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WAR RESERVE MATERIEL (WRM) PROGRAM GUIDANCE AND PROCEDURES

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This instruction implements AFPD 25-1, *War Reserve Materiel*, 30 May 1995, DoD Directive 3110.6, *War Reserve Materiel Policy*, 9 November 2000, and AFI 25-101*, War Reserve Materiel (WRM) Program Guidance and Procedures*, 25 October 2000. It establishes the Pacific Air Forces (PACAF) War Reserve Materiel (WRM) program, defines WRM guidance, explains WRM procedures, establishes WRM management, reporting and surveillance systems, details costs to use WRM during peacetime, and assigns WRM program management responsibilities for WRM managed under Program Element Code 28031. This instruction excludes medical WRM (which is governed by AFMAN 23-110 Vol 5 and AFCSM 41-230 Vol 2) and munitions WRM (which is governed by AFI 21-201 with requirements covered in the classified Non-Nuclear Consumables Annual Analysis (NCAA)). This publication does not apply to the Air National Guard or US Air Force Reserve units and members. This publication may be supplemented by lower organizational elements.

(7AF) This supplement applies to all personnel managing WRM commodities assigned, attached, or associated to units in 7th Air Force.

SUMMARY OF REVISIONS

This complete rewrite of PACAFI 25-101, War Reserve Materiel (WRM) Program Guidance and Procedures, dated 12 March 1999 includes major revisions and numerous minor administrative changes. Due to the number and scope of these changes, it is necessary to read the entire document to gain a complete understanding of its contents. PACAFI 25-101 was totally restructured to mirror the Chapter structure of the parent instruction, AFI 25-101. Most chapters have been completely rewritten from the ground up to address policy/procedural inadequacies. Major wholesale changes include; expanding, standardizing and extracting Peacetime Use Request (PUR) guidance into it's own chapter (Ch 6), detailing the cost (per

type of WRM item) to use WRM during peacetime, exercises contingencies etc, establishment of a program and process to track and report WRM readiness by location on a quarterly basis, relaxation of the requirement that WRM monitors "must" be 7 level technicians at short tour locations, clarifying the 607 Air Support Group's (607 ASG) role in approving PUR of vehicles in Korea, incorporating changes due to revisions to AFI 25-101, establishing pallet and net tracking guidance through Air Force Equipment Management System (AFEMS) and formalized reporting of WRM facilities requirements and shortfalls by base/wing. Other significant revisions include updates to the Financial guidance in **Chapter 7**, to include adding a flow chart showing the steps in the budget/ funding process as well as inclusion of the standardized budget/unfunded formats that were mandated via interim message changes to PACAFI 25-101. Lastly, we've included expanded procedures for base, NAF and MAJCOM WRM program managers, war planners and staff agencies to address outload of malpositioned WRM, plus mandated WRM items be listed in both part I and part II of the Installation Base Support Plan. Previously, WRM was only listed in the BSP part II. New or revised material is indicated by a bar (|).

(7AF) This supplement is a complete rewrite of the previous version. Due to the number and scope of the changes, it is necessary to read the entire document to gain a complete understanding of its contents. Headings have been added for each area to make it easier to locate sections and cross reference to PACAFI 25-101. Procedural differences have been identified between Main Operating Bases (MOB) and Collocated Operating Bases (COB). References to QAE are interchangeable with QAP.

PACAFI 25-101, 18 January 2002, is supplemented as follows:

Chapter 1— FUNCTIONAL AREA RESPONSIBILITIES 19

Section 1A General 19

1.1. Purpose. 19

1.2. Objectives. 19

1.3. Responsibilities in USAF Publications and other chapters. 19

1.4. Delegation. 19

1.5. Functional and Organizational Titles. 19

1.6. Interchangeability of Titles. 19

1.7. Relationship to Contracts or Memorandum of Understanding International (MOUI). 19

1.8. Storage Responsibilities. 20

Section 1B Organizational Relationships 20

1.9. General. 20

1.10. Command War Reserve Materiel Officer (CWRMO). 20

1.11. Command WRM Staff. 20

1.12. HQ PACAF WRM Functional Managers. 20

1.13. Numbered Air Forces. 20

1.14. Base-Level Structure. 20

Section 1C HQ PACAF Responsibilities 20
1.15. General. 20
1.16. PACAF/LGXW. 21
1.17. PACAF/CEXX. 25
1.18. PACAF/DOTW. 25
1.19. PACAF/DOXU. 26
1.20. PACAF/FMAO. 26
1.21. PACAF/IN-FDO. 26
1.22. PACAF/ALOC. 26
1.23. PACAF/LGSF. 27
1.24. PACAF/LGSP/LGSR. 27
1.25. PACAF/LGSWI. 28
1.26. PACAF/LGTR. 28
1.27. PACAF/LGTT. 28
1.28. PACAF/LGTV. 28
1.29. PACAF/LGW. 29
1.30. PACAF/LGMF. 29
1.31. PACAF/LGC. 29
1.32. PACAF/SGML. 29
1.33. PACAF/SVX. 29
1.34. PACAF/XPM. 30
1.35. PACAF/XPXX. 30
1.36. HQ PACAF WRM Functional Managers: 30
1.37. PACAF/RSS. 31
Section 1D Numbered Air Force (NAF) Responsibilities 31
1.38. NAF. 31
Section 1E Base-Level Responsibilities 33
1.39. Wing/Installation Commander. 33
1.40. Commander, Logistics Group (LG). 33
1.41. WRMO/WRMNCO. 33
1.42. Chief of Supply. 36
1.43. Chief of Transportation. 37

1.44. Maintenance Squadron Commander. 38
1.45. Commander, Support Group (SPTG). 38
1.46. Civil Engineer. 38
1.47. Services Commander. 39
1.48. DLA. 39
1.49. Chief of Communications-Computer Systems. 39
1.50. Comptroller. 40
1.51. Director of Base Medical Services. 40
1.52. WRM Program Element Manager (PEM). 40
1.53. WRM Monitor. 41
Table 1.1. WRM Continuity Book Contents 43
1.54. WRM Review Board. 44

Chapter 2— WRM PROGRAM MANAGEMENT 45

Section 2A General 45
2.1. Purpose. 45
2.2. Objectives. 45
2.3. WRM Defined. 45
2.4. Program Priorities. 45
2.5. Relationship to War Planning. 45
2.6. Relationship to Other Chapters. 46
2.7. Policy and Procedures. 46
2.8. Responsibilities. 46
2.9. Terms, Acronyms, Abbreviations and Definitions. 46

Section 2B Program Administration 46
2.10. Publications and Forms. 46
2.11. Correspondence Files. 46
2.12. Base Supplements. 46
2.13. Waivers. 47
2.14. Points of Contact. 47
2.15. Classification Guidance. 47
2.16. Conflicting Publications. 47

2.17. Changes. 47
2.18. Time Frames 48
2.19. Decision Logic Tables and Specified Action Tables. 48
Section 2C HQ PACAF and NAF Management 48
2.20. General. 48
2.21. WRM Staff Assistance Visits (SAV). 48
2.22. HQ PACAF Approval of Peacetime Use. 50
2.23. HQ PACAF Directed Peacetime Use of WRM. 50
Section 2D Base-level Management 50
2.24. WRM Review Board. 50
2.25. Training. 51
2.26. Unit Inspections. 52
2.27. Wartime Planning. 53
2.28. Administration. 55
Section 2E Classification Guidance 57
2.29. General. 57
2.30. DoD 5200.1-R/AFI 31-401Basic Guidance. 57
2.31. Inquiries. 58
2.32. WRM Consumables. 58
2.33. Limiting Factors. 59
2.34. Inspection Results. 59
2.35. Staff Assistance Visit Reports. 59
Table 2.1. HQ PACAF Contact Points (General). 60
Table 2.2. HQ PACAF Contact Points (Storage and Marking). 60
Table 2.3. HQ PACAF Contact Points (Consumables). 61
Table 2.4. HQ PACAF Contact Points (Equipment). 62
Table 2.5. HQ PACAF Contact Points (Maintenance). 63
Table 2.6. HQ PACAF Contact Points (Miscellaneous Subjects). 63
Chapter 3— WRM MAINTENANCE MANAGEMENT 64
Section 3A General 64

3.1. Purpose. 64
3.2. Objectives. 64
3.3. Responsibilities. 64
3.4. Inspection/Maintenance Intervals. 65
3.5. Manpower. 68
3.6. Quality Assurance. 68
3.7. Corrosion Control. 68
3.8. Condition/Status Tagging. 69
3.9. Publications. 69
3.10. Requests for Assistance. 69
3.11. Repair Parts. 70
3.12. Technical Order/TCTO Procedures. 70

Section 3B Rotation of WRM Assets 71

3.13. Rotation. 71
3.14. Rotation Schedule. 71
3.15. Unique Equipment. 71
3.16. Exemptions From Mandatory Rotations. 72
3.17. Procedures. 72
3.18. Rotation of Medical Vehicles. 72

Section 3C Maintenance of other WRM Assets 72

3.19. WRM Consumables Maintenance (See Ch 8) 72
3.20. WRM Vehicle Maintenance. (See Ch 9) 72
3.21. WRM Equipment Maintenance (See Ch 10) 72

Table 3.1. Technical Publication References. 72
Table 3.2. Requests for Maintenance Capability Assistance. 74
Table 3.3. Base-Level Maintenance Responsibilities. 74
Table 3.4. Inspection Intervals for Built-up Tanks. 75

Chapter 4— WRM REQUIREMENTS DETERMINATION 77

Section 4A General 77

4.1. Purpose. 77
4.2. Objective. 77

4.3. Requirements Determination. 78
4.4. Prepositioned WRM. 79
4.5. WRM Support Concepts. 79
Table 4.1. WRM Commodities and Relationship of Planning and Authorization Documents. 80
Table 4.2. WRM Asset Responsibilities. 80
Table 4.3. WRM Organizational Responsibilities. 82
Table 4.4. Composition Code Listing References - First Position (ALPHA). 82

Chapter 5— STORAGE AND MARKING OF WRM 83

Section 5A General 83
5.1. Purpose. 83
5.2. Objectives. 83
5.3. Applicability. 83
5.4. Relationship to Other Publications 83

Section 5B Storage of WRM 83
5.5. General. 83
5.6. Facilities Guidance. 84
5.7. Security and Safety. 85
5.8. Collocating. 85
5.9. Packing and Crating. 86
5.10. Shelf-Life Control. 86
5.11. Waivers. 86
5.12. General Storage Responsibilities. 86
5.13. WRM Equipment. 87
5.14. Vehicles. (See **Chapter 9**) 88
5.15. WRM Consumables. 88
5.16. WRM Subsistence 91

Section 5C Marking of WRM 91
5.17. General. 91
5.18. Waivers. 91
5.19. Marking Criteria. 91
5.20. Tagging. 92

5.21. Serial Numbers. 93
Table 5.1. Prepositioning WRM at Storage Locations. 94
Table 5.2. Base-Level Storage Responsibilities. 96
Table 5.3. Condition Tagging of WRM. 97

Chapter 6— USE OF WRM IN PEACETIME 99

Section 6A General 99
6.1. Purpose. 99
6.2. Objectives. 99
6.3. Policy. 99
6.4. Situational Criteria. 99
6.5. Peacetime Use vs. Peacetime Maintenance. 100

Section 6B Release Authority and Approval Requirements 100
6.6. Approval. 100
6.7. PUR Format and Justification. 101
6.8. Extended Use of WRM. 102
6.9. Timeliness of Requests. 102
6.10. HQ PACAF Directed Peacetime Use of WRM. 102
6.11. Base Level. 103

Section 6C WRM Commodity Guidance 103
6.12. WRM Vehicles. 103
6.13. Tanks and RAP. 104
6.14. Rations/MREs. 105
6.15. ABDR Trailers. 105
6.16. Bare Base Assets. 105

Section 6D Exercise Use 105
6.17. HHQ Exercises. 105
6.18. Inspector General. 106
6.19. Local Exercises. 106

Section 6E Reconstitution 107
6.20. Fee For Use. 107

6.21. Documentation/Surveillance. 108
Figure 6.1. Sample Peacetime Use Request (PUR). 110

Chapter 7— WRM FINANCIAL MANAGEMENT SYSTEM 112

Section 7A General 112
7.1. Purpose. 112
7.2. Objectives. 112
7.3. The WRM Financial System. 112
7.4. Acquisition, Budgeting, and Funding. 112
7.5. Support Funding. 113

Section 7B WRM Program Element Codes 113
7.6. General. 113
7.7. PEC 28031. 113
7.8. Exclusions. 114

Section 7C Base-Level WRM Financial Management 114
7.9. General. 115
7.10. Development of the Base WRM Budget. 115
7.11. Distribution and Allocation of WRM Funds. 115
7.12. Monitoring WRM Funds. 116
7.13. Base-Level Financial Management System. 116
7.14. Reprogramming. 116
7.15. Unfunded Requirements. 117

Section 7D HQ PACAF WRM Financial Management 118
7.16. Development of HQ PACAF WRM Budget. 118
7.17. Funds Allocation. 118
7.18. Reprogramming. 118
7.19. POM Review. 118

Section 7E WRM Peacetime Use in Support of a Foreign Nation 118
7.20. General. 118
7.21. Procedures. 119

Section 7F WRM Equipment Budgeting and Funding 119

7.22. General. 119
7.23. Factors. 119
7.24. Requirements. 120
Table 7.1. Relationship of Budget Codes to Acquisition of WRM Commodities. 120
Figure 7.1. WRM Financial Management Flow Chart. 121
Figure 7.2. FINPLAN/Budget Format. 122
Figure 7.3. Quarterly Spending Update. 123
Figure 7.4. Unfunded Update Report. 124
Figure 7.5. Budget Execution Report Format. 125

Chapter 8— WRM CONSUMABLES MANAGEMENT 126

Section 8A General 126
8.1. Purpose. 126
8.2. Objectives. 126
8.3. PWSP – Non Munitions Summary Document. 126
8.4. Munitions Summary Document. 126

Section 8B Responsibilities 126
8.5. HQ PACAF/LGXW: 126
8.6. Base level WRMO/NCOs: 127
8.7. Categories of WRM Consumables. 127
8.8. Authorization Documents. 127
8.9. Item Identification. 128
8.10. Expenditure Per Sortie Factors (EPSFs). 128
8.11. Stockage Objectives. 128
8.12. Prepositioning Criteria. 128
8.13. Supply Levels. 128
8.14. Acquisition. 128
8.15. Excesses/Shortages/Unserviceable Assets. 129
8.16. Budgeting and Funding. 129

Section 8C Base Level Processing 130
8.17. General. 130

8.18. W-Details. 131
8.19. Verification. 131
8.20. Requisitioning. 131
8.21. Storage and Prepositioning. 132
8.22. Planning Document Updates. 132
8.23. Administrative and Security. 133
8.24. Points of Contact. 133
8.25. Application of Peacetime Stocks. 133

Section 8D Inventory Management Plan (IMP) 134

8.26. General. 134
8.27. Objectives. 134
8.28. Requirements Determination. 134
8.29. Distribution and Review. 134
8.30. Deviations, Waivers, and Changes. 135

Section 8E Liquid Oxygen (LOX)/Liquid Nitrogen (LIN) 135

8.31. General. 135
8.32. Objective. 135
8.33. Prepositioning Criteria. 135
8.34. Base Level Processing. 136

Section 8F Additional WRM Consumable Commodity Guidance 136

8.35. Chaff (Non-Pyrotechnic). 136
8.36. Deicing Fluid. 136
8.37. Film and Related Chemistry. 136
8.38. Meals Ready to Eat (MRE). 137
8.39. Oil. 137
8.40. Oxygen (IIC 280X). 137
8.41. Tanks. 138

Section 8G WRM Consumables Maintenance 139

8.42. General. 139
8.43. Corrosion Control of Storage Drums. 139
8.44. Oil. 139

8.45. Bulk POL 139
8.46. Racks, Adapters, Pylons (RAP), Guns, Gun Barrels, and Components, (General). .. 139
8.47. Aircraft Tank Maintenance. 143
8.48. Inspection Intervals and Procedures (Canistered Tanks). 144
8.49. Tank Crate Maintenance. 144
8.50. Canister Maintenance. 144
8.51. Tank Serviceability Test. 145
Table 8.1. Categories of WRM Consumables. 146
Table 8.2. Expenditure Per Sortie Factor Organizational Responsibilities. 147
Table 8.3. WRM Consumables Authorization Documents. 147

Chapter 9— MANAGEMENT OF WRM VEHICLES 148

Section 9A General 148
9.1. Purpose. 148
9.2. Objectives. 148
9.3. Total Fleet Concept. 148
9.4. Waivers. 148
9.5. Prepositioning and Storage Concepts. 148
Section 9B WRM Vehicle Requirements Determination and Planning Process 150
9.6. Authorizations. 150
9.7. Authorization Source. 150
Section 9C Responsibilities 152
9.8. Refer to **Table 9.1.** to determine vehicle responsibilities by echelon. 152
Table 9.1. Responsibilities Matrix for Management of WRM Vehicles. 152
Section 9D Vehicle Maintenance 156
9.9. Inspection, Preparation, Storage, and Maintenance. 156
Section 9E Vehicle Operations 158
9.10. WRM Vehicle Fleet Management. 158
9.11. Equipment Support, Care and Exercising. 159
9.12. Rotations. 160
Section 9F WRM Vehicle Assignment and Prepositioning/Storage 160

9.13. Peacetime vehicles. 160
9.14. Prepositioning/Storage of Pure WRM Vehicles. 160
Section 9G Records 161
9.15. OLVIMS Organization Codes for WRM Vehicles. 161
9.16. Fleet Management WRM Module of OLVIMS. 161
9.17. Authority for Peacetime WRM Vehicle Release. 161
9.18. Operator's Inspection Guide and Trouble Report. 161
Section 9H Peacetime Use of WRM Vehicles 162
9.19. WRM Readiness. 162
9.20. Policy. 162
9.21. Procedures for Release of WRM Vehicles. 163
9.22. Vehicle Release Authority. 163
9.23. Cost Computation for Use of WRM Vehicles. 164
Table 9.2. Types of Vehicle Authorizations. 164
Chapter 10— WRM EQUIPMENT MANAGEMENT 166
Section 10A General 166
10.1. Purpose. 166
10.2. Objectives. 166
10.3. WRM Equipment Categories. 166
10.4. Mobility Equipment. 167
10.5. HQ PACAF WRM Functional Managers and Functional Users. 167
10.6. Relationship to AFMAN 23-110. 169
10.7. Relationship to other Chapters. 169
Table 10.1. Table of Contents. 169
Section 10B Requirements Determination 169
10.8. General. 169
10.9. Criteria for WRM Equipment. 169
10.10. Factors Affecting WRM Equipment. 170
Section 10C War Plans Additive Requirements Report (WPARR) 170
10.11. General. 170

10.12. Annual Reconciliation of the WPARR—HQ Process. 170
10.13. Annual Reconciliation of the WPARR—Base Level Process. 170
10.14. Annual Reconciliation of the WPARR—PACAF RSS Process. 171
10.15. Expendable authorizations. 172
10.16. Base-Level Requested WPARR Changes. 172
10.17. AF Form 601, ACR, or AF Form 1032. 173

Section 10D Joint-Use (JU) Procedures 174

10.18. General. 174
10.19. Concept. 174
10.20. Applicability. 174
10.21. Timing. 174
10.22. Identification. 175
10.23. Procedures. 175
10.24. Joint-Use Documentation. 175
10.25. Off-base/Unserviceable Equipment. 175
10.26. Changes to JU status. 175

Section 10E Equipment Coding 175

10.27. Use Codes. 175

Table 10.2. Use Code. 176
10.28. Using/Storing Command Codes. 176

Table 10.3. Command Code. 176
10.29. Composition Codes. 176
10.30. WRM Base Codes. 176

Section 10F Custody Receipts 177

10.31. General. 177
10.32. Procedures. 177
10.33. Expendable Authorizations. 177

Section 10G Redistribution, Requisition, Preposition, Replacement, and Inventory 177

10.34. General. 177
10.35. Redistribution. 177
10.36. Requisitioning. 177

Table 10.4. Project Code. 178
10.37. Expendable shortages. 178
10.38. Prepositioning. 178
10.39. Replacement 178
10.40. Inventory. 178
Section 10H WRM/JU Equipment Maintenance Status Charts 178
10.41. General. 178
10.42. Equipment Requiring Maintenance. 178
10.43. Equipment Not Requiring Maintenance. 179
Section 10I Rotation of WRM Equipment 179
10.44. Rotation. 179
10.45. Rotation Schedule. 179
10.46. Unique Equipment. 179
10.47. Exemptions. 179
10.48. Procedures. 180
Section 10J WRM Equipment Budgeting and Funding 180
10.49. General. 180
10.50. Factors. 180
10.51. Requirements. 180
Section 10K WRM Packaging 180
10.52. Packing and Crating. 180
Section 10L Additional Guidance on WRM Equipment Categories 180
10.53. Beds and Bedding. 181
10.54. Pallets, Nets, and Tie-Down Equipment. 181
10.55. Refueling, LOX, and LIN Equipment. 182
10.56. Medical Equipment. 183
10.57. Communications Equipment. 183
10.58. Rapid Runway Repair (RRR) Sets. 183
Table 10.5. WRM Equipment Responsibilities. 184
Table 10.6. WRM Organizational Responsibilities. 185
Table 10.7. Composition Code Listing References - First Position (ALPHA). 185

Figure 10.1. Sample Joint-Use Candidate Worksheet. 187
Figure 10.2. Sample Memo for Annual Installation WRM Pallet and Net Requirements. 188
Figure 10.3. Determining Requirements for Baggage and Weapons Pallets. 189

Chapter 11— WARTIME SUBSISTENCE MANAGEMENT 190

Section 11A General 190

11.1. Purpose. 190
11.2. Objectives. 190
11.3. Policy. 190
11.4. Applicability and Terms. 190

Section 11B HQ PACAF Procedures 191

11.5. General. 191
11.6. Planning Documents. 191
11.7. Requirements Determination. 191
11.8. Storage Planning. 191
11.9. Redistribution of WRM Subsistence. 192
11.10. Peacetime Use of WRM Subsistence. 192
11.11. Rotation Planning. 192
11.12. Agreements. 192

Section 11C Base-level Procedures 192

11.13. Planning. 192
11.14. Storage. 193
11.15. Marking/Tagging. 193
11.16. Inspection. 193
11.17. Rotation. 193
11.18. Wartime Delivery. 193
11.19. Requirements Determination. 194
11.20. Reporting (See **Chapter 12**). 194

Chapter 12— WRM REPORTING SYSTEMS 195

Section 12A General 195

12.1. Purpose. 195

12.2. Objective. 195
12.3. Minimize. 195
12.4. Distribution. 195
12.5. Local Reports. 195
Section 12B WRM Reports 195
12.6. General. 195
Section 12C Command Unique Reports 196
12.7. PACAF Command Unique Reporting Requirements. 196
Section 12D Standardized WRM Reports 198
12.8. Maintenance Tracking Report. 198
12.9. War Plans Additive Requirements Reports - Part I. 198
12.10. Special Spares Listing (R-34). 199
12.11. Wartime Consumables Distribution Objective (WCDO) Report. 199
12.12. Q07 Report. 199
12.13. R07 Report. 199
12.14. Pallet and Net Report 199
12.15. R18 SBSS/LOGFAC Interface Report. 199
12.16. Limiting Factor (LIMFAC) Report. 199
12.17. SORTS Reporting. 200
Table 12.1. WRM Reports. 201
Figure 12.1. Sample of Quarterly Peacetime Use/Reconstitution Data Report. 202
Figure 12.2. Quarterly WRM Readiness Report. 203
Figure 12.3. Sample Annual WRM Storage and Maintenance Facilities Requirements Report. . 206
Figure 12.4. Annual WRM Storage and Maintenance Facilities Requirements Report. 207
Figure 12.5. Monthly Base RAPSTAT Detail Report. 207
Figure 12.6. Monthly NAF RAPSTAT Report. 211

Attachment 1— GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION 217

Attachment 1 (Added-7AF)— SAMPLE CSR 224

Attachment 2— PUBLICATIONS 226

Attachment 2 (Added-7AF)— PEACETIME USE REQUEST PROCESS FLOWCHART 231

Attachment 3— STENCILING BUILT-UP TANKS 232

Attachment 4— WRM DISPERSAL PLANNING FACTORS 233

Attachment 5— SAMPLE WRM DISPERSAL WORKSHEET 236

Attachment 6— INTEGRATION OF NON-TPFDD WAR RESERVE MATERIEL (WRM) INTO LOGMOD 237

Chapter 1

FUNCTIONAL AREA RESPONSIBILITIES

Section 1A—General

1.1. Purpose.

This chapter describes the responsibilities of Pacific Air Force (PACAF) War Reserve Materiel (WRM) Functional Managers (FAMs). Generally, the responsibility for managing assets in WRM is the same in peace as it is in war.

1.2. Objectives.

1.2.1. Describe organizational relationships.

1.2.2. Define various levels of responsibilities from PACAF management to base level management.

1.3. Responsibilities in USAF Publications and other chapters.

1.3.1. WRM management responsibilities appearing in other USAF publications are incorporated into this instruction. The responsibilities included in this chapter are general in nature. Specific responsibilities are prescribed in other chapters that assign responsibilities to an organizational element function within PACAF.

1.4. Delegation. The authority to carry out these responsibilities can be delegated to any responsible persons at the unit level. Exceptions require a waiver to this instruction. The responsibility itself will not be delegated. The authority to carry out responsibilities assigned to the War Reserve Materiel Officer (WRMO)/War Reserve Materiel NCO (WRMNCO) will never be delegated. The delegation of responsibilities to carry out WRM duties in no way relieves the primary function or person from accountability for the welfare of the WRM program.

1.5. Functional and Organizational Titles. Due to organizational variations within PACAF, this instruction uses functional and organizational titles, which apply to the majority of PACAF units. If a PACAF unit does not have an assigned person or function, the organization or function coming closest to the title in question will be responsible.

1.6. Interchangeability of Titles. This instruction may refer to a given organizational entity, function, or title by a different name. In addition, when reference is made to “base,” this term is synonymous with the base-level WRM program to include those at Main Operating Bases (MOBs) or Collocated Operating Bases (COBs).

1.7. Relationship to Contracts or Memorandum of Understanding International (MOUI). When a service contract or Memorandum of Understanding International (MOUI) addresses a WRM management function and is to be performed by a contractor or under a Host Nation Agreement the Headquarters (HQ) PACAF WRM Functional Manager will coordinate on the applicable statements of work.

1.8. Storage Responsibilities. This instruction specifies storage and maintenance responsibilities by unit. When a specified unit does not exist on base, or cannot provide required support, then the host unit with similar assets will provide maintenance, storage and accountability along with any available space in order to support that unit . The manner in which this is done should be to the discretion of the WRM Program Manager (WRMPM) and Chief of Supply, or equivalent.

1.8.1. See **Chapter 5 Section 5B** - storage of WRM, for further guidance.

Section 1B—Organizational Relationships

1.9. General. This instruction supplements existing lines of command and control with a functional staff line for WRM management.

1.10. Command War Reserve Materiel Officer (CWRMO). The Chief, War Support Branch (LGXW), is designated as the CWRMO. The CWRMO will ensure the provisions of this instruction and other WRM-related publications are adhered to within PACAF and that WRM is managed to meet program objectives. The CWRMO provides staff guidance to HQ PACAF WRM Functional Managers and to Numbered Air Force (NAF)/base-level War Reserve Materiel Program Managers (WRMPM), WRMOs/WRMNCOs, and other WRM managers. The CWRMO interfaces with HQ USAF, other MAJCOMs, and other HQ PACAF agencies on WRM matters. See **Section 1C** for additional information.

1.11. Command WRM Staff. Certain personnel assigned to the HQ PACAF/LGX make up the command WRM staff. They are the focal points for daily management of WRM throughout PACAF. They consult and interface with the WRMOs/WRMNCOs, and other WRM functional managers throughout the Numbered Air Forces operating within PACOM. See **Section 1C** for additional information.

1.12. HQ PACAF WRM Functional Managers. These are the command commodity and maintenance functional managers who perform WRM functions outlined in **Section 1C** and **Table 2.1.** through **Table 2.6.**These managers interface and coordinate with each other, the CWRMO, the command WRM staff, base-level WRM managers and their Air Staff counterparts as necessary.

1.13. Numbered Air Forces. The NAF Logistics Plans function will assume management responsibility for WRM within their Area of Responsibility (AOR) and will coordinate WRM issues with NAF functional experts and CWRMO/staff and base-level managers. A WRMO and/or a WRMNCO will be designated as the primary POC for WRM issues, as required. See **Section 1D** for additional information.

1.14. Base-Level Structure. The WRMO/WRMNCO provide overall management of the base level WRM program while the WRM Monitors serve as the functional experts and provide day to day repairs and direct management of WRM assets.

Section 1C—HQ PACAF Responsibilities

1.15. General. PACAF/LGX is the designated MAJCOM WRM Program Manager (WRMPM). The CWRMO is the day-to-day focal point for all WRM related issues, to include developing and maintaining a balanced PACAF WRM program which best meets USAF objectives within available resources and funds. Other HQ PACAF/LGX personnel comprise the CWRMO staff. They are the focal points for daily management of WRM as described in this instruction to include interface with the action officers desig-

nated as HQ PACAF WRM Functional Managers, the CWRMO, WRMNCOs, other WRM program element managers, and monitors at base-level. See **Table 2.1.** thru **Table 2.6.** for additional guidance. The specific responsibilities of the CWRMO, HQ PACAF WRM Functional Managers, and other HQ PACAF staff agencies are described below.

1.16. PACAF/LGXW. The CWRMO is responsible for planning, programming, organizing, implementing, controlling, evaluating, and coordinating the program. The CWRMO is assisted by the command WRM staff and duly appointed HQ PACAF WRM Functional Managers. The CWRMO will ensure the PACAF WRM program meets the program objectives in **Chapter 2**. This section describes the functional activities of the CWRMO.

1.16.1. Planning and Programming. The CWRMO has the responsibility to review and evaluate any planning or programming documents, which includes WRM and/or impacts the PACAF WRM program.

1.16.1.1. The CWRMO reviews, evaluates, and coordinates on all PACAF and base-level plans with provisions to use WRM. PACAF agencies conducting a review or writing a change or revision to such plans will coordinate these activities with PACAF/LGX.

1.16.1.1.1. Coordinate on PACAF OPlans and OPORD that require use of WRM assets.

1.16.1.1.2. Review Base Support Plans (BSPs) and other plans for adequacy of planning to use WRM.

1.16.1.1.3. Ensure WRM requirements in support of USAF and PACAF war plans are calculated. This includes projection of out-year requirements for use in programming storage, equipment, manpower and funding support for these requirements.

1.16.1.1.4. Devise and implement capability analysis of WRM commodities relative to PACAF plans.

1.16.1.1.5. Participate in readiness initiatives regarding WRM.

1.16.1.2. The CWRMO reviews/prepares the PACAF WRM Program Objective Memorandum (POM) input to ensure WRM-related issues have been included in the POM and are justified. If WRM-related issues have been excluded, the CWRMO will bring the matter to the attention of the appropriate HQ PACAF agency.

1.16.1.3. The CWRMO will participate in the budgeting and funding process with respect to WRM as outlined in **Chapter 7**, this instruction.

1.16.1.4. The CWRMO is the primary point of contact regarding WRM-related segments of the military construction program. The CWRMO will monitor facilities projects related to WRM. Projects for covered storage of WRM will be pursued.

1.16.1.5. New weapon systems brought into the command require the establishment of WRM authorizations for wartime support of these systems. The CWRMO will participate in the development of WRM support for new weapon systems. System support should be introduced into the PACAF WRM program at the same time as the system itself. The CWRMO will ensure PACAF WRM functional managers participate in this process and that appropriate milestones for WRM support of the new system are included in the programming plan.

1.16.1.6. Ensure total wartime support requirements are reduced to minimum levels by application of peacetime resources and various host nation support programs.

1.16.2. Organizing and Staffing. The CWRMO will coordinate all WRM-related manpower matters with the PACAF/XPM and the applicable functional agency involved. The CWRMO will participate in the establishment or revision of any manpower standards developed to support any WRM-related function in the command.

1.16.3. Implementing. The decision to preposition WRM in PACAF will be based on an analysis of data and planning factors provided by WRM managers within the command. These include, but are not limited to: storage capability and capacity, existing stocks, out-year requirements, manpower/funds availability, construction programs, maintenance capability, security, and other considerations. Once the decision to preposition is made, the authorizations will be included in the appropriate authorization document. The CWRMO implements the command WRM program with respect to all WRM commodities except medical WRM. Specific functions are as follows:

1.16.3.1. The CWRMO ensures all WRM requirements authorized for prepositioning are calculated and distributed. This includes the calculation of authorizations in the PACAF WRM Storage Plan (PWSP) and providing guidance, assistance, and coordination on determining/validating other authorizations, e.g., War Plans Additive Requirements Report (WPARR).

1.16.3.2. Assists in providing PACAF bases with the Wartime Aircraft Activity Report (WAAR) for locations that receive a munitions and non-munitions War Consumables Distribution Objective (WCDO).

1.16.3.3. Coordinates on the dissemination of WRM requirements for consumables including Liquid Oxygen (LOX), Gaseous Oxygen (GOX), Liquid Nitrogen (LIN), Tanks, Racks Adapters Pylons (RAP), and deicing fluid to PACAF bases.

1.16.3.4. Manages the PWSP, to include:

1.16.3.4.1. The CWRMO reviews the War and Mobilization Plan Volume 4 (WMP-4), Wartime Aircraft Activity (WAA), and, in coordination with other PACAF agencies, assigns prepositioning codes to each PACAF line of activity.

1.16.3.4.2. Obtaining and verifying Expenditure Per Sortie Factors (EPSF) from appropriate HQ PACAF agencies or other MAJCOMs and making changes to the MAJCOM WARCON file.

1.16.3.4.3. Initiating changes to the item identification code (IIC) file.

1.16.3.4.4. Developing, publishing, and distributing.

1.16.3.4.5. Coordinating WCDO-related matters with HQ PACAF agencies and other using commands.

1.16.3.4.6. Providing guidance to HQ PACAF WRM Functional Managers and PACAF bases regarding storage concepts for non-munitions consumable items.

1.16.3.5. Actions to reduce malpositioning of WRM assets will be pursued.

1.16.3.6. The CWRMO will assist with activities to alleviate command excesses and shortages of WRM.

1.16.4. Controlling.

1.16.4.1. The CWRMO is responsible for the establishment, interpretation, and revision of policy and procedures regarding the PACAF WRM program. This is accomplished through the publication of this instruction and the transmittal of policy guidance letters or messages.

1.16.4.1.1. Recommend approval or disapproval of waivers to this instruction.

1.16.4.1.2. Resolve conflicts between this instruction and other publications.

1.16.4.1.3. Develop inspection criteria for the WRM program and review WRM-related Inspector General (IG) inspection checklists.

1.16.4.1.4. Provide guidance and assistance to resolve reported WRM limiting factors to include elevation to HQ USAF.

1.16.4.1.5. Provide functional staff guidance to WRM managers in the command.

1.16.4.2. Based on current and out-year requirements, the CWRMO advises HQ PACAF WRM Functional Managers on the redistribution and/or disposition of WRM prepositioned in PACAF.

1.16.4.3. Designate PACAF bases to acquire, store, and report WRM commodities through coordination with HQ PACAF WRM Functional Managers.

1.16.4.4. Approve, disapprove, or coordinate peacetime use of WRM in accordance with **Chapter 6**.

1.16.5. Evaluating. The CWRMO evaluates the PACAF WRM program on a recurring basis ensuring program objectives are being met. The data for this evaluation process comes from multiple sources. The primary source is the HQ PACAF WRM Functional Managers who collect data from their base-level counterparts. Second, the CWRMO staff collects and evaluates data provided by the field. (See **Chapter 12**) Third, the PACAF Aviation Logistics Operations Center (ALOC), the Regional Supply Squadron and the PACAF/IG provide data as necessary. After the data is collected, analyzed and evaluated, the CWRMO and staff use the results to correct program deficiencies, reverse unfavorable trends, resolve problems and limiting factors, and revise policy, procedures, requirements, plans and programs. The results may be used for briefings, position papers, and background data for a variety of uses.

1.16.5.1. Basic WRM data collection and reporting systems/requirements are outlined in **Chapter 12**. In addition, special data collection reports may be required on a case-by-case for specific purposes.

1.16.5.1.1. The CWRMO reviews any reports containing evaluations of the PACAF WRM program. The CWRMO will assist in resolving noted problems

1.16.5.2. The CWRMO devises systems to analyze and evaluate the WRM program relative to its capability to support PACAF war and contingency plans. Such capability analysis takes many forms, such as assessment of WRM to support a given Mission Design Series (MDS) or Planned Operating Base (POB), as well as the support capability of a given WRM commodity or group of commodities.

1.16.5.2.1. Participate in OPlan development for theater force beddown by evaluating logistics impacts and costs involved and ensuring the command is aware of these impacts and costs prior to the final decision on each beddown.

1.16.5.2.2. Review and evaluate wartime planning factors used for WRM requirements to ensure such factors are complete, accurate, and properly interpreted.

1.16.5.3. The CWRMO may request appropriate WRM be included as IG special interest items. Monitor corrective actions on WRM discrepancies in IG reports and USAF and PACAF audit reports.

1.16.5.4. Recommend changes to the USAF WRM program to HQ USAF and/or Air Force Materiel Command (AFMC) as appropriate.

1.16.5.5. Evaluate or coordinate on proposed additions to WRM commodities to ensure they meet AFI 25-101 criteria.

1.16.5.6. Monitor Status of Resources and Training System (SORTS) reports for WRM, as applicable.

1.16.5.7. Review and evaluate base supplements to this instruction.

1.16.5.8. WRM Review Board Minutes are reviewed by the CWRMO and then routed to the CWRMO staff along with comments and instructions.

1.16.5.9. Perform WRM Staff Assistance Visits (SAV). See **Chapter 2**.

1.16.6. Coordinating. The CWRMO and the CWRMO staff must be in the coordination cycle on all matters pertaining to the WRM program except medical. The CWRMO and the CWRMO staff will coordinate WRM matters with WRM managers at all levels. Such coordination ensures all aspects of the WRM system are considered when decisions are made which affect the system.

1.16.6.1. HQ PACAF Staff members must remember to coordinate any WRM correspondence with the CWRMO.

1.16.6.2. Background, talking, and position papers pertaining to the WRM program generated by the HQ PACAF staff will be coordinated with the CWRMO or the staff.

1.16.6.3. The CWRMO staff will attend meetings or conferences where a WRM-related topic is on the agenda, time and budget permitting.

1.16.6.4. The CWRMO staff should be designated as an OCR for taskers involving readiness and its effect on WRM.

1.16.6.5. When limiting factors are related to the WRM program, the CWRMO will provide guidance/assistance to the HQ PACAF WRM Functional Manager(s) or HQ PACAF agency designated to resolve the problem. Unless the limiting factor involves WRM policy or procedures, the CWRMO will not be designated as the OPR to resolve the problem.

1.16.6.6. The CWRMO will pursue initiatives pertaining to the USAF WRM program with HQ USAF, HQ AFMC, and other MAJCOM CWRMOs as appropriate. The PACAF CWRMO is also a voting member of the USAF WRM Integrated Product Team (IPT) and Bare Base IPT. These initiatives will be limited to policy and procedural matters. WRM commodity related issues will be handled by the applicable HQ PACAF WRM Functional Managers.

1.16.6.7. Interface with WRM managers within PACAF and at HQ USAF and MAJCOMs to ensure WRM commodities are at their highest level of readiness to support USAF and PACAF war and contingency plans.

1.16.6.8. Participate and coordinate on redistribution and/or disposition of WRM commodities except munitions and bulk Petroleum Oil and Lubricants (POL).

1.16.6.9. Coordinate on changes to WRM Allowance Standard (AS) documents and participate in annual reviews as required.

1.16.6.10. Review and coordinate on the PACAF WPARR and changes thereto.

1.16.6.11. Participate in the determination of wartime subsistence requirements.

1.16.6.12. Coordinate on command-to-command Inter/Intraservice agreements and MOUs that address WRM.

1.17. PACAF/CEXX. The Chief, Readiness Plans and Deployments Branch, will:

1.17.1. Act as the HQ PACAF WRM Functional Manager for WRM fire extinguishers, fire-fighting agents, fire-fighting rescue vehicles, and fire-fighting equipment according to **Table 4.2.**

1.17.2. Act as the HQ PACAF WRM Functional Manager for WRM demineralized water plant equipment and production, water purification equipment, and items according to **Table 4.2.**

1.17.3. Assume responsibility for WRM demineralized water support as follows: Determine fixed and portable demineralized water plant, storage bladders or tanks, and chemical requirements in coordination with PACAF/LGSF based on OPlan requirements. Provide requirements to PACAF/LGX for inclusion in the WPARR.

1.17.4. Act as the HQ PACAF WRM Functional Manager for aircraft arresting systems and other items according to **Table 4.2.**

1.17.5. Act as the HQ PACAF WRM Functional Manager for WRM Rapid Runway Repair (RRR) equipment.

1.17.6. Provide wartime planning for use of RRR, housekeeping, (HE) equipment, and PACAF T550.

1.17.7. Participate in Allowance Standard review, as necessary.

1.17.8. Advise PACAF/LGSW/LGX of the number of RRR sets required for each location for inclusion in the WPARR.

1.17.9. Know the status of the command WRM by item. Will have a master list of the WRM in their functional area, by location, to include serviceable condition, quantities, excesses, TCTOs and any off-base requisition numbers.

1.17.10. Monitor all funding and unfunded requirements to maintain WRM in their functional area.

1.18. PACAF/DOTW. The Chief, Weapons and Tactics Branch, in coordination with PACAF/XPXX will:

1.18.1. Select the mix of electronics warfare consumable items (e.g., chaff, flares, squibs, etc.) for each tactical MDS and utilization role in the Wartime Aircraft Activity (WAA).

1.18.2. Verify/validate items Expenditure Per Sortie Factor (EPSF)s and rack factors annually when requested.

1.18.3. Provide EPSFs for external fuel tanks and suspension equipment.

1.18.4. Verify/validate the Nonnuclear Consumables Annual Analysis (NCAA) annual inputs and select the proper aircraft gun for each Model/Design/Series (MDS) and role in the WAA.

1.18.5. Verify/validate items and EPSFs/rack factors when requested, and will obtain the concurrence of NAF operational planners in relevant EPSFs/rack factors.

1.18.6. Coordinate on the inputs of EPSFs by other Operations Directorate and Intelligence Directorate divisions.

1.18.7. Select the proper mix of consumables for each MDS and utilization role in the WAA not being provided by other DCS/Operations and Intelligence divisions.

1.18.8. Provide Tanks and RAP requirement numbers and gun/gun barrel EPSFs to PACAF/LGX/LGW/LGM.

1.19. PACAF/DOXU. The Chief, Special Operations Branch, will:

1.19.1. Advise and coordinate with the CWRMO on WRM support for special operations forces.

1.19.2. Review the WPARR for those WRM equipment requirements in direct support of special operations forces.

1.19.3. Review EPSFs for special operations aircraft included by AFSOC in the WARCON Factor File to ensure they are in consonance with planned wartime employment tactics. Forward differences to AFSOC in coordination with PACAF/LGX and PACAF/XPXX.

1.20. PACAF/FMAO. The Chief, Budget Operations and Maintenance Branch, will:

1.20.1. Assist WRM managers at HQ PACAF with including O&M funding requirements in each FY budget.

1.20.2. Allocate O&M funds to base-level organizations in coordination with the CWRMO and HQ PACAF WRM Functional Managers.

1.20.3. Monitor the use of funds and keep the CWRMO and HQ PACAF WRM Functional Managers advised of the status of O&M funds.

1.20.4. Reprogram funds for use in defraying WRM costs when such funds are available. This action will be coordinated with the CWRMO and HQ PACAF WRM Functional Managers.

1.20.5. Assist, where possible, in obtaining funds for unfunded or unprogrammed WRM requirements identified during the fiscal year.

1.20.6. Identify Emergency and Special Program(ESP) codes for use in accumulating WRM-related costs for special projects. Formulate and distribute procedures for use of ESP codes.

1.21. PACAF/IN-FDO. The foreign disclosure officer will advise and coordinate with the CWRMO on WRM matters regarding disclosure authority.

1.22. PACAF/ALOC. The Commander, Aviation Logistics Operations Center, will:

1.22.1. Support the CWRMO by providing functional and or staff experience to better manage the Command's WRM program.

1.22.2. Schedule and coordinate WRM Staff Assistance Visits to bases across PACAF when requested by the CWRMO.

1.22.2.1. Provide team member(s) to WRM staff assistance visit teams, as requested by LGX.

1.22.2.2. Provide pre- and post Staff Assistance Visit (SAV) data analysis and or follow-up to the CWRMO Staff and Functional Managers when requested to ensure effective management of the PACAF WRM program.

1.22.3. Participate in the identification of WRM support requirements for new weapon systems.

1.22.4. Be the HQ PACAF WRM and Maintenance Functional Manager for aircraft external fuel tanks.

1.23. PACAF/LGSF. The Chief, Fuels Management Branch, will:

1.23.1. Be the HQ PACAF WRM Functional Manager for WRM LOX and LIN equipment and Fuels Mobility Support Equipment (FMSE) according to **Table 4.2.**

1.23.2. Be the HQ PACAF WRM Functional Manager for bulk POL products, LOX, and LIN.

1.23.3. Compute WRM inviolate levels for LOX and LIN according to **Chapter 8** of this instruction.

1.23.4. Distribute the Inventory Management Plan (IMP) according to **Chapter 8** of this instruction.

1.23.5. Be the WRM maintenance manager for WRM fuel bladders.

1.23.6. Determine WRM requirements for refueling equipment in AS 154 and allocate such equipment in the WPARR after coordination with the CWRMO.

1.23.7. Develop and/or monitor WRM fuel storage and LOX plant construction projects.

1.23.8. Ensure the WAA contains correct fuel type data.

1.23.9. Know the status of the command WRM by item. They will have a master list of the WRM in their functional area, by location, to include: serviceable condition, quantities, excesses, TCTOs and any off-base requisition numbers.

1.23.10. Monitor all funding and unfunded requirements to maintain WRM in their functional area.

1.24. PACAF/LGSP/LGSR. The Chief, Supply Policy and Procedures Branch, will:

1.24.1. Participate in the WRM budgeting and funding system. See **Chapter 7**.

1.24.2. Interface with HQ PACAF and base-level WRM managers regarding the storage of WRM commodities.

1.24.3. Ensure WRM storage space requirements and warehousing concepts are identified and included in construction programs.

1.24.4. Validate base-initiated requirements for Air Force Stock Fund (AFSF) general support division obligating authority for initial procurement of new or increased WRM authorizations.

1.24.5. Approve revised General Support Operating Programs (GSOP) granting required obligating authority for validated requirements within available WRM orders authority.

1.24.6. Annually budgets for and requests WRM obligating authority from HQ AFMC.

1.25. PACAF/LGSWI. The Chief, Weapon System Sustainability office, will:

1.25.1. Provide a team member to WRM SAV teams when possible.

1.25.2. Interface with other HQ PACAF WRM Functional Managers.

1.25.3. Be the primary point of contact for all WPARR-related matters.

1.25.4. Compile, process, coordinate, and distribute the WPARR.

1.25.5. Review, validate, coordinate, and process AF Forms 601 pertaining to WRM equipment according to **Chapter 10**.

1.25.6. Participate in reviews of WRM Allowance Standards, when possible.

1.25.7. Distribute the WRM classified base code listing and composition code listing to supply activities and base LGX offices, to include NAFs and PACAF/LGX.

1.25.8. Monitor, request, or direct the redistribution or disposition of excess WRM equipment assets.

1.25.9. Be the primary point of contact for consumable WRM matters.

1.25.10. Monitor, request, or direct the redistribution or disposition of excess WRM consumable assets.

1.25.11. Monitor the PWSP redistribution plan in coordination with the CWRMO to ensure redistribution actions are accomplished.

1.25.12. Monitor all funding and unfunded requirements to maintain WRM assets

1.26. PACAF/LGTR. The Chief, Readiness Section, will:

1.26.1. Assist in programming for the wartime movement of WRM commodities to their point of intended use.

1.26.2. Provide advice and assistance to the CWRMO regarding the prepositioning of WRM within PACAF.

1.26.3. Be the HQ PACAF WRM Functional Manager for 463L pallets and nets In Accordance With (IAW) **Table 4.2.**

1.27. PACAF/LGTT. The Chief, Traffic Management Section, will:

1.27.1. Provide assistance in determining the overall transportation costs for redistribution of WRM commodities and cost-effective modes of transportation to meet projected movement time-frames.

1.28. PACAF/LGTV. The Chief, Vehicles Branch, will perform duties as specified in **Chapter 9**, plus:

1.28.1. Know the status of the command WRM by item. They will have a master list of the WRM in their functional area, by location, to include: serviceable condition, quantities, excesses, TCTOs and any off-base requisition numbers.

1.28.2. Monitor all funding and unfunded requirements to maintain WRM in their functional area.

1.28.3. Work with CWRMO, CWRMO Staff and other MAJCOM WRMOs and Transportation FAMs to ensure publication of the Vehicle Authorization List (VAL) NLT 15 August of each calendar year.

1.29. PACAF/LGW. As appropriate, division branch chiefs will:

1.29.1. Act as the HQ PACAF WRM functional manager for WRM Racks, Adapters, Pylons (RAP) maintenance and handling equipment, WRM RAP, launchers, aircraft guns, and gun components according to **Table 4.2.**

1.29.2. Provide team member(s) to WRM staff assistance visit team as requested.

1.29.3. Participate in the identification of WRM support requirements for new and current weapons systems.

1.29.4. Work with PACAF/LGX and act as funds manager for RAP assets within PEC 28031.

1.29.5. Know the status of the command WRM by item. They will have a master list of the WRM in their functional area, by location, to include: serviceable condition, quantities, excesses, TCTOs and any off-base requisition numbers.

1.29.6. Monitor all funding and unfunded requirements to maintain WRM in their functional area.

1.30. PACAF/LGMF. The Chief, Weapons System Support Branch will:

1.30.1. Be the HQ PACAF WRM Functional Manager for aerospace ground equipment (AGE).

1.30.2. Provide team member(s) to WRM staff assistance visit team.

1.31. PACAF/LGC. The Chief, Contracting Division , will:

1.31.1. Be the HQ PACAF WRM Functional Manager for all contract activities supporting the Command's WRM Program.

1.31.2. Advise and coordinate with the CWRMO and commodity functional managers on all WRM contract matters to include Statement of Work (SOW) development, contract oversight, implementation and budgeting.

1.31.3. Provide team member(s) to WRM staff assistance visit team.

1.32. PACAF/SGML. The Chief, Medical Logistics Branch, will:

1.32.1. Act as the HQ PACAF WRM Functional Manager for WRM medical equipment and supplies.

1.32.2. Interface with the CWRMO and PACAF WRM managers on any WRM-related matter outside the purview of the medical WRM program but in support of medical materiel wartime readiness.

1.33. PACAF/SVX. The Chief, Readiness Division, will:

1.33.1. Act as the HQ PACAF WRM Functional Manager for WRM lodging (275-person Housekeeping Sets (HK) or T-550), food services (275-person Kitchen Sets (KS) or T-550), laundry units, and wartime subsistence according to **Table 4.2.**

1.33.2. Know the status of the command WRM by item. They will have a master list of the WRM in their functional area, by location, to include: serviceable condition, quantities, excesses, TCTOs and any off-base requisition numbers.

1.33.3. Monitor all funding and unfunded requirements to maintain WRM in their functional area.

1.33.4. Develop and validate the Command's WRM master feeding plan. Provide WRM subsistence requirements, methodology, factors, assumptions etc, to the CWRMO so they can be included in the War Consumables Distribution Objective (WCDO) and PWSP. Specific responsibilities are covered in more detail in **Chapter 11** of this instruction.

1.33.5. Submit Command's total (aircrew, MRE, Unitized Group Rations (UGR)) subsistence requirements to the HQ AFSVA NLT 15 March of each calendar year. Coordinate submittal through the Command WRMPM.

1.34. PACAF/XPM. The Chief, Requirements Branch, will coordinate all WRM-related manpower matters with the CWRMO to include: manpower studies, manpower standards, and UTC planning.

1.35. PACAF/XPXX. The Chief, Contingency Plans Branch, will assist PACAF/LGX as required by providing PACAF bases with the Wartime Aircraft Activity Report (WAAR) for each PACAF Oplan.

1.36. HQ PACAF WRM Functional Managers: Responsibility for management of WRM at the command level will parallel, as closely as possible, the assignment of like responsibilities at base-level. **Table 4.2.** designates the commodity maintenance managers from HQ PACAF staff and functional users from base-level organizations. General functional responsibilities pertaining to these managers and users are as follows:

1.36.1. Interface with the CWRMO, other HQ PACAF WRM Functional Managers, and WRM functional users as appropriate.

1.36.2. Maintain surveillance over the commodity being managed within the framework of this instruction.

1.36.3. Ensure WRM authorizations support PACAF war and contingency plans.

1.36.4. Ensure WRM authorization documents are processed and distributed.

1.36.5. Review and assess the PACAF WPARR and changes thereto.

1.36.6. Monitor the status of PACAF stocks through the reports in **Chapter 12**.

1.36.7. Review and coordinate on AF Forms 601s, as applicable.

1.36.8. Prepare briefings, background papers, and similar documents on the status or capability of WRM commodities.

1.36.9. Participate in the budgeting and funding process

1.36.10. Participate in the programming and planning for out-year requirements and ensure these requirements are disseminated.

1.36.11. Provide general direction and technical assistance to base-level maintenance activities regarding the inspection and maintenance of WRM commodities.

1.36.12. Evaluate maintenance of WRM to include compliance with technical data and **Chapter 3**.

1.36.13. Review, coordinate on or obtain waivers to technical data for maintenance of WRM if warranted.

1.36.14. Monitor the capacity of command resources to store and maintain authorized WRM commodities and participate in programs to resolve capacity shortfalls and enhance existing capacity.

1.36.15. Participate in the development of WRM equipment support packages of spare parts.

1.36.16. Coordinate on manpower matters affecting the maintenance of WRM.

1.36.17. Participate or conduct WRM Allowance Standard (AS) and authorization reviews.

1.36.18. Provide a SAV team member, upon request, to participate in WRM SAVs.

1.36.19. Evaluate management of WRM equipment during SAVs conducted in accordance with this instruction.

1.36.20. Coordinate on the peacetime usage of WRM equipment.

1.37. PACAF/RSS. The PACAF Regional Supply Squadron will:

1.37.1. Support the HQ PACAF Command Equipment Management Officer (CEMO) manage the WRM program.

1.37.2. Be responsible for the management of WRM IAW PACAFI 23-206. PACAF/RSS is responsible for the equipment, stock control, and stock fund obligation process.

1.37.3. Provide requisition status and support for all WRM transactions. Interface with the base/wing supply equipment liaison offices to ensure WRM transactions are processed IAW AFMAN 23-110,

1.37.4. Support the annual WPARR reconciliation process as outlined below:

1.37.4.1. Upload WPARR Part II Equipment records into SBBS upon direction from PACAF/LGSWI.

1.37.4.2. Update WPARR detail records in SBBS within 30 calendar days of receipt of "adds, changes or deletes" from the bases/wings across PACAF in coordination with PACAF/LGSWI.

Section 1D—Numbered Air Force (NAF) Responsibilities

1.38. NAF. The Logistics Plans function within each NAF, with the assistance of other NAF functional areas, will take those actions necessary to meet program objectives within the NAF area of responsibility. Functional area responsibilities at the NAF will parallel like responsibilities at the MAJCOM. The following areas will be considered to ascertain and enhance readiness of the WRM program:

1.38.1. Assess capability of WRM to support OPlan requirements. Commonly used methods for assessment/support of NAF WRM program are as follows:

1.38.1.1. Staff Assistance Visits (SAV)

1.38.1.2. Site Visits to Wings (annually/semi-annually; may be accomplished in conjunction with Wing WRM Executive Review Boards)

1.38.1.3. NAF WRM Workshops

1.38.1.3. (7AF) WRM Functional Cross Talk Conferences. 7 AF functional managers will make every effort to schedule and organize periodic cross talk conferences. The purpose is to share, discuss, and resolve WRM issues related to their respective function. The goal is to enhance the readiness capability of the peninsula and offset continuity problems associated with the high turnover rate of WRM monitors. Funding for conference attendees will come from the individual units.

1.38.2. Monitor and consolidate list of WRM shortages and excesses for bases within the NAF. Take redistribution actions on excesses within the NAF, as required. Inform MAJCOM Functional managers on all shortages and required redistribution actions. Excesses will not be transferred to peacetime accounts or out of AOR without prior coordination with HQ PACAF/LGX, LGSWI, and the appropriate HQ PACAF WRM Functional Manager. Assess RDOs of WRM within the AOR for mission readiness. Assist bases with WRM shortage issues, as required.

1.38.3. Consolidate/coordinate peacetime use of WRM at exercise planning conferences for their AOR and document same in the Exercise Support Plan (ESP).

1.38.3. (7AF) Deploying units must submit their WRM requirements to the operating location by the mid planning conference for the exercise. MOBs/COBs will determine which requested assets they are capable of supporting and forward listings identifying the WRM they can release for each deploying unit to 607 ASUS/LGP and respective 7 AF functional managers for each applicable commodity. Additionally, each MOB/COB will submit a listing for each deploying unit of WRM assets the base is unable to support. 607 ASUS/LGP will attempt to source these non-supported requests from across the peninsula and provide data to 607 ASUS/LGX.

1.38.3.1. NAF must maintain consolidated NAF WRM readiness briefing based upon AOR wing inputs for NAF Commanders

1.38.3.2. NAF must maintain consolidated NAF WRM financial report based upon PACAF quarterly budget report for NAF Commanders. This report should contain as a minimum:

1.38.3.2.1. NAF Wing's WRM expenditures to date

1.38.3.2.2. NAF Wing's WRM actual shortfalls to date

1.38.3.2.3. NAF Wing's anticipated shortfalls

1.38.4. The 607 ASG/CC will act as the WRM Program Manager (WRMPM) for 7AF COBs. See paragraph **1.40.** for more information.

1.38.5. The 607 ASUS/LGT is responsible for management of all WRM vehicles on the Korean Peninsula including those at the MOBs.

1.38.5.1. Day-to-day activities such as contract oversight, fleet management and budgeting remains with the respective Transportation Squadrons at the Main Operating Bases. In addition, WRM vehicle Quality Assurance Evaluator QAE positions established at Osan and Kunsan (two at each location) remain under the 51st and 8th Fighter Wing Transportation Squadron's direct control and management.

1.38.5.2. Contracting Officer Representative (COR) duties reside with the 607 ASUS/LGTV for MOBs. As such, contract changes from the MOBs, must first be routed to and through 607 ASUS/LGTV then on to Contracting Command Korea (CCK). COR duties for the COBs rest with 607 MMS/LGC however, any contract changes for vehicle management should be coordinated with 607 ASUS/LGTV before sent to CCK. Also note for fleet management, WRM inventory changes will be coordinated in advance with 607 ASUS/LGTV since they have overview of COB requirements throughout the peninsula. See **Chapter 9**, **Section 9C**, item **9.8.** for more information.

1.38.5.3. The 605 ASUS/LGX will closely monitor TPFDD and following TPFDD release, work closely with 5AF AOR Wings to reconcile/validate outload WRM with new TPFDD and forward discrepancies to HQ PACAF/LGXW.

Section 1E—Base-Level Responsibilities

1.39. Wing/Installation Commander. The degree of WRM readiness is proportional to the emphasis placed on the WRM program by the wing commander. Although a majority of the day-to-day actions are delegated to various wing staff agencies, the guidance and direction provided by the wing commander are vital to the success of the WRM program. The wing/installation commander will:

1.39.1. Ensure LG/CC or equivalent manages the WRM program.

1.39.2. Ensure WRM limiting factors are reported to HQ PACAF.

1.39.3. Request WRM SAVs, as needed, from the Command WRMPM (PACAF/LGX.)

1.39.4. (Added-7AF) 607 ASG/CC assumes Wing Commander WRM management duties for the COBs.

1.40. Commander, Logistics Group (LG). The LG (or equivalent) is charged with the primary responsibility for the WRM program and will be designated as the WRM Program Manager (WRMPM). The WRMPM will ensure all program management actions are initiated and accomplished. The WRMPM advises the wing commander on WRM matters and keeps the wing staff informed of the status of the WRM program. The Commander, Logistics Group, or equivalent, will:

1.40.1. Act as the base WRM program manager (WRMPM).

1.40.2. Act as the focal point for WRM management to ensure all base responsibilities are carried out.

1.40.3. Keep the wing commander advised on the status of WRM readiness.

1.40.4. Ensure the WRMO, WRMNCO, WRM program element managers, WRM monitors and other staff members are aware of the concepts and objectives of the PACAF WRM program and these personnel are informed of changes in the program.

1.40.5. Designate, in writing, one plans officer and one NCO in the Logistics Plans office to perform duties as the base WRMO and WRMNCO. Forward a courtesy copy to HQ PACAF/LGX.

1.40.5. (7AF) 607 ASG/CC will designate in writing the 7 AF WRMO/NCO and a WRMO/NCO for each COB. MOBs/COBs will send a copy of their WRMO/NCO appointment letters to 607 ASUS/LGP.

1.40.6. Ensure base OPlans, OPORDs, and BSPs address the use of WRM commodities as prescribed in this instruction and PACAF war and contingency plans.

1.40.7. Monitor the maintenance of WRM commodities. Ensure all steps are taken to maintain 100 % serviceability to have equipment serviceable to meet Oplan taskings.

1.40.8. As the Chairperson, conduct semiannual WRM Review Boards.

1.40.8. (7AF) 607 ASG/CC will conduct a semiannual WRM Review Board for the 7 AF COBs.

1.40.9. Ensure assigned WRM is protected and stored in adequate covered shelter.

1.41. WRMO/WRMNCO. The wing WRM officer (WRMO) and NCO (WRMNCO) are the focal points in the wing for the daily management of the WRM program. As the experts in WRM, their role encompasses organizing, planning, communicating, coordinating, advising, evaluating, and training. The base WRMO/WRMNCO will:

1.41.1. Be the base focal point for the daily management and oversight of WRM commodities to ensure all assigned WRM assets are serviceable to meet OPlan taskings. Advise senior leadership of limitations effecting overall WRM support capabilities.

1.41.1. (7AF) The COB WRMO/NCO will be the COB focal point for the daily management and oversight of WRM assets at each 7 AF COB.

1.41.2. Interpret and disseminate WRM policy and procedural guidance to base-level WRM managers/monitors.

1.41.3. Publish a base supplement to this instruction as necessary.

1.41.3. (7AF) This instruction will be the base supplement for all COBs.

1.41.4. Coordinate WRM matters with the WRM program element managers, WRM monitors, HQ PACAF WRM Functional Managers, and the Command WRMO.

1.41.4. (7AF) MOB WRMOs will coordinate WRM matters with the WRM program element managers, WRM monitors, HQ PACAF WRM Functional Managers, and the Command WRMO. The 7 AF WRMO will coordinate WRM matters with COB WRMOs, HQ PACAF/LGX, and Command WRMO. NAF functional managers will coordinate with the functional areas at the COBs and the 7 AF WRMO on WRM issues.

1.41.5. Review and update base plans to determine if WRM-related areas are addressed according to this instruction.

1.41.6. Be proficient on the WRM budgeting and funding process (IAW **Chapter 7**) as well as attend Financial Working Group (FWG) meetings. *Note the 2G0X1 Special Training Standard (STS) dated June 2001, Section 9.i., only requires general knowledge of the WRM budgeting and funding process.

