains a glossary of references and is not mandatory for compliance. Compliance with **Attachment 2** is mandatory. This publication may be supplemented at any level, but all supplements must be routed to Headquarters (HQ) AFMC/A4RM for coordination prior to certification and approval. Submit requests for waivers using Air Force (AF) Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*, through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication Office of Primary Responsibility (OPR) for non-tiered compliance items. All requests for waiver must be approved by the publication OPR prior to implementation. Copies of all approved waivers will be provided to HQ AFMC/A4RX, to include waivers approved against the basic publication. Refer recommended changes and questions about this publication to the OPR using AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command using the following **MANDATORY** HQ AFMC/A4R e-AF Form 847 submission process. **(T-2).** Centers will assign a primary and alternate POC to populate the HQ AFMC/A4R Publications Management SharePoint, to include attaching a digitally signed AF Form 847 with Sections 1 and 2 completed

by the submitting organization leadership and Center LG respectively. Status will be obtained from the HQ AFMC/A4R Publications Management SharePoint. Non-AFMC organizations will submit recommended changes and questions concerning this publication via email to the OPR (HQ AFMC/A4RM) using AF Form 847. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule. Finally, in those instances where this manual delegates a program/responsibility to a lower level organization, that delegation includes the Pertinent Oversight Authority responsibilities as outlined in AFI 90-201, *The Air Force Inspection System*, and corresponding AFMC Supplement.

SUMMARY OF CHANGES

This manual removes Classified Equipment Requirements Computation/D039, Requirements Management System Equipment Item Process/D200C, Air Force Equipment Management System, and Equipment Requirements System procedures and adds procedures governing the use of the Defense Property Accountability System, Integrated Logistics System-Supply, and Logistics, Installations, and Mission Support-Enterprise View MAJCOM Equipment Requirement Reference Table, in conjunction with the interim requirements computation database. This manual will be rewritten to provide comprehensive policy and procedures when a permanent requirements computation solution is fully operational.

Chapter 1

POLICY AND RESPONSIBILITIES

1.1. Applicability. This manual applies to HQ AFMC, the Air Force Sustainment Center (AFSC), the Air Force Life Cycle Management Center (AFLCMC), USAF Cryptologic & Cyber Systems Division (AFLCMC/HNC) at Lackland AFB, the Air Force Nuclear Weapons Center (AFNWC) at Kirkland AFB, and personnel responsible for development, adjustment, computation, review, and approval of requirements for end item equipment items and management actions that result from those requirements.

1.1.1. AFLCMC/HNC will follow the Interim Computation guidance provided by this manual with the exception of the Equipment Repair Requirement (ERR) process. **(T-2).**

1.1.2. Security Assistance Programs (SAP) will follow locally developed procedures. SAP retention requirements will apply as identified in **Chapter 2. (T-2).**

1.1.3. Classified programs/Special Access Programs satisfy the computation requirements in this manual by processes identified within their program activity.

1.2. Purpose. This manual implements the Interim Requirements Computation database and provides basic guidelines for computing requirements for equipment items.

1.2.1. Equipment items are separate, primary end items (other than the weapon system itself) needed by an individual or organization to perform an assigned mission. Equipment items are known by many terms (end items, replacement items, automatic test equipment, etc.) and are items that normally do not lose their identity when in use. They are easily identified by their Expendability, Recoverability, Reparability, Category (ERRC) codes of NF and ND.

1.2.1.1. NF (ERRC "U") = non-expendable, reparable (field level), recoverable (repair and reuse).

1.2.1.2. ND (ERRC "S") = non-expendable, reparable (depot level), recoverable.

1.2.2. All centrally acquired ND and NF items, common and peculiar, standard and developmental must be included in the database except: Federal Supply Class (FSC) 8115 and 8145 with a Materiel Management Aggregation Code (MMAC) of AN, AP, AS, CN, PQ, or TE (engine containers); FSC 3510 (laundry and dry cleaning equipment); MMAC PU, XV, XW, XX, XY and XZ; and all Budget Code (BC) V National Stock Numbers (NSN).

1.2.3. This manual only addresses equipment item requirements that are assigned an ERRC " S" or "U", Procurement Source Code (PSC) 5, and Source of Supply (SOS) codes FLZ (Robins AFB), FGZ (Hill AFB), FHZ (Tinker AFB), FPD (San Antonio AFB), and HAD (Kirtland AFB).

1.3. Authority. The 404th Supply Chain Management Squadron (SCMS) and AFLCMC act as the Support Equipment (SE) functional OPR for equipment requirements and procedures under their purview. The 404 SCMS and AFLCMC are comprised of Requirements Control Officers (RCO) and Equipment OPRs. Henceforth, any reference to these entities will encompass one or more of these functions.

1.4. Type of Items.

1.4.1. Other criteria include Automatic Test System (ATS), missile (Budget Program [BP] 22) SE, weapon (BP35) SE, and SE peculiar to the Program Executive Office (PEO), as well as a specific list of items from the Office of the Secretary of Defense (OSD). The following central procurement appropriations will be used to procure investment SE (for the specific criteria see AFMAN 65-604, *Appropriation Symbols and Budget Codes*, published each fiscal year:

1.4.1.1. 3010: Aircraft Procurement;

1.4.1.2. 3011: Procurement of Ammunitions;

1.4.1.3. 3020: Missile Procurement;

1.4.1.4. 3080: Other Procurement; and

1.4.1.5. 3600: Research, Development, Test and Evaluation (RDT&E).

1.5. Equipment Control. The AF Equipment Management process will require support by systems that perform the majority of the functions or provide the majority of the data required for equipment requirements. The Defense Property Accountability System (DPAS) replaced the Air Force Equipment Management System (AFEMS)/C001; Classified Equipment Requirements Computation (CERC)/D039 and the Requirements Management System (RMS) Equipment Item Process (EIP)/D200C have been provisionally replaced by the Interim Requirements Computation database.

1.5.1. DPAS provides audit trail accounting for all AF equipment assets at retail locations and houses authorization/asset data, while D035A provides audit trail capability for all AF equipment assets not reporting in DPAS. The Major Commands (MAJCOM) will convey urgency of need for critical requirements to the IMS for coordination with the applicable program office to determine how the requirement will be satisfied. The IMS and AFSC Program Manager will convey support plans and problems to the applicable program office and/or MAJCOM.

1.6. Computation Purpose.

1.6.1. Economic Consideration. Consistent with AF policy, the Interim Requirements Computation database is designed to ensure the best materiel support readiness and operational capability at minimum expense. This is done by combining minimum essential authorization data with maximum useable asset data to determine a realistic net item requirement. Requirements are first prioritized utilizing the Uniform Materiel Movement and Issue Priority System (UMMIPS). Additional prioritization utilizes marginal analysis methodologies, along with inputs from Council of Colonels, MAJCOMs, and applicable program office(s). Consideration is given to multiple, complex influences to develop a prioritization sequence to ensure optimum use of economic resources. Although all of the techniques used in the database are not discussed in this manual, some of the more prominent economic considerations are:

1.6.1.1. Use of precisely screened, edited, and updated minimum essential authorization data reported by 440 Supply Chain Operations Squadron through DPAS.

1.6.1.2. Economic application, alignment, and allocation of useable assets which takes into consideration the item preferred, cost, location, need date, priority of user, and condition of asset.

1.6.1.3. Incorporation of multiple or integrated management concepts to simultaneously develop acquisition plans, budget estimates, interservice utilization and disposition data, requirements inventory analysis reports, candidates for contract termination, retention levels, disposal quantities, and master repair schedule data.

1.6.1.4. Use of the Logistics, Installations, and Mission Support-Enterprise View MAJCOM Equipment Requirement Reference Table, also referred to as the Criticality Reference Table, provides the baseline prioritization of equipment requirements used by MAJCOMs to assess criticality.

1.6.2. Management and Support Decisions. The computation is only one of the segments associated in the equipment management process. The computation is generally the basis for decisions and actions used by most IMSs when they are determining item net requirements, procurement plans and budget estimates. Also, the computation provides data for management decisions pertaining to: contract termination; disposal and retention quantities; support capability studies; and item management controls, reports, and stock distribution. The IMS uses all aspects of data reflected in the computation to determine item management control actions and the degree of support for current, new, or future requirements.

1.6.2.1. Supply Assistance Requests (SAR). The IMS will review SARs, vetted through appropriate command-level functional area managers, for consideration when determining how best to allocate current and future assets. SARs do not change placement within D035A/Asset Distribution List (ADL).

1.7. Computation Cycles. The equipment item requirements computation is accomplished semiannually each Fiscal Year (FY) with the "as of" dates 31 Mar and 30 Sep.

1.8. Product Retention. The IMS must retain the March and September computations, related products, and supporting documentation for the current cycle plus four cycles of March and September (two-year period). IMSs are not required to retain paper products and may instead retain electronic copies of file maintenance actions, documentation, and signed computations. This does not alleviate the need to retain all documentation to support computed requirements or to provide products when requested. The ultimate goal is to minimize the retention of paper products.

1.8.1. Example:

1.8.1.1. Current March Cycle: Mar 21 Initial/update

1.8.1.2. Current September Cycle: Sep 20 update

1.8.1.3. Four Cycles: Sep 20 update; Mar 20 update; Sep 19 update; Mar 19 update

1.9. Requirements Management. The requirements computation, while important, is only one of the tools for effective equipment management. The requirements computation database will provide the basis for making many decisions on the total scope of item management efforts; keep requirements computation in the proper perspective; and make a distinction between a factual statement of requirements and the ability to fund these requirements from available resources. Do not adjust the requirements computation to arrive at a preconceived figure which cannot be substantiated by the most severe application of authorization, program, and asset data.

1.9.1. The equipment IMS will buy the most economical quantity of SE within the computed/authorized requirement that can reasonably be procured to support worldwide support equipment needs. The IMS will work closely with the appropriate contracting

personnel to acquire price comparison/evaluation data to support all economical buy considerations.

1.9.2. SE/Equipment Procurement Planning Criteria.

1.9.2.1. Review the buy year, budget year, and out-years requirements to be supported.

1.9.2.2. Consider the firmness of all your requirements by assessing the risk of rapidly changing technology, weapon system reprogramming efforts, unprogrammed requirements, and the current priority for all outstanding equipment requirements.

1.9.3. Replacement program quantities will be bought out as soon as possible, considering total equipment requirement priorities.

1.9.4. The justification and logic to support economic equipment buys and the economic buy quantity will be maintained by the IMS.

1.9.5. Certain types of equipment cannot be procured in economic quantities because of special considerations such as: budget program funding and quantity constraints; unique warehousing; contractor production limitations; military construction projects scheduling; excessive handling and second destination transportation cost, shelf life considerations; and others; therefore, equipment procurement planning will reflect the evaluation of all known impacts.

1.9.6. SE requirements are procured only against authorizations, but actual buy requirements may be smaller quantities. However, in those situations where economical SE buys can be made, do so. The bottom line is support of mission essential requirements, while also economizing on equipment procurements, whenever it is reasonable and does not negatively impact the AF enterprise level.

