BY ORDER OF THE COMMANDER AIR EDUCATION AND TRAINING COMMAND



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Logistics Readiness

EQUIPMENT MANAGEMENT

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AFMAN 23-110, Volume 2, Part 2, Chapter 22, 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 revision adds additional requirements during the Q09 (Allowance Source Code Listing) allowance source code review (paragraph 22.23.4); requires equipment custodians to validate configuration data during the custodian authorization/custody receipt listing (CA/CRL) annual review (paragraph 22.26); identifies types of equipment that are required to be accounted for on a CA/CRL (R14) list (paragraph 22.33.2.1); and updates office symbols as a result of the Chief of Staff Logistics Review. A ★ indicates revision from the previous edition.

- 22.9.1.1. HQ AETC waives the requirement to account for mobility items (use code A) on equipment authorized in-use detail (EAID) records.
- 22.19.1.2. *NOTE:* When organizations are supported by a civilian contract, the functional commander (FC) or functional director (FD) must approve requests for base-funded equipment items (budget code 9 and Z).
- 22.23.2. Maintain AF Form 601, **Equipment Action Request**, for each request approved under rules 1 and 4, Table 22B2.1 (Attachment 22B2.1) of the basic manual. (See Attachment 22B2.1, Table 22B2.1, rules 1 and 4, note 3, this supplement.)
- ★22.23.4. Process the Q09 allowance source code (ASC) list option at least annually. During the Q09 review as a minimum, examine the following items:
- **22.23.4.1.** (Added)(AETC) Duplication of Requirements. Research using organizations citing same NSN, AS, part, section, sub-section and column against multiple equipment records. Validate total authorized quantity against basis of issue. *NOTE:* Use Air Force Equipment Management System (AFEMS) AAVC

- (current authorization and asset validation), ACAL (command asset usage list), AIOR (in-use organizational assets) screens and/ or TINQ (allowance inquiry).
- **22.23.4.2.** (Added)(AETC) Unsuitable Substitute Relationships. Check for item that have a different FSC, nomenclature, or budget code, verify D043 relationships
- 22.23.4.3. (Added)(AETC) Multiple/Component Interchangeable Substitute Group (ISG) Relationships. Verify bench mock-ups and other multiple/component ISG relationships authorized within the allowance standard or technical order.
- **22.23.4.4.** (Added)(AETC) Use Codes. Compare mobility (A), base-use (B), joint-use (C), and war reserve material (D) use codes on EAID records against authorizations in AFEMS.
- 22.23.4.5. (Added)(AETC) Special Allowances (041,048, 987, etc.). Ensure supporting documentation is on file.
- **22.23.4.6.** (Added)(AETC) Controlled Item Codes. Ensure applicable custodial documentation is on file for classified equipment.
- **22.23.4.7.** (Added)(AETC) ERRCD Codes. Verify only accountable equipment is maintained on EAID records.
- **22.23.4.8.** (Added)(AETC) Training Course Authorizations Supported by AETC Form 120, Training Equipment List and/or AETC Form 120A, Field Training Equipment List. Verify prime NSN is identified on CA/CRL, AS, and AETC Form 120 and/or AETC Form 120A. Validate in-use quantities on CA/CRL against AETC Form 120 and/or AETC Form 120A
- **22.23.4.9.** (Added)(AETC) Special Allowance Flags. Validate if still required and supporting documentation is on file.
- **22.23.4.10.** (Added)(AETC) Equipment Codes. Ensure applicable equipment code is established for locally manufactured assets.
- **22.23.4.11.** (Added)(AETC) Training Aids. Ensure all NSN training aids are listed in the AS and cited correctly on EAID records (do not use 0140000.)
- 22.26. Verify configuration data during the annual custodian R14 review. Update information by verifying data loaded on the support organization data (OSPT) and organization information (OMOI) screens with the equipment custodian at least annually during the CA/CRL validation.
- 22.28.1.2.2. *NOTE:* Chief of supply (COS) and/or accountable officer (AO) option to maintain an electronic or manual folder. Restriction is waived if no other eligible personnel are available for custodian duty.
- ★22.33.2.1. (Added)(AETC) In accordance with DOD 7000.14.R, *Department of Defense Financial Management Regulations (FMRS)*, the following guidance is provided for equipment accountability:
- ★22.33.2.1.1. (Added)(AETC) Use the CA/CRL (R14) to account for equipment items that meet the following criteria:
- ★22.33.2.1.1.1. (Added)(AETC) Centrally procured.
- ★22.33.2.1.1.2. (Added)(AETC) Mobility (UTC tasked) including flak vest, classified, weapons, WRM, command driven requirements, and all budget code 9 equipment items costing \$5,000 or more.
- ★22.33.2.1.2. (Added)(AETC) All other equipment items bought locally costing less than \$5,000 may be accounted for on a locally devised spreadsheet, and maintained in the equipment custodial folder.
- 22.67.3.3. Copy four of AF Form 1297, **Temporary Issue Receipt**, may be distributed as the COS/AO determines.