1.41.7. Coordinate facility requirements with the Civil Engineering Squadron (CES) for the storage or maintenance of WRM commodities through the Facilities Utilization Board. Ensure approved WRM facilities requirements are included in the Base Comprehensive Plan.

1.41.8. Coordinate manpower actions related to WRM management.

1.41.9. Coordinate the appointment of WRM monitors with WRM program element managers.

1.41.9. (7AF) COB WRMOs will ensure WRM monitors are appointed in writing at each COB.

1.41.10. Prepare and conduct a WRM training and orientation program IAW **Chapter 2**, as a minimum.

1.41.11. Ensure the WRM commodity authorization documents distributed to the base are implemented.

1.41.12. Ensure actions to fill WRM shortages and to transfer WRM excesses are accomplished; to include, redistribution/realignment actions, requisitioning priorities, and due-in status.

1.41.13. Coordinate on AF Form 601 or Allowance Change Request (ACR) for WRM equipment.

1.41.14. Monitor supply difficulty actions pertaining to WRM commodity or support requisitions and ensure actions are taken to remedy supply difficulties.

1.41.15. Review base plans, TPFDDs, and WAAs to determine if WRM authorizations to support those planning documents are adequate and take necessary corrective actions as required.

1.41.16. Ensure initiatives to reduce WRM authorizations through application of joint-use procedures or host nation support programs are taken.

1.41.17. Ensure initiatives to preposition WRM commodities at, or as close as possible to, their point of intended use are taken.

1.41.18. Ensure all unit WRM program element managers and WRM monitors provide a continuous up-to-date serviceability status on the maintenance of WRM and ongoing WRM maintenance problems.

1.41.19. Perform semiannual inspections or more frequently if necessary, on all units. Ensure the WRMPM is aware of discrepancies and recommended corrective action noted during these inspections. See paragraph **2.26.** for additional information.

1.41.19. (7AF) WRMPM responsibilities for unit inspections have been delegated to 607 MMS/CC and 607 SPTS/CC for the COBs.

1.41.20. Act as the wing focal point for Quarterly WRM Readiness Reporting. Ensure all WRM reports specified in **Chapter 12** are coordinated through the Base/wing WRMPM and that they are accurate and timely.

1.41.20. (7AF) 7 AF WRMO will be the focal point for quarterly WRM Readiness Reporting for COBs. Functional managers at 607 ASUS will obtain information and provide inputs as directed by the 7AF WRMO.

1.41.21. Review and coordinate on all WRM reports in **Chapter 12** and ensure report errors are noted and addressed to the appropriate base agency for which the WRMO is not the OPR.

1.41.22. Analyze the overall support capability of WRM commodities to support each wartime location for which the base is responsible. Use the reports in **Chapter 12** and supplemental data provided by base WRM program element managers and monitors. Ensure the WRMPM is aware of the results.

1.41.23. Ensure WRM limiting factors are identified to the applicable NAF and HQ PACAF.

1.41.24. Act as the initial point of contact for the peacetime use of WRM and advise the WRMPM on the appropriateness of each requested use.

1.41.25. Document peacetime use of WRM according to procedures in **Chapter 6**. Report monthly peacetime use and reconstitution data IAW **Chapter 2** and **Figure 12.1.**

1.41.26. Establish and be a member of the WRM Review Board that meets semi-annually. The WRMO will schedule the meetings, publish the agenda, and publish minutes of the meeting. A courtesy copy of the minutes will be sent to the respective NAF, CWRMO, and HQ PACAF WRM Functional Managers.

1.41.26. (7AF) The 7 AF WRMO is responsible for establishing WRM Review Boards for the COBs.

1.41.27. Act as the initial point of contact for waivers to this instruction.

1.41.28. Review and coordinate on all agreements, Memorandums of Understanding (MOUs), and plans addressing WRM.

1.41.29. Keep the WRMPM informed on projects, problems, corrective actions, and program management actions.

1.41.30. Maintain and update the WRMO continuity folder.

1.41.31. Provide inputs to the Base Support Planning (BSP) process as prescribed in AFI 10-404, PACAFI 10-404, and applicable supplements, to include development of the WRM chapter of the BSP.

1.41.32. Ensure pallet and net requirements are determined as prescribed in **Chapter 10**.

1.41.33. Collocated Operating Base Commanders are responsible for establishing a viable T.O./ TCTO program.

1.41.34. (Added-7AF) COB WRMOs will ensure base contracts are current and reviewed on a quarterly basis. If contract modifications are required, the WRM monitor will submit changes to the respective 607 ASG Functional who is the Alternate Contracting Officer Representative (ACOR). The respective ACOR will review and coordinate the modification with the Contracting Officer Technical Representative (COTR), and 607 MMS or 607 ASUS staff, as required. Info copies of submitted changes will be forwarded to the 7 AF WRMO.

1.41.35. (Added-7AF) The COB WRMO will provide a monthly COB Status Report (CSR) to 607 ASUS/LGP by the 10th of each month. (See **Attachment 1**)

1.41.36. (Added-7AF) 607 ASUS functional managers will submit USFK Form 169s, or equivalent, IAW USFK 55-35 Wartime Movements Program for the COBs. The POC for the program is 607 ASUS/LGTT.

1.42. Chief of Supply. The base Chief of Supply will:

1.42.1. Be a member of the base WRM Review Board.

1.42.2. Be a WRM program element manager as outlined in paragraph **1.52.**

1.42.3. Be a WRM equipment functional user.

1.42.4. Store the WRM commodities specified in **Table 5.2.** and **Chapter 5**.

1.42.5. Rotate WRM commodities with those in peacetime operating stocks to prevent waste and assure WRM serviceability.

1.42.6. Ensure WRM commodities scheduled for maintenance are delivered to the designated work center on time.

1.42.7. Conduct walk-through inspections as prescribed by **Chapter 3**.

1.42.8. Coordinate with the Chief of Transportation and the WRMO to accomplish WRM packing and crating requirements.

1.42.9. Ensure WRM commodities requiring depot-level maintenance are delivered to the appropriate depot.

1.42.10. Ensure excesses generated by authorization reduction or deletion are reported to the applicable NAF for redistribution/disposition instructions.

1.42.11. Coordinate redistribution orders with PACAF/RSS as directed by the applicable NAF and/or HQ PACAF.

1.42.12. Provide supply computer management products to base WRM managers as requested where practical. This is dependent upon workload and computer time requirements at the time of request.

1.42.13. Participate in the WRM equipment program as outlined in **Chapter 10**.

1.42.14. Assist the base WRMO in identifying to the Base Civil Engineer (BCE) the total square footage of the following type facilities to store WRM assets:

1.42.14.1. Covered warehouse storage.

1.42.14.2. Refrigerated storage.

1.42.14.3. Hazardous storage.

1.42.14.4. Shed storage.

1.42.14.5. Open storage.

1.42.14.6. POL tank storage.

1.42.15. Provide courtesy storage for WRM assets, if available, upon request from base agencies.

1.42.16. Conduct complete inventory of all WRM at least every 12 months or upon return from deployment.

1.42.17. Work with base-level WRMO to develop procedures to track serviceability/status/inspections of assigned WRM assets.

1.42.18. (Added-7AF) Provide supply training as needed for assigned WRM Monitors. Training will be specific and tailored to WRM management in Korea. Training will include at a minimum, all supply listings and products (e.g., R07, Q07, R14, D23, D18, D04, etc.) that assist the WRM monitor with his/her assigned duties.

1.42.19. (Added-7AF) Provide AFEMS training to WRM monitors.

1.43. Chief of Transportation. The base Chief of Transportation, at MOBs other than Korea, will: (Also see **Chapter 9**).

1.43.1. Act as a member of the base WRM Review Board.

1.43.2. Act as a WRM program element manager as outlined in paragraph **1.52.**

1.43.3. Act as a WRM equipment functional user.

1.43.4. Store the WRM commodities specified in **Table 5.2.** and **Chapter 5**.

1.43.5. Maintain the WRM commodities specified in **Table 3.3.** and **Chapter 3**.

1.43.6. Assist base WRM managers to plan and arrange for wartime movement of WRM commodities on and off-base to include on-base dispersal.

1.43.7. Provide packing and crating services for WRM commodities to include:

1.43.7.1. Acquiring and maintaining applicable T.O.s.

1.43.7.2. Accomplishing preservation, packaging, and crating requirements identified by base WRM monitors.

1.43.7.3. Tagging, marking, and/or labeling WRM commodities according to applicable directives when such commodities are being packed.

1.43.7.4. Requisitioning Special Packing Instruction (SPI) container requirements as determined by the WRMO and the WRM monitor.

1.43.7.5. Repairing SPI containers as required.

1.43.7.6. Repacking WRM commodities in SPI containers when it is beyond the expertise or capability of the maintenance or storing agency. As an alternative, train maintenance or storing unit personnel to repack assets.

1.43.7.7. Budgeting for packing supplies and materiel.

1.43.7.8. Budget for first destination costs associated with RDOs/disposition of WRM assets.

1.43.7.9. Process WRM shipments to meet schedules (includes airlift requests).

1.43.8. Report pallets and nets as specified in **Chapter 12**.

1.43.9. Work with base-level WRMO to develop procedures to track serviceability/status/inspections of assigned WRM assets.

1.44. Maintenance Squadron Commander. The Maintenance Squadron Commander will:

1.44.1. Act as a member of the base WRM Review Board.

1.44.2. Act as a program element manager as outlined in paragraph **1.52.**

1.44.3. Act as a WRM equipment functional maintainer.

1.44.4. Store the WRM equipment as specified in **Table 5.2.** and **Chapter 5**.

1.44.5. Ensure WRM is properly maintained and inspected as prescribed by applicable T.O.s and workcards.

1.44.6. Conduct walk-through inspections as prescribed in **Chapter 3**.

1.44.7. Ensure RAP and AGE status is monitored and corrective action taken, as required.

1.44.8. Ensure excesses generated by authorization reduction or deletion are reported through proper channels.

1.44.9. Work with base-level WRMO to develop procedures to track serviceability/status/inspections of assigned WRM assets.

1.45. Commander, Support Group (SPTG). The Commander, Support Group will:

1.45.1. Act as a member of the base WRM Review Board.

1.45.2. Ensure SPTG units support the WRM program and comply with this instruction.

1.46. Civil Engineer. The base Civil Engineer will:

1.46.1. Act as a member of the base WRM Review Board.

1.46.2. Act as a WRM program element monitor as outlined in paragraph **1.52.**

1.46.3. Act as a WRM equipment functional user.

1.46.4. Store WRM commodities in coordination with the Chief of Transportation or Chief of Supply as specified in **Table 5.2.** and **Chapter 5**.

1.46.5. Inspect/maintain WRM commodities specified in **Table 3.3.** and **Chapter 3**.

1.46.6. Establish a WRM maintenance management program as outlined in **Chapter 3**.

1.46.7. Develop WRM equipment support packages as described in paragraph **3.18.**

1.46.8. Monitor maintenance of WRM equipment for which CE is responsible but maintenance is being performed by other agencies, except the COBs. The 607 MMS/CE COB QAEs are responsible for all HK, KS, T-550's and HE assets monitored/maintained at the Detachments..

1.46.9. Provide demineralized water generating capability, where applicable, to include:

1.46.9.1. Storing and maintaining required levels of regenerate chemicals.

1.46.9.2. Maintaining fixed plants and storage tanks.

1.46.10. Maintain technical data for both peacetime and wartime use as prescribed in **Chapter 3**.

1.46.11. Work with base-level WRMO to develop procedures to track serviceability/status/inspections of assigned WRM assets.

1.47. Services Commander. The Services Commander will:

1.47.1. Act as a member of the base WRM Review Board.

1.47.2. Act as a WRM program element manager as outlined in paragraph **1.52.**

1.47.3. Act as a WRM equipment functional user.

1.47.4. Coordinate with the Defense Logistics Agency (DLA) on WRM subsistence rotation.

1.47.5. Coordinate with the storing organization and the organization maintaining WRM equipment of which SVS is the functional user to ensure its serviceability; to include the establishment of maintenance and inspection schedules.

1.47.6. Coordinate with the Chief of Transportation, DLA and the WRMO to assure wartime delivery of subsistence is planned.

1.47.7. Work with base-level WRMO to develop procedures to track serviceability/status/inspections of assigned WRM assets.

1.47.8. Coordinate with the WRMO on rotation of WRM subsistence stocks that must be consumed in the following calendar year.

1.48. DLA. DLA will:

1.48.1. Requisition and account for wartime subsistence according to guidance and instructions in DeCad 40-10, Chapter 15, and this instruction.

1.48.2. Coordinate with the WRMO through the Services Commander on rotation of WRM subsistence stocks that must be consumed in the following calendar year.

1.49. Chief of Communications-Computer Systems. The base Chief of Communications will:

1.49.1. Provide computer processing support to the WRMO and WRM Functional Managers for generation of WRM reports, as required.

1.50. Comptroller. The base Comptroller will:

1.50.1. Designate an individual in the budget office to be a member of the base WRM Review Board, as required.

1.50.2. Ensure WRM is budgeted for and funded within the system prescribed in **Chapter 7**.

1.50.3. Keep the unit commander, the LG, and base-level WRM managers apprised of the status of funding support of the WRM program.

1.50.4. Ensure that the WRMO/WRMNCO receives the appropriate training on the WRM budgeting and funding process.

1.51. Director of Base Medical Services. The Director of Base Medical Services will ensure the provisions of **Chapter 10** are adhered to.

1.52. WRM Program Element Manager (PEM). A WRM PEM is the head of a functional area within the wing; or the commander or the senior representative of an organizational element which has one or more WRM commodities within the organization to manage. While the detailed management of WRM is delegated to the WRM monitors in their functional area, the WRM PEM will assure WRM management receives sufficient attention and priority to maintain WRM assets at the highest level of readiness. The primary responsibility of a WRM PEM is to ensure appropriate amounts of resources are allocated to the WRM program elements for which they are responsible. WRM PEMs are not appointed; they assume their responsibilities through assignment to their functional positions. (NOTE: Due to the size or structure of some organizational units or due to a decision made by senior wing managers, some WRM PEMs may also be appointed WRM monitors and/or be designated as WRM equipment functional users). The WRM PEM will:

1.52.1. Ensure organizational elements under his or her control carry out WRM management responsibilities prescribed by this instruction.

1.52.2. Appoint primary and alternate WRM monitors within the organization. The original copy of the appointment letter will be forwarded to the WRMO, and a copy will be provided to each appointee. The appointment letter should include the name, rank, office symbol, phone number, security clearance, and Date Estimated Return Overseas (DEROS).

1.52.3. Keep the Logistics Group Commander, WRMO, other WRM PEMs , and base WRM monitors informed of actions affecting the base WRM program.

1.52.4. Monitor readiness status of all WRM commodities for which his/her organization is responsible.

1.52.5. Ensure the proper mix of resources are available and allocated at the proper time and location to accomplish the objectives and requirements of this instruction. This will include the following, as applicable:

1.52.5.1. Supplies, (e.g., repair parts, TCTO kits, packing material, etc.).

1.52.5.2. Equipment, (e.g., tools, test equipment, vehicles, etc.).

1.52.5.3. Facilities.

1.52.5.4. Technical data, to include the required TCTO series.

1.52.5.5. Publications.

1.52.5.6. Man-hours.

1.52.5.7. Forms, tags, etc.

1.52.5.8. Budget and fund for WRM acquisition and support as outlined in **Chapter 7**. Coordinate with the WRMO on PEC 28031 funds.

1.52.6. Submit, coordinate on, and/or provide inputs to the WRM reports required by **Chapter 11**.

1.52.7. Identify, report, and resolve all WRM limiting factors.

1.52.8. Store, maintain, or otherwise manage WRM commodities IAW this instruction.

1.52.9. Ensure the portions of base OPlans, OPORDs, and BSPs, for which the organization is responsible, address the use of WRM.

1.52.10. Implement procedures to prevent the unauthorized or inadvertent use of WRM commodities.

1.52.11. Ensure requests for peacetime use of WRM requested by the organization are valid prior to submitting such requests to the WRMO.

1.52.12. Take aggressive action to correct WRM deficiencies.

1.52.13. Take action on open items in WRM Review Board minutes.

1.52.14. Submit requests for waiver to this instruction to the WRMO when necessary.

1.52.15. Ensure WRM workload is documented.

1.52.16. Develop plans and procedures for the wartime delivery of WRM commodities to their point of intended use.

1.52.17. Interface with the WRMO to publish the base supplement to this instruction.

1.52.18. Participate in initiatives to preposition WRM commodities at or as close as possible to their place of intended wartime use.

1.52.19. Attend base WRM Review Board meetings.

1.52.20. Submit quarterly unfunded requirements as outlined in **Chapter 7**.

1.52.21. The Armament Flight Chief (MOB's) and QAE's (COB's) will be the WRM Program Element Manager for WRM RAP.

1.52.22. (Added-7AF) 607 ASUS functional managers will, upon request from COB WRMOs coordinate augmentation of QAE duties at locations where the primary QAE is absent due to leaves, TDY, or PCS. Funding for TDY to conduct QAE duties will come from the COB requiring assistance.

1.53. WRM Monitor. A WRM monitor is an individual within a unit responsible for managing one or more WRM commodities. Management is performed through one or more functional activities such as storage, maintenance, accountability, requisitioning, budgeting, or reporting. WRM monitors perform the majority of daily activities that keep WRM commodities at the highest level of readiness. They are responsible to keep their respective WRM program element managers and the WRMO informed of the status of their WRM activities. Each WRM monitor will:

1.53.1. Be appointed, in writing, in each organizational unit which stores, is accountable for, or performs maintenance on WRM.

1.53.1.1. WRM monitors should have one year of retainability before they are appointed. (Exception for Korean bases: monitors should have at least 6 months retainability.) Replacement monitors will be appointed 30 days prior to the DEROS of the incumbent monitor. Retainability and replacement criteria, (to include appointing replacements 30 days prior to DEROS) may be waived by the WRMPM when circumstances warrant.

1.53.1.2. WRM monitors will have at least a SECRET security clearance.

1.53.1.3. WRM monitors should not be assigned additional duties that would prohibit them from performing their assigned WRM duties.

1.53.2. Perform the day-to-day activities required to manage the WRM commodities assigned to their respective WRM program element manager (e.g. insure required inspections are performed). QAEs should not perform additional duties that will interfere with their primary WRM QAE duties.

1.53.3. Keep the WRM program element manager and the WRMO informed of WRM matters within their functional area.

1.53.4. Assist the WRM program element manager in carrying out his or her duties.

1.53.5. Coordinate WRM actions with other WRM monitors and/or WRM program element managers as necessary.

1.53.6. Attend base WRM Review Board meetings as required.

1.53.7. Maintain/update WRM continuity folders for their specified areas.

1.53.7.1. Work closely (coordinate efforts) with supply on WRM shortages and requisitions, ensuring all supply requisition numbers are valid in the system.

1.53.7.2. Review supply documents to ensure they are accurate and reflect correct authorizations.

1.53.7.3. (Added-7AF) Each WRM monitor at locations will maintain a continuity book that contains, at a minimum, the items in **Table 1.1.** for their area. Continuity books may contain additional information as deemed appropriate or as directed by functional manager.

Table 1.1. WRM Continuity Book Contents

LOG PLANNER (Mandatory)	WRM MONITOR (Mandatory)	OPTIONAL
WRM monitor appointment letter	Monthly walk-through inspections for the last six months	Technical Order Distribution Management Training
WRM working group meeting minutes	WRM functional area checklist	Monthly and quarterly budget breakdown to include funded and unfunded request
WRM training guides	Current supply listings as applicable (i.e., Q07, R07, R14, D23, D04, D18) or location of documents.	Supply Block I, II, and III training certificates
Established annual budget	Last WRM SAV report pertaining to specific functional area	Follow up actions on WRM items on order and or excess to unit needs
WRM peacetime usage requests	Budget submittals yearly	Acceptance and in-processing inspection (IPI) procedures for assigned assets if applicable.
WRM SAV reports		TCTO status on all equipment on-hand
WRM instructions		T.O. account inventory listing
		AF Form 2005 copies for all current requisitions and 60 day follow-up actions for items not received
		RDOs, TCTOs, and requested for assistance documentation
		Historical data pertaining to functional responsibility

1.53.8. Submit an annual WRM O&M budget (BAC 02) for WRM consumables through the WRMO/WRMNCO. Submit quarterly unfunded requirements as outlined in **Chapter 7** through WRMO/WRMO/WRMNCO.

1.53.9. Although not mandatory, ideally the WRM monitor should be a 7-level technician. Alternate WRM monitors should be a 5-level journeyman or higher.

1.53.10. Ensure all WRM assets within their functional area are serviceable to meet OPlan taskings. When not 100% serviceable, establish (and coordinate) an aggressive plan of action to correct problems.

1.53.11. Be trained by the WRMO/WRMNCO according to **Chapter 2**.

1.53.11. (7AF) The COB WRMO/NCO will accomplish WRM Monitor training at COBs.

1.53.12. Submit their Quarterly "WRM Readiness" report inputs to the base WRMO/WRMNCO so they can transmit the approved base/wing report to HQ PACAF/LGX IAW the timing criteria identi-

fied in **Chapter 11**. The report format and rating criteria are available on the HQ PACAF/LGX SIPRNET site. **https://pacaf.lgx@dms.hickam.af.smil.mil/** Ensure reports include any open maintenance items (i.e. TCTOs/OTIs). Coordinate their inputs through their PEMs before submitting them to the base WRMO/WRMNCO.

1.53.12. (7AF) The monthly CSR will be used by 607 ASUS Functional Managers to provide inputs for the Quarterly WRM Readiness Report. WRM Monitors will ensure that all required information is included in the CSR.

1.54. WRM Review Board. Each member of the board will:

1.54.1. Submit appropriate topics for inclusion in the agenda.

1.54.2. Be prepared to brief/discuss agenda topics for which the member is OPR.

1.54.3. Take direct action to accomplish tasking generated at meetings.

1.54.4. Keep the WRMPM, WRMO, and applicable board members advised on the progress of open action items.

Chapter 2

WRM PROGRAM MANAGEMENT

Section 2A—General

2.1. Purpose.

2.1.1. This chapter outlines program management actions necessary to ensure a viable WRM program exists throughout the command. The purpose of the PACAF WRM program is to provide and maintain required Air Force WRM to support execution of war and contingency plans in the United States Pacific Command (USPACOM) area of responsibility (AOR). PACAF's WRM program saves airlift by ensuring vital wartime support assets are in place and are maintained at the highest state of readiness during peacetime.

2.2. Objectives.

2.2.1. Describe basic duties and management actions to ensure effective and efficient WRM operation at Base/Wing, NAF and MAJCOM level.

2.2.2. Define procedures for handling waivers to WRM policy, conflicting guidance, and changes to this instruction.

2.2.3. Provide security classification guidance.

2.2.4. List key Points of Contact (POCs) at HQ PACAF (see tables at the end of **Chapter 2**) to include NIPRNET and SIPRNET Web page addresses.

2.2.5. Explain Staff Assistance Visit (SAV) requirements.

2.2.6. Clarify procedures for review boards, training, and unit inspections.

2.3. WRM Defined.

2.3.1. WRM are those asssets (materiel) required to supplement the following three types of assets: primary operating stocks (POS), items designated for deployment (mobility) , and host nation support (HNS) in which a host nation has agreed to provide specific quantities of items at specified times and places. This materiel is required to attain objectives in the scenarios approved for sustainability planning in the defense planning guidance (DPG).

2.4. Program Priorities.

2.4.1. The major priorities of the PACAF WRM program are to program, procure, store, and maintain sufficient serviceable assets at or near the point of intended use to enable OPlan forces to perform their missions. The objective of this chapter is to ensure all management actions are initiated, pursued, and completed with a view toward assuring readiness of all WRM commodities allocated to PACAF bases. See **Chapter 12** for specifics on WRM Readiness Reporting.

2.5. Relationship to War Planning.

2.5.1. The Joint Chiefs of Staff (JCS) provide logistics and operational planning guidance to the services in the Joint Strategic Capabilities Plan (JSCP). To implement the JSCP, the Air Force develops

the War and Mobilization Plan (WMP) which provides a consolidated reference of general guidance for USAF support to the JSCP. The WMP is published in five volumes and forms the basis for war planning and WRM management. The relationship between war plans and determining WRM requirements is outlined in **Chapter 4**.

2.6. Relationship to Other Chapters.

2.6.1. The activities in this chapter are oriented toward the overall management and administration of the WRM program and do not address the actual management of WRM categories. This latter function involves managerial actions at base, NAF, and PACAF level. For this reason, the management of WRM commodities, to include acquisition, prepositioning, storage, inspection, maintenance, budgeting, funding, redistribution, and reporting, are included in **Chapter 3**, and **Chapter 5** through **Chapter 11**.

2.7. Policy and Procedures.

2.7.1. Overall logistics policy is contained in the basic USAF war plan, the WMP-1. Specific WRM policies are derived from the WMP-1 and published in AFI 25-101, which also contains basic responsibilities for WRM management. WRM management procedures are also contained in portions of AFMAN 23-110 and PACAFI 23-206. Specific policy and procedures pertaining to PACAF, except munitions and medical WRM, are contained in this instruction. All references to WRM commodities, storage, marking, maintenance, inspection, classification, etc., in this publication exclude munitions and their associated components.

2.8. Responsibilities.

2.8.1. Addressed in **Chapter 1** of this instruction.

2.9. Terms, Acronyms, Abbreviations and Definitions.

2.9.1. Refer to **Attachment 1**.

Section 2B—Program Administration

2.10. Publications and Forms.

2.10.1. Those referred to in this instruction are listed at **Attachment 2**. When an AF publication is cited in the instruction, the phrase "as supplemented by PACAF" is understood as being included if applicable.

2.11. Correspondence Files.

2.11.1. Correspondence regarding the PACAF WRM program will be filed, maintained and/or disposed of according to AFMAN 37-139, *Records Disposition Schedule*, and AFMAN 37-123, *Management of Records*.

2.12. Base Supplements.

2.12.1. See paragraph **2.28.4.**

2.13. Waivers.

2.13.1. Any agency requesting a waiver to this instruction will submit it to PACAF/LGX IAW paragraph **2.28.3.** Only PACAF/LGX, or a designated representative, may grant waivers to this instruction. When a request for waiver is received, the CWRMO staff will assign a waiver number to the request and monitor actions taken and duration of waiver.

2.13.2. Waivers may be given to a single base, two or more bases, or all bases. Waivers may be for a specific time period. Temporary waivers are those granted up to three years, permanent waivers, for over three years. Permanent waivers granted to all PACAF bases will be incorporated into the next revision of this instruction. A copy of all replies will be provided to PACAF/IGL and the applicable WRM functional manager.

2.13.3. AFI 25-101 waiver requests will be forwarded to PACAF/LGX IAW paragraph **2.28.3.** If the CWRMO concurs with the request a waiver will be sought from HQ USAF.

2.13.4. Requests for peacetime use are not considered requests for waiver.

2.13.5. If a base is not authorized a particular WRM commodity or a specific category of WRM, then all references to that commodity or category are automatically not applicable to that base. Waivers are not required.

2.14. Points of Contact.

2.14.1. Points of contact for WRM matters. See **Table 2.1.** through **Table 2.6.** Additional information can be obtained via the HQ PACAF/LGX web sites:

NIPRNET Home Page: **https://www.hqpacaf.af.mil/lg/lgx/wrm**

SIPRNET Home Page: **http://pacafntweb.c2net.hickam.af.smil.mil/lgx/index.htm**

2.14.2. View our Home Pages for links to several other WRM related sites and information.

2.15. Classification Guidance.

2.15.1. See AFI 25-101, AFI 31-401, and **Section 2E** of this chapter

2.16. Conflicting Publications.

2.16.1. If this instruction conflicts with one published by HQ USAF, the HQ USAF publication takes precedence. If it conflicts with another PACAF publication, or with a PACAF supplement to an AF publication, this instruction takes precedence until the conflict is resolved. In either case, the organization discovering the conflict will inform PACAF/LGX in writing to include references to the specific sections of the conflicting publications. PACAF/LGX will clarify the conflict, and if necessary, change this instruction. HQ PACAF organizations will include PACAF/LGX as a coordinating agency on publications that affect the PACAF WRM program. This includes manuals, instructions, supplements, plans, and agreements.

2.17. Changes.

2.17.1. All requests for changes to this instruction will be submitted to PACAF/LGX. Requests will include the following:

2.17.1.1. Paragraph requiring change.

2.17.1.2. Suggested change. Be specific; include suggested text.

2.17.1.3. Rationale. State how the change would improve the management of the WRM program.

2.18. Time Frames .

2.18.1. When a number of days is stated in this instruction and not identified as either workdays or calendar days, the time frame will be understood to be calendar days. If an event is prescribed by this instruction to be done on a certain day of the month and that date falls on a holiday or weekend, the event will be done by the last workday prior to the prescribed day.

2.19. Decision Logic Tables and Specified Action Tables.

2.19.1. Throughout this instruction, Decision Logic Tables (DLT) or Specified Action Tables (SAT) are used. If there is any question on how to use or interpret these tables, refer to AFP 5-5.

Section 2C—HQ PACAF and NAF Management

2.20. General.

2.20.1. Responsibility for management of WRM at the command level will parallel, as closely as possible, the assignment of like responsibilities during peacetime. This approach is based on the logic that materiel management for peacetime and wartime requirements must be an integrated effort.

2.21. WRM Staff Assistance Visits (SAV).

2.21.1. Both HQ PACAF and NAF staffs will conduct SAVs as requested to ensure program viability.

2.21.2. Objectives.

2.21.2.1. To evaluate base-level WRM programs with respect to AFI 25-101, this instruction, and other WRM-related publications. No rating given.

2.21.2.2. To provide assistance to WRM managers in resolving WRM problems.

2.21.2.3. To clarify WRM policies and procedures.

2.21.2.4. To determine the readiness of WRM to provide wartime support.

2.21.3. Frequency. The CWRMO recommends SAVs to each PACAF installation storing/maintaining WRM at least once every 12 months in Korea and every 18 months for other PACAF bases.

2.21.3. (7AF) 607 ASUS will conduct an annual SAV at all COB locations during the first two quarters of the calendar year and conduct a second follow-up SAV if required and mission and budget permits. MOB WRMPMs can request a 7 AF SAV by contacting the 607 ASG/CC.

2.21.4. Scheduling. The ALOC upon direction from the CWRMO will schedule WRM SAVs in coordination with the wing commander. The installation WRMO, through the WRMPM and wing commander, can also request SAVs, as needed. The schedule will be published via message at least 30 days prior to the SAV start date and deconflicted with PACAF/IG.

2.21.4. (7AF) The 607 ASG/CC will request PACAF SAVs for COBS through the CWRMO. The 7 AF WRMO will schedule 7 AF WRM SAVs by coordinating with the COB/MOB WRMOs.

2.21.5. Team Composition. Members of the CWRMO staff will, in most instances, comprise the total SAV team; however, other functional experts will accompany the CWRMO staff, as required.

2.21.6. Notification. Requests for out-of-cycle SAVs must come from the wing commander to PACAF/LGX; a courtesy copy of the request will be forwarded to HQ PACAF/IGI. The ALOC staff will coordinate with other headquarters staff functions, as required, to obtain the name, rank, SSAN and security clearance of supporting team members for the SAV. Coordination will be accomplished at least 30 days prior to the SAV start date, and a notification message/email will be sent to the WRMPM. The message/email will include: list of team members, itinerary and special support requirements, if any.

2.21.7. HQ PACAF preparation. The ALOC staff will make all transportation arrangements to and from HQ PACAF, obtain area clearances, and brief team members on items of special interest to be explored during the SAV.

2.21.8. Base-level preparation. The WRMO will:

2.21.8.1. Inform all group commanders and all WRM managers of the SAV.

2.21.8.2. Make lodging arrangements for the SAV team. Team integrity will be maintained if at all possible.

2.21.8.3. Make remaining transportation arrangements. Team members will require dedicated transportation. However, team members will need escorts to all areas where WRM is stored and maintained.

2.21.8.4. Arrange for escorts into any controlled or restricted areas where WRM is stored and maintained.

2.21.8.5. Arrange for an in-briefing early on the first day of the SAV. The Base Support Plan (BSP) briefing should also be given, as well as any specific areas the WRMPM feels require assistance from the team.

2.21.8.6. Prepare a list of areas on the base where WRM is stored or maintained. For storage locations, list building number and type(s) of WRM. For maintenance areas, list building number and type of maintenance (e.g., TRAP, AGE, etc.). Provide a copy to each team member.

2.21.8.7. Prepare a tentative itinerary, ensuring all WRM areas are visited.

2.21.8.8. Designate a work area for the SAV team to use for their daily discussion and outbrief preparations.

2.21.8.9. Arrange for an outbriefing. The outbriefing should be with the wing commander or vice commander and the WRM Review Board members, together if possible. A separate briefing to the wing commander may be given if desired. Prior to giving the outbrief, PACAF/LGX will meet with the base WRMO to ensure accuracy and clarity of outbrief.

2.21.9. Major Areas. The applicable WRM IG checklists in the Command Policy 90 Series regulations will be used. The following areas will be examined and discussed during the SAV:

2.21.9.1. Base Support Plans, relative to the WRM program (e.g., WPARR, prepositioning, and wartime delivery).

2.21.9.2. WRM Review Board minutes.

2.21.9.3. WRM training program.

2.21.9.4. Unit inspection programs.

2.21.9.5. Peacetime use of WRM.

2.21.9.6. Review of authorization documents.

2.21.9.7. Storage and marking of WRM.

2.21.9.8. Maintenance of WRM.

2.21.9.9. Review of WRM budgeting.

2.21.9.10. Discussion of WRM problems and limiting factors.

2.21.9.11. (Added-7AF) WRM continuity books.

2.21.10. Outbriefing. As team members finish a given WRM area, they will outbrief the WRM PEM and/or monitor responsible for that area. The team chief will give the final outbriefing to the wing commander. The outbriefing will address general findings, trends and areas requiring further staffing at HQ PACAF.

2.21.11. SAV Report. SAV observations will be sent to the base LGX for further dissemination, as required, for each base visited. No reply to HQ PACAF is required.

2.21.11.1. (Added-7AF) 607 ASUS functional managers will monitor resolution of observations noted during PACAF and 7 AF SAVs. No formal response is required to PACAF/NAF.

2.21.11.2. (Added-7AF) 607 ASUS/LGP will maintain visibility of unresolved observations noted during PACAF and 7 AF SAVs based on inputs from 607 ASUS functional managers.

2.22. HQ PACAF Approval of Peacetime Use.

2.22.1. See **Chapter 6** "Use of WRM"

2.23. HQ PACAF Directed Peacetime Use of WRM.

2.23.1. See **Chapter 6** "Use of WRM"

Section 2D—Base-level Management

2.24. WRM Review Board.

2.24.1. Purpose. To initiate, accomplish, and/or direct actions necessary to ensure the WRM program can provide the logistical capability necessary to accomplish the wartime mission of the base and its supported units and locations.

2.24.2. Bases Requiring WRM Review Boards. Each PACAF Main Operating Base (MOB) storing and maintaining WRM will establish a WRM Review Board. Attendance will include the WRMPM, other group commanders (as appropriate), WRMO, WRMNCO, PEMs, unit WRM monitors; reference **Chapter 1**, **Section 1E**.

2.24.3. The 607 ASG Commander will conduct WRM review boards for the COB WRM program. As a minimum, the Detachment Commanders (AKA COB Program Element Managers), will attend the

Review Boards. The Det 1, 13AF/CC at Diego Garcia will conduct a WRM Review Board and provide the results to the 13 AF/A4 and HQ PACAF/LGX.

2.24.4. The Review Board will meet semiannually, as a minimum. As a minimum, in one calendar year, it should cover all the topics cited in paragraph 2.5.3. AFI 25-101. This will ensure all major WRM topics are discussed at least annually. Order of minutes, agenda, and composition of the WRM Review Board is at the discretion of each wing commander.

2.24.5. Send one copy of minutes to the appropriate NAF/LGX and PACAF/LGX.

2.25. Training.

2.25.1. Purpose. To familiarize WRM program management personnel with USAF and PACAF procedures and policies for management of WRM commodities and to highlight PACAF unique and base-level WRM programs.

2.25.2. Requirements. Two different types of training will be given:

2.25.2.1. Newly-assigned WRM Review Board members and WRM program element managers will be given WRM orientation within 30 days of assignment to their duties. The orientation will be conducted by the WRMO and should address the PACAF and base-level WRM programs and WRM-related responsibilities of the assigned individual(s). The orientation may take the form of a formal briefing, desk-top briefing, or office visit and will be documented. If alternate board members are designated, they should also receive the orientation.

2.25.2.1. (7AF) 7 AF WRMO will provide training to all WRM Review Board members and PEMs within 607 ASG.

2.25.2.2. All WRM monitors will receive initial training within 30 days after appointment and annual refresher training thereafter. Refresher training can be conducted in conjunction with the semi annual WRM inspections. Training will consist of a formal presentation by the WRMO/WRMNCO that includes PACAF and base-level WRM programs, responsibilities, required and supporting publications and documentation, status reporting, and lessons learned. The WRM program as it affects specific duties of individual monitor(s) should also be covered with each monitor. The WRMO, in coordination with the WRM program element manager, will schedule monitors for training.

2.25.2.2. (7AF) The COB WRMNCOs will provide the training to COB WRM monitors. 7 AF WRMNCO will provide training to the 607 ASUS staff.

2.25.3. RRR/ABO Training Exercises.

2.25.3.1. At the discretion (i.e. monthly, quarterly) of the Civil Engineer squadron commander, these assets should be utilized to provide critical contingency training during squadron Prime BEEF training days. This training is governed by AFPAM 10-219 and AFI 10-210 Category I, and II Home Station Training Requirements (Silver Flag Mobile Contingency Skills Training MCST). This training serves to provide a minimum frequency for required training. Peacetime Use polices will be followed IAW paragraph **2.26.2.** and **2.26.3.** of this AFI and **Chapter 6**.

2.25.3.2. AFEMS. Governed by AFMAN 23-110, Vol II, Part Two, Chapter 22.

2.25.3.2. (7AF) AFEMS training will be provided by the senior supply representative at the COBs and documented

2.25.4. WRM Training Guides/Pamphlets. These are important supplements to training as well as provide a ready reference to WRM policy and procedures. Use of training guides/pamphlets is optional at the discretion of the WRMPM, but if used should be maintained in a current status.

2.25.5. (Added-7AF) 607 ASUS functional managers will ensure newly assigned COB personnel attend functional cross feed conferences to receive functional-specific WRM training.

2.26. Unit Inspections.

2.26.1. Purpose. To evaluate compliance with WRM policies and procedures by WRM program management personnel and bring the results of this evaluation to the attention of the wing commander, WRMPM, and other senior wing managers.

2.26.2. Inspectors. The WRMO and WRMNCO will conduct inspections. They will be assisted, where appropriate, by wing quality assurance/control personnel or by other selected personnel in functional areas in which the inspectors do not possess the skills necessary to perform a thorough inspection.

2.26.2. (7AF) COB WRM Monitors will also be the QAE during unit inspections.

2.26.3. Frequency. All units will be inspected at least semiannually and may be inspected more frequently as directed by the WRMPM.

2.26.4. Scope. Each functional area that stores, performs maintenance on, or otherwise monitors WRM will be inspected. Inspectors will check for compliance with AFI 25-101, this instruction, other WRM-related instructions, technical orders and local supplements where applicable. They will assess WRM program manager's familiarity with, and understanding of, the PACAF and the base-level WRM program. Serviceability checks will be performed as outlined in paragraph **3.3.** of this instruction. The WRMO will conduct inspections on WRM assets managed under PEC 28031.

2.26.5. Scheduling. The WRMO will publish an inspection schedule to the commander or supervisor of the unit to be inspected. The schedule will include the approximate date each functional area will be inspected. Since the WRM Review Board may meet in the month following the inspection, every effort will be made to complete the inspection during the inspection month. This allows the WRM program element managers sufficient time to initiate or complete corrective actions prior to the board meeting.

2.26.5. (7AF) All WRMO/NCOs will schedule semi-annual unit inspections during the calendar year.

2.26.6. In-Briefing/Out-Briefing. These requirements will be determined by the WRMPM. It is recommended that briefing requirements be limited to one in-briefing and/or out-briefing for each functional area.

2.26.7. Unit Participation. The WRM monitor and personnel who maintain or are functional users of the WRM will accompany the inspectors during the inspection. Other personnel to be present during inspections will be determined by the WRMO.

2.26.8. Checklists. Checklists for WRM inspections will be locally developed using this instruction, applicable technical data, and other references as required.

2.26.9. Inspection Report.

2.26.9.1. A written inspection report will be made, to include discrepancies and corrective action taken or required. The report will be signed by the WRMPM and forwarded to the applicable PEM within 10 duty days. In 7AF the 607 msg may delegate signature authority to the squadron 1 Det commander for the COBS only.

2.26.9.1. (7AF) The report will be signed by the appropriate 607 ASG squadron commander within 10 duty days for COBs and forwarded to the COB WRMO.

2.26.9.2. For units not assigned to the Logistics Group, an information copy of the report will be sent to the applicable group commander.

2.26.9.3. A separate report will be made for each functional organization inspected.

2.26.10. Inspection Report Reply. Within 15 duty days after receipt of the inspection report, the applicable PEM will forward a written reply to the WRMPM. The following format will be used for each deficiency.

2.26.10.1. Item number.

2.26.10.1. (7AF) The COB WRMO will forward a written reply to their squadron commander within 15 day of receipt. Updates on any open items, at a COB, will be sent to the squadron commander until all open items have been resolved.

2.26.10.2. Brief description of discrepancy.

2.26.10.3. Description of corrective and preventative action(s) taken.

2.26.10.4. OPEN or CLOSED (based on action(s) taken).

2.26.10.5. ECD if OPEN.

2.26.10.6. OPR (office symbol).

2.27. Wartime Planning.

2.27.1. General. All bases are responsible for wartime planning for their own base. Some bases are required to plan for non-USAF bases under the COB program. This planning encompasses reception of forces, wartime support, utilization/integration of host nation support, , and other areas described in this section. There are other non-USAF bases for which WRM support is authorized. The planning for WRM for these locations is assigned to PACAF bases by the CWRMO. When such locations not otherwise assigned under the COB program are assigned to a PACAF base, the following is applicable:

2.27.2. The receipt of any of the WRM authorization documents constitutes assignment of the wartime locations contained therein.

2.27.3. When a base receives a WRM authorization document for a wartime location the WRMO/NCO must print a copy of the WAA and TPFDD for that location using GCCS and WCDO using LOGFAC.

2.27.4. While every wartime location has a TPFDD, not every location has a WPARR. This may be due to the fact that the augmenting unit brings all required equipment or in-place equipment is sufficient. Only those locations with a flying mission will have a WAA. There will be a WCDO and IMP for those WAA locations with a prepositioning code of “Y”.

2.27.5. When a WRM authorization document is received, the base is responsible for the following:

2.27.5.1. Acquisition of the WRM quantities authorized.

2.27.5.2. Prepositioning of WRM at or near the wartime location.

2.27.5.3. Storage, protection, and preservation of the WRM.

2.27.5.4. Inspection and maintenance of the assets.

2.27.5.5. Accountability and reporting.

2.27.5.6. Wartime movement to the Planned Operating Base (POB) or location.

2.27.5.7. Budgeting and funding to support the requirement.

2.27.5.8. Inclusion of wartime movement requirements in base support and theater movement plans.

2.27.6. Bases will not be responsible for other wartime logistics planning for these locations unless tasked by HQ PACAF/LGX. In addition, no attempt will be made to preposition WRM at the location without prior approval of the NAF, in coordination with the CWRMO.

2.27.7. Planning Requirements. An executable OPlan beddown may be distributed to base-level planners prior to availability of new WRM authorization documents. If changes to the executable beddown eliminate the requirement for aircraft specific WRM items on order for a particular location, the base WRMO should initiate a request to cancel those requisitions. The request will go to NAF/LGX for approval, info HQ PACAF/LGX.

2.27.8. Planning Organization. The WRMPM, WRMO, WRMNCO, Chief of Logistics Plans, and the various WRM program element managers are the most important planners with regard to inclusion of WRM in the various planning documents. Wartime stock planning will be reviewed by the WRM Review Board prior to its inclusion in base support plans. The WRMPM will ensure this is accomplished.

2.27.9. WRM Outload Planning: WRM outload is a coordinated function between planning, storing/maintaining and transportation functions. The WRM Review Board will ensure outload planning remains a topic of discussion during every meeting. The WRMO/NCO has overall responsibility to ensure this process is properly coordinated and briefed at the review board.

2.27.9.1. Units storing WRM must develop local movement/outload plans which provide specifics on how WRM will be moved to the point of intended use to meet Contingency/Wartime taskings. Outload plans should be incorporated into Part 1 of Base Support Plan (AFI 10-404), **Attachment 3**.19.

2.27.9.2. Annually NLT 1 Feb, the WRMO will provide NAF LGX's with consolidated inputs to facilitate WRM outload planning. The NAF/LGX in turn, will consolidate/validate AOR inputs, and forward the consolidated listing to HQ PACAF/LGX. The respective WRM outload owning NAF is WRM outload planning process owner and will have primary responsibility to ensure accuracy and completeness of outload WRM data in the TPFDD based on inputs from the field. HQ PACAF/LGX will act as intermediary between storing NAF and using MAJCOM to ensure process remains viable and consistent.

2.27.9.3. All OPLAN-tasked outload (read malpositioned) WRM must be captured in applicable TPFDD(s). PACAF units will use LOGMOD to facilitate TPFDD upload using JOPES. Use standardized UTCs to meet this objective or develop non-standard UTCs using the criteria/procedures

outlined in **Attachment 6**. When WRM is not outload tasked, storing units must be able to use LOGMOD to develop non-standard UTCs to allow for rapid upload of data into JOPES to facilitate rapid TPFDD development. For OPLAN tasked WRM, ensure outload feasibility is commensurate with OPLAN timing requirements and exercised as determined by the WRMPM. Storing units, NAFs and MAJCOMs that have OPLAN tasked WRM may send representatives to the appropriate TPFDD refinement conference.

2.28. Administration.

2.28.1. Publications. Publications at **Attachment 2** annotated with a single asterisk will be maintained in the LGX office. Publications annotated with a double asterisk will be maintained by the WRM program element manager or the WRM monitor to which the publication(s) applies. Publications not marked with an asterisk should be available on base either in the base publication library and/or the office of one or more WRM managers. Electronic versions are acceptable provided they are readily accessible.

2.28.2. WRM Review Board.

2.28.2.1. Include the last four sets of minutes/agendas.

2.28.2.2. WRM Monitor Appointment Letters. Dispose of at the end of the calendar year in which the monitor is reassigned or relieved of WRM duties.

2.28.2.3. WRM Training Records. Dispose of same as appointment letters.

2.28.2.4. WRM Training Guide/Pamphlet. Include current version.

2.28.2.5. WRM Orientation Briefing.

2.28.2.6. WRM Training Materials. Include briefing script, visual aids, copies of handouts, etc.

2.28.2.7. WRM Unit Inspections. Include inspection schedules, inspection reports, and inspection replies for the last four unit inspections.

2.28.2.8. Waivers to PACAFI 25-101. Correspondence will be maintained until the end of the calendar year in which the waiver was approved or disapproved. Approved permanent waivers may be maintained for a longer period if desired, provided the waiver has been incorporated into the base supplement to this instruction.

2.28.2.9. WCDO and PACAF WRM Storage Plan (PWSP).

2.28.2.10. IMP.

2.28.2.11. WPARR.

2.28.2.12. Composition Code Listing.

2.28.2.13. Classified Base Identification Code (WRM) Listing.

2.28.2.14. Monthly Maintenance Plan (current month only).

2.28.2.15. Other reports for which the WRMO is OPR or receives a distribution copy. Such reports will be maintained for one year.

2.28.2.16. Peacetime use of WRM. All correspondence will be maintained for one year after use is terminated.

2.28.2.17. Staff Assistance Visit Reports. Include the last two reports.

2.28.2.17. (7AF) All locations will keep the last PACAF SAV and 7 AF SAV reports.

2.28.2.18. Continuity Folder.

2.28.2.19. Inventory Schedule

2.28.3. Waivers. Requests for waiver to this instruction may be generated by a base-level organization, an initiative by the WRM Review Board, the WRMPM, or WRMO. In the first case the base organization will make its request in writing to the WRMO. Board requests will be made by the WRMO based on the board minutes.

2.28.3.1. Waiver requests, with the exception of waivers to **Chapter 9**, will be prepared by the WRMO, signed by the WRMPM, and sent to PACAF/LGX with information copies to the appropriate HQ PACAF staff function and HQ PACAF/IGL. Waivers to **Chapter 9** will be prepared by LGT, coordinated with the WRMO, and signed by the WRMPM. These requests will be directed to HQ PACAF/LGTV, info HQ PACAF/LGX and HQ PACAF/IGL. The following format will be used for all waiver requests.

2.28.3.1.1. Paragraph reference(s).

2.28.3.1.2. Justification. A detailed explanation why the waiver is requested.

2.28.3.1.3. Duration of waiver. State a specific time period or permanent.

2.28.3.1.4. Impact on WRM program if waiver is disapproved.

2.28.3.2. Requests for waiver will be processed by the CWRMO (HQ PACAF/LGTV, for **Chapter 9**) IAW paragraph **2.13.** and returned to the WRMPM approved or disapproved. The WRMPM will ensure that the results of the waiver requested are distributed to every organization affected by the decision. Results will be briefed at the next WRM Review Board.

2.28.3.3. Permanent waivers will be incorporated into the base supplement unless the approval correspondence indicates this instruction will be changed based on the waiver.

2.28.3.4. Requests for extension of a temporary waiver will include the waiver number assigned by the CWRMO (HQ PACAF/ LGTV, for **Chapter 9**).

2.28.4. Base Supplements. All bases to which this instruction applies should publish a base supplement to this instruction. Supplements will be published IAW AFI 37-160 as supplemented by PACAF. Each HQ PACAF agency listed on the distribution page of this instruction will be included in distribution of the base supplement and changes thereto. Distribution to other PACAF bases is optional.

2.28.5. Correspondence with HQ PACAF. Questions or problems concerning the various aspects of WRM management which require resolution by HQ PACAF and not addressed in this instruction will be sent to the organizations listed in **Table 2.1.** through **Table 2.6.** with info copies to HQ PACAF/ LGX.

2.28.6. WRM Crossfeed. The WRMO will pursue items of interest for dissemination to base WRM managers. These items of interest may be drawn from TIG Briefs, IG reports of other units, symposiums, correspondence from other units, and other sources. The WRMO may use the WRM Review Board, Daily Bulletin, base newspaper, the LGX Newsletter, or other methods as media in this effort. Items of interest not generated by the CWRMO will be forwarded to the CWRMO for possible crossfeed to other bases.

2.28.7. (Added-7AF) 607 ASUS/LGS and COB LGS offices will have access to the following WRM management products available in hard copy and electronically.

- D040 WRM EXPENDABLES AUTHORIZATIONS (HARVEST EAGLE)
- M30 DUE OUT VALIDATION LISTING
- M36 OBLIGATED DUE OUT LISTING
- Q07 WRM REQUIREMENTS OF BUDGET CODE 1 AND 9 LISTING
- Q09 ALLOWANCE SOURCE CODE LISTING (EXCESS)
- R07 WCDO/WRM NON-MUNITIONS LISTING
- R14 CUSTODIAN AUTHORIZATION/RECEIPT LISTING (CA/CRL)
- R23 CONSOLIDATED CUSTODY RECEIPT LISTING
- R34 SPECIAL SPARES LISTING
- IMP INVENTORY MANAGEMENT PLAN (FUELS)
- L16 EQUIPMENT EXCESS LISTING
- L47 SPECIAL REQUIREMENT INDICATOR LISTING
- R01 PRIORITY REQUIREMENTS REPORTS
- ACC-202 POSSIBLE EXCESS DUE-IN LISTING
- L34 SERVICEABLE EXCESS LISTING

Section 2E—Classification Guidance

2.29. General.

2.29.1. Classification guidance is given to consolidate and cross-reference guidance used to protect information pertaining to WRM. This guidance is intended for use with other classification guidance and is not considered all-inclusive. Since WRM is materiel required to support various classified OPlans, information regarding WRM which could reveal the nature of these plans or the capability or lack thereof to support such plans, must be protected from unauthorized or inadvertent disclosure.

2.30. DoD 5200.1-R/AFI 31-401Basic Guidance.

2.30.1. Derivation of WRM Information Classification. The classification of WRM information is derived from documents from which WRM authorizations are developed. Classification is also derived from documents which WRM authorizations are in support of, i.e., OPlans.

2.30.2. OPlan(s). Since WRM authorizations are based on the WAA and TPFDD developed to support these plans, information which relates to classified information in these plans must be safeguarded. For classification guidance on the WAA and TPFDD see the foreword to the specific OPlan.

2.30.3. AFMAN 23-110, Volume I, Part One, Chapter 14. This reference contains instructions pertaining to certain WRM status reports. Since these reports reveal the stockage position of WRM com-

modities, statements of OPlan support capability and wartime beddown locations, varying degrees of classification are required to protect this data. Also see AFMAN 23-110, Volume I, Part Two, Chapter 26.

2.30.4. Base Support Plans. In some cases, information concerning COBs or prospective COBs is classified to protect disclosure of beddown locations, expansion of the beddown or other reasons. Since WRM is authorized to support COBs, unclassified WRM information used with classified COB data will be classified.

2.30.5. Nonnuclear Consumables Annual Analysis (NCAA). The NCAA is a planning document used to determine WRM consumables EPSFs. Since an EPSF can be used together with unclassified PWSP data and the PWSP computation formula to derive the number of aircraft sorties the PWSP item is supporting, EPSFs are classified.

2.31. Inquiries.

2.31.1. If a question on WRM classification arises which cannot be resolved by the guidance in the regulation or other sources, an inquiry will be made. The primary office to refer such inquiries to is the office which is OPR for the document in question or which is responsible for the area in which there is a question.

2.31.2. Classified WRM Items. If a WRM item is classified it will be safeguarded and controlled according to AFMAN 23-110, Volume I, Part One, Chapter 19. Any document which reveals the classified nomenclature, nature, or function of the item will bear at least the classification of the item.

2.31.3. WRM Equipment. Information on WRM equipment, including authorizations and on-hand balances, is unclassified when such information does not reveal the weapon system being supported and the composition code is used instead of the allowance source code. (EXCEPTION: ASs 012, 159, 158 and 929 are exempt from the composition code criteria.) See paragraph **10.29.** for information on composition codes. Unclassified information on WRM equipment used together with a WRM base code is unclassified. However, if the same information is used with a translation of the stated WRM base code, then the information is Secret. Translation means statement of the location name and/or the geolocation code. If the location or geolocation code is used without the WRM base code, the WRM equipment information is unclassified provided the location itself is not classified and the information complies with this basic guidance.

2.32. WRM Consumables.

2.32.1. When an EPSF is used in conjunction with an IIC or its NSN or nomenclature and an OPlan, the resultant information is Secret.

2.32.2. All WCDO or PWSP products are Secret. Extracts of WCDO or PWSP information will be classified according to the succeeding paragraphs.

2.32.3. The authorized and/or on-hand balances of WRM consumables (one or more IICs) at a single base and its 2200 satellite accounts is unclassified when this information does not reveal data in the following subparagraphs. If this data would be revealed, the information will be classified at least Confidential. (NOTE: In this context, a COB or other non-USAF location is not considered to be a satellite of the S1100/60 base). Check with Supply to see if these references to the supply systems are still current.

2.32.3.1. Planned operating base(s) reflected in the PWSP, WAA or TPFDD. (NOTE: Information in this regard means a statement of location name or geolocation code as well as specifically identifying the location as a planned operating base.)

2.32.3.2. Planned WRM time activity (utilization code) for the applicable MDS at a specific base as reflected in the PWSP or WAA.

2.32.3.3. The number of days support as specified in the WMP.

2.32.3.4. Other classified data or conditions which require protection from unauthorized disclosure.

2.32.3.5. Information regarding on-hand balances of one or more IICs for two or more POBs is unclassified (FOUO) provided the POBs, utilization code or other classified information is not included. Authorized levels, or authorized levels combined with on-hand assets, for one or more IICs for two or more POBs must be classified Secret.

2.32.3.6. When the number of prepositioning objective days is used in combination with its corresponding WRM consumable type, the information is Secret. Further, a statement concerning the number of days support available or not available relative to a WRM consumable class or type is Secret.

2.32.4. Wartime Subsistence. Information on wartime subsistence is unclassified if it does not reveal TPFDD augmentation strength, total wartime population, D-Day arrival dates, number of days sustainability required, number of rations required or number of days food service on-hand at any given TPFDD location(s). If this data would be revealed it will be classified at least Confidential.

2.33. Limiting Factors.

2.33.1. When WRM information pertains to a condition which would prevent a base from accomplishing all or part of its wartime mission (i.e., limiting factors), then this information will be classified at least Secret. Such information relates to a shortage or the condition of WRM as it impacts the mission. The WRMO and WRMPM will coordinate on all WRM LIMFACS with NAF and PACAF/LGX.

2.34. Inspection Results.

2.34.1. Information on ratings of WRM readiness assessed by PACAF IG teams which reveal limiting factors will be classified at least Secret. Rating information on WRM management will be privileged information according to AFI 90-201.

2.35. Staff Assistance Visit Reports.

2.35.1. Reports may be classified depending on the contents. Unclassified reports will be FOUO according to Section H, AFI 37-131.

Table 2.1. HQ PACAF Contact Points (General).

RULE	A If the WRM question or Problem pertains to the	B then address the correspondence	C And send an information Copy to (see note 1)
1	AFI 25-101	PACAF/LGX	
2	PACAFI 25-101	PACAF/LGX	
3	WAA	PACAF/XPX	PACAF/LGX
4	TPFDD	PACAF/XPX	PACAF/LGX
5	MANFOR	PACAF/XPM	PACAF/LGX/XPXX
6	LOGDET	PACAF/LGX	PACAF/XPXX
7	Annex D to CINCPAC OPLAN 5027	PACAF/LGX	PACAF/XPXX
8	manpower	PACAF/XPM	PACAF/LGX
9	budgeting or funding	PACAF/FMAO PACAF/LGWX	PACAF/LGX
10	base support planning	PACAF/LGX	PACAF/XPXX & LGX
11	exercises	PACAF/LGX	PACAF/DOXE & LGX
12	wartime movement planning	PACAF/LGX	PACAF/LGTR
13	peacetime WRM shipments via airlift/surface	PACAF/LGX	
14	AFMAN 23-110	PACAF/LGSP	
NOTE: Base-level units should always include their respective NAFs when communicating with higher headquarters.			

Table 2.2. HQ PACAF Contact Points (Storage and Marking).

RULE	A If the WRM question or problem pertains to the	B then address the correspondence to	C and send an information copy to
1	facility projects	PACAF/CEPD	PACAF/LGX PACAF/LGSWP
2	leasing/renting storage space	PACAF/CEPE	PACAF/LGX PACAF/LGSW
3	Tone-Down	PACAF/LGXW	

RULE	A If the WRM question or problem pertains to the	B then address the correspondence to	C and send an information copy to
4	storage of wartime subsistence	PACAF/SVXP	PACAF/LGX PACAF/LGSW
5	storage of all other WRM	PACAF/LGXW PACAF/LGSW	PACAF/CEX PACAF/CEPD
6	DOD 4145.19-R-1 and related publications	PACAF/LGSP	
7	Interservice, Intraservice, or other agreements	PACAF/LGXP	PACAF/LGXW
8	marking WRM	PACAF/LGXW	

Table 2.3. HQ PACAF Contact Points (Consumables).

RULE	A If the WRM question or problem pertains to the	B then address the correspondence to	C and send the information copy to (See Note 1)
1	IICs	PACAF/LGXW	PACAF/LGSW
2	prepositioning codes	PACAF/LGXW	
3	WARCON/EPSFs	PACAF/LGXW	PACAF/DOXO
4	non-munitions WCDO	PACAF/LGXW	PACAF/DOXO
5	IMP	PACAF/LGSF	PACAF/LGXW
6	LOX/LIN	PACAF/LGSF	PACAF/LGXW
7	demineralized water	PACAF/LGSF/CEX	PACAF/LGXW
8	MREs	PACAF/SVXP	PACAF/LGXW
9	redistribution of war consumables	PACAF/LGSW	PACAF/LGXW
10	funding (AFSF)	PACAF/LGSP	PACAF/LGXW (See Note 2).
11	fire-fighting agents	PACAF/CEXX	PACAF/LGXW

NOTES:

1. Same as **Table 2.1.**
2. Add PACAF/LGWX for munitions; PACAF/LGSF for bulk POL, LOX, and LIN; or PACAF/SVXR for MREs, as applicable

Table 2.4. HQ PACAF Contact Points (Equipment).

RULE	A If the WRM question or problem pertains to the	B then address the correspondence to	C and send an information copy to
1	WPARR	PACAF/LGSW	PACAF/LGX and the appropriate office in **Table 10.1.**
2	WRM ASs	PACAF/LGSW	PACAF/LGX and the appropriate office in **Table 10.1.**
3	Harvest Eagle	PACAF/LGX	PACAF/CEX/SVX/LGSW
4	Bare Base System	PACAF/LGX	PACAF/CEX/SVX/LGSW
5	classified WRM base codes	PACAF/LGSW	PACAF/LGX/LGSW
6	WRM composition codes	PACAF/LGSW	PACAF/LGX
7	Base-funded WRM equipment	PACAF/LGSW	PACAF/LGX
8	Prepositioning at non-USAF locations	PACAF/LGX	the appropriate office in **Table 10.1.**
9	Joint-Use (JU)	PACAF/LGSW	PACAF/LGX
10	Excess WRM equipment	PACAF/LGSW	PACAF/LGX
11	Vehicles	PACAF/LGTV	PACAF/LGX
12	Packing and crating	PACAF/LGTT	PACAF/LGX
13	WRM fire extinguishers	PACAF/CEXX	PACAF/LGX/LGSW
14	WRM fire/crash rescue vehicles	PACAF/CEXX	PACAF/LGX and PACAF/LGTV
15	Munitions support equipment	PACAF/LGW	PACAF/LGX/LGSW
16	Generators and aircraft arresting systems	PACAF/CEXX	PACAF/LGX/LGSW
17	Aircraft Battle Damage Repair (ABDR) trailers	PACAF/LGM-LLO and AFMC/LGM	PACAF/LGX/LGSW
NOTE: Same as **Table 2.1.**			

Table 2.5. HQ PACAF Contact Points (Maintenance).

RULE	A If the WRM question or problem pertains to the	B then address the correspondence to	C and send an information copy to
1	WRM equipment maintenance (see note)	the WRM equipment manager in **Table 4.1.**	PACAF/LGX
2	WRM tank maintenance (see note)	PACAF/ALOC	PACAF/LGX
3	WRM RAP, gun, barrel, and gun component maintenance	PACAF/LGW	PACAF/LGX.
NOTE: Including TCTOs and corrosion control.			

Table 2.6. HQ PACAF Contact Points (Miscellaneous Subjects).

RULE	A If the WRM question or problem pertains to	B then address the correspondence to	C and send an information copy to
1	wartime subsistence	PACAF/SVXP	PACAF/LGX
2	Rapid Runway Repair (RRR) & Air Base Operability (ABO)	PACAF/CEXX	PACAF/LGX and PACAF/LGSW (see Note 2)
3	Medical WRM	PACAF/SGML	
4	WRM vehicles	PACAF/LGTV	PACAF/LGX (See Notes)
5	A subject not included in **Table 2.1.** through **Table 2.6.** and rules 1-3 of this Table	PACAF/LGX	
6	Disclosure of info to representatives of foreign governments or international pact organizations or visits by such representatives	OPRs concerned	PACAF/IN-FDO
7	WRM funding	PACAF/LGX	

NOTES:

1. Same as **Table 2.1.**
2. Add PACAF/LGTV if question or problem pertains to a RRR vehicle.
3. Add PACAF/CEXX if question or problem pertains to a fire/crash rescue vehicles

Chapter 3

WRM MAINTENANCE MANAGEMENT

Section 3A—General

3.1. Purpose.

3.1.1. This chapter outlines policies, procedures, and responsibilities pertaining to the inspection and maintenance of all categories of WRM. See **Table 3.1.** thru **Table 3.4.** for details.

3.2. Objectives.

3.2.1. Describe basic responsibilities to ensure the serviceability of WRM assets.

3.2.2. Defines Inspection and Maintenance Intervals.

3.2.3. Describe essential maintenance management functions.

3.3. Responsibilities.

3.3.1. All organizations that store, maintain, or account for WRM have a responsibility to ensure WRM assets are serviceable.

3.3.1.1. If inspection and/or maintenance capability is beyond that of the storing organization, then coordinate locally or seek outside assistance to ensure WRM is properly maintained. . Requests for off-base assistance will be requested through the respective NAF, HQ PACAF/LGX, and the HQ PACAF WRM Functional Manager.

3.3.1.2. WRM will be inspected and maintained by the organization inspecting and maintaining like peacetime assets unless otherwise specified in this instruction. Contract maintenance of WRM assets is permitted.

3.3.2. Establish WRM Program.

3.3.2.1. Organizations responsible for inspecting and or maintaining WRM must integrate WRM into their existing maintenance program(s) to ensure serviceability. This will include the following steps, as a minimum, and will be published in the installation supplement to this instruction:

3.3.2.2. Identification of WRM requiring maintenance.

3.3.2.3. Establishment of priorities.

3.3.2.4. Training of contractors on new equipment, TCTOs or as needed. (FTD instructors and Bases with similar equipment are available to meet training needs. They will be requested through your NAF and PACAF WRM Functional and Training Managers)

3.3.2.5. Application of the quality assurance or quality control program.

3.3.2.6. Application or establishment of a corrosion control program.

3.3.2.7. Analysis of base capability to maintain WRM and the identification of workloads beyond base capability.

3.3.2.8. Inclusion of WRM in maintenance planning and scheduling documents.

3.3.2.9. Coordination between the storing and maintenance activities.

3.3.2.10. Identification of WRM requiring TCTO compliance to include ordering of TCTO kits, tagging, and scheduling.

3.3.2.11. Requisitioning of repair parts.

3.3.2.12. Identification of WRM monitors in the maintenance organization according to **Chapter 2**.

3.3.2.13. Maintenance of required records, forms, and status boards.

3.3.2.14. Identification of manpower required to inspect and maintain WRM.

3.3.2.15. A valid technical order and TCTO (TCTO series) program.

3.3.2.16. Scheduling the flow of assets from the storage location to the maintenance shop, if required. The storing activity will arrange for the pickup and delivery of assets to and from the maintenance activity based on the maintenance production schedule.

3.3.2.17. Accomplishment and distribution of AFTO Forms 350, Reparable Item Processing Tag, or other forms, if required.

3.3.2.18. Establishment of procedures to control WRM assets while in maintenance to ensure the assets are returned to WRM storage. For WRM being stored by the Chief of Supply, the procedures in AFMAN 23-110, Volume II, Part Two, Chapter 11 will be used. For all other storing activities, locally devised procedures, as well as AF Forms 1297, Temporary Issue Receipt, or local forms, will be used. WRM issued to a maintenance activity in this context is not considered a peacetime use of WRM.

NOTE: In the context of this chapter, the words "inspect" and "inspection" are defined as those actions required to identify the condition or status of WRM and any changes which may require maintenance action.

3.4. Inspection/Maintenance Intervals.

3.4.1. Initial acceptance inspections will be conducted within 60 calendar days of asset receipt and documented on the appropriate form and/or in the supporting automated system, as applicable.

3.4.2. Unless otherwise prescribed in this instruction, periodic inspections of WRM will be at intervals specified in applicable Technical Orders (T.O.), technical manuals (TMs), or other directives for the same or similar items. Frequency will be increased if climatic or environmental conditions require it.

3.4.3. If a T.O., TM, or other directive does not prescribe a WRM item inspection interval, the following will be done:

3.4.3.1. A condition inspection will be performed each quarter. A condition inspection is a visual inspection. Containers will be opened to ensure equipment is serviceable. Condition inspections can be done as part of the WRM inspections described in **Chapter 2**, during ORIs, SAVs, etc., or by the WRM monitor. All assets should be checked during each condition inspection; however, 25 percent is the minimum inspection requirement. NOTE: Chaff, crates, and containers need only to be opened if visual damage is apparent or the barrier paper is wet or torn, in which case specific inspection requirements in T.O. 12P3-1-8 will be followed.

3.4.3.2. Serviceability inspections will be done each year as part of the inventory of WRM. During a serviceability inspection, WRM items will be mechanically/electrically tested, as applicable, to ensure they are ready to perform their wartime mission. Serviceability inspections will be done by the functional user or by the base function, which has the capability to perform them. With regard to specific types of items, which may fall into this category, the following applies:

3.4.3.2.1. A serviceability check of at least 25 percent of cots, tents, and other canvas or fabric products will be accomplished. If the assets are divided into 275-person subsets, the 25 percent criteria will apply to each subset. The functional user will ensure that 100 percent of the assets on-hand receive a serviceability check within a four-year period. The assets will be checked for mildew, dry rot, insects, vermin damage, etc. Tents will be spread out and inspected, but need not be set up. A sample of cots will be inspected and tested to ensure they will hold a person.

3.4.3.2.2. Mechanical items will be started to ensure motors, electrical components, seals, etc., function properly. Tent heaters, field ranges, and immersion heaters will be fired up and inspected to ensure they operate properly. Walk-in refrigerators will be hooked up to ensure they can reach the proper operating temperatures.

3.4.3.2.3. The equipment custodian will keep records of condition and serviceability inspections, to include corrective actions taken, or the WRM monitor, with a copy sent to the WRMO. For mechanical items, the records will be stored with the equipment in the record jacket.

3.4.3.2.4. Equipment inspections and reconstitution actions will count towards the inventory objective.

3.4.4. WRM assets prepositioned at non-USAF locations are subject to the same inspection intervals as other WRM. Planning for adequate maintenance is part of the prepositioning decision. Inspection and maintenance of WRM stored at a non-USAF location can be performed by non-USAF personnel provided: these individuals are qualified. Such inspection and maintenance is done according to the prescribed T.O.s. This requirement and other directives; are mandated by HQ PACAF. Waivers to inspection intervals will be granted under unusual circumstances and on a case-by-base basis.

3.4.5. A monthly walk-through inspection will be performed by the storing organization and applicable maintenance shop personnel. The walk-through inspection will identify any damaged containers, missing assets, or circumstances resulting in deteriorated storage capability that require correction (except munitions). At COBs, QAEs perform walk-through inspections, identify discrepancies, and schedule maintenance for WRM assets. As a minimum, walk-through inspections will include the following:

3.4.5.1. For sealed container, inspect containers only.

3.4.5.2. Physical damage.

3.4.5.3. Visible corrosion.

3.4.5.4. Proper storage.

3.4.5.5. Missing protective covers.

3.4.5.6. Missing hardware (filler caps, bolts, etc.).

3.4.5.7. Complete/legible condition tags.

3.4.5.8. Verify equipment quantity and nomenclature against supporting documents (WPARR, PWSP, R07, etc.).

3.4.5.9. Actions necessary to correct the discrepancies noted.

3.4.5.10. (Added-7AF) Ensure inventory matches quantities on-hand.

3.4.5.11. (Added-7AF) Ensure excesses are clearly defined and segregated.

3.4.5.12. (Added-7AF) Monthly walk-through inspections will be documented with discrepancies noted and corrective action taken.

3.4.6. Powered AGE. The term Aerospace Ground Equipment is defined in T.O. 00-20-5. Qualified maintenance technicians will perform servicing inspections, functional checks, load checks (as applicable), and minor corrosion control treatment on serviceable powered AGE every 30 days. Load checks on flight line diesel engine generator sets are to be sustained for a minimum of 15 minutes. Functional checks require a minimum of 30 minutes equipment run-time as indicated by the engine hour meter, if installed. Annually, Periodic Inspections (PEs) will be accomplished and documented following the guidance for annual inspections contained in the applicable Air Force AGE inspection workcards. If equipment is stored outdoors, more frequent inspections may be necessary based on weather conditions, equipment condition, and/or equipment configuration. If equipment is in peacetime use, normal inspection intervals will be maintained according to applicable equipment T.O. or workcards.

3.4.7. Nonpowered AGE. Functional checks and minor corrosion control treatment will be accomplished on serviceable nonpowered AGE every 90 days. Annually, periodic inspections will be accomplished and documented following the guidance for annual inspections contained in the applicable Air Force inspection work cards. If equipment is stored outdoors, more frequent inspections may be necessary based on weather conditions, equipment condition, and/or equipment configuration. If equipment is in peacetime use, normal inspection intervals will be maintained according to applicable equipment T.O. or workcards.

3.4.7. (7AF) At COBs, MAGNUM personnel will accompany the AGE QAE during contractor surveillance on munitions trailers.

3.4.8. AGE 30 and 90-day WRM inspection documentation. Document the 30 day (powered) and 90 day (nonpowered) inspections in Part III of the unit's AFTO Form 244. Upon completion of the inspection record the date completed and new date due in Part III. Sign the service inspection off in Part II of the unit's AFTO Form 244 using the hour meter reading, or time of day if the unit does not have an hour meter. A 30 and 90-day WRM AGE inspection completed any day within the month that it was scheduled is not considered overdue. CAMS documentation is not required for 30 and 90-day WRM AGE inspections.

3.4.9. AGE Cannibalization approval authorities are as follows:

3.4.9.1. The authority level to cannibalize AGE parts from WRM equipment to peacetime equipment, deployed equipment, or any other non-WRM equipment is the WRMPM.

3.4.9.2. The authority level to cannibalize AGE parts from WRM equipment (including excess) to other WRM equipment is the AGE Flight Chief or COB Detachment Commander.

3.4.9.3. (Added-7AF) Follow procedures in T.O. 00-20-2 and AFI 21-101 when documenting AGE cannibalization actions. A log will be utilized when CAMS is not available.

3.4.10. Excess WRM AGE. AGE WRM custodians will account for excess equipment assets that are considered AGE on a separate R-14 using the 041 ASC. Excess AGE will be inspected and maintained using the same guidance as other WRM AGE.

3.5. Manpower.

3.5.1. The impact of projected changes in WRM authorizations on maintenance manpower must be considered in the maintenance management system. When these projections are available, the WRMO and storing activities will provide the projections to the maintenance planners. Maintenance units will work with their wing manpower office to identify maintenance manpower requirements and any manpower realignments, which can be made to satisfy the increased workload. Once the affected unit manpower documents (UMDs) have been adjusted appropriate personnel actions can be made. The CWRMO will make every effort to identify programmed WRM level adjustments to HQ PACAF staff agencies and bases; and to assist in obtaining appropriate manning.

3.6. Quality Assurance.

3.6.1. Each maintenance activity with a quality control function will ensure quality control/assurance personnel include WRM assets in their programs. At COBs, QAEs will perform the quality control/assurance functions. This will include the following when applicable to a given maintenance or WRM program:

3.6.1.1. Performing over-the-shoulder inspections to assure maintenance technicians are qualified to work on a WRM item.

3.6.1.2. Conducting periodic technical inspections on WRM assets to insure maintenance, inspection, preservation, and/or packaging of WRM is being performed according to T.O.s, TMs, and other directives.

3.6.1.3. Including WRM as a special subject during activity inspections.

3.6.1.4. Observing maintenance exercises such as Tanks, RAP or munitions build-up exercises and providing written comments.

3.6.1.5. Assisting the WRMO during WRM inspections.

3.6.1.6. Participating in monthly walk-through inspections.

3.6.1.7. Review technical orders/TCTO program for compliance with established standard.

3.6.1.8. Routing quality control reports covering WRM through the WRMO and WRMPM and to the NAF Functional Managers.

3.7. Corrosion Control.

3.7.1. A corrosion control program will be included in every WRM maintenance activity. The program can be developed as an in-house capability or through base contracts . The objective of the corrosion control program is to prevent corrosion from impacting the serviceability of WRM. Corrosion control on assets will be conducted as prescribed by applicable T.O. guidance or as required, if not specified.

3.8. Condition/Status Tagging.

3.8.1. With the exception of vehicles, AGE, bulk fuel, LOX, LIN, bulk deicing fluid, and gases (oxygen, acetylene, argon, halon, etc.), all WRM will be tagged. Storing activities will insure qualified inspectors or maintenance technicians identify the condition and/or status of WRM and tag it appropriately.

3.9. Publications.

3.9.1. For peacetime inspection and maintenance of WRM, maintenance activities will ensure the applicable T.O.s, TMs, TCTOs, TCTO series and other maintenance directives are on file. These publications will include those pertaining to operating the equipment as well as inspections, overhaul (if authorized) and parts breakdown. An inactive file of all completed/rescind TCTOs will be kept on file by the respective unit agency or QAE, as applicable.

3.9.2. Inspection and parts breakdown publications for WRM planned for use at a non-USAF location during wartime operations will be maintained at the employment site or at the MOB/COB for transport to the non-USAF location. Such publications include operating instructions, inspection work cards, illustrated parts breakdown publications, repair instructions, T.O.s, and TMs, and will be identified by maintenance activities and maintained by the functional user. One set of operating publications for each WRM commodity per location will be maintained. At least one set of inspection and parts breakdown publications will be maintained tailored to each non-USAF location. Packing lists will be devised for checking the accuracy of publications being maintained.

3.9.3. A list of commonly used T.O. series is provided in **Table 3.1.** Publications pertaining to specific items are listed in the numerical publications (0-1 series T.O.s) within the number group for the category of the item concerned. See T.O.s 00-1 and 0-2-1 for indexes of technical publications.

3.9.4. Using the PWSP provided by the CWRMO, maintenance activities will ensure T.O.s and TCTO series required for the inspection and maintenance of new items are ordered so they arrive on or near the start of the fiscal year the new items are required. This allows for timely inspections and required T.O. compliance.

3.10. Requests for Assistance.

3.10.1. When maintenance capability shortfalls cannot be resolved at base-level, the WRMPM will request assistance from NAF/HQ PACAF. (EXCEPTION: Requests for supply assistance will be made according to AFMAN 23-110, Volume I, Part One, Chapter 1, Section E.) Requests will be in writing using **Table 3.2.** as a guide. An information copy will be sent to the appropriate office at the Numbered Air Force as appropriate. Requests will include the following as a minimum:

3.10.1.1. Detailed inspection and maintenance requirements to include man-days.

3.10.1.2. Analysis of base capability and reason(s) why workload is beyond that capability. Explain action(s) being taken to resolve shortfall and Estimated Completion Date (ECD).

3.10.1.3. Details of assistance required to include: Air Force Speciality Codes (AFSCs), special qualifications, NSN, quantity of equipment, T.O. number(s), etc.

3.10.1.4. Statement regarding parts availability.

3.10.1.5. Statement regarding availability of O&M funds to defray TDY costs.

3.10.2. (Added-7AF) When maintenance capability shortfalls cannot be resolved at the COB, the COB commander will request assistance from 7 AF WRMO.

3.11. Repair Parts.

3.11.1. When it is determined repair parts are required to repair a WRM item, the maintenance activity will request them from Supply. The highest Urgency Justification Code (UJC) available will be used.

3.11.2. Request assistance as needed from NAF/PACAF WRM Functional Manager.

3.12. Technical Order/TCTO Procedures.

3.12.1. Commanders are responsible to ensure a viable T.O./TCTO program is established. The T.O. procedures covered in AFI 21-101 will be used for WRM maintenance with the following additional instructions:

3.12.1.1. Base agencies storing WRM maintained by an organization under the Logistics Group Commander will send a list of these items by type to the quality assurance branch. The Quality Assurance Branch will screen the list to ensure applicable publications and associated TCTO series are requisitioned within the maintenance activity.

3.12.1.2. Quality Assurance will monitor T.O./TCTO publications pertaining to identified WRM assets. After determining applicability, the Quality Assurance Branch will forward a list of required T.O./TCTO publications to the Supply Inspection Section. A copy will be sent to the storing agencies and the WRMO. The supply inspection section will specify the quantity of kits required to modify assets stored by supply. This information will be forwarded to the plans, scheduling, and documentation section with an information copy to the WRMO listing the number of assets by NSN and number of kits required. Maintenance materiel control will order TCTO kits or components required to modify WRM assets. The Supply Inspection Section will prepare a DD Form 1574 for serviceable assets stored by supply, or a DD Form 1576, Test/Modification Tag Materiel, to indicate the noncompliance with T.O./TCTO, and update the locally developed report.

3.12.1.2. (7AF) At the COBs, QAEs are the Quality Assurance Branch.

3.12.1.3. Collocated Operating Base (COB) Technical Order Distribution Office (TODO) and Technical Order Distribution Account (TODA). The following are minimum requirements for COB TODO/TODA activities:

3.12.1.3.1. TODO, TODA custodians and assigned QAEs will be trained in technical order distribution management IAW T.O. 00-5-2.

3.12.1.3.2. A TODO account will be established for each COB. Each functional area will establish a TODA.

3.12.1.3.3. Unit TODO will maintain a continuity book. The book will contain the following information, as a minimum: sub-account numbers and primary and alternate representatives, training certificates, a listing of all QAE self-inspection checklists and account reconciliation report (ARR) from Tinker AFB of all technical orders on account.

3.12.1.3.4. TODO will perform a semi-annual inspection, as a minimum, on each sub-account throughout the year. As a minimum, currency of tech orders, supplements filed, list of effec-

tive pages, condition of tech orders, method of tracking tech orders, and a review of the ATOMS or AFTO Form 110 cards will be inspected. Additionally, each TODA will inspect assigned tech orders upon receipt of the applicable CD-ROM.

3.12.1.3.5. Each TODA will maintain a Time Compliance Technical Order (TCTO) file which will contain a list of all TCTOs on Initial Distribution (ID), active file, inactive file, completed file, rescinded file, and non-applicable file.

3.12.1.3.6. Each TODA will maintain a continuity book. The book will contain the following information, as a minimum: pertinent information received from unit TODO, appointment letters, training certificates, technical order requisition status, AFTO Forms 215 code status on each T.O. requisitioned, self-inspection checklist, and inspections.

3.12.1.3.7. TODO will maintain a applicable CD-ROM index of all technical orders on ID by the TODAs.

3.12.1.3.8. TODO will perform follow up actions when technical orders are not received within 60 days after receipt of status notification through Technical Order Distribution Control Activity (TODCA)

Section 3B—Rotation of WRM Assets

3.13. Rotation.

3.13.1. To ensure serviceability, WRM assets at operational locations will be rotated with similar peacetime assets (see paragraph **3.16.** for exemptions). In selected cases where a documented program of routine preventative maintenance and inspection has been established for WRM assets without rotation, a waiver to these requirements may be granted. To qualify for a waiver, a request should state how the affected assets are inspected and provide at least 6 months historical evidence the program requirements have been established. The waiver will be good for 1 year unless the unit requests termination sooner, or if periodic inspection of the equipment finds a degraded mission condition. At some storing locations, rotation may not be feasible due to austere manning and limited maintenance facilities. In those cases, a waiver will be required. WRM assets will never be rotated with equipment that is out-of-commission. If WRM equipment is required in peacetime due to a low in-commission rate of peacetime assets, a request to use WRM will be made IAW **Chapter 6**. With the exception of vehicles, all requests to rotate WRM assets will be forwarded through the WRMO to the WRMPM.

3.14. Rotation Schedule.

3.14.1. The rotation schedule will be formulated in writing to cover a one-year period. The schedule will be made by the WRM equipment functional user and forwarded through the WRMO to the LG for approval. A copy of the schedule for vehicles will be sent to the REMS monitor.

3.14.2. WRM vehicles will be rotated IAW guidance provided in **Chapter 9**. Other WRM equipment stored on base is to be rotated with peacetime assets a minimum of every 120 days. (Exception: LOX/LIN tanks will be integrated with peacetime tanks and used on an equal basis.)

3.14.3. Other WRM equipment stored off-base at or near its place of intended use will be rotated on a 180-day basis.

3.15. Unique Equipment.

3.15.1. WRM equipment items for which there are no similar peacetime assets, for rotation purposes, will be operated or inspected periodically to verify serviceability.

3.16. Exemptions From Mandatory Rotations.

3.16.1. Expendables, unless shelf-life coded.

3.16.2. Tools.

3.16.3. 463L pallets/nets and tie-down devices.

3.16.4. Fuel and water bladders.

3.16.5. Fire extinguishers.

3.16.6. Food preparation utensils (i.e. pots, pans cutlery, etc.).

3.16.7. Base support items (i.e. tents, liners, etc.).

3.16.8. Medical equipment.

3.16.9. Powered and non-powered AGE.

3.16.10. RRR and ABO assets

3.17. Procedures.

3.17.1. Using the established rotation schedule, WRM markings will be removed from the rotated equipment and placed on the WRM equipment. Applicable custodians will be responsible for ensuring the markings are accomplished.

3.18. Rotation of Medical Vehicles.

3.18.1. WRM medical vehicles should be rotated with peacetime medical vehicles (per **Chapter 9**). It is also recommended that WRM ambulance buses be rotated with base support buses if possible.

Section 3C—Maintenance of other WRM Assets

3.19. WRM Consumables Maintenance (See Ch 8)

3.20. WRM Vehicle Maintenance. (See Ch 9)

3.21. WRM Equipment Maintenance (See Ch 10)

Table 3.1. Technical Publication References.

RULE	A If the maintenance area of interest pertains to	B then the technical data will be found in the
1	visual inspection	00-20 series
2	miscellaneous publications	00-25 series

RULE	A If the maintenance area of interest pertains to	B then the technical data will be found in the
3	protective packaging and preservation packaging	00-85 series.
4	aircraft (general)	1-1 series.
5	aircraft fuel tanks	6J series.
6	munitions support equipment	11 series.
7	fire extinguishers	13 series
8	ground electrical and electronic equipment	31 series.
9	shop machinery and equipment	34 series
10	ground handling, support air mission base operating equipment	35 series.
11	vehicles, construction, and materials handling equipment and components	36 series.
12	fuel, oil, propellants handling	37 series.
13	air conditioning, heating, plumbing refrigerating, ventilating, and water treatment equipment	40 series.
14	subsistence and food service equipment	41 series.
15	laundry units	48 series
16	aircraft arresting system	35E8-2-5-1 (BAK-12) 35E8-2-5-4 (BAK-12) 38G2-117-4 (Wisconsin Engine V465D) 35E8-2-10-1 (Mobile Aircraft Arresting System) 35E8-2-10-4 (Mobile Aircraft Arresting System) 35E8-2-11-2 (LWFB Configuration Set)

Table 3.2. Requests for Maintenance Capability Assistance.

RULE	A If the request for maintenance assistance pertains to	B then the request will be sent by the	C to	D with an information copy to
1	WRM maintained by an organization under the Logistics Group Commander (except organizations maintaining munitions, guns or Tanks & RAP)	Logistics Group Commander	PACAF/LSF	the function manager if an equipment item (see **Table 4.1.**)
2	Guns or RAP	Logistics Group Commander	PACAF/LGWS	N/A
3	WRM maintained by base civil engineer	Support Group Commander	PACAF/CEX	N/A
4	Vehicles	Logistics Group Commander	PACAF/LGTV	the functional manager (see **Table 10.1.**).
5	Use of WRM to augment existing capability	Logistics Group Commander	PACAF/LGX	N/A
6	O & M funds	Base Comptroller	PACAF/FMA	PACAF/LGSP, PACAF/LGX, and the WRMPM
7	Munitions	Logistics Group Commander	PACAF/LGW	applicable NAF

Table 3.3. Base-Level Maintenance Responsibilities.

RULE	A If the category of WRM pertains to	B then the asset will be maintained by the
1	AGE (powered and nonpowered)	Logistics Group Commander
2	tank sets and aircraft related station set items	Logistics Group Commander
3	munitions support	Logistics Group Commander
4	storage tanks/bladders (see note 1)	Chief of Supply.
5	vehicles (including refueling systems in Part K, AS 929 and RRR)	Chief of Transportation (other than MOBs in Korea)
6	463L pallets and nets	The organization storing the item.
7	RRR items (excluding vehicles)	CES

RULE	A If the category of WRM pertains to	B then the asset will be maintained by the
8	ground power generators	CES
9	food services	Services Commander
10	Refrigeration Systems and Ice Machines	CES
11	laundry unit	Services Commander
12	AM2 matting	CES
13	water purification and storage units (see note 1)	CES
14	Lodging	Services Commander
15	tent heating, lighting, refers, and bath units	CES
16	fire extinguishers/150LB fire bottles	CES
17	portable water demineralizers	CES
18	Communication-Computer Systems	Communication squadron
19		
20		
21	mobile aircraft arresting systems	CES
22	emergency airfield lighting systems	CES
23	lodging area light carts	CES

NOTES:

1. Storage bladders will be maintained by the maintenance activity with the best capability as determined locally.
2. The DBMS will forward a list of non-medical WRM support equipment, i.e., generators, to CES for maintenance scheduling. A reimbursable workorder will be used to account for maintenance performed on medical WRM equipment.

Table 3.4. Inspection Intervals for Built-up Tanks.

RULE	A If built-up tanks are stored in	B then the inspection cycle will be every	C and the portion of the total number of tanks to be scheduled in each CY month will be
1.	Outside storage	2 years (24 months)	one-twenty fourth
2.	covered outside storage (see note 1)	3 years (36 months)	one-thirty sixth

RULE	A If built-up tanks are stored in	B then the inspection cycle will be every	C and the portion of the total number of tanks to be scheduled in each CY month will be
3.	inside storage (see note 2)	5 years (60 months)	one-sixtieth

NOTES:

1. Pertains to tanks stored in racks with protective coverings or to tanks in crates or racks stored in open-end sheds or buildings (does not include tarps).
2. Pertains to tanks in crates or racks stored in enclosed structures or airflex passive long-term storage containers/baggies.

Chapter 4

WRM REQUIREMENTS DETERMINATION

Section 4A—General

4.1. Purpose.

4.1.1. This chapter describes the planning documents related to WRM. This chapter also includes tables relating to WRM authorization documents (**Table 4.1.**), WRM asset responsibilities (**Table 4.2.**), WPARR responsibilities (**Table 4.3.**), and the composition code references (**Table 4.4.**).

4.2. Objective.

4.2.1. Describe how WRM quantities are calculated and prepositioned.

4.2.2. WRM Concept Description. The types of non-munitions WRM commodities or assets authorized for prepositioning in PACAF are limited to those listed in **Table 4.1.** No other materiel reserves are authorized. After hostilities begin, WRM and primary operating stocks (POS) are combined to support the war plan until resupply is received. Resupply will be accomplished according to the logistics annex in the implemented OPlan(s) and/or through the standard supply procedures in AFMAN 23-110. During OPlan execution, WRM assets become part of normal base stocks on D-Day and are no longer segregated on base records for accounting, funding, and requisitioning purposes. Other uses of WRM are outlined in the Peacetime Use guidance in **Chapter 6**.

4.2.3. Planning Documents related to WRM.

4.2.3.1. USAF WMP-1. Basic USAF war plan; establishes logistics policies to include prepositioning objectives, acquisition, prepositioning, and resupply for WRM commodities.

4.2.3.2. USAF WMP-4 or USAF Wartime Aircraft Activity (WAA). This document details activity in the pacific theater of operations (logistics area 1 and 5). It is developed annually by HQ PACAF/XPXS (Systems Plans Branch). They develop a wartime beddown consisting of planned operating bases (POBs) to be used by USAF forces in wartime. Aircraft are allocated to each POB using the forces available in the USAF WMP-3. These aircraft are allocated sorties based on the sortie and attrition rates in the USAF WMP-5. This information is combined to give the number of sorties at each POB and includes other factors such as use rates and prepositioning codes, and is sent to HQ USAF for approval. Once approved, the USAF WMP-4 is sent back out to the MAJCOMs and they extract the portion of the WAA applicable to their logistics area. Each PACAF base is sent, or otherwise accesses, their appropriate section. PACAF/XPXS is the OPR for the PACAF portion of the USAF WMP-4.

4.2.3.3. Time Phased Force Deployment Data (TPFDD). Contains total numbers of in-place and additive personnel who will operate the POBs in wartime. Additionally, the TPFDD shows in-place and deploying aircraft and support packages. The TPFDD time phases the arrival of additive personnel and equipment and is maintained by PACAF/XPXX/XPXS and released as determined by USCINCPAC/J5.

4.2.3.4. Allowance Standard (AS). Document used to establish WRM authorizations for equipment required to support the TPFDD and WAA (i.e., AS 159, HE Support System).

4.2.3.5. Nonnuclear Consumables Annual Analysis (NCAA). Published annually by HQ USAF/XO.

4.2.3.5.1. The NCAA is an analytical process designed to quantitatively identify the most effective mix of conventional air munitions to be programmed for procurement and maintained in the WRM stockpile. The NCAA addresses requirements for air-to-air and air-to-surface conventional munitions, and aircraft fuel tanks, and racks, adapters, and pylons (RAP). It also describes the contents of conventional standard air munitions packages (STAMP), standard TRAP (Tanks Racks Adapters and Pylons) packages (STRAPP), and assets aboard prepositioning ships. WRM is only one input to the determination of a procurement objective; other requirements include training, testing, Seek Eagle, and Weapon System Evaluation Program (WSEP).

4.2.3.5.2. The NCAA encompasses an eight-year period to align the process with budget cycle procurements and weapons deliveries. It is also used in developing the annual Tactical Air Missile Program (TAMP), Detailed Logistics Allocation Report (DLAR), and TRAP Allocation Program (TAP) documents. The near-year portion of the NCAA is used to allocate near-term inventory. Out-year requirements allow Air Components to plan for munitions modernization; inventory objectives are used to establish USAF procurement objectives.

4.2.3.6. War Consumable Factors File. Otherwise known as the "WARCON" file, these factors developed by the MAJCOM Functionals to produce an Expenditure Per Sortie Factor (EPSF) for the range of items authorized as WRM consumables.

4.3. Requirements Determination.

4.3.1. WRM requirements are determined by calculating the total wartime requirement for logistics support and then subtracting the support which, is expected to be available during wartime from POS, deployed mobility equipment, contractors, and host nations. The remaining deficit is the additive stocks (WRM objective) required. Of this total, a certain segment is prepositioned at the point of intended use according to the guidance in the USAF WMP-1. The requirements for each of the different types of WRM assets or commodities are based on many factors, which are normally included in the planning documents cited in the previous paragraph.

4.3.2. Consumable authorizations are also based on many factors and this information is included in the PACAF WRM Storage Plan (PWSP). Base logistics plans offices and supply squadrons will maintain a current copy of the PWSP and LOGFAC generated WCDO.

4.3.3. The following paragraphs provide more detail on how requirements are determined.

4.3.3.1. Based on the WAA and TPFDD, each POB is assessed for its capability to support the programmed wartime force. Equipment requirements, which cannot be satisfied by reallocating in-place equipment, or through host nation support, or with inbound UTCs (deployment packages), are added to the War Plans Additive Requirements Report (WPARR) using the applicable WRM AS. For additional details, see AFMAN 23-110, Volume II, Part Two, Chapter 22.

4.3.4. The basic computation for WRM consumables involves taking sorties from the WAA and multiplying those sorties by an EPSF from the WARCON file or other sources. The number of days of sorties used in the calculation is determined by the prepositioning objective specified in the USAF WMP-1. This results in WRM consumable requirements, which are, published in the PWSP, Inven-

tory Management Plan (IMP), or other authorization documents. Refer to **Chapter 8** for additional information.

4.3.5. WRM subsistence requirements are based on 90% of the total USAF wartime population based on location. WRM subsistence quantities to be stocked in theater will be contingent upon rotation capabilities. This total includes both in-place and additive forces in the TPFDD. Peacetime stocks, host nation support, and on-hand MREs in excess of WCDO requirements reduce the total wartime food service requirement. Refer to **Chapter 11** for additional Subsistence information.

4.3.6. The medical portion of the WRM program is under the direction of the Surgeon General, HQ USAF. Policy on medical materiel is contained in the USAF WMP-1. Procedures are contained in AFMAN 23-110, Volume V, Chapter 15. The HQ PACAF OPR for the medical WRM program is HQ PACAF/SGM. With the exception of certain segments of **Chapter 8**, this instruction does not apply to PACAF medical organizations.

4.4. Prepositioned WRM. That portion of WRM stocks positioned in-theater to support war plans until resupply is received. PACAF COBs and MOBs maintain prepositioned WRM for beddown forces. In Korea, COB management is provided by the 607th ASG. Theater prepositioning policies and objectives for each WRM commodity are described in the USAF WMP-1. Prepositioning policies within PACAF are as follows:

4.4.1. The maximum amount of WRM authorized for which storage and maintenance capability exists will be prepositioned in-theater.

4.4.2. Prepositioning will be affected at the planned wartime operating location when possible.

4.4.3. Intra-theater peacetime movement of prepositioned WRM will be minimized.

4.4.4. Prepositioning will not be limited to WRM required for PACAF in-place forces. Authorized WRM for other wartime using commands will be prepositioned on the same basis as PACAF forces.

4.4.5. Capability to preposition WRM will be programmed to meet projected out-year requirements. This will be accomplished through inclusion of WRM-related items in the following: (1) PACAF Program Objective Memorandum (POM), (2) PACAF O&M Budget, (3) PACAF Military Construction Program (MCP) and (4) Inter/Intra Service Support Agreement (ISAs).

4.4.6. Prepositioned WRM levels will remain inviolate except for situations described in **Chapter 6**.

4.5. WRM Support Concepts.

4.5.1. Use the following project codes on requisitions for WRM: DCP - New/Increase of WRM commodities and BB2 - Replenishment of WRM commodities.

4.5.2. Budgeting and Funding. See **Chapter 7**.

4.5.3. Storage and Marking. See **Chapter 5**.

4.5.4. Maintenance. See **Chapter 3**.

4.5.5. Realignment of or justification for manpower adjustments resulting from WRM commodity redistribution or increased authorizations will be submitted through the wing manpower office. The importance of documenting WRM-related workload cannot be overemphasized, as this is the basic means of reviewing and validating manpower requirements.

Table 4.1. WRM Commodities and Relationship of Planning and Authorization Documents.

Type WRM	Planning Document	Authorization Documents	PACAFI 25-101 Reference	HQ PACAF CHAPTER OPR
Equipment (Except Medical)	USAF WMP-1 Applicable WRM Allowance Standards	WPARR	**Chapter 10**	PACAF/LGSW
Consumables	USAF WMP-1 WAA NCAA	Munitions WCDO PACAF WRM Storage Plan IMP	**Chapter 8**	PACAF/LGWX/ LGWS PACAF/LGX PACAF/LGSF PACAF/LGSW PACAF/LGWS PACAF/LGSF
Subsistence	USAF WMP-1 TPFDD	PACAF WRM Storage Plan	**Chapter 11**	PACAF/LGX PACAF/SVXR
Vehicles	TPFDD	MAJCOM VAL	**Chapter 9**	PACAF/LGTV

Table 4.2. WRM Asset Responsibilities.

RULE	**A** **If the WRM pertains to**	**B** **HQ PACAF WRM Functional Manager is**	**C** **Base functional user will be**
1	Lodging (HKs/T-550 - SEE NOTE)	PACAF/SVXP ext 449-2592	Services Commander
2	Food services (T-550 - SEE NOTE)	PACAF/SVXP ext 449-2592	Services Commander
3	Refuelers	PACAF/LGTV ext 449-8824 and LGSF ext 449-3068, x214	Chief of Supply
4	MHE vehicles	PACAF/LGTV	Chief of Transportation (other than MOBs in Korea)
5	Wide body aircraft servicing equipment	PACAF/LGTV	Chief of Transportation (Other than MOBs in Korea)
6	Packing and crating	PACAF/LGTT	Chief of Transportation (Other than MOBs in Korea)

RULE	A If the WRM pertains to	B HQ PACAF WRM Functional Manager is	C Base functional user will be
7	463L pallets/nets and tie down devices	PACAF/LGTR ext 448-3594	Applicable base organization.
8	RRR Vehicles	PACAF/LGTV	Commander Base Civil Engineer
9	Fire-fighting/rescue vehicles	PACAF/LGTV	Commander Base Civil Engineer
10	Medical support vehicles	PACAF/LGTV	Director of Base Medical Services or Chief of Transportation
11	AGE	PACAF/LGMFE ext 449-9290	Logistics Group Commander
12	LOX/LIN product or 400 gallon tank	PACAF/LGSF	Chief of Supply
13	FMSE	PACAF/LGSF	Chief of Supply
14	Munitions Support	PACAF/LGW ext 449-0069	Logistics Group Commander
15	Harvest Eagle	PACAF/LGXW ext 449-3689/3775	607 Materiel Maintenance Squadron Detachment Commander
16	Individual weapons	PACAF/SFX ext 449-9472	Chief of Supply
17	Individual equipment	PACAF/LGSW	Chief of Supply
18	Medical support equipment	PACAF/SGML ext 449-2332	Director of Medical Services
19	RRR/ABO	PACAF/CEXX ext 449-5747	Commander Base Civil Engineer
20	RURK I II	PACAF/CEXX ext 449-5747	Commander Base Civil Engineer
21	Weapons Equipment and RAP	PACAF/LGW	Logistics Group Commander
22	ABDR trailers	PACAF/LGMMR	AFMC (see para **2.26.10.**)
NOTE: Set composition for PACAF Housekeeping (PHK) and T-550. Equipment authorizations should be loaded against the applicable organization as identified by the Functional Account Code (FAC) in the Logistics Detail (LOGDET) for each UTC.			

Table 4.3. WRM Organizational Responsibilities.

RULE	A If the WPARR actions concern	B then the OPR will be	C and the OCR(s) will be
1	WPARR authorization changes – PACAF directed	HQ PACAF WRM Functional Manager	CWRMO and PACAF/LGSW
2	WPARR equipment management	Host Base Supply	Base WRMO and functional users
3	WPARR expendable management	Host Base Supply	Base WRMO and functional users
4	Joint-use determination	Base WRMO	Functional user(s), WRM review board members, Host Base Supply
5	WPARR changes (base requested) – submit AF Form 601, ACR, AF Form 1032, message or letter	Functional user	Host Base Supply; and base WRMO - if approved send to HQ PACAF/LGSW

Table 4.4. Composition Code Listing References - First Position (ALPHA).

RULE	A If the first position is	B then the allowance standard is (formerly TA)	C then the equipment pertains to
	Part One of composition code ID List		
1	V	AS 012	Vehicles
2	D	AS 154 and AS 019	Fuels Mobility Support Equipment (FMSE)
3	C	AS 159	HE, T550, PHK
4	H	AS 929	Force Beddown, RRR, and ABO
	Part Two of composition ID List		
5	P, R, or T	AS 927	Station sets for AMC/AFSOC
6	F; R	AS 928	Stations sets for ACC/PACAF
NOTE: Do not link the composition code with the allowance standard (AS/formerly TA) during authorization/in-use detail record load. Use load procedures IAW AFMAN 23-110, Vol II, Part Two, Chap 22, attach E-1. The allowance source code (position 59-65) entry for use code C will be 3 numeric (AS), 1 alpha and 3 numeric (composition code). Use code D authorizations, the entry will be 3 blanks, 1 alpha and 3 numeric (composition code).			

Chapter 5

STORAGE AND MARKING OF WRM

Section 5A—General

5.1. Purpose.

5.1.1. To provide guidance on storage and marking peculiar to the WRM program and to cross-reference guidance to other publications. Addresses the following: facilities, dispersal, packing and crating, tone-down (i.e., painting), security, and marking. Additional information can also be found in **Table 5.1.** - **Table 5.3.** at the end of this chapter.

5.2. Objectives.

5.2.1. Enhance serviceability of WRM assets through identification of proper storage criteria.

5.2.2. Ensure WRM assets are identifiable, and where practical stored indoors.

5.2.3. Prevent inadvertent use of WRM assets.

5.3. Applicability.

5.3.1. This chapter applies to all WRM assets unless otherwise noted or waived by HQ PACAF/LGX.

5.4. Relationship to Other Publications .

5.4.1. In those cases where this chapter does not address a particular issue, refer to DoD 4145.19-R-1, AFMAN 23-110, the 71-series publications, Special Packaging Instructions (SPIs), T.O.s and other related publications.

5.4.2. Any piece of WRM equipment, except fire-fighting assets, planned for use on or near the flightline will be toned-down using the guidance in applicable AF/PACAF directives.

Section 5B—Storage of WRM

5.5. General.

5.5.1. WRM will be afforded the same quality of storage as peacetime assets. WRM equipment will be stored in safe, secure areas to reduce or prevent inadvertent or unauthorized use and to enhance serviceability.

5.5.2. All WRM is considered "in storage". For example, although from a supply viewpoint, a WRM flight line generator set may be thought of as "in-use" since it has been issued to a maintenance shop and is on their CA/CRL, however, it is still considered to be "in storage" when the provisions of this chapter are applied.

5.5.3. Before WRM can be prepositioned in the PACAF theater storage options must fully explored. Availability of suitable covered storage affects the Command's ability to preposition WRM resources. Ideally WRM will be stored at its point of intended use/planned operating base. The preferred location will be at a MOB or COB, or, in some cases at a non USAF controlled secondary location that is near a COB or MOB. **Table 5.1.** describes the criteria for these storage options. Every effort should be

made to preposition WRM assets at/on the base of intended use to reduce secondary transportation requirements.

5.5.4. Level of storage. Once stored, WRM is classified as either “Deep storage” or “Active storage.” Integrated or Joint Use WRM is considered “Active stored” as the active use of these assets are expected and will benefit the item. Deep stored items would be kept in covered storage until wartime.

5.5.5. The WRMPM is responsible for pursuing options to provide adequate WRM storage.

5.5.6. WRM movement plans and dispersal plans will be developed, as required. A sample WRM dispersal worksheet is shown at **Attachment 5**; it may help identify requirements and document support for incoming forces.

5.6. Facilities Guidance.

5.6.1. In the context of this chapter, a "facility" is defined as any structure or storage location where WRM is stored. This includes but is not limited to; buildings, sheds, racks, bins, walk-in refrigerators, open storage, fixed or temporary tankage, etc.

5.6.2. Adequate storage facilities must be designated, acquired, and programmed to meet WRM inventory objective/prepositoning dates. Base-level organizations storing WRM will, in conjunction with the WRMPM and WRMO, work with the base civil engineer to meet this objective. Storage space requirements will be developed based on guidance from the CWRMO and appropriate higher headquarters functional counterparts. Information on number of assets, dimensions, storage concepts/ restrictions, and dispersal policies (**Attachment 4**) will be provided to base agencies in order to develop square footage requirements.

5.6.3. Annually the WRMO will revalidate WRM storage requirements/shortfalls with the respective WRM equipment custodians. This information will be presented to the WRMPM and reported to the CWRMO and staff as specified in **Chapter 12**. The WPARR, VAL and PWSP will be used as the basis to develop covered storage needs. When on-base storage facilities are inadequate to store WRM and no current on-base facilities can be allocated to WRM storage, these shortfalls must be identified in the Base Comprehensive Plan. This will ensure WRM storage requirements are fully documented and provide construction planning visibility.

5.6.4. Until permanent on-base storage becomes available, pursue secondary storage options. Oone option is leasing or renting storage space, hereafter referred to as leasing or leased space. Leasing is considered a temporary alternative until WRM can be stored in a dedicated facility/location, programmed storage facilities are built, or agreements are made for facilities controlled by another military agency.

5.6.4.1. The unit owning WRM assets and the BCE, will be the OPRs for developing proposals to lease storage space. Base-level OCRs for this effort will be the WRMPM, WRMO, comptroller, budget officer, Chief of Supply, and the designated contracting officer. Proposals to lease storage space for WRM must receive the approval of PACAF/LG/CE. Procedures for base-level review must include review and approval by the Facilities Utilization Board (FUB), WRM Review Board, and NAF.

5.6.4.2. Proposals will be made in writing to PACAF/CE with information copies to PACAF/LG and signed by the wing commander. Include:

5.6.4.2.1. Geographical location.

5.6.4.2.2. Type of facility.

5.6.4.2.3. Name and address of owner or owning company.

5.6.4.2.4. Total square feet/meters being considered for leasing.

5.6.5. A second option for WRM storage is obtaining an agreement with another US military service or another USAF base. This requires preparation of a support agreement or an amendment to the existing document. The base organization(s) responsible for the WRM, the WRMO, and the agreements monitor in LGX, are joint OPRs for developing such agreements.

5.6.6. Another source of WRM facilities support comes through programs like the Japanese Facilities Improvement Program (JFIP) and the ROKAF Commander's Defense Initiative Program (CDIP). These programs are vital to PACAF because they provide storage/maintenance facilities that the Air Force does not have to pay for directly. Host nation storage facilities are usually divided into two subcategories. The first covers WRM stored at the planned operating base (POB). The second covers WRM at an alternate storage location or (ASL). In the case of the former, Host Nation Support facilities at the place of intended use (POB) must be reflected in the appropriate documents, e.g., Technical Agreement (TA), Base Support Plan (BSP), Memorandum of Understanding (MOU). For WRM storage facilities that are not at the WRM POB these requirements must also be captured in the Host Wing's BSP. In some instances the storage location may be at a remote site that does not have a dedicated AF or US military presence.

5.6.7. All WRM storage options should be presented to the WRM Review Board for action. For example, storage of WRM in unused aircraft shelters could be recommended by the WRM Review Board and then discussed and approved by the base Facilities Utilization Board (FUB) or Installation Commander. The WRMO and WRMNCO are responsible for ensuring facilities issues are brought forward to the WRMPM and Board members, most of which sit on the FUB.

5.6.8. The importance of WRM to the wing mission must be recognized and the priority of WRM storage projects must be assigned accordingly.

5.6.9. The O&M costs related to facilities storing only WRM will be included in the appropriate civil engineering program element code (PEC). PECs 28030 and 28031 will not be used for this purpose.

5.6.10. If authorized WRM levels cannot be stored via leasing or agreements with another base or branch of service, as described in this paragraph, the facility shortfall will be documented in the annual WRM facilities report by the WRMPM and forwarded to PACAF/CEP/CEX/LGX (info PACAF/LGS).

5.7. Security and Safety.

Security measures will be taken (IAW DoD 4145.19-R-1, AFI 31-209, and other instructions) to protect WRM commodities from inadvertent issue, unauthorized use, and pilferage.

5.8. Collocating.

5.8.1. If and when collocating WRM consumables or subsistence is allowed, WRM bin labels will be affixed to bins containing WRM or alternatively, a placard of suitable size containing the following statements:

WRM-DO NOT ISSUE BELOW:

WAREHOUSE LOCATION:

5.8.2. In the event collocating WRM equipment with same or similar peacetime assets becomes necessary it is recognized that this may not always be possible. If WRM equipment is collocated with similar peacetime assets they will be rotated with the WRM items on-hand according based on the guidance in **Chapter 4**. Permanent integration does not apply to WRM equipment prepositioned at a non-USAF base. However, before prepositioning items at a non-USAF base, consult the functional manager listed in **Table 4.2.** The need to integrate and use the assets to ensure complete serviceability may override the need to preposition them at the non-USAF base. When collocating WRM equipment, including vehicles, is allowed, the appropriate status board will reflect the storage location of the WRM assets.

5.9. Packing and Crating.

5.9.1. WRM stored in PACAF will be preserved level A and packaged level B unless otherwise directed by an ALC item manager, AFMC, HQ PACAF or HQ USAF. Packing and crating will be accomplished according to the 24-series publications, AFMAN 23-110, Volume I, Part One, Chapter 10, Special Packaging Instructions (SPIs), T.O.s, and other directive.

5.9.2. All RAP WRM assets will be stored in wooden crates or other suitable containers. Cardboard boxes are not conducive for long-term storage and will not be used.

5.9.3. Packing and crating is a base transportation function. Base-level storing agencies are encouraged to develop a limited capability to do minor packing and crating repairs.

5.9.4. Large-scale packing and crating efforts which are determined to be beyond the capability of the packing and crating section may be performed by a base detail, summer hires, temporary hires, or a contractor. The need for these solutions will be considered by the Chief of Transportation, the storage agency involved, the WRMO, and other personnel as needed. PEC 28030 or 28031 funds may be used to defray payroll and/or contract costs as applicable.

5.10. Shelf-Life Control.

5.10.1. WRM consumable items with a shelf life will be rotated with POS to permit usage prior to the shelf-life expiration date. If rotation is not possible or if the peacetime consumption rate cannot prevent loss of WRM stocks through expiration, then the WRM stocks will be replaced prior to expiration. Replacement requisitions will be placed in order to receive stocks prior to the shelf-life expiration date. Expired shelf-life items will be turned in to the 01 account and reported to the item manager for disposition instructions according to AFMAN 23-110.

5.11. Waivers.

5.11.1. All waivers to storage criteria for WRM will be requested from PACAF/LGX. Waivers will be staffed and coordinated prior to approval/disapproval. (See paragraph **2.13.** for details on waivers.)

5.12. General Storage Responsibilities.

5.12.1. **Table 5.2.** outlines the base-level organizations responsible for storing WRM. Under normal circumstances, when WRM commodities are stored on-base they will be stored in facilities assigned to the base-level unit responsible for maintaining these or similar assets. The unit can make temporary or permanent arrangements with another base agency to provide storage space (e.g. Chief of Supply

"courtesy storage"). Such arrangements do not relieve the organizations with custodial and/or other responsibilities from performing their duties as outlined in this regulation. Exceptions to the storage assignments in **Table 5.2.** require a waiver (see paragraph **2.13.**). If facilities are not available, the shortfall will be discussed at the FUB.

5.13. WRM Equipment.

5.13.1. WRM equipment will be stored in a safe, secure area to reduce or prevent inadvertent or unauthorized use and to ensure serviceability. WRM equipment may be stored off base or at a secondary storage location except as noted in this paragraph. WRM equipment will not be collocated with peacetime equipment except as noted in this paragraph. Collocation guidelines in para **5.8.** apply unless otherwise specifically noted, e.g. para **5.13.4.** WRM equipment will be preserved and packed considering the following: storage facility type; climate; susceptibility to corrosion; potential for dry rot or other damage; inspection and maintenance requirements; planned wartime location (transportation requirements); and storage capacity.

5.13.2. WRM equipment can be placed in pickled configuration IAW T.O. 35-1-4 and T.O. 38-1-5 provided all pickled equipment can be placed in operation to meet the WRM outload schedule in the BSP.

5.13.3. Equipment can be stored in depot-pack containers provided the following is complied with. First, an acceptance inspection is performed and the equipment and container are deemed acceptable. Second, if the equipment is disassembled, assembly in wartime would not delay mission accomplishment. Third, if equipment is disassembled, capability to assemble the equipment at the planned operating location exists or will exist. Fourth, if equipment is to be shipped from a secondary storage location to the planned operating base, the storage container must be compatible with the planned transportation mode.

5.13.4. Powered and Non-Powered AGE may be stored in the same area as peacetime assets, but will be segregated. Wheel kits will also be provided for WRM units rated at 15kw and larger. (EXCEPTION: If feasible, deicing and cryogenics equipment will be integrated with peacetime units and used to ensure serviceability. All WRM, whether integrated with peacetime assets or not, will be identified and marked as WRM IAW this instruction.)

5.13.5. AM-2 matting will be banded and placed on dunnage. Corrosion control is not required on matting and ramps. Care will be exercised to ensure matting is not bent, warped, or otherwise unserviceable. RRR equipment will be dispersed and placed in hardened facilities. If hardened facilities are not available, RRR equipment will be dispersed and camouflaged in low risk areas away from prime targets. RRR items will not be collocated with peacetime stocks and will be secured at all times. When stored inside, place under lock and key. In open dispersal, protect with a physical barrier such as a fence or concertina wire. In addition, lock pilferable items in RRR trailers. The requirement for security notwithstanding, provisions will be made to ensure immediate access to all RRR assets for authorized use.

5.13.6. Cryogenic equipment (e.g., LOX, LIN, etc) and deicing equipment will be integrated, if feasible, with peacetime stocks to ensure serviceability, provided the equipment is identified and marked as WRM according to this instruction.

5.13.7. CES type ground power generators may be stored at the place of intended use or pooled with other generators. If the later is accomplished, the WRM assets will be segregated.

5.13.8. T.O. 35D33-2-3-1 prescribes the storage configuration for pallets and nets.

5.13.9. WRM fire extinguishers must be fully charged for immediate deployment.

5.13.10. WRM bedding items (cots, blankets, sheets, pillowcases, pillows, bedspreads, mattress covers and mattresses) will be boxed/crated and sealed. Bedding may be set up in additive "dormitories" provided that no peacetime stocks are stored in the buildings and there is ample security.

5.14. Vehicles. (See Chapter 9)

5.15. WRM Consumables.

5.15.1. WRM consumables will be stored in a safe and secure location to reduce or prevent inadvertent or unauthorized use and to ensure serviceability. Ideally they should be stored at their point of intended use (POB), but may be stored at an alternate storage location if needed. Quantities of WRM consumables required for initial sortie support at MOBs or COBs must be stored on base. A depot-pack is considered adequate for protection of WRM consumables so long as it's stored indoors. Repacking and or additional preservation may be necessary based upon the following: storage facility type and capacity; climate; susceptibility to corrosion or other damage; inspection and maintenance requirements; and, if applicable, transportability. Except for Tanks, RAP, aircraft guns/gun components, and munitions, WRM consumables may be collocated with POS provided paragraph **5.8.** is complied with.

5.15.2. The most important consideration when storing Meals, Ready to Eat (MREs) is shelf-life expiration. Storing units are required to program one-fourth of their funded level as replacement buys each year. Each MAJCOM is responsible for rotation programming. Rations which have not been rotated within 90 days of their expiration date are transferred to the Defense Reutilization and Marketing Office (DRMO) using DD Form 1348-1. The Base Environmental Health office will certify the rations are fit for human consumption. To ensure adequate control on ration rotation is applied, the following will be done as a minimum:

5.15.2.1. Services will notify the base public health office, in writing, of initial receipt of MREs and at required intervals thereafter to inspect and test these rations. The request will include amount on-hand, locations(s) and lot number(s). The base public health office will review dates of pack and provide certification of inspection according to DPSC Handbook 4155.2, Appendix A.

5.15.2.2. Services is required to notify the WRMO each year by letter, through the Services Commander, of the quantity of WRM rations that is required to be rotated due to shelf-life expiration.

5.15.2.3. The shelf-life of MREs will be determined by the base public health office. Any extensions to shelf-life will indicate date rations are to be reinspected.

5.15.3. Fuels/LOX/LIN WRM stocks will be stored with POS levels without differentiation between the two. Paragraph **5.8.** does not apply.

5.15.4. If deicing fluid is stored in drums outside, store the drums lying down with the top ends facing in the same direction. Bungholes will be in the 3 and 9 o'clock positions with retest dates stenciled in a consistent position on each drum. Drums will not be stacked more than three rows high and will have dunnage between rows. If drums are on a hard stand, dunnage is not required under the bottom row unless the storage area is susceptible to standing water. When stored in drums inside, deicing fluid may be stored upright on wooden pallets as long as the drums are banded together. Pallets will not be

stacked more than three high. . The preferred method of storage for deicing fluid is in high-density polyethylene drums (MIL-A-8243) vice metal containers subject to corrosion. Deicing fluid may also be stored in bulk if there is a requirement for 5,000 gallons or more of the product. Bulk storage can be tankage or rail cars. Dispersal and wartime delivery to users will be primary factors when considering bulk storage.

5.15.5. Cylinders containing WRM levels of oxygen, acetylene, argon, halon and other gases will be stored according to DoD 4145.19-R-1, AFR 67-12 (check AFJI 23-227), AFOSH and applicable T.O.s and AFMAN 23-110. Cylinders may be collocated with POS provided paragraph **5.8.** is complied with.

5.15.6. Stocks of WRM reconnaissance film will be stored in refrigerated space, if available, according to DoD 4145.19-R-1 and applicable film T.O.s. Attention to film expiration dates is essential to ensuring serviceable stocks are on-hand. Film will be issued on a first-in-first-out basis by expiration date. Disposal of outdated film will be according to T.O. 10-1-4.

5.15.7. RAP/Guns/Gun Components will be stored in depot-pack if possible. If these items are removed from depot-pack for inspection, maintenance, recrating, etc., they will be sealed in barrier paper prior to repacking. Serviceability must be confirmed prior to repackaging. These items will be afforded covered, four-sided storage. In addition, guns and gun components will be stored in secure storage areas according to AFI 31-209, DoD 4145.19-R-1 and AFMAN 23-110.

5.15.8. Oil, hydraulic fluid, and hydrazine WRM and POS levels may be collocated. Oil and hydraulic fluid will be stored by type, batch/lot, and pack date and will be issued on a first-in-first out basis. Hydrazine will be stored only in a facility approved for such storage. See paragraph **5.8.** for additional guidance.

5.15.9. Pack aircraft external fuel tanks in metal or fiberglass canisters (depot pack) or in slotted angle (Dexion) or fiberglass (bi-pac) crates. No other packaging method will be used. For guidance on the maintenance of tank containers see **Chapter 8**. The preferred storage mode for tanks is inside storage. However, outside storage is acceptable. Covered outside storage is defined as when tank stacks are covered and stored in an open shed or building such as a lean-to, pole barn, etc.

5.15.9.1. Regardless of storage mode, tank canisters may be stacked but no more then three high. Dunnage will be placed under the bottom layer of canisters and between each layer. Secure the ends of the rows to prevent canisters from rolling. Canisters should be stored with the humidity indicators facing the same direction and be positioned so humidity indicators can be read.

5.15.9.1.1. If cure-date and/or TCTO kits are required for canistered tanks, the kits will be placed in inside storage and identified (marked) to correspond to the types of tanks to which they are applicable. Do not open canisters to insert or replace these kits.

5.15.9.1.2. Controls on cure-dated items will be applied according to the T.O. 00-20K series. The Chief of Supply in coordination with tank maintenance personnel will develop listings of cure-date parts kits. When cure-dated items have expired, all units will order cure-date parts kits for each nested tank. These kits are vacuum packed with no expiration date. The war readiness section will store subject kits in tank serial number sequence. These parts kits will be on-hand to replace outdated items and serve as the nucleus for tank build-up. Dates of cure-dated items will be maintained by tank serial number so canisters will not have to be opened to review dates. Do not open otherwise acceptable canisters to review dates or to replace cure-dated items or TCTO kits. If canisters are opened for cause, dates will be

reviewed and cure-dated items stored inside will be replaced as necessary. In the interim, if the expiration date of cure-dated items in canisters is unknown, stencil the following on one end of the canister: CURE DATED ITEMS EXPIRED. When items are placed inside the canister, replace this stencil with one stating the applicable cure-date expiration date(s).

5.15.9.1.3. Cure-dated items and TCTO kits will be maintained for all WRM tanks, even excess quantities. If tanks are redistributed to another base, the items pertaining to the tanks by serial number will be shipped with the canistered tanks.

5.15.9.2. The decision to build up canistered tanks is discussed in **Chapter 8** (paragraph **8.30.**, and **8.35.**) . Once tanks are built-up the guidance in this paragraph is applicable.

5.15.9.2.1. Built-up tanks will be stored in a ready-to-hang configuration and all hardware required to hang the tank on the aircraft will be maintained with the tank or in a suitable storage bin in the tank maintenance facility. They will be positioned on the base so a quantity is accessible for initial turn-around capability. These tanks may be positioned in areas on and/or near the flightline. Further, built-up tanks for immediate turnaround capability may be stored in racks or in open crates. Storage in aircraft shelters must be approved by the Review Board and coordinated through the Weapons Safety Office. All other built-up tanks will be positioned considering storage availability and capacity, survivability and dispersal. These tanks may be crated or placed in racks. Positioning of tanks will be determined by the WRMPM, Chief of Supply, and WRMO.

5.15.9.2.2. If built-up tanks are to be stored in crates, only slotted angle (Dexion) TPO crates specified in T.O. 00-85A-03-1 or fiberglass bi-pac containers will be used. Dexion crates can be stacked three high although stacking four high is allowable if the stacks are safely secured. Fiberglass bi-pacs will not be stacked more than two high unless allowed by AFMC. Dunnage is not required for crates.

5.15.9.2.3. Dexion crates serve as both storage and shipping containers. In view of the shipping aspect, the number of crates to be kept on-hand must be determined. This number will be based on known tank movement requirements. The WRMO, Chief of Supply and Chief of Transportation will make this determination. The Chief of Transportation will requisition the required number of crates to satisfy movement requirements. Requisitions will not be placed until verification is obtained from PACAF/LGSW that excess crate kits are not available for redistribution. Bases will report disassembled crate kits excess to movement requirements to PACAF/LGSW to include: NSN, capacity (size of tank) and quantity excess. All crates required for tank storage will be assembled to include those crates required for off-base wartime movement. Movement requirements include the following:

5.15.9.2.3.1. If a portion of built-up tanks is required for movement to a planned operation base, crates are necessary. (NOTE: due to the movement time-frames involved and due to the time required to assemble crates, all or a portion of built-up tanks for this requirement will be crated.)

5.15.9.2.3.2. If a weapon system change is programmed for a MOB, obtain sufficient crate kits for movement of built-up tanks applicable to the replaced weapon system. (EXCEPTION: If HQ PACAF advises all or a portion of these tanks will be turned-in to DRMO, tank crates are not required for the amount going to DRMO.)

5.15.9.2.3.3. If there is a programmed change of beddown in the WAA verified by PACAF/LGX, sufficient tank crates will be obtained for the redistribution of built-up tanks applicable to the present beddown aircraft.

5.15.9.2.3.4. Assembly of tank crates is the responsibility of the Chief of Transportation. For large, one-time assembly projects to support one of the movement requirements in the preceding paragraph, augmentation personnel may be required. This initiative will be worked through the WRMO and WRMPM. Tank crates will be assembled using current SPIs.

5.15.9.2.3.5. Built-up tanks will be prepared for storage by qualified maintenance personnel using guidance in T.O. 00-85A-03-1, the 6J-series T.O.s and **Section 5C** of this chapter.

5.15.9.2.3.6. Bases desiring to local manufacture or use a rapid reaction trailer, dolly, or cart for the purpose of delivering built-up tanks, will submit specifications to PACAF/LSF for approval before use or construction. Obtain prior permission to use stock-numbered items for this purpose from PACAF/LSF.

5.16. WRM Subsistence

5.16.1. WRM subsistence is synonymous with MREs (Meals Ready to Eat). These items must be stored in a cool, dry place. Temperature controlled facilities will extend the shelf life of these MREs. See **Chapter 11** for more information.

Section 5C—Marking of WRM

5.17. General.

5.17.1. WRM will be marked so it is readily identifiable to prevent inadvertent usage. The symbol for WRM assets is a black triangle

5.17.1. (7AF) WRM AGE will also be marked with a 1-inch black stencil that identifies the comp code and/or MAJCOM that the asset is supporting. In addition outload WRM AGE will be marked with a 1-inch black stencil that identifies the three digit POB code (3CX, 1EY, 4QO, 6ND, 3AB, etc.). These markings will be placed near the WRM triangle.

