

**BY ORDER OF THE COMMANDER,
51ST FIGHTER WING**

AFMAN 23-110, VOLUME 6, CHAPTER 4



**51ST FIGHTER WING
Supplement 1**

9 FEBRURY 2004

Supply

PRECIOUS METALS RECOVERY PROGRAM

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OPR: 51 LRS/LGRSP
(SSgt La'Sherree D. Watson)
Supersedes AFMAN 23-110, Vol 6,
Chap 4/51 FW Sup 1, 24 April 2002

Certified by: 51 MSG/CC (Col Robert D. Kopp)

Pages: 3
Distribution: F

This supplement applies to all units deployed, assigned, attached, or tenant to the 51st Fighter Wing.

SUMMARY OF REVISIONS

New or revised material is due to the merger of the 51st Supply & Transportation Squadrons.

AFMAN 23-110, 1 January 2004, Volume 6, Chapter 4, is supplemented as follows:

4.2.1. The installation commander delegates the appointment of the installation Precious Metals Recovery Program (PMRP) manager to the 51 LRS/CC. The 51 LRS/CC will appoint, in writing, the primary and alternate PMRP manager for the installation (51 LRS/LGRDCI).

4.2.9. The PMRP manager will schedule each participating activity for review of operations, documentation, and adherence to overall program requirements. A copy of the Staff Assistance Visit (SAV) schedule will be forwarded to the generating activity prior to each visit.

4.2.14. Records and quantities of CIC "R" material on hand will be audited by disinterested personnel semiannually.

4.3.4. Activities generating precious metals will do the following:

4.3.4.1. Appoint primary and alternate unit PMRP monitors and forward the appointment letter, signed by the respective commander, to 51 LRS, Attn: PMRP manager (51 LRS/LGRDCI). Ensure letters are kept current as personnel changes are made. See attachment 1, this supplement, for a sample unit PMRP monitor appointment letter.

4.3.4.2. Coordinate with 51 LRS Training Element (51 LRS/LGRST) to set up initial training for PMRP monitors.

4.3.4.3. Coordinate with installation PMRP manager concerning any contracted work where government-furnished material containing precious metals is used.

4.3.4.4. Maintain a unit PMRP file and ensure it contains AFMAN 23-110, Vol 6, Ch 4/51 FW Sup 1, appointment letters (unit and shop), self-inspections, audits, monitors, training certificates, turn-ins, last two installation PMRP manager visits, hypo solution testing, items laboratory tested for the presence of precious metal, and any reports concerning the safeguarding of items segregated by the stock number.

4.3.4.5. For turn-in of precious metal items, scrap, and residue, prepare two copies of AF Forms 2005 for each precious metal item to be turned in. Ensure items are properly identified, tagged, packaged, and segregated by stock number.

4.3.4.6. Maintain all copies of turn-in documentation for one year after the turn-in is accomplished.

4.3.4.7. Conduct self-inspections semiannually. Prior to the PMRP manager's annual review, forward a copy of these reviews to 51 LRS/LGRDCI.

4.3.4.8. Ensure timely corrective actions are taken on all PMRP manager review findings.

4.18.4. For items with federal stock group listed in paragraph 4.18.3 of this chapter and worth over \$100,000, the 51 LRS Consolidated Customer Support Element (CCSE) will annotate on all AF Forms 9 and DD Forms 1346-6, "May require insertion of DFARS Provision 52.208.7004 IAW DFARS, Part 8 subpart 8.73, Provision 52.208.7305."

Attachment 1

SAMPLE APPOINTMENT LETTER

MEMORANDUM FOR 51 LRS/Installation PMRP Manager (LGRDCI)

FROM:

SUBJECT: Unit PMRP Appointment Letter

The following individuals are appointed the primary and alternate PMRP monitor for (your unit name).

Primary Name:

Rank:

DEROS:

Duty Phone:

Bldg:

Alternate Name:

Rank:

DEROS:

Duty Phone:

Bldg:

Type of equipment used for recovery (if applicable):

Type of precious metals scrap/residue generated:

Date of monitor training completed:

Primary:

Alternate:

ORGANIZATION COMMANDER

SIGNATURE BLOCK

MAURICE H. FORSYTH, Brigadier General, USAF
Commander, 51st Fighter Wing