

APPENDIX E-165 P

BULK REDISTRIBUTION ORDERS

1. PURPOSE

This appendix provides instructions for manual preparation of the Bulk Redistribution of Stock Document, appendix B-165.

2. BACKGROUND

Periodically (monthly) an ADP listing, appendix F-108, of on-hand assets at attrition sites is furnished the Materiel Support Branch, MSO, DSO. The Materiel Support Branch reviews listing to determine whether stocks qualify for bulk redistribution under concepts and restrictions of DLAM 4145.10. If so, coordinates with item managers as prescribed in appendix E-166 P.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The Materiel Support Branch is responsible for preparation of input document (appendix B-165) after coordination with item managers.

4. APPENDICES USED IN THIS PROCESS

- a. Appendix B-165, Bulk Redistribution of Stock Document.
- b. Appendices F-108A-B, Attrition Site Asset Listings.

5. PROCEDURES/INSTRUCTIONS

a. After receiving an appendix F-108, Attrition Site Asset Listing, and an IOM with recommended percentage of stock to be redistributed and recommended destination for stock to be redistributed forward by Inventory Managers in accordance with appendix E-166 P, prepare a DIC ZLU* Bulk Redistribution of Stock Document, and process in following sequence.

(1) Prepare DIC ZLU document in the format of appendix B-165 but do not release for computer input. Sight validate all data elements prior to release to ODS.

(2) Forward the DIC ZLU for computer input to ODS accompanied by an IOM requesting that the DIC ZLU input be scheduled for processing in SAMMS Job USDJMM15.

(3) Care should be taken to assure that all DIC ZLU inputs are batched for submission to ODS at one time to minimize computer processing time.

b. Coordinate via telephone or message with shipping and receiving activity to apprise each of the bulk redistribution actions in process and advise that Project Code 1R2 will appear in all documents.

c. Cancellation of such redistribution orders when required will be on a single line basis and prepared by item manager as prescribed in appendix E-017 P.

d. Receipts, followups and denials will be processed in the normal manner as prescribed in chapters 3 and 4.

e. A situation can occur when there will not be sufficient document numbers available for assignment to all A2_ documents. Redistribution Orders will not be prepared for these actions; however, they will appear on the appendix F-273 as A2_ documents, except that the document number field will be blank. If redistribution is still the desired action, reinput the A2_ documents through the normal manual redistribution procedure.

6. FLOWCHART

Flowchart not required.