5.18. Waivers.

5.18.1. The provisions of this section may be waived under unique or unusual circumstances. An example of such circumstances is the storage of WRM at a non-USAF location where one of the conditions for obtaining the storage is the removal of WRM markings. All waivers will be requested in writing to PACAF/LGX according to paragraph **2.13.**

5.19. Marking Criteria.

5.19.1. Except for those situations described in paragraph **5.8.**, the prescribed marking for all WRM commodities, to include their packing containers, storage locations, and facilities will be the WRM triangle. . Where WRM is stored together with similar “non WRM” assets, mark the WRM assets with a black triangle that is proportional to the size of the asset. As a minimum, all WRM vehicles and AGE will be marked with a WRM triangle. This includes Joint Use and Integrated Assets. When items

are removed from WRM status, WRM triangles will be removed. The WRM triangle will be a solid-colored equilateral triangle standing upright. When applied to WRM assets, signs, or placards, the triangle will be displayed as follows:

5.19.1.1. The color of the WRM triangle depends on whether the WRM item being marked is subject to tone-down.

5.19.1.2. Tone-down Items. If the triangle is applied directly to the WRM item, the triangle will be solid black. If a sign or placard is used it will be solid black and the background of the sign or placard will be olive drab (OD).

5.19.1.3. All Other Items. If the triangle is applied to the WRM item, it will be solid black and uniformly applied. (EXCEPTION: If the WRM item is black, it will be solid white.) If a sign or placard is used, the triangle will be solid black and the background of the sign or placard will be OD.

5.19.1.4. Lettering will be OD or gray on tone-down items or black or OD on all other items. The lettering size will be proportional to the size of the triangle and will be positioned in the center of the triangle or beside the triangle for vehicles. Lettering may be used for:

5.19.1.5. Designating AME items as AME/WRM. Marking is mandatory.

5.19.1.6. Identifying wartime delivery destination. The three position WRM base code will be used. **However, this 3 position code will not be linked with the Geolocation codes or actual location name.**

5.19.2. Designating Composition Code for which the WRM item reports.

5.19.3. WRM items may be uniformly marked by applying WRM triangles directly to the items, or items container; storage crate/container; by positioning signs with WRM triangles adjacent to the WRM asset; or by affixing placards with WRM triangles on the WRM items or storage facility. For the purpose of WRM marking, a sign is defined as a free-standing informational marker affixed to a post, pole, stake, or stanchion. A placard is defined as an informational marker attached/affixed to or hung on an item, group of items, or facility.

5.19.4. Signs or placards displaying WRM triangles will be at least one inch larger on all sides than the triangles. The size triangle selected for marking a given WRM item or group of items will be proportional to the WRM being marked.

5.20. Tagging.

5.20.1. The purpose of tagging AF property, including WRM, is to ensure items are identified and marked as to condition and status. This assumes property has been inspected and accepted by a qualified inspector who has identified and marked it. See **Table 5.3.** for additional information.

5.20.2. WRM commodities stored in original, depot-pack containers will not require additional tagging except as prescribed by AFMAN 23-110, Volume I, Part 1, Chapter 4. WRM assets (except vehicles and AGE) not stored in depot-pack containers will have a DD Form 1574, Serviceable Tag-Material, or 1574-1, Serviceable Label-Materiel, affixed to the assets. When the condition or status of serviceable WRM property changes, the appropriate condition status tag or label will be accomplished and affixed to the item before turn-in to the supply or maintenance system.

5.20.3. If the WRM item is of sufficient size and outside storage is possible, the required data on the DD Form 1574 or 1574-1 may be stenciled on the item or container. If stenciling is used and the condition or status of the item is changed, the appropriate condition status will be stenciled to cover the condition code stenciled on the item.

5.20.3.1. The application of this procedure to WRM commodities will be locally determined. When the decision is made to stencil a particular WRM commodity, all WRM items in that commodity class will be stenciled even if some of the items are being stored inside. Transition from tagging to stenciling may be accomplished as a one-time project or as the items become due for inspection and/or maintenance.

5.20.3.2. Location of the stencil will be locally determined. (EXCEPTION: The stenciling of aircraft fuel tanks will comply with **Attachment 3**.)

5.20.3.3. Stenciling will not be used if the stenciled data would cover up other markings required by AFTOs or directives, could be obliterated or covered up, would violate the intent of tone-down, or would present a crowded appearance relative to other markings.

5.20.3.4. Stencil lettering will be one-half inch in size, with color as prescribed in paragraph **5.19.** Stenciling procedures apply to DD Forms 1574 or 1574-1 only and will not be used for other tags or labels in the DD Form 1500 series.

5.20.4. If stenciling of DD Form 1574 data is not used, the DD Form 1574 will be protected or preserved to enhance long-term legibility. The method used will be determined locally. Four recommended methods are:

5.20.4.1. Insert the DD Form 1574 in a transparent plastic envelope. Secure envelope to the item using a durable tape. The envelope opening will be placed to minimize entry of moisture. Secure the opening with tape.

5.20.4.2. Pencil in the data on the DD Form 1574. Dip the entire tag in a clear lacquer and allow the tag to dry.

5.20.4.3. Heat seal the DD Form 1574 using a method similar to that used for identification cards and line badges.

5.20.4.4. Use metal tags (MIL-P-4745, USAF).

5.20.4.5. WRM AGE equipment will be marked IAW T.O. 35-1-3, Corrosion Prevention, Painting, and Marking of USAF Support Equipment.

5.21. Serial Numbers.

5.21.1. For the purpose of maintenance documentation all WRM requiring periodic maintenance must have a manufacturer's serial number or a locally assigned serial number. They will be managed and controlled by the functional users. Duplicate numbers will not be used.

Table 5.1. Prepositioning WRM at Storage Locations.

RULE	A If WRM is authorized for	B then the authorized WRM will be stored at	C or, if the primary storage location is full or unavailable, at secondary locations (Note 2)
1	MOB or COB	MOB or COB	near to the MOB or COB (Notes 4, 5, and 6)
2	Non-USAF locations	Non-USAF locations, MOB, or COB	near to the non-USAF locations (Notes 4, 5, and 6)

NOTES:

1. Prepositioning is authorized if WRM levels are listed in one of the authorization documents cited in **Table 4.1.** and prepositioning has not been restricted, deferred, or prohibited by HQ PACAF.

2. Secondary locations include all contract locations. Also included are other PACAF MOBs and COBs. When WRM is for a non-USAF location a secondary storage location also includes the sponsoring MOB.

3. A non-USAF location is any location, other than a PACAF MOB/COB appearing in the WAA and/or TPFDD.

4. Storage at a secondary location requires negotiation of a support agreement.

5. A site survey will be performed at each prospective secondary location. A survey team will be formed, and a clearance to visit the location obtained. The survey team will be formed from the following base agencies depending on the survey location, type of facilities, and type of WRM to be stored: logistics plans, supply, transportation, civil engineering, services, and contracting.

6. The general criteria for storage at a secondary location are:

6.1. Storage facilities must meet minimum AF storage, safety, and security standards.

6.2. Required rotation, inspection, or maintenance of WRM will not be deferred or waived due to the distance from the MOB to the secondary location. Inspection and maintenance of WRM can be negotiated to be done by the secondary location personnel provided they are qualified.

6.3. If the secondary location is not the MOB for the WRM to be stored there, the distance to the MOB will be considered as well as the modes of transportation available and/or required to move the WRM to the POB to meet wartime closure dates.

6.4. Total square feet/meters of facility, if entire facility is not being considered.

6.5. Cost per square feet/meter. Consult with designated contracting officer prior to obtaining this information.

6.6. Type(s) of WRM to be stored.

6.7. Distance from MOB/COB in miles.

6.8. Proposed length of lease.

6.9. Statement as to availability of base funds to cover initial lease period.

6.10. Statement that the proposed facility meets minimum AF storage, safety and security standards for the type of assets to be stored.

6.11. Photographs (interior and exterior) if possible.

6.12. Estimated cost and manhours to move WRM assets to the leased facility and a statement of availability of O&M funds to defray such costs.

6.12.1. Each proposal will be reviewed by these HQ PACAF agencies: LGX, LGS, LGT, LGC, FMF and FMB. HQ PACAF/CEP will be responsible for the review. Based on the review, PACAF/CEP will develop a recommendation for approval/disapproval to be signed by PACAF/CE after coordination through PACAF/LG/FM.

6.12.2. If the proposal is approved, the base-level OPRs will work with the designated real estate officer to obtain a lease for the facility.

6.12.3. If the lease is projected to be extended into a subsequent FY, the base-level OPRs will ensure funds are budgeted for.

Table 5.2. Base-Level Storage Responsibilities.

RULE	A If WRM Commodities consists of	B then the authorized WRM will be stored by the (See Note)
1	AGE (powered and non-powered)	Maintenance squadron possessing same or similar equipment
2	test sets, tools or aircraft related station set items	Maintenance squadron possessing same or similar equipment
3	refueling vehicles / refueling systems	Chief of Supply/Chief of Transportation
4	fire/crash rescue vehicles	Base Civil Engineer or the Chief of Transportation
5	medical vehicles	Director of Base Medical Services or the Chief of Transportation
6	RRR vehicles	Base Civil Engineer and the Chief of Transportation
7	RRR/ABO equipment	Base Civil Engineer and/or Chief of Supply
8	vehicles not specified by Rules 3 through 6 or non-integrated vehicular type aerospace support equipment such as deicers, Calavars, staircase trucks, and latrine service trucks.	Chief of Transportation
9	munitions support equipment	Munitions Squadron/Flight
10	LOX/LIN equipment	Chief of Supply
11	portable water demineralizers, storage bladders, and chemicals	Base Civil Engineer or Chief of Supply
12	ground power generators	Base Civil Engineer or Chief of Supply
13	463L pallets, nets, and associated tie-down equipment	Chief of Transportation or organization(s) requiring its use
14	airfreight and packing/preservation equipment	Chief of Transportation
15	food service, lodging support, and laundry equipment (i.e. housekeeping/kitchen sets)	Services Commander
16	communications equipment	Communications Squadron
17	aircraft tank build-up equipment	Maintenance Squadron
18	lumber	Organization maintaining the WRM authorization
19	water purification equipment (including tankage)	Base Civil Engineer/Chief of Supply
20	fire extinguishers, fire-fighting agents	Base Civil Engineer/Chief of Supply

RULE	A If WRM Commodities consists of	B then the authorized WRM will be stored by the (See Note)
21	demineralized water (including chemicals)	Base Civil Engineer/Chief of Supply
22	consumables not specified	Applicable functional user
23	wartime subsistence, i.e. MREs	Services Commander
24	WRM tanks, canisters (full or empty), and storage racks	Chief of Supply and/or LG
25	POL RURKs	Base Civil Engineer
26	ABDR trailers	Maintenance Squadron or Equipment Maintenance Squadron (as applicable)
27	RAP	Chief of Supply.

NOTE: The Chief of Supply (COS) will provide courtesy storage when requested by the functional user, if available. In such cases, COS responsibilities are limited to provision of storage space, warehousing expertise, warehousing equipment, and security accountability. The COS shall provide initial warehousing assistance to units establishing new WRM storage. The COS remains accountable for assets in courtesy storage still on supply records. The primary and alternate custodian, are responsible for inspection, maintenance, and storage precautions to insure assets are usable. A letter of agreement between the functional user and the COS will be used to delineate such responsibilities.

Table 5.3. Condition Tagging of WRM.

RULE	A If the WRM item is (see note 1)	B and the condition code is	C then it will be tagged with a
1	serviceable	A, B, or C	DD Form 1574 or DD Form 1574-1 (Yellow) (see note 2)
2	serviceable	D	DD Form 1576 or DD Form 1576-1 (Blue) (See note 2)
3	unserviceable (repairable)	E, F, or G	DD Form 1577 or DD Form 1577-3 (Green) (see note 3)
4	unserviceable (condemned) (see note 4)	H	DD Form 1577 or DD Form 1577-1 (Red)
5	suspended	J, K, L, M or N	DD Form 1575 (Manila) or DD Form 1575-1 (Buff) (see note 2)

NOTES:

1. For an explanation of condition codes, see AFMAN 23-110, Vol I, Part One, Chapter 1.
2. An AF Form 2032 is used in conjunction with these forms to update inspection data resulting from reinspection or test.
3. An AFTO Form 350 will be used in addition to these forms when the item is processed to maintenance.
4. WRM assets that utilize AFTO Form 244 are not required to have condition tags.
5. Condemned property will not be maintained as WRM. When a WRM item is condemned, all markings will be removed. Action will be taken to remove all references to the item as being WRM. Begin actions to obtain replacement for the condemned item.
6. WRM assets that utilize AFTO Form 244 are not required to have condition tags.

Chapter 6

USE OF WRM IN PEACETIME

Section 6A—General

6.1. Purpose.

6.1.1. This chapter describes the responsibilities for requesting and using WRM in Peacetime conditions to include Exercises, Disaster Assistance, Humanitarian Relief Operations, and Contingencies.

6.2. Objectives.

6.2.1. To provide a standardized Peacetime Use Request (PUR) format. See **Figure 6.1.**

6.2.2. To provide approval levels and coordination guidance.

6.2.3. To define criteria for acceptable WRM use.

6.2.4. To provide standardized funding, reimbursement, and reconstitution procedures throughout the command.

6.2.5. To provide additional guidance on the "Retainer Fee" reconstitution concept. These costs will be revised upon further study of reconstitution/life cycle costs to use WRM during peacetime.

6.2.6. (Added-7AF) To provide a step-by-step flowchart of the Peacetime Use of WRM process (see **Attachment 2**)

6.3. Policy.

6.3.1. It is AF and PACAF policy that peacetime use of WRM be extremely limited. Managers at all echelons are responsible for protecting WRM from unauthorized or routine use and will make every effort to satisfy requirements using peacetime assets to include temporary recall from base organizations or realignment of peacetime assets within or among base units. Before using or requesting the use of WRM, all avenues of support must be examined.

6.3.2. Requesting agencies, approval officials and exercise planners at all levels, must view WRM use as an exception and not the rule to support various operations in PACAF. As such, planning to utilize WRM as a sole means to reduce exercise costs without exploring other options is not a viable justification for WRM peacetime use. Under extreme circumstances and within severe limitations, WRM assets may be used during peacetime.

6.3.3. The using organization is responsible for transportation, operation, and reconstitution expenses related to the peacetime use of WRM. In the case of accident/abuse, follow the procedures in AFMAN 23-220. (For vehicles, see also **Chapter 9**.)

6.4. Situational Criteria.

6.4.1. Most criteria under which WRM may be used for various situations are described in this paragraph and depicted in AFI 25-101. Before taking any action to use or request use of WRM, the procedures in the remainder of this section and AFI 25-101 must be read, understood and followed.

Releasing unit must ensure proper peacetime use approval has been obtained, as prescribed in paragraph **6.3.** prior to release.

6.4.2. Use of any WRM commodity may be permitted in cases such as: to aid in damage control or alleviate suffering to DoD personnel and their dependents as the result of a disaster, so long as relief is limited. Disaster relief for all other situations will be directed by HQ PACAF/LG or possibly via the PACAF Operations Support Center (POSC) Logistics Readiness Center (LRC) in coordination with HQ PACAF/LGX and CEX. Requests or tasking for disaster relief support received from any other agency will be referred to PACAF/LGX or PACAF/LRC for validation prior to taking any action on the request or tasking. Disaster relief includes support for aircraft accident cleanup and investigations.

6.4.3. Use of WRM for emergency operations may be directed by HQ PACAF via tasking or execution order, through a PACAF OPlan, or via electronic mail message via the Defense Messaging System. The OPlan, tasking or execution order will specify WRM usage is authorized or will task for specific WRM items. If tasking does not originate from PACAF/LGX or PACAF/LRC, the tasking will indicate it has been coordinated with and approved by PACAF/LGX. Taskings for munitions assets are directed by PACAF's Theater Ammunition Control Point (TACP) or Regional Ammunition Control Point (RACP) as outlined in AFI 21-201.

6.5. Peacetime Use vs. Peacetime Maintenance.

6.5.1. Organizations storing powered equipment (including vehicles) are authorized to operate, rotate, and perform operator maintenance on this equipment to the extent needed to assure its serviceability. This is not considered "use" of WRM since the WRM item is either replaced due to rotation or will remain in storage.

Section 6B—Release Authority and Approval Requirements

6.6. Approval.

6.6.1. The type of asset required, using agency, and the duration of use determine approval levels.

6.6.2. HQ USAF.

6.6.2.1. HQ USAF/ILXX approval is mandatory for release of WRM to non-AF users, and for release of inviolate Bare Base WRM. All requests requiring HQ USAF/ILXX approval will be forwarded to HQ PACAF/LGX for review. If recommended for approval, HQ PACAF/LGX will forward to Air Staff for action.

6.6.3. HQ PACAF.

6.6.3.1. HQ PACAF/LGX approval is mandatory for release of Bare Base assets to include any portion of T-550s (previously known as housekeeping sets and kitchen sets), Harvest Eagles, or FMSE along with any peacetime use of 30 consecutive days or more.

6.6.3.2. HQ PACAF/LGX, with coordination from HQ PACAF/LGT, is the release authority for all vehicles in inactive storage (deep).

6.6.3.2.1. 607 ASG/CC, NAF/LG, and 15 ABW/LG, as applicable, are the release authority for all WRM vehicles in active storage assigned to PACAF MOBs and COBs for 29 consecutive days or less.

6.6.3.3. All requests to use WRM that must be approved by or coordinated through HQ PACAF will be submitted to the WRMO. Refer to AFI 21-202 paragraph 4.8 for policy on peacetime use of WRM munitions. The WRMO, with WRMPM endorsement, will forward the request to HQ PACAF/LGXW. Requests may be by message or letters to include Facsimile (FAX).

6.6.4. (Added-7AF) 607 ASG/CC is the approval authority for release of WRM assets stored at COBs that do not fall under HQ USAF/ILXX (paragraphs **6.6.2.**) or HQ PACAF/LGX (paragraph **6.6.3.**).

6.6.5. (Added-7AF) 607 ASG/CC is the approval authority for release of WRM vehicles on the Korean peninsula that do not fall under HQ USAF/ILXX (paragraphs **6.6.2.**) or HQ PACAF/LGX (paragraph **6.6.3.**).

6.6.6. (Added-7AF) 607 ASUS/LGMG will coordinate any base-to-base movement of WRM AGE, after approval from appropriate authority.

6.7. PUR Format and Justification.

6.7.1. The PUR letter format is provided at **Figure 6.1.**

6.7.2. WRM Item(s) Requested: List nomenclature, NSN, quantity and retainer fee. If the item is being stored for a using command other than PACAF, indicate the using command, by item.

6.7.3. All PUR requests must include a detailed justification of the requirement to include the following:

6.7.3.1. Actions taken to obtain the support from peacetime assets to include the quantity of same or similar peacetime assets on-hand.

6.7.3.2. Other non-WRM solutions considered, leasing, contract support, recall of peacetime assets etc.

6.7.3.3. Duration of requirement, i.e., inclusive dates.

6.7.3.4. Location from which assets are to be withdrawn and the location of usage (if other than on-base).

6.7.3.5. Impact on WRM readiness if approved.

6.7.3.6. Impact if disapproved.

6.7.3.7. Estimated time and cost to reconstitute.

6.7.3.8. Rank, name, and phone number of local contact. The local contact is a responsible person from the using unit who will ensure proper treatment of the WRM asset.

6.7.3.9. Using organization fund cite for standardized PACAF retainer fees e.g., round-trip transportation of the asset from the storage location to the point of intended use, historical reconstitution costs, etc.

6.7.3.10. The using organization will be charged the standardized PACAF fees listed in para **6.20.** of this instruction. If the retainer fee does not cover the reconstitution costs, additional costs associated with use may be assessed. The retainer fee must be provided via AF Form 616/MIPR, and submitted with the Peacetime Request.

6.7.3.11. (Added-7AF) Units requesting WRM from any COB location must provide a completed Military Inter-Departmental Purchase Request (MIPR). WRM will not be released until funding documents have been received at the COB that stores the asset.

6.8. Extended Use of WRM.

6.8.1. WRM use will be approved for a specific time period not to exceed the period requested. If it is determined that an extension of use is necessary, a request for extension must be submitted by the WRMPM to the approving agency at least 5 duty days before expiration of the approved time period. Extension requests will contain the following as a minimum:

6.8.2. Reference to original request.

6.8.3. Reference to approving correspondence.

6.8.4. Inclusive dates of extension.

6.8.5. Justification.

6.8.6. HQ PACAF agencies approving WRM use requests or requesting approval for use from HQ USAF or another agency will coordinate all requests with PACAF/LGX.

6.9. Timeliness of Requests.

6.9.1. Every effort will be made to submit requests to the approval authority at least 10 duty days prior to the start date of usage. However, there are instances when this is not possible. In these cases, the WRMO will request the use of WRM after WRMPM concurrence. This will be done through telephonic coordination with the approving authority followed by written request within 24 hours. Telephonic requests will include the same information required in paragraphs **6.1.** and **6.6.2.** provided the information is unclassified (if classified, a STU III must be used).

6.10. HQ PACAF Directed Peacetime Use of WRM.

6.10.1. Bases may be directed to use WRM or to loan WRM to support a variety of situations. Such direction may come from any of the HQ PACAF agencies. The following coordination procedures apply under these situations:

6.10.2. HQ PACAF agencies considering a tasking to use or loan WRM to support peacetime operations will comply with the following parameters:

6.10.2.1. Seek approval for the commodity in question by coordinating with the Command WRMO (HQ PACAF/LGXW) and PACAF WRM Program Manager HQ PACAF/LGX. Written/electronic correspondence is required and will indicate coordination and approval by HQ PACAF/LGX.

6.10.2.2. Once the above coordination has been obtained, all taskings will be sent to the Base/Wing WRMPM with an information copy to PACAF/LGX, the appropriate authorities and the parent NAF/LGX. Likewise, taskings in support of exercises must be reflected in the exercise OPORD or ESP only after obtaining the aforementioned coordination.

6.10.3. The following scenarios illustrate a number, but not all situations where HQ PACAF may direct peacetime use of WRM. 6.8.3.1. For contingencies/special projects WRM may also be directed by the PACAF Command Post, PACAF/LRC, PACAF Operation Support Center (POSC), HQ

PACAF staff agencies within their functional areas and/or the CWRMO. All taskings, except for munitions, must be coordinated with PACAF/LGX prior to execution.

6.10.3.1. For exercises, WRM use may be directed by PACAF/LGX, PACAF/LGTV (vehicles only) and/or the CWRMO. For command post exercises, WRM use may be directed by the PACAF/LRC after coordination with PACAF/LGX.

6.10.3.2. For disaster relief, WRM use may be directed by PACAF/LRC or CWRMO.

6.11. Base Level.

6.11.1. WRMPM approval is mandatory for release of WRM up to 29 days.

6.11.2. All requests to use WRM which can be approved at base-level must be submitted to the WRMO in the format shown in **Figure 6.1.** at the end of this chapter. A case number will be assigned by the WRMO for each request. Use of consumable assets to relieve valid MICAP conditions must be submitted by the Chief of Supply.

6.11.3. WRM assets required to support sortie surges/local exercise/training exercises will be identified in a composite listing prepared by the WRMO. The listing will be presented to the proper approval authority, as prescribed in this chapter If approved, the listing will be incorporated into the scenarios used during these situations. The listing will be reviewed on an annual basis and resubmitted for approval. After the exercise is terminated assets will be made serviceable and returned to storage. Assets expended and equipment out-of-commission will be reported in writing to the WRMO. Expended assets will be requisitioned using a UJC of BT.

6.11.4. With the exception of film and rations, the use of WRM items with a shelf-life may be withdrawn from WRM and used prior to shelf-life expiration. All issues (release of WRM shelf life items) will be approved by the Chief of Supply. When issues are made, the Chief of Supply will provide the WRMO a list of the items issued and the due-in document numbers for replacement items. All replacement requisitions will be assigned a UJC of BT. Replacement stocks should be requisitioned to arrive prior to shelf-life expiration.

6.11.5. Up to 20 percent of the authorized PWSP level of any item by Item Identity Code (IIC) may be used in peacetime to permit usage before shelf-life expiration. The Chief of Supply will approve such use. Any requirement that will reduce WRM on-hand quantities below 80 percent of the PWSP authorized level by IIC will be requested according to the paragraphs that follow.

6.11.6. In the case of an issue approved at base-level, the Chief of Supply will transmit a message to PACAF/LGX, with an information copy to NAF/LGX and the WRMO, within 72 hours after the issue is made. The message will contain the IIC, quantity issued, and the replacement due-in document number(s).

Section 6C—WRM Commodity Guidance

6.12. WRM Vehicles.

6.12.1. Pure WRM vehicles are command assets and their use is controlled by HQ PACAF/LGX, with coordination from HQ PACAF/LGT. Their use is prohibited without authority as described below.

6.12.2. All requests for vehicle use must be sent to the host base LGTO before being forwarded to the base/wing WRMO. While in Transportation, requests will be reviewed to determine the best means of support to include recall of lower priority assets, U-Drive It service, or unit funded vehicle leases. As a last means of support, WRM vehicles may be considered to support mission essential requirements.

6.12.3. When a request cannot be supported through peacetime operational resources and use of WRM vehicles is required, LGTO will forward the request with Chief of Transportation concurrence, to the installation WRMO. The WRMO will validate the requirement, establish tracking documentation and forward the request to the appropriate approving authority. All requests requiring HQ PACAF approval must have 607 ASG/CC, NAF/LG or 15 ABW/LG concurrence, as applicable. WRM release requests forwarded by LGTO to the WRMO will include the following information regardless of the approving level of command.

6.12.3. (7AF) 607 ASUS/LGT will coordinate on all vehicle requests. Requests for vehicles will include all information identified in para **6.7.**, para **6.12.3.**, and para **9.21.2.**

6.12.3.1. Vehicle type(s)/quantity requested.

6.12.3.2. Storage fleet(s)/base.

6.12.3.3. Inclusive use dates.

6.12.3.4. Requesting unit and MIPR or AF Form 616 to cover cost associated with the withdrawal, use and reconstitution of assets. WRM vehicles will not be released for use until a fund cite is provided by the user to the releasing organization. The using organization will be assessed the PACAF approved fees per para **6.20.**, prior to the release of assets.

6.12.3.5. Quantity of like daily use assets assigned to base/unit.

6.12.3.6. Base/unit daily use Minimum Essential Level (MEL) for like assets. When the MEL level for like daily use assets has not been exceeded, LGTO will explain why daily use vehicles were not recalled to support requirement.

6.12.3.7. Quantity of like daily use assets VDM/VDP and the vehicles' estimated time in commission (ETIC).

6.12.3.8. Complete justification for use with mission impact statement.

6.12.3.9. Cost comparison of rental/lease vs WRM vehicles when it is deemed cost prohibitive to source on the economy.

6.12.4. Vehicle operations will establish a suspense system to monitor the release dates of WRM vehicles to insure they are returned to WRM storage upon the expiration of the release period. In addition, the WRM module will be annotated each time a WRM vehicle is used.

6.12.5. Upon approval of WRM vehicle release authority, the base WRMO will notify the storing base LGTO. The storing base LGTO will control the dispatch of WRM vehicles from release to return.

6.13. Tanks and RAP.

6.13.1. Exercise scenarios may include the requirement to prepare TRAP and gun assets for wartime use and their delivery on the flightline.

6.13.2. WRM fuel tanks may be used to replace jettisoned or unserviceable AME tanks so long as the type of tank used is authorized for continuous use on the aircraft and use is approved by the CWRMO. Ensure the request contains the NSN, part number, manufacturer, and TCTO status of the WRM tank to be used. If approval is granted to use the WRM tank the following is applicable:

6.13.3. Requisition a replacement tank within 72 hours unless the unserviceable AME tank can be repaired or the total serviceable WRM quantity exceeds the authorized PWSP-level. Provide HQ PACAF/LGSW with the requisition number.

6.13.4. If the WRM tank is used for a reparable AME asset, return the WRM tank to storage after the AME tank is repaired.

6.14. Rations/MREs.

6.14.1. In order to use WRM rations before expiration of their shelf-life, they may be used to support exercises provided the oldest, unexpired rations are used first. Ensure replacement rations are requisitioned by the Troop Support annually. In no case will the use of WRM rations be authorized if their release would result in the remaining on-hand quantities being less than 80 percent of the PWSP authorization. See **Chapter 11** for additional guidance on Subsistence items and para. **6.13.** Shelf-life Items.

6.15. ABDR Trailers.

6.15.1. Prepositioned ABDR trailers are to be used only by designated AFMC CLSS forces. The assets are to be used for support of ABDR missions performed by AFMC as the single USAF manager for ABDR activities.

6.15.2. The release authority for prepositioned ABDR trailers will be HQ AFMC/LG. The request will be routed through HQ PACAF/LGX and HQ AFMC/LGTR for coordination and staffing approval.

6.15.3. When approved for peacetime use, ABDR trailers will be issued by CLSS personnel if available locally. Accountability will be according to standard supply processes but must be detailed for the purpose of reconstitution.

6.15.4. Tracking of ABDR trailers will be through the deployed CLSS unit; however, the funding for replenishment will be billed to the peacetime user.

6.16. Bare Base Assets.

6.16.1. Only PACAF/LGX may direct the use of T-550, Harvest Eagle, Housekeeping Set, and Kitchen Set assets (whether the entire package or any portion thereof, to include individual pieces of equipment).

Section 6D—Exercise Use

6.17. HHQ Exercises.

6.17.1. For JCS/Higher Headquarters Exercises, the exercise OPORD, Exercise Support Plan (ESP), or other exercise tasking will indicate WRM can be used in support of the exercise or will task units to provide specific WRM commodities. These agencies need to obtain prior coordination with PACAF/

LGX. The releasing unit must ensure that peacetime use has been approved IAW this instruction. In the absence of such tasking or permission and if peacetime assets are insufficient, the tasked base will request use of WRM utilizing the procedures prescribed in paragraph **6.4.**

6.18. Inspector General.

6.18.1. HQ PACAF/IG Initial Response Readiness Inspection/Combat Employment Readiness Inspection (IRRI/CERI). Vehicles authorized for in-place forces may be used during an Initial Response Readiness Inspection/Combat Employment Readiness Inspection if assigned to those units during war. Vehicles authorized for incoming/augmentation forces will not be used unless those units deploy for the evaluation.

6.19. Local Exercises.

6.19.1. Sortie Surge Exercises/Local Training Exercises. Those WRM vehicles in active storage (excluding integrated vehicles) that are required to support sortie surge exercises, unit unique training or Limited Operational Readiness Exercises (LOREs) to include Base X activities, may be pre-approved by the appropriate approving authority, however, when vehicles are released the approving authority must be notified within three duty days and applicable records updated per this instruction.

6.19.2. For sortie surge exercises, the document which establishes the sortie surge exercise will specify which WRM assets may be used and the limitations placed on their usage.

6.19.3. That portion of WRM authorized for PACAF in-place forces may be used during a CERI. Any WRM authorized for augmentation forces will not be used except to support wartime users also tasked during the evaluation. However, Joint Use (JU) equipment may be recalled from its peacetime users to demonstrate recall capability. WRM earmarked for off-base locations may be marshaled and otherwise processed for shipment to demonstrate this capability if directed by the inspecting or evaluating agency. WRM assets may be delivered to on-base wartime users as long as proper controls are maintained, assets are not consumed, and assets are returned to storage in serviceable condition.

6.19.4. Units planning to use WRM will ensure funds are available to replace base-funded items which may be lost, destroyed, consumed, or need repair.

6.19.5. Replacement requisitioning of WRM items and requisitioning of repair parts will take place within 5 duty days. Use UJC BT for replacement requisitions.

6.19.6. WRM TRAP can be used to support local exercises and deployments. WRM will not be used to support daily flying operations without prior approval of the CWRMO. This includes situations where WRM tanks are hung and flown as part of tank serviceability testing. However, WRM fuel tanks can be rotated with AME fuel tanks to ensure serviceability/reliability. NOTE: AFI 25-101 imposes further constraints on the use of some WRM commodities.

6.19.7. Exercise scenarios developed by the base can specify the type and amount of WRM to be used if the scenarios are coordinated with and approved by the WRMPM.

6.19.8. Units required to perform proficiency training, which involves WRM, may use WRM identified for their use. If a base has been designated a training site for the command, units from other bases with like responsibilities as the host unit may use WRM assets until training materiel and equipment is procured for the training site. This training includes Integrated Combat Turnaround (ICT), RRR,

load crew, and TRAP maintenance training exercises. Usage will be incorporated into the scenarios used for such exercises. Assets will be used only in the capacity intended for their wartime use.

6.19.9. Units may use WRM TERs in a built-up configuration in support of mission taskings and for exercises calling for large numbers of TERs beyond units' AME authorizations. Requests for use of WRM in this situation will be generated after the impact on the peacetime mission has been examined and all sources of peacetime support have been exhausted.

6.19.10. Use of WRM assets for situations not described in this paragraph, or where local approval authority is not already granted in paragraph **6.6.**, will be requested from HQ PACAF/LGX. Since the peacetime use of WRM is restricted to urgent peacetime needs and to those instances where such use would maintain or enhance readiness, use of WRM to support sporting or social events is prohibited.

Section 6E—Reconstitution

6.20. Fee For Use.

6.20.1. All PACAF units storing WRM will use a standardized Fee For Use or retainer fee listed below for all WRM peacetime use requests. The retainer fees apply to both wing and non-wing units, but does not apply to Integrated/Joint Use assets. The standardized fees are subject to change pending further analysis of reconstitution costs.

6.20.2. The intent of reconstitution fees is to ensure WRM assets are returned to storage in serviceable condition and available for wartime use.

6.20.3. Retainer fee for special-purpose vehicles; 60k, 40k, 25k, next generation small loaders, wide body loaders, re-fuelers, stair trucks, heavy repair vehicles, flightline towing vehicles, deicing trucks, forklifts, cranes, hmmwvs, M35s, etc. (i.e., all "C", "D", "E", "K", "L", and "W" management code vehicles): $400 per vehicle.

6.20.4. Retainer fee for general-purpose vehicles; pick-ups, six packs, multi-stops, S&P trucks, tractor-trailers, buses, sedans, etc. (i.e., all "B" management code vehicles): $200 per vehicle.

6.20.5. Retainer fee for powered support equipment: $300 per equipment; generators, bomb lifts, compressors, hydraulic test stands, light carts, test equipment, air conditioners, rowpus, etc.

6.20.6. Retainer fee for non-powered support equipment: $50 per item; maintenance stands, towbars, servicing carts, engine trailers, dollies, munitions trailers, aircraft jacks, fuel bowsers, fire bottles, TRAP, etc.

6.20.7. Retainer fee for individual bare base assets:

6.20.7.1. Tents (GP/Temper): $400 per tent.

6.20.7.2. Cots: $50 per every 50 cots.

6.20.7.3. Tables: $50 per every 50 tables.

6.20.7.4. Chairs: $50 per every 50 chairs.

6.20.7.5. All other bare base assets fall under powered or non-powered fees.

6.20.8. The retainer fee must be provided via AF Form 616 Fund Cite Authorization (FCA) or Military Inter-departmental Purchase Request (MIPR) prior to release of the WRM asset(s). The retainer fee must be obligated prior to the release of WRM assets. Wing and Air Force tenant units should have

a Miscellaneous Obligation/Reimbursement Document (MORD) in place. The AF Form 616 will be used for Reserve and AF Units TDY and MIPR's will be used for other military services. Coordinate with the unit Resource Advisor/Finance Managers for posting funds into respective accounts. The base storing unit will submit a SF1080, and close out the AF616/MIPR, once the WRM asset has been returned for reconstitution costs. Document open and closed reimbursements in the monthly reconsitution report as stated in **Chapter 12**.

6.20.9. Usage Costs include preparation, parts, damages, POL, and all costs required for reconstitution. In short, they are designed to ensure the asset(s) used are returned in the same condition they were in before use.

6.20.10. **Unused funds will be returned to the user.**

6.20.11. If the retainer fee does not cover the reconstitution costs, additional costs associated with use may be assessed. Refusal to pay by the user must be brought forward to the wing leadership for resolution. If the wing cannot resolve the dispute at their level, then it needs to be elevated through the proper chain of command.

6.21. Documentation/Surveillance.

6.21.1. The WRMO will be the focal point for monitoring WRM usage, except for JU WRM. The following actions will be taken. The WRMO will establish and maintain a log, status chart, status board, or file which will contain the following information as a minimum:

6.21.1.1. A case number will be assigned to each WRM usage (requested or directed). It will be based on the calendar year. The first request for WRM in 2002 will be assigned the number 02-1: the second, 02-2, etc.

6.21.1.2. WRM Items Requested or Directed. Include nomenclature, quantity, and unit of issue.

6.21.1.3. Storing Organization.

6.21.1.4. Date Use Requested or Directed.

6.21.1.5. Date Use Approved or Disapproved. Not required if use directed.

6.21.1.6. Approving or Directing Agency.

6.21.1.7. DTG or Date and Subject of Approving or Directing Correspondence.

6.21.1.8. Inclusive Dates of Usage: Date when WRM is placed into on-base use or leaves the storage base, to the date when WRM is placed back into storage.

6.21.1.9. Using Organization(s).

6.21.1.10. Extensions. Include same data as in subparagraphs (4) through (8).

6.21.1.11. Remarks: Other information applicable to the case.

NOTE: A summary of WRM currently in use, or used since the last WRM Review Board meeting, should be attached to each set of board minutes.

6.21.2. The WRMO will establish procedures for notification that WRM has been returned to storage in serviceable condition.

6.21.2. (7AF) WRM Monitors will send a letter to the LGX office when WRM has been returned to storage in serviceable condition and all associated reconstitution efforts have been completed.

6.21.3. (Added-7AF) All locations will forward copies of their WRM Reconstitution Logs to 607 ASUS/LGP by the first Tuesday of every month. 607 ASUS/LGP will in turn forward those logs to HQ PACAF/LGXW.

Figure 6.1. Sample Peacetime Use Request (PUR).

DEPARTMENT OF THE AIR FORCE
PACIFIC AIR FORCES

18 Sep 01

MEMORANDUM FOR HQ PACAF/LGX

FROM 36 ABW/LG
Unit 14043
APO AP 96543-4043

SUBJECT: Peacetime Use Request of War Reserve Materiel (WRM) #AN-01-05 **For the SUBJECT, include your locally assigned PUR tracking # (i.e., 2 letters of your base-year-request number). We'll refer to this in our approval along with our own HQ PACAF tracking #.**

1. In para one (1.) summarize the types of WRM you are requesting such as vehicles, bare base items, or AGE and then cover specifics in the subsequent paragraphs.

2. In para two (2.) state the name of the unit that has requested use of the WRM on your base. Then list out the specific WRM asset nomenclature, NSN, quantity, and how much "deposit" you are charging them prior to releasing the WRM as follows:

Nomenclature	NSN	Quantity	Retainer Fee
Dump Truck, 10 ton	12324-123-4567	1	$400
10K A/T Forklift	23245-776-0009	2	$400 ea
		Total	$1200

Note: In cases where the item is being stored for a using command other than PACAF, indicate the using command, by item.

3. In para three (3.) provide justification/information for all 11 of the below categories. Be sure to type out the category heading as it appears below and provide an explanation for each category.

(1) Actions taken to obtain support from peacetime assets:

(2) Quantity of same or similar peacetime assets on-hand:

(3) Non-WRM (.i.e., contracting) solutions considered:

(4) Duration and inclusive dates of requirement:

Note: Apart from natural disasters, every peacetime user/supplier of WRM has plenty of time to coordinate a request letter up the chain. Fax your request (along with the request to you from the user) up front/ early so that it reaches the approving authority NLT 10 days prior to the date of inclusive use for HQ PACAF approval and 20 days for HQ AF approval.

(5) Location from which assets are to be withdrawn:

(6) Location of usage (if other than on-base):

(7) Impact on WRM readiness if approved:

(8) Impact if disapproved:

(9) Estimated time and cost to reconstitute.

(10) Rank, name, and phone number of local contact:

(11) Using organization fund cite: (i.e. covers PACAF standardized retainer Feesfor things like , round-trip transportation of the asset from the storage location to the point of intended use, historical reconstitution costs, gas, oil, fluids etc.

Note: If an extension to the PUR duration is needed, submit another request referencing your original request, the approving correspondence, the inclusive dates of extension, and justification.

4. In para four (4.) Provide a POC statement like: My POC is Capt W. R. Moore (DSN 366-1234).

CARL A. WHICKER, Col USAF
Commander

Attachments:

1. PUR Request from the Units(s) using WRM, dated 1 Sep 01

2. AF Form 616/MIPR

Chapter 7

WRM FINANCIAL MANAGEMENT SYSTEM

Section 7A—General

7.1. Purpose.

7.1.1. This chapter describes the responsibilities for developing and managing the WRM budget at each PACAF base and defines the interaction between PACAF bases, NAF, and HQ PACAF on WRM matters. It further defines the responsibilities of the HQ PACAF staff and outlines how the various WRM commodities are budgeted and funded.

7.2. Objectives.

7.2.1. Provide standardized budgeting and funding guidance for WRM throughout the command.

7.2.2. Identify procedures for developing and documenting a WRM budget at base and headquarters level.

7.2.3. Identify time line for WRM budget development/submittal to HQ PACAF/LGX, to include quarterly unfunded.

7.2.4. Define the relationships and responsibilities for managing WRM funds.

7.3. The WRM Financial System.

7.3.1. Five functions:

7.3.1.1. Budgeting for funds to defray the costs of acquiring and maintaining WRM.

7.3.1.2. Receiving and allocating WRM related funds.

7.3.1.3. Monitoring the use of funds throughout the fiscal year (FY).

7.3.1.4. Reprogramming allocations of funds to meet higher priority WRM needs.

7.3.1.5. Identifying and funding for unfunded WRM related requirements.

7.4. Acquisition, Budgeting, and Funding.

7.4.1. With the exception of rations (subsistence), WRM commodities are requisitioned through Base Supply using a Air Force Stock Fund (AFSF) account - (Budget code 9), base 3080 Equipment Items budget code Z, or requisitioned from AFMC.. The key to determining the funding responsibility for a given WRM item can be found in the budget codes that are assigned to particular stock numbers.

7.4.2. Spares or consumable items that are budget code 9, are paid from the General Support Division (GSD) funds

7.4.2.1. If the items represent new or increased requirements, HQ PACAF/LGS obtains stock funds for the base from HQ AFMC .

7.4.2.2. If the items represent replenishment requirements then these items are purchased using unit Budget Activity Code (BAC) 02 O&M funds. Bases should immediately reorder replacement items - using unit O&M funds to avoid unauthorized WRM fund expenditures.

7.4.3. Typically WRM equipment items require no base level WRM O&M funding. The budget code determines the funding source for equipment items. Most equipment is depot funded as an investment items and budget coded as with the 3080 (non O&M) appropriation. In rare cases some "equipment" items are not depot funded, and can be funded locally using 3400)&M. To do so the item must be a budget code 9 item and represent a replacement. When new/initial requirements surface, HQ PACAF/LGS will include estimates for budget code 9 items in the PACAF GSOP, and support the CWRMO to build the WRM POM submission for new COB/MOB requirements driven by new programs.

7.4.4. For additional discussion of acquisition funding, refer to **Table 7.1.** and **Chapter 8**, **Chapter 9** and **Chapter 10** of this instruction.

7.5. Support Funding.

7.5.1. Most of the costs expended in the direct support of WRM comes from the O&M budget. Those cost are associated with, prepositioning, storing, protecting, inspecting and maintaining WRM. These costs and the management of them are described in **Section 7B** through **Section 7D** of this chapter.

Section 7B—WRM Program Element Codes

7.6. General.

7.6.1. Two Program Element Codes (PECs) are used to identify WRM O&M costs. These PECs do not apply to those costs associated with the acquisition of stock fund inventory or investment assets as discussed above. In addition, these PECs will be used only to identify O&M costs in support of WRM authorized in the various source documents described in this instruction. The PECs to be used for WRM are:

7.6.1.1. PEC 28030: WRM Munitions.

7.6.1.2. PEC 28031: WRM Non-muntins, also known as equipment/secondary items.

7.7. PEC 28031.

7.7.1. The base WRMO is responsible for the annual budget submission and subsequent day-to-day management of PEC 28031/28030 funds. PE 28030 managers will follow the requirements of AFI 21-201 and direction provided by HQ PACAF/LGWX (PE 28030 Program Element Manager). PE 28030 submissions and management are the responsibility of the Maintenance or Munitions Squadron Resource Advisor, as approved by the Base Level WRMPM. However, the unit level 28030 manager will provide copies of budget submissions to the WRMO and provide program status to the WRMO upon request.

7.7.1.1. TDY Costs for travel connected with WRM and WRM management including COB and other non-USAF base support.

7.7.1.2. Corrosion control, tank buildup, and maintenance contracts for WRM assets.

7.7.1.3. Prepositioning requirements.

7.7.1.4. Equipment and some RAP items (budget code 9) and supplies required for in-garrison support, maintenance, and support of HEs.

7.7.1.5. Packing and crating supplies, storage aids, and dunnage used to support WRM preservation and storage.

7.7.1.6. Vehicle maintenance supplies, repair parts, and POL products for WRM vehicle assets. Note: Expenses for integrated WRM vehicles, or vehicles used during JCS/PACAF exercises or by units deploying to the WRM storage base, will not be charged to WRM. They will be charged to unit O&M funds, exercise funds or deploying unit funds, as appropriate. Specific exceptions to this policy are included in AFI 25-101 Chapter 7. Supplies for vehicle maintenance and POL including items used in PACAF sponsored JCS exercises will not be charged to the WRM account, but rather to either the host's units O&M funds, JCS exercise funds or from the deploying units own funds.

7.7.1.7. Costs associated with support of WRM obtained through ISAs and HTSAs.

7.7.1.8. Costs to lease facilities storing only WRM.

7.7.1.9. Costs associated with marking WRM.

7.7.1.10. Maintenance supplies, repair parts, and POL products required to inspect and repair WRM. See paragraph **7.8.** for exclusions.

7.7.1.11. Transportation costs to redistribute WRM may be charged to the WRM PECs, but only when these charges are not covered through the Second Destination Transportation (SDT) fund. For example, if a unit has excess assets and the NAF/LGX determines there are shortfalls within the theater, WRM O&M funds may be used to move the asset to the other location to fill the shortfall. The Base WRMO will project and include redistribution cost in their annual base budget submittal to HQ PACAF. HQ PACAF/LGX will manage/approve all non-SDT expenditures over $500.00. Depending on the item HQ PACAF/LGX/LGW in coordination and HQ PACAF LGT will approve exceptions.

7.8. Exclusions.

7.8.1. Base funded items required to maintain WRM stocks.

7.8.2. Support of JU assets will not be included in PEC 28031.

7.8.3. Movement of non-WRM items to a non-USAF location.

7.8.4. COB/MOB visits, negotiations and site surveys unless they are for the purpose of prepositioning, storing, inspecting, rotating, or maintaining WRM.

7.8.5. Purchase of mobility equipment. Mobility equipment is not WRM.

7.8.6. Repair or maintenance of a facility containing only WRM. These expenses are real property maintenance (see paragraph **5.6.8.** of this instruction).

7.8.7. Fuel for integrated WRM vehicles. Fuel costs will be paid by the using organization.

7.8.8. Movement of WRM due to disposal.

7.8.9. Replacement/reconstitution costs due to WRM usage during JCS or other Higher Headquarters or locally directed exercises. These costs should be billed to the exercise. In the case of local exercises the Base/Wing should project and include costs as part of their annual exercise budget.

Section 7C—Base-Level WRM Financial Management

7.9. General.

7.9.1. Applies to all WRM funded organizations in PEC 28031 and 28030. See **Figure 7.1.** for an example of the major actions required to develop a WRM Budget.

7.10. Development of the Base WRM Budget.

7.10.1. The base WRM budget is a segment of the overall base budget. The development of the WRM budget begins with each functional agency that stores, maintains, inspects, or otherwise manages WRM requiring PEC 28031/28030 funding. Specific procedures on WRM budget preparation follow.

7.10.1.1. The WRMO provides guidance on the standardized PACAF LGX/LGW budgeting processes and formats to help unit WRM monitors identify WRM related costs and required justification. Unit WRM monitors' budget inputs will be submitted to the WRMO, on the standardized PACAF LGX/LGW formats provided in **Figure 7.2.** thru **Figure 7.5.**, to allow sufficient time for review, consolidation, and presentation to the WRM Review Board prior to the base budget call. For PEC 28031 the HQ PACAF Budget call for the coming fiscal year occurs in late February or early March.

7.10.1.1. (7AF) COB WRMOs will consolidate next fiscal years annual WRM budget requirements and provide to 607 ASUS/LGP NLT 15 Feb or sooner if a budget call is announced. As soon as the 7 AF WRMO receives the proposed budget it will be disseminated to 607 ASUS functional managers, 607 MMS/CC, and 607 SPTS/CC for comments.

7.10.1.2. WRM Unit Monitors identify their WRM annual budget requirements to the WRMO/WRMNCO for consolidation and submission. It is necessary that such submissions include sufficient justification to defend a proposed budget. See **Figure 7.1.** - **Figure 7.5.**for sample formats. These MS Excel formats are available for down load from the HQ PACAF WRM Website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/wrm.html**. Electronic copies can be e-mailed upon request.

7.10.1.3. The WRMO along with the base budget office, will present the WRM budget to the WRM Review Board. During this process, the board will develop WRM priorities, review cost, justification for needs and correct any discrepancies. In turn the budget will be submitted to the base budget office for incorporation into its base financial plan for approval by the Financial Working Group (FWG) and Financial Management Board (FMB). The WRMO will submit a copy of the completed WRM budget request and justification to PACAF/LGX and NAF/LGX to coincide with financial plan submissions.

7.10.1.4. The WRMO will attend FWG meetings as an advisor on WRM matters. The WRMO may also attend FMB meetings at the invitation of the Base/Wing WRMPM.

7.11. Distribution and Allocation of WRM Funds.

7.11.1. WRM funds will be distributed to bases by PACAF/FMA after coordination with PACAF/LGX/LGW. PACAF/LGX will use justification submitted by base WRMOs in their financial plans commensurate with MAJCOMs priorities/needs to determine equitable distribution of funds.

7.11.1. (7AF) WRM funds will be distributed to COBs by the 7 AF WRMO in coordination with the 607 ASG/FM, 607 MMS/CC and 607 SPTS/CC.

7.11.2. NAFs financial plans are submitted/included in the base's request of WRM funds to project annual requirements. NAFs must provide an info copy of the Financial Plan to HQ PACAF/LGX. If the NAF budget submittal is included under the same OBAN as the Host Base (13AF and 5AF), segregation of funds below OBAN will be provided at the RC/CC level. In addition, HQ PACAF/LGX may issue supplemental guidance delineating distribution instructions to organizations that share an OBAN.

7.12. Monitoring WRM Funds.

7.12.1. After funds have been allocated by the FMB and further allocated to the unit WRM monitors, both the WRMO and WRM monitors will track the expenditure of funds to ensure WRM requirements are being fulfilled. Weekly/monthly Project Funds Management Records (PFMR) manager inquiries, resource center cost center (RC/CC) reports, etc. should be used to monitor the expenditure of WRM funds. The status of the WRM budget program will be briefed at the WRM Review Board and submitted quarterly to HQ PACAF/LGX by the 15th of the month following the end of the quarter (15 Oct, Jan, Apr and Jul). The CWRMO/PEM will disseminate a copy to the MAJCOM WRM Functional Managers.

7.13. Base-Level Financial Management System.

7.13.1. The WRMO will ensure an effective base-level financial management system is developed, implemented and monitored. This system will be developed by the WRMO and base budget officer and will include all management techniques required by the Resource Management System (RMS).

7.13.2. The WRMO will serve as the PEC 28031/28030 Resource Advisor (RA) and individuals designated within each major organization will serve as cost center (RC/CC) managers.

7.13.2. (7AF) The 7 AF WRMO will serve as the PEC 28031 Resource Advisor (RA) and the COB WRMOs will serve as the COB Cost Center Managers (CCCM). The 7 AF WRMO will monitor the expenditure of WRM funds and ensure they are equitably allocated while the COB Cost Center Manager is responsible for expenditure of WRM monies at their COBs. The 7 AF WRMO is responsible for expenditure of WRM monies within 607 ASUS.

7.13.3. The WRMO will monitor the expenditure of WRM funds and ensure they are equitably allocated while the cost center managers are responsible for the expense of WRM money.

7.13.4. At least one Project Funds Management Record (PFMR) will be established for PEC 28031 and one for 28030. If only one PFMR is loaded for each PEC, LGX (the WRMO) is the responsible organization. At the discretion of the WRMPM, additional PFMRs may be established to provide more effective control for high expenditure organizations. As an example, vehicle maintenance expends a high volume of WRM funds and to ensure funds are managed, a separate PFMR may be established.

7.13.5. An Organizational Cost Center Record (OCCR) will be established for each functional area that is responsible for storing, maintaining, or inspecting WRM. PACAF/LGX will maintain the PACAF master record.

7.13.6. Each major organization assigned or attached to the base WRM program should have it's own RC/CC.

7.14. Reprogramming.

7.14.1. As the FY progresses, if PEC 28031/28030 funds are insufficient for any organization, funds reprogramming must be considered. This can be done by moving funds within PEC 28031/28030, with concurrence of the Review Board or by moving funds from other PECs into PEC 28031 with concurrence of the FMB. The various resource advisors, cost center managers, the WRMO, the WRMPM, the FWG, the FMB, or the WRM Review Board can initiate these actions. Any reprogramming actions not initiated by the WRMO, WRMPM, or WRM Review Board will be brought to the attention of the WRMO. Major reprogramming actions will be briefed to the WRM Review Board.

7.14.1. (7AF) COB WRMOs may request movement of funds within their organization. Both COB and 7 AF WRMOs will coordinate funding movements through 607 ASG/FM. The COB WRMO makes a request in writing to the 7 AF WRMO if there are not sufficient funds. Upon receipt, the 7 AF WRMO will review fund levels across all COBs and will make a recommendation to the Review Board members (607ASG/CC, 607MMS/CC, 607SPTS/CC and 607ASUS/CC at a minimum). The final decision will be made by the 607 ASG/CC.

7.15. Unfunded Requirements.

7.15.1. If unprogrammed WRM requirements occur during the fiscal year, the following responsibilities will be met by the designated agencies:

7.15.1.1. The WRMO will contact all their WRM Monitors each quarter to ensure new or "unprogrammed" WRM requirements are identified for consideration.

7.15.1.2. The WRMO will route all unfunded requirements to NAF and PACAF/LGX by the 15th of the month after the end of the quarter.

7.15.1.3. Unit WRM monitors will identify unprogrammed requirements to the WRMO with justification.

7.15.1.4. The WRMO will ensure unprogrammed WRM requirements are presented for funding consideration. Additionally, the WRMO must ensure the requirement is identified in monthly budget status reports. Unprogrammed requirements will be presented to the WRM Review Board for approval prior to submission to the base budget office. The board will review the current WRM funding to determine if the unprogrammed requirement can be absorbed within existing WRM funds. If existing WRM funding is not sufficient the new requirement will be submitted to the budget officer for presentation to the FWG/FMB for funding consideration. If the FWG/ FMB meetings are scheduled prior to the next WRM Review Board, the WRMPM will ensure WRM Review Board approval of the reprogramming action prior to the FWG/FMB meetings.

7.15.1.4. (7AF) COB WRMO will ensure COB unfunded requirements are included in monthly CSR submitted by the 10th of each month (See **Attachment 1** for format).

7.15.1.5. The WRM Review Board or, if necessary based on the preceding paragraph, the WRMPM will establish the priority of unfunded WRM requirements to be considered by the FWG/FMB.

7.15.1.6. If existing base funds cannot absorb the unprogrammed requirement, the WRMO will assist the budget officer in identifying the need for additional funding to HQ PACAF/FMAO, HQ PACAF/LGXW, HQ PACAF/LGSP, and HQ PACAF/LGWX. Use the PACAF LGX/W standardized format and send by the 15th day of month after the quarter. If not funded, resubmit the previous quarter unfunded requirements, plus any additional unfunded requirements. Continue to

submit all unfunded requirements until funding comes available or the requirement no longer exists. In order to be competitive for end of year fallout money any unit level unfunded WRM should be included in the Base/Wing CC's submittal to HQ PACAF for consideration.

7.15.1.7. If additional BAC 02 O&M funds are provided to the base, the WRMPM will ensure as many WRM unfunded requirements are funded as possible.

7.15.1.8. Unfunded requirements that will remain valid in the next FY will be included in the next FY base budget. Those identified "after" the budget submission will be included in budget adjustments.

Section 7D—HQ PACAF WRM Financial Management

7.16. Development of HQ PACAF WRM Budget.

7.16.1. The responsibilities and procedures defined apply to HQ PACAF agencies. HQ PACAF will develop a budget to support command WRM requirements. WRM responsibilities in **Chapter 1** designate the OPRs for the command budget inputs to the CWRMO. The following WRM-related costs will be considered:

7.16.1.1. TDY for travel in direct support of WRM.

7.16.1.2. Command-funded repair parts and TCTOs for WRM equipment.

7.16.1.3. New locations (that is, COBs, SB, OLs, etc, which require WRM support).

7.16.1.4. WRM equipment items with budget code Z.

7.16.1.5. Other requirements as appropriate.

7.17. Funds Allocation.

7.17.1. When O&M funds are received for the FY, PACAF/FMAO will coordinate with PACAF/LGX/LGW on the allocation of funds in PEC 28031/28030 to PACAF bases.

7.18. Reprogramming.

7.18.1. The CWRMO will develop recommendations for the reprogramming of PACAF O&M funds for PEC 28031. These recommendations will be developed in conjunction with the various HQ PACAF WRM program managers.

7.19. POM Review.

7.19.1. The CWRMO will prepare WRM-related items for inclusion in the PACAF POM. This review will include any new manpower requirements resulting from the acquisition of additional WRM assets. The CWRMO will advocate the need for WRM funding and ensure all those in the corporate process understand the WRM requirement.

Section 7E—WRM Peacetime Use in Support of a Foreign Nation

7.20. General.

7.20.1. When peacetime use of WRM for: emergency, disaster relief, humanitarian operations, or other situation is in support of a foreign country; reimbursement costs associated with such usage will be determined. Usage may take the form of a sale, lease or loan of WRM.

7.21. Procedures.

7.21.1. The procedures applicable to these situations are contained in AFI 63-107, DFAS-DER 7010-1, and AFMAN 23-110, Volume I, Part One, Chapter 10. Questions on these procedures will be referred to HQ PACAF/LGX or PACAF/FMF. Bases tasked to provide WRM support to a foreign country will keep track of all costs associated with this support to include the following:

7.21.1.1. Asset preparation to include packing, crating, preservation, and purging.

7.21.1.2. Delivery and transportation. (Funds normally should be provided by tasking organization.)

7.21.1.3. Maintenance and repair to include spare parts and corrosion control to return WRM to serviceable condition.

7.21.1.4. Spare parts provided with the asset.

7.21.1.5. Man-hours, days, and months expended to prepare, transport, handle, inspect, maintain, or repair the item to include certain TDY expenses.

7.21.1.6. Costs for military man-hours used will have the acceleration factors added to the composite pay rate in accordance with DFAS-DER 7010-1.

7.21.1.7. Asset use charges and administrative surcharges IAW AFI 63-107.

7.21.1.8. Civilian man-hours expended will be broken out by grade/step for reimbursement to base O&M funds. Applicable acceleration factors will be added.

7.21.1.9. Consumable items will be costed out at current standard price.

7.21.1.10. Replacement cost of lost/damaged parts will be at current catalog value.

Section 7F—WRM Equipment Budgeting and Funding

7.22. General.

7.22.1. A majority of WRM equipment authorized in WPARR is centrally procured (depot funded), although there are some base funded (budget code 9) and command funded (budget code Z) items. In addition, there are costs associated with maintaining WRM equipment. These funding requirements must be identified to the base funds manager as an unfunded requirement, when funds are not available.

7.23. Factors.

7.23.1. The following factors may have an impact on the budget and must be taken into consideration during budget development/forecasting.

7.23.1.1. Changes in Time Phased Force Deployment List (TPFDD) - strength or composition code.

7.23.1.2. Reduction or deletion of WPARR authorizations affecting JU assets.

7.23.1.3. Changes in facilities resulting in increased requirements.

7.24. Requirements.

7.24.1. Costs associated with maintaining WRM equipment items are discussed in **Chapter 10**.

Table 7.1. Relationship of Budget Codes to Acquisition of WRM Commodities.

RULE	A If the WRM Commodity is (are)	B then, in general, the budget code (s) assigned to items in that commodity class is (are)	C and the items are budgeted for and funded by
1	Bulk Fuel (IMP)	6	HQ DLA
2	MREs	4	HQ AFSVA (NOTE 1)
3	Munitions	U, S, T	HQ AFMC (NOTE 2)
4	All other Consumables	9	HQ PACAF (NOTE 1)
5	Equipment and some RAP items	A, H, J, L, M, Q, V, 1, Z 9	HQ AFMC HQ PACAF (NOTE 3) HQ PACAF AND PACAF Base (Note 4)
6	Wartime Subsistence	4	HQ AFSVA (NOTE 1)

NOTES:

1. AFSVA budgets for wartime subsistence based on MAJCOM requirements.
2. Based on HQ PACAF requirements.
3. PACAF bases include budget code Z WRM items in their list of budget code Z requirements sent to HQ PACAF. These items are budgeted in priority sequence based on availability of budget code Z funds.
4. HQ PACAF identifies budget code 9 for new WRM equipment requirements (estimated) in the POM and stock fund operating program (GSOP). PACAF bases program for budget code 9 shortages due to new requirements (actual) and unfunded requirements from the previous FY based on the Q07 WRM shortage report and anticipated future needs.

Figure 7.1. WRM Financial Management Flow Chart.

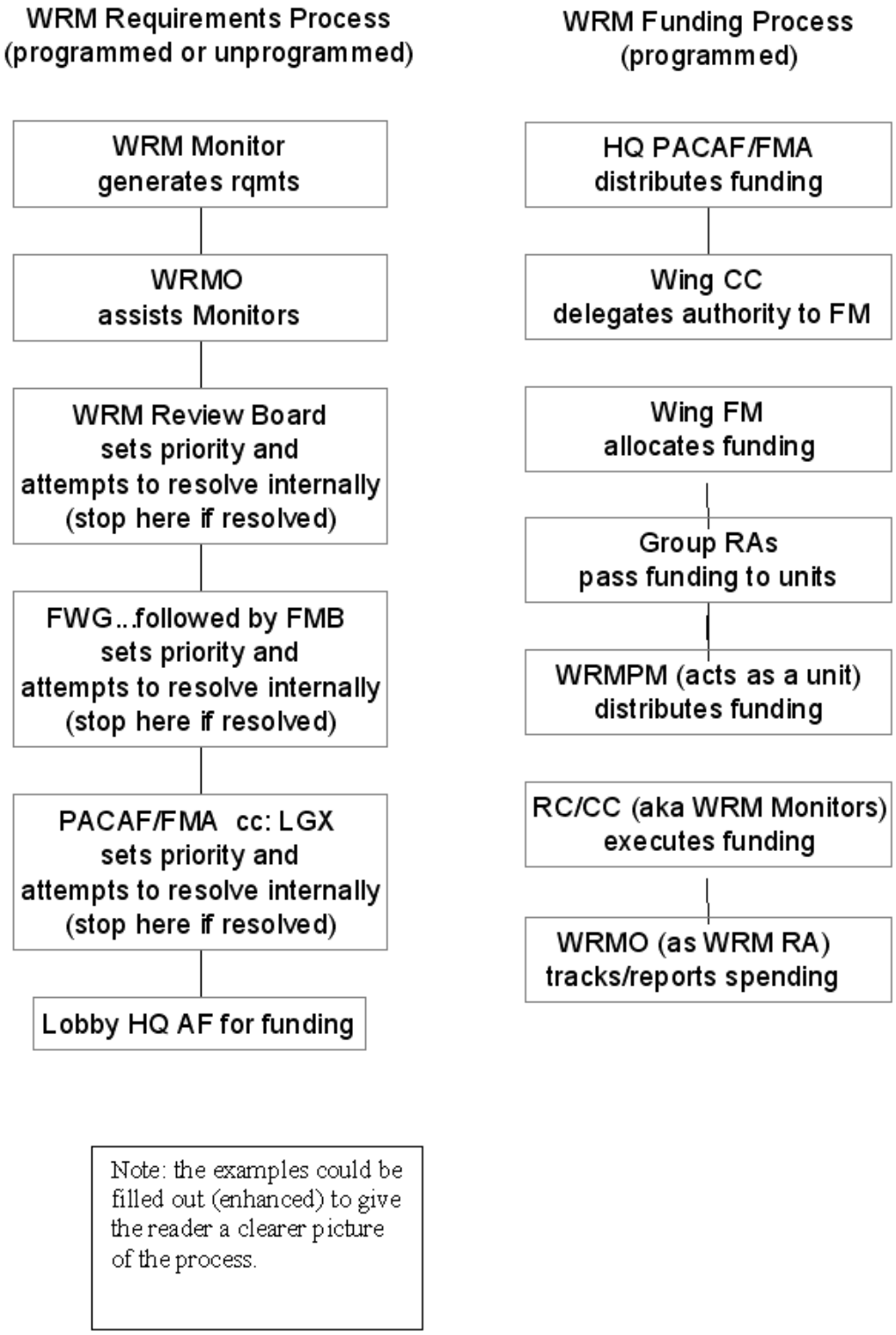

Figure 7.2. FINPLAN/Budget Format.

