

**BY ORDER OF THE COMMANDER
AIR FORCE SPACE COMMAND**



**AIR FORCE SPACE COMMAND INSPECTION
CHECKLIST 23-1**

3 JANUARY 2000

Supply

**BASE SUPPLY OPERATIONAL READINESS
INSPECTION (ORI) (UNITS)**

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Supersedes AFSPCCL 23-1. 2 Nov 98.

Certified by: LGS (Col Albert N. Tinianow)
Pages: 3
Distribution: F

This checklist reflects command requirements for Supply units at all applicable levels to prepare for and conduct internal reviews. It applies to HQ AFSPC and all AFSPC subordinate units.

SUMMARY OF REVISIONS

This revision primarily realigns critical and non-critical items.

- 1.** References have been provided for each critical item. Critical items have been kept to a minimum and are related to public law, safety, security, fiscal responsibility and/or mission accomplishment.
- 2.** This publication establishes a baseline checklist. The checklist will also be used by the Command IG during applicable assessments. Use the Checklist at **Attachment 1** as a guide only. AFSPC Checklists will not be supplemented. Units may produce their own standalone checklists as needed to ensure an effective and thorough review of the Base Supply Operational Readiness program. Units are encouraged to contact the Command Functional OPR of this checklist to recommend additions and changes deemed necessary.

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Director of Logistics

Attachment 1

BASE SUPPLY OPERATIONAL READINESS INSPECTION (ORI) (UNITS)

Table A1.1. Checklist.

SECTION 1: BASE SUPPLY			
MISSION STATEMENT (WING, GROUP): To ensure base supply assists organizations in obtaining and safely using the necessary supplies, equipment, petroleum, clothing, and provides effective communication channels to allow units to sustain their wartime operations.			
1.1. CRITICAL ITEMS:	YES	NO	N/A
1.1.1. Does the Chief of Supply (COS)/Supply Manager have a Supply Readiness Control Center (SRCC) established to support wartime mission requirements? (AFMAN23-110V2PT2)			
1.1.2. Is a process used to ensure classified assets are properly managed, protected and inventoried at the required intervals? (AFMAN23-110V2PT2CH18/20)			
1.1.3. Are procedures in-place to issue mobility bags and weapons when requested by the using commander? (AFMAN23-110V2PT2CH26)			
1.1.4. Are procedures developed to ensure the deploying custodians maintain accountability for mobility equipment (including weapons) when deployed? (AFMAN23-110V2PT2CH22)			
1.1.5. Only task-qualified personnel with Air Force Specialty Code (AF-SC)2FOX1 or host nation military, civilian equivalent, sister service/country equivalent is allowed to conduct fuels or cryogenics handling operations. Non-fuels personnel may augment as second person for two-man safety coverage. (AFI23-201 para 1.121.1 and para 3.4.2)			
1.1.6. Are aircraft fuels servicing requests received through the Command Post maintenance coordination function and has the Command Post provided written servicing priorities for assigned, tenant and transient aircraft? (AFI23-201, para 2.8.6)			
1.1.7. Is the DOC statement reviewed to ensure the ability to provide the designated support requirements? (AFI23-201, para 5.4.1)			
1.1.8. Are there written procedures in emergency support plans to provide power when generators cannot be prepositioned? Supply must have written agreements with CE (documented in a Base Emergency Support Plan) detailing priority requirement to provide emergency power to key supply facilities. (AFI23-201, para 5.11.3)			
1.1.9. Does the Fuels Operations Supervisor review aircraft flying schedules for fuels support requirements and tailor work shifts accordingly? (AFI23-201, para 6.1.2)			

<p>1.1.10. Is the Resource Control Center equipped with: (AFI23-201, para 7.4)</p> <p>1.1.10.1. A standardized base grip map with fuels facilities marked or highlighted?</p> <p>1.1.10.2. A fuels alert recall roster?</p> <p>1.1.10.3. Disaster/emergency checklists or operation instructions?</p> <p>1.1.10.4. An alternate parking plan to relocate fueling equipment?</p>			
<p>1.1.11. Does the fuels accounting supervisor review current inventory status of all products and other pertinent information on receipts, storage and issue transactions and ensure stock availability to support peacetime operating stock and bulk petroleum war reserve stock? (AFI23-201, para 7.3.1.8)</p>			
<p>1.1.12. If fuels operation instructions and checklists are required, assign individual identification number and review at least annually. (AFI23-201, para 1.20)</p>			
<p>1.1.13. Are Bulk Petroleum Contingency Reports (REPOL) submitted IAW Joint Reporting Structure Logistics? (CJCSI3150.14, para 5.5.2.1)</p>			