Department of the Army
Pamphlet 750–1

Maintenance of Supplies and Equipment

Commanders' Maintenance Handbook

Headquarters
Department of the Army
Washington, DC
2 February 2007

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SUMMARY of CHANGE

DA PAM 750–1
Commanders' Maintenance Handbook

This major revision, dated 2 February 2007--

- Changes the title of the publication to reflect the expanded scope and the evolution in Army maintenance practice toward predictive/proactive maintenance practices in the interest of unit readiness and mission accomplishment.

- Recognizes the Army Maintenance Standard as the objective of unit maintenance programs in all Army deployable organizations (chap 1).

- Outlines the growing role of the Army Condition Based Maintenance-Plus Initiative for commanders, leaders, supervisors, soldiers, and any augmentation personnel that support them (chap 2).

- Requires commanders at all levels to provide time, personnel, maintenance skills, space, and other resources (chap 2).

- Emphasizes the urgent need for tactical maintenance augmentation support to modification table of organization and equipment maintenance operations in peacetime garrison operations and cites the policy for obtaining the resources (chap 2).

- Explains the roles and uses of maintenance management metrics in mission accomplishment for leaders and managers at all levels of command, with emphasis on manpower (chap 2).

- Recognizes the restructuring of Army maintenance that reallocates some higher level, more complex maintenance tasks and capabilities from combat service support commands to combat and combat support organizations at battalion level and below (chap 3).

- Identifies and explains the capabilities of transitional Army maintenance software (the Standard Army Maintenance System-Enhanced) (chap 4).

- Highlights the need for accurate, timely, and complete historical maintenance data (chap 4) .

- Identifies and references the capabilities of supply support systems (chap 4).
- Provides guidance on the role of the Army Logistics Support Agency as the Army maintenance database of record and on how leaders, managers, and commanders can use this resource to assist them (chap 4).
- Details the uses of the Integrated Logistics Analysis Program reports (chap 4).
- Identifies Army maintenance programs such as Maintenance Awards, the Army Oil Analysis Program, and the Army Maintenance Regeneration Enablers for leader/soldier use (chap 6).

FOREWORD

The Army is transforming and modernizing in order to accomplish 21st-century missions assigned to it by the National Command Authority. The Army's combat and combat support forces must generate combat power in order to accomplish those missions. Army combat power can best be generated when its equipment meets the Army Maintenance Standard. Army maintainers, in support of operators, crew, and other users, will have a key role in sustaining the means of combat power.

I expect that 21st-century maintainers in the field will return combat means to the warfight with the smooth efficiency akin to that which professional automobile racing "pit crews" return their racers to the racetrack. The means of maintenance (repair parts, replacement modules, tools, test equipment, and so on) must be available, and Army maintenance commanders, leaders, and soldiers must work as a team to accomplish the maintenance mission.

This handbook will guide soldiers and their leadership the keys to successful unit and organization maintenance operations, ensuring that Army equipment meets the Army Maintenance Standard and that the overall Army mission is accomplished.

PETER J. SCHOOMAKER
General, United States Army Chief of Staff

Headquarters
Department of the Army
Washington, DC
2 February 2007

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Maintenance of Supplies and Equipment

Commanders' Maintenance Handbook

By Order of the Secretary of the Army:

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History. This publication is a major revision.

Summary. This pamphlet provides an overview of the wide spectrum of maintenance topics required for day-to-day maintenance operations. The pamphlet will provide guidance, assistance, and procedures to support both Army units that have recently transformed to a modular structure with a two-level allocation of maintenance tasks and Army units and organizations that have not yet undergone transformation as of the publication of this pamphlet.

Applicability. This pamphlet applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. During mobilization, the proponent may modify chapters and policies contained in this pamphlet.

Proponent and exception authority. The proponent of this pamphlet is the Deputy Chief of Staff, G–4. The Deputy Chief of Staff, G–4 has the authority to approve exceptions or waivers to this pamphlet that are consistent with controlling law and regulations. The Deputy Chief of Staff, G–4 may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency in the grade of colonel or the civilian equivalent. Activities may request a waiver to this pamphlet by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through higher headquarters to the policy proponent. Refer to Army Regulation 25–30 for specific guidance.

Suggested improvements. Users are invited to submit comments and suggested improvements to this regulation. Internet users can submit their comments and suggested improvements on electronic DA Form 2028 (Recommended Changes to Publications and Blank Forms) to supplyandmaint@hqda.army.mil. Anyone without internet access should submit comments and suggested improvements on DA Form 2028 directly to HQDA, ODCS, G–4 (ATTN: DALO–SMM), 500 Army Pentagon, Washington, DC 20310–5000.

Distribution. This publication is available in electronic media only and is intended for command levels A, B, C, and D for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

*This revision supersedes DA Pamphlet 750–1 dated 3 October 2003.

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Chapter 1
Introduction

1–1. Purpose

This handbook provides assistance to commanders at the division level and below and to their staffs, leaders and soldiers in order to achieve and sustain the Army Maintenance Standard for assigned and attached equipment as prescribed in Army Regulation (AR) 750–1 and outlined in paragraph 1–2 below. The Army Maintenance Standard is the foundation of the overall maintenance program. It is the required end-state for Army equipment, enabling Army combat and combat support forces to generate combat power to accomplish assigned missions. The Army is transforming and reorganizing for 21st-century operations and this pamphlet is intended to give day-to-day assistance to maintenance soldiers and their leaders. Although the primary target audience for this pamphlet includes commanders, leaders, and soldiers at battalion level and below, where the maintenance operations take place, the pamphlet will prove useful to leaders at all command levels. This pamphlet is to be used as a daily guidebook to the references, authorities, and principles of successful Army maintenance operations.

1–2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1–3. Explanation of abbreviations and terms

Abbreviations and special terms used in this pamphlet are explained in the glossary.

1–4. The Army Maintenance Standard

a. The equipment is fully mission capable (FMC).

b. All faults are identified following prescribed intervals using the "items to be checked" column of the applicable Technical Manual (TM) XX–10 series and the TM XX–20 series along with its preventive maintenance checks and services (PMCS) table. Aviation faults are determined by using the aircraft preventive maintenance inspection and service (PMIS) per TM 1–1500–328–23.

c. All repairs, services, and other related work that will correct unit-level equipment/materiel faults for which the required parts/supplies are available have been completed in accordance with Department of the Army (DA) Pamphlet (Pam) 750–8 or DA Pam 738–751.

d. Parts and supplies required to complete the corrective actions, but which are not available in the unit, are on a valid funded requisition in accordance with AR 710–2.

e. Corrective actions that are not authorized at unit level by the maintenance allocation chart (MAC) must be on a valid support maintenance request (DA Forms 5990–E (Maintenance Request) and 2407 (Maintenance Request).

f. Scheduled services are performed at the service interval required by the applicable technical publication. Because of competing mission requirements, units are authorized a 10 percent variance when performing scheduled services. Procedures to apply this variance are found in DA Pam 750–8 for ground equipment and TM 1–1500–328–23 for aviation equipment. (Afloat prepositioning ships–Afloat is excluded from this variance requirement.)

g. All routine, urgent, and emergency modification work orders (MWOs) are applied to equipment in accordance with AR 750–10. In addition, actions required by one-time safety-of-use (SOU) messages and emergency safety-of-flight messages are completed per AR 750–6 and AR 95–1.

h. All authorized basic issue items (BIIs) and component of end items (COEIs) are present and serviceable or on a valid supply request. For aircraft, all authorized flyaway items and items listed on the aircraft inventory master guide are present and serviceable or on a valid supply request.

1–5. The purpose of Army maintenance

The purpose of Army maintenance operations is to generate and regenerate combat power and to preserve the capital investment in combat systems and equipment over time to enable training and support all assigned missions.

1–6. Overview

a. Chapter 1 provides an overview of the Army Maintenance Standard, Army maintenance mission objectives, benchmarks, performance measures (metrics), a leadership self-test, and other assistance to the unit leader and commander.

b. Chapter 2, "Personnel and Responsibilities," describes key organizations, personnel. and responsibilities for maintenance operations.

c. Chapter 3, "Maintenance Structure and Policy," discusses our Army's maintenance organization, and policy as outlined in AR 750–1 and other applicable publications. The central objective of chapter 3 is the achievement of the Army Maintenance Standard for all Army equipment and rapidly returning equipment to the warfight.

d. Chapter 4, "Operations and Procedures," outlines maintenance operations and procedures in 21st century Army organizations in the continental United States (CONUS) and overseas and guides the reader into how the Army's

maintenance process works. Addresses are provided on Internet sites to provide access to technical references either World Wide Web based or compact discs (CDs).

e. Chapter 5, "Preventive Maintenance Checks and Services, Equipment Technical Literature, and Maintenance Standard Army Management Information System," describes the role and importance of PMCS, to unit maintenance programs. It also includes a listing of TMs recorded on CDs, available at the Army Logistics Support Agency (LOGSA), Redstone Arsenal, AL. Successful maintenance operations must have the appropriate technical literature. The procedures for obtaining updated TM listings, LOGSA CDs, and related information are also provided.

f. Chapter 6, "Maintenance Programs," discusses some of the Army's enablers, policies, and programs that are most critical to the success of Army maintenance, with focus on Field-level maintenance.

1–7. Maintenance in Army units and organizations

Maintenance operations by soldiers in Army field organizations that preserve the operational condition and inherent reliability of equipment comprise the most critical of all of the building blocks in the Army maintenance system. The primary focus of this pamphlet is on the battalions, companies, platoons, and detachments, and the commanders and leaders who direct them. The maintenance team will achieve success when their organization sustains organizational equipment with operational ready rates at required levels while achieving the Army Maintenance Standard for assigned and attached equipment.

1–8. Leadership

Leadership and commitment strengthen the probability of success of any task, mission, or course of action. Maintenance tasks require effective leadership to get the job done in accordance with policy and in the best manner possible. The U.S. Army is made up of people, doctrine, organizations, weapons, and equipment. Leadership brings all of these elements together and makes them work. Good leaders are developed through a never-ending process of self-study, education, training, and experience. This pamphlet has been developed with the purpose of adding the management of maintenance to the leadership skill set for soldiers and their leaders.

1–9. Commander/leader self-test for maintenance management competence

Commanders and leaders at battalion level and below must be able to answer "Yes" to the following questions, as a minimum, to ensure that organization maintenance operations achieve their mission. Positive answers to these questions will serve as benchmarks and metrics for successful management:

a. Are my junior leaders and soldiers aware that their maintenance mission is to achieve the Army Maintenance Standard for assigned and attached equipment?

b. Do I provide my junior leaders and soldiers with feedback on how well that mission is being accomplished?

c. Am I giving maintenance operations the required amount of prime training time, resources, attention, and priority in order to accomplish assigned missions and tasks?

d. Have I augmented my soldiers with maintenance assistance in peacetime garrison operations in accordance with Army policy?

e. Does my maintenance team of soldiers and leaders use maintenance enablers, the Army Maintenance Management System (TAMMS) procedures, and automated information systems to manage operations and record and report maintenance data?

f. Are the standing operating procedures (SOPs) for my area of responsibility up to date?

g. Have I ensured that unserviceable reparable Army assets have been promptly returned through retrograde channels to the designated addressee or source of repair?

h. Am I technically competent enough to supervise my soldiers and inspect my unit's equipment? If not, have I taken corrective action?

i. Have I arranged for support from garrison and other support organizations to ensure that required supplies, tools, test equipment, and facilities are provided?

j. Have I employed my soldiers that have special skills in the appropriate military occupational specialty (MOS) positions?

k. As a commander, supervisor, or small-unit leader, do I lead by example? Have I been in the motor pool or equipment storage area daily and inquired about key aspects of the operation?

l. Are my assigned vehicle and personal equipment at the Army Maintenance Standard, and are they examples and models for all to follow?

m. Do I foster an ownership relationship between my soldiers and their equipment?

n. Do I know the maintenance system within my organization and do my unit and its personnel comply with system requirements and use it to accomplish tasks and missions?

o. Do my soldiers have the necessary resources (to include current TMs) to perform maintenance adequately?

p. Have I used incentive awards and similar recognition initiatives to recognize leadership and good performance on the part of my soldiers?