EEIC	Office	Item	Quantity	Cost	Total Cost	EEIC Total	Justification
609	LGM	Tool Kits	2	$800	$1,600		
609	LGT	Load Binder	75	$22	$1,622	$3,222	
409	LGM	TDY to SAV	1	$1,200	$1,200		
409	LGT	TDY to SAV	1	$1,200	$1,200		
409	WRM	TDY to SAV	1	$1,200	$1,200	$3,600	
641	FMSE	R-14 Hoses	60	$400	$24,000	$24,000	
642	LGT	Trans	3	$2,000	$6,000	$6,000	
Total					**$30,822**	**$30,822**	

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Web site or Contact us at DSN 449-3775, 3689, 3774.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 7.3. Quarterly Spending Update.

Unit:								Suspense to HQ PACAF/LGXW:	
Location:								15 Jan, 15 Apr, 15 Jul, 15 Oct	
Annual Funding Rqmt:									
Annual Funding:									
% Funding of Rqmt:									
EEIC	Feb-03	Mar-03	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	TOTAL
409-TDY									$0
462-Transportion									$0
465-Port Handling									$0
549-Purchases									$0
569-Maintenance									$0
579- ICS									$0
592-Contracts									$0
609-Supplies (GSD)									$0
612-Fuel (Non-GSD)									$0
619-IMPAC									$0
628-Equip (GSD)									$0
637-Equip (Non GSD)									$0
641-Ground Fuel									
645-DLRs, Non-Fly									$0
TOTAL	$0	$0	$0	$0	$0	$0	$0	$0	$0
Cumulative Total	$0	$0	$0	$0	$0	$0	$0	$0	

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Web site or Contact us at DSN 449-3775, 3689, 3774.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 7.4. Unfunded Update Report.

Unit:					**Suspense to HQ PACAF/LGXW:**
Location:					**15 Jan, 15 Apr, 15 Jul, 15 Oct**
Unfunded Requirements					
Priority	**Title**	**Cost**	**EEIC**	**Need Date**	**Justification (Use only one line--Provide additional info in attachments.)**
1	**TDY to 7AF SAV**	**$4,500**	**xxx**	**Dec-99**	**HQ PACAF/LGXW directed TDY. Three people at $1500 each.**
Total		**$4,500**			

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Web site or Contact us at DSN 449-3775, 3689, 3774.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 7.5. Budget Execution Report Format.

Unit:					**Suspense to HQ PACAF/ LGXW:**
Location:					**1-Feb each FY**
Unfunded Requirements					
Priority	**Title**	**Cost**	**EEIC**	**Need Date**	**Justification (Use only one line--Provide additional info in attachments.)**
	TDY to 7AF SAV	$4,500	409	Dec-99	HQ PACAF/LGXW directed TDY. Three people at $1500 each.
Total		$4,500			

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/ LGXW Website or Contact us at DSN 449-3775, 3689, 3774.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Chapter 8

WRM CONSUMABLES MANAGEMENT

Section 8A—General

8.1. Purpose.

8.1.1. This chapter describes the responsibilities for managing the annual level of consumables authorized for locations in PACAF and introduces the PACAF unique consumables document called the PWSP (PACAF WRM Storage Plan).

8.2. Objectives.

8.2.1. Define the PWSP and related terms.

8.2.2. List responsibilities and Base Level Processing actions.

8.2.3. Describe the Inventory Management Plan (IMP).

8.2.4. Provide guidance on prepositioning and processing Liquid Oxygen (LOX)/Liquid Nitrogen (LIN).

8.2.5. Summarize basic maintenance and inspection requirements.

8.3. PWSP – Non Munitions Summary Document.

8.3.1. The authorizations for storing consumable items (such as oil, lubricants, tanks, deicing fluid, etc) are based on the War Consumables Distribution Objective (WCDO), which is the sole source classified authorization document for prepositioning non-munition consumables (excluding aviation/ground fuels). PACAF in turn extracts this data into a word document format that provides easier visibility into key management areas. This PACAF unique extract or summary document of the WCDO is called the PWSP. The PWSP is not a substitute for the WCDO which must be maintained/available at base level.

8.4. Munitions Summary Document.

8.4.1. The munitions WCDO document that identifies munitions quantities by component (DODIC, NSN, MSRG, and CRC) required to support Provisional Wing's munitions Starter Objective appear in Appendix 6 to Annex D (Time-Phased Air Munitions Requirements) of COMPACAF OPLAN (located on HQ PACAF/LGW classified home page, **http://pacafntweb.c2net.hickam.af.smil.mil/LGW/index.htm**). It also identifies munitions and quantities carried by PACAF units deploying in support of the OPLAN.

Section 8B—Responsibilities

8.5. HQ PACAF/LGXW:

8.5.1. Provide new item requirements information that require an Item Identity Code (IIC) to HQ ACC by 1 Apr of each calendar year.

8.5.2. Review WMP-4C, which contains the planned Wartime Aircraft Activity (WAA) by OPLAN for PACAF. Due to HQ USAF/XOXW by 30 Jun of each calendar year.

8.5.3. Update the War Consumable Factor File (WARCON), contains Expenditure Per Sortie Factors (EPSFs) due to HQ ACC/LGXW by 15 Jul of each calendar year.

8.5.4. Build a worldwide WCDO database by 15 Aug of each calendar year.

8.5.5. Build the PWSP based on the worldwide WCDO, and available to down load on LGXW SIPRNET homepage address NLT 30 Sep of each calendar year: **http://www.pacaf.hickam.af.smil.mil/lgx/index.htm**.

8.6. Base level WRMO/NCOs:

8.6.1. Review and comply with the PWSP Foreword. Download the WCDO from the HQ PACAF WRM classified web site annually NLT 1 October or within 15 days following publication.

8.6.2. Assess consumables storage requirements based on gross requirements as depicted in the PWSP, but also review day-by-day needs as depicted in the WCDO. This is the only way to determine overall storage requirements. In addition, by using the WCDO units are able to determine/project consumable excesses, shortfalls and limitations.

8.6.3. Update authorizations for non-munitions consumables within 30 working days after receipt of the PWSP. Excesses/shortages created by the realignment of PWSP authorizations will be reported to the appropriate NAF for redistribution order (RDO) action with info copy to HQ PACAF/LGXW and HQ PACAF/LGSW.

8.6.4. Identify additional storage and maintenance limitations within 15 working days after receipt of the PWSP to ensure optimum prepositioning of assets. Prepositioning of large bulk items at certain bases has been limited due to known storage and maintenance limitations.

8.6.5. Ensure RAP assets are not requisitioned until shortages/excesses are identified to HQ PACAF/LGXW, HQ PACAF/LGSW, and HQ PACAF/LGWL, and it is determined there are no assets available within the command for redistribution.

8.6.6. Ensure requisitioning of budget code 9 items will be accomplished IAW guidance contained in AFMAN 23-110, Chapter 26, V2 Part2.

8.6.7. Ensure base supply process the R-18 NLT the 25th of each month and forward to HQ ACC.

8.6.8. Ensure LOGMOD is being used as the deliberate planning tool at the Base/Wing and NAF level by WRM planners to ensure WRM outload requirements are captured in the TPFDD.

8.7. Categories of WRM Consumables. **Table 8.1.** depicts the general categories of WRM consumables and lists types of commodities included in each category. Additions and deletions are made based on weapons systems inventory, usage, and other planning factors. The PACAF OPR in **Table 8.2.** is responsible for effecting changes to the items included in their category.

8.8. Authorization Documents. The authorization documents listed in **Table 8.3.** and changes thereto are the only documents used to preposition WRM consumables in the PACAF logistics support area (Logistic Areas 1 and 5). These authorization documents will be published and distributed to PACAF units in the PACAF WRM Storage Plan (PWSP) after the PACAF portion of the WMP-4 (WAA) is

approved by Air Staff and distributed to PACAF units. The documents authorize the required quantities of WRM consumables to support the approved WMP-4.

8.9. Item Identification. Each WRM consumable item is assigned an Item Identity Code (IIC) and a Department of Defense Identification Code (DoDIC). The first position of the IIC indicates commodity type:

W-Tanks	Z-Guns	Q-POL
Y-Chaff	P-Pylons	X-Miscellaneous

AFMC/XP-AO assigns IICs to WRM consumables in conjunction with the IM. A DODIC consists of one alpha followed by three numeric characters or two alphas followed by two numeric characters. While an IIC can have only one NSN, a DODIC may have many NSNs but still identifies only one specific item.

8.10. Expenditure Per Sortie Factors (EPSFs). During the annual planning cycle for the development of PACAFs War Consumable Distribution Objective (WCDO) and PWSP, expenditure per sortie factors will be developed and an audit trail maintained for each expendable item.

8.10.1. Organizational responsibilities for the development of these factors are listed in **Table 8.2.**

8.10.2. PACAF/LGXW will coordinate the planning activities and serve as the Central Data Collection center for all commodities once the requirements have been developed and validated by the OPR.

8.11. Stockage Objectives. Authorization documents establish WRM consumable levels based on the stockage objective days contained in Annex E to the USAF WMP-1. Base-level requests for deviations from established levels will be submitted by the WRMPM to the PACAF OPR, which established the level (**Table 8.2.**). The PACAF OPR will coordinate deviation approval or disapproval with the CWRMO.

8.12. Prepositioning Criteria. The stockage objectives contained in the USAF WMP-1 are the maximum number of days for which WRM consumables in support of the WAA may be prepositioned. WRM consumables will be prepositioned at or near their planned operating base (POB) or in-theater at the base, which is responsible for their prepositioning.

8.12.1. Each line of activity in the USAF WMP-4 will be encoded with one of the prepositioning codes contained in AFMAN 23-110, Volume I, Part 1, Chapter 14.

8.12.2. The decision on which prepositioning code to use will be based on planning factors obtained from the HQ PACAF staff and PACAF bases.

8.13. Supply Levels. The Chiefs of Supply will establish WCDO details as prescribed in AFMAN 23-110, Volume II, Part 2, Chapter 26. The war readiness section will update and align authorizations upon receipt of a new PWSP.

8.13. (7AF) Each COB LGS section will update and align authorizations within 30 days of receipt of new PWSP.

8.14. Acquisition. WRM consumables will be acquired through redistribution actions and/or the requisitioning process through base supply. The following general guidance applies to these actions.

8.14.1. Redistribution actions will be coordinated by PACAF/LGXW in conjunction with the OPRs and OCRs listed in **Table 8.2.** Defense Logistics Agency (DLA) after coordination with PACAF/SVXR and the CWRMO will redistribute rations. WRM consumables will be shipped by the most economical mode available consistent with the required in place date(s). Special assignment airlift missions (SAAMs) will not be used unless directed in the RDO.

8.14.2. No action will be taken at base level on AFMC-directed RDOs unless concurrence is obtained from PACAF/LGX/LGS and the applicable OPRs and OCRs listed in **Table 8.2.** The Chief of Supply receiving such an RDO will provide PACAF/LGSW the following information: TCN number, NSN, Nomenclature, IIC, quantity, ship-to address and ALC requesting redistribution action.

8.14.3. Redistribution of WCDO assets will be accomplished NLT 60 days from receipt of RDO. The shipping base will advise PACAF/LGSW/LGTR and PACAF/LGX of the TCN.

8.14.3.1. Shipping and receiving bases will track all RDO actions until complete.

8.14.3.2. Bases will advise HQ PACAF/LGSW and PACAF/LGXW of all RDOs not completed within 60 days of receipt of RDO and the rationale.

8.15. Excesses/Shortages/Unserviceable Assets. The Supply and WRM managers will ensure excesses, shortages, and unserviceable assets of WRM consumables are reported to their respective NAF within 30 days of PWSP processing. NAF will redistribute excesses, as appropriate, to fill WRM shortages in their area of responsibility (AOR), requesting disposition instructions from HQ PACAF/LGSW, PACAF/LGXW, and the respective MAJCOM WRM functional mangers/agencies within 30 days of receipt, for those items not needed anywhere in the AOR.

8.15. (7AF) Excesses/Shortages/Unserviceable Assets.

8.15.1. Until disposition instructions are received from HQ PACAF, assets will be controlled, managed, and maintained as WRM. Excess quantities will be transferred to separate details and reflect shop code XS, with POB and Alternate Storage Location (ASL) of X000 for easy identification at base and MAJCOM level.

8.15.1. (7AF) Unit will perform follow up actions on a monthly basis until redistribution instructions are received from the NAF, the MAJCOM, or the depot.

8.15.2. HQ PACAF will redistribute excesses, as appropriate, to fill WRM shortages in the command, requesting disposition instructions from the item manager for those items not needed anywhere in theater. Before assignment to excess details and subsequent reporting to NAF, excess quantities of DLA/GSA managed items; lumber, hand tools and expendable food service equipment should be applied to peacetime requirements and requisition objectives. Disposition request for shelf life items not applied to peace time requirements must include expiration and manufactures dates.

8.15.3. (Added-7AF) Base supply and WRMO will ensure excesses, shortages, and unserviceable assets of WRM consumables are reported to 607 ASUS/LGS and 7 AF WRMO IAW with the PWSP foreword.

8.16. Budgeting and Funding. Initial authorizations, increased authorizations, or shelf-life-expired consumables are stock fund issues and are described in **Section 8B**. Also, see **Chapter 7**. In addition, there are O&M costs related to WRM consumables as follows:

8.16.1. TDY costs for inspection and maintenance of consumables prepositioned at or near their place of intended use.

8.16.2. Packing and crating materials. (NOTE: Transportation costs will be borne by the losing base but may be reimbursed by PACAF.)

8.16.3. Construction material for storage racks and bins done on a self-help basis.

8.16.4. Storage aids such as dunnage.

8.16.5. Corrosion control costs.

8.16.6. Maintenance costs to include projected cost for routine, scheduled, and unscheduled TCTOs.

(NOTE: The storing base is responsible for budgeting and funding WRM consumable costs regardless of the using command.) Coordinate with users to ensure all requirements are identified.

Section 8C—Base Level Processing

8.17. General. Base level processing of the PWSP is the responsibility of the WRMO and the base supply organization.

8.17. (7AF) Base level processing of the PWSP is the responsibility of the WRMO and the base supply organization. Processing of the PWSP is the responsibility of the COB WRMO and supply representatives, and functional reps at each COB location.

8.17.1. The WRMO and individuals designated by the Chief of Supply to process the PWSP will review the attachments to the PWSP letter of transmittal. Actions required by these documents will be accomplished within the period established by the letter of transmittal.

8.17.1. (7AF) Upon receipt of the PWSP, the COB WRMO will develop minutes of PWSP review meetings and forward copies to 607 ASUS/LGP/LGS.

8.17.2. All participants will review the PWSP package pertinent to their functional area. If any portion is not clear or suspected to be in error, contact one or more of the PACAF organizations in **Table 8.2.**

8.17.2.1. Suspected PWSP errors will be identified to PACAF/LGXW (info PACAF/ LGSW) and will include the planned operating base, MDS, IIC, and nature of the error. Errors should be forwarded within 30 days.

8.17.3. The following documents are necessary to review/process the PWSP:

8.17.3.1. Current OPLAN TPFDD.

8.17.3.2. Wartime Aircraft Activity Report (WAAR).

8.17.3.3. Supply R07 or local computer list on all W-detail quantities.

8.17.3.4. A locally devised report reflecting WRM assets requiring periodic inspection and equipment status.

8.17.4. The distribution of the PWSP includes the requirement to send the PWSP to PACAF bases, which have no supply system access to the base providing support.

8.17.4.1. The support base and supported base personnel will work out the various details involved in PWSP processing.

8.17.4.2. Since the PWSP assets stored at the supported base are on the supply computer support base W-details, the support base is responsible for carrying out the redistribution. The support base will provide supply, transportation, and maintenance assistance, if requested, to the supported base to complete RDO actions. Assets will be shipped from supported base on-hand assets only to fill RDOs.

8.18. W-Details. W - details will not be established for the following:

8.18.1. Argon (IIC 255X), LIN (IIC 264X and 270X), LOX (IIC 290X), Helium (IIC 291X), Nitrogen (IIC 292X), and hydrazine (IIC 305X). The base fuels officer on the base fuels account will establish authorizations for these items.

8.18.2. MREs (IIC 200X). PWSP authorizations must be provided to the base Services Squadron according to **Chapter 11**.

8.18.3. Numerous NSNs are suitable replacements for the listed authorized NSNs. Each base should determine the suitability of replacement NSNs and ensure they meet all required military specifications of the item authorized. Variances in unit of issue and quantity unit pack will arise when substitutes NSNs are used. Bases must ensure the user can handle larger unit of issue (i.e. drums verses gallons or quarts) or a means exists to extract the required quantity. When a discrepancy exists between the unit of issue of the authorized NSN and the NSN on order and/or on hand, the authorized quantity will be converted to correspond to the unit of issue for the on hand/or on order asset.

8.18.4. When a base is storing the same commodity with different unit of issues (example they are storing both gallons and drums) the base will annotate a –1 to the NSN with the larger unit of issue. In addition, they must convert the unit of issue to match the unit of issue to the smaller of the NSNs on hand/on order. This will prevent erroneous out of balance conditions and ensure financial records are accurate.

8.19. Verification. When the PWSP has been uploaded, the next step is detail verification (e.g. Item Identification Codes [IIC], National Stock Numbers [NSNs], and authorized quantities) and identification of shortages. First, on-hand PWSP assets will be applied to authorized quantities. For each IIC, total up the quantities designated your unit as the storage base. This quantity is the total authorization for the IIC to be uploaded. If the same IIC is authorized to the MOB and one or more bases sponsored by the MOB, the on-hand quantity will be allocated to the MOB requirement first. Any remaining quantities will be equally allocated to the requirements of the other POBs.

(NOTE: If there are WRM assets stored at one or more POBs that can be used to satisfy the PWSP requirement at other POBs, allocate them accordingly. Reallocated assets may be moved to the required POB and/or the base may leave the assets at the storage location). If there are excess assets on-hand after this allocation has been made and no redistribution for the assets has been included in the PWSP, the excess quantity will be reported IAW paragraph **8.5.** within 30 working days of receipt of the new PWSP.

8.20. Requisitioning. Do not requisition shortages of the following through the Supply FB account: MREs, argon, LIN, LOX, and hydrazine. Requisition shortages of argon through the base fuels account.

Hydrazine should requisitioned directly from DET WR-ALC the POC can be reached at Dsn 945-6195. Do not requisition hydrazine unless there is a suitable storage facility available.

8.20.1. Ensure the PACAF PWSP Foreword does not restrict requisitioning of certain IICs before proceeding.

8.20.2. Present USAF policy states that initial WRM procurement of budget code 9 items is limited to approved WRM ordering authority provided by the General Support Division manager. This authority is used solely to procure WRM to alleviate deficits created by new or increased authorizations.

8.20.3. The following procedures apply for securing an approved GSOP. The first four steps will be accomplished within 15 calendar days of receipt of the PWSP. The last two steps will be done within 10 calendar days of receipt of a revised GSOP authorizing the requisitioning of new WRM to alleviate deficits.

8.20.3.1. War Readiness Section personnel will ensure inputs to load or change authorizations for budget code 9 WCDO items are not processed by the issue program. Therefore, do not enter an "I" in the issue indicator field when processing these 1CK inputs.

8.20.3.2. When notified by War Readiness Section personnel that new authorizations have been loaded, the funds manager will process an out-of-cycle Q07 program to produce a WRM requirement listing in two copies.

8.20.3.3. War Readiness Section personnel will annotate the listings with asterisks to identify those new or increased authorized requirements for which requisitioning action is desired.

8.20.3.4. The base funds monitor , after coordination of the listing with the WRMO, will forward a GSOP update to HQ PACAF/LGSPR. The requested amount must equal the sum of the items asterisked on the listing. The base funds monitor , along with the WRMO, will maintain a copy of the listing in suspense pending approval/disapproval.

8.20.3.5. Upon receipt of a revised GSOP authorizing initial WRM procurement, the funds management will notify War Readiness Section of those items, which may be requisitioned. Retain a copy of the approved GSOP and the annotated Q07 listing in a completed file. Notify the WRMO if the approved GSOP is insufficient to cover shortages as reflected on the request and which shortages cannot be ordered.

8.20.3.6. Upon notification by the funds manager, War Readiness Section personnel will interface with the issue program to requisition as required. Notify the WRMO when all requirements are on requisition.

8.21. Storage and Prepositioning. PWSP items will be stored IAW **Chapter 5**, this instruction, AFMAN 23-110, DoD 4145.19-R-1, and other applicable publications.

8.22. Planning Document Updates. The PWSP may require updates to certain wartime planning documents. As a minimum, the following will be reviewed/changed as necessary:

8.22.1. Do the quantities/locations in the new PWSP require a change to wartime air/surface movement requirements documents? See COMPACAF OPlan(s) Annex D.

8.22.2. If PWSP items are mentioned in base support plans, do new PWSP quantities/items require a change to these plans, to include wartime movements/outloads in Chapter 22 of BSP.

8.22.3. The capability must be developed to ensure WRM consumables can be delivered to their point of intended use during wartime. Capability is defined as manpower, materials, procedures, and delivery routes (including alternates). This should be reflected in Chapter 22 of the BSP.

8.22.4. The new PWSP will be reviewed in-depth at the next WRM Review Board. Included in this review will be the following:

8.22.4.1. Significant changes between old and new PWSPs.

8.22.4.2. Status of processing RDOs.

8.22.4.3. Status of processing requisitions.

8.22.4.4. Problem areas.

8.22.4.5. Redistribution Actions.

8.23. Administrative and Security. Basic security guidance can be found in AFI 25-101, AFMAN 23-110, Volume I, Part 1, Chapter 14, and in **Chapter 2** of this instruction. Extracts of any part of the PWSP may be reproduced at base level to further disseminate PWSP information. Any organization in a situation where release of PWSP data to a host nation organization is requested or desired will request release guidance from PACAF/LGX. Requests for releasability must explain the nature of the request, exact PWSP data involved, the host nation organization, and other pertinent information. All requests will be submitted in writing.

8.24. Points of Contact. If questions or problems arise as the result of the PWSP, the following PACAF agencies will be contacted. Provide information copy of correspondence to PACAF/LGXW.

8.24.1. PWSP (Overall) - PACAF/LGXW.

8.24.2. Supply - PACAF/LGSW.

8.24.3. Transportation (RDOs, Wartime Movements) - PACAF/LGTR.

8.24.4. Funds - PACAF/LGSPR.

8.24.5. Racks, Adapters, and Pylons - PACAF/LGW.

8.24.6. Tanks - PACAF/LGM.

8.25. Application of Peacetime Stocks. On-hand levels of POS will be applied to the maximum extent possible to satisfy PWSP requirements, i.e., supply action to obtain PWSP requirements may be reduced by existing assets on the base.

8.25.1. Each storing base will examine peacetime stockage relative to the PWSP with a view towards reducing or eliminating WRM levels. A letter explaining how such stocks can meet the criteria in this paragraph will be prepared for WRMPM signature and forwarded to PACAF/LGXW. The CWRMO will analyze the request in coordination with PACAF/LGSW and other PACAF agencies, and approve/disapprove it.

8.25.2. The CWRMO staff, in coordination with PACAF/LGSW, will initiate action to apply on-hand peacetime assets command-wide to PWSP requirements.

8.25.3. The items of AME to be accounted for as WRM will be identified by serial number. A list of serial numbers of items selected, to include serviceability and TCTO status, will be provided to the Chief of Supply and the WRMO.

8.25.4. Those items selected will be checked for serviceability IAW applicable technical data. AME in reparable condition will be tagged as such and scheduled for maintenance as prescribed in **Chapter 3**.

8.25.5. Selected AME will be tagged with DD Forms 1574 as outlined in **Chapter 3** and **Chapter 5**. The AME storage area(s) will be marked IAW **Chapter 5**. To distinguish AME from WRM, the WRM triangle used to mark the AME will have "AME/WRM" stenciled in the center of the triangle.

8.25.6. AME identified, as AME/WRM will be stored by maintenance. It will be segregated from the AME quantity not so identified; however, both sets of assets may be stored in the same building so long as the AME/WRM are marked IAW the preceding subparagraph. The provisions of this instruction regarding dispersal do not apply to AME/WRM. However, based on the desires of the wing commander, dispersal can be affected. The following applies to AME/WRM tanks only; AME/WRM tanks:

8.25.6.1. Will not be used as ready-line tanks.

8.25.6.2. May be stored in racks or crates.

8.25.6.3. Will be stored inside if possible.

8.25.7. All AME/WRM will be inspected and maintained according to the procedures outlined in **Chapter 3**.

8.25.8. Peacetime Use. AME not identified, as AME/WRM will be used first. If these assets are insufficient, AME/WRM may be used. The decision to use AME/WRM will be decided by the OG/CC and LG/CC.

8.25.9. Budgeting and Funding. Funds required/expended to store, inspect, or maintain AME/WRM will be accounted for using PEC 28031. AME/WRM items are subject to the same IG criteria as WRM assets.

Section 8D—Inventory Management Plan (IMP)

8.26. General. The IMP is developed and issued annually by the Defense Energy Support Center in coordination with the Military Services and CINC Joint Petroleum Offices and states required inventory levels. The IMP reports storage/inventory data at bases in support of POS/WRM. HQ PACAF/LGSF will forward changes to the IMP.

8.27. Objectives. To store stocks as near to the point of intended use as economical and practical to minimize transportation requirements and the impact of hostile disruption of supply lines.

8.28. Requirements Determination. HQ PACAF/LGSF will determine aviation and ground fuel requirements. Requirements will be coordinated with CINCPAC/J422 and forwarded to DESC for inclusion in the IMP.

8.29. Distribution and Review.

8.29.1. Once the IMP is printed and any changes made, PACAF/LGSF will send a copy of the applicable pages to each base.

8.29.2. Upon receipt of the IMP, the document will be reviewed. One copy of each document will be sent to the WRMO.

8.29.2. (7AF) 607 ASUS/LGSF will maintain a copy of the IMP for each COB location. 607 ASUS/LGSF will provide a copy of the new IMP to each COB LGSF representative to maintain for that location.

8.29.3. The base fuels officer will compare the documents to the previous edition.

8.29.4. The base fuels officer and the WRMO will decide what changes are required to the BSP based on the new IMP.

8.29.4. (7AF) 607 ASUS/LGSF will, in conjunction with the 7 AF WRMO, decide what changes are required to the BSP based on the new IMP for COB locations.

8.29.5. The WRMO will ensure major changes in the IMP are briefed at the next WRM Review Board.

8.29.6. The base fuels officer will insure updated IMP data is provided to any base agency which includes such data in briefings.

8.30. Deviations, Waivers, and Changes. See DoDM 4140.25-M Chapter 11 for instructions.

Section 8E—Liquid Oxygen (LOX)/Liquid Nitrogen (LIN)

8.31. General.

The wartime requirements for LOX (IIC 290X), and LIN (IIC 264X and 270X) will be satisfied by one or a combination of the following: inviolate levels, commercial sources (wartime contract), base generating capability, host nation support, or POS.

8.32. Objective. To ensure base stock levels meet projected wartime consumption until supply from base capability, host nation and/or commercial sources begin.

8.33. Prepositioning Criteria. For each line of activity in the WAA report encoded with prepositioning code F, C, D and Z which pertains to a Mission Design System (MDS) requiring commodities in this section, the computed WRM requirements must be prepositioned or sourced. The other modes of satisfying the overall requirement are considered sourcing.

8.33.1. Part of the gross LOX/LIN requirement in the PWSP will be established as an inviolate level as directed in the PACAF PWSP. Base level sourcing will satisfy the balance. There are three exceptions to the establishment of inviolate levels:

8.33.1.1. The inviolate level for a COB/commercial airport will not be established until there is a BSP, Memorandum Of Understanding International (MOUI), technical arrangement, or contract with the host nation.

8.33.1.2. The inviolate level for non-USAF bases may be reduced by the amount that can be assured by host nation support and/or commercial sources as set forth in paragraph **8.33.1.1.**

8.33.1.3. If no inviolate level is established for COBs/commercial airports designated as wartime operating locations, plans will be made at base-level to support the LOX/LIN requirement, that is, tankage, transportation, sourcing, etc.

8.34. Base Level Processing.

8.34.1. The base fuels officer, base civil engineer, and WRMO will review the present methods used to satisfy WRM requirements. Plans will be formulated to perform additional sourcing if required. Sourcing modes, including changes, will be documented in the BSP.

8.34.2. The WRMO will provide extracts of the PWSP for LOX/LIN to the base fuels officer and civil engineer.

8.34.3. The base fuels officer will compare LOX and LIN requirements to WRM storage tank authorizations in the WPARR. Increases or decreases will be made by AF Form 601 or ACR IAW **Chapter 4**.

8.34.4. The base fuels officer will ensure inviolate levels of LOX/LIN are on-hand. The base civil engineer, in conjunction with base supply, will ensure inviolate levels of regenerate chemicals are on-hand. Chemicals may be collocated with POS and will be marked IAW **Chapter 5**.

8.34.5. The base fuels officer, in coordination with the base contracting officer, will identify commercial contractors for wartime supply of these commodities.

8.34.6. The WRMO will ensure major changes in support of these commodities are briefed at the next WRM Review Board.

Section 8F—Additional WRM Consumable Commodity Guidance

8.35. Chaff (Non-Pyrotechnic). Non-Pyrotechnic chaff having box (BX) as unit of issue will be requisitioned in multiples of four. Chaff having roll (RO) as unit of issue will be requisitioned in multiples of 12. PACAF/LGXW will ensure the quantities in the PWSP are rounded to meet this criterion. Ensure requisitions for WRM requirements contain the appropriate project code.

8.36. Deicing Fluid. The quantity of deicing fluid required to support a given line of activity in the WAA is a function of the size of the aircraft and the weather factor represented by a percentage of time icing and/or snow conditions are expected at a given location.

8.36.1. Due to a problem encountered with mixing deicing fluid from various contractors, sole source requisitioning is authorized to replace deicing fluid stored in tanks. Mixing deicing fluid from various contractors should only be done when a maximum of 10 percent is remaining from the original source.

8.37. Film and Related Chemistry.

8.37.1. Quantities for ACC requirements are gross wartime amounts. Consider operational stock levels when determining if acquisition for WRM is required. If normal operational levels meet the gross wartime requirement, no acquisition is necessary.

8.37.2. When requisitioning WRM requirements for low consumption, dated items, use off-line procedures to notify the source of supply to ship the latest date of pack (advice code 2G).

8.37.3. The PACAF WRM reconnaissance film program calls for peacetime storage of prepositioned film at bases with in-place reconnaissance forces. These bases also store film for wartime use locations. Refrigerated storage capacity will be established at wartime use locations for the quantities stored for use at these locations.

8.37.4. Unit BSPs must include specific plans to prepare and ship WRM/PWSP film to wartime use locations. The Logistics Group Commander must assure thorough and complete logistics, supply, and transportation planning to include advance preparation of mobility bin packing lists, mobility marking of the bins, weight/cube marking, and other markings In Accordance With (IAW) AFI 10-403 and T.O. 10J-1-4.

8.37.5. Units will exercise the mobility aspect of their plans at least annually to assure packaged film can be delivered to transportation for onward shipment within 24 hours of a notification to deploy.

8.38. Meals Ready to Eat (MRE).

8.38.1. The purpose of including flight feeding meals (MREs are an authorized substitute) requirements in the PWSP is to provide subsistence to selected aircrews whose flights originate from or transit through wartime locations.

8.38.2. The quantity of MRE in the PWSP stored at a base can be reduced by the capability to provide box lunches from an in-flight kitchen. Such reduction must be approved by PACAF/SVXR and PACAF/LGX and included in BSPs.

8.38.3. When a PWSP is received, the WRMO will extract total MRE requirements and provide them, in writing, to the Services Commander and the food services officer. The troop support and food services officers will determine if an alternate capability exists considering present WRM stocks of MREs.

8.38.4. When the quantity of MREs to be stocked as WRM is determined, the troop support NCO will requisition, store, and account for the WRM requirement according to **Chapter 11**.

8.38.5. PACAF/LGXW will provide PACAF/SVXR projected MRE requirements based on the out-year WAA. This data is required for input to AFSVA/SVOMT, for inclusion in the AFSVA budget.

8.39. Oil.

8.39.1. The provisions of AFMAN 23-110, Volume I, Part 1, Chapter 14, apply to aircraft engine oil (IICs 140Q, 475Q, 480Q and 485Q) regarding stockage in the PWSP.

8.39.2. IIC 475Q will not be substituted for IIC 480Q due to the difference in unit of issue.

8.40. Oxygen (IIC 280X). Requirements in the PWSP for gaseous oxygen (IIC 280X) contain no allowance to maintain cylinder pressure. Cylinders used to store PWSP requirements will not be placed on the WPARR. Cylinders will be accounted for according to AFMAN 23-110, Volume I, Part One, Chapter 4; AFMAN 23-110, Volume III, Part Three, Chapter 2; and AFMAN 23-110, Volume III, Part Two, Chapter 2. Other pertinent references are AFMAN 23-110, Volume II, Part 2, Chapter 14 and AFMAN 23-110, Volume IV, Part 1, Chapter 18. Cylinders storing WRM oxygen will be marked according to **Chapter 4**, this instruction.

8.41. Tanks.

8.41.1. Tanks are supplied by the ALC in a disassembled, nested configuration in either a metal or a fiberglass canister. It is not necessary to build-up canistered tanks if all the following criteria can be met:

8.41.1.1. Existing built-up tanks are sufficient to meet initial projected operational requirements for in-place and augmentation forces.

8.41.1.2. An adequate tank build-up plan has been developed and included in the BSP. The plan must provide a capability to include the following: a build-up facility, delivery of canisters, equipment, vehicles, personnel, quality control, production line layout for each type of tank, shadow boards or Consolidated Tool Kits (CTKs) for tools, technical data, instruction boards at each station, temporary storage of built-up tanks, delivery of built-up tanks, a detailed de-nest plan, tank build-up rates, requirements for each D-Day, and testing requirements. An alternate build-up facility should be designated to include four tank assembly lines, a tank de-nesting area and a separate tank testing/pressurization area. The plan will be developed by the LG, Chief of Supply, Chief of Transportation, and the WRMO.

8.41.1.3. All TCTO and cure-date kits are available for the canistered tanks. Tanks will not be denested to comply with TCTOs or change outdated cure-date items.

8.41.1.4. Personnel are trained and can generate built-up tanks at a rate, which matches projected tank consumption.

8.41.1.4.1. 7AF bases are not required to maintain standing tank build-up teams. These bases are still responsible for maintaining the equipment/tools required to perform tank build-up and developing a plan/capability to form/train tank build-up teams.

8.41.1.5. The basis for the tank build-up plan is the tank production schedule. It will consider the following:

8.41.1.5.1. On-hand quantity of built-up tanks including the quantity expected to be available in AME stocks for in-place forces.

8.41.1.5.2. Projected daily consumption based on the sortie rates, attrition factors and EPSFs.

8.41.1.5.3. Tank build-up capability rate.

8.41.1.5.4. Sortie surges.

8.41.1.5.5. The nature of outstanding TCTOs pertaining to canistered tanks to be complied with before tanks can be considered serviceable.

8.41.1.6. A tank build-up plan will be developed for each base authorized tanks in the PWSP.

8.41.1.7. The tank build-up plan will be included in the BSP and will indicate which portions of the capability the augmentation force will provide.

8.41.1.8. The quantity of built-up tanks must consider the quantity stored at the base and the quantity to be shipped from the MOB and/or other storage locations. Expected arrival date(s) of shipped assets will be considered.

8.41.1.9. If a portion of the capability is stored at the MOB, shipping and arrival date will be considered.

8.41.2. HQ PACAF/ALOC and HQ PACAF/LGXW will review tank build-up plans in BSPs and provide comments to the base LGX office. With respect to WRM, reporting built-up tanks are not considered serviceable if not all TCTOs are complied with. Canistered tanks will be considered serviceable if all TCTO and cure-date kits are available. The Chief of Supply will ensure TCTO and cure-date kits are on-hand to build-up all canistered tanks. The Chief of Supply will ensure equal quantities of left and right hand tanks are on-hand and so marked if these assets are not interchangeable.

8.41.3. If the tank build-up production schedule indicates insufficient built-up tanks are on-hand to satisfy wartime consumption until production catches up, the deficit must be built-up from canistered assets. It may be necessary to remove nested tanks from canisters when canister condition prevents protection of tanks from damage. If tanks are removed from canisters under these conditions, they must be built-up or placed in fiberglass containers. They will not be repacked in other containers except approved replacement canisters. If tanks must be built up, prior approval from PACAF/LGXW and info HQ PACAF/LGMF is required.

Section 8G—WRM Consumables Maintenance

8.42. General. The inspection and maintenance of WRM consumables are the responsibility of the Chief of Supply (or equivalent) and the Logistics Group Commander. The guidance and procedures in this section pertain to peculiar requirements for WRM consumables.

8.43. Corrosion Control of Storage Drums. Every effort will be made to rotate drummed products through POS to preclude shelf-life expiration of the products. If drums deteriorate to the point of condemnation, the product will be transferred to serviceable drums since corrosion control of drums is not cost-effective.

8.44. Oil. Each year OC-ALC revises T.O. 42B2-1-107-1. This update gives the quality status of MIL-L-7808 and MIL-L-23699 turbine engine oils that have been retested since the last T.O. revision and applies to all stocks of WRM oil of these types.

8.45. Bulk POL . Will be inspected and tested according to T.O. 42B-1-1, MIL-HDBK 200, and other applicable directives.

8.46. Racks, Adapters, Pylons (RAP), Guns, Gun Barrels, and Components, (General). This section only applies to units storing and/or maintaining WRM RAP assets. The unit Armament Systems Superintendent or Weapons Quality Assurance Evaluator (QAE) for RAP, share the responsibility with supply to ensure all required maintenance actions are accomplished in a timely manner to meet OPLAN taskings. Effective communication is indispensable in coordinating efforts. All references to guns in this paragraph include guns, barrels, and other gun components. Qualified maintenance technicians will inspect and repair these WRM consumables according to the following directives as applicable: T.O. 00-85A-03-1, 00-20K series T.O.s, 11 series T.O.s, 1-1 series T.O.s, and this instruction. The Armament Superintendent or Weapons QAE along with supply will ensure required TCTOs, maintenance actions, supply discipline, yearly budget and quarterly WRM unfunded requirement submission processes are in-place to support maintenance of assigned assets. Unit personnel will review and have a working knowledge of the PWSP. Maintenance organizations will establish and maintain a rescinded TCTO file according T.O. 00-5-2 for use as a reference and in training.

8.46.1. Each base authorized RAP and guns in the PWSP will develop local procedures to track and ensure maintenance requirements are identified, scheduled, and accomplished. As a minimum, procedures will include: nomenclature, Item Identification Code (IIC), National Stock Number, serial number, location, inspection completion date, inspection due date, condition of the item and status (parts on order, off-base requisition number, estimate delivery date of shipment and follow-up action), and those requirements established in this paragraph, **Section 8A** of this chapter, and **Chapter 8**, **Chapter 9**, and **Chapter 10**. The procedures will be developed and published by the WRMO and representatives from supply, transportation, and maintenance as part of the unit supplement to this instruction Format of reports will be standardized by NAF WRMO. The following procedures, as a minimum, will be covered.

8.46.1.1. Scheduling procedures. A report will be used for scheduling WRM equipment in for maintenance. Scheduling will include identification of quarterly maintenance requirements by type of item, serial number, storage location, and configurations. The quarterly schedule will be used to develop monthly/weekly maintenance plans. These plans will include assets due inspection/maintenance during that period; assets scheduled in a previous period but not accomplished; unscheduled requirements; and requirements based on walk-through inspections. Scheduling will include corrosion control requirements, procedures for the flow of assets through the maintenance cycle, pickup and delivery schedules, coordination requirements, timing, forms to be used, tagging procedures, and assignment of OPRs for each task.

8.46.1.1.1. Make all efforts to ensure an even flow of assets into the maintenance cycle. Some "peaks" are permissible if the workload is acceptable to maintenance. If an unacceptable peak develops due to lack of maintenance capability or the receipt of assets redistributed from another base, the inspection due date on a portion may be adjusted one quarter of maintenance/inspection interval, up or down, to even out the peak.

8.46.1.1.1. (7AF) Use of a Quarterly schedule is optional for RAP at COB locations.

8.46.1.1.2. When a new weapon system comes on-line, the supporting WRM RAP and guns are normally provided in new condition from the ALC or contractor. Using the date of manufacture or date of receipt, if the manufacture date is unknown, the assets will be evenly flowed into the maintenance/inspection cycle.

8.46.1.1.3. Adjustments to the inspection cycle will be reflected in a NAF WRM RAP monitor approved program to track the inspection interval. When releveling is done in the report, the due dates will not agree with the condition tags (DD Form 1574). Condition tags will be updated during the next walk-through inspection or whenever the assets are scheduled into maintenance, whichever is earlier.

8.46.1.2. Meetings. Include mandatory attendees, agenda, timing, purpose, etc.

8.46.1.3. Priorities.

8.46.1.4. Packing and crating requirements.

8.46.1.5. Status will be reported monthly. Supply and the WRMO will be informed on a monthly or more often basis of the number of inspections scheduled, completed on schedule, completed above schedule, and problem areas.

8.46.1.5.1. Submit a monthly asset serviceability report to your WRM NAF Functional area through the WRMO/WRMNCO for submission to MAJCOM Functional Managers and

PACAF LGX. The report must include: Noun, NSN, Qty's on hand and authorized, valid requisition numbers, open maintenance actions i.e. (TCTOs/OTIs), cost value of items and remarks. See **Chapter 12** for details.

8.46.1.6. NAF WRM RAP monitor will provide standardized reporting documentation format and approve any local forms used.

8.46.1.7. TCTO Procedures. Accomplish TCTOs during the normal inspection cycle, however TCTO rescission dates will not be allowed to elapse before compliance even if this means a temporary uneven workflow.

8.46.1.7.1. All TCTOs will be complied with upon receipt of the kits or bits and pieces starting with PWSP authorized assets and then for any excess items.

8.46.1.7.2. If TCTOs are not complied with, a DD Form 1576 with the appropriate data will replace DD Form 1574 Serviceable Label Materiel, on the packing crate.

8.46.1.7.3. TCTO kits for RAP and guns will be requisitioned by, issued to, and stored by the base supply TCTO unit according to AFMAN 23-110, Volume II, Part Two, Chapter 24. Supply and maintenance communicate closely and often on these actions.

8.46.1.7.3. (7AF) RAP QAEs at COBs will requisition TCTO kits for assigned RAP. The kits will be issued to and stored by the RAP functional area.

8.46.1.7.4. If a TCTO kit contains dated items, the inspection section will be notified to establish a date suspense file as outlined in AFMAN 23-110, Volume II, Part Two, Chapter 26

8.46.1.7.5. The TCTO unit will prepare and process a turn-in to base supply and simultaneously issue any required kits to the maintenance activity.

8.46.1.7.6. Maintenance will take necessary action to extend TCTO rescission dates as required.

8.46.1.7.7. Transfer of RAP or guns to another base will require movement of applicable TCTO kits with the assets.

8.46.1.8. Procedures for assets stored at non-USAF locations, if applicable.

8.46.1.9. Inspection Procedures.

8.46.2. RAP Guns, Gun Barrels, and Components (Maintenance). All RAP, guns, gun barrels, and components acceptance inspection will be performed using the complete inspection and maintenance criteria listed in the applicable commodity technical order.

8.46.2.1. The ten-percent annual inspection cycle will begin after the completion of the acceptance inspection.

8.46.2.2. Guns and RAP will be removed from barrier paper and inspected at least once every 10 years using a cycle of ten percent per year. (EXCEPTION: If containers have been damaged, are deteriorated, or damage to contents is suspected, contents will be inspected immediately.)

8.46.2.3. Special emphasis will be placed on the following:

8.46.2.3.1. WRM barrels are inspected upon initial acceptance and sealed in barrier paper together with desiccant. A random ten-percent of the barrels will be inspected each year.

8.46.2.3.2. The “inspected by/date” block on DD Form 1574 will reflect the month and year of inspection. The “next inspection” block will reflect when the next inspection is due (Day, Month, and Year). These procedures apply to all assets and the locally developed report approved by NAF WRM RAP Functional Manager.

8.46.3. Serviceability of assets.

8.46.3.1. Compliance with applicable TCTOs (active and rescinded) and proper annotation on AFTO Form 95, Significant History Data or automated history.

8.46.3.2. You will work with supply, Technical Order Distribution Office (TODO) and Technical Order Distribution Account (TODA) to ensure all equipment is identified to receive TCTOs and all TCTO parts are placed on order with valid requisitions numbers in supply system. All requisitions need to be followed up on at least monthly or more often if needed to verify status.

8.46.3.3. Proper configuration of assets and availability of required accessories to conform to PWSP requirements (e.g. a TER must have required sway brace pads, lugs, and attaching hardware).

8.46.3.4. All required accessories not installed on the asset will be sealed in a waterproof package and stored in the same container with the asset but outside the barrier paper. (TER sensing switch guards will not be installed on the asset.)

8.46.3.5. An annotated AFTO Form 95 will be sealed in a waterproof package and stored in the same container with the asset but outside the barrier paper.

8.46.3.6. Before sealing RAP, launchers, guns, and gun pods and barrels in barrier paper and placing in the appropriate container, accomplish the following:

8.46.3.6.1. Desiccant will be placed with the asset per the item T.O., Specialized Packing Instruction (SPI), or other direction. NOTE: There is a formula to determine QTY required based on cubic feet.

8.46.3.6.2. A humidity indicator will be packed with each asset. The humidity indicator will be secured with tape.

8.46.3.6.3. An annotated DD Form 1574 will be secured to the asset and another completed DD Form 1574 will be affixed to the outside of the container. Care must be taken to ensure entries prescribed by AFMAN 23-110, such as condition, status code, NSN, part number, date next inspection due, etc., are annotated. The current TCTO status will be reflected in the remark block of the DD Form 1574.

8.46.3.6.3. (7AF) DD Form 1574 serviceable tags may be placed inside crates (outside barrier paper) with AFTO 95 in waterproof package in lieu of attaching to item inside paper.

8.46.3.6.4. All maintenance technical data used will be reviewed for accuracy IAW the 00-5 series T.O.

8.46.3.6.5. Develop an extensive IPI listing and a means of training, validating and documenting In-Progress Inspections.

8.46.3.6.6. RAP Maintenance and Supply will meet and review the Repair Cycle Asset management list (D23) as a minimum once a month.

8.47. Aircraft Tank Maintenance. The guidance and procedures in this section are peculiar to WRM aircraft fuel tanks and containers and are in addition to paragraph **8.41.**

8.47.1. The inspection interval for built-up tanks is related to their storage location. The cycle should be broken down into months and a specific number of tanks will be scheduled for maintenance in each of these months.

8.47.2. The "next inspection" block of the condition tag shows the month/year the tank will be scheduled for inspection based on tank storage mode and the data appearing in the "inspected by/date" block on the tag. The "next inspection" date serves as the basis for calculating "inspection due" column in the locally developed report.

8.47.3. When the storage mode for built-up tanks is changed, there will be a corresponding change in the maintenance interval and the locally developed report. Procedures are as follows:

8.47.3.1. If the change in storage improves the protection of the tanks, the condition tag and the locally developed report will remain the same. This criteria applies due to the tanks being subjected to the outside environment. The period of exposure is irrelevant.

8.47.3.2. If the change in storage mode decreases the protection for the tanks, the condition tag and the P-39 (or similar) report will be changed to reflect the earliest inspection due date based on Table 8.7.

8.47.4. Tanks will be inspected for condition and prepared for storage according to T.O. 00-85A-03-1. The applicable tank overhaul manual will be used to further identify and exemplify, without disassembly of the assets, technical order inspection requirements. Maintenance action on defective assets will be according to the applicable overhaul manual.

8.47.5. As a minimum, the following will be accomplished during the acceptance inspection and scheduled maintenance:

8.47.5.1. Ensure each fuel tank assembly has a properly annotated AFTO Form 95 (Significant Historical Data).

8.47.5.2. Clean all exposed wiring, connectors, and other electrical parts IAW applicable technical order.

8.47.5.3. Replace unserviceable/corroded hardware (screws, bolts, cannon plugs, etc.).

8.47.5.4. Perform a complete functional check to include a fuel quantity check, refuel/defuel check, continuity check, stop defuel check, jettison check, and leak check (if applicable IAW tank T.O.). If any functional checks fail, the tank will be troubleshot and repaired.

8.47.5.5. Upon completion of all maintenance, the interior of the tank will be fogged with preservatives consisting one part compound (MIL-C-6529, Type I) and three parts oil (MIL-L-6081 Grade 1010) IAW T.O. 00-85A-03-1. Need LGM to Check these references.

8.47.5.6. Air and fuel standpipes will be capped and cannon plugs filled with non-hardening greases-like silicon compound NSN 6850-00-880-7616 then capped. F-16 ejector breeches will be lubricated with MIL-G-4343 then ejector retainers reinstalled.

8.47.5.7. Backshells of F-16 cannon plugs will be coated with the corrosion preventative compound MIL-C-16173.

8.47.6. During acceptance inspection, external tanks will be cleaned IAW T.O. 1-1-691.

8.47.7. During scheduled maintenance external tanks will be touched up or repainted as required IAW T.O. 1-1-8.

8.47.8. Built-up tanks will be included in the base corrosion control program and will be based on the storage and climatic conditions the tanks are subjected to. In extremely damp or corrosive environments, the following may be used to supplement the normal painting/coating procedures. Corrosion prevention compound (CPC) may be used around tank filler caps, bar seams and bolts and can be applied over existing paint. Only CPC, Grade 2 (MIL-C-16173, NSN 8030-00-062-5866) will be used.

8.47.9. Guidance in paragraph **8.46.1.7.3.** pertaining to TCTOs applies to built-up tanks.

8.47.10. Condition status tags will be affixed to each tank and container. Tags will be positioned so they are visible when the tank is in storage. The current TCTO status will be reflected in the Remarks block of the DD Form 1574. See paragraph **5.20.3.** for additional information on stenciling DD Form 1574 for items stored outside.

8.48. Inspection Intervals and Procedures (Canistered Tanks). Canistered tanks will not be processed into maintenance on a scheduled periodic basis except when canisters are scheduled for corrosion control treatment. Since canistered assets are not processed through maintenance on a periodic basis, the "next inspection due" column on the locally developed report for canistered tanks will indicate 401 (4th quarter CY 2001). During the monthly walk-through inspection, canisters will be inspected for pink or white humidity indicators, excessive corrosion, and punctures. Canisters found in this condition will be scheduled for maintenance. Canisters will also be scheduled into maintenance when contents are required to be built-up.

8.49. Tank Crate Maintenance. The Chief of Transportation is responsible for inspecting and repairing slotted angle (Dexion) tank crates. The Chief of Maintenance is responsible for inspecting and repairing bi-pac containers. Condition tags will not be used to identify the condition of these items. Damaged crates that endanger the tanks will be replaced. Tanks will be removed from such crates and placed in racks or on temporary cradles until replacement crates are received. Other repairs will be accomplished while the tanks are in the maintenance cycle.

8.50. Canister Maintenance. Canisters serve a twofold purpose: shipping containers and storage containers. Canisters provide PACAF greater flexibility, manpower, and dollar savings in storage, maintenance, and transportation compared to built-up tanks. Canisters will be given the same priority as built-up tanks with respect to corrosion control and maintenance. Corrosion control and maintenance will be performed on those canisters deteriorated to the point where moisture could damage the tanks or result in having to build-up the tanks. This paragraph applies to metal and fiberglass canisters.

8.50.1. Serviceable and unserviceable canisters will be scheduled for maintenance and/or corrosion control, as appropriate. In those instances where in-house capability is unavailable or inadequate the following options will be pursued. First, the in-house capability can be increased or added. Second, a commercial contract can be considered. The second option will be used while the first option is being developed. If a contract is pursued, the Logistics Group Commander or equivalent will budget for funds, if none are available, and will submit a purchase request to the applicable contracting officer when funds are available.

8.50.2. Under no circumstances will canisters be denested to perform maintenance or corrosion control.

8.50.3. The condition of the contents does not necessarily correspond to the condition of the canister. Care will be taken to identify the canister and contents on separate condition tags. Unless there is evidence to the contrary based on canister condition, the tanks will be considered serviceable.

8.50.4. Canisters will be inspected according to T.O. 00-85A-03-1. When punctures are discovered or the humidity level is high, the following procedures apply. (NOTE: Maintenance may be performed at the storage site to reduce movement.)

8.50.4.1. Open both ends of canister.

8.50.4.2. Contents will be checked for corrosion and moisture. If contents are not corroded or only a small amount of moisture is present, use an H-1 heater or equivalent to dry out the canister by blowing hot air through the openings. If corrosion or excessive moisture is found after opening the container, comply with paragraph **8.41.3.** If approval to build-up the tanks is received, do the following. Remove all contents from containers and provide environmental protection control, as necessary, and then, assemble the tanks.

8.50.4.3. Repair punctures according to applicable technical orders.

8.50.4.4. Replace desiccant and humidity indicators.

8.50.4.5. Before resealing the canister, inspect packaged kits and parts for dryness and serviceability. Contents will not be denested to remove outdated cure-date items. If TCTO kits are on-hand, store the items inside the canister. Stencil the canister with the type of TCTO kit stored inside. Order cure-date parts kits to replace expired cure-dated items, if applicable by mission design series (MDS). The War Reserve Materiel section in supply will store these kits.

8.50.4.6. The canister will be resealed and checked for leaks.

8.50.5. Tag canisters with one of the following, as appropriate, and segregate by condition. Place the tags on the humidity indicator end of the canister.

8.50.5.1. DD Form 1574 will be placed on serviceable (Condition Code A, B, or C) canisters. Serviceable is defined as a condition where the canister has only minor dents and corrosion and provides complete protection to the contents. Only preventive maintenance is required.

8.50.5.2. DD Form 1577-2 will be placed on unserviceable (reparable) canisters. An unserviceable canister is defined as one, which cannot provide protection or a controlled environment for the contents. Repair is economical and feasible at base-level or by a contractor.

8.50.5.3. DD Form 1577 will be placed on condemned canisters. A condemned canister is defined as one that is beyond economical/feasible repair which hinders normal removal of the contents. Canisters in this condition will be stored inside, if possible, pending further action. If canisters are condemned there are two options available. First, if replacement fiberglass containers are available for that type of tank, they will be obtained and the tanks will be transferred. Second, the tanks will be built up.

8.51. Tank Serviceability Test. Part of the IG criteria for rating WRM readiness is serviceability. Built-up tanks selected at random will undergo WRM serviceability checks as required by the applicable 6J-series technical orders. Exercise of serviceability checks during local exercises is optional but recom-

mended. If such exercises are conducted, the following criteria will be used by quality assurance inspectors to rate tank serviceability.

8.51.1. During serviceability checks, if a tank requires minor repairs, which can be accomplished within 15 minutes, the tank will be rated serviceable. Tanks that cannot be repaired within this timeframe fall under the fail criteria.

8.51.2. Major discrepancies, defective valves, hook lock mechanisms, or failed transfer and electrical checks will constitute a tank failure.

Table 8.1. Categories of WRM Consumables.

Aircraft Support Commodities (Except Gases, Bulk POL)	Bulk POL	Gases/Water
	Aviation Fuel	Oxygen
Tanks	JP-4	Liquid
Racks (TERs, includes launchers)	JP-5	Gaseous
Adapters	JP-8	Nitrogen
Pylons	MOGAS	Liquid
Chaff (Non-Pyrotechnic)	Diesel Fuel	Gaseous
Guns	Heating Fuel	Argon
Gun Barrels and other gun components		Halon
Packaged POL		
Oil		
Grease		
Chemicals		
Alcohol		
Methanol		
Deicing Fluid		
Film		
Film Chemistry		
Magnetic Tape		
Hydrazine		
Hydraulic Fluid		
Rations (MREs)		

Table 8.2. Expenditure Per Sortie Factor Organizational Responsibilities.

Commodity	OPR	Coordinating Activities
Aircraft fuel tanks	DOT	ALOC/LGX
Chaff	DOT	LGX/LGSW
Racks, adapters, pylons	DOT	LGX/LGSW/LGWS
Guns, gun barrels	DOT	LGWS/LGX
Cryogenics	LGSF	LGX
Deicing fluid	LSF	LGSW/LGX
Engine oil	LSF	LGSW/LGX
Hydraulic fluid	LSF	LGSW/LGX
Liquid nitrogen/oxygen	LGM	LGX
Rations	SVXR	LGX
Film	INY	LGX/LGSW

Table 8.3. WRM Consumables Authorization Documents.

Authorization Document	Source Documents	PACAF OPR	OCR (S)	Base Level OPR	Base Level OCR
Non-Munitions War Consumables Distribution Objective	WAA, WMP-1 NCAA, WARCON	PACAF/LGXW	MSgt Nunez Please verify PACAF/LGSW/ LGSS/LGTR/ LGW/LGM	Chief of Supply	WRMO
Inventory Management Plan (IMP)	WMP-1, WAA AFI 65-503 AFMAN 23-110	PACAF/LGSF	PACAF/LGX	Chief of Supply	WRMO
LOX/LIN (included in PWSP)	WAA, WMP-1 AFI 25-101 WARCON	PACAF/LGSF	PACAF/LGX	Chief of Supply	WRMO
NOTE: In PACAF, the PACAF WRM Storage Plan (PWSP) replaces the WCDO. All references to the WCDO should be understood to mean the PWSP.					

Chapter 9

MANAGEMENT OF WRM VEHICLES

Section 9A—General

9.1. Purpose.

9.1.1. This chapter describes the specific management policies and procedures required for WRM vehicles prepositioned in PACAF.

9.2. Objectives.

9.2.1. Provide sufficient guidance to Transportation personnel who store, inspect, maintain or otherwise care for WRM vehicles in PACAF.

9.2.2. Provide a handy reference for all personnel that may require the use of WRM vehicles during wartime, contingencies or Expeditionary Aerospace Deployments to or from PACAF.

9.2.3. Provide a detailed list, by echelon, of vehicle related responsibilities.

9.3. Total Fleet Concept.

9.3.1. Vehicle support capability for wartime or contingency operations consists of peacetime operational fleet; assets gained from in-theater (local) sources, and prepositioned WRM assets.

9.3.2. The use of the Fleet Management Module of OLVIMS is mandatory within PACAF. Applicable reports found in OLVIMS may be used in lieu of forms, letters, and other documentation prescribed in this chapter.

9.3.3. 607 ASUS/LGT is responsible for fleet management for 7AF COBs and is the focal point for all WRM related vehicle issues associated with 7AF organizations, including Osan and Kunsan Air Bases.

9.4. Waivers. Waiver requests pertinent to vehicle management will be submitted in accordance with paragraph **2.3.** of this instruction. LGX coordination at all levels is mandatory.

9.5. Prepositioning and Storage Concepts.

9.5.1. WRM vehicles are prepositioned at Base of Planned Use (BPU) to the fullest extent possible to support wartime or contingency operations. Alternate planned use locations are identified in the BPU block on the PACAF Vehicle Authorization Listing (VAL). Requests for BPU changes must be coordinated through the Chief of Transportation and approved by the local WRM Review Board prior to submittal to HQ PACAF/LGT. Submittals that have not been approved by the WRM Review Board will be returned without action.

9.5.2. WRM vehicles, excluding integrated WRM, will either be stored in "active" (ready-to-roll) condition or "inactive" (deep) storage. PACAF/LGTV in coordination with local transportation units and functional users will determine the appropriate mix of integrated, active and inactive stored vehicles.

9.5.2.1. At Diego Garcia, (Detachment 1, 613 ASUS,) the WRM vehicle fleet will be a mixture of inactive, active, and joint use, as determined by 613 ASUS/LGT and HQ PACAF/LGT. Vehicles in inactive storage will not to be released without proper approval IAW **Chapter 6**.

9.5.3. Active-stored vehicles are defined as critical to base reception and immediate sortie generation. Composition of the active fleet will be based upon the needs of the initial incoming forces and immediate aircraft sortie generation requirements. These assets must be operationally ready to meet immediate wartime taskings. Dense-packing of active stored vehicles in covered facilities is the preferred method of storage. Storing WRM resources on K-loaders is not permitted. The use of semi-trailers to store WRM resources should be carefully evaluated to ensure landing gears would support the load over extended periods.

9.5.4. Inactive stored vehicles must be stored in fully enclosed buildings. Dense packing is preferred to maximize use of available floor space. If facility limitations preclude enclosed storage of inactive vehicles then these assets must be maintained in an active stored status until such time space becomes available. Once vehicles are placed in inactive storage, every effort will be made to minimize the number broken out for use. Additional WRM storage space requirements should be evaluated and submitted to the installation WRMO per paragraph **9.6.**

9.5.5. Integrated vehicles must be used frequently, due to their design, to ensure serviceability. WRM requirements for refueling, fluid dispensing, crash, fire and rescue, and 463L/MHE vehicles should be integrated to the fullest extent possible and used with peacetime vehicles provided the vehicles are identified/marked as WRM according to this instruction. (See **Chapter 5**). Also, vehicular type aerospace support equipment such as deicers, latrine service trucks, and Calavars should be integrated to the fullest extend possible due to their design. Local conditions and/or restrictions may require coordination between Chief of Transportation and the functional user to integrate some vehicle types on a rotation basis. The maximum quantity, by type, will not exceed the quantity identified on the VAL. WRM integrated and active stored vehicles of the same type must be rotated at least every 12 months (unless rotated with peacetime assets) to assure total fleet optimum aging. Non-integrated WRM fuels servicing trucks (R-9/R-11) maintained in active storage will be functionally tested at least once a month by vehicle maintenance personnel and every 14 days by LGSF personnel. One functional check each month should be conducted jointly by LGT and LGSF.

9.5.5.1. Other vehicle types to include medical, RRR, ABD, EOD, etc., and/or WRM vehicles required to support sortie surge exercises, unit unique training and Local Operational Readiness Exercises (LOREs) may be integrated with approval of HQ PACAF/LGT.

