

APPENDIX E-184 P

FLEET ISSUE LOAD LIST (FILL) ITEM CHANGE DOCUMENT

1. PURPOSE

This appendix provides instructions for manual preparation of Fleet Issue Load List (FILL) Item Change Transaction, DIC ZRL, appendix B-184. The FILL Item Change Document is used to revise or add FILL quantities in the Supply Control Record. It is input to correct errors applicable to FILL Item Change Documents previously submitted or FILL Supply Request/Change Transactions, DIC CLA, rejected from computer processing during the regular semiannual FILL data posting run (see chapter 9).

2. APPENDICES USED IN THIS PROCESS

- a. Appendix B-184, Fleet Issue Load List (FILL) Item Change Document.
- b. Appendix F-117, Uncontrolled Violation Printout.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The FILL monitor, Materiel Support Branch., Directorate of Supply Operations (DSO), is responsible for ensuring preparation and forwarding to the Office of Data Systems (ODS) of FILL Item Change Transactions. The Administrative Service Branch is responsible for providing Data Entry services as required, and ensuring entry into the processing system of all FILL Item Change Transactions forwarded by DSO.

4. PROCEDURES/INSTRUCTIONS

a. When review of the Uncontrolled Violation Printout, appendix F-117, or receipt of incoming FILL Supply Request/Change Transactions (appendix B-044) DIC CLB, CLC, or CLD indicates the preparation of FILL Item Change Document, DIC ZRL, is in order, prepare same in accordance with appendix B-184.

b. Mandatory entries required for preparation of this transaction are:

- (1) Document Identifier Code, pos. 1-3.
- (2) Routing Identifier Code, pos. 4-6.
- (3) National Stock Number, pos. 8-20.
- (4) Unit of Issue, pos. 23-24.

(5) One entry in either pos. 30-34, FILL Quantity for NSC Norfolk (leave blank when no change required) and/or pos. 39-43, FILL Quantity for NSC Oakland (leave blank when no change required). Zero fill to the left of significant digit. An entry in a quantity field will overlay data in the Supply Control Record for the corresponding activity. One card may be used to overlay data for both NSCs Norfolk and Oakland.

(6) Output Routing Code, pos. 77-78.

c. Forward FILL Item Change Transactions to ODS for Data Entry into the processing system.

5. FLOWCHART

Flowchart not required.