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Receipting Property

FEPMIS gives you the ability to confirm which property you have physically received from a Disposition Service Site

This function is performed in the Receipts module

There are two main types of property to be concerned with receipting

- General Property
- High Visibility Property

High visibility property consists of vehicles, aircraft, weapons, and night vision. Simply put, general property is everything else that doesn't fall under these categories

High vis property requires serial numbers and pictures to be uploaded to the receipt

Once property is receipted, it is then associated with your Station's property book

To begin receipting property, click the Receipts module under LESO FEPMIS

Continued



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LESO FEPMIS: Receipt Property Items List

Requisition#	DODAAC	Shipped Date	DTID
2YT05K-2310-2710	2YT05K	Nov 14, 2012	W91EKJ-1225-62000
2YT05K-2313-5587	2YT05K	Nov 15, 2012	W91EKJ-1225-62004
2YT05K-2313-5588	2YT05K	Nov 15, 2012	W91EKJ-1225-62003
2YT05K-2313-5593	2YT05K	Nov 15, 2012	W91EKJ-1225-62001
2YT05K-3093-1069	2YT05K	Apr 22, 2013	H9DEB1-3036-T535
2YT05K-3156-7862	2YT05K	Jun 5, 2013	000000-0000-00000
2YT05K-3213-8396	2YT05K	Aug 13, 2013	null
2YT05K-3213-8397	2YT05K	Aug 13, 2013	null
2YT05K-3213-8399	2YT05K	Aug 13, 2013	null
2YT05K-3213-8400	2YT05K	Aug 13, 2013	null
2YT05K-3213-8402	2YT05K	Aug 13, 2013	null
2YT05K-3224-3076	2YT05K	Aug 19, 2013	null
2YT05K-3224-3077	2YT05K	Aug 15, 2013	null
2YT05K-3224-3079	2YT05K	Aug 20, 2013	null
2YT05K-3224-3080	2YT05K	Aug 14, 2013	null

Receipting Property

(continued)

Click the requisition number that you wish to receipt

Then enter the quantity that you wish to receipt and click 'receipt'

Continued

Items to be Receipted

Requisition#: 2YT05K-2310-2710

Station: LESO HQ OFFICE

Some property types require image uploads during identification. Please be sure to have them available before you identify the property

	NSN	Item Name	Qty Requested	Qty Received	Qty	Unit Cost	Unit of Issue
<input type="button" value="Complete"/>	2530-DS-WHE-EL01	VEHICLE WHEEL	2	0	<input type="text" value="0"/>	\$350.00	Each

receipt all items with values in the Qty field



Items to be Identified

Line#	NSN	Item Name	Unit Cost	Qty Received	Qty Identified	Original Unit of Issue	Qty to Identify	Number of FEPMIS Records	
1	2530-DS-WHE-EL01	VEHICLE WHEEL	\$350.00	2	0	Each	2		Identify Undo

Receipting

Property (continued)

When the page refreshes, click the identify button

Then click the identify property button on the next page

Continued

LESO FEPMIS: Receipt Property Breakdown

User ID: LESOAWV

Total unit cost of items being identified (items X Unit Cost) \$700.00

Requisition# 2YT05K-2310-2710

NSN	Item Name	Unit Cost	Quantity	Unit of Issue	Serial Number	Tracked
2530-DS-WHE-EL01	VEHICLE WHEEL	\$350.00	2	Each		Identify Property

all property must be identified before submission for approval



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LESOA FEPMIS: Identify Tracked Property User ID: LESOAV

Identify | Manage Images

Requisition#: 2YT05K-2310-2710
Shipping DODAAC: SZS319
Property #: 13248MI012
Status:
DTID: * W91EKJ-1225-62000
FSC: 2530 - Vehicular Brake, Steering, Axle, Wheel, and Track Comp
Item Name: VEHICLE WHEEL
Description: DESC=WHEEL, 6 LUG, BLACK
NSN/LSN: 2530 -DS -WHE -EL01
DMIL: A- NON-USML/NON-CCLI - NO DEMIL OR DOD TSC REQUIRED.
DMIL Integrity Code: NA
QTY: 2
Unit of Issue: Each
Serial#:
 check for valid DODAAC/Station assignment if station inform
State: MI
Division: * DEFAULT_DIV_MI
Subdivision: * DEFAULT_SUBDIV_MI
Station: * LESO HQ OFFICE
Physical Storage Location:
Part#:
Make / Manufacturer:
Model:
Model Year: enter 0 if Model Year is unknown/unavailable
Condition:

Comment 1 (100 max):

Comment 2 (100 max):

Comment 3 (100 max): ITEM_ID=1048091 DOC#=23102710

I LESOAWV certify the aforementioned property is present and accounted for

submit property for approval

Receipting Property (continued)

On the identification page, the details of the particular piece of property are displayed for review.

All mandatory fields are marked with a circled check mark. approval required

Item nomenclature, NSN, and station must be confirmed.

Review the applicable fields and add any additional information that you need.

Anything additional not covered in the page can be input into the comment blocks.

When the page refreshes, click the submit button to send the receipt onto the next higher authority for approval.

High visibility property has more mandatory fields. For example, serial numbers, model year and photos are mandatory blocks.



Receipting Property

(continued)

To add images to the receipt, click the manage images link

On this page, you can upload pictures that you take of the specific piece of equipment that you wish to identify

To upload select which type of picture you wish to identify in the image content tab, then click the browse button to locate the image

If you wish to add additional information, you can type it in the description box at the bottom of the page

Once it has been uploaded, click the identify link at the top of the page to navigate back

To complete the receipt, place a check mark in the certify box and click submit