

APPENDIX E-062 P

FLEET ISSUE LOAD LIST (FILL) ITEM DELETE DOCUMENT

1. PURPOSE

This procedure is applicable to chapter 9 and prescribes the technique to be used to remove all FILL data from the Supply Control Record. It is intended also to serve as a reminder for the FILL monitor to ensure that the technique is not used indiscriminately (i.e., other than in conjunction with processing a complete FILL Supply Request Deck (DIC CLA, appendix B-44). The removal of existing FILL data from the Supply Control Record must be accomplished before posting more current complete FILL data furnished by Fleet Materiel Support Office to DSCs twice a year.

2. APPENDICES USED IN THIS PROCESS

Appendix B-62, FILL Item Delete Document.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The FILL monitor, Materiel Support Branch, Directorate of Supply Operations (DSO) is responsible for ensuring correct preparation and forwarding to the Office of Data Systems (ODS) of FILL Item Delete Documents. The Administrative Services Branch is responsible for providing Data Entry services as required and ensuring entry into the computer of FILL Item Delete Documents forwarded by DSO.

4. PROCEDURES/INSTRUCTIONS

a. When it is determined that a complete FILL Item Supply Request Deck (DIC CLA, appendix B-44) is to be processed for posting to the Supply Control Record, prepare FILL Item Delete Document (DIC ZRU) in accordance with appendix B-62. DD 1348m will be used for this purpose. A 189 entry in pos. 4-6 indicates only the NSC Norfolk FILL field in the Supply Control File will be deleted and DIC CLA NSC Norfolk documents will be available (simultaneously). A 228 is the NSC Oakland entry in pos. 4-6. If a simultaneous NSC Norfolk and NSC Oakland FILL field delete action in the SCF is required, enter a SSD in pos. 4-6.

b. Forward completed FILL Item Delete Document to FILL monitor. (This step is required only if FILL Item Delete Document is prepared by other than FILL monitor.)

c. FILL monitor will ensure that FILL Item Delete Document is correctly prepared and that a complete FILL Item Supply Request Deck is available for processing. Thereafter, the FILL monitor will deliver both products, as a package, to ODS for processing.

5. FLOWCHART

Flowchart not required.