1–10. Equipment maintenance and evaluation by equipment users, operators and Soldiers

a. Observation by the equipment operator or user of equipment performance and condition is necessary for an Army maintenance program. Observation of equipment performance and condition is the basis of the Army PMCS. Utilization of PMCS is crucial to the success of unit maintenance operations and is required by all printed equipment TMs, electronic technical manuals (ETMs), and interactive electronic technical manuals (IETMs) for the before, during, and after equipment operation checks. Through observation, an operator compares equipment performance and condition against an established technical standard and reports problems before they become catastrophic. The operation and maintenance standards found in the TM XX–10 and TM XX–20 series specify the technical standards that apply to all Army equipment.

b. Unit leaders must supervise maintenance operations to ensure that operators, crews, and maintenance soldiers work as a team to sustain equipment at the Army Maintenance Standard.

c. Soldiers are expected to be team members and report their observations to users, operators, crew chiefs, and their leaders. The operator (or crew) is often the first to detect any changes to equipment condition and performance and is the basis for the new Army program called Condition Based Maintenance Plus (CBM+). The CBM+ approach notes equipment condition variances from standard and combines diagnostics and prognostics to determine what and when maintenance actions will be taken. Periodic maintenance services will be de-emphasized and performed less frequently under CBM+.

1–11. Essential Army programs for effective maintenance management

The Army has developed numerous solutions to typical field-level maintenance problems and management challenges. Headquarters (HQ), Department of the Army (DA), develops programs, enablers, and policies and provides resources to support them, based on input from the field level. Some of the Army programs, enablers, and policies that are most critical to the success of maintenance operations are listed below and are found in chapter 6:

a. Recognition of soldiers and units.
b. Army Equipment Safety and Maintenance Notification System (AR 750–6).
c. Maintenance assistance and instruction team (MAIT).
d. Publications, including TMs, ETMs, IETMs, technical bulletins (TBs), and so on.
e. Army warranty program concepts and policies.
f. Tools and the tool improvement program suggestions.
g. Army Oil Analysis Program (AOAP).
h. Test, measurement, and diagnostic equipment (TMDE) program.
i. Facilities.
j. Logistics assistance program (LAP).
k. National Maintenance Program (NMP).

Chapter 2
Personnel and Responsibilities

"The Army has allocated tasks, key resources, force structure, and technological means to assure the generation and sustainment of combat power for the accomplishment of assigned missions. Army maintainers sustain the means to generate combat power, working as a team supported by leadership, while achieving the Army Maintenance Standard for assigned and attached equipment."—Lieutenant General Ann Dunwoody, Deputy Chief of Staff, G–4.

2–1. Maintenance mission

The maintenance mission for deployable MTOE and modified tables of distribution (MTDA) and allowances organizations is summarized in two elements, as noted in paragraphs 2–1*a* and 2–1*b*. This pamphlet serves as a guide to assist commanders at division level and below, to achieve the maintenance mission and a high state of materiel readiness. Primary emphasis and actions will be focused at battalion level and below. Command direction, emphasis, support, and resources from brigade level and higher are indispensable to achieving organization maintenance mission success.

a. Achieve and sustain the Army Maintenance Standard for assigned (and attached) equipment.

b. Preserve the inherent reliability of equipment through preventive maintenance actions, predictive-maintenance techniques, diagnostics, and condition based maintenance corrections to maintenance faults and status.

2–2. Special emphasis points for commanders and staffs at battalion level and higher

a. Training/maintenance time. Sufficient time must be allocated in training schedules to enable units to accomplish their maintenance missions and help soldiers achieve and maintain MOS proficiency. Commanders are responsible for allocating adequate time for maintenance as outlined in AR 750–1, chapter 2, and in appropriate sections of AR 570–4.

b. Maintenance manpower. This resource is as important as training time. Adequate manpower must be available within the time allotted for units to perform their maintenance tasks to the Army Maintenance Standard. If resources

are insufficient, subordinate commanders, leaders, and soldiers will perform the most urgent tasks and sacrifice other tasks, in order to accomplish the mission as best they can under prevailing conditions. When forced prioritization takes place because of inadequate manpower, maintenance quality suffers, equipment condition and reliability are degraded, and the recording of critical maintenance data is often sacrificed in order to accomplish the organization mission.

c. MTOEs and the MTDAs. These are authorization documents with equipment allocated to accomplish a wartime mission. They are developed and published by the Army Force Management Support Agency, Fort Lee, VA. The maintenance workload for this equipment and the numbers of maintenance personnel are matched to ensure that the Army Maintenance Standard is achieved under wartime conditions. During wartime, the soldier is available to perform maintenance missions, 24 hours a day, seven days per week, with a total MOS working time that exceeds 55 hours per week for all Army deployed organizations. However, during peacetime garrison operations, maintenance soldiers are routinely available at less than 50 percent of wartime availability, and must be augmented if the Army Maintenance Standard is to be achieved for assigned equipment. In Army publications, this is referred to as Tactical Maintenance Augmentation. Since such augmentation services must be procured or obtained externally, commanders must take timely action to forecast their requirements in accordance with Army resource formulation procedures (see AR 750–1, chap 3). If contract personnel become available and are used to augment soldier personnel, they should work under the close supervision and coordination of unit maintenance leaders and commanders in order to maximize efficiency, promote teamwork with soldier maintenance personnel, while achieving the Army Maintenance Standard.

d. Maintenance proficiency and training. Ensure that personnel are utilized in their MOS and applicable Additional Skill Identifier (ASI) specialties (see AR 750–1, para 2–17).

e. Repair parts, repair kits, service kits, general maintenance supplies/combat spares. These are indispensable hardware supplies and assets that commanders must provide if the maintenance mission is to be achieved and sustained (see AR 750–1, chaps 3, 4, and 7). AR 710–2 and DA Pam 710–2–1 provide specific assistance on supply operations.

f. Test equipment. Guidance is provided in AR 750–1, chapter 6, and AR 750–43.

g. Maintenance facilities. These structures are significant maintenance enablers and centers of production to ensure that the Army Maintenance Standard and equipment readiness standards are achieved. Commanders should work closely with garrison officials to ensure that maintenance buildings, hardstands, sheds, utilities, and waste and environmental systems are properly maintained and functional, as these assets can contribute to safe and efficient maintenance operations.

2–3. Special emphasis points for commanders and leaders at battalion level and below

a. Commanders of organizations at battalion level and below, and commissioned, warrant, and non-commissioned officers within those organizations occupy the most critical positions in the Army maintenance process. If commanders and other leaders give maintenance operations the appropriate priority in relationship to overall unit mission requirements, the chances for unit success and mission accomplishment will be improved. In addition, other supportive behaviors and actions are required of these leaders, if the maintenance mission is to succeed.

b. Leaders must implement the policies contained in AR 750–1; the procedures contained in DA Pam 750–8 and DA Pam 738–751; the automated processes contained in the Unit Level Logistics System–Ground (ULLS–G), ULLS–Aviation (A), and Standard Army Maintenance System–Enhanced (SAMS–E); and in succeeding generations of maintenance software. Each level of command has its assigned and implied responsibilities. Dedication, teamwork, and coordination are required to get the maintenance mission accomplished and implemented correctly.

2–4. Command emphasis checkpoints

a. Some of the key questions that commanders, leaders, and supervisors must ask include—

(1) Am I technically competent enough to supervise my soldiers and inspect my equipment?

(2) Have I been in the motor pool, hangar, or equipment storage area on a frequent basis?

(3) Have I established maintenance as a priority in my unit/organization?

(4) Have I allotted prime training time, strictly for the care, preservation, and maintenance of equipment and maintenance training?

(5) Have I provided sufficient manpower to accomplish the mission?

(6) Do I foster an ownership relationship with regard to equipment?

b. Leadership indicators for junior leaders include—

(1) Do my soldiers exercise maintenance discipline, and what am I doing to foster it?

(2) Are subordinate leaders present and active participants during scheduled maintenance periods?

(3) Do they respond promptly and correctly to maintenance conditions that they and their subordinates identify?

c. Indicators of good maintenance management in my unit include—

(1) Have I established the Army Maintenance Standard (AR 750–1) as the objective for maintenance operations in my unit?

(2) Am I familiar with the elements of the Army Maintenance Standard (see AR 750–1, para 3–2, and table 2–1 below)?

(3) Have I assessed my total maintenance workload (PMCS and fault correction) for my unit?

(4) Have I assessed the assigned strength of unit personnel and compared this to the maintenance workload (see AR 750–1, para 3–6, and app G).

(5) If I have a resource shortfall, have I reported the results of this assessment to my chain of command?

(6) Do all of the SOPs applicable to my unit work and have I tested them?

(7) Do I enforce the TM XX–10 and TM XX–20 series PMCS standard for my equipment?

(8) Are all PMCS (daily/weekly/monthly/quarterly/semiannually/annually) actually performed for all assigned equipment?

(9) Are scheduled PMCS and equipment services placed on the unit-training schedule?

(10) Are PMCS being properly performed, in accordance with applicable technical publications?

(11) Do my soldiers have the necessary tools, test equipment, supplies, and TMs for maintenance operations?

(12) Am I taking advantage of the technical and logistics assistance available to me (from the Logistics Assistance Office (LAO) and the logistics assistance representatives)?

(13) Are my subordinate leaders present and active participants during scheduled maintenance periods?

(14) Do I review my maintenance operations transactions and reports daily?

(15) Am I using the MAIT or a similar command team to help my unit improve our maintenance program?

Table 2–1
Elements of the Army Maintenance Standard

Element	Objective
FMC	FMC status achieved
Equipment faults identified	Faults identified and documented in SAMS–E
Unit repairs and services	Services/repairs done on time
Parts/supplies needed to complete repairs/work.	Parts on funded requisition(s)
Uncorrected faults above unit level on valid work request	Work orders submitted
Scheduled services performed at required intervals	Services completed on time
Applicable emergency MWOs applied and completed; SOU messages and safety-of-flight (SOF) messages.	MWOs applied SOU and SOF message provisions implemented
BII, COEI, and aircraft flyaway items	BII, COEI, and aircraft flyaway items on hand/serviceable or on funded requisition.

2–5. Operators and crews

To have a successful unit maintenance program that supports mission accomplishment, leaders must start with their operators and crews. Operators and crews must know how to detect and report malfunctions as well as operate equipment properly and safely. An atmosphere of pride and "ownership" of equipment on the part of operators and crews enables that to happen. A disciplined routine and self-motivated pursuit of excellence help to ensure operators and crews perform PMCS to achieve the Army Maintenance Standard. Do operators and crews—

a. Know their responsibility in achieving the Army Maintenance Standard for their assigned equipment and, on a teamwork basis, for all unit equipment (see para 2–1)?

b. Have appropriate TMs on hand and in use during PMCS and scheduled services?

c. Ensure that all equipment faults are identified and corrected? If faults identified are beyond operator and crew capabilities, do crews report them to maintenance personnel?

d. Understand the fault-reporting process?

e. Verify that all ASIOE are on hand or on order?

f. Follow TM safety procedures when operating and maintaining the equipment?

g. Have up-to-date licenses to operate all assigned equipment?

h. Keep the equipment in a clean and secured condition?

i. Have the necessary facilities, manuals, tools, and time for maintenance?

j. Participate with maintenance personnel during services?

k. Have adequate supervision by technically competent leaders?

