

APPENDIX F-433

POST-POST GFM REQUISITIONS REPORT

1. PURPOSE

To provide Management Control Activity and HQ DLA personnel visibility of the total number of GFM requisitions processed quarterly, as well as the number and percent of that total which are processed as post-post documents.

2. ORIGIN

Output as a result of a scan of the Management Control Activity History File.

3. FREQUENCY

Quarterly, for the reporting periods ending 31 March, 30 June, 30 September, and 31 December.

4. FORMAT

a. Heading Line - Standard Identification.

b. Data Organization:

(1) Number of lines per page - Three.

(2) Triple spacing.

c. Captions of Data Elements:

(1) TOTAL GFM REQNS PROCESSED - Number of GFM requisitions processed by the MCA during the quarter.

(2) POST-POST GFM REQNS PROCESSED - Number of GFM requisitions which were processed as post-post issues. This number is a portion of the total number of GFM requisitions processed for the quarter.

(3) PERCENT POST - POST OF TOTAL - Percent of the total GFM requisitions which were processed as post-post.

5. DISTRIBUTION AND RETENTION

Two copies of the printout will be provided to the MCA personnel. One copy will be mailed to HQ DLA-OSC for review. One copy will be reviewed by MCA personnel. Printout may be destroyed after it has served its purpose.

## 6. PROCEDURES FOR REVIEW AND PROCESSING

GFM requisitions should, except under emergency conditions, be validated by the applicable MCA prior to issue of materiel. Adhering to this policy should minimize the need for processing post-post GFM requisitions. MCA personnel should review this report to ensure the number and percent of post-post GFM issues is minimal. Reasons for increases in these numbers should be determined and problems corrected or operating procedures revised, if necessary.

F433 -----DESC----- POST-POST GFM REQUISITIONS REPORT DATE 88366 PAGE 303

REPORTING PERIOD: 89/1 TO 89/2

TOTAL GFM REQS PROCESSED 4

POST-POST GFM REQS PROCESSED 2

PERCENT POST-POST-JF TOTAL 50.0

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