9.5.5.2. Costs associated with operational use and maintenance of integrated WRM vehicles will be funded in the same manner as peacetime operating stocks with the following exception:

9.5.5.2.1. IAW AFI 25-101 WRM funds may be used for repair and maintenance of integrated Special Purpose WRM vehicles on a very limited basis. This requires prior approval by the MAJCOM WRMPM or CWRMO. These limitations are further defined as follows; specific vehicles included in the special purpose high dollar integrated category include 25K, 40K, and 60K loaders and the Next Generation Small Loader once fielded. It also includes integrated R9 and R11 refueling vehicles, fire trucks, and Civil Engineering Rapid Runway Repair (RRR) vehicles (excavators, cubic yard loaders, bulldozers, graders, dump trucks, 22/60ton trailer and RRR trailers). The MAJCOM WRMPM or the Command WRM Officer can approve the use of WRM funds to repair and maintain these vehicles. This is done on a case by case basis

and must be requested in writing. This approval authority can not be delegated below the MAJCOM level.

Section 9B—WRM Vehicle Requirements Determination and Planning Process

9.6. Authorizations.

9.6.1. Total vehicle authorizations reflect the minimum number by type of vehicles needed during the period of greatest sustained activity (either under the most demanding contingency plan or peacetime operations, whichever is greater). Vehicles are authorized to support in-place and augmentation forces. Vehicles can be added to the VAL as pure WRM after all other sources (lease, host nation support, NAF, joint use, etc.) of vehicle support have been considered, applied and negotiated. An exception to policy are those vehicles unique to a unit's mission and required to deploy as part of a UTC/OPLAN and/or notional tasking by higher headquarters. As a general rule, PACAF units will not deploy vehicles in support of PACAF's Major Theater War (MTW) OPLAN unless the assets in question are supported by use code "A" mobility coded authorizations on the PACAF VAL. Request to add MTW mobility authorizations to the PACAF VAL must be justified through the requesting unit's fleet management office, and approved by the requesting organization's LG/CC. LG/CC approved requests will be forwarded to 607 ASUS/LGT for evaluation and approval action if the planned operating location is a 7 AF COB. 607 ASUS/LGT supported requests will be forwarded to HQ PACAF/LGTV for final approval/disposition..

9.7. Authorization Source.

9.7.1. The VAL is the authorization source document for vehicle requirements in PACAF. The VAL is a composite listing of approved vehicle authorizations including the peacetime operational fleet, WRM, Joint Use (JU) and other vehicle requirements provided by PACAF. Reference **Table 9.2.** for types of vehicle authorizations. Vehicle Operations will ensure Vehicle Maintenance is aware of all vehicle assets identified as use code A, mobility assets, and WRM vehicles that are projected to deploy to alternate use locations. As a minimum, LGTM/LGTO will conduct a joint review annually or as VAL changes occur.

9.7.2. Using Commands will submit WRM vehicle requirements via WPARR to HQ PACAF/ LGX/ LGS. HQ PACAF/LGX will provide Using Command VAL requirements to HQ PACAF/LGT for review and validation. All changes to the VAL in support of other major commands' WRM requirements will be accomplished by HQ PACAF/LGT in coordination with HQ PACAF/LGX.

9.7.3. MOB WRM vehicle requirements will be validated as part of the Base Support Plan (BSP) process. Requirements that are different (plus or minus) from requirements reflected on the VAL must be coordinated with Logistics Plans, validated and approved by the LG/CC and/or WRM Review Board, then forwarded to HQ PACAF/LGT for final approval/disposition.

9.7.3.1. As a rule, MOBs will not store commercial design general and special purpose vehicles of less than 14,000 pounds Gross Vehicle Weight (GVW) as prepositioned WRM assets. Additive requirements for vehicles that fall into this category will be sourced through lease, host nation support, and redistribution of peacetime operating stocks (to include scooters and Non-Appropriated Fund (NAF) vehicles) to higher priority users. However, additive WRM requirements that are to be sourced through lease or host nation support will be added to the VAL once the requirements are validated.

9.7.4. 7AF COB WRM requirements will be validated by 607 ASUS/LGT as part of the BSP process. Requirements that are different (plus or minus) from authorizations reflected on the VAL must be coordinated with Logistics Plans, approved by the 607 ASUS/CC, then forwarded to HQ PACAF/LGT for final approval/disposition.

9.7.5. Based on the planning concept to merge augmentation forces with host base functional areas, vehicles are authorized by function (not unit) on the VAL. The amount of vehicles authorized to a functional area is based on the worst case tasking. WRM vehicles are issued to host base functional areas during contingencies.

9.7.6. Transportation planners will develop a base vehicle support plan for inclusion in the transportation chapter of the BSP that includes vehicle requirements by functional user, procedures to redistribute peacetime operating stocks as needed, deploy WRM vehicles to alternate use locations, issue WRM vehicles to base functional areas, and recall JU vehicles for redistribution to wartime users. Additionally, during the vehicle support plan development, transportation planners must review inbound and outbound vehicles identified in the TPFDD. Inbound vehicles identified as excess (assets above VAL requirements and not needed to fill valid shortages during contingency operations) will be identified through LGX channels for possible deletion from the TPFDD. The VAL will be thoroughly reviewed to ensure vehicle types, quantities, using activities, and use codes are accurately reflected. Vehicle shortages will be evaluated to determine if shortfalls or LIMFACs exist. Shortfalls and LIMFACs will be included in the BSP. However, all workarounds, to include redistribution of peacetime operating stocks (vehicles, scooter, and NAF resources), rental, leasing, local procurement and host nation support, must be explored/implemented before vehicle shortages are identified as a shortfall or LIMFAC.

9.7.7. In the event vehicles are required for deployment , the deploying unit (through wing LGT/LGX, projected destination POCs, etc) should validate whether or not sufficient vehicle assets are available at the deployment destination. If the deployment location is an MTW operating site, the bed down location's VAL/AFIS Master List will be used as the source document. If it is determined that a unit needs to add Use Code B/daily use assets to their deployment package due to maintenance concerns and/or shortages at the deployment location, they need to obtain wing LGT/LGX approval. The assets in question will be deployed using standing operating procedures i.e., LTI assets, run deployed CA/CRL, etc.

9.7.8. Rapid Runway Repair (RRR) vehicles are prepositioned at locations determined by HQ PACAF/LGT/LGX/CEXX. This equipment is command-directed vice base-requested.

9.7.9. Because of their expense and unique function, WRM refueling vehicles require special authorization procedures. HQ PACAF/LGSF will determine gross wartime requirements for fuel based on the WAAR and Allowance Standard (AS) 019 in coordination with Fuels Flight Commanders. Bases will provide HQ PACAF/LGSF data to justify peacetime authorizations IAW AS 019. After gross wartime requirements and peacetime requirements have been validated, HQ PACAF/LGSF will coordinate with HQ PACAF/LGT and HQ PACAF/LGX to establish command-directed WRM authorizations.

9.7.10. Identification of JU. Peacetime operating stocks identified as JU will be identified as use code "C" on the VAL. The only peacetime operating stocks that will be identified as use code "C" are those that will be redistributed to another wartime user. It is not necessary for MOBs to identify those gen-

eral and special purpose assets under 14,000 GVW that are being redistributed to PACAF users as JU; provided the vehicle support plan developed IAW paragraph 9.6.5 clearly reflects this information.

Section 9C—Responsibilities

9.8. Refer to **Table 9.1.** to determine vehicle responsibilities by echelon.

Table 9.1. Responsibilities Matrix for Management of WRM Vehicles.

RESPONSIBILITY	PACAF LGTV	607 ASUS LGT	Unit LGT	Unit LGTR	Unit LGTO	Unit LGTM
Functional manager for WRM vehicles ref. **Table 4.1.**	X					
Maintenance manager for WRM vehicular equipment	X					
Determine disposition of command critical WRM vehicle assets	X					
Provide team member to WRM SAV teams	X	X**1**				
Provide guidance on storage, usage, maintenance, reporting requirements and assistance visits	X	X				
Coordinate with PACAF/LGX (release authority) on all peacetime use requests of inactive (deep) stored vehicles and any over 29 days	X	X				
Contract development	X	X	X			
Evaluate/develope WRM funding requirements	X	X	X	X		
Ensure WRM vehicle requirements are on the VAL	X	X	X		X	
Pursue initiatives to reduce WRM vehicle requirements through JU, host nation support or other similar programs	X	X	X	X	X	
Ensure stored WRM vehicles and vehicular type aerospace support equipment such as deicers, latrine service trucks, and Calavars are managed, maintained, exercised and prepared for storage, IAW PACAFH 24-3, Preservation and Storage of War Reserve Materiel Vehicles and Equipment, T.O. 36-1-191, Serviceability Standards for USAF Vehicles, AFI 24-301, Vehicle Operations and this chapter	X	X	X	X	X	X
Contractor Officer Representative.(COR) for administration of all WRM vehicles in Korea at the COBs is 607 MMS/LGC		X				
Fleet management responsibility for ROK COBs		X				

RESPONSIBILITY	PACAF LGTV	607 ASUS LGT	Unit LGT	Unit LGTR	Unit LGT O	Unit LGTM
Obtain 607 ASG/CC coordination on all WRM vehicle release requests in Korea exceeding 29 days peacetime use prior to submission to HQ PACAF/LGX		X	X			
Establish TMSK's and T.O.'s for deployment with WRM/ mobility assets to locations not supported by USAF peacetime LGTM activities (Ref AFMAN 24-307, para. 7.22.2.		X				X
Ensure WRM vehicles are used IAW governing directives and controls are established, regardless of dispatch status, to prevent unauthorized/inadvertent peacetime use		X	X		X	
Per this instruction, obtain release approval for peacetime use of active stored vehicles for 29 days or less		X	X		X	
Per this instruction, may obtain preapproved release approval for peacetime use of active stored vehicles to support surge exercises, unique training or LOREs and notify the approving authority within three duty days		X	X		X	
Ensure adequate maintenance priority is afforded to WRM vehicles		X	X			X
Plan, schedule and accomplish WRM vehicle rotations and assignments. In Korea, 607 ASUS/LGT will be advised prior to WRM vehicle rotations or changes.		X		X	X	
Annually validate that lease agreements and host nation support is programmed to support WRM auth. identified as Equipment Code "L" and "H" on the VAL and potential LIMFACs/shortfalls are identified to HQ PACAF/LGTV for resolution		X		X	X	
Establish WRM vehicle road kits, 1 per every 5 vehicles, for GP vehicles identified in the BSP to deploy over land or as part of a mobility UTC. As a minimum, road kits will have reflectorized warning triangles, flashlight, first aid kit, jack w/handle, lug wrench and spare tire. (Not required for JU vehicles) (See Notes 2 and 3)		X		X	X	
Ensure road kits are numbered for accountability purposes, contents inventoried, verified, stored in secure location and marked as WRM		X		X	X	
Ensure adequate stocks of chains, binders and/or straps are on-hand to support maximum cargo loads for each tractor/trailer		X		X	X	

RESPONSIBILITY	PACAF LGTV	607 ASUS LGT	Unit LGT	Unit LGTR	Unit LGT O	Unit LGTM
Establish a mobile dispatch operations support kit for deployment with each bare base vehicle fleet		X		X	X	
Ensure vehicles placed into inactive storage remain there for a minimum of 3 years and when possible, rotations coincide with the conclusion of major exercises as the WRM vehicles are reconstituted		X	X	X	X	
Annually review mal-positioned WRM/mobility assets to ensure plans are in-place to deliver assets within necessary timelines		X	X	X	X	
Ensure vehicle maintenance supplies, repair parts and POL products for pure WRM, excluding integrated WRM vehicles, will be charged to WRM PEC 28031		X	X	X		X
Provide clearly marked secure storage to preclude theft, pilferage, cannibalization and integration of WRM assets with peacetime use vehicles		X	X		X	X
Provide enclosed storage for inactive stored assets to allow for dense-packing, extended servicing intervals and to preclude degradation caused by outside elements		X	X		X	X
Conduct an annual walk-through of stored vehicles to review condition and randomly select several active stored vehicles to start and/or operate to verify serviceability. (Units with QAEs will develop their own inspection schedules)		X	X		X	X
All transportation functions, in conjunction with LGX and local AMC units, develop an input to Chapter 20 of the BSP aimed at delivering the required number of WRM vehicles to the intended base of planned use within OPLAN specified time frames		X	X	X	X	X
Ensure plans are reviewed annually by all Transportation flight managers to ensure currency of OPLANS and to ensure procedures, equipment and personnel are available to support the mission (See Note 4)		X	X	X	X	X
Ensure WRM requirements are included in budget submissions and are submitted to the WRMO for inclusion in the base WRM O & M budget		X	X	X	X	X
Be a member of the base WRM Review Board, program element manager and equipment functional user according to **Table 4.1.**			X			

RESPONSIBILITY	PACAF LGTV	607 ASUS LGT	Unit LGT	Unit LGTR	Unit LGT O	Unit LGTM
Korean MOBs appoint and train (2) QAEs within Vehicle Maintenance			X			
Ensure appointed WRM vehicle monitors have one year (six months for short tour locations) retainability and have Secret security clearance			X			
Store WRM commodities specified in **Table 9.2.** and maintain commodities specified in **Table 3.3.**			X	X		
Ensure the wing/installation commander, LG and LGX\LSS are aware of base responsibilities for storage and restrictions upon use of WRM vehicles			X	X		
Re-validate the base vehicle support plan as part of the BSP process. Ensure approval by the LG/CC and/or WRM Review Board (See Note 4.)			X	X	X	
Participate in all WRM Review Board meetings				X		
Fleet management responsibility for the MOBs					X	
Establish and maintain a map defining the WRM vehicle exercise route approved by LGT with base safety and security forces coordination					X	
Notify LGTM and/or 607 ASUS/LGT annually or as VAL changes occur, by registration number of all use code “A”, mobility assets, and WRM vehicles projected to deploy to alternate use locations					X	
Establish programs to ensure units with WRM integrated vehicles assigned are in compliance with governing directives and unit visit/inspections are accomplished in conjunction with the Vehicle Control inspection program					X	
Perform duty as WRM Vehicle Monitors\QAEs					X	X
Perform quarterly reconciliation of WRM vehicle status between Fleet Mgt, Vehicle Maintenance, and Dispatch Operations					X	X
Conduct a quarterly joint walk-through of stored vehicles and functionally check 10% of each type of active stored assets. Inactive stored assets will be visually checked for significant problems such as fluid leaks, and flat tires and all problems will be corrected (See Note 5)					X	X

RESPONSIBILITY	PACAF LGTV	607 ASUS LGT	Unit LGT	Unit LGTR	Unit LGT O	Unit LGTM
Provide a vehicle maintenance technician to the exercise team for on-the-spot evaluation of malfunctions and to provide minor maintenance repairs						X
Submit requests to base supply for special levels of automotive parts required to support the WRM fleet (if bench stock/working stock is insufficient)						X

NOTES:

1. If requested by HQ PACAF
2. Diego Garcia and the 15 ABW are exempt from establishing road kits for all vehicles that deploy on-island or to any outer-island in the Hawaiian chain.
3. The 3rd and 354th Wings are exempt from establishing road kits for vehicles that deploy within the state of Alaska.
4. Factors to bear in mind during plan construction and review are:
   - Centralized marshaling points at departure and arrival bases.
   - Sufficient numbers of trained vehicle operators are identified and available.
   - Specific convoy safety procedures, route maps, handouts.
   - Ramps/docks available for trailer off-load at bare bases.
   - Rail car off-loading capability at bare bases.
   - Recall procedures for WRM vehicles integrated at MOBs that are destined for use at alternate locations.
   - Procedures to issue vehicles at bare bases using the VAL as the source document.
   - Transportation of T.O.s and TMSKs to bare bases.

   A key factor in the development of this plan is the reconciliation between user identified requirements and validated authorizations reflected on the VAL. Requirements that are different (plus or minus) from authorizations reflected on the VAL must be coordinated with Logistics Plans, approved by the LG/CC and/or WRM Review Board, then forwarded to HQ PACAF/LGT for final approval/disapproval action. If applicable, the VAL will be updated accordingly.

5. Inactive vehicles that are stored outside using CORTEX will be inspected monthly to determine shrink-wrap condition.

Section 9D—Vehicle Maintenance

9.9. Inspection, Preparation, Storage, and Maintenance. Inspection, preparation, storage, and maintenance requirements apply to all WRM vehicles including vehicular type aerospace support equipment such as deicers, latrine service trucks, and Calavars. These guidelines are intended to reduce storage and maintenance efforts necessary to implement the PACAF policy concerning inactive storage of WRM

vehicles. This philosophy recognizes the need to keep and maintain WRM vehicles in a ready state, yet reduces the cost of care and upkeep. Vehicle maintenance will accomplish the following:

9.9.1. Perform a Limited Technical Inspection (LTI) using the procedures contained in T.O. 36-1-191 on all vehicles being rotated into the WRM vehicle fleet. Also, perform an LTI on all vehicles that have been released from storage prior to returning any vehicle to storage. All discrepancies that affect safety or serviceability of an asset must be corrected prior to placing the asset in storage. LTIs must be updated after required repairs are completed to accurately reflect vehicle condition.

9.9.2. When a WRM vehicle is released for a PACAF or JCS exercise, the deployed organization will provide the necessary maintenance personnel to breakout, sustain, repair and store released vehicles. The 607 MMS detachment and/or MOB transportation commander will determine when to release deployed maintenance personnel contingent on vehicles being returned to storage.

9.9.3. Report shipping damage immediately upon discovery. If possible take digital photographs. Seek restitution from the shipper and elevate to HQ PACAF LGT and LGX for damages exceeding local repair capability and or greater than $2500. If restitution cannot be obtained from the shipper contact HQ PACAF/ LGT for assistance. Repair damage as soon as possible.

9.9.4. Determine corrosion/rustproofing treatment for new vehicles received for WRM storage IAW T.O. 36-1-191 and PACAFH 24-3. If treatment was applied prior to shipment, perform an inspection to insure adequacy of the corrosion treatment. If prior treatment is determined to be inadequate, treat vehicles and equipment IAW T.O. 36-1-191. Vehicles rotated from the active fleet into WRM storage will be given the same corrosion service as new vehicles.

9.9.5. Check tire condition on vehicles being rotated from active fleet into WRM and replace as required. WRM vehicles will have a minimum of 50 percent of the original tread. Inflate tires (include spare if applicable) on WRM vehicles assigned to vehicle manufacturer's recommended pressure. To afford security for installed spare wheels/tires; vehicle maintenance will affix a chain or cable, which will be secured using a padlock. Attach the key to the vehicle key ring. The extra padlock key will be retained in the vehicle records jacket with the spare vehicle key. A minimum of one out of five WRM vehicles of each type with a bare base deployment designation will be equipped with a spare tire/ wheel, jack, and lug wrench. Vehicles will retain the spare tire, jack and lug wrench supplied by the manufacturer.

9.9.6. Batteries on vehicles assigned to the WRM fleet will be maintained IAW PACAFH 24-3. Use of Solargizers to extend battery life is mandatory effective Jun 03. Program for replacement costs and include in local budget submittal to the Base/Wing WRMO.

9.9.7. Pintle Hooks. General-purpose vehicles under 14,000 GVW (i.e. pickups, metros) will have a minimum of one pintle hook installed for every three assigned by type per fleet. Vehicles with pintle hooks installed will have an annotation in the remarks section of the WRM Fleet Management Module of OLVIMS. **NOTE:** As vehicles are coded for sourcing from the host nation or off the local economy, identify gross pintle hook requirements and maintain a sufficient quantity of pintle hooks and hardware on-hand for installation during wartime or contingency operations.

9.9.8. Ensure active and inactive stored vehicles are preserved and maintained under the provisions outlined in PACAFH 24-3. Guidance in PACAFH 24-3 takes precedence over instructions in T.O. 36-1-191.

9.9.9. Vehicle maintenance will perform modified scheduled inspections annually, or when due by hours, miles, or kilometers on active stored vehicles. An annual visual inspection will be accomplished for inactive stored vehicles. Refer to PACAFH 24-3 for specific requirements.

9.9.10. A long-range scheduled maintenance plan will be developed each year. The plan should include special provisions for vehicles that will support major exercises.

9.9.11. At contracted locations, QAEs are primarily vehicle maintenance personnel and responsible for monitoring the contractor's maintenance and exercising of the vehicle fleet. At locations with Vehicle Operations QAEs assigned, these responsibilities are shared. Vehicle Maintenance QAEs will provide technical assistance and training to the contractor as required.

9.9.12. The contractor with QAE oversight will perform Maintenance Control & Analysis (MC&A) and Materiel Control functions.

Section 9E—Vehicle Operations

9.10. WRM Vehicle Fleet Management. 607 ASUS, 607 MMS, and the MOB Vehicle Operations Flights will manage the vehicle fleet to ensure WRM and peacetime operational needs are met and will accomplish the following WRM related responsibilities:

9.10.1. Perform a quarterly reconciliation of WRM vehicle status between fleet management, vehicle maintenance and dispatch operations. QAEs will develop local procedures, which ensure proper accountability and status of stored vehicles.

9.10.2. Establish procedures for withdrawal of vehicles to support contingency plans (breakout plan). Flight OIs and/or checklists in the unit control center (UCC) may accomplish this.

9.10.3. Provide MC&A listing by registration number and unit assigned of WRM vehicles integrated into the daily use fleet. The receiving unit's organization code (WRM) will be used, (e.g. vehicles integrated to civil engineers have a 3W org code, to SFS a 4W org code, etc.)

9.10.4. Utilize the WRM Fleet Management Module of OLVIMS to maintain WRM vehicle status by fleet, which includes no less than the following:

9.10.4.1. Storage fleet being maintained.

9.10.4.2. Vehicle type.

9.10.4.3. Registration number.

9.10.4.4. Storage level (i.e. active or inactive).

9.10.4.5. Storage area (if applicable) and parking location: Unit/location is required for integrated vehicles.

9.10.5. Establish procedures for control, accessibility, and issue of vehicle identification link (VIL) and keys. **NOTE:** WRM inventory changes at the Korean MOBs will be coordinated in advance with 607 ASUS/LGTV since they have overview of COB requirements throughout the peninsula.

9.10.6. (Added-7AF) COBs will develop local procedures for WRM leased vehicle authorizations.

9.10.7. (Added-7AF) COBs will provide 7401 and 7402 reports to 607 ASUS/LGTO at 12 hour-intervals during exercises (when participating in the exercise) and all contingency spin-up activities.

9.11. Equipment Support, Care and Exercising. Vehicle Operations or contractor personnel are responsible for the care/exercising of pure WRM vehicles and accomplishing the following WRM-related functions:

9.11.1. Maintain Vehicle Down for Parts and Vehicle Down for Maintenance status (VDM/VDP) except for integrated vehicles.

9.11.2. Monitor due dates of scheduled maintenance (except for integrated vehicles) and deliver vehicles scheduled for maintenance action to the vehicle maintenance area. Return the vehicles to WRM storage upon completion of maintenance action.

9.11.3. Perform a weekly inspection of the active vehicles to check for flat/low tires, accumulation of water in vehicle bodies, evidence of pilferage or theft, leaks, and any other obvious defects.

9.11.4. Develop procedures to ensure vehicles are inspected each quarter utilizing appropriate vehicle operator checklists.

9.11.4.1. Vehicles in active storage will have at least the following operator maintenance performed during the quarterly check.

9.11.4.1.1. Change tires as required.

9.11.4.1.2. Check tire pressure.

9.11.4.1.3. Check coolant, oil, and automatic transmission fluid level.

9.11.4.1.4. Change light bulbs as required.

9.11.4.1.5. Clean and service battery.

9.11.4.1.6. Tighten all loose screws and bolts.

9.11.4.1.7. Check fuel (maintain at a minimum of 3/4 full).

9.11.4.1.8. Check wiper blades, and replace as necessary.

9.11.4.1.9. Service interior and exterior of vehicles. To ensure interior preservation, apply "Armorall," or equivalent product, to all interior vinyl, plastic, rubber, or Plexiglas surfaces, including seats (if vinyl), padded dash, rubber door gaskets, etc., twice a year or as needed. Exterior surfaces will be waxed as needed but not less than twice a year, excluding CARC-painted vehicles.

9.11.4.1.10. Exercise active stored vehicles once every quarter.

9.11.4.1.10.1. For exercise, vehicles will be operated for a minimum of twenty (20) minutes including the warm-up period. During this period, vehicles will be driven over a predetermined on-base exercise route. Accessory and mounted equipment will be operated for a period sufficient to exercise and lubricate all moving parts. Hydraulic systems and pumps will be exercised under a normal expected load. Certain vehicles will require longer exercise periods. Diesel engine-driven vehicles will be operated for a minimum of thirty (30) minutes. Vehicles, which have been released and dispatched for use, are not required to be exercised during the quarter of use.

NOTE: Due to low speed limits on base, it may be necessary to make arrangements with base authorities to adjust the speed limit within the exercise route parameters in order to exercise specific vehicles. If this

is not possible, the exercise route may be extended off base but only to the degree to accomplish adequate exercising. Safety will be of paramount concern and local traffic laws will apply.

9.11.4.1.10.2. Checks made during exercise will ensure vehicles meet the standards established in T.O. 36-1-191.

9.12. Rotations. WRM vehicles, to include CE/RRR vehicles at COBs and MOBs, will be rotated with peacetime vehicles when necessary to ensure a balancing of age/hour/miles. Active stored and integrated WRM vehicles of the same type will be rotated at least every 12 months. Inactive stored vehicles will only be considered for rotation after 3 years in storage. 607 ASUS Fleet management needs to coordinate rotations between MOBS and COBs. to include RRR vehicle sets at the MOB's and COB's to insure the system capability to handle its rated load capacity.

9.12.1. WRM vehicles will be included in utilization/rotation analysis. NAF/ LGT will monitor rotation of vehicles into and out of MOBs, COBs, and other remote site like bare bases. COBs are exempt from utilization/rotation analysis.

9.12.2. Vehicles will be rotated from the active, daily use fleet, as appropriate upon completion of the annual inspection and resultant repair requirements. Inspection of vehicles entering WRM storage must be thorough to assure serviceability standards are met (T.O. 36-1-191). AFTO Form 91, Limited Technical Inspection - Motor Vehicles, will be used to record the condition of the vehicle at this time. The AFTO Form 91 will become a permanent part of the record jacket. Unserviceable vehicles will not be rotated to WRM status, unless directed by HQ PACAF/LGT. A vehicle may be assigned to WRM status with deferred parts ordered for it when, in the opinion of the maintenance manager/ superintendent, safety and serviceability are not in question. The percentage of WRM vehicles (by vehicle type) in replacement codes A-J should be proportionate to the percentage of A-J vehicles in the daily use fleet, unless HQ PACAF/LGT provides other guidance.

Section 9F—WRM Vehicle Assignment and Prepositioning/Storage

9.13. Peacetime vehicles. Peacetime vehicle authorizations are filled before WRM authorizations. Peacetime vehicles support the daily base mission in addition to performing wartime functions, whereas pure WRM vehicles are additive to peacetime authorizations to support augmentation forces and/or increased wartime activity. Vehicles may be removed from the WRM fleet to fill peacetime authorizations. The following restrictions apply:

9.13.1. WRM vehicles will not be used to fill authorization requests pending HQ PACAF/LGT approval.

9.13.2. The vehicle removed from WRM must be the same as, or a suitable substitute for, the primary NSN authorized on the VAL.

9.13.3. All records affected by the transfer will be updated.

9.14. Prepositioning/Storage of Pure WRM Vehicles. WRM vehicles will only be stored at locations where adequate vehicle maintenance is available. This restricts vehicle storage to MOBs, COBs, , and other locations where AF personnel or AF-contracted personnel are stationed/employed. HQ PACAF/ LGT must approve storage of vehicles at all other locations in coordination with HQ PACAF/LGX and

HQ PACAF/LGSW. Bases proposing such storage will submit their request to HQ PACAF/LGTV with complete justification.

9.14.1. WRM vehicles will be stored separately from peacetime use vehicles in a secure, controlled access, and enclosed area approved by the wing LG. All efforts must be made to obtain covered enclosed storage for all WRM vehicles to reduce deterioration and operating/maintenance costs. Vehicle Operations will develop a WRM vehicle-parking plan for all stored WRM vehicles. The plan will include a map of the base with the active and inactive storage locations identified.

9.14.2. Active stored vehicles will be parked in such a manner to allow for easy access and movement of vehicles. Inactive stored vehicles must be inside enclosed facilities, such as a Portamod, K-span, or warehouse, and will be dense-packed. Dense-packing requires that vehicles will be parked as closely together as practical to maximize inside storage space while still meeting safety requirements. Vehicle control numbers are suggested, but it is up to the organization to develop a system that will allow quick reference to a vehicle and its storage location. Vehicle control numbers may not be stenciled on the vehicle. Vehicle control numbers may correspond to the vehicle registration number and its assigned parking location.

9.14.3. Develop a storage plan, to include parking plans. Items to consider when developing storage plans include, but are not limited to:

9.14.3.1. Vehicle requirements for initial incoming forces (TPFDD flow).

9.14.3.2. Time requirements to restore vehicles (break out) that are in inactive storage.

Section 9G—Records

9.15. OLVIMS Organization Codes for WRM Vehicles. The VAL is the source document determining OLVIMS organization codes for WRM vehicles.

9.16. Fleet Management WRM Module of OLVIMS. The WRM module is used to record actions associated with storage and exercise of the WRM vehicle fleet.

9.17. Authority for Peacetime WRM Vehicle Release. Associated correspondence will be retained for one year and will contain the following documentation:

9.17.1. LGTO release request.

9.17.2. Approval from appropriate authority.

9.17.3. Letter/message to approving authority reporting WRM vehicle(s) were returned to storage

9.18. Operator's Inspection Guide and Trouble Report. The operator's inspection guide and trouble report for each WRM and JU vehicle will be marked on the front of the form to reflect "WRM" or "JU" status. Active stored WRM vehicles will use an AF Form 18XX for the entire year, in addition to the permanent waiver card/automated waiver listing. Inactive, dense-packed vehicles, will use an AF Form 18XX indefinitely, in addition to the permanent waiver card.

9.18.1. A new AF Form 18XX will be initiated at the beginning of the appropriate calendar year for active stored vehicles. Waivered items will be transferred to the permanent waiver card/automated

waiver listing. Delayed items will be transferred to the new AF Form 18XX. The previous AF Form 18XX will be retained for one month.

9.18.2. When pure WRM vehicles are dispatched, a separate AF Form 18XX will be initiated and provided to the using activity during the duration of the dispatch. The annual form stays with the WRM monitor. Upon return of the vehicle, any discrepancies annotated during the dispatch will be transferred to the annual 18XX and reported to vehicle maintenance. The AF Form 18XX used during the dispatch will be retained until the end of the month and then disposed of.

9.18.3. When WRM vehicles are exercised/inspected, the date and signature of the individual conducting the inspection will be entered on the back of the AF Form 18XX. Tire pressure checks/adjustments should be annotated on the form.

Section 9H—Peacetime Use of WRM Vehicles

9.19. WRM Readiness. Before using or requesting use of WRM, other avenues of support available, to include temporary recall from base organizations or realignment of peacetime assets within or among base units, will be used to the maximum extent possible. Approval will not be granted to use WRM assets which degrades mission capability in time of war or an emergency contingency, or when it would require vehicles be removed from inactive storage.

9.20. Policy. The PACAF policy for peacetime use of WRM is the same as stated in AFI 25-101. Prepositioned WRM may be used to meet urgent peacetime needs such as:

9.20.1. Disaster Relief.

9.20.2. Emergency Operations.

9.20.3. JCS/Higher Headquarters Exercises.

9.20.3.1. Expenses for WRM vehicles used during JCS/Higher Headquarters exercises, or by units deploying to WRM storage base, will not be charged to WRM. They will be borne by the peacetime user's unit O & M funds, exercise funds or deploying unit funds, as appropriate.

9.20.4. HQ PACAF/IG Initial Response Readiness Inspection/Combat Employment Readiness Inspection. Vehicles authorized for in-place forces may be used during an Initial Response Readiness Inspection/Combat Employment Readiness Inspection if assigned to those units during war. Vehicles authorized for incoming/augmentation forces will not be used unless those units deploy for the evaluation.

9.20.5. Sortie Surge Exercises/Local Training Exercises. Those WRM vehicles in active storage (excluding integrated vehicles) that are required to support sortie surge exercises, unit unique training or LOREs to include Base X activities, may be pre-approved by the appropriate approving authority, however, when vehicles are released the approving authority must be notified within three duty days and applicable records updated per this instruction.

9.20.5.1. Cost associated with the withdrawal, use, and reconstitution of WRM vehicles supporting sortie surge exercises, unit unique training and LOREs will be provided prior to use by the using unit/activity. Compute these charges IAW paragraph **7.21.**

9.21. Procedures for Release of WRM Vehicles. Pure WRM vehicles are command assets and their use is controlled by HQ PACAF/LGX, with coordination from HQ PACAF/LGT. Their use is prohibited without authority as described below.

9.21.1. All requests for vehicle use must be sent to the host base LGTO. Requests will be reviewed to determine the best means of support to include recall of lower priority assets, U-Drive It service, or unit funded vehicle leases. As a last means of support, WRM vehicles may be considered to support mission essential requirements.

9.21.2. When a request cannot be supported by peacetime operational resources and use of WRM vehicles is required, LGTO will forward the request with Chief of Transportation concurrence, to the installation WRMO. The WRMO will validate the requirement, establish tracking documentation (see paragraph **6.21.**) and forward the request to the appropriate approving authority. All requests requiring HQ PACAF approval must have 607 ASG/CC, NAF/LG or 15 ABW/LG concurrence, as applicable. WRM release requests forwarded by LGTO to the WRMO will include the following information regardless of the approving level of command.

9.21.2. (7AF) 607 ASUS/LGT will coordinate on all vehicle requests. Requests for vehicles will include all information identified in para **6.7.**, para **6.12.3.**, and para **9.21.2.**

9.21.2.1. Vehicle type(s)/quantity requested.

9.21.2.2. Storage fleet(s)/base.

9.21.2.3. Inclusive use dates.

9.21.2.4. Requesting unit and MIPR or AF Form 616 to cover cost associated with the withdrawal, use and reconstitution of assets. WRM vehicles will not be released for use until a fund cite is provided by the user to the releasing organization. The using organization will be assessed a fee, based on past expenditure data, prior to the release of assets.

9.21.2.5. Quantity of like daily use assets assigned to base/unit.

9.21.2.6. Base/unit daily use Minimum Essential Level (MEL) for like assets. When the MEL level for like daily use assets has not been exceeded, LGTO will explain why daily use vehicles were not recalled to support requirement.

9.21.2.7. Quantity of like daily use assets VDM/VDP and the vehicles' estimated time in commission (ETIC).

9.21.2.8. Complete justification for use with mission impact statement.

9.21.2.9. Cost comparison of rental/lease vs WRM vehicles when it is deemed cost prohibitive to source on the economy.

9.21.3. Vehicle operations will establish a suspense system to monitor the release dates of WRM vehicles to insure they are returned to WRM storage upon the expiration of the release period. In addition, the WRM module will be annotated each time a WRM vehicle is used.

9.21.4. Upon approval of WRM vehicle release authority, the base WRMO will notify the storing base LGTO. The storing base LGTO will control the dispatch of WRM vehicles from release to return.

9.22. Vehicle Release Authority. Peacetime use of WRM vehicles is as follows:

9.22.1. HQ PACAF/LGX, with coordination from HQ PACAF/LGT, is the release authority for all vehicles in inactive storage (deep) and all vehicle requests of 30 consecutive days or more. HQ USAF/ILXX approval is mandatory for release of WRM to non-AF users and for release of inviolate WRM.

9.22.2. 607 ASG/CC, NAF/LG, and 15 ABW/LG, as applicable, are the release authority for all WRM vehicles in active storage assigned to PACAF MOBs and COBs for 29 consecutive days or less. Those WRM vehicles in active storage (excluding integrated vehicles) required to support sortie surge exercises, unit unique training, or LOREs may be pre-approved by the appropriate approving authority, however, when assets are released the approving authority must be notified within three duty days and applicable records updated per this instruction.

9.22.3. All requests for WRM vehicle use requiring HQ USAF/ILXX approval will be forwarded to HQ PACAF/LGX for review. If recommended for approval, HQ PACAF/LGX will forward to Air Staff for action.

9.23. Cost Computation for Use of WRM Vehicles. Users are required to provide a fund cite or Military Inter-departmental Purchase Request (MIPR) prior to release of WRM vehicle assets. Using organizations will be assessed a fee prior to use.

9.23.1. All PACAF units storing WRM will use a standardized retainer fee listed below for all WRM peacetime use requests. The retainer fees apply to both wing and non-wing units. The intent of reconstitution fees is to ensure WRM assets are returned to storage in serviceable condition and available for wartime use.

9.23.1.1. Retainer fee for special purpose vehicles: $400 per vehicle; 60Ks, 40Ks, 25Ks, Next Generation Small Loaders, wide body loaders, re-fuelers, stair trucks, heavy repair vehicles, flightline towing vehicles, de-icing trucks, forklifts, cranes, HMMWVs, M-35s, etc. (i.e. all “C”, “D”, “E”, “K”, “L”, and “W” management code vehicles).

9.23.1.2. Retainer fee for all general purpose vehicles: $200 per vehicle; pickups, six packs, multistops, S&P trucks, tractor-trailers, buses, sedans, etc. (i.e., all “B” management code vehicles).

9.23.2. Retainer fees include preparation, parts, damages, POL, and all costs required for reconstitution. They are designed to ensure the asset(s) used are returned in the same condition they were in prior to use.

9.23.3. Unused funds will be returned to the user. If the retainer fee does not cover the reconstitution costs, additional costs associated with use may be assessed. Refusal to pay by the user must be brought forward to the wing leadership for resolution. If the wing can not resolve the dispute at their level, then it needs to be elevated through the proper chain of command.

Table 9.2. Types of Vehicle Authorizations.

TYPE	USER CODE	DEFINITION
Mobility	A	Vehicles unique to a unit's mission and required to deploy as part of a UTC/OPlan and/or notional tasking by higher headquarters.
Peacetime	B	Vehicles providing support for the day to day peacetime mission (and for which there is no specific identified wartime requirement for any unit on the installation).

TYPE	USER CODE	DEFINITION
Joint Use	C	Vehicles authorized for daily peacetime use which have been identified to another users wartime requirement. NOTE: JU vehicles are NOT classified as WRM, therefore are not subject to the control/inspection criteria of this instruction.
WRM	D	"Pure WRM." Vehicles authorized to fulfill wartime requirements that are additive (cannot be fulfilled by use Code A, B, C or alternate source vehicles) to a base's normal support capability.
Integrated	D	Integrated WRM vehicles are vehicles authorized for WRM (Use Code D) that due to unique operating /design characteristics should not be placed into storage and every attempt be made to integrate with a unit's peacetime fleet to maintain integrity/serviceability. Units with integrated vehicles assigned may use these to support peacetime use requirements, when the vehicles are not needed for their authorized mission and/or conducting training to accomplish the authorized mission. Except as stated in para 7.4.5.2.1., cost associated with operational use and maintenance of integrated WRM will be funded in the same manner as peacetime operating stocks, i.e., using organization pays for fuel, and maintenance using the Cost Per Equivalent (CPE) formula.
Alternate Source	Equipment H, L, P, U	Vehicles obtained in theater from other than USAF centrally procured sources. Such sources include but are not limited to: Host Nation, commandeered POVs, other services vehicles, AAFES, nonappropriated funds (NAF), SVS functions, contractors, commercial rental/lease, etc. General-purpose vehicles and commercially available special purpose vehicles will not be procured or prepositioned as WRM if they are available on the local economy or through host-nation support.

Chapter 10

WRM EQUIPMENT MANAGEMENT

Section 10A—General

10.1. Purpose. This chapter provides detailed management procedures for WRM Equipment items that differ from other WRM assets, e.g., Vehicles and Consumables.

10.2. Objectives.

10.2.1. Explain the methodology to authorize, acquire, dispose of, account for, store, maintain, inspect, rotate, budget/fund, and report on WRM equipment authorized in support of the USAF WMP.

10.2.2. Clearly delineate actions and procedures for WRM equipment assets which are additive to authorized peacetime and mobility equipment stocks.

10.2.3. Explain basic War Plans Additive Requirements Report (WPARR) functions

10.2.4. Identify Joint-Use (JU) Procedures

10.3. WRM Equipment Categories.

10.3.1. There are four primary categories of WRM equipment authorized for prepositioning in PACAF. They include Station Sets, Bare Base, Vehicles and Air Base Operability/Rapid Runway Repair (ABO/RRR). Each category is administered, accounted for, acquired, and stored in a unique manner.

10.3.2. **STATION SETS:** Station Sets are authorized as mission support for AMC and ACC operations. They are an aggregation of equipment items duly authorized in an allowance standard, and typically linked to an aircraft type or function. They include powered and non-powered AGE, Materiel Handling Equipment (MHE), Fuels Mobility Support Equipment (FMSE) tools, and test sets. Equipment authorizations are contained in ASs 927 (AMC/AFSOC), 928 (ACC/PACAF) and ASC 154 for FMSE. These assets may be designated Joint Use (JU).

10.3.3. **BARE BASE:** PACAF also stores/maintains standard and Command unique Bare Base assets. These assets include PACAF Housekeeping (PHK) sets, Small Shelter Systems (SSS), Harvest Eagle (HE) and Tailored Harvest Eagle (T- 550) sets. PHK are Command unique.

10.3.3.1. These beddown resources are referred to as Bare Base assets, and are authorized in support of in-place and or augmentation forces. They consist of assets necessary to provide expanded lodging and messing support for these forces at locations where fixed facilities are insufficient to meet the needs of the wartime base population. Equipment authorizations are contained in AS 159 and may be designated JU. Equipment maintained within these sets will be as prescribed in AS 159 as designated by applicable composition codes. Unit requirements over and above or below the baseline capabilities these standardized kits provide will be tailored to meet the capabilities at the installation of intended use.

10.3.3.2. As a minimum, all PACAF bases storing Bare Base kits outside the Korean peninsula will maintain one kit in an air transportable configuration. At locations in transition from Housekeeping and Kitchen sets to the new T-550 UTC; the following Unit Type Code (UTC) structure

will be implemented parent XFBTH, XFBAI (billeting/electric), XFBAF (kitchen/water/hygiene), and XFBAG (utility). As a minimum, outload training will be conducted annually and documented to ensure personnel and the Unit are qualified to outload Bare Base equipment by air, should the need arise. This can be accomplished during Wing or NAF directed exercises.

10.3.4. **VEHICLES.** These resources range in scope, complexity, cost ranging from general purpose vehicles like sedand, pickup trucks etc, to very expensive and complicated items like the 60K Tunner. See **Chapter 9** for detailed guidance for this category of WRM.

10.3.5. **ABO/RRR.** These resources support airfield operations and consist of items needed to launch and recover aircraft, operate/protect and repair airfields and are authorized in multiple allowance standards.

10.3.6. **MEDICAL. Medical WRM** equipment is authorized and prepositioned in accordance with guidance in the WMP-1 by the PACAF Command Surgeon. Applicable medical allowance standards list the WRM authorizations. Except as addressed in this instruction, procedures and policies in this instruction do not apply to medical WRM equipment.

10.4. Mobility Equipment. Mobility equipment is not WRM. It consists of those assets a unit or individual will take when deployed from home station. While mobility equipment is organic to a unit and is in-use, WRM equipment is not assigned to a unit for in-use purposes. To the greatest extent possible, WRM is prepositioned at the planned operating base (POB)/point of intended use. When malpositioned, WRM equipment will be planned for transport from the storing base to the POB. In this sense, WRM may be mobile but is not considered as mobility equipment. All PACAF owned pallets and nets are WRM. Mobility equipment will not be joint-used against a WRM requirement nor will WRM equipment be used to fill mobility requirements.

10.5. HQ PACAF WRM Functional Managers and Functional Users. To manage WRM equipment in the command, each type of equipment must be functionally segregated. **Table 10.5.** designates the functional managers from the HQ PACAF staff and functional users from base-level organizations. WRM will be segregated into organizations inspecting and maintaining peacetime assets which are the same as or similar to the WRM assets.

10.5.1. HQ PACAF designated WRM **Equipment Functional Managers are** responsible for the following activities:

10.5.1.1. Provide technical guidance to the applicable agencies.

10.5.1.2. Provide or obtain guidance, advice, and expertise on the maintenance of WRM equipment.

10.5.1.3. Review and assess the PACAF WPARR and changes thereto relative to the TPFDD and BSP, if applicable. Provide results of this assessment to functional user counterparts at applicable bases and to other functional managers and the CWRMO. The purpose of this review is to detect WPARR errors and questionable requirements.

10.5.1.4. Review and coordinate AF Forms 601 Allowance Change Request (TACR) on related WRM type equipment.

10.5.1.5. Participate in WRM AS reviews.

10.5.1.6. Recommend/review WRM AS changes.

10.5.1.7. Evaluate management of WRM equipment during staff assistance visits and inspections.

10.5.1.8. Provide an evaluator, upon request, to participate in WRM SAVs.

10.5.1.9. Coordinate on the peacetime usage of WRM equipment.

10.5.1.10. Monitor the monthly status of equipment in area of responsibility and take appropriate action to resolve any shortfalls and any action to render equipment serviceable.

10.5.2. **WRM Functional User** (i.e. equipment custodians), as prescribed in **Table 10.5.**, are responsible for the following:

10.5.2.1. Sign/account for and store WRM equipment IAW this instruction and other directives.

10.5.2.2. Designate the organizational element within its own organization to perform equipment custodian duties. WRM equipment, use code D, will be maintained on a separate CA/CRL.

10.5.2.2. (7AF) Outload WRM will be loaded on a separate CA/CRL.

10.5.2.3. Inspect and maintain WRM equipment within its organizational function and/or ensure maintenance is performed by another base function. If an organization other than the custodian is storing the WRM equipment, ensure equipment accountability is transferred to the storing organization by initiating AF Form 1297.

10.5.2.4. Issue and deliver WRM equipment to the wartime user IAW base planning documents. This applies in cases where the functional user is not the wartime user.

10.5.2.5. Identify WRM equipment requirements and submit AF Forms 601 or TACR and other required documentation. This applies to base requirements and those for any non-USAF locations assigned to the base for WRM sponsorship.

10.5.2.6. Apply WRM markings and insure it is toned-down as required.

10.5.2.7. Obtain technical guidance from the WRM functional manager(s).

10.5.2.8. Review the WPARR and participate in the JU determination process, as applicable.

10.5.2.9. Assess capability of WRM equipment to support wartime forces and provide recommended ratings and commander's comments to the WRMO and PACAF/LGX.

10.5.2.10. Budget for base-funded WRM equipment shortages, replacements, and if applicable, repair parts. See **Chapter 7** for specifics.

10.5.2.11. Acquire and maintain technical data pertaining to WRM equipment.

10.5.2.12. Provide serviceable WRM equipment approved for peacetime use and ensure serviceability prior to returning equipment to storage.

10.5.2.13. Prepare and maintain up-to-date WRM/JU equipment status charts.

10.5.2.14. Identify repair parts for inclusion in equipment support packages. Store and account for such packages.

10.5.2.15. Inventory WRM equipment when required.

10.5.2.16. Prepare Report of Survey of Government Property Lost or Damaged (GPLD) on lost, damaged, or destroyed WRM equipment as prescribed by AFMAN 23-220 and AFMAN 23-110.

10.6. Relationship to AFMAN 23-110. PACAF personnel involved with the WRM equipment program must be familiar with the following AFMAN 23-110 references:

10.6.1. AFMAN 23-110, Volume I, Part One, Chapters 1, 4, 10, 14, and 19 (Basic Supply Procedures).

10.6.2. AFMAN 23-110, Volume II, Part One, Chapter 5 (Global Combat Support System – AF [GCSS-AF])

10.6.3. AFMAN 23-110, Volume II, Part Two, Chapters 11, 14, 22, 24, and 26 (USAF Standard Supply System)

10.6.4. AFMAN 23-110, Volume IV, Part One, Chapters 1 (AF Equipment System Policy and Procedures)

10.7. Relationship to other Chapters. See **Table 10.1.** below for cross-references throughout this instruction:

Table 10.1. Table of Contents.

AREA	CHAPTER
Responsibilities	1
Maintenance Management	3
Storage and Marking	5
Peacetime Use	6
Budgeting/Funding	7
Vehicle Management	9
Reporting	12

Section 10B—Requirements Determination

10.8. General. WRM equipment requirements are determined by reviewing wartime planning documents (i.e. TPFDD, WAA, BSP, etc.) against in-place peacetime and projected mobility support equipment resources, which when combined may or may not be sufficient to support the total wartime activity as prescribed in USAF WMP. If peacetime and mobility equipment resources prove insufficient then WRM equipment can be authorized to meet the total wartime requirement.

10.9. Criteria for WRM Equipment. The following criteria must be met to designate equipment as WRM:

10.9.1. It must be authorized in applicable WRM Allowance Standard.

10.9.2. It must be additive to peacetime authorizations.

10.9.3. It must be listed in WPARR as authorized.

10.10. Factors Affecting WRM Equipment. Based on a number of factors WRM equipment requirements will fluctuate. WRM managers will ensure appropriate actions are taken (i.e. submit AF Form 601 or ACR). Some examples of these factors are:

10.10.1. Changes to TPFDD and WAA.

10.10.2. Changes to WRM ASs.

10.10.3. Changes to peacetime authorizations.

10.10.4. Changes in assets that may be provided by non-USAF sources.

10.10.5. Reduction of assets determined by JU.

10.10.6. Replacement (worn, damaged, or destroyed) equipment.

Section 10C—War Plans Additive Requirements Report (WPARR)

10.11. General. The WPARR lists WRM equipment and supplies authorized to be prepositioned in PACAF, regardless of using command, to support the wartime commitments as reflected in the WAA and TPFDD.

10.11.1. To ensure WRM equipment and supply requirements are correctly stated in the WPARR, it requires the integrated efforts of HQ PACAF and base-level personnel.

10.11.1.1. The OPR for meeting this objective is HQ PACAF/LGSW. The HQ PACAF WRM Functional Managers and the CWRMO are the OCRs for this effort.

10.11.1.2. Accountability: All WPARR equipment authorizations will be carried on EAID (CA/CRL) records applicable to each functional user (**Table 4.2.**). EME will notify the WRMO of all changes to previously established functional user WRM account codes prior to changing EAID records.

10.11.2. Deploying units will identify deployed location capabilities during Base Support Plan (BSP) site surveys. With knowledge of the deployed location capabilities, deploying units will validate existing WRM requirements or identify additional requirements (including vehicles, but excluding lodging and food service requirements) to their parent MAJCOM for inclusion on the WPARR Part 1. Following the identification of requirements to the parent MAJCOM, the WPARR procedures outlined in AFI 25-101, **Chapter 4**, will be followed. PACAF units will forward lodging and food service requirements and other non-weapon system specific WRM requirements to HQ PACAF/LGSW and LGX.

10.11.3. Reference **Table 4.2.** for additional information.

10.12. Annual Reconciliation of the WPARR—HQ Process.

10.12.1. Equipment authorizations. HQ PACAF/LGSWI will distribute WPARR (Part Two) equipment authorizations to host base supply/unit and wing LGX. For the Korean COBs, HQ PACAF/LGSWI will distribute WPARR (Part Two) equipment authorizations to 607 ASG/CC and the 607 WRMO, for dissemination to the COBs. **Table 10.5.** will be used to determine the functional users (custodian) for the upload of the WPARR equipment authorizations.

10.13. Annual Reconciliation of the WPARR—Base Level Process.

10.13.1. The following must be completed within 30 calendar days upon receipt of WPARR Part 2.

10.13.2. Host base supply, in coordination with wing LGX (WRMO) and functional users will review and determine for joint use candidates.

10.13.3. Host base supply, in coordination with wing LGX (WRMO), and functional user will chair WPARR reconciliation meeting to discuss impact (i.e. storage), joint use, validation of WPARR requirements, OPR assignments, cataloging problems/challenges, etc. resulting from WPARR part 2 release. The reconciliation meeting minutes will be published within 14 calendar days and copies sent to all in attendance. Suspense dates will be assigned for open items and should be included as an agenda item at the WRM Review Board meeting. Coordinate, collect, and populate AFEMS (DCFI screen) for equipment valued over $100,000.

10.13.3.1. (Added-7AF) Within 30 days upon receipt of a new WPARR, the Chief of Supply at each COB location will hold a meeting with the applicable functional users and the COB WRMO/ NCO.

10.13.3.2. (Added-7AF) The AGE WRM custodian will account for excess equipment assets that is considered AGE on a separate R-14 using the 041 ASC. Excess AGE will be inspected and maintained using the same guidance as other WRM AGE. Report excess AGE to 607 ASUS/ LGMG for potential redistribution within the peninsula.

10.13.3.3. (Added-7AF) COB/MOB LGX office in coordination with Chief of Supply will be responsible for documenting meeting minutes and forward an info copy to 607 ASUS/LGS/LGP.

10.13.3.4. (Added-7AF) The format for the meeting minutes is:

TO: 607 ASUS/ LGS/LGP

FROM: APPLICABLE COB

SUBJECT: WPARR MEETING MINUTES

1. Meeting Attendees:

2. General Discrepancies i.e. POB codes, NSN, Unit of Issue

3. Excess and Shortage List

* Note: COB WRMO signature required on the report

10.13.4. Host base supply will send WPARR Part 2 to HQ PACAF/LGSWI with the following data:

10.13.4.1. The organization/shop data, joint use candidates, and recommended validated changes in remarks column of WPARR;

10.13.4.2. Peacetime Allowance Source Code data for joint use candidates;

10.13.4.3. HQ PACAF/LGSWI will validate, correct discrepancies, and update AFEMS. PACAF/ LGSWI will send the validated WPARR Part 2 (equipment only) to PACAF/RSS.

10.14. Annual Reconciliation of the WPARR—PACAF RSS Process.

10.14.1. The following must be completed within 30 calendar days upon receipt of validated WPARR Part 2.

10.14.2. Coordinate with host base supply for any changes/questions.

10.14.3. Load equipment details to SBSS.

10.14.4. Load separate equipment details to SBSS for those equipment valued in excess of $100,000

10.15. Expendable authorizations. HQ PACAF/LGSWI will distribute WPARR (Part Two) expendable authorizations to host base supply/unit and wing LGX. Also HQ PACAF/LGSWI will provide host base supply the WRM expendable authorizations (D040) using DDN or by floppy diskette. (REF: AFMAN 23-110, Vol II, Part Two, Chap 26L). Reconciliation of expendable authorizations will be completed within 60 calendar days upon receipt of WPARR Part 2.

10.15.1. Discrepancies resulting from S07/S05 processing will be researched by host base supply personnel, in coordination with storing unit until resolved.

10.15.2. The host Chief of Supply have the option to give limited SBSS inputs to personnel (i.e. SVS, CES) managing the WRM special spares if managed and maintained outside of Chief of Supply's control.

10.15.3. Add statement (similar to CA/CRL) to the R34 report delegating custodial type responsibility for the WRM special spares stored and managed in their unit.

10.15.4. Changes/concerns should be discussed during WPARR reconciliation meeting.

10.15.5. Host base supply is responsible to schedule and Inventory WRM special spares.

10.16. Base-Level Requested WPARR Changes. Each base is responsible for ensuring sufficient equipment will be available to accomplish its wartime mission. This equipment is derived from three sources: first, that equipment brought with units deploying in; second, that equipment authorized to the base for normal peacetime operation or is locally procurable; and, third, that equipment stored as prepositioned WRM. Regardless of the way the need for change is identified, the appropriate functional user is responsible for initiating action to request the change.

10.16.1. The functional user, in coordination with the WRMO and, if applicable, the REMS monitor, will determine if a change needs to be initiated. The basis for the change can be one of the following:

10.16.1.1. An increase in the wartime requirement for equipment authorized as WRM which cannot be satisfied through application of peacetime assets or from other sources.

10.16.1.2. A decrease in or elimination of WRM authorizations brought about through further JU application, acquisition, negotiation from other sources, or changes in TPFDD/WAA.

10.16.1.3. A wartime requirement for equipment not authorized as WRM which cannot be satisfied by JU application or from other sources.

10.16.1.4. A change brought about by a WRM AS change.

10.16.2. If the change involves a vehicle, see **Chapter 9** for specific guidance.

10.16.3. If the change involves any other type of equipment, or concerns a change in use coding, the functional user will prepare an AF Form 601 or ACR. NOTE: AF Form 1032 or letter will be used for expendable items.

10.16.4. Host base supply will review the AF Form 601/ACR, and the AF Form 1032, to ensure it is accurate and contains sufficient justification. If justification requires classified information, it may be

provided under a separate cover letter with the AF Form 601, ACR or 1032 making reference to the date and subject of the letter. Host base supply will notify the WRMO so changes can be added to the next WRM Review Board agenda.

10.16.4. (7AF) All COB change requests will be coordinated with 7AF WRMO and sent to 607 ASUS/LGS.

10.16.5. During the WRM Review Board, the board member representing the functional user organization will discuss the requested change. If the board concurs with the change, the WRMO will coordinate on the AF Form 601, ACR, or AF Form 1032 and give it to the host base supply for their action.

10.16.6. Based on the Review Board's approval/disapproval, the WRMO will concur or nonconcur on the AF Form 601, ACR, or AF Form 1032. Approved equipment changes will be forwarded to PACAF/RSS.and to HQ PACAF/LGSWI for review and approval. Nonconcurred requests will be disapproved and returned. Approved/disapproved requests will be returned to the requesting host base supply. HQ PACAF/LGSWI will ensure the base WRMO is provided information copies of approved requirements.

10.16.7. Host base supplywill inform the functional user and the WRMO of the results of the requested WPARR change.

10.16.7.1. HQ PACAF/LGSWI will update the WPARR based on approved changes. The updated WPARR copy will be sent to PACAF/RSS and host base supply for SBSS updates/changes.

10.16.7.2. If the AF Form 601, ACR, or AF Form 1032 was disapproved due to administrative errors, the requesting host base supply will correct the errors and resubmit the form. If the form was disapproved due to insufficient justification, the functional user will rejustify the requirement. Resubmission of AF Forms 601 or AF Forms 1032 need not be reviewed by the WRM Review Board unless the WRMO decides it should be.

10.17. AF Form 601, ACR, or AF Form 1032. When submitting AF Forms 601 or 1032, complete justification must be provided, even if the form will become classified. Include:

10.17.1. The organization, weapon system, or support function requiring the item. (Note: Use caution when identifying a weapon system to a composition code by ensuring the proper security measures have been taken.)

10.17.2. Frequency of use in wartime.

10.17.3. Type and quantity of equipment to be supported.

10.17.4. Total population to be supported.

10.17.5. Substantiating details for not applying JU or obtaining support from another source. (Mandatory entry on all AF Forms 601.)

10.17.6. Explanation of the requirement and impact on wartime capability if disapproved. (Mandatory entry on all AF Forms 601 or AF Forms 1032)

10.17.7. Date of TPFDD and/or WAA upon which the request is based. (Mandatory entry on all AF Forms 601 or AF Form 1032)

10.17.8. Correct composition code (see note for paragraph **10.17.1.**).

10.17.9. Correct WRM base code, if applicable.

10.17.10. Correct using command code.

(**NOTE:** AF Forms 601 or AF Forms 1032 submitted without mandatory entries will be returned without action.)

Section 10D—Joint-Use (JU) Procedures

10.18. General. Maximum use of equipment authorized for peacetime purposes (use code B) should be considered for joint use to support requirements reflected in the WPARR. Equipment used to satisfy both WRM requirements depicted in the WPARR and peacetime requirements will be categorized as JU according to the provisions of AFMAN 23-110.

10.19. Concept. Three conditions must be considered for JU determination. If any of the following conditions are met, the equipment may be designated as JU. Use sample JU worksheet (**Figure 10.1.**) as a guide to make JU determinations.

10.19.1. There must be an authorized peacetime requirement (use code B) for the same equipment authorized in WPARR. Equipment coded for mobility (use code A) will not be considered for JU. Pure WRM (use Code D) may not be considered for JU to satisfy a peacetime requirement.

10.19.2. The peacetime requirement will cease to exist in wartime.

10.19.3. The equipment must be available and in serviceable condition at all times.

10.20. Applicability. All WPARR equipment authorizations will be considered for JU determination.

10.20.1. Equipment belonging to a non-PACAF unit may be applied as JU only if the equipment will be available in wartime and a specific support agreement is in effect governing such use. This includes equipment belonging to other MAJCOMS, host nations, non-appropriate funds activities, AAFES, contractors, etc.

10.20.2. Equipment which can be rented, leased, or purchased locally in wartime can also be considered as JU to reduce WRM requirements.

10.20.3. Assets and facilities of other branches of the Armed Forces of the U.S. may also be applied against WRM requirements. A formal support agreement must be negotiated and maintained with the respective agencies. The support agreement must list each item or facility which can be JU applied. The possessing agency must agree to give appropriate priority maintenance of the selected JU items and agree they will be available to USAF units.

10.20.4. Privately owned property may be JU if noncombatant evacuation order (NEO) plan has been implemented prior to M-Day or D-Day. However, no JU action will be taken to reduce WRM requirements unless directed by HQ PACAF.

10.21. Timing. Determination of JU can take place at any time, but is considered:

10.21.1. Upon receipt of new/updated WPARR.

10.21.2. Upon identification of new/increased WPARR requirement.

10.21.3. Upon identification of new/increased peacetime equipment authorization.

10.21.4. Upon periodic review of authorizations.

10.22. Identification. JU determination is decided at base-level by functional user, EME, base WRMO, or at the WRM Review Board. Supply products (i.e. R23/GV839 Consolidated Custody Receipt List, applicable SAV programs, etc.) may be used as a tool to identify JU items.

10.23. Procedures. Local procedures for the JU candidate approval process will be developed. As a minimum:

10.23.1. JU candidates for vehicles will be reviewed by VAUB (see **Chapter 7**).

10.23.2. The base WRMO will ensure AF Form 601s or ACRs are completed for approved JU items. Copies of AF Form 601s or ACRs will be sent to HQ PACAF/LGSWI. The AFEMS data base will be updated to reflect changes to the WPARR authorization as JU.

10.23.3. The EME will ensure the appropriate use code (C/D) is reflected for JU items.

10.24. Joint-Use Documentation. The base WRMO will ensure the appropriate documents are utilized for JU items not otherwise required by supply regulations (i.e. AFMAN 23-110). Examples of other documents are:

10.24.1. JU status charts (see **Section 10H** this chapter) to establish controls (i.e. periodic maintenance, start up, inspection intervals, etc.) and location of JU equipment.

10.24.2. Agreements (i.e. MOA, MOUA, etc.) or Base Support Plans identifying the type of equipment, quantity, required delivery date, location, and the gaining organization(s).

10.25. Off-base/Unserviceable Equipment. The functional user must notify the base WRMO when JU equipment is used off-base (i.e. support transient aircraft, etc.) for periods exceeding 72 hours or when the equipment cannot be recalled within 24 hours. The functional user will also notify the base WRMO when JU equipment is out of commission for parts for more than 10 days. Replacement is not required under the conditions listed.

10.26. Changes to JU status. The functional user or the equipment custodian will notify Equipment Management Element, using AF Form 601 or ACR, on any JU status changes. The AF Form 601 or ACR will be coordinated by the base WRMO and final copy sent to HQ PACAF/LGSWI. All JU status changes must be briefed at the WRM Review Board.

Section 10E—Equipment Coding

10.27. Use Codes. Equipment Use Codes are used in the Standard Base Supply System to classify equipment items. They are listed on Equipment Authorization In-Use Detail (EAID) records. EAID records are typically associated with the R-14 custodian Account/Custodian Receipt Listing (CA/CRL). The R-14 contains one position alpha code indicating the intended use of the equipment item as reflected in **Table 10.2.** Pure WRM assets are Use Code D items. Under certain circumstances WRM items may be coded as Joint Use. See AFI 25-101, Chapter 4, para 4.8 for a detailed discussion on Joint Use procedures.

Table 10.2. Use Code.