1.10. File Maintenance. The objective of file maintenance is to provide quality products that will integrate the processing of all centrally procured equipment item data. File maintenance of the interim computation will consist of corrections and adjustments to source system data and reference table data that will be maintained, electronically or otherwise, for the computation.

1.11. Index of Actions. The Index of Actions (IA) is a product which summarizes the results of an equipment item computation cycle. Its purpose is to furnish the IMS with a road map as to the sequence in which their computations will be reviewed. The IA can be obtained by accessing the Interim Requirements Computation database. The IA may be obtained from the database any time after the data is loaded and contains Sub-Group Master (SGM) NSNs which have computed termination, buy, budget, budget +1, excess and/or retention quantities.

1.12. Recommended Work Sequence for Scrubbing Computations. All computations should be reviewed for any necessary file maintenance actions; however, due to time constraints, the IMS will use the IA, in conjunction with their ADL or Stock Control and Distribution/D035A Backorder List, to determine a manageable scope of items to be scrubbed and file maintained as applicable.

1.12.1. It is recommended that items be scrubbed based on the following categories and in the sequence identified:

1.12.1.1. Work the SGMs with — Terminations beginning with the item with the most backorders and the highest termination dollar value.

1.12.1.2. Work the SGMs with — Buys beginning with the item with the most critical/important backorders and the highest Buy dollar value.

1.12.1.3. Work the SGMs with — Budget only requirements beginning with the most critical/important backorders and the highest Budget dollar value.

1.12.1.4. Work the SGMs with — Budget +1 only requirement beginning with the most critical/important backorders and the highest Budget+1 dollar value.

1.12.1.5. Work the SGMs with — Excess requirements beginning with the item with the most backorders and the highest Excess dollar value.

1.12.1.6. Work the SGMs with — Retention requirements beginning with the item with the most backorders and the highest Retention dollar value.

1.12.1.7. Review the SGMs in — Optimum position that have backorders. Based on the item's total dollar value on backorder, work these in conjunction with the items computing buys. Applicable signature levels can be found in **Attachment 2** of this manual.

1.13. Responsibilities:

1.13.1. **HQ AFMC/A4RM will:**

1.13.1.1. Develop and institute policy guidance for computing equipment item requirements.

1.13.2. **HQ AFMC/A4MY Council of Colonels will:**

1.13.2.1. Conduct annual review of equipment requirements and apply further prioritization inputs to the requirements sequence.

1.13.3. **MAJCOMs will:**

1.13.3.1. Communicate critical needs to AFMC/A4MY (lead command).

1.13.3.2. Coordinate with applicable program office and/or IMS on equipment issues and critical equipment needs.

1.13.4. **The 404th Supply Chain Management Squadron (SCMS) will:**

1.13.4.1. Coordinate and adhere to policy guidance for determining requirements.

1.13.4.2. Initiate management improvements. Ask for revisions to the database for required improvements. Input all C4 Systems Requirements Documents (CSRDs) to resolve applicable system problems.

1.13.4.3. Help in resolving any database, system or individual item problem which cannot be solved at the Center level.

1.13.4.4. Provide input to training personnel for the indoctrination and training of personnel on data input to affect the equipment requirements computation (tables, indexes, etc.) and use of output products. Provide periodic workshops and supplemental materials if necessary.

1.13.4.5. Maintain AFMCMAN 23-102 and forward publication change requests to HQ AFMC/A4RM.

1.13.4.6. Furnish equipment requirement computation input and output schedules to the IMSs.

1.13.4.7. Determine and develop format of input data and output.

1.13.4.8. Verify and update tables, codes, factors, formats, etc. for the equipment requirements computation.

1.13.4.9. Pull Price Update data from external sources, i.e., Master Item Identification Control System (D043), Contracting Information Database System (J018R), etc., at least once at the end of each cycle to provide updated price information prior to the start of the next computation cycle.

1.13.4.10. Generate Requirements Planning List annually.

1.13.4.11. Periodically pull data from equipment data systems, compile and analyze it, and create and publish a report, identifying conflicting data elements.

1.13.4.12. Ensure changes to equipment policy are coordinated with System or Database Programmers and IMSs.

1.13.5. **Database Programmers will:**

1.13.5.1. Develop and implement database specifications, user's manual and corresponding documentation.

1.13.5.2. Perform detail planning, database design, and machine programming to do phased mechanical computations.

1.13.5.3. Provide database surveillance and conduct training for operations.

1.13.5.4. Verify and update database files.

1.13.6. **Requirements OPR will:**

1.13.6.1. Review procedural instructions received from the 404 SCMS/GULA, ensure understanding, prepare necessary supplemental guidance, and disseminate to the AFSC/AFLCMC RCOs.

1.13.6.2. Ensure guidance is implemented and work with the 404 SCMS/GULA to obtain clarifying information.

1.13.6.3. Perform Semiannual Random Quality Computation Reviews to ensure workforce understands and is complying with the procedural guidance.

1.13.6.4. Provide input to training personnel for the indoctrination and training of personnel on data input to (tables, indexes, etc.) and use of output products. Provide periodic workshops if necessary.

1.13.6.5. Provide all related information required by the 404 SCMS/GULA (i.e., termination report, etc.).

1.13.6.6. Report any mechanized system problems to the 404 SCMS/GULA.

1.13.6.7. Notify Product Groups of the file maintenance dates for computing equipment repair requirements. OPRs will use the ERR schedule.

1.13.6.7.1. AFLCMC/HNC will follow local ERR guidance. **(T-2).**

1.13.6.8. Provide ERR guidance (Robins OPR only).

1.13.6.9. Provide notification to the ERR Database Manager to update ERR database for the current repair cycle (Robins OPR only).

1.13.6.10. Provide the Robins Production Management Officer (PMO) a worksheet from the ERR tool requesting the review and correction of the following data elements: Program Control Number (PCN), Source of Repair (SOR), shop flow days, PMS (seller/buyer) codes, and the unit repair cost. Robins OPR will pass the updated worksheet to ERR database manager for inclusion into the ERR database.

1.13.6.11. Send an E-mail reminder (on or about 1 Nov) to the PMO, asking him/her to task the PMS sellers to complete an AFMC Form 197, *Contractor/Interservice Asset Visibility Report* for applicable NSNs and provide the form to the IMS no later than 1 Dec of each calendar year.

1.13.6.12. Assist IMS in generating ERR Worksheets, via the ERR database, for additional NSNs that have been identified for inclusion into the repair budgeting process.

1.13.6.13. Assist IMS with reviewing and correcting data on the ERR worksheets per IMS request or as a result of an internal review of ERR Worksheets.

1.13.6.14. Coordinate the review of the final ERR data from the ERR database (or other repair requirement computation) to ensure consistency between the finalized ERR Worksheet (or other repair requirement computation) and the budget submission.

1.13.7. **Requirements Control Officer (RCO) will:**

1.13.7.1. Provide all related information required by OPR (i.e., termination report, etc.).

1.13.7.2. Report any mechanized system problems to the 404 SCMS/GULA.

1.13.7.3. Receive the guidelines and the file maintenance schedule for the March and September computation cycles and provide them to the IMS community.

1.13.7.4. Add NSNs for ERR Worksheet generation upon notification from the IMS (Robins RCOs only). Review and sign the ERR Worksheet upon notification from the IMS.

1.13.7.5. Ensure all appropriate documentation is attached to the worksheets.

1.13.8. **Logistics Manager (LM) will:**

1.13.8.1. Schedule and hold Contract Buy Team meetings for the annual buy list review and maintain meeting minutes.

1.13.8.2. Ensure there is a repair program in place for required NSNs.

1.13.8.3. Ensure that a retention program is in place for required NSNs and that the retention program meets the criteria for commodity items.

1.13.8.4. Coordinate and sign the ERR Worksheet.

1.13.8.5. Schedule and hold Contract Repair Team meetings for required NSNs and maintain meeting minutes.

1.13.8.6. Ensure there is a Source of Repair Assignment (SORA), if required.

1.13.8.7. Ensure a timeline has been created to identify when a SORA will be established/completed.

1.13.8.8. Review and annotate necessary corrections to the ERR Worksheet (or other repair requirement computation), providing appropriate justification for any recommended changes from computed requirement.

1.13.8.9. Provide signature and documentation for any changes.

1.13.8.10. Serve as the Team Lead for the Repair Integrated Product Team (IPT) on items computing a repair variance quantity (qty) of +/- 5 from the ERR Worksheet (or other repair requirement computation).

1.13.8.11. Conduct a formal IPT meeting with minutes for all repair requirements where the computed requirements have been altered from the original computed quantity, if the extended dollar value of the repair in any year exceeds $1M.

1.13.8.12. Sign the ERR Worksheet (or other repair requirement computation) per changes from the Repair IPT meeting.

1.13.8.13. Coordinate the final ERR data (or other repair requirement computation) with the PMS to ensure consistency between the finalized ERR Worksheet (or other repair requirement computation) and the budget submission.

1.13.9. **IMS will:**

1.13.9.1. Aggregate, review, update, and approve all weapon system input data with regard to completeness and accuracy.

1.13.9.2. Ensure complete and accurate requirements and that asset data are in the requirements computations.

1.13.9.3. Ensure complete documentation of all file maintenance actions and provide copies of documentation for file maintenance actions when required.

1.13.9.4. Collect, analyze, maintain, process, assemble, and submit requirements and asset data.

1.13.9.5. Ensure complete and accurate procurement information is captured on the AFMC Form 318, *Item Contracting History Record*.

1.13.9.6. Perform a comprehensive review of the requirements computation and, as required for accuracy and completeness, take action to correct and update the source systems and/or database reference tables when erroneous data exists utilizing the guidelines derived from this manual.

1.13.9.7. Review (and correct if necessary) repair requirements and any other information on the ERR Worksheet (or other repair requirement computation) prior to providing copy to the PMS buyers or sellers**.** The IMS must include all data on the AFMC Form 197 as provided by the PMS. All reviews and corrections will be completed by cut-off date (to be provided each year by the Center OPR).

1.13.9.8. Consider any additional ERRC “S” items for inclusion into the repair budget. IMSs will notify 404 SCMS/GULA to have them added for ERR Worksheet generation. The IMS must input computation information for the newly listed NSNs as it will not

overlay for manually added NSNs. **Note:** These NSNs will then follow the same instructions as pre-loaded NSNs.

1.13.9.9. Ensure that all quantities on the ERR Worksheet (or other repair requirement computation) are accurate and that all worksheets are completed by the cut-off date.

1.13.9.10. Provide the repair requirement computation to the LM for their review when the repair variance of +/-5 (qty). Robins IMS will notify the LM, via E-mail, of the need to review completed ERR Worksheets computing a repair variance of +/-5 (qty).

1.13.9.11. Serve on the Repair IPT for items computing a repair variance of +/-5 (qty) from ERR Worksheet (or other repair requirement computation) and will notify the LM of the need for formal IPT meetings with documented minutes for all repair requirements where the computed requirements have been altered from the original computed quantity if the extended dollar value of the repair in any year exceeds $1M.