2–6. Supervisors

The unit's supervisors provide the leadership link to the operators and crews and support the achievement of the Army Maintenance Standard by—

a. Preparing for and ensuring that their subordinates fully participate in scheduled preventive maintenance periods.

b. Attending, leading, and supervising preventive maintenance operations.

c. Being technically competent.

d. Checking and updating SOPs.

e. Knowing their responsibilities for their areas of supervision and maintenance operations procedures.

f. Enforcing the Army Maintenance Standard for the equipment for which they are responsible and ensuring that the desired sense of "ownership" applies to subordinate supervisors, leaders, crews, and operators/users.

g. Training operators and crews to operate equipment and perform PMCS properly.

h. Enforcing safety.

i. Recording and reporting maintenance data in accordance with DA Pam 750–8 and DA Pam 738–751.

j. Informing their chain of command when sufficient time, personnel, funding, tools, TMs, or other maintenance means are not available to accomplish required equipment maintenance.

2–7. Maintenance Soldiers and other support personnel

Maintenance personnel are the first line of support to operators and crews. Without maintenance soldiers, Army combat power cannot be sustained in order to meet mission requirements. They assist the unit in maximizing equipment readiness by properly performing TM XX–20 and TM XX–30 series level maintenance and repairs.

a. The commander must ensure that maintenance SOPs provide clear guidance to the maintenance platoon/section. The size and capability of the internal maintenance operations may vary from command to command; however, roles of unit leaders, the unit equipment records clerk, and TAMMS clerk generally are common to all organizations.

b. The commander/leader often finds that maintenance cells are small. Critical skills that are obtained from formal training courses are often possessed only by a single individual at the unit level. In those cases where skills are "one deep," the commander/leader must ensure that multiple individuals are cross-trained and cross-supportive. This way, the mission will not be hampered by a temporary absence or short-term mission overload. Some units have supply clerks authorized and assigned. Others do not. Flexibility and versatility are required under these circumstances.

c. Some unit-level skill positions in the MTOE require soldiers who have undergone such extensive training that they are officially identified with a three character additional skill identifier (ASI) code along with the appropriate MOS code. In such cases, commanders will ensure that such personnel are fully utilized in these positions.

d. Transactions with the supply support activity (SSA) must be conducted in accordance with maintenance and issue priorities assigned by the unit commander/leader, in order to support readiness standards. See AR 710–2. Generally, this will result in same day transactions with the SSA. Unit leaders will ensure that soldiers fully understand and practice the disciplined evacuation of unserviceable and excess serviceable assets, as this is critical to the success of the 21st century Army maintenance system.

e. Soldiers must comply with all licensing, dispatching, and maintenance procedures outlined in DA Pam 750–8, DA Pam 738–751 and local SOPs. These are fundamental to unit safety, management, and equipment reliability.

f. Soldiers must complete the necessary records and forms as required by DA Pam 750–8, DA Pam 738–751 and local SOPs. Operators and crews, mechanics, and other maintenance personnel are the first and most important link to the capture of data necessary for Army maintenance management.

g. Soldiers will prepare (and leaders check) work requests for submission to the supporting maintenance provider organization, when required. In transformed, modularized organizations, this capability may be internal to the organization at battalion or brigade level. Internal organization SOPs will govern the flow of these procedures. Work requests will be processed in accordance within the priority time frames required by AR 750–1, chapter 3, and in accordance with procedures in DA Pam 750–8 or DA Pam 738–751.

h. In cases where support is required from local organizations/commands that are external to the command (for example, installation, corps-level organizations, and so on), leaders and soldiers will use the external SOPs (EX–SOPs) of these organizations to request that support.

2–8. Battalion headquarters

The battalion headquarters contains the command and control elements for the battalion maintenance organization, including the battalion maintenance control officer (BMCO), the battalion maintenance technician (BMT), and the battalion maintenance supervisor (BMS).

a. The BMCO—

(1) Controls the total maintenance effort of the battalion maintenance platoon.

(2) Makes a formal assessment of the battalion maintenance mission as described in paragraph 2–1 above at least annually, on behalf of the battalion commander.

(3) Prioritizes the battalion maintenance workload to support the commander's mission.

(4) Provides the commander with accurate equipment status for all battalion units (accuracy here depends on the accuracy and timeliness of unit reports); fully understands materiel and unit equipment status reporting; and ensures that all reporting units within the battalion fully comply with reporting procedures described in AR 200–1 and AR 700–138, and as supplemented by DA Pam 750–8 and DA Pam 738–751.

(5) Ensures that maintenance records are recorded in SAMS–E and reported to LOGSA at least monthly as required by AR 750–1.

(6) Evaluates the overall battalion PMCS operation.

(7) Enforces the Army Maintenance Standard within the battalion (see para 2–4).

(8) Assists the commander in planning tactical maintenance support.

(9) Coordinates frequently with support maintenance organizations to ensure that total logistics response time on work requests is kept to a minimum (see AR 750–1) and ensures that work request submission time and completed job pickup time are kept within standards.

(10) Ensures that sufficient copies of TMs and lubrication orders are available to battalion units for performance of PMCS.

(11) Assesses training and competence level of battalion operators, crews, and maintenance personnel. Conducts training or ensures that training and instruction are provided to meet skill requirements.

(12) Requests support from the LAO and equipment logistics assistance representatives, as required.

b. The BMT—

(1) Fulfills the role of technical expert in maintenance operations for the battalion.

(2) Assists the BMCO in the performance of duties.

(3) Organizes company/troop/battery maintenance team.

(4) Monitors the scheduling and performance of equipment services.

(5) Monitors the battalion quality assurance program.

(6) Implements and monitors the maintenance, safety, modification work management, warranty, calibration, and oil analysis programs within the organization.

(7) Plans and conducts technical training for maintenance personnel.

(8) Assists unit commanders in setting up PMCS training programs.

(9) Monitors the flow of battalion work requests to external support maintenance organizations and ensures that requested turnaround times are achieved.

(10) Monitors the flow of battalion requests to external supply support activities and ensures that required delivery date timelines are achieved. Ensure that battalion supply personnel submit supply requests and make pickups in a timely manner.

(11) Coordinates the use of unit/battalion recovery assets.

(12) If assigned to an organization without internal MAC–Code F capabilities, coordinates requirements for mobile support teams with a supporting maintenance provider organization.

c. The BMS—

(1) Assists the BMCO and BMT in the performance of duties.

(2) Assigns work to the various sections.

(3) Supervises the scheduling and performance of services.

(4) Supervises TAMMS and supply procedures.

(5) Supervises platoon equipment inventories and control of assets, especially tools.

(6) Supervises quality-control inspectors.

(7) Enforces safety standards within the battalion equipment maintenance operations.

(8) Maintains the maintenance publications library.

(9) Visits officials in garrison support organizations and coordinates directly on support issues.

(10) Submits work requests to the installation facilities engineer, when required.

2–9. Maintenance leaders in nonmodularized organizations

Maintenance leaders—

a. Receive requests for support from BMT and or BMS

b. Provide support within timeframes required by maintenance priority designator (MPD) on work requests (that is, required turnaround times in accordance with AR 750–1, chap 3).

c. Maintain shop stock in accordance with AR 710–2.

d. Returns unserviceable recoverable supply items to the supply system in accordance with AR 750–1, chapter 3.

e. Maintain custody of operational readiness float (ORF) assets and oversee performance of repairs on ORF assets as requested by the officer who is accountable for ORF assets, in accordance with AR 750–1.

f. Work as a team with other maintenance leaders and managers within the organization to achieve the Army

Maintenance Standard for assigned and attached equipment and achieve the operationally ready rate profile required of the organization.

Chapter 3
Maintenance Structure and Policies

"If the Army is to be successful in sustaining its military operations, all members of the Army Maintenance Support Team must be highly skilled and well practiced, with familiar procedures in place, so that all soldiers know their roles and execute them smoothly and professionally. Army doctrine, unit SOPs, and the daily practice of meaningful tasks, make this desired level of professionalism a reality." —Major General Mitchell Stevenson, Commander, Combined Arms Support Command.

3–1. The Army maintenance structure (under transformation)

a. Army maintenance structures, inherited from the 20th century, are undergoing change during the first decade of the 21st century. Twentieth-century equipment designs and technologies and 20th-century Army missions required the echelonment of forces over large land masses. This resulted in the allocation of tasks at four support levels—unit/organizational level for all field organizations, direct support (DS) and general support (GS) in combat service support field organizations, and depot-level in the Army Materiel Command (AMC). The allocation of maintenance tasks, and therefore the overall workload distribution in Army maintenance organizations, is documented in the MACs of equipment TMs. The re-engineering of the Army maintenance structure to support 21st-century missions will be reflected in modernized MACs for Army equipment.

b. Army logistics and maintenance policies have recently been updated to meet some of the challenges in paragraph 3–1a above. Policies that establish the new Army maintenance structure are described in AR 750–1.

c. These policies also change Army maintenance concepts in order to achieve 21st century objectives of improved support to the warfighter. Procedures in this pamphlet reflect and support these policy changes and will assist Army MTOE organizations in accomplishing maintenance missions while they are—

(1) Deployed in military operations.

(2) Resetting the force for future operations, or

(3) Sustaining the force while in garrison.

d. On completion of maintenance transformation, the Army's maintenance system will be comprised of Field and Sustainment operations.

(1) 21st-century Field maintenance will consist of a combination of the 20th-century organizational and DS maintenance operations that have been transformed and modernized for 21st-century missions. The Field maintenance level will execute the replace forward, repair rear maintenance concept required by AR 750–1.

(2) 21st-century Sustainment maintenance comprise elements of the 20th-century era DS, GS, and depot levels and will execute repair-and-return-to-stock programs. The preponderance of the Sustainment maintenance workload will be accomplished by AMC organizations; however, some contributions to sustainment functions will be made by other organizations when approved by HQDA. For example, the Army Installation Management Agency will provide support to the NMP in which selected Army installation maintenance management activities (IMMA) will support to the Army supply system, in addition to their normal local repair-and-return-to-customer support for installation tenants and others.

e. The ultimate maintenance objective for maintenance soldiers and their commanders is to support achievement and sustainment of combat power. This will be reflected in mission directed operational ready rates, while preserving inherent equipment reliability. Soldiers and commanders will meet this objective while achieving the Army Maintenance Standard for assigned and attached equipment.

f. Field maintenance operations will focus on preventive maintenance services and the performance of efficient and timely repairs. The goal is to execute a quick turnaround of equipment systems to serviceability and return these items to warfight status. Repairs will be accomplished on a repair and return to user basis. In addition, MTOE units will replace unserviceable line replaceable units (LRUs) to the maximum extent, minimize LRU repair, and will speedily retrograde unserviceable LRUs and other items to designated supply and maintenance collection points and Sustainment-level sources of repair (SOR). Local repairs of LRUs in most MTOE organizations will be kept to a minimum, as provided in 21st-century MACs, and will be consistent with efficient mission operations.

Note. IMMAs perform a repair-and-return to user mission for installation tables of distribution and allowances (TDA) customers, and backup repair-and-return-to-user support to MTOE tenant organizations, per local arrangements and SOPs.

g. The Sustainment maintenance mission will largely consist of repair-and-return-to-stock actions as described in AR 750–1, chapter 3. Army organizations engaged at this level will usually be assigned to AMC. A limited number of Army MTOE maintenance support organizations at echelons above division level have repair-and-return-to-stock capabilities and may be tasked to assume Sustainment-level maintenance missions.

h. In a transitional move to 21st-century force capabilities and structures, the Army will fully establish Stryker

Brigade combat teams (SBCTs) in the force structure. SBCTs and the supporting brigade support battalion (with a maintenance company) will respond to immediate operational requirements, providing the National Command Authority (NCA) with additional warfighting options. Since the full technology of the future force is not available today, the SBCTs and other forces represent the initial vector of 21st-century Army transformation. These capabilities are designed to meet the warfighting requirements expected from potential antagonists of the early 21st century. The Stryker, an off-the-shelf combat vehicle ready and available to meet interim operational requirements, together with its supporting equipment systems in the BCT, will have a significant effect on the Army's maintenance force structure and mission support operations.

i. In the long term, the Army is increasing its investment in science and technology to accelerate Army transformation to the future combat systems (FCS). When the technology is mature and production lines are ready, the Army will field the FCS as part of the future force in unit sets (at least brigade size). The force that the Army is working to achieve will operate as a suite of integrated systems. The Army maintenance structure, while transforming to the target alignment, must be tailored to meet the requirements of interim and future combat systems.

j. The key to transformation is technology. Army maintenance organizations that support FCS era combat and combat support units will reflect the modernization of the equipment, advances in reliability and maintainability, and such technologies as embedded diagnostics and prognostics, system health monitoring, interactive electronic technical manuals, and automatic identification technology (AIT). The presence of advanced technology, together with modern deployability and support requirements, will require a maintenance support force structure that significantly differs from the structure that the Army found necessary in the 20th century. Technology, equipment design/redesign, and other factors will enable the Army to reduce its forward deployed logistics footprint, including its maintenance component, yet still sustain the warfight.