USE CODE	DESCRIPTION
A	Mobility
B	Support (peacetime use)
C	Joint Use
D	WRM

10.28. Using/Storing Command Codes. Using Command (UC) codes are loaded on the WPARR to identify the using major command that will use the prepositioned equipment. The storing command code will always be 0R (zero R) since all equipment will be prepositioned in the Pacific theater. Using Command codes commonly used in WPARR are shown in **Table 10.3.**:

Table 10.3. Command Code.

COMMAND CODE	DESCRIPTION
1C	Air Combat Command
1L	Air Mobility Command
0R	Pacific Air Forces
0V	Air Force Special Operations Command
3X	Rapid Deployment Forces
1M	Air Force Materiel Command

10.29. Composition Codes. A four position code composed of a letter and three numeric which identifies each type of assembly and prescribed allowance document. A detailed list can be found in the WRM Composition Code Listing. The list is divided into two parts. Part One is unclassified and is summarized in **Table 10.7.** Part Two has a classification of SECRET due to the application of the composition codes to a weapon system which can disclose the wartime mission of the location/base.

10.30. WRM Base Codes. Otherwise recognized as planned operating base (POB) on the WPARR. This three-position code consists of one numeric and two alpha characters and is used to identify a main operating base (MOB), collocated operating base (COB), or other wartime operating locations.

10.30.1. When the WRM base code is linked to the actual location on any document or report; those documents or reports become classified **SECRET.** ***IMPORTANT Never list the WRM Base Code with the clear text location name via UNCLASSIFIED medium. To do so constitutes a security violation.***

10.30.2. WRM base codes are used on the WPARR and referenced on AF Form 601 or ACR, for changes, to differentiate the WPARR authorization by location when more than one like piece of equipment is loaded and outloaded at each location.

10.30.3. Outload/WMP equipment items (AGE, RRR, etc.) should be assigned to a separate CA/CRL to ease in accountability transfer during execution of OPLAN.

Section 10F—Custody Receipts

10.31. General. Upon receipt of the WPARR authorization document, the host base supply will ensure the authorizations are uploaded or adjusted on in-use detail or on special spares detail IAW AFMAN 23-110.

10.32. Procedures. Custodians will perform those duties specified in AFMAN 23-110, Vol. II, Part Two, Chap 22 and this instruction.

10.32.1. The host base supply in coordination with PACAF/RSS will provide the base WRMO a consolidated CA/CRL for all use code C and D equipment in organizational code sequence at least quarterly or when requested.

10.32.2. Custodians will not turn-in, transfer, or delete WPARR equipment authorizations without coordination of host base supply, WRMO, PACAF/RSS and HQ PACAF/LGSW/LGX.

10.33. Expendable Authorizations. Expendable WPARR authorizations will be processed and managed by the host base supply (see paragraph **10.15.** this instruction).

Section 10G—Redistribution, Requisition, Preposition, Replacement, and Inventory

10.34. General. Upon completion of JU review and identification, the remaining WRM (WPARR) shortages must be identified and acquired. Responsibility falls with the functional user, equipment custodian, Chief of Supply, WRMO, WRM Review Board members, functional managers, and command WRMO.

10.35. Redistribution. The functional user or the equipment custodian, in coordination with host base supply and base WRMO, will provide a WRM equipment and expendable excess list to the applicable NAF upon completion of WPARR reconciliation.

10.35.1. The NAF will review both equipment and expendable excess lists to verify if the excess can be redistributed within their AOR. Upon completion of RDO actions within their AOR, NAF LGS/LGX will provide the remaining WRM excess list to HQ PACAF/LGSWI.

10.35.2. All bases reporting their excesses must ensure the quantities are valid to avoid expending unnecessary transportation costs.

10.35.3. WRM excess equipment should be transferred to an excess account for visibility of the excess until receipt of disposition instructions. All excess equipment details will be loaded with WRM composition code H000 (zero), use code D. WRM excess expendable should be transferred to an excess account for visiblity of the excess until receipt of disposition instructions. All excess expendable details will be loaded with H000 (zero) in position 91-94 of the 1KK input.

10.36. Requisitioning. Upon review of all excesses and RDOs, authorization to requisition shortages will be provided by HQ PACAF/LGSW/LGX. Do not requisition any equipment or expendable shortages until notified by HQ PACAF/LGSW/LGX.

10.36.1. Equipment shortage. UJC BT will be used for all equipment shortages and placed on firm due-out. All requisitions must include the appropriate project codes shown in **Table 10.4.**

Table 10.4. Project Code.

PROJECT CODE	COMMODITY
DCP	WRM initial/increase (depot funded equipment)
BB2	WRM replenishment (depot funded equipment)
3AA	All WRM budget code 9 shortages (equipment and expendables)
233	WRM bomber support equipment (Andersen and Diego Garcia only)
L86	Bare Base initial/increase (depot funded equipment)

10.37. Expendable shortages. Shortages must be reported to the stock fund manager and included in the stock fund operating program (GSOP). If WRM stock funds are received during the fiscal year, ensure all or part of the shortage is considered for funding.

NOTE: All budget code 9, equipment, and expendable shortages, will be reported to the stock fund manager. Q07 report must be reviewed to ensure all shortages are valid.

10.38. Prepositioning. Except as constrained by proper storage space or by instructions from CWRMO, all authorized WRM equipment and expendables will be prepositioned in the Pacific theater.

10.39. Replacement . Assets lost, damaged, destroyed, condemned (beyond economical repair), or used during exercise/disaster relief will be replaced and requisitioned when details are cleared (i.e. MSI, ISU, report of survey, inventory adjustment, etc.). Base funded (budget code 9) WRM items which are projected for condemnation will be reported as an unfunded requirement in the GSOP.

10.40. Inventory. A physical inventory of WRM equipment will be accomplished upon transfer of accountability (new custodian), upon receipt of new authorization document, or upon return from deployment exercises and disaster relief support. A complete inventory will be conducted at least once every two years for expendable WRM assets listed on the R34. Coordinate with host base supply to include WRM commodities to the inventory schedule. At the option of the base WRMO and Chief of Supply, WRM expendables at short tour bases should be inventoried semiannually.

Section 10H—WRM/JU Equipment Maintenance Status Charts

10.41. General. The purpose of establishing and maintaining WRM/JU equipment status charts is to ensure effective control over the location and the periodic maintenance status of WRM/JU equipment.

10.42. Equipment Requiring Maintenance. Periodic maintenance must be accomplished on all WRM/JU equipment to ensure the serviceability of the asset. A locally designed program should be used to track the inspection interval of WRM/JU equipment. Status charts will be maintained and, as a minimum, contain the following information:

10.42.1. Type of equipment (i.e. NSN, authorization qty, etc.).

10.42.2. Serial number.

10.42.3. Location of equipment.

10.42.4. Equipment status (i.e. date in for maintenance and approximate return date).

10.42.5. Reason for out of commission (i.e. awaiting parts).

10.43. Equipment Not Requiring Maintenance. Equipment requiring no periodic maintenance will be maintained on status charts and as a minimum, contain the following information.

10.43.1. Type of equipment (i.e. NSN, authorization quantity, etc.).

10.43.2. Use code (C or D).

10.43.3. Location of equipment.

Section 10I—Rotation of WRM Equipment

10.44. Rotation. To ensure serviceability, WRM assets at operational locations will be rotated with similar peacetime assets (see paragraph **3.16.** for exemptions). In selected cases where a documented program of routine preventative maintenance and inspection has been established for WRM assets without rotation, a waiver to these requirements may be granted. To qualify for a waiver, a request should state how the affected assets are inspected and provide at least 6 months historical evidence the program requirements have been established. The waiver will be good for 1 year unless the unit requests termination sooner, or if periodic inspection of the equipment finds a degraded mission condition. At some storing locations, rotation may not be feasible due to austere manning and limited maintenance facilities. In those cases, a waiver of these requirements will also be required. WRM assets will never be rotated with equipment that is out-of-commission. If WRM equipment is required in peacetime due to a low in-commission rate of peacetime assets, a request to use WRM will be made IAW **Chapter 2**. With the exception of vehicles, all requests to rotate WRM assets will be forwarded through the WRMO to the WRMPM.

10.45. Rotation Schedule. The rotation schedule will be formulated in writing to cover a one-year period. The schedule will be made by the WRM equipment functional user and forwarded through the WRMO to the LG for approval. A copy of the schedule for vehicles will be sent to the REMS monitor.

10.45.1. WRM vehicles will be rotated IAW guidance provided in **Chapter 9**.

10.45.2. Other WRM equipment stored on-base is to be rotated with peacetime assets a minimum of every 120 days. (Exception: LOX/LIN tanks will be integrated with peacetime tanks and used on an equal basis.)

10.45.3. Other WRM equipment stored off-base at or near its place of intended use will be rotated on a 180-day basis.

10.46. Unique Equipment. WRM equipment items for which there are no similar peacetime assets, for rotation purposes, will be operated or inspected periodically to verify serviceability.

10.47. Exemptions. WRM equipment exempted from rotation with similar peacetime assets.

10.47.1. Expendables, unless shelf-life coded.

10.47.2. Tools.

10.47.3. 463L pallets/nets and tie-down devices.

10.47.4. Fuel and water bladders.

10.47.5. Fire extinguishers.

10.47.5. (7AF) 607 MMS/CEF will maintain records for all WRM fire extinguishers at all COB locations.

10.47.6. Food preparation utensils (i.e. pots, pans cutlery, etc.).

10.47.7. Base support items (i.e. tents, liners, etc.).

10.47.8. Medical equipment.

10.47.9. Powered and non-powered AGE.

10.48. Procedures. Using the established rotation schedule, WRM markings will be removed from the rotated equipment and placed on the WRM equipment. Applicable custodians will be responsible for ensuring the markings are accomplished.

Section 10J—WRM Equipment Budgeting and Funding

10.49. General. A majority of WRM equipment authorized in WPARR is centrally procured (depot funded), although there are some base funded (budget code 9) and command funded (budget code Z) items. In addition, there are costs associated with maintaining WRM equipment. These funding requirements must be identified to the base funds manager as an unfunded requirement, when funds are not available. See **Table 10.6.** for additional guidance on WPARR actions.

10.50. Factors. The following factors may have an impact on the budget and must be taken into consideration during budget forecasting.

10.50.1. Changes in Time Phased Force Deployment List (TPFDL) - strength or composition code.

10.50.2. Reduction or deletion of WPARR authorizations affecting JU assets.

10.50.3. Changes in facilities resulting in increased requirements.

10.51. Requirements. Costs associated with maintaining WRM equipment items are discussed in **Chapter 7**.

Section 10K—WRM Packaging

10.52. Packing and Crating. The transportation squadron will be responsible for packing and crating requirements of WRM assets. Materials needed are listed in the WPARR under composition code H226 and will only be used for WRM requirements. These assets must be rotated to avoid deterioration of these packing and crating assets (i.e. lumber).

10.52. (7AF) The 607 ASUS/LGTT will be responsible for packing and crating requirements of WRM assets at COB locations.

Section 10L—Additional Guidance on WRM Equipment Categories

10.53. Beds and Bedding. Lodging planning is the joint responsibility of the Services Commander, the host base supply, and the WRMO. After the existing beds in the facilities listed in the BSP and on-hand supplies of bedding have been counted, quantities of beds and bedding required to sleep the wartime population will be added to the WPARR under composition code C322 using AS 159 as the allowance document. Lodging planning will consider the desirability of moving personnel living off-base within a certain radius into on-base quarters depending on the state/stage of alert. Lodging planning will not include the "hot bed" concept without prior approval of PACAF/CEHS and the PACAF Command Surgeon. Beds and bedding will be added to the WPARR based on the following:

10.53.1. For bases authorized augmentation forces: the basic issue will be a folding cot and two blankets or one blanket and one bedspread. If available, beds and mattresses will be used as substitutes for the folding cot requirement. When replacement is required, however, cots will be requisitioned.

10.53.2. If augmentation personnel deploy with a sleeping bag, it will be considered a substitute for the blanket requirement. All forces deploying to PACAF deploy with a sleeping bag unless otherwise instructed by the CWRMO.

10.53.3. If base facilities are saturated and lodging tents are to be set up, personnel deploying with sleeping bags will occupy the tents insofar as possible. In these cases, one blanket per individual can be placed on the WPARR if weather conditions warrant, and bases request the authorization via AF 1032 or letter.

10.54. Pallets, Nets, and Tie-Down Equipment.

10.54.1. Deploying pallets and nets.

10.54.1.1. Prior approval is not needed for organization/unit to use WRM pallet and nets during operations specified in AFI 25-101, Chapter 6, paragraph 6.1.1.1.

10.54.2. Marking pallets and nets.

10.54.2.1. Pallets and nets do not have to be marked with a black triangle, but must be placarded.

10.54.3. Readiness.

10.54.3.1. To achieve and maintain a continuous state of readiness, non-WRM assets can be stored on pallets and nets.

10.54.4. Authorizations/Accountability Controls and Reporting.

10.54.4.1. As a minimum, all units will inventory 463L pallets and nets annually, and validate their requirements versus on-hand quantities with the WRMO/NCO NLT 31 August. The installation WRMO/NCO consolidates all WRM 463L requirements for units on the installation tasked to deploy (including tenant units), and submits them to HQ PACAF/LGXW via the *Installation WRM Pallet and Net Requirements letter* (see **Figure 10.2.**). Unit letters are due by 30 September of each year.

10.54.4.1. (7AF) COB WRMO/WRMNCO will submit annual pallet and net requirements to 607 ASUS/LGTR NLT 10 Sep. 607 ASUS/LGP will consolidate reports and forward the Annual Pallet and Net Requirements Letter to HQ PACAF/LGX for the COBs. MOBs forward their requirements directly to PACAF/LGXW.

10.54.4.2. HQ PACAF/LGXW validates and establishes a WRM pallet and net authorization for each base in the command from the requirement letter provided by the installation WRMO/NCO.

10.54.4.3. HQ PACAF/LGXW submits the annual unit submission to the MAJCOM/LGT pallets and nets manager (HQ PACAF/LGTR). The MAJCOM pallets and nets manager consolidates WRM and Operational pallets and nets requirements (see **Figure 10.3.**) and submits a *MAJCOM WRM Pallet and Net Requirements* Letter to the AF item manager NLT 31 Oct of each year.

10.54.4.4. Authorizations are distributed to the installations via the PWSP.

10.54.5. Redistribution of WRM Pallet and Net Excess/Shortages

10.54.5.1. The WRM Manager will report excess and shortages to the base pallet and net monitor and the WRMO/NCO quarterly (NLT the 1st of every Jan., Apr., Jul., and Oct) via the 463L System Pallet and Net Control Report (8701).

10.54.5.2. The base pallet and net monitor with coordination with the WRMO/NCO will manage pallet and net excesses and shortages at base level.

10.54.5.3. The WRMO/NCO and the base pallet and net monitor must validate all shortages. Excesses and shortages that cannot be reconciled within base resources must be reported to HQ PACAF/LGTR and HQ PACAF/LGXW.

10.54.5.4. HQ PACAF/LGTR with coordination with HQ PACAF/LGXW manages all excesses and shortages within PACAF. Excesses and shortages that cannot be resolved within the MAJCOM will be reconciled command to command.

10.54.5.5. Excess pallets and nets will remain with the owning unit until receipt of disposition from wing WRMO/NCO, base pallet and net monitor, or HQ PACAF/LGTR.

10.54.6. Repairable and unserviceable.

10.54.6.1. Local repair of pallets and nets is authorized. The extent of repairs performed will depend upon available base/contract maintenance capabilities. Not repairable this station (NRTS) authority for pallets and nets is the base structural/sheet metal shop/fabrication flight IAW T.O. 35D33-2-2-2 for pallets and T.O. 35D33-2-3-1 for nets.

10.54.6.2. Pallets and nets determined to be NRTS are reported via the 463L System Pallet and Net Control Report (8701). Units will establish local procedures to maintain accountability for unserviceable assets, pending receipt of disposition instructions.

10.54.7. Units tasked with a Unit Type Code (UTC) are required to maintain 463L pallets and nets for the purpose of cargo movement during deployment operations. Possession of Internal Slingable Units (ISUs) or “Cadillac Bins” does not relieve a unit of their responsibility/requirement to maintain 463L pallets and nets in sufficient numbers to meet the determined requirement. Determining pallet requirements for baggage and weapons for a UTC, see formula in Figure 10.\.

10.54.8. Use of 463L system pallets for purposes other than pre-palletizing and transporting cargo is strictly prohibited. Contingencies do not change this fundamental policy.

10.55. Refueling, LOX, and LIN Equipment. This equipment represents command-directed inputs to the WPARR and will be determined and coordinated by the HQ PACAF WRM Functional Managers as

outlined in **Table 4.1.** Requirements will be forwarded to HQ PACAF/LGSWI for inclusion in the WPARR.

10.56. Medical Equipment. Policy and procedures for WRM medical equipment are formulated by the PACAF Command Surgeon. However, some parts of this chapter are applicable to WRM medical equipment. The following parts of this chapter are applicable and will be monitored by the CWRMO and the base-level WRM program.

10.56.1. **Section 10H** will be optional as determined by the LG and Director of Base Medical Services.

10.56.2. **Section 10I**. Medical equipment is exempted; however, it is recommended WRM medical vehicles be rotated with peacetime medical vehicles. It is also recommended that WRM ambulance buses be rotated with base support buses if possible.

10.57. Communications Equipment. The provisions of this chapter apply fully to WRM communications equipment. WRM communications equipment will be stored and maintained by the base communications squadron.

10.58. Rapid Runway Repair (RRR) Sets. RRR sets which include RRR vehicles and quantities of AM-2 matting and folded fiberglass mat (FFM), (hereafter referred to as RRR equipment) will be prepositioned at locations specified by HQ PACAF/CE.

10.58.1. RRR equipment will be stored by the base civil engineer and placed on a separate CA/CRL. The account custodian will be the Readiness and Logistics officer or designated by the CES and be the single-point manager for RRR matters.

10.58.2. RRR vehicles will be obtained using the appropriate section of AS 012. In wartime, these vehicles will be dedicated to the RRR mission.

10.58.3. Other RRR equipment will be maintained in a serviceable condition and segregated from non-WRM items. RRR equipment is eligible for JU consideration as outlined in **Section 10D**, this chapter.

10.58.4. For storage and marking criteria, see **Chapter 9**.

10.58.5. Within 72 hours after each RRR exercise, the segment of the RRR sets used will be inventoried, action taken to requisition RRR assets used or lost, and out-of-commission equipment turned-in for maintenance.

10.58.6. The repair of RRR equipment will be accomplished by the appropriate maintenance shop within the civil engineering complex. If repair capability does not exist within civil engineering, the CES OPR for RRR will take action to ensure equipment is turned-in to other agencies for repair.

Table 10.5. WRM Equipment Responsibilities.

RULE	A If the WRM pertains to	B HQ PACAF WRM Functional Manager is	C Base functional user will be
1	Billeting (Housekeeping Sets - SEE NOTE)	PACAF/SVXR ext 449-2592x507	Services Commander
2	Food services (Kitchen Sets - SEE NOTE)	PACAF/SVXR ext 449-2592x507	Services Commander
3	Refuelers	PACAF/LGTV ext 449-9687 and LGSF ext 449-3068	Chief of Supply
4	463L and MHE vehicles	PACAF/LGTV	Chief of Transportation (other than MOBs in Korea)
5	Wide body aircraft servicing equipment	PACAF/LGTV	Chief of Transportation (other than MOBs in Korea)
6	Packing and crating	PACAF/LGTT	Chief of Transportation (other than MOBs in Korea)
7	463L pallets/nets and tie down devices	PACAF/LGTR ext 449-5088	Applicable base organization.
8	RRR Vehicles	PACAF/LGTV	Commander Base Civil Engineer (CC/BCE)
9	Fire-fighting/rescue vehicles	PACAF/LGTV	CC/BCE
10	Medical support vehicles	PACAF/LGTV	Director of Base Medical Services or Chief of Transportation
11	AGE	PACAF/LGMF ext 449-9290	Logistics Group Commander
12	LOX/LIN, or 400 gallon tanks	PACAF/LGSF	Chief of Supply
13	FMSE	PACAF/LGSF	Chief of Supply
14	Munitions Support	PACAF/LGW ext 449-0069	Logistic Group Commander
15	Harvest Eagle, T-550s	PACAF/LGX ext 449-5818	607 Materiel Maintenance SQ/CC
16	Individual weapons	PACAF/SFX ext 449-9472	Security Forces
17	Individual equipment	PACAF/LGSW	Chief of Supply
18	Medical support equipment	PACAF/SGML ext 449-2332	Director of Medical Services

RULE	A If the WRM pertains to	B HQ PACAF WRM Functional Manager is	C Base functional user will be
19	RRR (comp codes H210 - H214)	PACAF/CEXX ext 449-5747	CC/BCE
20	RURK	PACAF/CEXX	CC/BCE
21	Racks, Adapters, and Pylons	PACAF/LGW	Logistics Group Commander
22	ABDR trailers	PACAF/LGMMR	AFMC (see para **2.26.10.**)
NOTE: Set composition for Housekeeping Set (HK) and Kitchen Set (KS). HK/KS equipment authorizations should be loaded against the applicable organization as identified by the Functional Account Code (FAC) in the Logistics Detail (LOGDET) for each UTC.			

Table 10.6. WRM Organizational Responsibilities.

RULE	A If the WPARR actions concern	B then the OPR will be	C and the OCR(s) will be
1	WPARR authorization changes - PACAF directed	HQ PACAF WRM Functional Manager	CWRMO and PACAF/LGSW
2	WPARR equipment management	Material Mgt Flight	Base WRMO and functional users
3	WPARR expendable management	Operations Support Flight	Base WRMO and functional users
4	Joint-use determination	Base WRMO	Functional user(s), WRM review board members, Material Management Flight
5	WPARR changes (base requested) - submit AF Form 601, ACR, AF Form 1032, message or letter	Functional user	Material Mgt/Operations Support Flt and base WRMO - if approved send to HQ PACAF/LGSW

Table 10.7. Composition Code Listing References - First Position (ALPHA).

RULE	A If the first position is	B then the allowance standard is (formerly TA)	C then the equipment pertains to
	Part One of composition code ID List		
1	V	AS 012	Vehicles

RULE	A If the first position is	B then the allowance standard is (formerly TA)	C then the equipment pertains to
2	D	AS 154 and AS 019	Fuels Mobility Support Equipment (FMSE)
3	C	AS 159	Harvest Eagle, T-550, and PHK
4	H	AS 929	Force Beddown Set and Rapid Recovery Repair
	Part Two of composition ID List		
5	P, R, or T	AS 927	Station sets for AMC/AFSOC
6	F	AS 928	Stations sets for ACC/PACAF
NOTE: Do not link the composition code with the allowance standard (AS/formerly TA) during authorization/in-use detail record load. Use load procedures IAW AFMAN 23-110, Vol II, Part Two, Chap 22, attach E-1. The allowance source code (position 59-65) entry for use code C will be 3 numeric (AS), 1 alpha and 3 numeric (composition code). Use code D authorizations, the entry will be 3 blanks, 1 alpha and 3 numeric (composition code).			

Figure 10.1. Sample Joint-Use Candidate Worksheet.

PLANNED OPERATING BASE: _____XXXXXXX_____

WPARR DATA

NOMENCLATURE: _____XXXXXXX_____

NSN: _____XXXXXXX_____ COMPOSITION CODE: _____XXXXXX_____

U/I: _____XXXXXXX_____ QUANTITY REQUIRED: _____XXXXX_____

PEACETIME CANDIDATES
(Use Code B)

NOMENCLATURE: _____XXXXXX_____

NSN: _____XXXXXXX_____

QUANTITY AUTHORIZED: ___XXXXX___ QUANTITY ON-HAND: _____XXXXX____

SOURCE: (I.E. AIR FORCE, HOST NATION, AAFES, NON-APPROPRIATED FUNDS)

USING ORGANIZATION: _____XXXXXXX_____

CONCUR/NON-CONCUR -- FUNCTIONAL USER
CONCUR/NON-CONCUR -- WRMO/NCO

Figure 10.2. Sample Memo for Annual Installation WRM Pallet and Net Requirements.

DEPARTMENT OF THE AIR FORCE
PACIFIC AIR FORCES

18 Sep 01

MEMORANDUM FOR HQ PACAF/LGXW

FROM: YOUR UNIT

SUBJECT: Annual Installation WRM Pallet and Net Requirements

1. The annual pallet and net …

UNIT	REQUIRED UTC	# TASKED	PALLETS	T/NET	S/NET	ON-HAND
XXCES	4F9E5	1	4	4	8	4/4/8
XXCESX	4F9E5	2	8	8	16	8/8/16
WEAPONS		10	10	10	20	10/10/20
BAGGAGE		5	5	5	10	5/5/10
MOBAGS		7	7	7	14	7/7/14
OUTLOAD		50	50	50	100	50/50/100
TOTALS			84	84	168	84/84/168

2. POC

SIGNED BY WRMO

Figure 10.3. Determining Requirements for Baggage and Weapons Pallets.

Baggage:

1. Determine your total number of mobility positions.

2. Multiply 4 (= 2 mobility + 2 personal bags) times (number of mobility positions) = (total baggage)

3. Divide the total baggage by 70 (number of bags per pallet or use your base standard if available) = total number of baggage pallets.

Example: 1. 2000 mobility positions

2. 2000 X 4 = 8000

3. 8000 / 70 = 114.28

4. Round Up to **115** pallets

Weapons:

1. Determine the number of M16 weapons authorized for mobility positions.

2. Divide the total number of M16 weapons by 192 (16 cases per pallet or use your base standard if available) = total number of pallets required for M16s.

3. Add additional pallets for M-9s or ammo if M16 pallets are fully utilized.

Example: 1. 1400 (M16s)
2. 1400 / 192 = 7.29
3. Round up to **8** pallets
4. If you are not able to load your M9 weapon or ammo requirements on the 8 pallets, add more pallets. For example, 1 for a total of 9 pallets.

4. Total required baggage and weapon pallets: 115 baggage pallets + 8 weapon pallets (M9 pallet not required) = **123**

Chapter 11

WARTIME SUBSISTENCE MANAGEMENT

Section 11A—General

11.1. Purpose.

11.1.1. This chapter outlines procedures and responsibilities for providing food subsistence in support of the wartime population specified in the TPFDD

11.2. Objectives.

11.2.1. Describe HQ PACAF and Base level procedures

11.2.2. Provide guidance for storage and rotation planning.

11.3. Policy.

11.3.1. PACAF policy on wartime subsistence is contained in Paragraph **4.3.5.**, which supplements Chap 4, Para 4.7, AFI 25-101, and Annex E and GG to the USAF WMP-1. The USAF WMP-1 establishes the total number of day's food service will be available to sustain forces.

11.3.2. Part of this total requirement will be prepositioned in-theater. This consists of WRM and includes primary operating stocks (POS).

11.3.3. POS satisfies the prepositioning objective, insofar as possible. The remaining amount is the WRM requirement.

11.3.4. The balance of the total wartime subsistence requirement will be provided by prestock subsistence. Prestocked subsistence represents the resupply quantity of selected items required until the subsistence pipeline can be filled through commercial sources. The Defense Logistic Agency (DLA) normally stores prestocked subsistence.

11.4. Applicability and Terms.

11.4.1. This chapter applies to wartime food service support of the TPFDD population. However, except where indicated, it does not pertain to sustaining aircrews. These requirements are covered in **Chapter 8**, paragraph **8.38.**

11.4.2. Wartime subsistence requirement is the quantity of subsistence required to feed the approved USAF forces for the specified duration as defined in the USAF WMP-1, Annex E and GG.

11.4.3. Primary Operating Stocks (POSs) consist of USAF owned subsistence stocks at or near the intended point of use available for peacetime food service, which also can be used to feed wartime forces.

11.4.4. Prepositioned subsistence requirement is that portion of the total wartime subsistence requirement needed to sustain USAF forces until resupplied. WMP-1 establishes the required Days of Sustainability (DOS).

11.4.5. A ration equates to one person for one day (three meals).

11.4.6. Basic Daily Food Allowance (BDFA) is the monetary allowance established by food services to feed one person for one day.

11.4.7. Contingency meals are generally defined or classed as meals ready-to-eat (MRE).

11.4.8. Dining hall meals are those meals requiring kitchen facilities and food services personnel for preparation. This includes A rations (perishable and semiperishable foods), B rations (consists of semiperishable items, mainly canned), and resale commissary stocks.

Section 11B—HQ PACAF Procedures

11.5. General.

11.5.1. Attaining the objectives of the wartime subsistence program at HQ PACAF will be a joint effort between PACAF/SVXP and PACAF/LGX.

11.6. Planning Documents.

11.6.1. TPFDD.

11.6.2. AFI 25-101.

11.6.3. Current basic daily food allowance (BDFA).

11.6.4. Annex E and GG to the USAF WMP-1.

11.6.5. Host nation support agreements, Inter Service Agreements (ISA), and Base Support Plans (BSP).

11.7. Requirements Determination.

11.7.1. PACAF/SVXP will determine wartime subsistence needs. Assistance will be provided by Air Force Services Agency (AFSVA/SVOHF).

Prepositioned wartime subsistence requirements will be calculated for each TPFDD location, which will not receive support from another source. If only portions of the wartime requirements are to be provided, that portion not provided will be included in the calculations. The TPFDD arrival date of augmentation food service personnel will be considered when determining the mix of rations for non-USAF locations.

11.7.2. When the wartime population is calculated from the TPFDD, the meal requirement will be cumulative. The population for each successive D-Day will be calculated and the figure will be multiplied by 0.9 to arrive at the food service requirement for that particular D-Day. The peacetime populations in the Pacific theater will be included as a base-line for D-Day. The peacetime population figure will be reduced by known mobility moves; Tenant units will be included. PACAF/SVXP will be responsible for computing total wartime subsistence requirements.

11.7.3. All computations will be made by separate TPFDD locations and summarized by country. The mix of B rations and contingency meals at a given TPFDD location will be determined by PACAF/SVX and AFSVA/SVOHF.

11.8. Storage Planning.

11.8.1. The addition of prepositioned WRM rations may require additional storage space (see **Chapter 5**). PACAF/SVX, in coordination with AFSVA/SVOHF, will determine WRM storage needs and take actions to satisfy them.

11.9. Redistribution of WRM Subsistence.

11.9.1. Based on verified TPFDD population changes, shortages and other factors, AFSVA/SVOHF may direct the redistribution of WRM subsistence. Redistribution actions will be coordinated with PACAF/LGXW and PACAF/SVXP.

11.10. Peacetime Use of WRM Subsistence.

11.10.1. All requests for the peacetime use of WRM rations will be submitted to the Services Commander for approval. The Services Commander will coordinate with the WRMPM, through the WRMO/NCO, before approving requests and submit an info copy to HQ PACAF/SVX and HQ PACAF/LGXW.

11.10.1. (7AF) All requests at COBs for peacetime use of WRM rations will be submitted to 607 ASUS/LGP/SVS.

11.10.2. Base units requiring peacetime usage of WRM rations will program and coordinate their requirements with the Services Commander at least 120 days in advance of their need. Requirements will be submitted on a funded AF Form 287.

11.10.3. The Services Commander will direct ordering the quantity of rations requested directly from Defense Supply Center Philadelphia (DSCP). Upon receipt, the rations will be issued.

11.10.4. Purchase of rations for exercises or replacement of WRM stocks used in exercises will not count against the dollar limits imposed on expenditures of WRM.

11.10.5. If a base unit requiring peacetime use of WRM rations for exercises does not notify the Services Commander at least 120 days in advance, those rations may still be used however, a replacement requisition must be ordered prior to approval.

11.10.6. In no case will the use of WRM rations be authorized if their release will result in the remaining on-hand quantities being less than 80 percent of the PWSP authorization.

11.11. Rotation Planning.

11.11.1. The WRMO and Services Commander will develop plans to rotate WRM rations so maximum use may be made before shelf-life expiration.

11.12. Agreements.

11.12.1. In certain locations it may be advantageous to arrange for another service to provide wartime food service support. PACAF/SVX in coordination with USCINCPAC/J-4, PACAF/ LGX, and PACAF/FM will make this judgment and will work with PACAF/LGX to consummate such agreements.

Section 11C—Base-level Procedures

11.13. Planning.

11.13.1. Each PACAF base is responsible for planning wartime food service support for itself and at each location for which a requirement exists in the PWSP.

11.13.2. At non-USAF locations, the preferred mode of ration support is by the host nation or by another service through negotiations and inclusion in the appropriate wartime planning document. If such support cannot be negotiated, these locations will be supported by WRM rations although use of the sponsor and/or commissary stocks of another base can be used if they are excess to their wartime requirements. Negotiated support in this area must be stated in host tenant support agreements, BSPs, and ISA agreements since these documents are used to determine total PACAF WRM requirements.

11.13.3. If WRM rations will be required at a non-USAF location based on the preceding paragraph, the negotiating base will attempt to obtain inside, secure storage space for the rations. The provisions of **Chapter 4** apply to WRM subsistence. Such storage space will not be acquired unless specifically allowed by PACAF/SVXP and the CWRMO.

11.14. Storage.

11.14.1. The Services NCO is responsible for the warehousing of WRM rations. Ensure operational rations stored by the unit are inspected by public health inspection personnel in accordance with DPCP Handbook 4155.2 at least l80 days prior to the ITD stamped on each case or placard. *NOTE:* Expected shelf life is three years at 80 degrees Fahrenheit or eight years refrigerated at 35-50 degrees Fahrenheit; however, shelf life may be extended or shortened by certification from public health inspection personnel per applicable directives.

11.15. Marking/Tagging. See **Chapter 5**.

11.16. Inspection.

11.16.1. WRM rations will be inspected according to AFI 34-239. Also, see paragraph **5.10.** this instruction, for shelf-life procedures.

11.17. Rotation.

11.17.1. WRM subsistence will be rotated according to AF and PACAF directives. Replacement is required. Only "B" rations will be rotated through AF dining facilities; MRE rations can be used for ground food service during alerts/exercises to aid in rotation unless otherwise directed by PACAF/SVXP.

11.18. Wartime Delivery.

11.18.1. The capability to deliver rations in wartime to their place of consumption on-base will be developed by the Services Commander. The WRMO, Chief of Transportation, Services Commander, and troop support NCO will participate in the process. A wartime delivery plan will be included in Chapter 22 of each unit's BSP.

11.18.2. If USAF-provided rations are required to support a non-USAF location and such rations are not stored at the location, then their rations will be included in the applicable BSP, Chapter 22, the same as other commodities. The Services Commander is responsible for ensuring rations are included in these plans.

11.19. Requirements Determination.

11.19.1. Personnel involved in the planning and reporting of wartime subsistence must be able to compute requirements. This will be done using the same planning documents described in paragraph **11.6.** but tailored to the local situation. PACAF/LGX will provide bases with planning data on subsistence from the USAF WMP-1 in the foreword to the PWSP. Computations will be the same as in paragraph **11.7.** except only calculations for prepositioned requirements will be made.

11.19.2. One ration is the amount of food required to subsist one person for one day. The total wartime rations requirement is the total number of rations to feed the cumulative TPFDD population from D-Day to the maximum prepositioning objective day in the WMP-1 multiplied by 0.9.

11.19.3. The dollar amount to feed one person for one day is the basic daily food allowance (BDFA). By multiplying the total rations required by the BDFA the result is the total cost to feed the cumulative TPFDD population.

11.19.4. In flight MREs are prepositioned rations to feed aircrews enroute to, or employing from, operating bases. The requirement is based upon crew size, sortie duration, and number of sorties planned.

11.19.5. If on-hand MREs (both ground food service and in-flight) are excess to the requirements stated in the PWSP, they will be added to the total cumulative requirement.

11.19.6. To calculate the days of support available, the on-hand rations will be compared to the required rations.

11.19.7. Calculations for rations on-hand will include all available rations even though this may exceed the required rations.

11.19.8. If all or a portion of wartime subsistence is to be provided by the host nation, the number of rations being provided will be calculated and added to the final figure as calculated in paragraph **11.19.**

11.20. Reporting (See Chapter 12).

11.20.1. TPFDD and other required data will be obtained from the WRMO. The calculations in the preceding Chapter will be made by the Services Commander.

Chapter 12

WRM REPORTING SYSTEMS

Section 12A—General

12.1. Purpose.

12.1.1. This chapter includes Air Force and Command unique equipment and consumables reporting requirements. The thrust of this chapter is on the PACAF unique reports. As such, it provides detailed guidance in the preparation of such reports.

12.2. Objective.

12.2.1. To track the status (serviceability status, fill rates, authorized vs on-hand, etc) of all prepositioned WRM maintained in PACAF.

12.2.2. To standardize WRM reporting requirements within the Command.

12.2.3. To better manage PACAF's WRM resources utilizing standardized management reports that simplify data collection, analysis and decisions making at all levels of Command.

12.3. Minimize.

12.3.1. All WRM reports transmitted through Defense Message System (formerly AUTODIN) are subject to minimize restrictions.

12.4. Distribution.

12.4.1. The distribution of WRM reports is detailed in this instruction. Unless otherwise specified in this instruction a copy of each WRM report originating at base-level will be sent to the WRMO. The WRMO will maintain the current or latest report submission on file. This may be in hard copy format or electronically provided the latter can be readily identified as the most current. Further, unless otherwise specified in this regulation, a copy of each WRM report originating from or distributed by a HQ PACAF agency will be sent to PACAF/LGX

12.5. Local Reports.

12.5.1. Bases are to develop local reports for the management, control and reporting of WRM. If developed, these reports should be included in the base supplement to this instruction. A report is defined as a document submitted in a standard format on a recurring basis or when certain conditions occur.

Section 12B—WRM Reports

12.6. General.

12.6.1. Each report cited in this chapter will outline the purpose of the report, what is to be reported, who reports, report frequency, report preparation instructions, addressees, security, distribution, Report Control System (RCS), filing and management actions taken as a result of the report. See **Table 12.1.** for a consolidated listing of standardized and command unique reports.

Section 12C—Command Unique Reports

12.7. PACAF Command Unique Reporting Requirements. This section outlines PACAF Command unique reporting requirements.

12.7.1. **Monthly Peacetime Use/Reconstitution Data Report.** This report is due monthly to HQ PACAF/LGX NLT the first "TUESDAY" of each month. It is designed to capture peacetime use/ reconstitution usage trends and cost data. Sample format is provided at **Figure 12.1.** It can also be downloaded from the HQ PACAF LGX website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/WRMReporting.xls**.

12.7.2. **Quarterly WRM Readiness Report.** This classified report is due quarterly to HQ PACAF/ LGX and designed to provide PACAF with an overall assessment of a base/wing's WRM program.

12.7.3. WRM Readiness reporting is required for all bases/wings that store, manage or maintain WRM at their location. The Base/Wing WRM Program Manager is required to report the status of these assets via the format show at **Figure 12.2.** It can also be downloaded from the HQ PACAF LGX website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/Apr01ReportingBriefCV.ppt** .

12.7.4. The Base/Wing WRMO and NCO responsible to the WRMPM are the designated focal points for data collection, report preparation, coordination and transmittal to HQ PACAF.

12.7.5. Unit WRM Program Element Managers and WRM Monitors are responsible for providing their inputs to this report in sufficient time (typically two weeks prior to report due date) to ensure the Base WRMO/NCO have enough time to ensure the report is transmitted HQ PACAF on time. Variations in the basic report format (**Figure 12.2.**) are not authorized. Specific guidance and procedures to include reporting timing, frequency, content etc. are as follow:

12.7.5.1. WRM Readiness reporting will be accomplished via the SIPERNET or classified FAX in the event SIPERNET capability does not exist or is inoperable at the transmitting location. At collocated operating bases in Korea where SIPERNET connectivity is not available around the clock, Detachments will consolidate their inputs to and through the 607 ASUS for release by the ASG Commander.

12.7.5.2. Reporting will take place quarterly on the 15th of October, January, April and July. In the event the reporting date falls upon a non-duty day, units will submit their inputs to HQ PACAF/LGX on the first duty day following the 15th. For example if the 15th should fall on a Saturday, then the report would be due the following Monday the 17th.

12.7.5.3. When reporting any subcategory that falls below C-4, the base or wing WRM Program Manager (Normally the Log Group CC) will provide supporting rationale via the supporting charts as reflected in **Figure 12.2.** Use of supporting charts for subcategories rated C3 or higher is not required, but may be included with the quarterly submittal when deemed appropriate by the Base/Wing WRM Program Manager or at Wing Commanders direction.

12.7.5.4. Reporting shall be limited to the two main categories; Equipment and Consumables and the three main subcategories; Aircraft Support, Beddown and Airfield Operations. The worse case scenario for the commodities within the subcategory, becomes the overall rating for the sub category. In the event a Wing/Base does not maintain or store assets in one of these Categories or subcategories they will indicate this by placing a "Not Applicable" code in the appropriate block. For

example, if the unit does not maintain any Beddown equipment they would simply annotate this with an "N/A" on the overall SORTS chart.

12.7.5.5. S-Ratings (Fill Rates) for an item (equipment or consumable) are derived by taking the number of items on-hand and dividing them by the number of units authorized as reflected in the most recent WRM authorization documents, e.g., WPARR and Vehicle Authorization Listing Units for equipment and PWSP for Consumables. For example, if the Wing/base is authorized 15 -86 Generators and has 12 on hand then the computation would be as follows:

12/15 = .80 x 100 = 80%

12.7.5.6. Taking the number of operational units on-hand and dividing them by the number of units on-hand derives r-Ratings (Mission Capable) for an item (equipment or consumable). For example, if the Wing/base is authorized 15 -86 Generators, has 10 of 12 on hand that are operational then the computation would be as follows:

10/12 = .83 x 100 = 83%

12.7.5.7. Until such time as HQ PACAF Functional Managers can evaluate and determine item criticality for each and every major equipment item and consumable listed in PACAF authorization documents, we will operate using a simplified rating system. For ease of implementation during the first year, to derive the overall rating for a given category and subcategory the overall C-Rating is derived by simply averaging the S and R ratings.

66% + 80% = 148%148%/2 = 74%

12.7.5.8. Suggestions and recommendations to improve upon this format may be provided in writing by simply emailing HQ PACAF/LGX at **mailto:HQPACAF/LGX@hqpacaf.af.mil**.

12.7.6. **Quarterly Operations and Maintenance Spending/Execution Status Report.** This report is required NLT the 15th of October, January, April and July as specified in **Chapter 7**. It helps the CWRMO and PEM monitor the expenditure of WRM O&M funds. It supplements, but does not replace the existing expenditure reports that are available through the financial management system. See **Chapter 7**, **Figure 12.2.** for report format. Copies of this MS Excel spreadsheet are available for download from the HQ PACAF/LGXW website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/WRM-QRF.htm**.

12.7.7. **Monthly Unfunded Update Report.** This report is provided by the Base WRMPM to the Command WRMPM to provide complete insight into all base/wing WRM unfundeds. It is used at Command levels to prioritize overall Command Unfunded requirements regardless of whether or not they appear on a Base/Wing's Top Ten listing. See **Chapter 7**, **Figure 12.3.** for report format. Copies of this MS Excel spreadsheet are available for download from the HQ PACAF/LGXW website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/WRMQRFunfunded.htm**.

12.7.8. **Bi-Annual Budget Execution Report.** This twice a year report is due to HQ PACAF/LGX by 1 Feb and 15 July each year. It is used to request/justify additional funds that sometimes become available during the Spring and Summer budget review cycle conducted by Air Staff each year. See **Chapter 7**, **Figure 12.4.** for report format. Copies of this MS Excel spreadsheet are available for download from the HQ PACAF/LGXW website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/WRM-BERFormat.htm**.

12.7.9. **Annual WRM Storage and Maintenance Facilities Requirements Report.** The annual report is provided to HQ PACAF/LGX and CEX/CEP NLT 15 November each year and is designed to capture WRM facilities requirements. It is used by the CWRMO and staff to ensure WRM facilities (storage and maintenance) requirements are included in Base/Wing General Plans that are submitted to HQ PACAF. Sample format is provded at **Figure 12.3.** Copies of the report format are also available for download via the PACAF LGXW Website at **https://www.hqpacaf.af.mil/lg/lgx/wrm/wrmstorage.zip**.

12.7.10. **War Plans Additive Requirements Report (WPARR, Part II).** After the RCS:HAF-LEY (SA)8245, Part I reports are received from other using MAJCOMs, these reports are combined with HQ PACAF-directed, and PACAF base-requested WRM equipment requirements. The total requirements comprise the unclassified WPARR sent to PACAF bases. The report is prepared by PACAF/LGSW according to AFMAN 23-110, Volume II, Part Two, Chapter 22 and Volume IV, Part One, Chapter 1. The WPARR Part II is released annually by HQ PACAF LGS/LGX. It details WRM equipment authorizations by location and is transmitted electronically by the Command Equipment Management Officer (CEMO) through the RSS to the Bases/Wing Supply EME section and Base WRMO. Details for processing/reconciling this report are included in **Chapter 3**, **Chapter 4** and **Chapter 10**.

12.7.11. **Racks, Adapters, Pylons (RAP) Status Report (RAPSTAT).**

12.7.11.1. This report applies to Seventh Air Force units that store, maintain, inspect or otherwise handle WRM RAP. The purpose of this two tiered reporting is to provide RAP managers at all levels with more insight into the current status of RAP authorizations, shortfalls, excesses and serviceability status. It consists of two separate but related reports. The first is the monthly detail report that all Main and Collocated Operating Bases prepare and submit to 7 AF. The second is the consolidated NAF report that is submitted to HQ PACAF/LGW/LGX/LGS. Reports are submitted on the first duty day of the reporting month. Formats for this report are shown at **Figure 12.4.** and **Figure 12.5.**

12.7.12. (Added-7AF) Monthly COB Status Report (CSR). COB WRMO provides this report to 607 ASUS/LGP by the 10th of each month. Report is optional for MOBs. The format in **Attachment 1** is required. Additional information may be added to the CSR at the discretion of the WRMO.

Section 12D—Standardized WRM Reports

12.8. Maintenance Tracking Report.

12.8.1. Used internally to provide maintenance activities with a monthly forecast of WRM assets requiring periodic inspection, as required by applicable T.O.s and this instruction. Card decks or floppy diskettes required for input with this program will be developed and maintained by the War Readiness Section (WRS). Use of this program will negate the need to maintain DD Forms 1227 (Care and Preservation Control and Historical Record) on items requiring periodic inspection.

12.9. War Plans Additive Requirements Reports - Part I.

12.9.1. Used by other using MAJCOMS to input their WRM equipment requirements to HQ PACAF. This unclassified report is received by PACAF/LGSW on an annual basis. See Section C, **Chapter 4** for additional details.

12.10. Special Spares Listing (R-34).

12.10.1. The R34 is a listing of special spares authorizations in support of equipment items listed in the WPARR part II. Typically for each equipment item listed in the WPARR there is an associated spare. These spares are reflected in the R34. The R34 listing is used to perform special spares reconciliation, identify shortages and excesses, and facilitates inventory of WRM spares.

12.11. Wartime Consumables Distribution Objective (WCDO) Report.

12.11.1. The WCDO is the AF master authorization document used for consumables. It is built using LOGFAC system. Since most PACAF Wings lack access to LOGFAC and training, PACAF supplements the WCDO with the PWSP. The WCDO is prepared by HQ PACAF LGXW and released annually NLT 1 September per AFI 25-101. The WCDO is classified SECRET. All PACAF wings must download the latest WCDO and PWSP from the PACAF LGX SIPERNET website.

12.12. Q07 Report.

12.12.1. This quarterly report is used by base, NAF, and Command WRM managers to identify WRM/RSP shortages. LGS processes this report quarterly to determine and track unsupportable funding requirements budget codes 9 items. The Base WRMO in conjunction with the Funds Manager must review and validate the items listed on the Q07 quarterly. The report identifies all "F" supportability code shortages. LGX and LGS will coordinate with NAF/MAJCOM WRM FAMs on any shortage or excess.

12.13. R07 Report.

12.13.1. The R07 report is a listing of WCDO/PWSP details. The WRMO/WRMNCO and consumable commodity managers use this report to perform WCDO/WRM asset reconciliations to identify out of balance conditions (shortfalls or overages) and to verify WCDO/PWSP authorizations are properly reflected in the supply system. This report should be processed quarterly by base supply and distributed to the WRMO and the affected unit WRM monitors.

12.14. Pallet and Net Report .

12.14.1. The WRM Manager will report excess and shortages to the base pallet and net monitor and the WRMO/NCO quarterly (NLT the 1st of every Jan., Apr., Jul., and Oct) via the 463L System Pallet and Net Control Report (8701).Units storing pallet and nets will maintain a record of inspections. A copy of the inspection record will be sent annually to the WRMO/NCO NLT 31 August.

12.15. R18 SBSS/LOGFAC Interface Report.

12.15.1. This automated report will be processed monthly, NLT the 25th of each month. Reporting is accomplished by the local LGS to HQ ACC/LGX via the Standard Base Supply System (SBSS). The WRMO, LGS, and WRM monitors must ensure the R07, R14, and R34 listings reflect current authorizations and on-hand balances prior to release of the R18 LOGFAC Report. PACAF LGX/LGS will coordinate with the applicable NAF/MAJCOM WRM FAMs on any shortage or excess.

12.16. Limiting Factor (LIMFAC) Report.

12.16.1. The WRMO will ensure that WRM LIMFACs are included in the quarterly Wing LIMFAC Report, as required.

12.17. SORTS Reporting.

12.17.1. Bare Base units report SORTS data against the mission stated in their Designed Operational Capability (DOC) Statement, as applicable. Each unit must determine and report their status on the basis of equipment/support MRSP assigned. The Critical Item Listing for HE sets/packages is located along with the WPARR information via PACAF/LGSW home page at **https://www.hqpacaf.af.mil/lg/lgs/lgsw/lgsw.htm**

12.17.2. Commanders of bare base SORTS reporting units: Submit SORTS reports as required by AFI 10-201 and this chapter. Review and approve all C-level and support data percentages in each measured area. Determine unit overall C-level based on objective and subjective factors. Include remarks that clarify, justify, or provide additional information concerning SORTS data, as follows: subjective C-level by number of sets/packages; critical items short; funding required and dollar amount; number sets/packages deployed or under reconstitution; and fill rate. Maintain supporting data concerning the readiness status of individual bare base sets/packages, equipment, and supplies. HE remarks should read as follows:

	Total Fill Rate	Critical Fill Rate
Equipment		
Support MRSP	Percentages	Percentages
Spares	Percentages	Percentages

12.17.3. Critical items are defined as minimum essential items required to perform the mission at a deployed site during the initial stages of any deployment operation.

12.17.4. HE sets will be broken out and reported using SORTS oriented terms for fill rates (i.e., on hand supplies) and readiness (i.e., equipment condition). These terms are displayed as follows:

ESSA/ERSA	Measured Areas
1.	HE Housekeeping Sets and Cold Weather Package
6.	HE (EALS) / (MAAS)
9	T-550 (when approved in AFI 10-201)

12.17.5. Personnel P-levels are based on personnel UTCs tasked, if applicable and developed according to criteria contained in AFI 10-201, Chapter 4. Refer to Mission Capability Statement (MISCAP) for UTCs containing critical AFSC requirements. The standard Command Post SORTS worksheets are used to calculate the overall unit status.

12.17.6. Required equipment and supplies S-levels are based on critical equipment and MRSP are authorized for items identified in the bare base SORTS Critical Item List, as applicable. Authorized suitable substitutes may be used. Use the Bare Base Critical Item List to calculate these levels.

12.17.7. The overall unit C-level is based on the applicable measured areas described above and the commander's assessment. The standard Command Post worksheets are used to calculate the overall unit status.

12.17.8. **Main Operating Bases will submit their SORTS report directly to the base Command Post. Collocated Operating Bases submit SORTS data to the Numbered Air Force Air Support Group. The ASG then consolidates the combined data into a report and submits to the Command Post for review.**

Table 12.1. WRM Reports.

PACAF UNIQUE REPORTS		FREQUENCY	SENDER	RECIPIENT
1	Peacetime Use/Reconstitution Data Report	Monthly	Base WRMO	CWRMO
2	WRM Readiness Reporting	Quarterly	Base WRMPM	Command WRMPM PACAF/LGX
3	O&M Spending and Execution Status Report	Quarterly	Base WRMO	CWRMO/PEM PACAFLGXW
4	Unfunded Update Report.	Semi-Annually	Base WRMPM	PACAF/LGX and or CWRMO
5	WRM Storage and Maintenance Facilities Requirements Report	Annually	Base WRMO	PACAF/LGX/CEX/CEP
6	WPARR (Part II)	Annual	PACAF LGSW	Each Base
7	Racks, Adapters, Pylons Status Report (RAPSTAT)	Monthly	7th AF Units	CRWMO, NAF and MAJCOM RAP Managers
STANDARDIZED AF REPORTS		**FREQUENCY**	**SENDER**	**RECIPIENT**
8	Maintenance Tracking Report	As Required	Unit WRM Monitors	Designated maintenance activity
9	WPARR (Part I)	Annual	Other MAJCOM PACAF Wings	PACAF LGSW
10	Special Spares Listing (R-34)	Annually	Each Base	PACAF LGSW
11	Mobility Readiness Spares Package Listing (R43)	Annually	Each Base	PACAF LGSW
12	WCDO	Annually	CWRMO	All PACAF Bases
13	Q07	Quarterly	Local LGS	Base WRMO Unit WRM monitors

14	R07	Quarterly	Local LGS	Base WRMO Unit WRM monitors
15	Pallet And Net Report	Quarterly	WRM Manager	PACAF LGTR
STANDARDIZED AF REPORTS		**FREQUENCY**	**SENDER**	**RECIPIENT**
16	R18 LOGFAC Report	Monthly	Local LGS	ACC LGX
17	LIMFAC Report	Quarterly	Base LGX	HQ PACAF/LGX
18	SORTS	Monthly	As Applicable	PACAF DOC

Figure 12.1. Sample of Quarterly Peacetime Use/Reconstitution Data Report.

Peacetime Use Case Number	What Was Used (NSN)	Brief Description	Quantity	Duration of Use	Using Organization
Using Organization Fund Cite	**Funding Source**	**Date of Funding Document**	**Document Control Number**	**Funding Amount**	**Actual Reconstitution Cost**

Figure 12.2. Quarterly WRM Readiness Report.

* * * NOTIONAL! NOT CLASSIFIED* * *

7AF

END ITEM	LOCATION	C RATINGS LAST	C RATINGS LEVEL	CAPABILITIES AC	CAPABILITIES BDN	CAPABILITIES AFO	EGBD	FORECAST 3 MO / 6 MO
EQUIPMENT	OSAN	3	3	2		3	31-DEC-01	3S / 2S
CONSUMABLES	OSAN	2	2	3		2	01-AUG-01	2R / 1R
EQUIPMENT	KUNSAN	2	2	2		3	01-AUG-02	2S / 2R
CONSUMABLES	KUNSAN	1	1	1		1		1 / 1
EQUIPMENT	SUWON	2	2	2	1	1	15-JAN-02	2S / 2S
CONSUMABLES	SUWON	3	3	3	3	3	15-DEC-01	2R / 2S
EQUIPMENT	KWANG JU	1	1	2	1	1	31-DEC-01	1 / 1
CONSUMABLES	KWANG JU	2	2	1	1	3	31-DEC-01	1 / 1
EQUIPMENT	TAEGU	1	1	1	1	1		1 / 1
CONSUMABLES	TAEGU	2	2	3	1	1	31-DEC-01	2S / 2R
EQUIPMENT	KIMHAE	1	1	1	1	1		1 / 1
CONSUMABLES	KIMHAE	2	2	3	1	1	31-DEC-01	2S / 2R

C-1 1 WRM is available and ready to support FULL wartime function
C-2 2 ... BULK portion ...
C-3 3 ... MAJOR portions ...
C-4 4 .... portions ...
C-5 5 WRM is not available or mission ready

Legend

AC = Aircraft Spt
BDN = Beddown
AFO=Airfield Ops

Legend
EGBD / FORECAST
Improved
No Change
Worse

* * * NOTIONAL! NOT CLASSIFIED * * *

Base X Equipment Summary

- Aircraft Support (S Rating 3)
  - Short 30 Pieces of AGE, WBEL Inop
  - GW Actions: All AGE on Order, but Depot Funded WBEL Parts Due in 30 April 01
  - GW Date: Jan 02
- Aircraft Support (R Rating 2)
  - 82 of 112 Pieces of AGE & MHE FMC
  - Back-ordered Parts and Benchstock - partial
  - GW Date: ? Oct 01

Figure 12.3. Sample Annual WRM Storage and Maintenance Facilities Requirements Report.

STORAGE CAPABILITIES						
BLDG OR STORAGE AREA TYPE	**STORAGE AREA DESCRIPTION**	**BLDG NUMBER**	**BLDG OWNER OFF SYMBOL**	**SQUARE FOOTAGE USED**	**TYPE OF WRM COMMODITY USED**	**NUMBER OF MONTHS COMMODITY HAS BEEN STORED AT THIS LOCATION**
KSPAN	INDOOR TEMPERATURE CONTROLLED	2110	607 MMS, DET 2/LGT	12500	vehicles/mhe	36

STORAGE REQUIREMENTS							
WRM STORAGE PROJECT REQUIRE-MENT AND DESCRIP-TION	**SQUARE FOOT-AGE REQUIRED**	**PROJECTED START**	**FACILITIES BOARD PRIORITY # OR RANKING IN BASE GENERAL PLAN**	**TYPE OF CONSTRUC-TION**	**EST COST**	**PRO-JECTED BLDG OWNER OFFICE SYMBOL**	**REMARKS**
AGE FACILITY	40000	FY01	17	MINOR	500000	36 ABW/ MXS	(PRO-POSE D OPTIONS: FOR EXAMPLE, RELOCA-TI ON OF MALPOSI-T IONED ASSETS, REWARE-H OUSING PROJECTS, STORAGE OF WRM IN UNUSED AIRCRAFT SHELTERS, ETC. THE LATTER CAN BE APPROVED BY THE BASE WRM REVIEW BOARD.

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 12.4. Annual WRM Storage and Maintenance Facilities Requirements Report.

MAINTENANCE CAPABILITIES						
BLDG OR MAINTENANCE AREA TYPE	**MAINTENANCE AREA DESCRIPTION**	**BLDG NUMBER**	**BLDG OWNER OFFICE SYMBOL**	**SQUARE FOOTAGE USED**	**TYPE OF WRM COMMODITY MAINTAINED**	**NUMBER OF MONTHS COMMODITY HAS BEEN MAINTAINED AT THIS LOCATION**
(K-SPAN, MAINTENANCE BAY, WAREHOUSE ETC)	E.G., OUTSIDE OR INSIDE COVERED OR UNCOVERED MAINTENANCE	123	51ST TRANS	12500	E.G., AGE, RRR, VEHICLES ETC.	16

MAINTENANCE REQUIREMENTS							
MAINTENANCE PROJECT REQUIREMENT AND DESCRIPTION	**SQUARE FOOTAGE REQUIRED**	**PROJECTED START**	**FACILITIES BOARD PRIORITY RANKING IN BASE GENERAL PLAN**	**PROJECT TYPE, MINOR OR MAJOR CONSTRUCTION**	**EST COST**	**PROJECTED BLDG OWNER OFFICE SYMBOL**	**REMARKS**
AGE FACILITY	40000	FY01	17	MINOR	500000	36 ABW/ MXS	FOR EXAMPLE, MAINTENANCE OF WRM EQUIPMENT IN IN OTHER BASE FACILITIES, CONTRACTORS FACILITY

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 12.5. Monthly Base RAPSTAT Detail Report.

WORKSHEET 1												
MEMORANDUM FOR: DET 2 607MMS CC												
607MMS LGX												POC: TSGT DOE
FROM: DET 2 607MMS RAP QAE						**Date:**						DSN788-5445
SUBJECT: RAP STATUS REPORT												E-MAIL: JOHN.DOE @osan.af.mil
002WR												

DETAIL	EQUIPMENT	NSN	ITEM ID CODE	TOTAL AUTH	TOTAL ASGN	TOTA L AWP	TOTAL SERV	TOTAL REQ	TOTAL ON ORD	TOTAL SERV RATE	TOTAL AUTH RATE	REMARKS
0029	20MM GUN	1005-00-056-6753	625Z	1	2	0	2	0	0	100%	100%	SEE REMARK PAGE
0030	20MM BARRELS	1005-00-787-9802	660Z	6	12	0	12	0	0	100%	100%	SEE REMARK PAGE
0007	20MM BREECH BOLT	1005-01-042-9821	652Z	6	12	0	12	0	0	100%	100%	SEE REMARK PAGE
0001	30MM GUN GAU-8/A	1005-01-063-5629	642Z	8	3	0	3	5	0	100%	100%	AWAITING HQ LGS
0002	30MM BARRELS	1005-01-142-8146	643Z	66	94	0	94	0	0	100%	100%	SEE REMARK PAGE
0004	30MM BREECH BOLT	1005-01-061-3589	651Z	56	2	0	2	54	54	100%	100%	SEE REMARK PAGE
0003	TER-9/A	1095-00-964-3182	179X	2	2	0	2	0	0	100%	100%	
0020	TER-9/A MODIFIED	1095-01-229-3821	178X	16	16	0	16	0	0	100%	100%	
0019	LAU-117A V3A	1440-01-282-5342	174X	24	24	0	24	0	0	100%	100%	
0005	LAU-88/A	1440-01-084-6111	192X	6	6	0	6	0	0	100%	100%	
		TOTAL		**191**	**173**	**0**	**173**	**59**	**54**	100%	100%	
002XS												
DETAIL	**EQUIPMENT**	**NSN**	**ITEM ID CODE**	**TOTAL AUTH**	**TOTAL ASGN**	**TOTA L AWP**	**TOTAL SERV**	**TOTAL REQ**	**TOTAL ON ORD**	**TOTAL SERV RATE**	**TOTAL AUTH RATE**	**REMARKS**
0029	20MM GUN	1005-00-056-6753	625Z	1	2	0	2	0	1	100%	200%	Authorization Change
0002	30MM BARRELS	1005-01-142-8146	643Z	66	94	0	94	0	28	100%	142.42 %	Authorization Change
0007	20MM BREECH BOLT	1005-01-042-9821	652Z	6	12	0	12	0	6	100%	2000%	Authorization Change
0030	20MM BARRELS	1005-00-787-9802	660Z	6	12	0	12	0	6	100%	200%	Authorization Change
		TOTAL		**191**	**173**	**0**	**173**	**59**	**54**	100%	100%	

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Actual worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

WORKSHEET 2, REMARKS						
			RAP STATUS REPORT			
			AS OF 9 APR 01			
	TOTAL RAP ASSETS ON ORDER					
DETAIL	**ITEM**	**QTY**	**REQ NO**	**EDD**	**STAT**	
0004	30MM BREECH BOLT	54	FB526192730391	20010901	BV	
	CONDITION OF ITEMS		**CONDITION**		**STATUS**	
	AWP STATUS		**ACTION REQUIRED**		**STATUS**	
	NONE					
	TCTO		**ACTION REQUIRED**		**STATUS**	
0005	LAU-88/A	6	**PMC** FOR TCTO 11L1-2-10-506		REQ HQ INSTRUCT	
DETAIL	**EXCESS**	**QTY**	**ACTION REQUIRED**		**STATUS**	
0029	20MM GUN	1	AWAITING INSTRUCTIONS		SERVICEABLE	
0002	30MM BARRELS	28	AWAITING INSTRUCTIONS		SERVICEABLE	
0007	20MM BREECH BOLTS	6	AWAITING INSTRUCTIONS		SERVICEABLE	
0030	20MM BARRELS	6	AWAITING INSTRUCTIONS		SERVICEABLE	

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NOTE 2. Actual worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

WORKSHEET 3

	MEMORANDUM FOR:				POC:	TSGT GRAY	DSN: 788-5445	
	FROM:	DET 2 607 MMS RAP QAE			Date			
		SUBJECT:		On Hand Assets Net Worth				
			NUM	**ON**		**TOTAL**	**PRICE**	**AUTH**
Notes	**NOMENCLATURE**	**NSN**	**AUTH**	**HAND**		**COST**	**EACH**	**PERCENT**
1	20MM GUN	1005-00-056-6753	1	2	Ea	$29,154.32	$14,577.16	200%
2	20MM BARREL	1005-00-787-9802	6	12	ea	$5,898.60	$491.55	200%
3	20MM BREECH BOLT ASSY	1005-01-042-9821	6	12	ea	$3,894.12	$324.51	100%
4	30MM GUN GAU-8/A	1005-01-063-5629	8	3	ea	$348,970.71	$116,323.57	37.50%
5	30MM BARRELS Gain twist	1005-01-142-8146	66	94	set	$1,792,286.72	$19,066.88	142.42%
7	30MM BREECH BOLTS	1005-01-061-3589	56	2	ea	$6,586.88	$3,293.44	3.57%
8	TER 9/A	1095-00-964-3182	2	2	ea	$3,479,605.24	$1,865.37	100%
9	TER-9A MOD	1095-01-229-3821	16	16	ea	$94,375.68	$5,898.48	100%
12	LAU-117 V3A	1440-01-282-5342	24	24	ea	$231,626.40	$9,651.10	108.67%
13	LAU-88A/A	1440-00-084-6111	6	6	ea	$129,291.78	$21,548.63	100%
								107.04%
	TOTAL AUTH	**191**				**ON HAND**		
	TOTAL ON HAND	**173**				**NET WORTH**	**$6,121,690.45**	

Notes				
COLOR CODE	**NOMENCLATURE**	**CONDITION**	**ON HAND AMOUNT**	**REMARKS**
RED	**N/A**	**N/A**	**N/A**	**N/A**
YELLOW	INDICATES SHORTAGE OF ITEM			
4	30MM GUN GAU-8/A		3	SHORT 5 AWAITING HQ LGS
7	30MM BREECH BOLTS		2	SHORT 54 Req. No. FB526192730391

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Actual worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

Figure 12.6. Monthly NAF RAPSTAT Report.