1.13.9.12. Obtain the necessary signatures to the ERR Worksheet (or other repair requirement computation).

1.13.9.13. Ensure all required documentation is attached to the ERR Worksheet (or other repair requirement computation).

1.13.9.14. Provide final computation copies with documentation and attain all signature levels; this will be done on an "as completed" basis to avoid bottlenecks close to the suspense date.

1.13.9.15. Provide a final (signed) copy of the ERR Worksheet (or other repair requirement computation) to the PMS by the cut-off date. If changes are made afterwards, an amended copy of the ERR worksheet (or other repair requirement computation) must be provided to the PMS, ensuring signatures are in accordance with amended copies.

1.13.9.16. Retain a copy of ERR Worksheet (or other repair requirement computation) with documentation for two years.

1.13.9.17. The IMS will use the prioritized monthly repair backlog listing to provide an E-mail notification to the PMS buyer to initiate repair action.

1.13.10. **Equipment Specialist (ES) will:**

1.13.10.1. Provide the Repair IPT with information regarding replacement methodology, service life, usage, and rates and factors data for individual items, as needed.

1.13.10.2. Assist, review, and collaborate with the IPT to determine replacement requirements.

1.13.10.3. Serve on the Repair IPT for items computing a repair variance of +/- 5 (qty) from the ERR Worksheet (or other repair requirement computation).

1.13.11. **Production Management Specialist (PMS) will:**

1.13.11.1. **[As the seller]** complete the contractor asset information on the AFMC Form 197, utilizing data as of 30 Sep and distribute them to the applicable IMS by the established suspense date. Supporting documentation must be attached.

1.13.11.2. **[As the buyer, or seller if contract repair]** provide PCN, SOR, shop flow days, the unit repair cost, quantities of past production, and quantities that have been previously funded but not delivered for inclusion to the ERR Worksheet (or other repair requirement computation).

1.13.11.3. **[As the buyer, or seller as appropriate]** review the repair quantities per line item, and adjust as necessary based on known or anticipated management production problems that will inhibit or prohibit induction/production of the planned workload. Adjustments made based on this knowledge must be coordinated with the IMS and LM documented on ERR Worksheet (or other repair requirement computation) specifying the reason for the adjustment.

1.13.11.4. **[As the buyer]** provide organic production schedule change information.

1.13.11.5. **[As the buyer, or seller as appropriate]** serve on the Repair IPT for items computing a repair variance of +/- 5 (qty) from the ERR Worksheet (or other repair requirement computation).

1.13.11.6. **[As the buyer, or seller if contract repair]** serve on the formal IPT required for all repair requirements where the computed requirements have been altered from the original computed quantity if the extended dollar value of the repair in any year exceeds $1M.

1.13.11.7. **[As the buyer or seller as appropriate]** sign the ERR Worksheet (or other repair requirement computation) per changes from Repair IPT meeting.

1.13.11.8. **[As the buyer]** receive the signed/final copy of the ERR Worksheet (or repair requirement computation) from the IMS.

1.13.11.9. **[As the buyer or seller as appropriate]** retain the original, signed working copy of the ERR Worksheet (or repair requirement computation) for two years for audit purposes.

1.13.11.10. **[As the buyer]** update information as the file maintainer in the Centralized Asset Management Information Technology (CAM IT) system, formerly Centralized Access for Data Exchange (CAFDEx), for each computed repair requirement. The PMS buyer or seller (as appropriate) is responsible for assignment of PCNs.

1.13.11.11. **[As the buyer or seller]** be responsible for coordinating final ERR (or other repair requirement computation) data with the IMS ensuring consistency between the finalized ERR Worksheet (or other repair requirement computation) and the budget submission, or providing documentation for any inconsistencies between ERR Worksheet and CAM IT inputs.

1.13.11.12. **[As the buyer or seller]** receive periodic E-mails or Repair Requirement Documents (Robins-only) from the IMS or LM to initiate repair action, and will either pass contractor repair request to the PMS seller or request organic repair capability decision from an organic repair facility.

1.13.12. **Production Management Officer (PMO) will:**

1.13.12.1. Notify the Repair IPT of ERR (or other repair requirement computation) file maintenance dates and provide guidance.

1.13.12.2. Forward the AFMC Form 197 reminder (provided by the Equipment OPR) to the PMS seller on or about 1 Nov.

1.13.12.3. Notify the IMS, PMS, Repair OPR, and RCO of file maintenance dates for the CAM IT system.

1.13.12.4. Coordinate with Centralized Asset Management (CAM) Officer (Robins-only).

1.13.12.5. Direct changes received from the budget to be documented and signed on the ERR Worksheet (or other repair requirement computation).

1.13.13. **FM CAM Office will:**

1.13.13.1. Notify the PMO of file maintenance dates for the CAM IT system.

1.13.13.2. Review the database and notify the PMO of necessary adjustments.

1.13.13.3. Host the budget review.

1.13.13.4. Notify the PMO of final brochure.

1.14. IMS, LM and ES Relationship. While AFMC functional requirements hold the IMS responsible for adequate and timely support of assigned items, the LM is assigned the same responsibility for individual weapon and support systems, and the ES is assigned the responsibility to ensure the replacement methodologies and service life data are accurate. The IMS is responsible for the aggregation, review, update, and approval of all weapon system input data with regard to completeness and accuracy. The ES is responsible for providing the IMS with the replacement methodology, usage, and life expectancy data to be used in the computation of equipment requirements. Coordination between the IMS, LM and ES is essential to make sure current and future weapon and support systems are fully supported on a timely basis. This coordination prevents the duplication of requirements by LM, IMS, and ES, or by standard database input versus non-standard factors and IMS additive input.

1.15. Management by Item and by Weapon/Support System. To facilitate materiel management actions required by both the IMS and LM, requirements for equipment items are computed to a net by organization, by base, by MAJCOM, and by allowance identification (ID) (authorization). Net requirements, so developed, are shown for each subgroup (computation group) within the Interchangeability and Substitutability Group (ISG).

1.16. Management Team Intervention. The Management Team (LM, ES, IMS, PMS, and buyer) will not consider the mechanical determination of requirements as a perfect mathematical application and summation of data. Judgment, practical knowledge, and experience acquired by the team members, customer, and manufacturer must be considered in determining valid and justifiable requirements. The management team will use these considerations to analyze and refine quantities generated by database factors, programs, and data elements. The IMS must consider the impact adjustments would have on the requirements computation. All changes to reported data will be completely justified and source documentation kept to support these actions. These source documents must be retained for as long as the computation is retained.

1.17. Requirements Data. Basic data used in determining gross materiel requirements is:

1.17.1. Authorized Equipment Data. Equipment authorization data is managed under AFI 23-101, *Materiel Management Policy*, and input in the DPAS Force Systems Management (DPAS FSM) module.

1.17.2. IMS and LM Additive Data. The IMS/LM will retain serviceable and supportable support equipment to fill anticipated unprogrammed requirements with documentation and justification. Rationale for retention of excess assets includes: holding assets for an expected requirement; holding assets to support reclamation program(s); offering assets to other services; or offering assets to Foreign Military Sales (FMS) programs. If this rationale does not apply, the IMS will review the assets for potential disposal action.

1.17.3. Replacement Data. While specific replacement criteria codes and factors will not be utilized in the interim computation, the IMS and ES are jointly responsible for replacement requirements and will closely coordinate their activities in this area. In general, the ES will indicate the replacement methodology to be used. Previously, the replacement methodology indicated the method/procedure that would be used to compute the replacement quantities. For the purposes of the interim computation process, replacement requirements are only generated for replacement additives (Type Requirement Codes (TRC) 13, 40-41, & 92-94). See TRC data in **para 2.4.4** for additional information.

1.17.4. Procurement Lead Time Data (PCLT). The procurement lead time is used to determine the asset quantity required at the time assets will be ready for delivery. Procurement lead time is a combination of the Administrative Lead Time (ALT) and the Production Lead Time (PLT).

1.17.4.1. ALT for equipment items is normally understood to be the number of days from the procurement document initiation until contract award.

1.17.4.2. PLT for equipment items will be number of days after contract award until the delivery of the first production article.

1.18. Asset History. All acquired assets will be accounted for by the IMS on the AFMC Form 318.

1.19. Asset Data. The computation is calculated at the SGM NSN level. No assets in lower capability computation groups within an ISG will be used to satisfy an authorization within a higher capability computation group unless the user has in-use possession of the asset.

1.19.1. Assets used in determining net materiel requirements: equipment currently in-use by all activities; equipment in the base and depot warehouses; equipment due-in from contractor; and equipment on order or funded.

1.19.2. Only assets identified as AF assets (determined by ownership/purpose codes) will be considered for inclusion in the requirements computation. For maximum database efficiency, assets will not be placed in specialized accounts unless a firm requirement exists or will exist in the future.

1.20. Program Data. Time-phased programming data used in developing requirements will be based on forecasted data to compute requirements seven years into the future. (Equipment computation will show buy and budget requirements through budget +5 years into the future.

1.21. Support Levels. Non-expendable items are acquired to meet only specific predetermined future requirements, to fill existing shortages, or to replace assets that have been condemned. The requirements computation is intended to take into account all of these conditions. Therefore, stock levels normally are not authorized except for individual equipment as authorized by AFI 23-101. It is recognized, however, that some circumstances require the inclusion of requirements that are identified outside of the normal data systems. In such cases, the IMS is authorized to develop

operating support levels, equipment rotation levels, or positive support levels to be entered into the computation as additive requirements. Written justification to support this authorization will include the method used to calculate and/or determine the quantities. Documentation for equipment support levels will be maintained by the IMS for as long as the additive requirement remains in the computation. The OPR will review and approve all operating support levels. Levels will be approved on an item-by-item basis.

1.21.1. Operating Support Levels. An operating support level is a quantity above the requirement computed by the database to cover unique circumstances involving the acquisition, distribution, or maintenance of an item of support equipment and selected telecommunications and electronics equipment. Since operating support levels involve unique circumstances, no standard method for their computation can be applied. The IMS computes operating support levels with appropriate assistance from the ES, the PMS, or the System Manager (SM). Given the peculiarities of workload, conditions that warrant operating support levels will be determined by center management. Justification for operating support levels across a range of items will be forwarded to 404 SCMS/GULA for approval. An example of a range across a range of items would be several items within an FSC. The following are intended to serve as examples of operating support levels and their method of computation. They are offered as guidelines and are not to be taken as a complete list of all permissible instances, which may be covered by operating support levels.

1.21.1.1. Some cases may arise where factors outside of the database make forecasting accurate requirements difficult or impossible. These cases, when they occur, usually involve base conversions, Allowance Standards (AS), increases, or new activations to which the database did not have time to react. Under these circumstances, a level equal to the difference between the budget and the buy requirement may be developed. This would allow the IMS to buy the budget requirement. Use of this method would require detailed explanation by the SM as to why the database was not able to forecast the requirement accurately.

1.21.1.2. A contractually repaired item that will not be inducted for repair during the current FY due to long ALT may also be assigned an operating support level computed according to the method suggested in **para 1.21.1.1** This would compensate for any potential lost support due to unserviceable assets awaiting a repair contract. However, repair and subsequent availability of those unserviceable assets may necessitate a reduction of the buy requirement in the subsequent FY.