3–2. Support to modified table of organization and equipment organizations from external maintenance and supply organizations

Many organizations that have been transformed for 21st-century missions to a two-level structure have a newly transferred MAC–Code F repair capability (formerly DS) that is now organic to their commands. The capacity of these transformed organizations to support themselves is not without limit. They must depend on external support for overall mission success. Commanders and leaders must aggressively address these needs and recognize local differences and requirements in internal SOPs.

a. An effective maintenance program depends on its external supporting maintenance and supply units/activities. Maintenance operations in an MTOE organization are designed to support the mission with limited organic assets. Often these assets are just enough to sustain operations for a limited number of days.

b. Unit leaders are encouraged to become familiar with the types of support obtainable from support organizations on their installations or otherwise available to provide support. These organizations typically publish EX–SOPs, for use by organizations requiring service. EX–SOPS are often the best source of information on how to obtain maintenance services, supplies, technical expertise, and other support. Units will need this assistance to sustain equipment operational ready rates at required levels and to maintain equipment at the Army Maintenance Standard. A sample of typical support organizations and officials includes—

(1) MTOE MAC–Code F capable maintenance organizations (for back-up maintenance support).

(2) MTOE SSA.

(3) Tactical maintenance augmentation (TMA), compensating for soldier labor shortfall in peacetime garrison operations.

(4) IMMA, for backup field maintenance support and operation of cannibalization points.

(5) Installation supply, for supply and local procurement support (for example, international merchant purchase authorization cards.

(6) Logistics assistance officers and logistics assistance representatives.

(7) Other support organizations that provide assistance to units and organizations within their assigned support mission and scope. This can include the AMC support brigades, Logistics Civil Augmentation Program, and host nation support in overseas areas. Commanders should modify internal SOPs to address support available from these sources.

c. Commanders, leaders, and supervisors should understand the roles of all supporting elements and fully utilize them to achieve operational ready rate objectives and the Army Maintenance Standard for assigned equipment by addressing the following questions:

(1) What is the correct action when equipment does not meet the Army Maintenance Standard and is beyond the unit's capability to repair? It is work-ordered to the supporting maintenance activity for repair, with a completed DA Form 5988–E (Equipment Inspection and Maintenance Worksheet) and a DA Form 5990–E or DA Form 2407.

Note. This element may be internal to the command in a modularized organization. If it is external to the organization, additional emphasis and action will be required to coordinate for responsive support

(2) Do supply personnel and maintenance supervisors (noncommissioned officers, warrant officers, and commissioned officers) visit supporting maintenance organizations and the SSA on a periodic basis? Routine visits to the

supporting organizations will establish much needed communications channels for coordination and assistance.

Note. This principle applies whether the support organization is internal or external to your organization.

(3) What is tactical maintenance augmentation? It is contract maintainers used to supplement soldier maintainers when the unit is in peacetime garrison operations in CONUS or in overseas areas. See paragraph 2–2 above for details and AR 750–1, paragraph 3–5, for the authorizing policy. The appropriate official in the chain of command must provide the funding and controls for the contract assistance/augmentation.

(4) What is an interservice support agreement (ISA)? These are documented arrangements between organization officials of different military services for the provision of support from a designated provider in one service to a recipient organization in another service. Each military service receives a unique congressional appropriation. This factor and others must be considered in establishing an ISA. In the 21st century, the Department of Defense (DOD) will provide more opportunities for cross service support than in earlier decades. Army commands will find more opportunities and necessity to seek support from non-Army providers. When this occurs, follow Army policy found in AR 5–10, chapter 2, to establish and maintain support to agreements with organizations from other military services.

(5) What is the policy time standard for turn-in of NMC equipment to support maintenance? One day.

(6) What is the policy time standard for pickup from support maintenance of repaired items after notification for pickup? Two days.

d. The effectiveness of any program in an organization is the direct result of its ability to train its soldiers, both individually and collectively. Maintenance is no exception. Mechanics learn by doing, as do supervisors and junior leaders. The conduct of logistics is made more complicated by the maintenance structure transformation process.

(1) Effective training is the key to success, and many resources are available to guide the organization's maintenance training program. Among them are—

(a) Soldier's manuals.

(b) Leader's books.

(c) FMs.

(d) Mission training plans.

(e) Extension training materials.

(f) Training circulars.

(g) TMs.

(2) There is no single formula for successful unit maintenance training, but there are three broad objectives that all effective maintenance training programs strive to achieve:

(a) Increase the technical skills of soldiers and mechanics, including cross-training and on-the-job training. Ensure that maintenance MOS-related training is being conducted using TMDE.

(b) Develop the skills of the soldiers and focus these skills toward success of the maintenance operation. Ensure that these soldiers review the unit's mission training plan. Determine if the mission training plan includes TAMMS, SAMS–E, and repair parts management tasks.

(c) Make maximum use of down time for technical training. Integrate operators and crews into the training program.

(3) Determine if operators and crews perform accurate PMCS, properly documenting uncorrected faults which reflect the true condition of their equipment?

Note. This will require inspection of a sample number of the DA Form 5988–E and DA Form 2408–14 (Uncorrected Fault Record) actions executed daily.

(4) MOS training is important. Commanders must properly utilize personnel who received specialized and intensive training. These soldiers are a special organizational resource. They often have been assigned an Additional Skill Identifier (ASI) associated with their MOS codes (see DA Pam 611–21 for guidance).

(5) DA Pam 611–21 describes MOS duties appropriate for each skill level, special ASI requirements, and soldier career patterns. Commanders must assure that soldiers with ASI designations and training are assigned to MTOE positions and are fully utilized in those skill capacities.

3–3. Retrograde of serviceable excess and unserviceable reparable items

a. All Army commanders and maintenance managers must ensure that unserviceable reparable items, critical items, intensively managed items, and automatic return items are returned to retrograde channels within the timeframes required by AR 750–1, chapter 4. In Army maintenance operations, these items must be returned to the SSA, within 72 hours after change of item status to "excess" or "unserviceable." Additional guidance is provided in AR 750–1, paragraph 4–3, AR 710–2, and AR 725–50.

b. Commanders will establish local controls and SOPs, and closely monitor organization performance of this area. A daily status report to leaders and the unit commander is highly recommended. Prompt return of unserviceable assets to Army SORs and other designated destinations is critical to the success of 21st-century Army logistics.

c. Commanders can and should use management information and reports from supply and maintenance management

automated information systems (SAMS–E and Standard Army Retail Supply System (SARSS)) to assist them in executing this critical logistics task.

3–4. Steam cleaning requirements

a. Steam cleaning of major assemblies and components is not to be required of any tenant organization on an installation and is not required of installation TDA maintenance activities for assemblies requiring depot level repairs. Any cleaning to facilitate diagnosis or repair will be done in accordance with applicable environmental regulations.

b. Steam cleaning, if required for overhaul/rebuild of the assembly, will be accomplished by the organization performing the overhaul/rebuild. The only authorized exception to this procedure is in the case of major assemblies and components outside the continental United States (OCONUS) being returned to CONUS, where steam cleaning to meet agricultural inspection standards may be required (see AR 750–1, chap 4).

3–5. Contractors on the battlefield

a. Some U.S. Government (and Army) contract personnel may be located in areas of the world where they can be exposed to hostile activity

b. Contractor maintenance personnel are not to be permanently stationed in areas forward of the division rear boundary (see AR 715–9). Contractor maintenance personnel may travel forward of the division rear boundary, as approved case by case by the responsible area commander, to provide temporary onsite maintenance support.

c. Noncombatant maintenance personnel, to include contractors, government employees, and local nationals, may be authorized to be stationed behind the division rear boundary by the theater commander, after an appropriate risk assessment has been performed.

3–6. Tire retread policy

a. Command emphasis is required at all levels to obtain maximum safety and savings benefits from the proper use of retread tires. Reparable vehicle and aircraft tires will be recovered prior to the end of their useful life. Reparable tires must be evacuated for retread, not discarded or otherwise disposed unless classified as not economically reparable by a maintenance organization that has MAC–Code F repair capability.

b. Look for guidance in the external SOPs of the supporting maintenance provider. If the organization has already transformed to include MAC–Code F capable functions, internal SOPs must be amended to address this function in conjunction with higher level or installation support.

c. Organizations should not be using retreads when the following apply:

(1) Two-ply tires without breaker strips or belts must not be retreaded.

(2) Buses must not be operated with retread tires on the front wheels.

(3) M747 semitrailers must not be operated with retread tires.

(4) M911 heavy hauler and truck tractor vehicles must not be operated with retread tires on steering axles.

(5) Any vehicle with a central tire inflation system must not be operated with retread tires on any axle.

(6) Applicable State and Federal transportation codes must be met when a vehicle is operated off the installation.

d. Regrooving of tires is not permitted.

Chapter 4
Operations and Procedures

4–1. Maintenance and supply procedures at organization/unit level

a. Commanders, leaders, and supervisors must emphasize the importance of establishing and implementing effective maintenance and supply procedures in all elements of Army battalions. In order to do this effectively, they must understand the relationship between the policies in Army regulations and the procedures in Army pamphlets and local SOPs.

b. Army policies found in AR 750–1, AR 710 –2, and similar publications are usually expressed in general language and often establish broad goals and objectives. Army procedures found in this and similar publications are more specific and help soldiers and their leaders implement these policies locally and in the specific circumstances facing them. Pamphlets and SOPs usually provide detailed, step-by-step guidelines and successful methods for achieving the objectives of the policies. In order for a unit or organization to have a successful and effective maintenance program, that unit must have successful and effective maintenance and supply procedures and local SOPs to implement them.

c. In addition to this pamphlet, DA Pam 750 –8, DA Pam 750–35, and DA Pam 738–751 (aviation materiel) provide important procedural guidance for maintenance. DA Pam 710–2–1 provides detailed procedures, forms, and records for organization/unit supply operations. Army management information systems described in paragraph 4–2 and the

detailed procedural manuals that support them, will enable implementation of polices and procedures in a faster and more complete and precise manner.

4–2. Standard Army management information systems

a. Many maintenance and supply management operations and procedures used to assist commanders in the management of maintenance operations can be accomplished through the use of Army STAMIS.

b. STAMIS software packages that were developed for 20th-century operations (for example, the ULLS and Standard Army Maintenance System (SAMS) families of software) will be phased out of Army Field-level operations as the new SAMS–E is phased in and GCSS–A is fielded near the end of the first decade of the 21st century.

(1) ULLS–G was developed to support units that operate, maintain, and support Army ground-related equipment.

(2) ULLS–A was developed to support the specialized equipment control, readiness reporting requirements, system safety and surveillance, and maintenance management procedures for aviation assets.

(3) ULLS–S4 was developed to support related property accounting, management, and general supply functions in units and organizations.

(4) SAMS was developed to support 20th-century maintenance provider organizations in their delivery of maintenance services.

c. From 2003 to 2005, the Army began development of an enhancement to ULLS–G, ULLS–A, and SAMS. This enhancement merges these three separate software packages into one software application on a modern, state-of-the-art computer platform. This initiative, SAMS–E, fully supports the Army's 21st-century restructuring of Army maintenance and considerably eases the data entry burden on the soldier. The functionality of SAMS–E contains significant upgrades to ULLS and SAMS and will serve as a migration application for the maintenance module of the GCSS–A.

