

## **AP8.3. APPENDIX 8.3**

### **SECURITY ASSISTANCE PROGRAM REQUISITION**

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Send To <sup>1</sup>	A Not Applicable	Enter the appropriate in-the-clear name and address of the activity designated to receive the requisition.
Requisition Is From	B Not Applicable	Enter the in-the-clear name and address of the requisitioner.
Document Identifier Code	1-3	Enter DIC A0_ or AM_.
Routing Identifier Code	4-6	Enter RIC indicating the source to which the document is submitted.
Media and Status	7	Enter M&S code.
Stock Number	8-22	Enter the stock or part number of the item requisitioned.
Unit of Issue	23-24	Enter the U/I.

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<sup>1</sup>See the "AP6" series of appendices for the explanation of data fields.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Quantity	25-29	<p>a. Enter quantity requisitioned.</p> <p>b. When quantity restriction applies; for example, total requirements for an item will result in more than 25 shipment units for specified items, see Chapter 25.4.4.</p> <p>c. For ammunition and ammunition related requisitions only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29).</p>
Document Number	30-43	Enter the document number as assigned by the preparing activity.
Service/Agency Code	30 (First Position)	Enter the alphabetic code of the SC implementing agency designated as the recipient of the Security Assistance order.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Security Cooperation Customer Code	31-32 (Second and Third Position)	Enter the appropriate SC Customer Code (recipient country/organization for the Security Assistance materiel).
Mark-For (In-Country Code)	33 (Fourth Position)	<p>a. For Grant Aid, enter the one-digit alpha or numeric code to indicate the country recipient and place of discharge within the country.</p> <p>b. For foreign military sales (FMS), enter the one-digit alpha/numeric code that identifies the countries' selected mark-for addresses, that will be part of shipment container markings selected mark-for addresses, that will be part of shipment container markings. When rp 46-47 contains code XX, the address identified by the code in rp 33 will be the ship-to address. When a code is not applicable, a numeric zero (0) will be entered.</p> <p>c. An XW entry in rp 46-47 indicates instances where the materiel is to be delivered to an assembly point or staging area. In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related materiel release orders (MRO).</p>

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Foreign Military Sales Delivery Term	34 (Fifth Position)	<p>a For FMS requisitions, enter the numeric code to identify delivery term for type of shipment.</p> <p>b The above entry is not applicable to Grant Aid requisitions. For Grant Aid requisitions, always enter a 0 (zero).</p>
Security Assistance Program Type of Assistance/ Financing	35 (Sixth Position)	Enter the one-digit alpha or numeric code to identify the type of assistance.
Date	36-39	Enter the year and three-position day of year.
Serial Number	40-43	Enter the serial number of the requisition. The number is assigned at the discretion of the requisition initiator and will not be duplicated on any one day.
Demand	44	Enter the demand code, as applicable.
Supplementary Address	45-50	Contains entries indicated below:

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Security Assistance Program Customer Service Designator (In-Country Service)	45 (First Position)	a. For FMS, this code, must be the Service/Agency Code B, D, K, P, or T since these are the only codes with addresses published in the Military Assistance Program Address Directory (MAPAD). b. For Grant Aid, enter an alpha Y to indicate that the contents in Block 15 or rp 46-50 are not meaningful to the system, but are to be perpetuated in the ensuing documentation.
Address	46-47 (Second and Third Position)	a. For FMS, enter the appropriate type of FMS offer release options in rp 46 and FF in rp 47 designated by the recipient country (see the MAPAD). When the shipments are to be made under U.S. sponsored transportation, alpha XX will be entered. An XW entry in rp 46-47 indicates the materiel is to be delivered to an assembly point or staging area In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related MROs.
	48-50 (Fourth, Fifth and Sixth Position)	b. For FMS, enter the applicable three-position case number assigned to the FMS transaction.

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	46-50	c. For Grant Aid in the first position or rp 46, enter the last numeric digit of the SAP year, for example, 1999 is expressed as 9, 2000 as 0, etc.). The remaining four positions of Block 15 or rp 47-50 will indicate the program line item (alpha, numeric, or alpha/numeric).
Signal	51	Enter the signal code.
Fund	51-53	Enter the fund code as directed by the Service.
Distribution	54-56	Enter the distribution code of the activity to receive status as directed by the Service.
Project	57-59	When applicable, enter the appropriate project code under Service instructions.
Priority	60-61	Enter the priority designator.
Required Delivery Date	62-64	This field will normally be left blank. (The ordinal day or Required Availability Date (RAD) entry will be made when conditions meet the established criteria.)
Advice	65-66	Enter the advice code to convey instructions to the supply source. When entry is not required, leave blank.
Date of Receipt of Requisition <sup>2</sup>	67-69	Leave blank on submission. Processing points will enter date of receipt.

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<sup>2</sup> Processing points passing DIC AM\_ modifiers to another supply source for continued processing will enter their RIC in rp 67-69.

FIELD LEGEND	TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL)	ENTRY AND INSTRUCTIONS
Blank	70-80  (FMS 70-71, 73-80)	<p>Leave blank on inter-Service requisitions forwarded to the DLA and Government Services Administration (GSA) supply sources.</p> <p>a. This field is optional for intra-Service/Agency (S/A) use.</p> <p>b. This field may be used for internal purposes on retained copies of requisitions.</p>
Cooperative Logistics Program Support Category	72	<p><u>FMS only</u>. The applicable International Logistics Control Office (ILCO) will enter the appropriate Cooperative Logistics Program Support Code (CLPSC) if rp 35 contains a V on Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions or passing orders. If blank, or incorrect, reject with Status Code CT.<sup>3</sup></p>
Remarks Field of Requisition	L-V	<p>This field will be used to convey required additional information not provided for in the requisition format.</p>

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<sup>3</sup> Requirement to expand the CLPSC to differentiate a Foreign Military Sales Order (FMSO) I requisition from a FMSO II requisition was not implemented. Refer to AMCLs 7 and 22.