1.21.1.3. Embedded pieces of equipment are not normally reported as in-use assets in the DPAS Property Accountability (PA) portion of the database. Since these items are installed in another piece of equipment, they are authorized only as part of the next higher assembly. However, the IMS may still receive valid requisitions for them. An operating support level may be established to support these requisitions; justification must include an explanation why the higher assembly cannot be provided, and why the embedded item cannot be managed as a recoverable component (ERRC “T”).

1.21.2. Equipment Rotation Levels. Field units are occasionally authorized items in small quantities that require periodic overhaul or calibration in shops. If the continual operation of these items is essential to the assigned mission, it may be necessary to set up a small quantity

or reserve pool of these items at the prime location for rotation to field units while in-use items are being overhauled or calibrated. Non-expendable components are included.

1.21.2.1. Levels must be based on the time required to return, induct, repair or calibrate, and return an item to the user. Normally, actual experience will be used to develop these pipeline times-reparable in transit days, base processing days, supply-to-maintenance days (if applicable), and serviceable turn-in days (if applicable). For items that have been in the system for less than two years, the ES or PMS may recommend estimated times. In the absence of any of other data, standards that apply to similar equipment may be used. Quantities must also be limited to those extra requirements generated by the peculiar conditions (see **para 1.21.2**.) rather than for all AF activities using the item. Regional location of rotational quantities may be affected if the IPT and using command determine it more economical and responsive.

1.21.2.2. Justification is required and will be documented by the IMS indicating logic used in selecting computing methods used to determine quantities and dollar value of the levels. Rotation levels are not permitted for items that are authorized other types of levels.

1.21.3. Positive Support Levels. Under some circumstances, the IMS may establish a positive support level to assure continued support for certain low cost items with high rates of issues and condemnations.

1.21.3.1. The primary criterion for selecting candidates for positive support levels is that emergency acquisition may be necessary in the next FY without them. Candidates must also meet all of the following conditions:

1.21.3.1.1. The unit cost must be less than $1000; 404 SCMS/GULA approves candidates with higher unit costs;

1.21.3.1.2. Demands must exceed normal increases in authorizations;

1.21.3.1.3. Item must not be subject to other support levels (flight safety or equipment rotations);

1.21.3.2. The IMS will maintain complete justification for all positive support levels. This justification will include the budget program affected, the method used to calculate the quantities, and the dollar value of the level.

1.21.3.3. The OPR will maintain a list of items, by budget program that have been approved for positive support levels.

1.21.3.4. All support levels will be reviewed and approval annually by the IPT.

1.21.4. Stock/Operating Levels. Levels of selected equipment items may be established at base level with the approval of the Accountable Officer. Maximum operating levels will be accumulated by NSN by the Department of Defense Activity Address Directory or other means and manually passed to the IMS as additive requirements.

1.22. Backorders.

1.22.1. Backorders are not generally authorized for inclusion in the requirements computation. Backorders with an advice code of 6R, 6S and 62 will be input as replacement additives if they are not otherwise captured in the computation. Any other backorder will be input as an additive only if the IMS can establish that the requirement is valid and has not been otherwise input

into the computation. The IMS will review the FSM module to ensure it reflects a corresponding authorization record for the backorder. See **Table 1.1** for a list of advice codes applicable to ERRC "S" and "U".

Table 1.1. Advice Codes

Code	Explanation
6E	Required to replace an item lost to the equipment management reporting Inventory/ Property Accountability; that is, Inventory Adjustment document (IAJ), and other relief of accountability documents
6G	Required as replacement issue to support an FSM authorization
6H	Required to satisfy shortage resulting from increased FSM authorization subsequent to the last FSM report
6J	Required to satisfy initial shortage previously reported in the FSM report
6R	Complete overhaul of ERRC "S" item required to insure performance, safety or maximum utilization. Replacement item must be available before item can be released
6S	Repair costs for ERRC "U" item exceed economic repair criteria. Operational requirement prevents condemnation until replacement is received
62	Materiel requested is for replacing installed equipment in next higher assembly

1.22.2. IMS may use cancellation code FN on invalid backorders. This code informs the requester that the backorder does not match DPAS reporting and appropriate action must be taken by their organizations prior to re-submittal.

1.23. Initial Requirements for Support Equipment. SE requirements are generally identified during the Support Equipment Requirements Data process. For initial SE common to other USAF programs included in the database, the IMS will review the last computation and latest authorization and asset information from DPAS to determine availability of assets to support the new SE requirement. IMS will also provide the latest procurement information, if available.

1.24. Requirements Formula. Although the internal processing of data required to develop equipment item requirements is quite complex, the basic elements can be reduced to the following oversimplified formula: equipment authorizations applied to projected organization programs; plus additives and replacement requirements; minus total assets (including on-order and funded); equal net shortage or excess.

1.25. Materiel Repair. AF policy is to repair before buy. The IMS will make sure all suitable reparable assets are scheduled for repair when the computation group has a net requirement at the buy or budget position, or has assets due-in from contracting. In such cases, the IMS must analyze the elements making up the requirement to determine the feasibility of amending the materiel repair schedule.

1.26. Unit Price. The unit price is mechanically input from the Master Item Identification Control System (D043). This price includes First Destination Transportation (FDT). The IMS will update the unit price through cataloging action.

1.26.1. Contractor Quotes/Estimates. If a more current contractor quote or estimate is received, it will be cataloged in D043 and annotated on the AFMC Form 318.

1.26.2. Secondary Inventory Control Activity (SICA) Unit Price Update. If the AF is the SICA for an item and the Primary Inventory Control Activity (PICA) has not updated the unit price, the IMS will file maintain the updated price into D043 and on the AFMC Form 318, when source data is available.

1.27. Training. Training all personnel who work with the database is an important contributor to effective equipment management. A formal training program will be developed and carried out locally by each unit's training element for all personnel who assume positions in which requirements computation products are a substantial portion of their workload. Refresher training will be given as the need occurs.

1.28. Quality Control. Each location must set up internal operating procedures to make sure this regulation is effectively carried out.

1.29. Cataloging and Item Identification.

1.29.1. NSNs are assigned in the AF cataloging system (D043A) for most equipment items during the provisioning process for new weapon systems, subsystems or as a result of modification programs. The number is then automatically established in D035A, and passed through system interfaces. Once the NSN is established in an AS, D043 assigns a freeze code, and users can start reporting authorizations and assets.

1.29.2. When it is determined the NSN has become obsolete and requirements no longer exist, action must be taken to dispose of all assets, remove the NSN from all ASs, and change Acquisition Advice Code (AAC) to Y (terminal).

1.29.3. A freeze code will prevent the IMS from deleting the NSN from D043 and the AAC Y will change to an AAC X if the NSN is listed in an AS, and/or an authorization or asset is being reported. If the freeze code prevents the NSN from being deleted from D043, the IMS must research for reported authorization, asset, and allowance data to find the reason for the freeze code. Then the IMS can negotiate with appropriate base, system monitor, or allowance manager to have the reporting corrected. After all authorizations, assets, and AS records have been eliminated from the applicable reporting system, the IMS must contact their freeze code monitor to request freeze code deletion in D043. This permits normal cataloging delete action to occur.

1.29.3.1. If the IMS finds, in the negotiation process, that a valid requirement exists for the item, immediate action will be taken to reestablish the NSN as an active item in the cataloging system.

1.30. Item Peculiarities.

1.30.1. Ground Communication-Electronic-Meteorological (CEM) Equipment.

1.30.1.1. Developmental (peculiar) SE requirements for support of non-weapon system ground CEM equipment will be developed to the extent possible by the procedures in this instruction.

1.30.2. Vehicular Equipment.

1.30.2.1. Vehicle requirements (NSNs cataloged with a budget code of "V") will be determined by Vehicle Support Chain Operations Squadron (VSCOS) and are excluded from the equipment computation.

1.30.3. Items for Training Purposes.

1.30.3.1. The Air Education and Training Command (AETC) may require equipment items for training purposes. Initial contracting plans for items approved for service, but not previously acquired for other than service test, will include consideration of any requirement for training.

1.30.3.2. The IMS or ES will negotiate with AETC for training requirements for all new and newly configured items. The training requirements will be included in the computation as additives.

1.30.3.3. After acquisition is started, the IMS must advise AETC of final dollars and quantities placed on acquisition so AETC can include these new item requirements on their next system update.

1.31. Use of Replenishment Funds. It is Department of Defense (DoD) policy to fill requirements from within, to include redistribution from other Services, before procuring additional equipment. However, replenishment funds are allowed for procurement when circumstances dictate (see **para 1.4**).

Chapter 2

DATABASE PRODUCTS

2.1. Database Products. The Interim Requirements Computation database provides input capability and output products which integrate the processing of all centrally-procured equipment item data.

2.1.1. The database and user manual can be downloaded from the 404 SCMS SharePoint Interim Comp Knowledge Base folder: **https://usaf.dps.mil/sites/22380/404scms/SitePages/Home.aspx**. SharePoint permissions may be required for access.

2.2. Interim Computation

2.2.1. Purpose. The primary function of the database is to provide defensible buy and budget net requirements for use in procurement plans and budget estimates. Essential elements of this function are:

2.2.1.1. Projection of gross requirements based on current AF plans and programs at the SGM NSN level. Currently a 7-year projection is used.

2.2.1.2. Application and allocation of available and funded on-order assets according to priorities and other prescribed criteria for projected requirements.

