

APPENDIX F-242

MISSING RECEIPT/LOST SHIPMENT NOTICE

1. PURPOSE

To provide the Accountable Officer with a listing consisting of the following:

- a. Materiel Receipt Confirmation (MRC) documents when materiel has been received, but lost during processing.
- b. Materiel lost in-transit. The DSC has had evidence of shipment, but the depot has no evidence of receipt and tracer action has proven unsuccessful.
- c. Monthly summarized totals of the above transactions output on parts A and B of the listing. Part A, contains DIC D4s_, Part B, contains DIC D6s_.

2. ORIGIN

This listing results from a Materiel Receipt Confirmation, DIC D4_ and DIC D6_, that has a Management Code L, K, or Y in pos. 72.

3. FREQUENCY

Daily, as receipt documents are received and monthly based upon accumulation of daily receipt transactions.

4. FORMAT

a. Heading Line:

- (1) REPORT NO. - F-242 (Daily); F-242A and F-242B (Monthly).
- (2) ORC.
- (3) TITLE - Missing Receipt/Lost Shipment Notice or Summary.
- (4) DATE - Julian date report prepared.
- (5) PAGE - Page Number of Report.

b. Data Organization:

- (1) Sequence:
 - (a) Major is RIC of Storage Activity.
 - (b) Minor is NSN.
- (2) Number of lines per page varies.

(3) Spacing: Double-Space.

(4) Page break is RIC of storage activity.

c. Captions of Data Elements:

(1) DIC - Document Identifier - D4_, D6_, D9A.

(2) RIC - Routing Identifier of DSC.

(3) NSN - National Stock Number.

(4) TYP - Type of Pack Code.

(5) UI - Unit of Issue.

(6) QTY - Quantity.

(7) REV - Reversal Indicator.

(8) DOC NO. - Document Procurement Instrument or Contract Number.

(9) SUF - Suffix Code.

(10) VARR - D4_ Contract/Line Item Number.
D6_ Supplementary Address.

(11) SIG - Signal Code (D6_ only).

(12) DIST - Distribution Code.

(13) PROJ - Project Code.

(14) SHIP NO. - Shipment Number (D4_ only).

(15) RI FROM - Routing Identifier of Storage Activity.

(16) O/P - Ownership/Purpose Code.

(17) COND - Condition Code.

(18) MGMT - Management Code.

(19) DATE - D4_ and D6_ date materiel missing was received.
D9_ date of preparation.

(20) CALL NO. - Call, order, or serial number.

(21) DOLLAR VAL - Extended value of receipt quantity in DIC D4_ or D6_ based on Materiel Acquisition Unit Cost.

d. Data Organization, Summary Pages:

(1) Sequence:

(a) Major by DIC.

(b) Minor by RIC of Storage Activity.

(2) Number of lines per page varies.

(3) Spacing: single-spaced.

(4) Page break, when completed or upon overflow.

e. Captions of Data Elements:

(1) RIC - Routing Identifier Code of Storage Activity.

(2) DIC D4_ MGMT CODE L or Y AND DIC D4_ MGMT CODE K - Summary totals for each RIC by lines and dollars.

(3) DIC D6_ MGMT CODE L or Y AND DIC D6_ MGMT CODE K - Summary totals for each RIC by lines and dollars.

(4) GRAND TOTALS - Grand total of lines and dollars by DIC for listings.

5. DISTRIBUTION AND RETENTION

Two copies to the Accountable Officer, Stock Control Division, Directorate of Supply Operations. The Accountable Officer will maintain one copy for at least one year or until action is complete, whichever is longer. One copy to Directorate of Contracting and Production (applicable to management code K) for use in identification of contractor performance.

6. PROCEDURES FOR REVIEW AND PROCESSING

The Accountable Officer will process this listing based on the procedures in appendix E-360 P.