WORKSHEET 1							
MEMORANDUM FOR RECORD: 607 ASUS/ LGS // LGM // LGP							
FROM: 7th AF WRM RAP WEAPONS MANAGER							
SUBJECT: WRM RAP EXCESS			**14-Jun-01**				**PER New PACAF WRM Storage Plan - 01 and HQ PACAF message**
		Supercedes all previous reports					
BASE	**NSN**	**ITEM**	**R07 DETAIL**	**AUTH**	**ON HAND**	**EXCESS**	**REMARKS**
OSAN	1440-00-084-6111	**LAU-88/A**	**0110**	4	5	**1**	**Will RDO to Taegu 1June 01**
	1005-01-042-9821	20MM Breech Bolt	0003	6	30	**24**	**Per HQ PACAF direction (MSgt Crampton) Excess guns and accessories will not be redistributed…await new NCAA requirements**
	1005-00-787-9802	20MM Barrel	0033	6	30	**24**	
	1005-00-056-6753	20MM Gun	0092	2	4	**2**	
	1005-00-903-0933	7.62MM GAU 2 Barrel	0001	66	96	**30**	
	1005-01-142-8146	30MM BARREL SET	0045	0	29	**29**	
	1005-01-251-9701	**M240 Barrels**	**0005**	11	13	**2**	**2 Will RDO to Taegu June 01**
KUNSAN	1005-00-056-6753	20MM GUNS	4000/4001	2	5	**3**	**Per HQ PACAF direction no redistribution On hold for new NCAA requirements**
	1005-00-787-9802	20MM BARRELS	2000/2001	12	36	**24**	
	1005-01-042-9821	20MM BREECH BOLT	4030/4031	6	36	**30**	
	1440-01-302-1386	**LAU-118**	**2022**	18	25	**7**	**5 will RDO to Osan /// 2 for off Pen HQ Req**
DET 1	1005-00-056-6753	20MM GUN	1005	1	2	**1**	**Per HQ PACAF direction no redistribution On hold for new NCAA requirements**

	1005-00-787-9802	20MM BARRELS	1010	6	12	**6**	
	1005-01-042-9821	20MM BREECH BOLTS	1040	6	12	**6**	
	1005-00-903-0933	GAU-2B-A BARREL	1025	84	216	**132**	
	1005-01-287-2518	**.50 CAL GUN**	**1075**	1	8	**7**	
	1005-00-726-5156	.50 CAL Barrels	1065	1	4	**3**	
	1095-01-229-3821	TER-9/A MOD	1050	16	117	**101**	**PROCESSED AWAIT TMO PICK UP JUNE 01**
	1440-01-282-5342	LAU-117A (V) 3A	1045	4	21	**17**	
DET 2	1005-00-056-6753	20MM GUN	0029	1	2	**1**	**Per HQ PACAF direction no redistribution On hold for new NCAA requirements**
	1005-01-042-9821	20MM B BOLTS	0007	6	12	**6**	
	1005-00-787-9802	20MM BARRELS	0030	6	12	**6**	
	1005-01-142-8146	30MM BARRELS	0002	66	94	**28**	
DET 3	1005-00-056-6753	20MM GUN	0036	2	4	**2**	**Per HQ PACAF direction no redistribution On hold for new NCAA requirements**
	1005-00-787-9802	20MM BARRELS	0022	6	36	**30**	
	1005-01-042-9821	20MM BREECH BOLT	0020	12	30	**18**	
	1440-01-316-1238	LAU-128A/A	0037	68	208	**140**	**Processed await TMO pickup June 01**
			PENINSULA TOTAL EXCESS			**680**	
			SUBTRACT ON PEN RDO'S			**8**	
			TOTAL FOR OFF PEN RDO			**672**	
NOTE:	**This is a living document, information will be updated as status changes**						
							POC MSgt Naehu DSN 784-2225

					7th AF WRM Weapons Manager

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Actual worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

WORKSHEET 2								
MEMORANDUM FOR RECORD: 607 ASUS/ LGS // LGM // LGP								
FROM: 7th AF WRM RAP WEAPONS MANAGER								
SUBJECT: WRM RAP EXCESS			**14-Jun-01**				**PER New PACAF WRM Storage Plan - 01 and HQ PACAF message**	
		Supercedes all previous reports						
BASE	NSN	ITEM	RO7 DETAIL	AUTH	ON HAND	**TOTAL SHORT**	ON ORDER	REMARKS
OSAN	1440-01-302-1386	LAU-118	0022	12	7	**5**	**RDO**	**ON PENINSULA FILL// RDO 5 FROM KUNSAN'S ACCOUNT**
	1005-01-251-9701	7.62MM BARREL	0005	11	0	**11**	**16**	**FB529492229677 (28) stat BS, EDD 01161**
	1005-01-252-4288	M240/D GUN	0007	11	0	**11**	**8**	**FB529492310256 (8) stat BB, EDD 02018**
	1005-01-063-5629	30MM GUN	0135	4	3	**1**	**0**	**BASED OFF OF NEW PWSP 01, AWAIT STOCK FUNDS CURRENTLY NOT LOADED ON RO7'S / QO7, AWAIT HQ PACAF LGS (ARE THESE REQUIREMENTS FUNDED ??)**
	1005-01-198-2071	CHUTE ASSY FIXED 30MM	ADD	4	0	**4**	**0**	
	1005-00-903-0751	GUN GAU-2B-A	ADD	11	0	**11**	**0**	
	1005-00-558-5284	EXIT UNIT	ADD	4	0	**4**	**0**	
	1005-01-028-0626	TRANSFER UNIT	ADD	4	0	**4**	**0**	
	1005-01-052-5278	TURNAROUND UNIT 30MM	ADD	4	0	**4**	**0**	
	1005-01-053-9255	ACCESS UNIT 30MM	ADD	4	0	**4**	**0**	
	1005-00-558-5216	ENTRANCE UNIT 30MM	ADD	4	0	**4**	**0**	
	1005-01-061-2723	TENSION EQUALIZER	ADD	4	0	**4**	**0**	

	OUTLOAD REQUIREMENT							
	1005-01-287-2518	GAU-18 .50 CAL GUN	**RDO**	1	0	**1**	**RDO**	**ON PENINSULA FILL// RDO 1 FROM TAEGU'S ACCOUNT**
	1005-00-903-0751	GAU-2B-A GUN	ADD	14	0	**14**	**0**	**BASED OFF OF NEW PWSP 01, STOCK FUNDS REQUIRED ASSETS NOT ON ORDER RO7'S AUTHORIZATIO NS LOADED**
KUNSAN	NO REQUIREMENTS					**0**		
DET 1	1015-00-107-4726	105MM GUN	1015	2	1	**1**	**0**	**BASED OFF OF NEW PWSP 01, STOCK FUNDS REQUIRED ASSETS NOT ON ORDER RO7'S AUTHORIZATIO NS LOADED**
	1015-00-107-5140	105MM BARREL	1020	2	1	**1**	**0**	
	1440-00-084-6111	LAU-88A	1035	2	1	**1**	**RDO**	**ON PENINSULA FILL// RDO 1 FROM OSAN ACCOUNT**
	1005-01-350-8533	25MM BREECH BOLTS	ADD	25	0	**25**	**0**	**BASED OFF OF NEW PWSP 01, STOCK FUNDS REQUIRED ASSETS NOT ON ORDER RO7'S AUTHORIZATIO NS LOADED**
	1005-01-251-9701	M240/D 7.62MM BARREL	ADD	14	0	**14**	**RDO**	**ON PENINSULA FILL// RDO 2 FROM OSAN ACCOUNT**
DET 2	1005-01-061-3589	30MM BREECH BOLTS	0004	56	16	**40**	**173**	**FB52619273091 (173) stat BV, EDD 00327**

	1005-01-063-5629	30MM GUN (GAU-8)	0001	8	5	3	RDO	**3 MORE REQUIRED THROUGH STOCK FUNDS AWAIT HQ ACTION**
DET 3	1560-01-155-6908	SUU-59B/A	0030	18	0	5		**/// ASSETS BEING ORDERED /// WILL RDO 1 EACH SUU-73 FROM KUNSAN ACCOUNT**
	1560-01-231-4665	SUU-73/A	0033	8	7	1	RDO	
			TOTAL SHORTAGE			**289**		
	NOTE: This is a living document, information will be updated as status changes		Supersedes all previous reports					
						POC MSgt Naehu DSN 784-2225		
						7th AF WRM Weapons Manager		

NOTE 1. Sample worksheet only. All worksheets can be down loaded from the HQ PACAF/LGXW Website or Contact us at DSN 449-6200 X 100-101,102, 124.

NOTE 2. Actual worksheets will be in landscape mode. Worksheets shown above were formatted in portrait mode to satisfy HQ PACAF/IM publication requirements.

PAMELA D. CARTER, Colonel, USAF
Assistant Director of Logistics

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

Abbreviations and Acronyms

A—Annual (pertaining to an RCS designator)

AAFES—Army/Air Force Exchange System

AAS—Aircraft Arresting System

ABFDS—Aerial Bulk Fuel Delivery System

ACR—Allowance Change Request (automated AF Form 601)

AFEMS—Air Force Equipment Management System

AFSF—Air Force Stock Fund

AGE—Aerospace Ground Equipment

ALC—Air Logistics Center

ALOC—Aviation Logistics Operations Center

AME—Alternate Mission Equipment

APOD/E—Aerial Port of Debarkation/Embarkation

AR—As Required; used in the RCS designator

ARMS—Ammunition Reporting and Management System

AS—Allowance Standard (formerly TA)

ASC—Allowance Source Code (equipment)

ASI—Annual Safety Inspection

AVGAS—Aviation Gasoline

BCE—Base Civil Engineer

BDFA—Basic Daily Food (Food service) Allowance

BFMO—Base Fuels Management Office

BOI—Basis of Issue (Equipment TAs) (note: TA's were replaced by AS)

BOS—Base Operating Support

BPU—Base of Planned Use (Equipment); same as POB.

BSP—Base Support Plan

CA/CRL—Custodian Authorization/Custody Receipt Listing

CEMO—Command Equipment Management Office

COB—Collocated Operating Base

COS—Chief of Supply

CPC—Corrosion Prevention Compound

CRAF—Civil Reserve Air Fleet

CWRMO—Command War Reserve Materiel Officer

CY—Calendar Year

DECA—Defense Commissary Agency

DESC—Defense Energy Support Center

DLA—Defense Logistics Agency

DLSC—Defense Logistics Supply Center

DODIC—Department of Defense Identification Code

DOS—Days of Sustainability (Supply)

DTG—Date/Time Group (messages)

D040—Readiness Spares Package authorization document

EAID—Equipment Authorization Inventory Data

EALS—Emergency Aircraft Light System

ECD—Estimated Completion Date

EDD—Estimated Delivery Date

EFTO—Encrypt for Transmission Only

ELO—Equipment Liaison Office

EOD—Explosives Ordnance Disposal

EPSF—Expenditure Per Sortie Factor

ERRC—Expendability, Repairability, Recovery Code

ERSA—Equipment Condition Measured Sub-Area

ESSA—Equipment and Supplies On-Hand Measured Sub-Area

ETIC—Estimated Time In-Commission

FAC—Functional Account Code

FAD—Force Activity Designator

FAM—Functional Area Manager

FDO—Foreign Disclosure Office

FMB—Financial Management Board

FMC—Fully Mission Capable

FMS—Foreign Military Sales

FSC—Federal Supply Class

FSG—Federal Supply Group

FOL—Forward Operating Location

FUB—Facilities Utilization Board

FWG—Financial Working Group

FY—Fiscal Year

GOX—Gaseous Oxygen

GPH—Gallons Per Hour

GPM—Gallons Per Minute

GPLD—Government Property Lost or Destroyed

GSD—General Support Division

GSOP—General Support Operating Program

HE—Harvest Eagle Set

HNS—Host Nation Support

HK—Housekeeping Set

ICT—Integrated Combat Turnaround

IFR—In-Flight Ration

IG—Inspector General

IIC—Item Identity Code

IMP—Inventory Management Plan

ISSA—Interservice/Intraservice Support Agreement

JSCP—Joint Strategic Capability Plan

JU—Joint-Use

KS—Kitchen Set

LAARC—Locally Assigned Ammunition Reporting Code

LG—Logistics Group Commander

LIN—Liquid Nitrogen

LOC—Lines of Communication

LOGDET—Logistics Detail (MEFPAK)

LOGFAC—Logistics Feasibility Analysis Capability

LOGFOR—Logistics Force Packaging (MEFPAK)

LOX—Liquid Oxygen

LRC—Logistics Readiness Center

LRU—Line Replacement Unit

LSF ——Logistics Support Flight

LTI—Limited Technical Inspection

M—Monthly (pertaining to an RCS designator)

MAAS—Mobile Aircraft Arresting System

MANFOR—Manpower Force Packaging

MASO—Munitions Accountable Systems Officer

MCP—Military Construction Program

MDS—Model/Design/Series

ME—Mobility Equipment

MEFPAK—Manpower and Equipment Force Packaging System

MER—Multiple Ejection Rack (WCDO)

MET—Management Engineering Team

MFF—Meal Flight Food service

MHE—Materials Handling Equipment

MICAP—Mission Capability

MMF—Material Management Flight

MOB—Main Operating Base

MOU—Memorandum of Understanding

MRE—Meal Ready to Eat

MRSP—Mobility Readiness Spares Package

NAF—Numbered Air Force

NCAA—Nonnuclear Consumables Annual Analysis

NEO—Noncombatant Evacuation Order

NMC—Not Mission Capable

NMCM—Not Mission Capable, Maintenance

NMCS—Not Mission Capable, Supply

NSN—National Stock Number

O&M—Operations and Maintenance

OCR—Office of Collateral Responsibility

OD—Olive Drab

OI—Operating Instruction

OL—Operating Location

OPR—Office of Primary Responsibility

ORI—Operational Readiness Inspection

OSF—Operations Support Flight

PAA—Primary Aircraft Authorization

PD—Programming Document

PEC—Program Element Code

PHK—PACAF Housekeeping Set

PG—Programming Guidance

PMC—Partially Mission Capable

POB—Planned Operating Base

POL—Petroleum, Oil and Lubricants

POM—Program Objective Memorandum

POS—Primary Operating Stock

PPM—parts per million

PWSP—PACAF WRM Storage Plan

Q—Quarterly (pertaining to an RCS designator)

QUP—Quantity Unit Pack

RAP—Racks, Adapters, Pylons

RC/CC—Responsibility Center/Cost Center

RCS—Report Control Symbol

RDD—Required Delivery Date

RDO—Redistribution Order

REMS—Registered Equipment Management System

ROS—Report of Survey

RR—Remove and Replace

RRR—Remove, Repair and Replace or Rapid Runway Repair

RSP—Readiness Spares Package

RURK—Rapid Utility Repair Kit

SA—Semiannual (pertaining to an RCS designator)

SAAM—Special Assigned Airlift Mission

SAV—Staff Assistance Visit

SB(SDB)—Stand-by Base

SM—System Manager (AFLC)

TA—Table of Allowance (now AS)

TACS—Tactical Air Control System

TAMP—Tactical Air Missile Program

TCTO—Time Compliance Technical Order

TER—Triple Ejection Rack (WCDO)

TM—Technical Manual

T.O.—Technical Order

TOC—Technical Order Compliance

TPFDD—Time Phase Force Deployment Date

TPO—Transportation Packing Order

TRAP—Tanks, Racks, Adapters and Pylons (WCDO)

TSE—Tactical Support Element

T550—Tailored 550 set (expeditionary HE)

UJC—Urgency of Justification Code

UND—Urgency of Need Designator

UOQ—Unaccompanied Officers Quarters

UTC—Unit Type Code

VAL—Vehicle Allocation List(ing)

VAUB—Vehicle Authorization/Utilization Board

VAQ—Visiting Airmen Quarters

VDM—Vehicle Deadlined, Maintenance

VDP—Vehicle Deadlined, Parts

VIMS—Vehicle Inventory Management System

VOO—Vehicle Operations Officer

WAA—Wartime Aircraft Activity

WARCON—War Consumables Factor File (prepared by MAJCOMS)

WCDO—War Consumables Distribution Objective

WMP—War and Mobilization Plan

WPARR—War Plans Additive Requirements Report

WRM—War Reserve Materiel

WRMO—War Reserve Materiel Officer (NCO)

WRMPO—War Reserve Materiel Project Officer

WRE—War Readiness Element

WSA—Weapons Storage Area

WRMPM—War Reserve Materiel Program Manager

Terms

Commodity Manager—The office within HQ PACAF designated to monitor and manage one or more WRM commodities prepositioned within PACAF.

Functional Manager—The HQ PACAF organizational entity designated to monitor a specific grouping of WRM equipment and to provide technical assistance to the commodity manager.

Functional User—The base-level organization/entity responsible for daily management of a specific grouping of WRM equipment items.

Harvest Eagle (HE)—The nickname given to an air transportable HK of supplies and equipment capable of supporting up to 550 personnel for 30 days at an austere operating location.

Harvest Eagle Set—The total amount of supplies and equipment contained in the HE section of AS 159 to support 550 personnel.

Maintenance Manager—The organization at HQ PACAF responsible for providing technical expertise to HQ PACAF and base-level WRM managers on WRM commodities.

Non-USAF Base—Any location planned for wartime use that is under the peacetime jurisdiction of another US military service, foreign country or civil authority. Examples include COBs, civilian airports, sea-air interface bases, AMC recovery bases, etc.

Prepositioned WRM—That portion of WRM stored at or near their place of intended use.

Prestocked WRM—That portion of WRM required to support wartime activity until resupply begins but is not prepositioned. Prestocked WRM is typically maintained in Defense Logistics Agency warehouses.

Program Element Manager—The base-level organization responsible for the storage and or maintenance of one or more WRM commodities.

Project Code—The code used to identify requisitions as being for WRM.

NOTE: The definitions of other terms as well as the explanation of other acronyms and abbreviations may be found in AFI 25-101, AFMAN 23-110, Volume I, Part One, Chapter 1, AFMAN 23-110, Volume I, Part One, Chapter 14, attachment A-1 and the publications cited in **Attachment 2** to this regulation.

Attachment 1 (Added-7AF)

SAMPLE CSR

Section 1: Major WRM Projects (Narrative that describes and explains status)

Section 2: Aerospace Ground Equipment (AGE):

Authorized: On Hand: Fill Rate: Serviceable: Excess:

Remarks: NOTE: Remarks should provide amplifying info to include shortages have been requested, procedures taken on excesses.

Section 3: WRM Vehicle Fleet Status:

Type Vehicle	Authorized	HNS	Lease	Assigned
VDM:				
VDP:				

Remarks:

Section 4: Petroleum Oils and Lubricants (POL) On Hand Quantities

Type Fuel Authorized On Hand

Remarks:

Fuels Mobility Support Equipment (FMSE):

Authorized On Hand

Remarks:

Section 5: Rapid Runway Repair (RRR):

Mobile Airlift Arresting System (MAAS):

	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					

Remarks:

AM2 Matting:

	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					

Remarks:

Folded Fiberglass Matting (FFM):

	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					

Remarks:

Emergency Airfield Lighting System (EALS):

	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					

Remarks:

Section 6: Harvest Eagle Housekeeping Kits:

	Kit	Authorized	On Hand	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					
Remarks:					

Section 7: T550 Housekeeping Kits:

	Kit	Authorized	On Hand	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					
Remarks:					

Section 8: PACAF Housekeeping Kit (PHK):

	Kit	Authorized	On Hand	Deployed	Fill Rate %
Equipment					
Support EOQ					
Spares EOQ					
Remarks:					

Section 9: Tanks:

Item	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Remarks:					

Section 10: Racks Adapters and Pylons (RAP):

Item	Authorized	On Hand	Serviceable	Deployed	Fill Rate %
Remarks:					

Section 11: Unfunded Requirements:

Priority	Title	Cost	EEIC	Need Date	Justification

Attachment 2

PUBLICATIONS

A2.1. WRM Policy

DoD Dir 3110.6

AFPD 25-1 (See Note 3.)

AFI 25-101 (See Note 3)

PACAFI 25-101 with base supplement (*)(See Note 4.)

USAF WMP-1 (see note 1)

A2.2. Planning and Programming

AFI 10-403 (See Note 3.*)

AFI 10-404 (See Note 3.*)

USAF WMP-3 (See note 2)

USAF WMP-4 (WAA) (See Note 3.)

USAF WMP-5 (See note 2)

A2.3. General Procedures

AFMAN 23-110, Volume I, Part One (See Note 4)

AFMAN 23-110, Volume II, Part Two (See Note 4)

AFMAN 23-110, Volume IV, Part One (See Note 4)

A2.4. Storage and Marking

AFI 23-201 (See Note 4)

AFI 24-202 (See Note 4)

AFI 31-209

AFI 32-1021 (See Note 4)

AFI 32-1022 (See Note 4. **)

AFR 67-12 (check AFJI 23-227)

AFJMAN 24-204 (See Note 4.*)

AFMAN 23-110, Volume I, Part One (See Note 4.)

AFMAN 23-110, Volume II, Part Two (See Note 4.)

AFJPAM 24-207 (See Note 4.)

PACAFH 24-3 (See Note 4.)

T.O. 00-85A-03-1 (See Note 4.*)

T.O. 36-1-3 (See Note 4.)

A2.5. Maintenance

AFI 21-101 (See Note 4.*)

AFI 23-201 (See Note 4.)

AFI 24-301 (See Note 4.)

AFI 24-302 (See Note 4.)

AFI 32-1062

AFI 32-1063

AFMAN 24-307 (See Note 4.*)

PACAFI 21-101

PACAFH 24-3 (See Note 4.)

T.O. 00-5-1

T.O. 00-5-2

T.O. 00-20-1 (See Note 4.)

T.O. 00-20-2 (See Note 4.)

T.O. 00-20-4 (See Note 4.)

T.O. 00-20-7 (See Note 4.)

T.O. 00-20B-5(See Note 4.)

T.O. 00-25-249

T.O. 00-85A-03-1 (See Note 4.)

T.O. 1-1-1

T.O. 1-1-2

T.O. 1-1-8

T.O. 1-1-691

T.O. 10-1-4

T.O. 10J-1-4

T.O. 12P3-1-8

T.O. 13F4-4-81 (See Note 4.)

T.O. 13F4-4-91 (See Note 4.)

T.O. 13F4-4-101 (See Note 4.)

T.O. 13F4-4-111 (See Note 4.)

T.O. 35-1-4

T.O. 35D33-2-3-1

T.O. 35E1-2-8-1 (See Note 4.)

T.O. 35E8-2-5-1 (See Note 4.)

T.O. 35E8-2-5-4 (ee Note 4.)

T.O. 35E8-2-10-1 (See Note 4.)

T.O. 35E8-2-10-4 (See Note 4.)

T.O. 36A12-8-15-1 (See Note 4.)

T.O. 36A12-8-15-4 (See Note 4.)

T.O. 36A12-8-17-1 (See Note 4.)

T.O. 36A12-12-12-21 (See Note 4.)

T.O. 36A12-12-12-22 (See Note 4.)

T.O. 36A12-12-14-1 (See Note 4.)

T.O. 36A12-12-14-3 (See Note 4.)

T.O. 36A12-12-14-4 (See Note 4.)

T.O. 36-1-3 (See Note 4.)

T.O. 36-1-7 (See Note 4.)

T.O. 36-1-23 (See Note 4.)

T.O. 36-1-52 (See Note 4.)

T.O. 38-1-5

T.O. 42B-1-1

T.O. 42B2-1-107-1 (See Note 4.)

A2.6. WRM Spares

AFMAN 23-110, Volume I, Part One (See Note 4.)

AFMAN 23-110, Volume II, Part Two (See Note 4.)

A2.7. WRM Equipment

AFI 10-211 (See Note 4.)

AFI 24-301 (See Note 4.)

AFI 24-302 (See Note 4.)

AFI 24-303 (See Note 4.)

AFR 76-13 (See Note 3.) (See Note 4.)

AFMAN 24-307 (See Note 4.)

AFMAN 23-110, Volume IV, Part One (See Note 4.)

ASs 012, 019, 154, 159, 927, 928, and 929 (See Note 4.*)

TFPDL (See Note 3.)

WPARR (See Note 3.) (See Note 4.)

WRM Composition Code Identification Listing (See Note 3.) (See Note 4.*)

Classified WRM Base Code Listing (See Note 3.) (See Note 4.)

PACAFI 23-206

A2.8. WRM Consumables

AFI 23-201 (See Note 4.)

AFMAN 23-110, Volume I, Part One (See Note 4.)

AFMAN 23-110, Volume II, Part Two (See Note 4.)

T.O. 40W1-2-11 (See Note 4.)

T.O. 40W1-2-14 (See Note 4.)

T.O. 40W1-4-1 (See Note 4.)

NCAA (See note 1)

USAF WMP-5 (See note 1)

Non-munitions PWSP (See Note 3.) (See Note 4.)

Munitions WCDO (See Note 3.) (See Note 4.)

IMP (See Note 3.) (See Note 4.)

A2.9. Wartime Subsistence

AFI 34-239

AFJI 48-131

DPSC Handbook 4155.2

A2.10. Medical WRM

AFMAN 23-110, Volume V (See Note 4.)

A2.11. Reporting

AFI 10-201

AFI 23-201 (See Note 4.)

AFMAN 23-110, Volume I, Part One (See Note 4.)

AFMAN 23-110, Volume I, Part Three (See Note 4.)

AFMAN 23-110, Volume II, Part Two (See Note 4.)

A2.12. Budgeting and Funding

DFAS-DER 7010-1

AFMAN 23-110, Volume I, Part One (See Note 4.)

AFMAN 23-110, Volume I, Part Three (See Note 4.)

A2.13. Security and Disclosure

AFI 31-401

AFI 37-131

AFI 90-201

DoD 5200.1-R

DoD 4145.19-R-1

AFMAN 23-110, Volume I, Part One (See Note 4.)

A2.14. Miscellaneous

AFI 21-103

AFI 21-202

AFI 36-2129

AFI 37-160

AFI 63-107 (See note 2)

AFI 65-503

AFMAN 37-123

AFMAN 37-139

AFMAN 23-110, Volume I, Part One (See Note 4.)

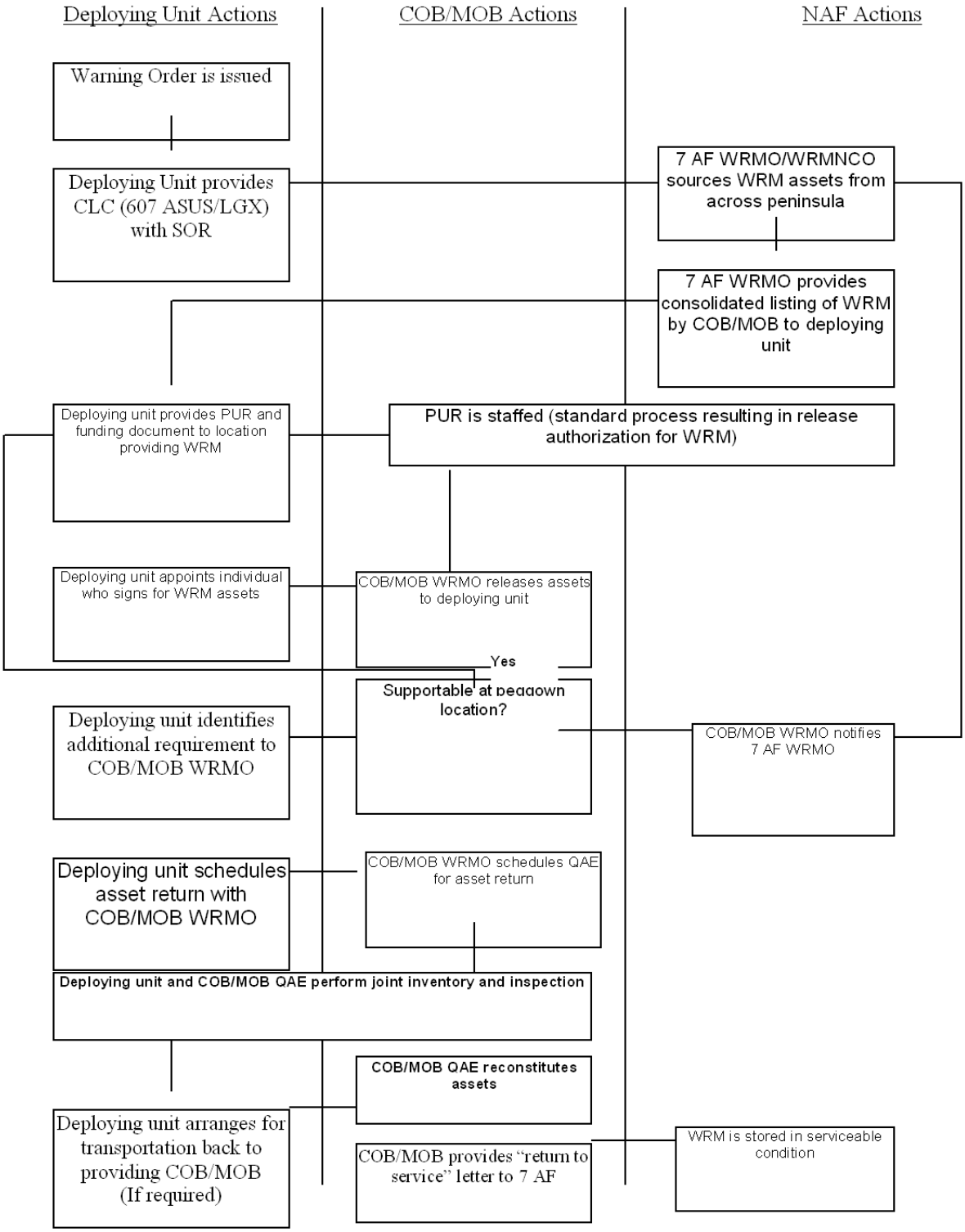
AFMAN 23-220

NOTES:

1. This publication is not distributed below MAJCOM level. HQ PACAF WRM Functional Managers will provide extracts for base-level dissemination as required.
2. This publication is not required at base-level, it is used only at HQ PACAF.
3. Publications maintained in LGX Office.
4. Publications maintained by the WRM program element manager or the WRM monitor to which the publication(s) applies.

Attachment 2 (Added-7AF)

PEACETIME USE REQUEST PROCESS FLOWCHART



Attachment 3

STENCILING BUILT-UP TANKS

PROCEDURES FOR TAGGING OR STENCILING BUILT-UP EXTERNAL FUEL TANKS:

A3.1. General. PACAF bases storing built-up WRM external fuel tanks will use one of the following options for serviceable tagging/stenciling of external built-up fuel tanks.

A3.2. Tagging. If the present tagging system is to be continued, a DD Form 1574 will be affixed to each WRM external fuel tank. Tags will be preserved to insure that DD Form 1574 is legible.

A3.3. Stenciling. If one of the stenciling options is selected, the following applies:

A3.3.1. All DD Form 1574 data will be stenciled in black or gray paint on either the right or left hand front sides of the tank. Black paint will be used on those tanks that have been toned down. Gray paint will be used on those tanks that are not required to be toned down. It is recommended that bases choose just one side for ease of identification during inspections. Prior to stenciling remember to place the tank in the position/angle it will be stored at.

A3.3.2. Size of Stencil: A one-half inch stencil will be used. (note: Can it be larger ?)

A3.3.3. Data to be stenciled: All data that is now required on a DD Form 1574 will be stenciled on the tank.

A3.3.4. Unserviceable Tanks: In those cases where tanks become unserviceable (reparable) or unserviceable (condemned) a DD Form 1577-2 will be placed over the condition code portion of the stencil.

A3.3.5. Implementation: Stenciling procedures should be implemented during each tank's scheduled maintenance cycle. A one-time project to stencil tanks also can be initiated.

Attachment 4

WRM DISPERSAL PLANNING FACTORS

- Units will develop a plan for dispersal of WRM.

-- Objective is enhanced combat sustainability through preservation of essential resources.

-- Dispersal plan must include all assigned WRM assets, WRM that arrives from other storage locations, and with augmentation forces.

-- WRM consumables are the primary target for dispersal.

- General planning guidelines:

-- Consider the resource to be protected.

--- Mission impact if destroyed/damaged.

--- Quantity available.

---- Realistic resupply capability.

---- System interchangeability which could reduce quantity required.

--- Item durability and susceptibility to chem/bio agents, fire, shrapnel damage.

--- Security/storage/access requirements.

--- Enemy's prioritization of WRM resource as target (munitions storage areas, tank farms, POL pipelines, etc.).

--- Ease of dispersal: time, effort, safety, in 5-10 day increments.

-- Consider the method of protection.

--- Facility factors.

---- Structural integrity: walls, roof, floor, windows.

---- Space requirements to include space for maneuvering.

---- Entry/exit to include size and security.

---- Storage safety characteristics (proximity to base perimeters, to base entry gates, to personnel work areas, to incompatible items).

--- Outside storage areas.

---- Storage safety, security.

---- Use of natural terrain features.

--- Deception/concealment.

---- Use of camouflage, netting.

---- Decoys.

-- Consider method for dispersal (to be referenced in the BSP).

--- When do we move the resource? Peacetime dispersal reduces movement work- load in wartime.

--- Who moves the resource? Personnel required?

--- How do we move the resource? Vehicles required?

--- Who provides asset security?

--- Should the asset be moved in the daylight or at night?

--- Prioritization of dispersal.

--- Consider alternate routes to dispersal location.

- Our task is to plan for protection of our WRM by dispersal.

-- Each OPR must consider each resource independently.

--- 463L pallets dispersed to units already (or will be).

-- Consider the impact of being in a high threat area.

-- Plan for future dispersal if no space available at present, or resource not yet arrived (tanks).

Attachment 5

SAMPLE WRM DISPERSAL WORKSHEET

Submitted by:

WRM Resource:

Storage Requirements: (Consider safety, security, peacetime/wartime access, etc).

Peacetime Storage Location(s):

Plan For Wartime Dispersal:

Realistic Peacetime Dispersal Possibilities:

Attachment 6

INTEGRATION OF NON-TPFDD WAR RESERVE MATERIEL (WRM) INTO LOGMOD

Procedures outlined in this attachment provide a structured methodology to integrate malpositioned WRM into LOGMOD so it can be included in appropriate Theater OPLAN TPFDDs. These procedures build upon standard practices and provide a means to highlight malpositioned WRM in order to facilitate outload to its point of intended use. If used properly information can be easily integrated into the AF standard Deployment System: Integrated Deployment System (IDS).

A6.1. References. War Plans Additives Requirements Report (WPARR), PACAF WRM Storage Plan (PWSP)/WCDO, and Vehicle Authorizations List (VAL).

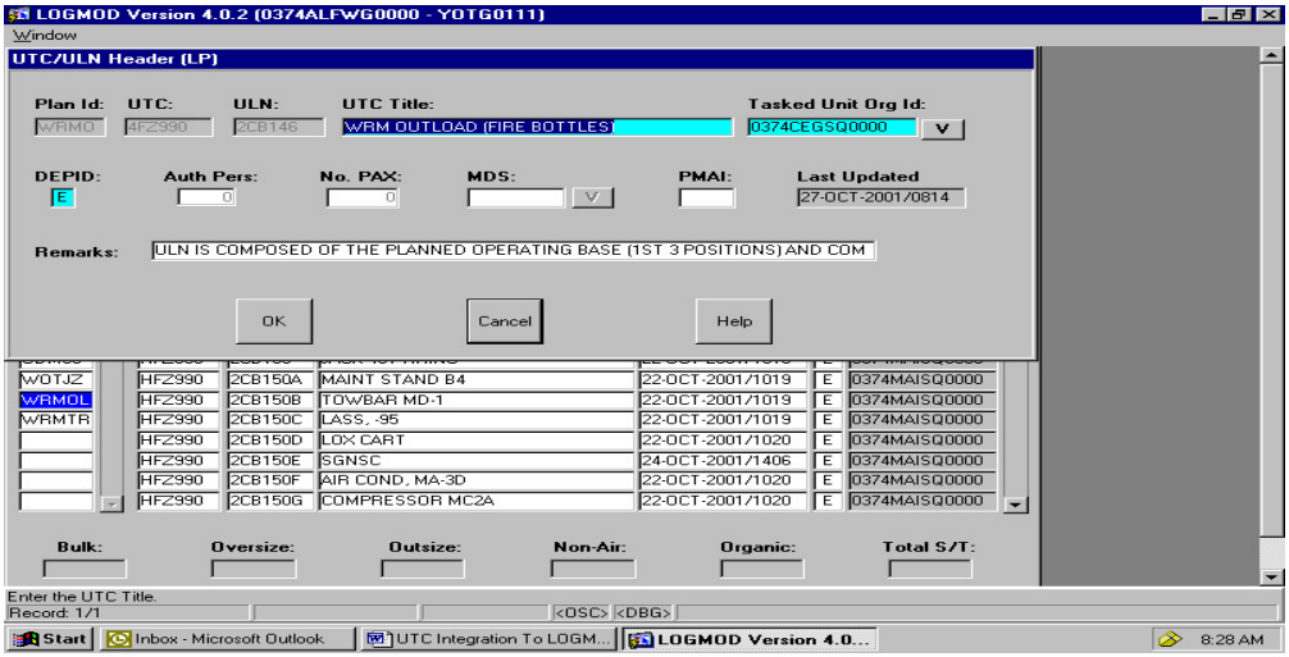
A6.2. Responsibilities. When compiling all WRM assets, be sure to validate all equipment/consumables against the proper source document to prevent any item being overlooked.

A6.3. Procedures. In order for anyone to add or delete UTC, ULN, or INC information in LOGMOD, your system administrator has to give you a system administrator login. All information put into LOGMOD is unclassified. Never put the OPLAN number, or the Primary Operating Base (POB) along with any plain text location into any of the fields.

A6.3.1. Ensure that all of your source documents (WPARR, PWSP/WCDO, and VAL) are current. You can validate these documents by contacting PACAF/LGXW.

A6.3.2. After logging into the system, click on the LOGPLAN button, and then hit the "ADD" button. Create a pseudo plan id to reflect WRM outload (ex. WRMOL = WRM outload) but keep it an obvious name so that others can recognize it (see **Figure A6.1.**). Type in the first non-standard UTC and ULN (ex. JFZ990/7TE146). The UTC should be built according to the Air Force standard located in AFMAN 10-401 Vol 1, table 6.1, pg. 95 (ex. JFZ99 = Supply, Fuels). The ULN is comprised of the first three digits are the Planned Operating Base (POB) and the last 3* are the comp code (ex. 7TE146). Then hit the "OK" key.

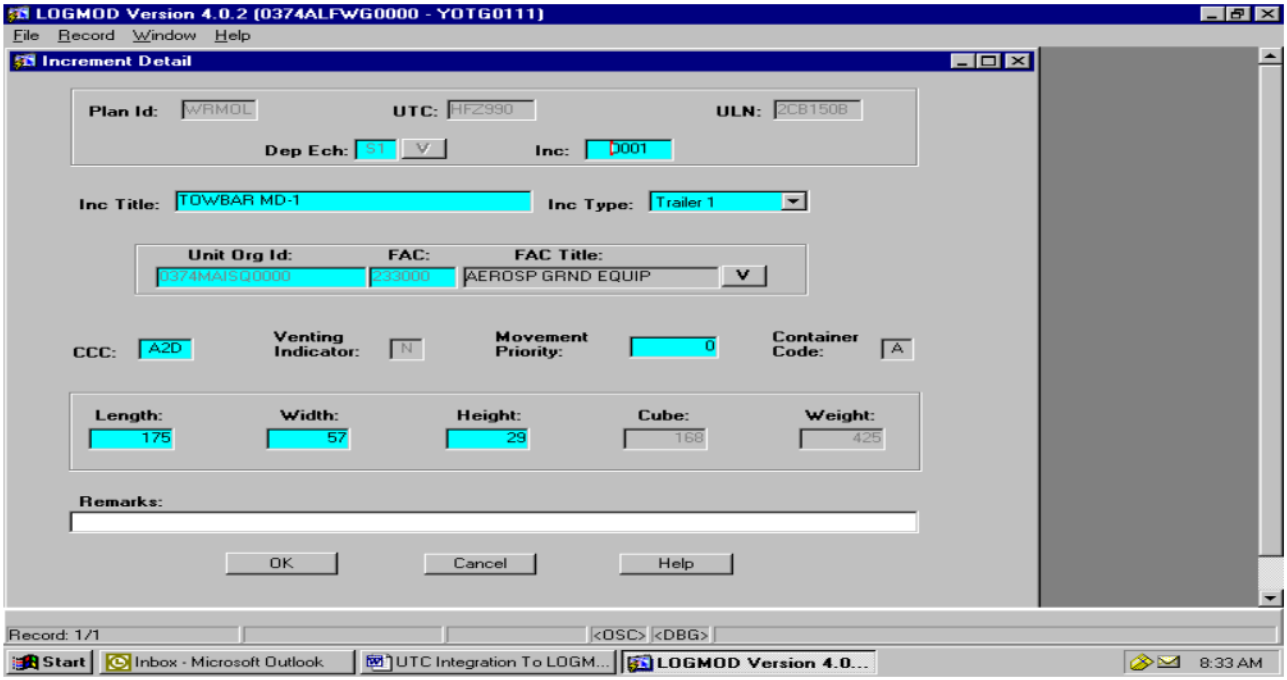
Figure A6.1. UTC/ULN Header (LP).



NOTE: Each UTC/ULN will be set up to reflect one stand alone item (see **Figure A6.1.**). Additionally, each ULN must be unique. You must change the last 3 digits to reflect this. Example: 7TE144A.

A6.3.3. Next is the "LP INC DATA" screen; this is where you add increments. Increments are going to be stand-alone items (ex. 1-10k forklift). Do not put multiple equipment items on the same increment; this is incorrect. Highlight the UTC that you want, and then hit the "INC" button. Hit the "ADD" button, this will take you to the "Increment Data" screen, enter all fields with a light blue background (see **Figure A6.2.**), and then the hit "OK" button. This will take you back into the "LP INC DATA" screen. If you have any questions on any field on this screen, refer to the help manual in LOGMOD.

Figure A6.2. Increment Detail.



A6.3.4. Next we want to enter the item data, go to the bottom right of the screen and click on the "item/suffix details" button. This takes you to the "LP Item/Suffix Item Data" screen; where you can add items (see **Figure A6.3.**). Next hit the "Add Itm" button, this will take you to the "Add Item Data" screen; where you enter the WRM asset (see **Figure A6.4.**).

A6.3.5. You are required to enter the appropriate information in all fields with a light blue background in the "Add Item Data" screen.

A6.3.5.1. Be sure to enter all hazards and/or special handling indicator codes (SHI codes) that are associated with this item. To enter hazard codes, hit the LoV button, which looks like a button with a "V" (see **Figure 12.6.**) and then click on the appropriate hazard and repeat until all hazards are in. If you are not sure of what hazards you have, check with Transportation (LGTR). This is an important step because it will tie in with other screens.

A6.3.5.2. SHI codes are also required for any hazardous item. Make sure to put all appropriate codes (you probably won't need to use more than one code, since this is WRM), if unsure which code to use contact Transportation.

A6.3.5.3. After all entries are verified, click on the "OK" button. Repeat **A6.3.4.-A6.3.5.3.** until all items are added.

A6.3.6. CALM Data. CALM data is the information the LOGMOD system passes to the CALM system so aircraft load plans can be created. CALM data is MANDATORY for all increments within your database. CALM Data entries are based on the increment type. To get to the CALM screen (**Figure A6.5.**), go to the "LP Increment Data" screen, highlight the increment that you want, then click on the "CALM" button towards the top of the screen.

Figure A6.3. LP Item/Suffix Item Data.

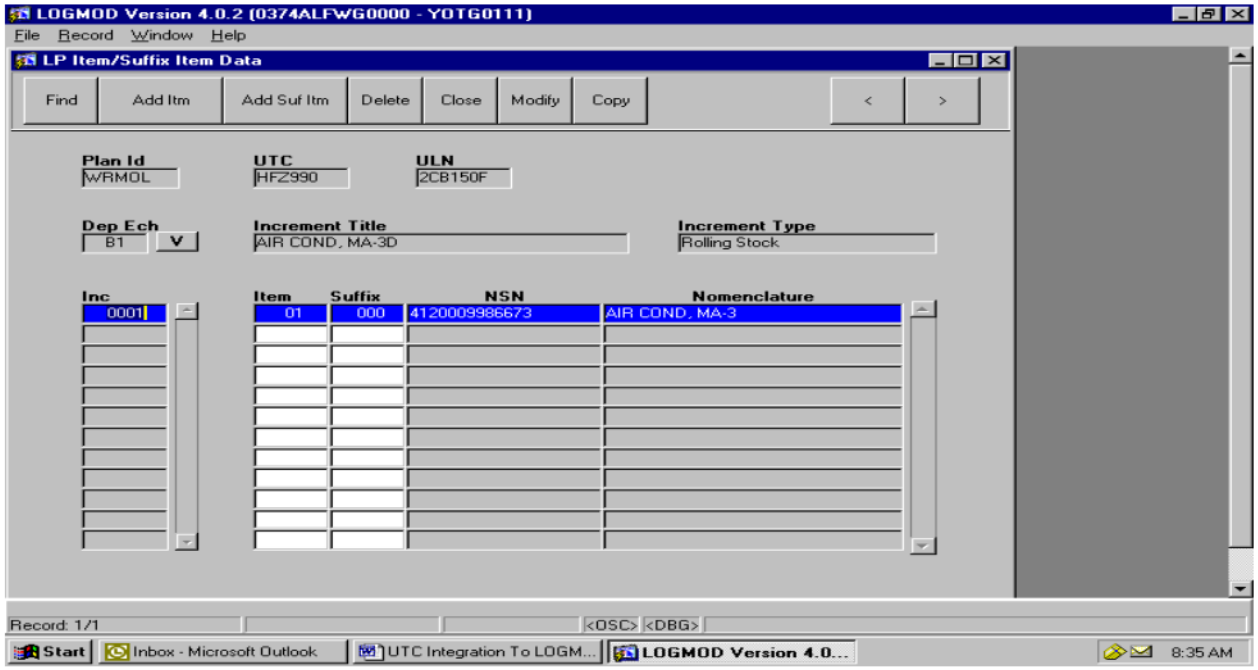
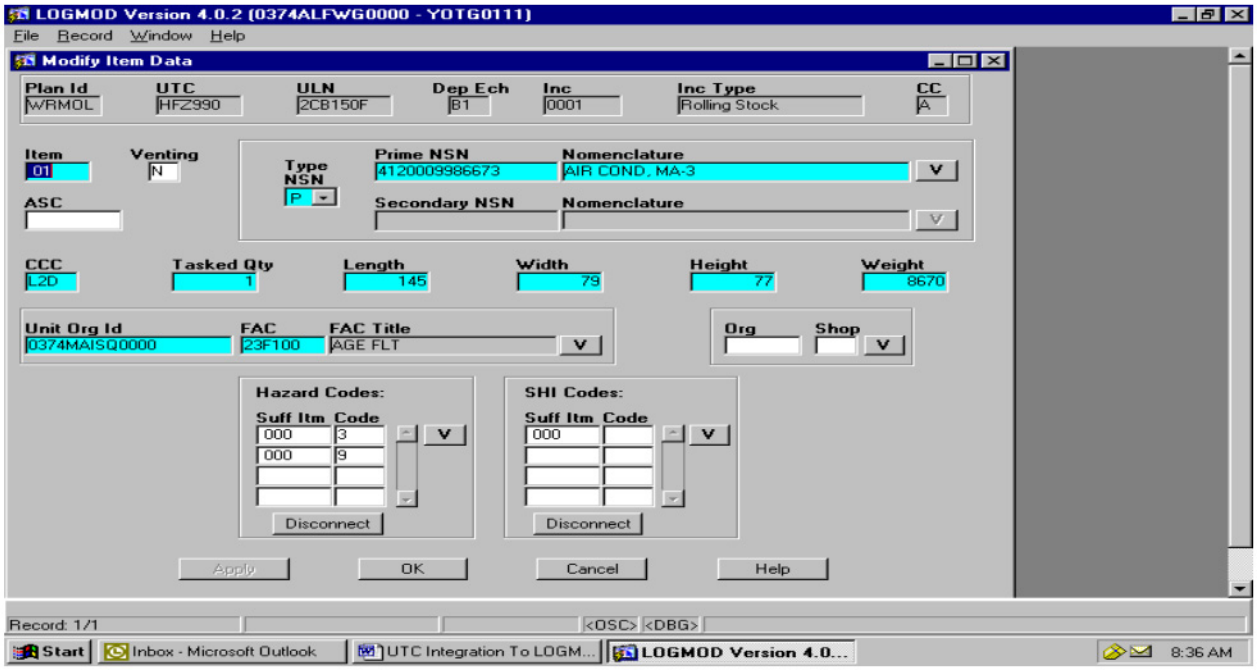


Figure A6.4. Modify Item Data.

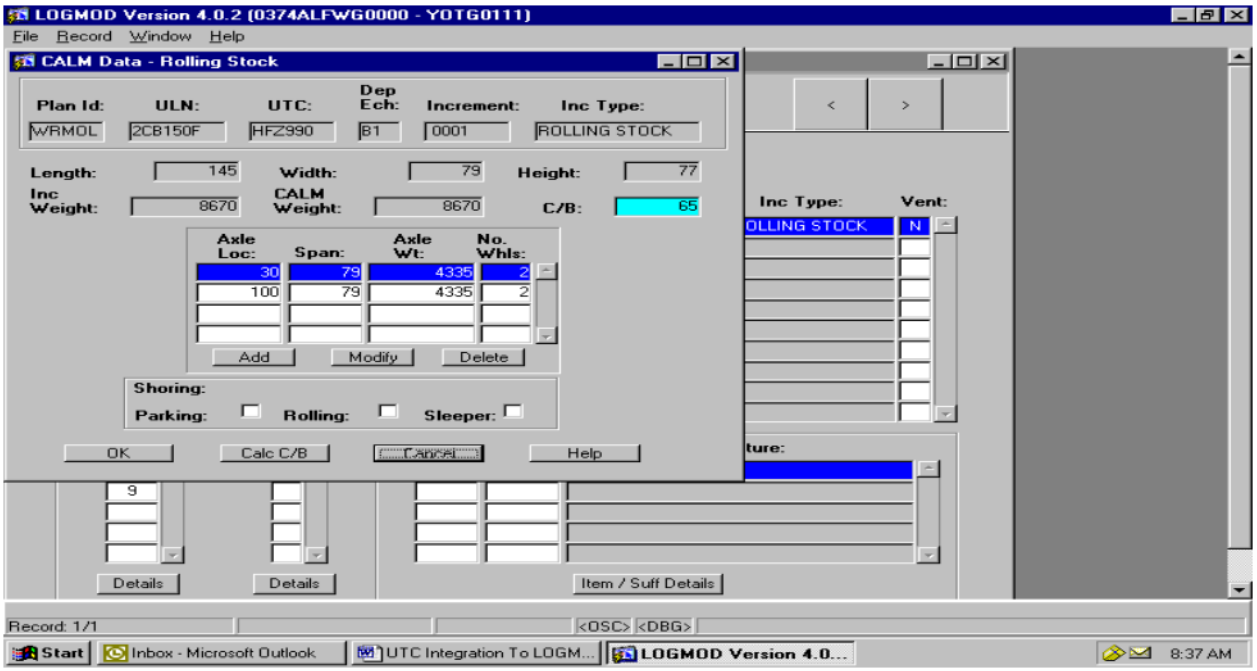


A6.3.6.1. Rolling Stock. Axle Location, Span, Axle Wt, and Number of Wheels must be added by clicking on the "Add" button then entering the data on the pop-up window and clicking on the "OK" button. The number of wheels must be greater than zero on each axle. The number of axles must be at least 2 and no more than 6.

A6.3.6.1.1. Shoring. Optional entry; click on the appropriate shoring types, if used.

A6.3.6.1.2. Center of Balance (CB). There are two ways to get the CB; one is by clicking on the “Calc C/B” button after all axel weights are entered. Another way is to manually put it in the C/B field. CALM weight is calculated based on the axle data entered. Before closing this screen, ensure the sum of your axle weights equal the increment weight.

Figure A6.5. CALM Data - Rolling Stock.

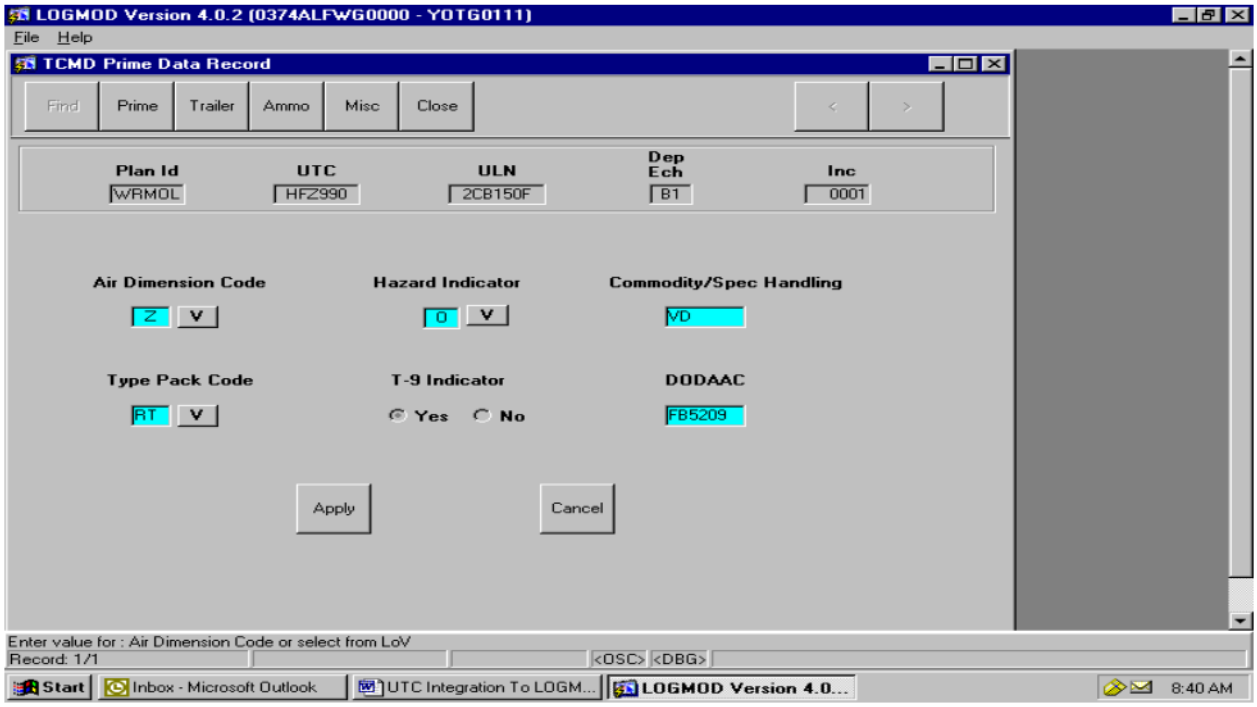


A6.3.6.2. Palletized Cargo. The system defaults will be fine in this case, because the C/B for a pallet is 44 inches.

A6.3.6.2.1. Pallet Profiles. Profile shapes are required for all pallets. Pallet profiles "A", "B", "E", "F", and "G", are based on the pallet width being 108 inches. Pallet profiles "C" and "D" are based on the pallet width being 88 inches. When entering the pallet profile, choose a profile which best describes or defines the shape of the pallet. Please refer to the LOGMOD help manual for further explanation on pallet profiles.

A6.3.7. Transportation Control Movement Document (TCMD) data. Every increment in LOGPLAN requires TCMD data. TCMD cards will be required as follows: if the increment does NOT contain any hazardous materiel, only the TCMD Prime card will be required (see Fig. 6).

Figure A6.6. TCMD Prime Data Record.



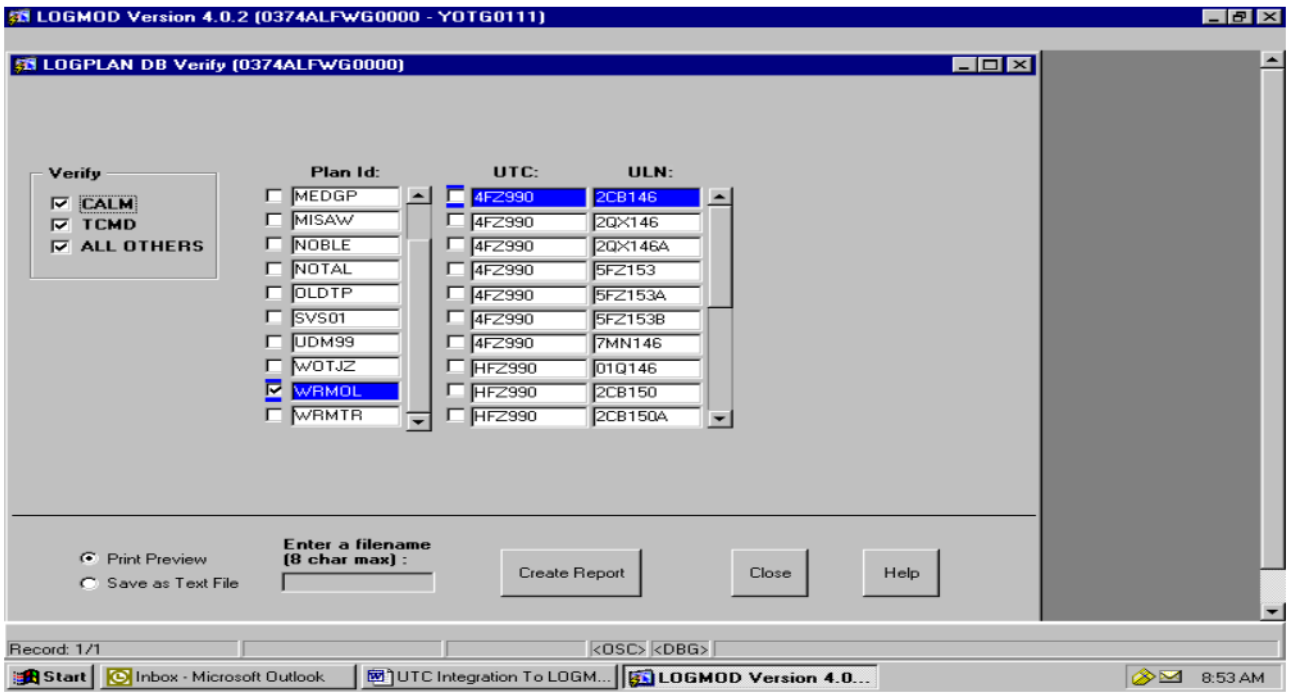
If the increment DOES contain hazards, the following cards are required: if the increment contains any hazards except Ammunition, the TCMD Trailer and Miscellaneous cards are required. You can get there by clicking on the "Trailer" and "Misc" buttons from the "TCMD Prime Data Record" screen. If the increment contains any hazards including Ammunition, the TCMD Trailer, Ammo, and Miscellaneous cards are required. You can get to there by clicking on the "Ammo" button from the same screen. If you have any questions on TCMD data, please contract your Transportation representatives.

A6.3.8. Repeat all the steps until all increments are in the UTC. Then start over for your next UTC/ULN.

A6.4. Database Maintenance. After building all of the WRM outload UTCs, you want to make sure that there are no errors in the database. If there are any errors, none of the exports will work, which defeats the whole purpose of putting them in LOGMOD.

A6.4.1. **Database Verification.** This will check your database for errors and produce a report listing them by UTC, ULN, INC, and Item. To execute this go to the "LOGPLAN main (LP)" screen and click on the "Reports" button on the top of the screen then click on "DB Verify." This will take you to the "LOGPLAN DB Verify" screen (see **Figure A6.7.**). Once there you need to choose what items to verify: CALM, TCMD, or All Others (I suggest all 3 of them). Next you need to choose which database to verify, by clicking on the appropriate box next to the Plan ID. When you choose the database, all of the associated UTCs should appear in the UTC/ULN fields to the right. Do not click any of them, you want to check all UTCs when you do this function. When you are ready to execute the report click on the "Create Report" button. This sends the report to the reports server, and the report should appear in a few seconds. This should be accomplished at least once a month.

Figure A6.7. LOGPLAN DB Verify (0374ALFWG0000).



A6.5. Exports. LOGMOD will now allow you to export the database to the Integrated Deployment System (IDS) components, which are CALM, CMOS, and MANPER. These exports allow you to gain In-transit Visibility (ITV). I'll go over the purpose of each of the exports but the procedures on how to do them are outlined in the LOGMOD help file.

A6.5.1. CALM Export. Computer Aided Load Manifesting, or CALM data is the information the LOGMOD system passes to the CALM system so aircraft load plans can be created. There are two different types of CALM Exports: LOGPLAN and Deployment Schedule of Events (DSOE).

A6.5.1.1. LOGPLAN CALM Export. This export is used to transfer increment level data to the CALM system and is only used for pre-planning purposes. Do not use this export option during the execution of a DSOE-ID because you will not have the actual ULNs in this file.

A6.5.1.2. DSOE Export. This export is used during the execution of a DSOE-ID when the actual ULNs are needed.

A6.5.2. CMOS Export. This file is used to pass TCN level detail (including TCMD data) to the CMOS system. This file provides the information necessary for CMOS to provide In-Transit Visibility for cargo movement and tracking as well as producing cargo manifests in CMOS.

A6.5.3. MANPER Export. This file is used to pass filled levy positions back to MANPER-B. This file will also identify the chalk assignment for each position. UDMs must assign personnel to positions and assign those positions to a chalk before this export can be created. The UTC/ULNs in your DSOE-ID must match the UTC/ULNs in MANPER-B exactly. If there is not an exact match, the import of this file into MANPER-B will not be successful. Contact your local MANPER-B operator for additional information.