

APPENDIX F-252

CLOSED EXCEPTION REQUISITION

1. PURPOSE

To provide a list of exception data requisitions for which supply action has been completed.

2. ORIGIN

Internally generated when the closed requisition record is purged from the ORHF and migrated to the PRHF.

3. FREQUENCY

Monthly

4. FORMAT

a. Heading Line (Standard Identification).

b. Data Organization:

(1) Sequence: Document Number on Multiple Column Concept.

(2) Number of lines per page: No limit.

(3) Spacing: Double.

(4) Page break is on Service Code.

(5) Required totals are: None.

c. Captions of Data Elements:

(1) Document Number.

(2) Document Number.

(3) Document Number.

(4) Document Number.

(5) Document Number.

5. DISTRIBUTION AND RETENTION

One copy to Requisition Processing Branch, Directorate of Supply Operations. Destroy when action desired has been accomplished.

6. PROCEDURES FOR REVIEW AND PROCESSING

See appendix E-515 P.

CLOSED EXCEPTION REQUISITION (CONT'D)

CLOSED EXCEPTION REQUISITIONS

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