



LESO FEPMIS

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## Modify

The Modify module allows you to edit certain feature about property that you have assigned to your station

For example, in Modify you can change FSC, Item Name, NSNs and unit of issue if it is incorrect

Additionally, you can initiate the action to transfer property in this section.

Property images can also be updated or uploaded in this module

Any actions initiated must be approved by the State Coordinator's office and also through the Law Enforcement Support Office

To begin a property modification, select the Modify module under LESO FEPMIS

Click the Requisition Number of the property you wish to modify

Images	Requisition#	Property#	DTID	Station	NSN	Item Name	Dmil Code	Dmil Integrity Code	Creation Date	Quantity	Status	Tracked	
	<a href="#">2YT05K-2310-2709</a>	13198MI11	W91EKJ-1225-62006	LESO HQ OFFICE	4130-DS-ACP-ARTS	REFRIGERATION AND...	A- NON-USML/NON-C...		July 17, 2013	3	ASSIGNED	Y	Breakdown



Continued



LESO FEPMIS: Modify Tracked Property User ID: EPG00086

Modify | Manage Images

Include in Inventory Worksheets: \*  Yes  No

Requisition#: 2YT05K-2310-2709  
 Property#: 13198MI11  
 DTID: W91EKJ-1225-62006  
 FSC: \* 4130 - Refrigeration and Air Conditioning Components  
 Item Name: \*   approval required  
 Additional Description: DESC=AC EVAP. UNIT  
 NSN/LSN: 4130 -DS -ACP -ARTS  approval required  
 DMIL: A- NON-USML/NON-CCLI - NO DEMIL OR DOD TSC REQUIRED.  
 DMIL Integrity Code: NA  
 Unit of Issue: \* EA - Each  approval required  
 Serial#: \* NA  approval required  
 State: \* MICHIGAN  
 Division: \* DEFAULT\_DIV\_MI  
 Subdivision: \* DEFAULT\_SUBDIV\_MI  
 Station: \* LESO HQ OFFICE  approval required  
 Physical Storage Location:   
 Qty: 3  
 Cost: \$500.00  
 Insurance Expiration Date:   Click on icon or enter date as mm/dd/yy or mm/dd/yyyy  
 Acquisition Date: Jul 23, 2013  
 In Service Date:   
 Inventory Certification Date: 7/23/2013  Click on icon or enter date as mm/dd/yy or mm/dd/yyyy  
 State Property#:   
 Part#:   
 Make / Manufacturer: \* NA  approval required  
 Model: \* NA  approval required  
 Model Year: \* 0  approval required. Enter 0 if Model Year is unknown/unavailable  
 Condition: \* A - Issuable, no Qualification  
 Comment 1 (100 max):   
 Comment 2 (100 max):   
 Comment 3 (100 max): ITEM\_ID=1048090 DOC#=23102709  
 Submit  submit property modifications for update and approval  
 Remove  Remove FFP property from inventory

Property Search | Property Search

## Modify (continued)

This page allows you to edit all of the characteristics of your property

Anything that is changes that has  approval required needs to be approve by the State Coordinator and LESO HQ

To initiate a transfer request from this module, select the station block and select which station the property is to be transferred to.

To upload new or updated images to the property, click the manage images link at the top of the page

Add any comments or justifications that you wish in the Comment 1 block

Once all modifications are complete, click the submit button at the bottom of the page to send the request to the State Coordinator's office.

After the modification has been completed by LESO HQ, the receiving agency must accept the property in their Modify Tab