- 22.174.4. Account for locally manufactured trainers and components on EAID records. Trainers will be assigned a locally assigned 6910L number and will be carried as the prime stock number. All major components, to include equipment and reparable items, will be carried as multiple subs of the prime stock number. Bases will ensure a DD Form 1348-6, **DoD Single Line Item Requisition System Document,** is prepared and maintained on file for all 6910L items. The DD Form 1348-6 will include a list of all related multiple subs and will be kept on file as long as the trainer remains in use.
- 22.174.5. Submit requirements for locally manufactured trainers and training aids to the COS/AO in a complete work order request package which includes an approved AETC Form 375, **Training Equipment Request**, and a DD Form 1348-6. AF Form 601 (or AF Form 2005, **Issue/Turn-in Request**) and DD Form 1348-6 must show the locally assigned 6910L number if one was previously assigned. If not, enter 6910L in the stock number block of the DD Form 1348-6 and AF Form 601 (or AF Form 2005).
- ★22.174.5.3. (Added)(AETC) Base supply will report excess nonstock-listed trainers with a unit cost of over \$1,000 to HQ AETC/LGRWE by memorandum. Include the following information:
- 22.174.5.3.1. (Added)(AETC) Complete nomenclature, to include type, model, series and serial number of the device (if one is assigned).
- 22.174.5.3.2. (Added)(AETC) Unit cost.
- 22.174.5.3.3. (Added)(AETC) Excess quantity and dates items can be released.
- 22.174.5.3.4. (Added)(AETC) Course numbers and course titles affected.
- 22.174.5.3.5. (Added)(AETC) Reason the training item is excess (for example, a change in training standard, the course was replaced by new trainers, etc.) and the training equipment or materiel replacing it (if appropriate).
- 22.174.5.3.6. (Added)(AETC) Subject area, type and level of instruction the training items are capable of supporting.
- 22.174.5.3.7. (Added)(AETC) Whether the device is operable, animated, cutaway, status display or combination.
- 22.174.5.3.8. (Added)(AETC) Condition and status of modifications (when applicable).
- 22.174.5.3.9. (Added)(AETC) Location of excess property if other than the reporting equipment account.
- 22.174.5.3.10. (Added)(AETC) Weight and cube of each item.
- **22.174.9.** (Added)(AETC) Aircraft Training Devices. Aircraft cleared by the owning MAJCOM may be retained on EAID records as training devices using a locally assigned national stock number (NSN) from the 69 Federal Stock Class (FSC). Cite ASC 0140000 as authorization for items.
- **22.228.** (Added)(AETC) Forms Adopted. DD Form 1348-6, AF Form 601, AF Form 1297, AF Form 2005, AETC Form 120, AETC Form 120A, and AETC Form 375.
- Table 22B2.1. Rule 1. Note 3. Maintain AF Form 601 instead of a certified listing for all allowance standards, special allowances and special allowance flags where approval is higher than base level (see paragraph 22.23.2, this supplement).
- Table 22B2.1. Rule 4. Note 3. Maintain AF Form 601 instead of a certified listing for all allowance standards, special allowances and special allowance flags where approval is higher than base level (see paragraph 22.23.2, this supplement).

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