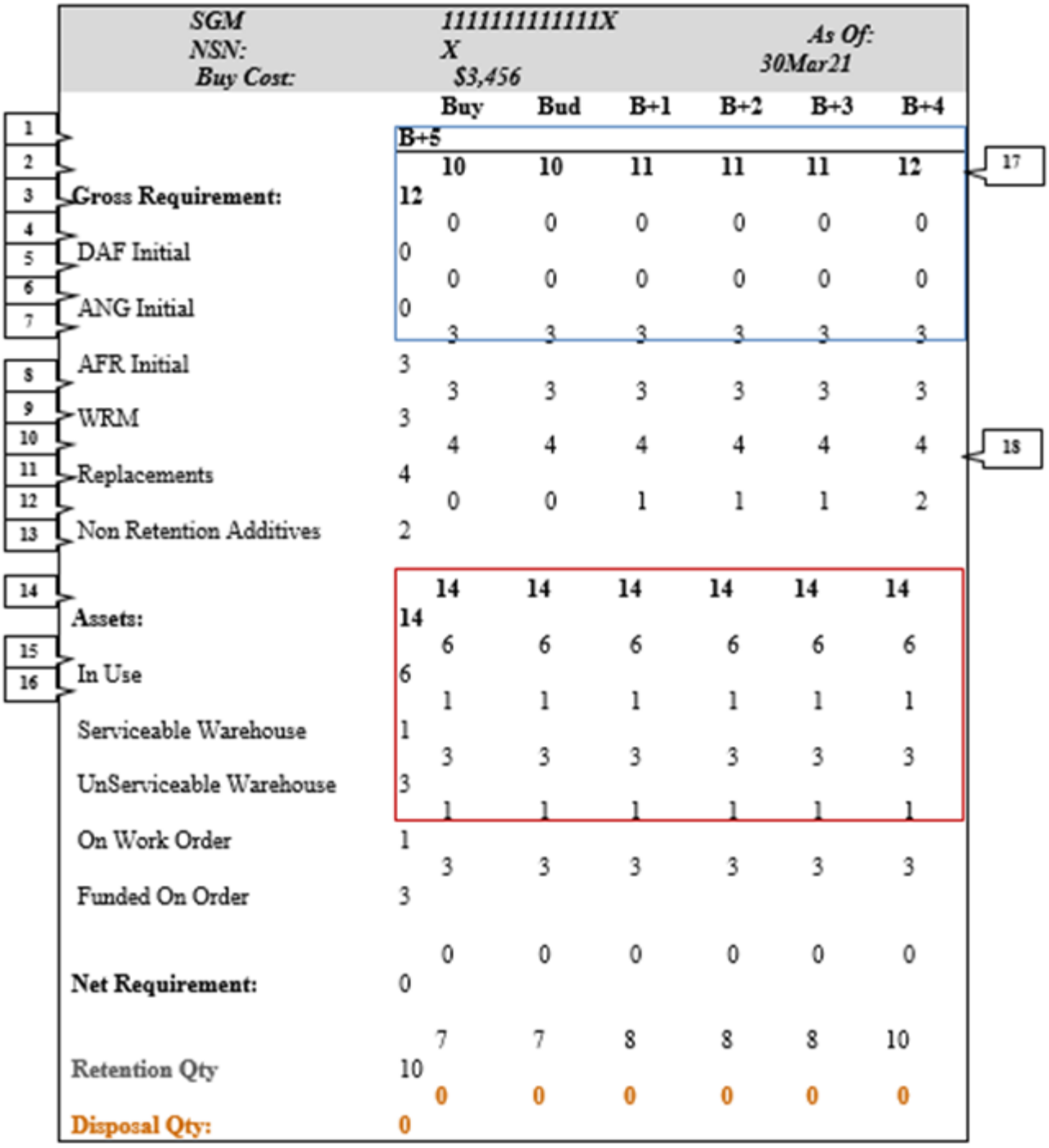
2.2.1.3. Development of net requirements in advance of actual need to permit acquisition and delivery concurrent with or prior to the actual need.

2.2.1.4. Identify potential candidates for termination action or retention. Identify potential excess assets for use in other services or for disposal action.

2.2.2. Sources of Data. Source systems include DPAS FSM, DPAS PA, and Integrated Logistics System-Supply (ILS-S) which provides reported authorizations and assets. D043 provides NSN cataloging data. D035K provides additional asset data for wholesale warehouse assets, on loan assets, and on work order assets. J018R data generates the Funded On-Order table which is editable. The D035A backorder listing provides data for generating additive (replacement backorders, on loan data, etc.), as well as is used in the generation of the Redistribution Listing.

2.2.3. Interim Computation Output. **Figure 2.1** provides a sample interim computation product. See **Table 2.1** for a description of each numbered title.

Figure 2.1. Interim Computation Output



	SGM	*1111111111111X*				*As Of:*		
	NSN:	*X*				*30Mar21*		
	Buy Cost:	*$3,456*						
		Buy	**Bud**	**B+1**	**B+2**	**B+3**	**B+4**	
1		**B+5**						
2		**10**	**10**	**11**	**11**	**11**	**12**	17
3	**Gross Requirement:**	**12**						
4		0	0	0	0	0	0	
5	DAF Initial	0						
6		0	0	0	0	0	0	
7	ANG Initial	0						
		3	3	3	3	3	3	
8	AFR Initial	3						
		3	3	3	3	3	3	
9	WRM	3						
10		4	4	4	4	4	4	18
11	Replacements	4						
12		0	0	1	1	1	2	
13	Non Retention Additives	2						
14		**14**	**14**	**14**	**14**	**14**	**14**	
	Assets:	**14**						
15		6	6	6	6	6	6	
16	In Use	6						
		1	1	1	1	1	1	
	Serviceable Warehouse	1						
		3	3	3	3	3	3	
	UnServiceable Warehouse	3						
		1	1	1	1	1	1	
	On Work Order	1						
		3	3	3	3	3	3	
	Funded On Order	3						
		0	0	0	0	0	0	
	Net Requirement:	0						
		7	7	8	8	8	10	
	Retention Qty	10						
		0	**0**	**0**	**0**	**0**	**0**	
	Disposal Qty:	**0**						

Table 2.1. Interim Computation Number Description

#	Term	Definition
1	**Gross Requirement**	The sum of all approved authorizations and other justified AF needs for the SGM NSN
2	**DAF Initial**	Total Active AF requirements + Loan Lease qty
3	**ANG Initial**	Total ANG requirements
4	**AFR Initial**	Total AFR requirements
5	**War Reserve Materiel (WRM)**	Total WRM requirements (Use code-D)
6	**Replacements**	Replacement additives (TRCs 13, 40-41, & 92-94) and replacement backorders (advice code = 6R/6S or 62)
7	**Non Retention Additives**	Additives from the Additives table (excluding TRCs 13, 25-35, 40-41, & 92-94)
8	**Assets**	Sum of all In-Use + Serviceable Warehouse + UnServiceable Warehouse + On Work Order + Funded On Order (FOO)
9	**In-Use**	Total In-Use assets + Loan Lease qty
10	**Serviceable Warehouse**	Sum of all AF Serviceable base and depot warehouse assets
11	**UnServiceable Warehouse**	Sum of all AF UnServiceable base and depot warehouse assets (to include suspended assets)
12	**On Work Order**	Sum of all AF assets On Work Order (in the repair cycle)
13	**Funded On Order**	Sum of due-in assets and FOO Order assets from the FOO table
14	**Net Requirement**	Equals the gross requirement less total assets
15	**Retention Qty**	Total gross requirement quantity at the highest computed program position * 50% + any retention additives (TRCs)
16	**Disposal Qty**	Sum of assets above the retention level, not to include those assets subject to termination action
17	**Summarized Segmented Requirements**	Shows Buy, Budget and 5 Budget positions
18	**Summarized Segmented Asset Posture**	Summary of asset posture

Notes:

1. This product cannot be file maintained. It is a summary product and will change as a result of file maintenance accomplished in the Additives table, FOO table, and source data systems.

2. Serviceable Warehouse assets includes Supply Condition Codes (SCC) A, B, C, & D.
3. UnServiceable Warehouse assets includes SCCs E, F, G, J, K, L, N, Q, & R.
4. On Work Order assets includes SCCs M, Y, & Z.
5. Buy Cost reflected is the Standard price (Unit Cost + 3% FDT).
6. SCC H assets are excluded from the asset quantity. They are unserviceable and do not meet repair criteria; therefore, assets in SCC H will not be returned to serviceable condition and will not be used to meet computation requirements.
7. The computation no longer utilizes TRC 69 additives for loan lease quantities. The loan lease quantity on contract is always reflected under DAF Initial. The corresponding assets on-loan are included in the In-use quantity within the computation.

2.2.4. Major Program Positions

2.2.4.1. As Of Date. This is the cut-off date for input data to be used in the computation (i.e., 31 Mar 2021).

2.2.4.2. Buy Position. The current operating position. The buy position is consistent with the current fiscal year.

2.2.5. Budget Position. The buy position plus 12 months. The budget position is consistent with the next fiscal year (i.e., if current is FY21, then the budget position will be FY22).

2.2.6. Asset Alignment. Asset alignment is based on the following:

2.2.6.1. Customers will be furnished an item that is both suitable and satisfactory for their use.

2.2.6.2. The Interchangeability & Suitability (I&S) system is the source for the Order of Use for assets.

2.2.6.3. Assets from a lower capability computation group will not be allocated to satisfy requirements in a higher capability group; however, if the user already has in-use possession of an asset within the ISG from a lower capability group, the asset will not be reallocated to another requirement.

2.2.6.4. Assets will be aligned to gross requirements in a predetermined order that is both economical and practical.

2.3. Funded On Order table

2.3.1. Purpose. The function of the Funded On-Order (FOO) table is to reflect due-in asset and funded asset quantities. Only asset quantities procured for the AF should be included. The quantities within this table are used to offset requirements at the SGM NSN computation level.

2.3.2. Editing. The IMS has edit capability for this table. IMS can delete, reduce, or increase FOO quantities. In order to edit FOO quantities, the IMS must have the applicable SGM NSN, MAJCOM Code, SRAN, and quantity. The IMS will retain any documentation used to support increases, decreases, or new inputs to this table. **Note**: Only AF assets should be included on the table. Outgoing Military Interdepartmental Purchase Requests (MIPR) for the purchase of AF equipment should also be included.

2.3.3. Documentation. All changes to the Funded On-Order table (increases, decreases, manual additions, etc.) must be documented with reasons on the Notepad. All backup data must clearly show rationale or justification used, and will be kept on file (electronic file permitted) for review by audit agencies or higher management officials until the product retention period for the applicable cycle has passed.

2.4. Additive table

2.4.1. Purpose. The function of the Additive table is to capture additive requirements. Additives are any type of requirement that generates from a non-reporting source. These are requirements that are not already reflected in the computation.

2.4.2. Editing. Data in this table is accumulated through manual means (for information on the Mechanically Derived Additives see **para 2.4.5**). IMSs have edit capability for this table. This table provides a means by which IMSs can capture requirements that are not reflected in the computation through other data sources. In order to add additive requirements to the Additive table, the IMS must have the applicable SGM NSN, MAJCOM Code, TRC, Additive ID, and Buy Qty, Bud Qty, B+1 Qty, B+2 Qty, B+3 Qty, B+4 Qty, & B+5 Qty (the program position fields allow the IMS to input an additive in anticipation of a future additive requirement; in most cases though, the additive qty will be straight-lined across the program positions.) The IMS will need to input the applicable quantity in each program position. **Note**: Additives are only valid for the current cycle and will have to be reentered, if applicable, each cycle.

2.4.3. Documentation**.** All manually entered additive requirements must be documented with reasons on the Notepad. All backup data must clearly show rationale or justification used, and will be kept on file (electronic file permitted) for review by audit agencies or higher management officials. This documentation will be kept as long as the additive requirement exists.

2.4.4. Type Requirement Code (TRC). Additives are identified by a two-position numeric code that identifies the specific type of additive.

2.4.4.1. TRCs 13, 40-41, & 92-94 are considered replacement additives. TRCs 25-35 are retention type additives which will not increase the gross requirement, but will add to the retention level. **Table 2.2** identifies the recognized TRCs.

Table 2.2. Type Requirement Codes

TRC	Description
1	WRM additives that are in addition to those reported through DPAS FSM. Input appears on Non Retention Additives line of the Interim Computation
13	Replacement requirement backorders that have an advice code of 6R, 6S, & 62. Input appears on the Replacements line of the Interim Computation. ***Mechanical additive only.**
16	USAF backorders that are not reporting. Input appears on Non Retention Additives line of the Interim Computation
17	USAF backorders that are not reporting, but have a project code. Input appears on Non Retention Additives line of the Interim Computation
25	SAP (Security Assistance Program)/FMS additive used when a determination is made that assets should be retained to support future SAP/FMS requirements. Input quantity is added to the Retention Level, but does not increase gross requirements
30	Additive used for the retention of assets to support future HQ or SPO identified requirements. Input quantity is added to the Retention Level, but does not increase gross requirements
33	Additive used to retain up to 50 percent of the highest computed gross requirement in the FYDP for cost saving purposes. Input quantity is added to the Retention Level, but does not increase gross requirements. ***Mechanical additive only.**
34	Retention additive used if NSN has a sequence code/parts preference code of 4 or 9. It should equal the quantity of unsuitable assets directed/elected to be held in support of a limited amount of items peculiar to an antiquated or technologically obsolete weapons system. Input quantity is added to the Retention Level, but does not increase gross requirements
35	Retention additive used to reflect assets being held in anticipation of satisfying future needs/requirements. Input quantity is added to the Retention Level, but does not increase gross requirements
40	Additive used when it is necessary to establish reserve items for rotation to the field units while in-use assets are being repaired or calibrated. Input appears on the Replacements line of the Interim Computation
41	Additive used to ensure continued supportability for certain low-cost, high rate-of-issue, high condemnation items. Input appears on the Replacements line of the Interim Computation
50	Additives used for C-CS requirements not reported through DPAS. Input appears on Non Retention Additives line of the Interim Computation
60	Additive used when contractors are providing services to the USAF, but the equipment requirement is not reflected in DPAS FSM. Input appears on Non Retention Additives line of the Interim Computation
65	Additive used for contractor requisition(s) (those beginning in 'E'). Input appears on Non Retention Additives line of the Interim Computation. ***Mechanical additive only**

67	Additive used for other contractor requirements not covered by TRCs 60 & 65. Input appears on Non Retention Additives line of the Interim Computation
70	Additives used for initial training requirements for AETC for other than service test. Input appears on Non Retention Additives line of the Interim Computation
80	Used for IPT requested additives when TRCs 01-79 do not apply. Must not duplicate requirements already reflected in the computation. Documentation used in the validation process must not be greater than one year old. Input appears on Non Retention Additives line of the Interim Computation
81	Additive used for backorders citing an advice code of 6H or 6J when the authorization is not yet reflected in the computation, but showing in DPAS FSM. (New requirements that are not yet present in the computation due to a timing issue.) Input appears on Non Retention Additives line of the Interim Computation
82	Additives used to cover known future requirements not yet identified by the using MAJCOMs. Must not duplicate requirements already reflected in the computation. Input appears on Non Retention Additives line of the Interim Computation
83	Additives used for operating support levels. Documentation on the authorization of operating support levels must be available. Input appears on Non Retention Additives line of the Interim Computation
90	**Future use only.** Additive Alternate Mission Equipment (AME) requirements offset by assets. Input appears on Non Retention Additives line of the Interim Computation. ***Mechanical additive only**
91	**Future use only.** Additives used for AF538 non-reported losses. Input appears on Non Retention Additives line of the Interim Computation. ***Mechanical additive only**
92	**Future use only.** Additive RPIE requirements offset by assets. Input appears on the Replacements line of the Interim Computation. ***Mechanical additive only**
93	Replacement additive requirements not covered elsewhere. Must not duplicate requirements already reflected in the computation. Documentation used in the validation process must not be greater than one year old. Input appears on the Replacements line of the Interim Computation
94	Replacement requirement backorders that have an advice code of 6E. Input appears on the Replacements line of the Interim Computation

2.4.5. Mechanically Derived Additive Listing. The Mechanically Derived Additives Listing is an output product that lists all additives that were generated mechanically. It includes additive data for TRCs 13, 33, 65, & 90-92. Additives found on this listing should not be duplicated elsewhere.

2.5. Notepad table

2.5.1. Purpose. All manually entered requirements and/or changes for each SGM NSN must be documented with reasons on the notepad. It provides an audit trail of file maintenance actions. Notepad is a way for the IMS to record comments about the item.

2.6. Termination Listing

2.6.1. Purpose. The Termination Listing is an output product that identifies funded on-order quantities that exceed the gross requirement at the budget+1 program position. Termination is a method used to reduce and prevent on-order excess assets from entering the inventory. Any contract or purchase request (PR) which would increase inventory beyond that level will show up on the Termination Listing.

2.6.2. Termination Quantity. The termination quantity is the quantity of funded on-order assets exceeding the total gross requirement at the budget+1 position. When termination quantities are computed and validated, prompt action will be taken to affect termination of contracting and acquisition action.

2.6.3. Editing. The IMS has edit capability only for the Termination Code and Quantity fields of this table. In order to edit, the IMS must have the applicable SGM NSN, Termination Code, and quantity.

2.6.4. Documentation. The IMS must edit the termination listing to add termination code(s) and corresponding quantity on every item in termination within 10 working days of the computation becoming available. Documentation to support termination actions must be documented with reasons on Notepad. All backup data must clearly show rationale or justification used, and will be kept on file (electronic file permitted) for review by audit agencies or higher management officials. This documentation will be kept until the product retention period for the applicable cycle has passed.

2.6.5. Termination Codes. A termination code is a one-position alpha code used to indicate the reason for taking termination/reduction or non-termination action of funded/on-order assets. A termination code must be entered for any item showing on the Termination Listing. See **Table 2.3** for a complete list.

Table 2.3. Termination Codes

Code	Definition
A	Items on contract will be terminated.
B	Termination action was taken in a prior review. Date of termination must be provided
C	Item on contract was delivered after the asset cutoff date. Date of delivery must be provided
D	Items were diverted to other uses after the asset cutoff date
E	Item does not require reduction or termination after erroneous data has been corrected
F	Item is ineligible for reduction or termination action due to higher headquarters' direction. Office symbol and point of contact in headquarters must be provided.
G	Item will not be reduced or terminated for reasons other than provided for in other codes. An explanation and justification must be provided for this decision as required by local Center policy/procedures
I	The computation is correct, but the item will not be reduced or terminated because more than the actual computed buy was procured to obtain a price break, i.e., quantity discount, life of type buy, minimum buy, etc.
M	PR was cancelled in a prior review. Date of cancellation must be provided

P	Item on PR will be cancelled
Q	Reduction action on the PR was taken in a prior review. Date and amount of reduction action must be provided
R	Item on PR will be reduced. Amount of reduction must be provided
T	Reduction action on the contract was taken in a prior review. Date and amount of reduction must be provided. Requirements personnel must provide date, quantity and total dollar amount of reduction to appropriate organizational office. The organizational office will forward this information to the HQ AFMC focal point for equipment item termination reporting
Y	Item on contract will be partially terminated. Amount of reduction must be provided
Z	Contractor bankruptcy or other litigation prevents termination of contract

2.7. Retention Listing

2.7.1. Purpose. The Retention Listing is an output product that identifies any assets that did not align to a requirement (not including FOO assets) that should be retained based on the calculated retention quantity.

2.7.2. Retention Level. The retention level is calculated as 50% of the total gross requirement at the highest computed program position plus any retention additives (TRCs 25-35). The quantity of assets to be retained will be all assets, exclusive of those computed for termination, required to meet the retention level. The computed retention level will not be raised through additive requirements without complete justification. The IMS/SM/LM will decide if a need for a retention level exists for items identified in the following paragraphs.

2.7.2.1. The IMS/SM/LM will retain serviceable and supportable support equipment to fill anticipated unprogrammed requirements with documentation and justification. Rationale for retention of excess assets includes: holding assets for an expected requirement; holding assets to support reclamation program(s); offering assets to other services; or, offering assets to FMS programs. If this rationale does not apply, the IMS will review the assets for potential disposal action.

2.7.2.2. The organization requesting the retention of assets will provide a memorandum to the IMS which states the rationale and describes the following information:

2.7.2.2.1. NSN and nomenclature for the item(s) being retained;

2.7.2.2.2. Specific quantities by NSN;

2.7.2.2.3. Standard price and extended cost of item(s) being retained;

2.7.2.2.4. Reason(s) for retention (e.g., project name);

2.7.2.2.5. Size of item in cubic feet and amount of space required to retain the full amount; and

2.7.2.2.6. Length of time assets are to be retained

2.7.3. **Cost of retention.**

2.7.3.1. The IMS will prepare and submit the package for signature through their respective coordination cycles. IMS will retain the documentation and identified excess equipment assets up to a period of one year provided they have proper justification. If retention is required beyond that time period, the organization will provide follow-on justification prior to the expiration date.

2.7.3.2. If the retention requirement exists for more than two years for SAPs, the SM or the Air Force Security Assistance Center (AFSAC) must provide an explanation of the problem contributing to the additional extension to the IMS for approval. **Note:** Existing SAP countries may continue for 8 to 10 years after the item is no longer in the active AF inventory.

2.7.3.3. Peculiar support equipment will also be retained along with major end items when units are deactivated providing proper documentation is provided to the IMS.

2.7.3.4. Retention requirements exceeding the computed retention will be input and maintained by the IMS. To learn more about retention additives and SAP specific retention additives refer to **Table 2.2**.

2.8. Disposal Listing

2.8.1. Purpose. The Disposal Listing is an output product that identifies assets that should be considered for disposal action. These are those assets exceeding the retention level exclusive of those assets subject to termination action. If disposal quantities are computed, prompt action will be taken through normal supply channels to dispose.

2.9. Requirements Planning List

2.9.1. Purpose. The Requirements Planning list is an output product that reflects a prioritized listing of all SE requirements. It only includes requirements that do not have assets aligned to them and should be considered for procurement. It will function as a product that can be utilized as a basis for making procurement decisions.

2.10. Redistribution Listing

2.10.1. Purpose. The Redistribution Listing is an output product of all serviceable warehouse, excess, and assets in suspended condition that have been aligned to fill requirements. It identifies which asset should be used to support a specific requirement. It further identifies requirements that have a corresponding backorder versus those that do not.

2.11. Repair Execution Listing

2.11.1. Purpose. The Repair Execution Listing is an output product that provides a listing of all unserviceable assets that have been aligned to a requirement. Assets listed should be considered for repair, if possible. If repair is not feasible, assets should be considered for disposal.

Chapter 3

EQUIPMENT REPAIR REQUIREMENTS DETERMINATION

3.1. Purpose. This chapter outlines the policies and procedures required for organic and/or contract equipment item repair requirements determination. It identifies the key processes, roles, and responsibilities for each functional discipline of the Repair IPT: IMS, PMS, ES and LM from the receipt of the updated Equipment Requirements Computation through production of the Repair Budget Process. AFLCMC/HNC is excluded from the requirements within this chapter and will adhere to their locally developed repair guidance.

3.2. Overview. Per DoDM 4140.01, Vol 2, repair is the preferred supply source for reparable items. Therefore, an IMS will make sure all suitable reparable assets are scheduled for repair when the computation group has a net requirement at the buy or budget position, or has assets due-in from contracting. In such cases, the IMS must analyze the elements making up the requirement to determine the feasibility of amending the materiel repair schedule.