4–3. The Army Maintenance Management System and Standard Army Management Information System

It is critical that all commanders, leaders, soldiers and their supervisors know how the Army maintenance system works. The TAMMS is currently described in two pamphlets, DA Pam 750–8 for ground equipment and DA Pam 738–751 for aviation materiel. These procedural guides provide information and assistance to soldiers in a step-by-step format. The STAMIS, SAMS–E, and beyond are to be 21st-century enablers to assist commanders in accomplishing their maintenance missions and achieving the Army Maintenance Standard. The STAMIS also enables the Army to capture maintenance history in the Army Logistics Integrated Database (LIDB) at LOGSA, so that HQDA and the NCA can structure and resource the Army for future operations and missions.

a. The STAMIS and follow-on software assist in implementing TAMMS by saving time, reducing manual paperwork, and reducing errors. The STAMIS is an automated enabler that supports accurate operations management, record keeping, and the reporting of mission-critical, readiness, and logistics information to higher command levels. In order for the Army to succeed in its missions, information on maintenance operations must be provided to key elements of the Army.

b. Using the STAMIS family, leaders may track a large number of maintenance actions that are in process and require monitoring. When tasks are completed, the records become part of the history of that unit or organization. Because Army maintenance is a technical operation, accurate records are essential to its success.

c. The STAMIS family, together with automated data capture and transfer devices, will be the means for 21st-century Soldiers, crews, and maintainers to obtain essential data, on a nearly error-free basis, from items to be serviced or repaired. Digital data transfer devices to be used include optical and electromagnetic scanners, radio frequency identification devices, and electronic contact sensors**.** These devices use AIT to capture data from equipment that soldiers maintain, service, and repair, and feed the data to the STAMIS at a nearly error-free rate (one error every 10,000 uploads). When compared to a skilled typist at a keyboard (one error every 300 keystrokes), use of AIT upload devices with Army STAMIS holds great promise for Army maintenance modernization. Use of AIT is common practice throughout American private industry and soldiers will find that AIT upload devices will become increasingly available in Army maintenance operations.

4–4. Managing the battalion (or company) maintenance program

a. Management of a successful organization program. This paragraph guides a commander or leader in the in Field maintenance. There are three major areas that must be addressed in every successful unit or organizational program at unit/organization level.

(1) Commanders must carefully screen, train, license, and supervise soldiers and others who are selected as system operators, drivers, and users. Unit leaders and supervisors who employ and dispatch equipment systems in training and mission operations are also included in this group requiring command emphasis. Unit equipment is mission essential and requires that its operators be carefully trained, screened and led.

(2) Commanders must ensure that when preventive or corrective maintenance is performed, it is accomplished in accordance with Army technical literature and procedures, under the supervision of trained unit/organization leaders.

(3) After maintenance operations are completed, commanders must ensure that unit/organization maintenance historical records are forwarded to LOGSA in accordance with Army policy and procedures. This reduces the burden on the commander to keep complete and extensive records in local files, and enables the Army to develop reports that are useful to commanders at all levels. This vital step enables the full chain of command, including HQDA to sustain current and near term mission operations and to formulate resource requirements for future Army missions.

b. Managing mission operations and equipment employment and use. Army polices, doctrine, and other guidance information direct the commander and unit/organizational personnel on what is to be done to accomplish missions. TAMMS Operational records and procedures in DA Pam 750–8 and DA Pam 738–751 provide the information needed by leaders to identify, qualify, and control equipment/system users and operators, the system/equipment itself and help you plan, manage, organize and control overall mission operations. The TAMMS records in paragraphs 4–4*b*(1) through (6) provide an easy-to-check picture of the overall status of the organization. The STAMIS in the unit will produce these records in a form convenient for leadership and management purposes. A tip on licensing of soldiers to operate equipment is at paragraph 4–4*b*(7). Operations management checklists are provided at paragraphs 4–4*b*(8).

(1) *DA Form 348 (Equipment Operator's Qualification Record).* DA Form 348 will be maintained on each vehicle (or equipment) operator. It is a record of an operator's qualifications, experience, and performance. It is a permanent record, maintained by the unit to which the operator is assigned. DA Form 348 is also a record of training and must be transferred with the operator when reassigned.

(2) *DA Form 5984–E (Operator's Permit Record (EGA)/OF 346 (U.S. Government Motor Vehicle Operator's Identification Card).* OF 346 is the Army equipment operator's permit or driver's license. The operator must carry it when operating Army equipment. It is issued to vehicle or equipment operators to identify vehicles and types of equipment they are qualified to operate. Each operator must have a valid operator's license.

(3) *DA Form 5823 (Equipment Identification Card).* DA Form 5823 is not required when a unit uses STAMIS.

(4) *DA Form 5987–E (Motor Equipment Dispatch).*

(5) *DA Form 5982–E (Dispatch Control Log).*

(6) *The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing).* AR 600–55 provides the basic requirements. DA Pam 750–35 and Field Manual (FM) 21–305 contain more details.

Note. A good licensing program is the first step in preventive maintenance and the promotion of safe operations. All soldiers must go through a training program and licensing process before they become equipment operators. The first step in the process is to screen prospective operators. A review of each soldier's records and an interview are good practices for screening.

(7) *Organization/unit commander's equipment operations management checklist.*

(a) Fundamentals for control of equipment and equipment operators.

1. Are operators qualified and licensed properly?

Note. Unit commanders should qualify each soldier for the use and operation of specific models of equipment rather than an equipment series. For instance, the armored high-mobility multipurpose wheeled vehicle handles very differently than one without armor and can offer unexpected risks. Copies of DA Form 5984–E should be reconciled with copies of DA Form 348.

2. Are copies of DA Form 5984–E reviewed prior to dispatching equipment, after an accident and annually?

3. Does the training program include OCONUS operations, adverse weather, and cross-country and night driving, as well as driving in a nuclear, biological, and chemical environment?

4. Does the unit's leadership support the training program?

5. Does the unit train soldiers and employ night vision driving with goggles during training operations?

6. Does the program include testing the operator's ability to perform PMCS and identify safety faults per the safety regulation covering the prevention of motor vehicle accidents (see AR 385–55)?

7. Does the program require remedial training for substandard performance?

8. Does the program include instruction on power generation equipment operation?

9. Is battle damage and repair addressed?

10. Copies of DA Form 5984E and DA Form 348 must agree. This information can be verified by querying SAMS–E or other STAMIS for the information.

11. Are biennial performance tests and annual road tests conducted when required?

Note. This is the annual "check ride" conducted by the first line supervisor with his/her equipment operators.

(b) Before dispatch or equipment operation. A thorough vehicle dispatch process is necessary as part of a quality maintenance program. This is to ensure that equipment is operationally ready before being dispatched on a mission and to establish an audit trail on operators and equipment. Every leader should follow and check the dispatch procedures. The dispatch process is evaluated by getting answers to the following questions:

1. Is the dispatcher appointed on orders per DA Pam 750–8?

2. Is an operator assigned to each vehicle and item of equipment?

3. Has the equipment been evaluated as "mission capable" in accordance with the appropriate TM XX–10 series manuals?

4. Is a service or AOAP sample due on the equipment?

5. Does the dispatcher inspect the operator's DA Form 5984–E?

Note. The STAMIS/SAMS–E provides a current report on items 1 through 4 at all times.

6. Is the equipment suitable for the mission?

(c) Before operations checks by operators and supervisors.

1. Operators and crews should perform a "before" operations check using appropriate TMs and TAMMS procedures? Is this being accomplished?

2. Does the operator use the TM XX–10 series?

3. Are faults being corrected and recorded?

4. Are BIIs on hand and being used when required?

5. Are local safety requirements being met?

Note. Give special emphasis to this in OCONUS areas.

6. If there are no deficiencies noted, the dispatcher will make an entry on DA Form 5982–E and give the operator the DA Form 5987–E, after making all appropriate entries.

Note. Maintenance STAMIS/SAMS–E will accomplish these procedures and will generate printouts in hardcopy formats, when deemed useful.

(d) During operations checks. PMCS applicable to the equipment must be followed. Special emphasis is given to the following when a vehicle is operated:

1. Unusual road noises or unusual operating characteristics occur.

2. Unusual change (for example, loss of lubrication system pressure) in equipment gauges is noted.

3. Unusual change (for example, loss of vehicle power) in vehicle performance occurs.

4. Unusual odors (for example, the smell of brake pads or tires burning) will be checked.

(e) After operations checks. On return from dispatch, leaders will ensure that the equipment is checked against the TM XX–10 series and that operators/crews perform all after-operations checks. In addition, the following actions should be emphasized:

1. Faults are identified and corrected if possible.

2. Appropriate actions from the organization/unit SOP are completed—for example, fuel tanks topped off and vehicle cleaned.

3. Miles/hours, fuel/oil, and other DA Form 5987–E/DD Form 1970 (Motot Equipment Utilization Record) entries are completed.

4. DA Form 5988–E (Equipment Inspection Maintenance Worksheet (EGA)) and equipment records folder are returned to the dispatcher.

5. Any further actions needed are noted by the dispatcher, who also closes out the entry on DA Form 5982–E.

c. Managing maintenance operations.

(1) The STAMIS/SAMS–E will provide a record of all completed MAC–Code O and MAC–Code F work on any given day. These records are available for review by local commanders, maintenance leaders, and supervisors. They should use these records as a foundation for directing unit maintenance priorities toward meeting operational ready rate requirements and achieving the Army Maintenance Standard for assigned equipment. Details of these records will indicate where the local priority workload is and how organization manpower and material assets should be reallocated, in order to meet mission requirements.

(2) An image of these closed records must be forwarded, within 30 days of completion, to the Logistics Integrated Database (LIDB) at LOGSA, where they can be part of the organization's maintenance mission history. The historical data will be used for Army management and resource purposes. These records will also prove to be highly useful in managing day-to-day maintenance operations at unit/organizational level.

(3) Commanders will use the basic mission metrics of total logistics response time– maintenance (TLRT–M) and turnaround time (TAT) in modularized organizations, as found in AR 750–1, chapter 3. Commanders will also use the metrics in AR 750–1, appendix B, to manage exclusively the MAC–Code F capable element in modularized commands.

(4) On a priority basis, commanders and leaders will focus closely on uncorrected faults found on individual equipment items. The maintenance STAMIS/SAMS–E software records all uncorrected faults from DA Form 5988–E and automatically updates DA Form 2408–14 (Uncorrected Fault Record), a TAMMS record that is very important to the management of maintenance in an organization.

(5) TAMMS procedures are established to assist commanders and maintenance leaders in the prioritization, scheduling, inspection, maintenance, and repair workloads. These procedures outline how to report, request outside support, and record equipment maintenance, servicing, and repair work. They also help with the status of equipment for readiness, equipment use, and logistics reports. Complete listings of maintenance forms are found in DA Pam 750–8 and DA Pam 738–751. Some of the more frequently used maintenance forms include the following:

(a) DA Form 5988–E.

(b) DA Form 5989–E (Maintenance Request Register).

(c) DA Form 5990–E.

(6) Maintenance leaders will assign all fault correction, PMCS, and other service tasks to specific soldiers using 5988–E as a working document for the soldier, and will register all such assignments on DA Form 5989–E in accordance with TAMMS procedures. The DA Form 5988–E/DA Form 2404 (Equipment Inspection and Maintenance Worksheet) will serve as the individual equipment item fault correction record for that day. DA Form 5989–E will reflect assigned maintenance tasks and status, so that leaders can manage and prioritize unit/organization assets and accomplish the maintenance mission.

d. Managing TLRT–M.

(1) Commanders are expected to take expeditious action to obtain support and return this equipment to serviceability and the Army Maintenance Standard, when MAC–Code F level faults occur on unit equipment. AR 750–1 describes TLRT–M as the period of time that elapses between the time an item of equipment or component becomes unserviceable and the time the item or component is returned to a serviceable status after receiving requested maintenance repair or services. The submitting organization is required to deliver equipment with MAC– Code F faults to a MAC–Code F capable element/organization and to pick up repaired items within Army time standards.

