

**BY ORDER OF THE INSTALLATION  
COMMANDER**



**AIR FORCE MANUAL 23-110, VOLUME II,  
PART TWO, CHAPTER 31**

**CHARLESTON AIR FORCE BASE  
Supplement 1**

**3 APRIL 2004**

**Supply**

**BASE CIVIL ENGINEER SUPPLY SUPPORT  
PROCEDURES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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Pages: 1

Distribution: F

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**AFMAN 23-110, Vol II, Part 2, Chapter 31 is supplemented as follows:** This supplement is not applicable to Air National Guard and US Air Force Reserve units. Ensure all records created by this instruction are maintained and disposed of IAW AFMAN 37-139, *Records Disposition Schedule*.

31.7.3. Individual Equipment Element support is done via the Government Purchase Card through the National Institute for the Blind (NIB).

31.8. A dedicated base supply warehouse is not required.

31.10. Base Civil Engineer (BCE) logistics personnel will generate a list of issue exception code G items semiannually to review nonstandard items via automated stock number user directory (ASNUD). The 437th Logistics Readiness Squadron Consolidated Customer Support Section (CCSS) will act as the point of contact.

31.14.2. BSE logistics personnel will load new item records into the civil engineer materiel acquisition system (CEMAS) after performing the necessary research and the CCSS will be responsible for loading new item records into the Standard Base Supply System (SBSS).

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Commander