

APPENDIX E-460 P

CANCELLATION FOLLOWUP LISTING

1. PURPOSE

a. This appendix is to provide procedures for review and processing of the Cancellation Followup Listing and the Cancellation Followup Supplemental Listing.

b. A weekly copy of the Cancellation Followup Listing and the Cancellation Followup Supplemental Listing will be output to ORC 94 in the Directorate of Supply, Management Support Office (MSO).

2. APPENDICES USED IN THIS PROCESS

Appendix F-460, Cancellation Followup Listing.

3. PROCEDURE/INSTRUCTIONS

a. Upon receipt of the F-460A, Cancellation Followup Listing, initiate an Inter-Office Memorandum (IOM), attach to listing and forward to Contracting. Request status be furnished within five working days to MSO. In the event cancellation has been accomplished, request Contracting furnish a copy of the cancellation action.

b. Upon receipt of the F-460B, Cancellation Followup Supplemental Listing for NSNs, initiate an IOM, attach to listing and forward to each respective Branch of the Inventory Management Division. For NNSNs, initiate an IOM, attach to listing and forward to Requisition Processing Branch of the Stock Control Division. Request status be furnished for each listing within five working days to MSO.

c. These listings will be used in MSO as a management tool and when preparing various reports and/or briefings as required.