

**BY ORDER OF THE COMMANDER  
AIR EDUCATION AND TRAINING  
COMMAND**



**AFMAN 23-110, VOLUME 2, PART 2, CHAPTER 19**

**AIR EDUCATION AND TRAINING COMMAND  
Supplement 1**

**9 DECEMBER 2003**

**Logistics Readiness**

**STOCKAGE POLICY**

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OPR: HQ AETC/LGRPP (MSgt Terrence Williams)     Certified by: HQ AETC/LGR (Col David Smith)  
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**AFMAN 23-110, Volume 2, Part 2, Chapter 19, is supplemented as follows:**

This publication does not apply to the Air National Guard and Air Force Reserve Command. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

***SUMMARY OF REVISIONS***

**This document is substantially revised and must be completely reviewed.** Paragraphs were realigned to the basic publication. This revision deletes International Merchant Purchasing Authorization Card purchase for vehicle tires; corrects office symbols as a result of Chief of Staff Logistics Review; and deletes excess exception codes B and Z for T38 spares and initial clothing issue for Lackland AFB respectively.

19.2.3.3.3. Prior to the readiness based leveling (RBL) push; bases will conduct a review of the J207 report and report any discrepancies or inadequate RBL levels to HQ AETC/LGRWX by e-mail or message.

19.3.1.6.1. A memorandum will accompany the AF Form 1996, **Adjusted Stock Level**, forwarded for command review. Address the memorandum to HQ AETC/LGRWA and the applicable source of supply (IN TURN). AF Form 1996 may be faxed to HQ AETC/LGRWA.

19.3.1.10. Accomplish annual review of initial spares support lists (ISSL) and life of system stock (LSS) levels in April. Submit two copies of R35, Option 1, in line item format to HQ AETC/LGRWA.

19.3.1.11. Process an Automated Stock Number User Directory (ASNUD) script or query language processor (QLP) identifying all command-directed levels (level directed by code A, C, or D) annually in May, and forward two copies to HQ AETC/LGRWA. **NOTE:** The script or QLP does not delete the requirement to process the R35, option 4, at its normal interval.

19.3.2.5. Submit requests for ISSL according to the sample format at Attachment 19C-29 (Added)(AETC). Send requests for ISSLs to support AETC-owned end items and systems to HQ AETC/LGRWA. Send requests for ISSLs to support AETC-owned end items and systems for tenants and satellites to the parent

MAJCOM with a copy to HQ AETC/LGRPP. MAJCOM requests for ISSLs constitute MAJCOM approval to use and process phase one of program 530 using any specific guidance provided.

**19.7. (Added)(AETC) Forms Adopted.** AF Form 1996.

19E.5.3. Microcomputer files may be used to maintain exception control records. When this method is used, ensure all exception-processing instructions are included in the file.

JOE F. HARRISON, Colonel, USAF  
Deputy Director of Logistics

***1 Attachment (Added)(AETC)***

19C-29. Sample Format for Initial Spares Support List Requests

**Attachment 19C-29 (Added)(AETC)**  
**SAMPLE FORMAT FOR INITIAL SPARES SUPPORT LIST REQUESTS**

MEMORANDUM FOR HQ AETC/LGRWA (or satellite parent command)

FROM:

SUBJECT: Request for ISSL

1. Request ISSL number (insert number) be provided to (insert organization). The following data is provided for your information:

- a. Course No:
- b. Training Start Date:
- c. Nomenclature and Part Number:
- d. Type, Model and Series:
- e. Equipment Installation Date:
- f. SRAN:
- g. Base ISSL Monitor: (name, office symbol, phone number)
- h. Base Program Manager: (name, office symbol, phone number)
- i. Air Logistics Center (ALC):
- j. ALC Equipment Specialist: (name, office symbol, phone number)
- k. ALC Logistic Manager: (name, office symbol, phone number)

2. Additional Information: