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| Chapter3, FAFBSUP1, | Distribution: F |
| 23 September 1997 | |

AFMAN 23-11, Volume 2, Part 13, Chapter 3 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*.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

3.2.2.1. Requests for supplies will be submitted to Customer Service Center (CSC) or Aircraft Parts Store (APS). HAZMAT requests are submitted through the Envision Xpress. A HAZMAT account can be set up at Envision Xpress and paid for on a properly coded Government Purchase Card (GPC).

3.2.2.1.3. (Added) During post-post periods, when the SBSS is down, expedite-only issue requests (priority 1 through 3 and priority 4 for Vehicle Maintenance when used with UJC AF) will be accepted for processing.

3.2.2.6. (Added) Requests for none-equipment (ERRCD XB) facility repair and construction type items must be coordinated through 92 CES/CEOM (GOCESS) prior to submission to CSC.

3.3.1.1. (Added) Delivery time at Fairchild AFB will be as follows:

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| Priority 01-02 | 30 Minutes |
| Priority 03 | 1 Hour |
| Priority 04 | 4 Hours, or next scheduled sweep. |
| Priority 05 | 8 Hours, or next scheduled sweep, but no later then the next duty day. |

3.6. The functions of Bench Stock Support (BSS) are consolidated with CSC.

3.7.1. The Commander, 92d Logistics Readiness Squadron (92 LRS) has taken the option to have the unit bench stock monitor input routine bench stock replenishment requests over a remote terminal. The option to waive the weekly walk through will be requested by the supported bench stock via letter to CSC (92 LRS/LGRSPC).

3.7.4. Immediate requirements for bench stock items will be submitted to CSC or APS for the quantity immediately required only.

3.9. A formal semiannual review will not be conducted. The S04 is ran on the third Monday of each month, and forwarded to the customer for review.

3.10.2. Requests for supply point additions, deletions, etc., will be sent to 92 LRS/LGRD.

3.13. Field Maintenance (FM) Local Manufacture Procedures. These instructions outline responsibilities and procedures applicable to the Fairchild AFB Local Manufacture Program.

3.13.1. (Added) Responsibilities. The overall responsibility of the FM Local Manufacture Program rests with 92d Logistics Readiness Squadron and the 92d Maintenance Squadron Fabrication Flight. Procedures for procurement of local manufactured items can be found in MSG OI 23-1, *Maintenance Squadron Local Manufacture Procedures*.

3.14. Routine requests for non-stock numbered items must be accompanied by a DD Form 1348-6. Contact CSC, Bldg. 2045, to resolve any difficulty in preparation.

3.16.2.1. (Added) Items selected for withdrawal must be required and authorized by service/defense agency regulations. Unserviceable property may be withdrawn regardless of supply asset position, provided the requirement is for a valid purpose such as training. Request assistance in determining stock numbers from the CSC. Issue the stock numbers furnished by DRMO.

3.16.2.2. (Added) Once excesses have been selected for withdrawal from Fairchild DRMO, the activity desiring the materiel should coordinate with DRMO to have the property "frozen" for issue and completion of a DRMO Form 103, Screener's Tally Request to Freeze Excess Surplus Property.

3.16.3. (Added) After documentation processing by CSC personnel, the DD Form 1348-1A, DoD Single Line Item Release/Receipt Document, will be hand carried to DRMO by the customer in exchange for the desired assets.

3.16.4. (Added) Units desiring to withdraw excesses at other DRMO activities can use the world wide Government Search Form on the Internet web page address [HTTP://WWW.DRMS.COM](http://www.drms.com) to locate assets. Once assets are found on the Internet, coordinate with SSC to obtain the desired assets.

3.24.3. (Added) Organizations must contact Storage and Issue to request TRIC "FCU" action for a change in the unit issue or unit price. See Attachment 1 for format.

LINDA S. HURRY, Major, USAF
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