

**BY ORDER OF THE COMMANDER  
43D AIRLIFT WING**

**AFMAN 23-110, VOLUME 6, CHAPTER 4**



**POPE AIR FORCE BASE  
Supplement 1  
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**Supply**

**PRECIOUS METAL RECOVERY PROGRAM  
(PMRP)**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**AFMAN 23-110, Volume 6, Chapter 4, is supplemented as follows:** This supplement prescribes guidance to ensure effective management and implementation of the Precious Metal Recovery Program (PMRP) at Pope AFB. This supplement also establishes additional requirements not otherwise specified in this publication. Provide comments and suggested improvements to this publication on AF Form 847, **Recommendation for Change of Publication**, or via official correspondence with flight commander concurrence to 43d Logistics Readiness Squadron/Procedures & Accountability (43 LRS/LGRSP). **Records Disposition:** Documentation created by this publication will be maintained and disposed of IAW AFMAN 37-123, *Management of Records*, and AFMAN 37-139, *Records Disposition Schedule*, accessible on-line at <http://www.e-publishing.af.mil/>.

**SUMMARY OF REVISIONS**

**This document is substantially revised and must be completely reviewed.**

This revision aligns paragraphs with basic manual and delegates the authority to appoint the PMRP for the installation to the 43 LRS/CC. 4.2.1. Appointment of the PMRP manager and alternate is delegated to the 43 LRS/CC.

4.2.1.1. (Added) The installation PMRP manager and alternate is the Superintendent, Receiving Section and the Chief Inspector, 43 LRS/LGRMR, extension 4-6382/6375 assigned from within the 43 LRS Materiel Management Flight. The designated manager will be assigned for a recommended 2 years.

4.2.2. The installation PMRP manager and organizational PMRP monitors will maintain a current copy of AFMAN 23-110, Volume 6, Chapter 4, to include MAJCOM and local supplements.

4.2.3. The organizational PMRP monitors will accomplish this list and forward a copy to the installation PMRP manager, 43 LRS/LGRMR. The installation PMRP manager will maintain and validate this list on an annual basis.

4.2.5.1. (Added) Squadron commanders will appoint, in writing, a primary and alternate organizational PMRP monitor.

4.2.6.1. (Added) Squadron commanders will appoint, in writing, an individual(s) to receipt and issue items assigned Controlled Item Code (CIC) "R." This letter should be accomplished at the same time the letter appointing the organizational PMRP monitors is done. A copy of the letter will be sent to the installation PMRP manager to place in file. The installation PMRP manager will provide a copy of the appointment letters to the customer service section (43 LRS/LGRSC) to add the names to the Supply Assets Tracking System (SATS) user database. If the individual appointed has been issued a SATS smart card, they will be notified by the customer service section to have their card updated. Newly appointed individuals without a SATS Smart Card will submit a request to enable them to receipt and issue CIC "R" items.

4.2.7.1. (Added) Squadron commanders will appoint in writing an individual(s) to harvest the silver flake and sludge from the electrolytic unit/change cartridges if their unit uses electrolytic recovery units and/or silver recovery cartridges.

4.2.8. The installation PMRP manager will ensure PMRP monitors frequently initiate and maintain a self-inspection program. The installation PMRP manager will develop and provide a self-inspection checklist to organizational PMRP monitors. The installation PMRP manager will also provide the format to reply to discrepancies identified during the inspection.

4.2.9. The PMRP manager will visit each participating activity at least once every 2 years. This visitation will, as a minimum, comment on the following: review of operations, documentation, accountability jacket file for silver recovery units, non-availability documentation, safeguarding/resource protection, required training and adherence to overall program. Copies of the report will be provided to the organization commander, PMRP monitor and 43 LRS/LGRSP. No-notice inspections will not take place within 3 months before or after scheduled inspections. The installation PMRP manager will have both schedules posted in the PMRP book. The organizational PMRP monitors will sign and date the checklist created by the PMRP manager when inspections are accomplished.

4.2.11. Unit PMRP monitors will contact the servicing DRMO for guidance concerning segregation of precious metals and if containers are needed at the generating location for setup.

4.2.12. Unit PMRP monitors will notify the servicing DRMO when recovery equipment, repair parts, or supplies are needed.

4.2.14. The unit PMRP will establish a file for audit purposes for items identified with a CIC "R." The files will contain the following as a minimum.

4.2.14.1. (Added) Issue documents and turn-in documents to DRMO.

4.2.14.2. (Added) Location of CIC "R" items within the squadron.

4.2.14.3. (Added) Copies of appointment letters.

4.2.14.4. (Added) Copies of visitation, audits (by disinterested person semi-annually), and training aids.

4.3.2.3. Forward a copy of the installation appointment letter to the MAJCOM PMRP manager.

4.9.1.1. (Added) The Non-Destructive Investigation (NDI) Lab, Dental Lab, and Hospital Radiology Services are units who conduct silver recovery processing and will maintain records to include identification of:

4.9.1.1.1. (Added) The organization from which the silver recovery solution was received.

4.9.1.1.2. (Added) The quantity of silver solution processed.

4.9.1.1.3. (Added) Processing date.

4.9.1.1.4. (Added) Signature of the unit PMRP monitor.

4.9.1.2. (Added) Organizations generating used hypo solution will maintain records to include:

4.9.1.2.1. (Added) Quantity of hypo solution turned in to the processing point.

4.9.1.2.2. (Added) Date hypo solution was turned in.

4.9.1.2.3. (Added) Signature of processing point unit PMRP monitor.

4.11.1. The fine precious metals listed by national stock number (NSN) in paragraph 4.10 are valued using market prices listed in the "Market Review, Market Summary" business section of a local published newspaper.

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Commander