(2) Commanders will use STAMIS/SAMS–E to manage TLRT–M.

(3) The TLRT–M countdown begins when the item becomes unserviceable. The unit has two calendar days to deliver the item for MAC–Code F repairs to the designated maintenance organization/element for action. DA Pam 750–8, enabled by STAMIS/STAMIS, requires submission of DA Form 5990–E to a MAC–Code F capable maintenance provider organization.

(4) Units and organizations that have undergone transformation and have internal MAC–Code F capable maintenance cells, have a time and capability advantage. These units will follow internal SOPs in job ordering MAC–Code F level equipment faults to these internal maintenance provider cells for action. The units can minimize the equipment transport and/or support mechanic transit time involved when dealing with an external organization.

(5) All organizational elements will follow the applicable procedures in DA Pam 750–8. They will be guided by the fact that every hour gained on the TLRT–M countdown "clock," where delays can be reduced, is an enhancement to unit readiness.

(6) Once the equipment is received on job order from the owning unit, the TAT "clock" starts for the MAC–Code F capable provider, whether the provider is internal or external to the requesting organization/unit. TAT standards, established in AR 7501, chapter 3, depend upon which maintenance priority designator (MPD) the requestor puts on the job order. Commanders are expected to use sound judgment in the selection of MPDs for use on job orders, as this affects the unit readiness profile and has a significant impact on the maintenance provider workforce and resources.

(7) The TAT requirements associated with MPDs are as follows:

(a) MPD 01–03: TAT Standard = 5 days.

(b) MPD 04–08: TAT Standard = 8 days.

(c) MPD 09–15: TAT Standard = 30 days.

(8) The requesting unit is required to specify a required delivery date (RDD) on the job order, if repair services are not required within 30 days.

(9) All organizational elements will follow the applicable procedures in DA Pam 750–8. They will be guided by the fact that every hour gained on the TLRT–M "clock," where delays can be reduced, is an enhancement to unit readiness.

e. Managing maintenance historical records.

(1) There are two primary locations for unit/organizational historical records. The first location is with the unit, in the STAMIS/SAMS–E electronic files, in leadership paper files, and on the equipment. These are permanent records that show the receipt, operation, maintenance, modification, transfer, and disposal of equipment. These records assist commanders in maintaining equipment at the Army Maintenance Standard and achieving mission assigned operational ready rates.

(2) The second location for unit historical records is in the Army LIDB in LOGSA, Redstone Arsenal, AL. The LIDB is a large relational database with the capability of storing and manipulating logistics data for Armywide or individual unit mission management purposes. For this reason, it is very important, for the success of Army maintenance, that units forward designated reports to LOGSA as required by AR 750–1, chapter 4.

(3) Some of the most frequently used historical records are as follows:

(a) DA Form 2408–4 (Weapon Record Data).

(b) DA Form 2408–5 (Equipment Modification Record).

(c) DA Form 2408–9 (Equipment Control Record).

(d) DA Form 2408–14 (Uncorrected Fault Record).

(e) DA Form 2408–20 (Oil Analysis Log).

(f) DA Form 2415 (Ammunition Condition Report).

Note. While all historical records are important to ensure the overall success of unit/organizational maintenance operations, the DA Form 2408–14 must be reviewed frequently to determine which maintenance requirements had to be deferred because of a shortage of repair parts, labor, time, tools or other factors. As the Army transforms, an automated review of this historical record from all

Army commands at LOGSA by HQDA will assist in determining Army wide requirements for future missions. It is imperative that commanders and leaders carefully document the DA Form 2408–14.

4–5. Managing unit and organization combat spares of repair parts and maintenance-related supplies

In order to ensure that Army units can independently sustain successful mission operations for brief specified periods of time, Army policy in AR 710–2 requires that unit commanders establish and maintain limited quantities or loads of supplies. When Army organizations transform to a 21st-century configuration, the Class IX stocks needed to support MAC–Codes O and F maintenance operations will be brought under the management and control of organization (battalion level) commanders.

a. The 20th-century stocks of prescribed loads, shop stocks, and their maintenance related supplies of common hardware and other items, will be combined as directed in AR 750–1, chapter 3. AR 710–2 outlines Army policy for the management of the individual elements of these stocks. Commanders will develop an overall listing of repair parts assets in accordance with supply policy in AR 710–2.

b. Management checklist items to help leaders manage repair parts assets are shown below:

(1) Is the repair parts listing accurate, up to date, and approved?

(2) Are stock locations and quantities shown on the listing correct?

(3) Does the balance on hand plus quantity due in equal the authorized stock quantity?

(4) Is stock on hand for each authorized item?

(5) Do all items that have a zero balance on hand have a valid, funded request, with the correct issue priority designator assigned for only that quantity that brought the item to zero balance (see AR 710–2)?

(6) Are requests for supply followup submitted, in accordance with AR 710–2, on items when supply status is not received within 14 days for organizations (5 days for units) on issue priority designator 01–08 requisitions?

(7) Are current copies of AR 710–2 and DA Pam 710–2–1 on hand?

(8) Is a current copy of the FEDLOG (a Defense Logistics Agency logistics information system) available?

(9) Are stock locations accurately marked?

(10) Are repair parts protected and stored properly and securely?

(11) Has the commander taken appropriate actions to approve changes, additions, or deletions reflected on the repair parts change listing?

(12) Has the stock of repair parts been given a physical inventory each review period (90 days for Active Army, 180 days for the Army National Guard and the U.S. Army Reserve)?

(13) Are excess parts (serviceable and unserviceable) cleaned, tagged, and turned in promptly and properly? The requirement is 72 hours (see AR 750–1, chapter 3).

(14) Are cancellations submitted immediately when parts are no longer required?

(15) Has the commander or his designated representative signed the document register for high-priority requests?

c. Currently, the STAMIS/SAMS–E provides automated assistance in the management of repair parts and maintenance related supplies. Checks to help leaders manage combat spares for the support of the MAC–Code F mission are shown below:

(1) A MAC–Code F capable element of a modularized organization or a separate MAC–Code F capable maintenance organization is authorized a separate shop stock, if it is not located within walk-up accessibility to Supply Support Activity (SSA) stocks (see AR 750–1, chapter 3).

(2) MAC–Code F stocks in modularized organizations will be managed to support the operational ready (OR) rate requirements of the organization. In modularized organizations, these assets are often located with the combat and combat service support maintenance organization's operations. They can be made immediately available when the need is identified.

Note. At least quarterly, senior and junior leaders in the organization should compare the MAC–Code F stock list to the repair parts most needed to support organization readiness and the Army Maintenance Standard (see DA Form 2408–14).

(3) MAC–Code F item stocks are authorized 15 days of supply and will be managed in accordance with AR 710–2.

(4) Unserviceable assemblies and LRUs that are generated as result of support to the unit/organization will be promptly turned in to the SSA. The time limit for turn-in is 72 hours.

Note. This step is critical to the success of the Army's "Replace Forward–Fix Rear" maintenance concept. Senior and junior leaders are expected to establish and enforce internal SOPs to move these unserviceable assets to the designated Army SORs. Army SORs in the Sustainment level of maintenance will repair and return these items to Army sources of supply for reissue.

4–6. Using the Army Main Management System and combat spares management for successful maintenance operation

a. Monitor and support TAMMS and supply personnel by unit and organization. Maintenance data and repair parts must flow in and out of the organization on a daily and sometimes multidaily basis. They are the life-blood of successful maintenance operations. Leaders and commanders must ensure that the repair parts and TAMMS team of soldiers is fully cross trained, with backups available from other elements in the organization as necessary. This

organization team cannot be allowed to slacken or fail. The operation of this element of the organization should be addressed in unit/organization SOPs so that the unit/organization mission is not inhibited by unexpected absences or losses.

b. Daily maintenance operations data inputs to TAMMS that must be made by TAMMS and supply personnel. The following input documents are provided by soldier maintainers, crews, operators, and other users of equipment:

(1) Data from equipment inspections and fault correction worksheets (DA Forms 2404/5988–E) and DA Form 5989–E)

(2) Data on work referred to support maintenance (DA Form 5982–E)

(3) Equipment faults that could not be corrected that day, (DA Form 2408–14)

c. Essential information on maintenance operations (from DA Form 5988–E) that assists the leader in the management of maintenance.

(1) When an operator finds an equipment fault that does not place the equipment in an NMC status and does not require parts for fault correction (for example, a fender is dented), the TAMMS clerk checks DA Form 5988–E/DA Form 2404 against DA Form 2408–14. The fault information is annotated in STAMIS/SAMS–E for update of this record. If the fault is already posted on DA Form 2408–14, no additional record update action will be taken. The A DA Form 5988–E generated by STAMIS/SAMS–E includes both uncorrected equipment faults and parts ordered from previous inspections. This alerts the equipment operator and unit leader of the current condition of the equipment. The unit maintenance leader will usually plan for correction of non-NMC status faults during the next scheduled organizational maintenance service for that equipment.

(2) When an equipment operator turns in a DA Form 5988–E/DA Form 2404 (task record) with a fault that does not place the equipment in an NMC status but does require parts for repair, the TAMMS clerk will check STAMIS (DA Form 2408–14 information) to see if the fault was previously noted.

(a) If there is a previous entry, no further records update action is required. If there is no previous entry, the TAMMS clerk enters the new uncorrected fault into the STAMIS and gives the DA Form 5988–E to the maintenance supervisor.

(b) The maintenance supervisor assigns a mechanic to inspect the equipment and to determine if any parts or supplies are required to correct the fault.

(c) The mechanic inspects the equipment. If parts/supplies are required, DA Form 5988–E is turned over to the supply clerk for action.

(d) All unit maintenance operations team members keep the maintenance supervisor/motor sergeant informed of the actions.

(e) The supply clerk checks the unit repair parts stocks. If the item is on hand, the clerk issues the part to the mechanic and requests replenishment from his SSA in accordance with the SSA external SOP. If the item is not on hand, the procedure in paragraph 4–6*c*(1)(i) will be followed.

(f) The mechanic installs the part, annotates DA Form 5988–E to reflect the corrective action, and initials the "corrected by" column of DA Form 5988–E.

(g) The maintenance supervisor/motor sergeant checks the mechanic's work and initials the symbol in the "status" column of DA Form 5988–E, certifying that the condition has been corrected. The maintenance supervisor/motor sergeant returns the completed DA Form 5988–E to the TAMMS clerk.

(h) The TAMMS clerk closes out the entry in the STAMIS/SAMS–E.

(i) If there is no stock available (it is either zero-balance or a nonstocked item), the supply clerk prepares a request for issue in accordance with AR 710–2 and DA Pam 710–2–1 and unit/SSA SOPs.

(j) The supply clerk, following policy in AR 710–2 and the procedures above, assigns a document number to the request for issue and annotates DA Form 2064 (Document Register for Supply Actions).

(k) The supply clerk provides the newly assigned document number for the request for issue to the TAMMS clerk.

(l) The TAMMS clerk annotates the document number from 4–6*c*(2)(j) on DA Form 2408–14.

(m) When the requested item is received from the SSA, the supply clerk annotates all associated supply records, retains custody of the item, and informs the maintenance supervisor.

(n) The maintenance supervisor assigns a mechanic to install the part and instructs the supply clerk to issue the part.

(o) The mechanic installs the part in accordance with technical publications, annotates DA Form 5988–E/DA Form 2404 or DA Form 5990–E per DA Pam 750–8, and requests the maintenance supervisor to inspect the work.

(p) The maintenance supervisor inspects the work, annotates the appropriate TAMMS forms and returns them to the TAMMS clerk for records close out.

(q) The TAMMS clerk updates the STAMIS/SAMS–E and closes out the fault in accordance with DA Pam 750–8.

Note. The unit leader should spot check the equipment's deferred maintenance parts needs by cross-referencing DA Form 2408–14 document numbers against those in the document register to ensure they are valid.

(r) When an equipment operator turns in a DA Form 5988–E showing an equipment fault for which a repair part is required, and that places the equipment in an NMC–supply (NMC–S) status, the TAMMS clerk executes the same

steps as in paragraph 4–6*c*, but only when MAC–Code O parts are required to remove the end item from NMC–S status.