3.3. Basis. This manual is the basis for the development of the ERR Determination process. The ERR Determination process involves several progressive steps starting with the generation of the requirements computation for the September computation cycle.

3.3.1. The guidelines and schedule for the September computation cycle will be provided by 404 SCMS/GULA to the AFSC/AFLCMC Equipment OPRs and RCO for distribution to the IMS community.

3.3.2. ERR Worksheets are not generated during the March computation cycle; however, the IMS will review the September ERR Worksheets against the March computation for any significant changes. If significant changes are identified, the repair requirements will be re-computed using the ERR database, and any revised repair requirements will be provided to the PMS immediately for inclusion into the Budget.

3.3.3. AFMC IMSs, PMSs, and PMs will follow any additional guidance in AFI 63-101/20-101, *Integrated Life Cycle Management* and AFMCI 21-100, *Depot Maintenance Management*, pertaining to roles and responsibilities regarding how to compute and support repair requirements; how to develop and maintain supporting documentation for all Program Control Numbers in the CAM IT system; and how to review and update requirements annually.

3.4. ERR Database. The second step in this repair requirements determination process is the file maintenance of the ERR Worksheets. This fully automated worksheet computes repair requirements for the IMS using information from the interim computation September cycle product, as well as the Commercial Asset Visibility Air Force (CAV AF) system and the Job Order Production Master System (G004L). The schedule for updates to the ERR Worksheets will be provided by the 404 SCMS/GULA SE Repair OPR to the AFSC/AFLCMC Equipment OPRs and RCOs for distribution to the IMS community.

3.4.1. Contractor Asset Visibility Report (AFMC Form 197). Because all contractors do not file maintain in CAV AF, the IMS may lose visibility of some assets repaired and/or condemned at a contractor's site. The PMS seller is responsible for providing contractor asset visibility information to the IMS. On or about 1 Nov each year, the 404 SCMS/GULA SE Repair OPR will send an E-mail to the AFSC PMO to distribute to PMS sellers as a reminder to complete and forward the AFMC Form 197 to the IMS, no later than (NLT) 1 December of

the current year in order for the IMS to file maintain the quantities not included in CAV AF into the repair computation. Sellers are required to attach documentation (i.e., listings/letters from contractor) to justify the quantities on the AFMC Form 197 as this requires a change to the computed repair requirement. **Note**: Supporting documentation must be attached.

3.5. NSN baseline. The NSN baseline for the worksheets are ERRC "S" NSNs with unserviceable assets aligned to a shortage in the September computation update cycle. While the baseline NSNs present a firm foundation for repair requirements review, the IMS will also consider any additional ERRC "S" items for possible inclusion in the repair budget. If the NSN is not in the ERR database, the IMS will contact 404 SCMS/GULA who will then have the NSN added to the ERR database. The IMS will have the capability to generate worksheets for these additional NSNs. Placeholder requirements can be used when a requirement is unknown due to changing mission requirements and should equal $1,000 for ease of identification IAW AFMAN 63-143, *Centralized Asset Management Procedures*.

3.6. PMS Worksheet. The PMS will be provided a worksheet from the ERR database. The PMS buyer or seller is responsible for reviewing and correcting PMS buyer and seller codes, Unit Repair Cost (URC), SOR, PCN, and shop flow days information on the worksheet. A worksheet will be provided to the PMS community upon completion of the ERR data load. Information from the prior year will be used as a baseline. The PMS will review the information for accuracy and provide any missing information. The URC is used to derive the Budget Year Value at the highest computed position (before or after file maintenance) and is used to determine the signature level required on the Equipment Repair Worksheet. In many cases, the PMS will not have the updated price at this time. Therefore, the prior year URC will be used to determine the signature level. The PMS will have an opportunity to review again prior to submission to the budget later in the year. The PMS will have 15 working days to confirm or complete the worksheet information. The data provided by the PMS will then be automatically passed to the ERR database.

3.7. IMS Review. The IMS must review all ERR Worksheets for accuracy and make necessary corrections or adjustments as needed. The IMS ensures the requirement quantities are correct and adjusts the requirement based on changing scenarios and conditions not addressed by the computation. The IMS must incorporate any changes from the AFMC Forms 197 that were received from the PMS Seller. This form provides contractor asset information as of 30 Sep and will be provided by the PMS seller to the applicable IMS NLT 1 Dec. IMSs will ensure adequate documentation (i.e., listings/letters from contractor) is attached to justify the quantities on the AFMC Form 197 as this requires a change to the computed repair requirement.

3.7.1. The IMS notifies the LM, via E-mail, of the need to review ERR Worksheets. A single E-mail with a list of all the NSNs is most efficient. If the IMS has not received a response from the LM within 10 working days of the original E-mail, concurrence will be assumed and the IMS will continue with preparations.

3.7.2. The IMS also notifies the LM, via E-mail, of the need to review completed ERR Worksheets computing a repair variance of +/- 5 (qty) between the budget year requirements from the prior year versus the budget year requirements of the current year repair projections. The IMS will notify the LM of the potential Repair IPT requirement to review any NSNs with variances. The variance is based upon prior year repair quantity versus current repair requirements.

3.8. Logistics Manager Review. The LM will review the ERR Worksheets to approve and/or request necessary corrections. If the LM suggests any changes to the computed repair requirement, justification must be provided and documented on the ERR Worksheet. Each ERR Worksheet must be signed at the appropriate level as shown in **Attachment 2**.

3.9. Repair IPT. The LM will determine if the Repair IPT needs to convene to review the NSNs with the repair variance of +/- 5 (qty) and will serve as Team Lead. In some instances, the LM may have the information that explains the variance and an official meeting will not be necessary. If the Repair IPT is convened and it validates and/or documents any changes to the repair information, minutes must be attached to the ERR Worksheet and every team member must sign the ERR Worksheet. Formal IPTs with minutes are required for all repair requirements where the computed requirements have been altered (greater or less) from the original computed quantity if the extended dollar value of the repair in any year exceeds $1M. Formal IPTs with minutes are also required for all DoD-wide programs (i.e., pallets and nets) and for all repair programs where the extended dollar value of the repair in any year exceeds $5M (even if the computed repair has not been altered). These minutes must also be attached to the ERR Worksheet and documented in the remarks block. **(T-2).**

3.10. IMS. The IMS must ensure:

3.10.1. All quantities on the ERR Worksheet are accurate;

3.10.2. All required documentation is attached (see previous paragraphs);

3.10.3. All levels of review are complete and ERR Worksheets signed and provided to the PMS by the cut-off date (will be provided by 404 SCMS/GULA - usually 15 Apr). **Note:** When possible, IMS will provide ERR Worksheets to the PMS buyer/seller on an "as completed" basis so the PMS can begin gathering information as soon as possible.

3.11. PMS Review. The PMS will review the repair quantities per line item and make adjustments, as necessary, based on known or anticipated management production problems that will inhibit or prohibit induction/production of the planned workload. Adjustments made based on this knowledge must be coordinated with the IMS and documented as to the reason for the adjustment. All changes will be documented and signed onto the ERR Worksheet (documentation must be attached). Written justification must be provided for all deviations from the computed requirement. Formal IPTs with minutes are required for all repair requirements where the computed requirements have been altered from the original computed quantity if the extended dollar value of the repair in any year exceeds $1M. These actions, taken together, ensure that the equipment community computes an adequate, valid requirement to present to higher headquarters for future funds. The PMS will ensure the final repair requirement on the ERR Worksheet is what will be submitted to the budget. **(T-2).**

3.12. PMS Changes. If changes are made by the PMS, ERR Worksheets will be returned to the IMS for further review by all levels required (reference **Attachment 2**). The IMS will provide all final signed copies of the ERR Worksheet to the PMS buyer as quickly as possible, to ensure timely submission to the budget. IMS will need to provide justification for changes between current year computed repair requirement and previous year if necessary. Both the PMS and the IMS will retain signed, final copies (with documentation) of the ERR Worksheet for two years for audit purposes.

3.13. ERR OPR. The ERR OPR (Robins only) will provide a worksheet to the PMO and RCOs after close of the ERR database requesting review and possibly additional information to include, but not limited to, correction of PMS code, PCN, SOR, and shop flow days. Missing information will be provided to the IMS for input into the ERR Database. Suspense will be provided by 404 SCMS/GULA. The PMS will use this information, provided by an Excel spreadsheet, to review PCN totals for accuracy.

3.14. PMS Projection. PMS rolls NSN requirements to the PCN level to project MAJCOM requirements for the budget.

3.14.1. The PMS ensures accuracy of PCN and URC inputs into the CAM IT system.

3.14.2. The PMS prints the PCN requirements report from the CAM IT system and retains for two years.

3.15. Repair Requirements. The LM develops each MAJCOM repair requirement under the PCN. The PMS buyer and seller should be involved in this process. Factors considered typically include:

3.15.1. Past requirements;

3.15.2. Outstanding backorders;

3.15.3. Planned deliveries from both procurement and repair;

3.15.4. Reparables available and/or expected to generate;

3.15.5. SOR capacity to repair the required items;

3.15.6. Negotiations with field level users and/or MAJCOM representatives; and

3.15.7. MAJCOM in-use assets as a percentage of totals in-use assets.

3.16. 404 SCMS/GULA Review. The 404 SCMS/GULA will support the ERR determination process as outlined in **paras 1.13.6.7** through **1.13.6.14** of this manual.

3.17. AFLCMC Program Office Review. The AFLCMC Program Office is responsible for documenting requirements in collaboration with PMS buyer. The AFLCMC Program Office will:

3.17.1. Review and document requirements in CAM IT. AFMC/A4F will notify repair OPRs for necessary adjustments.

3.17.2. As applicable, host the SPM/PGM Validation and Prioritization Meeting.

3.17.3. Validate repair requirements.

3.17.3.1. Changes required as a result of the review are input into the CAM IT.

3.17.4. Publish the portfolio.

STACEY T. HAWKINS, Major General, USAF
Director of Logistics, Civil Engineering,
Force Protection and Nuclear Integration

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 23-101, *Materiel Management Policy*, 22 October 2020

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 63-101/20-101, *Integrated Life Cycle Management*, 30 June 2020

AFI 90-201, *The Air Force Inspection System*, 20 Nov 2018

AFMAN 63-143, *Centralized Asset Management Procedures*, 18 December 2020

AFMAN 65-604, *Appropriation Symbols and Budget Codes*, 1 October 2020

AFMCI 21-100, *Depot Maintenance Management*, 30 March 2021

AFPD 23-1, *Supply Chain Materiel Management*, 7 September 2018

Prescribed Forms

AFMC Form 197, *Contractor/Interservice Asset Visibility Report*

Adopted Forms

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

AF Form 847, *Recommendation for Change of Publication*

AFMC Form 318, *Item Contracting History Record*

Abbreviations and Acronyms

AAC—Acquisition Advice Code

ADL—Asset Distribution List

AETC—Air Education and Training Command

AF—Air Force

AFB—Air Force Base

AFI—Air Force Instruction

AFMC—Air Force Materiel Command

AFNWC—Air Force Nuclear Weapons Center

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFSAC—Air Force Security Assistance Center

