

**BY ORDER OF THE CHIEF,
NATIONAL GUARD BUREAU**

**AIR NATIONAL GUARD POLICY
DIRECTIVE 90-2344**

9 JULY 2004

Command Policy



**COMPLIANCE AND STANDARDIZATION
REQUIREMENTS LIST (C&SRL)
LOGISTICS READINESS SQUADRON (LRS)
STOCK FUND MANAGEMENT**

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This publication implements Air Force Policy Directive (AFPD) 90-2, *The Inspection System*, and is applicable to all Air National Guard (ANG) Logistics Readiness Squadrons (LRS). This C&SRL supports guidance in Air Force Manual (AFMAN) 23-110, *USAF Supply Manual*. Send all **Recommendations for Change of Publication** to ANG Supply Policy and Procedures section (ANG/LGSPP), 3500 Fetchet Avenue, Andrews AFB, MD 20762-5157.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

For purposes of this publication the term Operations Officer will be taken to mean Chief of Supply.

1. General. The items listed do not constitute the order or limit the scope of the inspection/assessment. As a minimum, units will use this directive in conjunction with unit self-assessments. To add additional internal compliance items units will supplement this policy directive. The Inspector General (IG) may use this publication in whole or in part during evaluations and exercises.

1.1. An asterisk (*), when used indicates a key inspection item/area as identified by ANG functional areas. These key areas are the keys to a successful mission and/or items that are required by public laws. In addition, these are items where non-compliance could result in injury of personnel, unnecessary cost, or possible litigation.

Table 1. Functional Area Stock Fund.

ITEM NO.	ITEM AND REFERENCES <i>(All references are to AFMAN 23-110 unless otherwise indicated.)</i>	YES	NO	N/A
1.*	Are the following computer products used for preparation of operating programs, surveillance of performance, and analysis of operations to determine impact on General Support Division/ Material Support Division (GSD/MSD) operations? Part 10, Chapter 1, Paragraph 1.34.			
1.1.	Materiel Acquisition Control Record (MACR)(D08/GV975)?			
1.2.	Daily Project Fund Management Report/Organization Cost Center Report (PFMR/OCCR) Update and Reconciliation list? (D11/GV969)?			
1.3.	The Base Supply Surveillance Report (D20/GV821), Part One-free issue and credit code Y turn-ins and Part Seven-unit price variance?			
1.4.	Stock Fund Financial Inventory Accounting (FIA) Code Listing (D32/GV949)?			
1.5.	Stock Fund Stratification Program (M20/GV827)?			
1.6.	PFMRs (M35/GV970)?			
1.7.	A&F Stock Fund Due-Out Reports (M36/GV977)?			
1.8.	Local Purchase (LP) and Military Standard Requisitioning and Issue Procedures (MILSTRIP) Research and Follow-up List (M37/GV997)?			
1.9.	Readiness Spares Package (RSP) Requirements Report (Q07/ GV848)?			
2.*	Does the Stock Fund Manager review the <i>Stock Fund on Order, In-transit, Payable List (M01)</i> to monitor and initiate corrective action for transactions in error? Part 10, Chapter 1, Paragraph 1.34.1.7. and Attachment 1B10.			
3.	Does the Stock Fund Manager monitor funds (3080) (M07/ GV987) provided to the base for purchase of investment equipment to ensure equipment approved for purchase meet the stipulated restrictions? Part 10, Chapter 1, Paragraph 1.72.1.2. and Chapter 2, Paragraph 2.23.7.			
4.*	Does the Stock Fund Manager brief the Operations Officer and staff on the actual stock fund operation relative to projected operations? Chapter 2, Paragraph 2.23.5.			

ITEM NO.	ITEM AND REFERENCES <i>(All references are to AFMAN 23-110 unless otherwise indicated.)</i>	YES	NO	N/A
5.	Does the Stock Fund Manager compile historical data for trend analysis, develop and maintain briefing charts as required? Part 10, Chapter 1, Paragraph 1.83.2. and Chapter 2, Paragraph 2.23.5.			
6.	Does the Stock Fund Manager prepare and manage the operating budget for the Operations Officer cost center? Part 10, Chapter 1, Paragraph 1.14.2. and Chapter 2, Paragraph 2.23.6.			
7.	Does the Stock Fund Manager coordinate with Stock Control on approval or disapproval of all Stock Fund adjusted stock level (ASL) requests? Chapter 2, Paragraph 2.23.11.			
8.*	Does the Stock Fund Manager approve or disapprove free issues prior to issue of property? Part 10, Chapter 1, Paragraph 1.20.2-3.			
9.	Is the impact of program-generated, non-reimbursable issues on the stock fund monitored? Part 10, Chapter 1, Paragraph 1.20.5.			
10.	Does the Stock Fund Manager review obligated due-outs using the Accounting and Finance Stock Fund Due-Out Report (M36)? Chapter 2, Paragraph 2.23.8.2.			
11.*	Does the Stock Fund Manager approve all credit code "Y" after ensuring it meets authorized conditions? Part 10, Chapter 1, Paragraph 1.23.1.2.			
12.	Is the General Support Operating Program (GSOP) prepared according to instructions in the "Call" letter and Chapter 6? Volume 1, Part 3, Chapter 6, Paragraph 6.17.			
13.*	Are all Initial Spares and War Reserve Materiel (WRM) obligations reported as required? Part 10, Chapter 1, Paragraph 1.54.2.1. and Paragraph 1.63.			
14.*	Are requests for reverse post of direct charge and forced no credit turn-ins routed by the Stock Fund Manager for approval? Part 10, Chapter 1, Paragraph 1.18.1-2.			
15.	Are the Stock Fund Manager and the Operations Officer members of the Financial Working Group and act as technical advisors to the Financial Management Board? Part 10, Chapter 1, Paragraph 1.10 and 1.11			
16.	Is the PFMR monitored to ensure adequate funds are loaded to maintain day-to-day mission support sales? Chapter 2, Paragraph 2.23.13.3.			

ITEM NO.	ITEM AND REFERENCES <i>(All references are to AFMAN 23-110 unless otherwise indicated.)</i>	YES	NO	N/A
17.	Are A911/907 Management Notices used to notify the resource advisor that additional funds are required? Part 10, Chapter 1, Paragraph 1.21.3.			

DANIEL JAMES III, Lieutenant General, USAF
Director, Air National Guard

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

Abbreviations and Acronyms

A&F—Accounting and Finance

ASL—Adjusted Stock Level

FIA—Financial Inventory Accounting

GSD—General Support Division

GSOP—General Support Operating Program

LP—Local Purchase

MACR—Materiel Acquisition Control Record

MILSTRIP—Military Standard Requisitioning and Issue Procedures

MSD—Material Support Division

OCCR—Organization Cost Center Record

PFMR—Project Fund Management Record

RSP—Readiness Spares Package

WRM—War Reserve Materiel