(s) The NMC–S part must be requested using an urgency of need designator appropriate to the equipment mission essentiality. If urgency of need designator A is used, the commander or designated representative must initial the document register.

(t) DA Pam 750–8 procedures do not permit the TAMMS clerk to enter an uncorrected NMC fault on DA Form 2408–14. When the document number comes from the supply clerk, the TAMMS clerk prepares a DA Form 5409 (Inoperative Equipment Report) and a DA Form 5410 (Unit Level Deadlining Parts Report), per DA Pam 750–8. These reports will inform MAC–Code F capable organizations of urgent support requirements.

(u) The TAMMS clerk takes information from the DD Form 314 (Preventive Maintenance Schedule and Record) to update the DA Form 2406 (Materiel Condition Status Report), which is used for manually reporting equipment status to the commander and up through DA level. It is also a source of information for input to the unit status report (see AR 700–138). STAMIS/SAMS–E automates a number of the steps above. When an NMC fault requires repairs that are above a unit's capability, DA Form 5990–E/DA Form 2407 is used to obtain maintenance services

(v) The TAMMS clerk prepares a DA Form 5990–E for submission to the supporting MAC–Code F maintenance provider organization, in accordance with local SOPs.

(w) Organization/unit maintenance personnel correct all unit level faults and present the equipment to the MAC–Code F maintenance provider technical inspection section.

(x) The MAC–Code F maintenance provider processes the work request, accepts the item for repair services, assigns a work order number, and provides a receipt copy of DA Form 5990–E/DA Form 2407.

(y) Unit personnel use the receipt copy of the work request as a hand receipt for the equipment and to track the status of repairs of the equipment at the MAC–Code F maintenance provider.

(z) The TAMMS clerk transcribes the work order number to DA Form 2406 and the NMC days onto DD Form 314 (Preventive Maintenance Schedule and Record) (or into STAMIS/SAMS–E). The MAC–Code F capable maintenance organization completes the requested work and notifies unit personnel. (bb) Unit personnel will pick up the repaired item and the completed DA Form 5990–E/DA Form 2407. The time limit for pickup of repaired items is 1 day, as required by AR 750–1, chapter 3. The TAMMS clerk indicates mission the capable status on the TAMMS records, in accordance with DA Pam 750–8.

4–7. Using supply support activity to support maintenance operations

The SSA provides Class IX and other supply support to Army units assigned to it for support and to transient organizations on an area support basis. Quantities stocked are based on demand history in accordance with applicable policy in AR 710–2.

a. SSA repair parts support. The SSA receives and processes unit/organization requests for issue, in accordance with AR 710–2, DA Pam 710–2–1, and local SOPs. Requests for issue (or turn-in) are screened against SSA stock records.

(1) If the stocks are on hand, parts will be issued, in accordance with unit assigned issue priorities.

(2) If stock is not available, the SSA will establish a due-out status (see AR 710–2) to the unit/organization and pass the requirement to the next supply level, if no incoming supplies will fulfill the requirement within the unit issue priority timeframe. The SSA will exercise all options to meet the unit requirement in accordance with AR 710–2.

(3) The SSA periodically provides supply status reports on all open requests to all supported units in accordance with AR 710–2.

Note. Unit leaders should regularly visit the supporting SSA and review the status of the open high-priority requests and review the regularity of unit personnel pickups of SSA issues to the unit. Turn-ins of serviceable excess and unserviceable LRUs by the unit/organization should also be discussed, to ensure that the unit is promptly relieved of excess material, in accordance with AR 750–1. Prompt return of unserviceable assets by units/organizations to the supply system is needed for the success of the Army's transformed maintenance system.

(4) Some questions that should be included in leaders' checklists are as follows:

(a) Does the SSA publish an EX–SOP? If so, does the unit have it and is the unit in compliance with it?

(b) Does the unit clear out its pickup bin of issued items at least daily? Failure to do so is a constant problem. A visual inspection of this bin is a necessity, as well as a determination on how long the parts have been there. More than a day is too long to support mission operations.

(c) Are requests for issue/turn-in promptly prepared and submitted properly?

(d) Are monthly reconciliations conducted on time and completed properly?

(e) Is DA Form 1687 (Notice of Delegation of Authority–Receipt for Supplies) current, on hand, up to date and regularly utilized. If not, see DA Pam 710–2–1.

b. Support from the local reparable exchange (RX) activity. The RX system is a local command service offered by the SSA that allows units to exchange locally designated unserviceable reparable parts, components, modules, and assemblies (LRUs) for a serviceable item on a one-for-one basis. The numbers and types of items offered on an RX list may vary at each location or installation. DA Form 2765–1 (Request for Issue or Turn-In) will be used to exchange

selected LRUs, in accordance with AR 710–2. If components are missing from the LRU or the item is unserviceable because of something other than fair wear and tear, follow the procedures in AR 735–5.

c. Cannibalization points as a source of repair parts. Some installations offer cannibalization point service, in accordance with AR 710–2. Unit leaders should stay abreast of the flow of repair parts support in their organizations on a daily basis and promptly use cannibalization points as a source of repair parts to enhance unit readiness, in appropriate cases. The cannibalization point is a third (and least preferred) option for unit leaders to support readiness, because the parts obtained from this source may have a questionable service life and precious unit labor man-hours may be required to obtain the part.

4–8. Manual readiness reporting

Readiness reports under the provisions of AR 700–138 are Army foundation mission management tools. Commanders use information on materiel and unit readiness reports to analyze, predict, and make decisions on each unit's ability to perform its mission. The reports will be completed during both peacetime and military operations and are useful only if they are timely, accurate, and complete. The materiel readiness of an organization reflects the capability of assigned equipment or systems to accomplish their missions. This is the reason for commanders and leaders to emphasize adherence to the Army Maintenance Standard (see AR 750–1 and chapter 1 of this pamphlet). DA Form 2406, use of "screen shots" for reporting unit Status Reports in accordance with AR 220–1, DA Form 3266–1 (Army Missile Materiel Readiness Report), and DA Form 1352 (Army Aircraft Inventory, Status, and Flying Time) are the most useful tools available to assess readiness.

a. Readiness reports. The readiness reports should e carefully reviewed and the following questions should be asked:

(1) Has any of the equipment listed been NMC for an extended period, for example, 3 to 5 days?

(2) Is any item NMC over 7 days receiving intensive management? (Require daily updates if necessary).

(3) If on work request for MAC–Code F level repairs, is your maintenance provider doing everything possible to assist you, including ORF?

(4) If repair parts have been ordered, is the interval between the date the item was identified and the date of the parts request greater than 1 working day? If so what corrective action will you pursue?

(5) Are maintenance managers checking supply followups and status cards?

(6) If an item was job ordered to support maintenance, was the interval between the date the item was identified as NMC, and the date it went to support maintenance greater than 2 days? If the answer is "Yes," corrective action within the organization is required. The item likely falls short of the Army Maintenance Standard in aspects other than the fault that makes it NMC.

(7) If the time between maintenance provider organization notification for pickup of a repaired item and the actual pickup of the item as serviceable for readiness reporting purposes is more than one calendar day, internal organizational corrective action will likely be required in order to meet the unit response time requirements (see AR 750–1, chap 3).

(8) If there are external support delays, such as repair parts supply delays, technical assistance and other support, the local AMC logistics assistance officer and/or the appropriate AMC logistics assistance representative may provide needed information or assistance.

b. DA Form 2406. DA Form 2406 provides a standard format for manually reporting the condition of equipment. AR 700–138 provides detailed instructions for the preparation of DA Form 2406**.** DA Form 2406 provides equipment status information for planning day-to-day operations on the maintenance workload, and the prioritization of work to produce the best readiness profile.

(1) The most useful part of the DA Form 2406 for unit leaders interested in maintenance and support issues is the back side of the completed form. Some commanders even require their maintenance personnel to complete the back side daily, to ensure NMC equipment gets visibility and leadership attention. Equipment that is nonoperational for administrative or safety reasons is also noted in some commands.

(2) The front side of the completed monthly DA Form 2406 is an historical report of equipment availability over the reporting period, usually one month. Leaders should review this completed form carefully to ensure its accuracy.

(a) Check firsthand to ensure the quality of preparation by your organization. Check random DA Forms 5988–E/ 2404 against the corresponding DD Form 314.

(b) Using a specific model of equipment, compare the authorized quantity with the MTOE authorization, counting items that make up a system. If a part of a system is NMC, the whole system is NMC. AR 700–138, table B–1, should be checked against MTOE equipment line item numbers to determine if the correct number and types of systems are included in the report.

(c) The onhand quantity of a single model of equipment should be compared to the number of copies of DD Form 314, noting substitute line items. The report period should be checked to verify the "possible" days for reporting purposes.

(d) The nonavailable days taken from the copies of the DD Form 314 should be totaled, and this number should be subtracted from the possible days to verify available days.

(e) Ensure that the nonavailable days are divided correctly into supply and maintenance categories for both MAC–Code O and MAC–Code F (formerly unit and support) maintenance.

(f) These numbers are then compared to the daily DA Form 2406 (DA Forms 5409/5410, if not using STAMIS/SAMS–E), and file copies of DA Form 2407.

(g) Provide explanations for any differences. In modularized organizations, readiness information is available from the internal MAC–Code F maintenance element. If the MAC–Code F maintenance provider is external to your organization, and uses SAMS/SAMS–E, automated reports may be requested from them to double-check DA Form 2406. Ask for the following:

1. Equipment nonoperational over the number of days covered by the report, compiled for each unit (reparable Items by unit report, production control number (PCN) AHO 003).

2. Equipment nonoperational over the number of days covered by the report, compiled for each battalion (reparable items by battalion report, PCN AHO 026).

3. Customer work order reconciliation report, PCN AHN 004.

(h) The equipment nonoperational reports can be requested to cover a company-sized unit or battalion for as many days as needed. The report period for a DA Form 2406 should provide data to match the DA Form 2406 backside. The customer reconciliation report lists all work orders the maintenance provider organization has in an "open" for the unit/organization. It contains NMC–S and NMC–maintenance (NMC–M) time. If there are discrepancies discovered, the leader must seek explanations.

c. Unit status reports under the provisions of AR 220–1. This report can be reviewed only by personnel with the proper security clearance. Readiness profiles in the report should be examined closely and degraders to readiness must be identified. Broad factors and indicators to be reviewed include the following:

(1) Unit maintenance performance during the most recent readiness exercise or the Army Training Evaluation Program.

(2) Availability of maintenance leadership and skills.

(3) Maintenance training requirements/shortfalls. If help is needed, note this on the unit's status report. Commanders decide the overall readiness status based on their observations, statistical data, and informed judgment.

4–9. Automated readiness reporting using the Army Materiel Status System

a. The Army Materiel Status System (AMSS). AMSS is a component of the maintenance STAMIS/SAMS–E. It automates the manual process of readiness reporting discussed in paragraph 4–8. It collects, calculates, and reports materiel readiness data for ground and missile equipment in Army units. It reduces the level of effort needed to prepare readiness reports and ensure data accuracy. Using AMSS, units can compile and send readiness reports in minutes instead of the hours previously required. Further, AMSS provides commanders with a variety of automated reports to assist them in managing readiness.

b. AR 700–138. This outlines Army policy on readiness reporting and sets forth the following provisions:

(1) Prescribes policies and procedures for collecting and reporting the materiel status of Army equipment.

Note. Annex B of the regulation identifies Army equipment that is readiness reportable and provides configurations for systems and associated subsystems. AMC LOGSA maintains the cataloging descriptions and technical information on these items in a centralized database called the Army Maintenance Master Data File (MMDF). The MMDF is used as described in paragraph 4–9c(2).