AFSC—Air Force Sustainment Center

ALC—Air Logistics Complex

ALT—Administrative Lead Time

AMARG—Aerospace Maintenance and Regeneration Group

ANG—Air National Guard

AS—Allowance Standard

ATS—Automatic Test System

BC—Budget Code

BP—Budget Program

CAFDEx—Centralized Access for Data Exchange

CAM—Centralized Asset Management

CAM IT—Centralized Asset Management Information Technology

CAV AF—Commercial Asset Visibility Air Force

CEM—Communication-Electronic-Meteorological

CERC—Classified Equipment Requirements Computation

DoD—Department of Defense

DPAS—Defense Property Accountability System

DPAS FSM—Defense Property Accountability System Force Systems Management

DPAS PA—Defense Property Accountability System Property Accountability

EIP—Equipment Item Process

ERR—Equipment Repair Requirement

ERRC—Expendability, Recoverability, Reparability Category

ES—Equipment Specialist

FAD—Force Activity Designator

FDT—First Destination Transportation

FMS—Foreign Military Sales

FOO—Funded on Order

FSC—Federal Supply Class

FY—Fiscal Year

HQ—Headquarters

I&S—Interchangeability and Suitability

ISG—Interchangeability and Substitutability Group

IA—Index of Actions

ID—Identification

ILS-S—Integrated Logistics System-Supply

IMS—Inventory Management Specialist

IPT—Integrated Product Team

LM—Logistics Manager

MAJCOM—Major Command

MIPR—Military Interdepartmental Purchase Request

MMAC—Materiel Management Aggregation Code

NLT—No Later Than

NSN—National Stock Number

OPR—Office of Primary Responsibility

OSD—Office of Secretary Defense

PCN—Program Control Number

PEO—Program Executive Office

PICA—Primary Inventory Control Activity

PLT—Production Lead Time

PCLT—Procurement Lead Time Data

PMO—Production Management Officer

PMS—Production Management Specialist

PR—Purchase Request

PSC—Procurement Source Code

QTY—Quantity

RCO—Requirements Control Officer

RDT&E—Research, Development, Test and Evaluation

RMS—Requirements Management System

SAR—Supply Assistance Request

SAP—Security Assistance Program

SCC—Supply Condition Code

SCMS—Supply Chain Management Squadron

SE—Support Equipment

SGM—Sub-group Master

SICA—Secondary Inventory Control Activity

SM—System Manager

SOR—Source of Repair

SOS—Source of Supply

TRC—Type Requirement Code

UMMIPS—Uniform Materiel Movement and Issue Priority Sequence

URC—Unit Repair Cost

USAF—United States Air Force

VSCOS—Vehicle Supply Chain Operations Squadron

WRM—War Reserve Materiel

Terms

Acquisition Advice Code—A one-position alpha code that indicates how (as distinguished from where) and under what restrictions an item will be acquired.

Acquisition Method Code—Two-position code which indicates whether an item is eligible for competitive or direct (sole source) manufacturer procurement, and identifies the amount of technical screening applicable.

Additive ID—15-character field used to describe the additive requirement being input**.**

Administrative Lead Time—The period of time (in whole months) from the initiation of a PR/MIPR to date of contract or purchase order award.

Advice Code—Used to notify the source of supply of specific processing instructions required for submitted requisition transactions.

As of Date—Cut-off date for input data to be used in the computation (e.g., 30 Sep).

Budget Position—Buy operating position plus 12 months.

Buy Position—Current operating position.

CAV AF (Commercial Asset Visibility Air Force)—A web based application that allows for a wide range of reporting, to include carcass tracking and accountability while material is at the commercial activity. It also allows daily transaction reporting from the commercial repair activity.

Centralized Asset Management Information Technology (CAM IT) System—Used to define, validate, prioritize, and publish system sustainment requirements at the depot.

Contracting Information Database System (J018R)—Provides due-in asset information and lead-time pertaining to contractor bailments and purchase requests/military interdepartmental purchase requests.

Equipment—Separate, primary, end items (other than the weapon system itself) needed by an individual or organization to perform an assigned mission; normally do not lose their identity when in use; identified by ERRC codes of NF and ND.

Expendability, Recoverability Reparability, Category Code—Used to categorize AF inventory into various management groupings. These groupings determine the type of management used throughout logistics cycle, designate the process to be used in computing requirements, and are used in the reporting of asset and usage data.

First Destination Transportation—A 3% of unit price surcharge used for the cost of transportation to the first destination of the item.

Force Activity Designator—Roman numeral (I to V) that the Secretary of Defense, the Chairman of the Joint Chiefs of Staff, or a DoD Component assigns to a unit, organization, installation, project, or program to indicate its relative mission essentiality. The Force Activity Designator (FAD) is an integral part of the UMMIPS which defines the relative importance of a U.S. force, unit, activity, project, program, or foreign country to accomplishing DoD objectives. FADs are used in conjunction with Urgency of Need Designators to establish a matrix of priorities used for supply requisitioning and the transport system.

Generic Item—An NSN which applies to a military, federal, or adopted industry specification or standard which is used to procure actual items of supply that meet the specification or standard. Assets are not stocked under the generic NSN. The generic item does not represent an actual item of supply, but defines the performance of the items procured under the specification or standard. A generic master NSN will have an AAC of "W".

Gross Requirements—Quantity of approved authorizations and other justified AF needs for a given equipment item.

Index of Actions—Product which summarizes the results of an equipment item computation cycle.

Job Order Production Master System (G004L)—Used to provide management information to the Air Logistics Complex (ALC) Directorates of Maintenance on production operation under a standard management control system and provides aggregation of data for future applications, such as planning, requirement computations, and resource control. This system provides a direct line of communication with depot supply to query supply balances. The user can track customer work requests, record work authorizations, maintain temporary work plans, and record end item production. Data files are updated and maintained in both supply and maintenance through processing production issues and turn-in transactions. The system provides visibility of workload requirements, end item assets availability in depot supply and job order number data on all workloads.

Life Expectancy—Anticipated age, expressed in years, at which time the item will be retired from the inventory due to declining performance and/or excessive repair costs.

Major Command Code—Identifies the parent MAJCOM responsible for reporting in-place assets.

Master Item Identification Control System (D043)—Provides cataloging data for equipment items.

Mission Item Essentiality Code—A three position code that indicates how essential the item is to the wartime mission of the weapon system. It is comprised of the System Essentiality Code, Equipment Essentiality Code, and organizational Essentiality Code.

Order of Use—A 2-character alphabetic Subgroup code and a 1-character Parts Preference code that determines how the ISG family functions.

Percent of condemnations—Total used to compute the past condemnation percent to apply to the on-hands reparable and those reparables expected to generate.

Primary Inventory Control Activity Code—Identifies the location of the PICA (synonymous with the term SOS).

Procurement Lead Time—The summation of administrative and production lead-times (also known as acquisition lead time).

Procurement Source Code—A code identifying the source level from which unit/system will be purchased. Centrally Procured Support Equipment will always be assigned a PSC 5.

Production Lead Time—The time between the date of contract award (or purchase order) and the date of the first delivery of the production quantity.

Program Control Number—Identifies a particular workload for programming purposes. It consists of six positions: 1) Customer Code, 2) Repair Group Category designating the SOS ALC, 3) Pseudo Code, and 4-6) assigned by SOS ALC. It is the PMS's job to obtain a correct PCN code in order for repair to be programmed in the correct shop.

Requirements Control Officer—Individuals within the IMS groups that disseminate guidance, assist IMSs with equipment database issues and to help them understand equipment processes and tasks. RCOs also consolidate and submit the data inputs for reports required by the Center's Requirement OPR.

Retention Level—Calculated as 50% of the total gross requirement at the highest computed program position plus AF- directed and elected-to-hold quantities.

Secondary Inventory Control Activity Code—Identifies the location of the SICA (synonymous with the term SOS).

Subgroup Master—The subgroup master stock number is comprised of a four-position numeric FSC, a nine-position National Item Identification Number, and a two-position MMAC. It is the item in an I&S family which is commonly regarded as a suitable replacement for all other items in the family and as the preferred item for acquisition purposes. **Note:** Within a family headed by a generic master, the generic NSN is always designated as the master.

Termination Code—Indicates the reason for taking termination/reduction or non-termination action of funded/on-order assets.

Termination Level—Total gross requirement at the higher of the buy, budget, or budget +1 position.

Type Requirement Code—Categorizes types of additive requirements data on the Additive reference table.

Use Code—Indicates the type of record, type of requirement, and source of the record.

Attachment 2

SIGNATURE LEVEL OF EQUIPMENT COMPUTATION REQUIREMENTS, TERMINATIONS, EXCESS, & RETENTION

A2.1. PURPOSE. This table will be used to determine the signature level for all equipment computation requirements, termination, excess, & retention. It is understood that the signature requirements of each level are the lowest acceptable level required for approval. However, the lower levels are also required on each increasing level (in turn) up to the appropriate dollar value of the document. Signatures indicate review and validation of the product results and corresponding supporting documentation.

Table A2.1. Signature level Authority

Type of Document	IMS/ES/ LM/PM S	IMS Lead and/or 1st Line Supervisor	RCO/ SME	Section	Flight	Squadron	Group	Wing	Center
Comps for Buy/Budget Review Items (Mar Cycle)	$1 & UP IMS/ES/ LM	$1 & UP	$1 & UP (RCO)	$1 & UP	$1 & UP	$3M & UP	$5M & UP	$150 M & UP	$500M & UP
Comps computing a shortage through the Bud+1 position but not Buy/Budget Review Item (Mar & Sep Cycles)	$1 & UP (IMS) $100,000 & UP (ES/LM)	$1M & UP	$1M & UP (RCO)	$3M & UP	$5M & UP	$20M & UP	$50M & UP	$150 M & UP	$500M & UP
Equipment Rqmts Repair (ERR) Worksheet (Sep Cycle)	$1 & UP (IMS) $100,000 & UP (LM/PM S)	$1M & UP	$1M & UP (RCO)	N/A	$5M & UP	$20M & UP	$50M & UP	$150 M & UP	$500M & UP
Terminations (Final Comp Term Code) (Mar & Sep Cycles)	$1 & UP (IMS/LM) $100,000 & UP (ES)	$1 & UP	$1 & UP (RCO or SME)	$3M & UP	$5M & UP	$20M & UP	$50M & UP	$150 M & UP	$500M & UP
Excess Comp	$1 & UP	$1 & UP	$1M	$3M &	$5M	$20M &	$50M	$150	$500M

(Mar & Sep Comps)	(IMS/ES/ LM)		& UP	UP	& UP	UP	& UP	M & UP	& UP
Retention (Mar & Sep Cycles)	$1 & UP (IMS/ES/ LM)	$1 & UP	$1M & UP	$3M & UP	$5M & UP	$20M & UP	$50M & UP	$150 M & UP	$500M & UP
Note 1: For the ERR Worksheet (Sep Cycle), IMS and PMS supervisors must ensure limited "placeholder" requirements are set to $1,000 annually.									