(2) Requires units to submit readiness data to the AMC LOGSA by the first day of the month following the end of the report period. Report periods extend from the 16th of the previous month to the 15th of the current month.

c. General reporting instructions. To report readiness status, unit personnel enter reportable equipment into the STAMIS/SAMS–E Equipment Data File. Personnel also use the subsystem configuration process to match (configure) a major item with its associated subsystems to report readiness for a complete system (for example, subsystems of an M1A1 tank system would consist of the tank, a radio, and machineguns).

(1) The AMSS application automatically tracks maintenance and supply actions for equipment. Unit personnel update maintenance faults associated with specific items using the maintenance STAMIS/SAMS–E. They also obtain digital status records from their MAC–Code F maintenance providers. These records contain information on maintenance and supply actions. Unit personnel need to reconcile their records with work orders and requisitions from the maintenance STAMIS and SARSS respectively.

(2) Army maintenance STAMIS/SAMS–E uses the MMDF, to identify reportable equipment for generation of readiness reports. The MMDF identifies reportable items, system configurations, and authorized substitutes as well as pertinent maintenance and supply information. Units upload the MMDF into maintenance STAMIS/SAMS–E. Maintenance STAMIS has edit checks that restrict readiness reporting to only those items listed in the MMDF as reportable. MAC–Code F maintenance providers or organization combat service support automation management offices (CSSAMO) typically distribute the MMDF to units.

(3) Company-level units provide readiness data via diskette to their battalion headquarters company. Personnel at the battalion headquarters company consolidate company-level data into a battalion readiness report, using their logistics system computer. Battalion personnel send the consolidated battalion readiness data through the supporting maintenance provider organization (via diskette or electronically) to the supporting materiel management center or equivalent

organization. Materiel management center personnel electronically transmit the data to LOGSA. LOGSA stores organization readiness reports in the Readiness Integrated Database, the Army's database for equipment readiness reporting.

4–10. Maintenance module of the Logistics Integrated Database

The maintenance module of the LIDB is a sector of the national-level database at LOGSA and has historical maintenance records received from 20th-century era maintenance provider organizations. These include records designated as DS, GS, and aviation intermediate maintenance organizations worldwide only as of 2004. The inclusion of unit and organizational historical maintenance records in the maintenance module began on a limited scale during 2005. Comprehensive inclusion of maintenance historical data from units/organizations Armywide is scheduled to be completed in 2006. In accordance with AR 750–1, all Active Army, Reserve, and National Guard maintenance organizations and contractors will report to LOGSA all work orders (DA Form 5990–E/DA Form 2407) and organizational fault records (DA Form 5988–E/DA Form 2404) that are closed during any month, by the 10th day of the following month. High-volume OCONUS organizations may submit partial reports weekly at their discretion.

a. All organizations in the Army can obtain access to LIDB Maintenance Module database information to assist them in improving internal operations and identifying where support from external organizations can assist them in accomplishing their missions.

b. A sector in the maintenance module is reserved for each reporting organization identified by a unit identification code.

c. Unit/organization commanders and all headquarters in their chain of command can access unit/organization records in the LIDB maintenance module, to assess performance, and provide leadership, direction, support and resources to assure that the overall organization mission is accomplished.

d. All unit/organization commanders and leaders are strongly encouraged to use the resources of the LIDB Maintenance Module to assist them accomplishing their missions, achieving organizational readiness rate objectives, and achieving the Army Maintenance Standard for assigned and attached equipment.

e. An additional data capability of LOGSA related to LIDB is the Integrated Logistics Analysis Program, which leverages the data in LIDB to present frequently used management reports for the benefit of commanders of field organizations.

Chapter 5
Preventive Maintenance Checks and Services, Equipment Technical Literature, and Maintenance Standard Army Management Information System

Preventive maintenance checks and services are the starting points for Army maintenance operations and the CBM+ approach to maintenance. Equipment performance and condition observation by operators and crews is the basis for PMCS and requires that they document and report what they detect. The equipment technical manuals require PMCS to be conducted before, during, and after operations. This is the foundation for the Army maintenance program. Higher level maintenance operations ensue from unit use of equipment and PMCS. Through observation, operators and crews document equipment/weapon system performance and condition against established standards and report problems that degrade the items before conditions become catastrophic. A key point to remember here is that commanders must provide adequate time in training and operations schedules for soldiers to perform PMCS**.** This must be followed by time for the necessary diagnosis and correction of equipment faults and the forecast of future serviceability of the items. This is the essence of CBM+.

5–1. The preventive maintenance checks and services process

The TM XX–10 and TM XX–20 series designate the observation standards for all equipment. The elements of the process are established in DA Pam 750–8. An abbreviated version is described in paragraph 5–1*a* through e.

a. Operators and crews will use the equipment TM for *before*, *during*, and *after* operation PMCS. Operational checks and services are performed before the equipment leaves the motor pool or other dispatch point.

b. During before-operations checks, all reparable faults will be corrected. Other faults not already recorded on a previously completed DA Form 5988–E or posted to DA Form 2408–14 (Uncorrected Fault Record) will be entered on the current DA Form 5988–E used during the before-operations checks.

c. Operations checks will be made during actual operation of the weapon system, vehicle, or other equipment, using the technical literature. If during the equipment mission, an opportunity is not presented for corrective action for a fault that is detected, the operator/crew chief will report the fault to the leadership at the unit/organization dispatch point for corrective action.

d. During after-operations checks, the operator, crew, and/or mechanic will correct all known new faults, if possible. The commander's representative will decide if any remaining faults will be recorded on the uncorrected fault section of

DA Form 5988–E or DA Form 2408–14. The nature of any uncorrected faults may dictate that the equipment may or may not be cleared for future use/dispatch until the faults are corrected.

e. Leaders and soldiers will use the TAMMS and STAMIS procedures identified in paragraph 4–4*b* to correct equipment faults discovered during PMCS operations and will update the DD Form 314 records as required,

5–2. Technical manuals and other technical literature for Army equipment

Army equipment commodities are unique and each has its own maintenance and sustainment requirements. No one checklist can identify the specific maintenance requirements of all commodities or equipment systems. Each equipment system has its own (TM/ETM/IETM). Army policy on complying with the special requirements of each commodity is contained in AR 750–1. Maintenance soldiers and their leaders must not only manage well but they must also follow the technical procedures applicable to the equipment at hand.

a. LOGSA maintains the Army TM library for use by Army units worldwide. Equipment TMs are available on compact disks (CDs) and may be requested by any Army command at www.logsa.army.mil. A sample of the LOGSA library offering is found in table 5–1 below.

b. Technical publication CDs for major end items-such as the Patriot missile system -will be provided to organizations with current Army publications accounts. Subscription changes must be submitted to the Standard Army Publication System online. Instructions for establishing and updating publication accounts are found in DA Pam 25–33.

Table 5–1.
LOGSA CD library

EM number	Short title	PIN	IDN
0030	High Mobility Multi-Purpose Wheeled Vehicle (HMMWV)	075640	381028
0033	Smoke Generators & Smoke Grenade Launchers	075668	401104
0035	Armored Combat Equip (ACE), M9	075680	372450
0036	Tank Recovery Vehicle, M578, M88A1	075681	372471
0037	Trucks, 2 1/2 Ton	075682	381031
0038	Heavy Expanded Mobility Tactical Truck (HEMTT)	075685	381032
0039	Trucks, 5 Ton	075684	381030
0040	Carrier, Personnel, M113 Family	075683	372454
0041	Howitzers, Medium, SP, M109 Series	075690	372453
0042	Heavy Equip Transport (HET), M911	075691	381033
0043	Inf/Cav Fighting Vehicle, M2/M3 Family	075692	372455
0044	Armored Vehicle Launched Bridge (AVLB)	075693	372457
0045	Chemical Equip-Masks, Alarms & Related Equip	075694	280821
0046	Cleaning Equip	075698	256470
0047	Avenger/Stinger Missile Sys	075699	323440
0048	Truck, Tractor, 14–20 Ton, M915 Through M920	075700	381060
0049	Trailers, Cargo, Semi, Utility, Tank & Related Equip	075701	391024
0050	(Superseded by EM 0068)		
0051	Helicopter, Blackhawk, UH–60A Through UH–60L	075703	323663
0052	Palletized Loading Sys (PLS)	075704	381029
0053	Helicopter Armament Subsystems	075705	313660
0055	Forklifts & Materiel Handling Equip	075722	256435
0057	Helicopter, Huey, UH–1H	075724	313661
0058	Helicopter, Warrior, OH–58D	075727	313666
0059	Telephone Sets, Switching & Related Equip	075728	360184
0060	Helicopter, Kiowa, OH–58A & OH–58C	075729	313665
0061	Helicopter, Apache, AH–64A	075730	313664

Table 5–1.
LOGSA CD library—Continued

0062	MLRS	075731	323438
0063	Combat Engineer Vehicle (CEV), M728	075732	372452
0064	TOW Systems	075735	323439
0065	Mortar, Small Arms, Mounts & Related Equip	075736	401103
0066	(Rescinded)		
0067	Hellfire Missile Sys	075738	323480
0068	Test Equipment	075739	344614

Notes:
[1] EM =electronic manual.
[2] PIN = personal identification number.
[3] IDN = initial distribution number.

5–3. Standard Army Management Information System used to support maintenance operations

a. Tactical STAMIS software packages include the following:

(1) ULLS–G.
(2) ULLS–A.
(3) SAMS–1 and SAMS–2.
(4) SAMS–E.
(5) SAMS–Installation/TDA.

Note. As of the publication date of this pamphlet, the Army will replace the ULLS and SAMS families of maintenance software with SAMS–E. This process will proceed through the rest of the first decade of the 21st century until completed.

b. The unit's Automated Information System maintenance personnel, in coordination with the organization CSSAMO, will support the user/operator in diagnosis and restoration of STAMIS computer systems to an operational status. The CSSAMO provides a mobile support team to restore and repair STAMIS systems on site.

Chapter 6
Maintenance Programs

Army Maintenance Programs are broad, mutually supporting, and continuing plans of action designed to achieve HQDA approved objectives. The Army has developed a number of maintenance programs to address issues and correct problems. Some of the Army's the programs that are important to unit-level maintenance operations are addressed in this chapter.

6–1. Recognition of soldiers and units

Soldiers do best that which commanders and supervisors check and recognize. Command review and recognition of high achievement are elements of command emphasis that should be fully exploited for the success of an organization's maintenance program. Commanders are strongly encouraged to make maximum use of this valuable leadership tool to achieve organizational excellence and to reward hard deserving working soldiers.

a. Individual/soldier recognition. Effective commanders identify numerous methods to recognize individual soldier achievement and success. One method is through DA Pam 672–5, which specifies that commanders (lieutenant colonel or higher) can award driver and mechanic badges, with appropriate bar(s), to persons who demonstrate a high degree of ability in equipment operation or mechanical maintenance.

b. Unit recognition. The DA has established a unit recognition program—The Chief of Staff Army Award for Maintenance Excellence Program (AAME)—that can serve as the catalyst or cornerstone for major subordinate command (MSC) unit maintenance recognition programs.

(1) The objectives of the AAME program are to—
(a) Improve and sustain maintenance readiness.
(b) Assess the status of total unit maintenance operations.
(c) Improve efficiency and reduce waste.
(d) Recognize outstanding level accomplishments and initiatives.
(e) Ensure the best units compete, and promote competition at MSCs, HQDA, and DOD levels. This program is to be administered within the guidelines established in AR 750–1 (chap 8 and app D).

(2) The four component competition areas are—

(a) Active Army table of organization and equipment (TOE)/MTOE unit.

(b) Army National Guard TOE/MTOE unit.

(c) U.S. Army Reserve TOE/MTOE unit.

(d) TDA unit (any component).

(3) Representatives from winning units receive their awards and recognition at a ceremony conducted annually by Chief of Staff Army in Washington, DC, usually during the months of June or July. A winning unit and runnerup are selected for each of the three categories (light, medium, heavy) for each of the four components listed above. Each of the 12 winning units can select up to three soldiers to represent their unit at the awards ceremony.

c. The Secretary of Defense Maintenance Award Program. This program annually recognizes the top six maintenance units across all services. An HQDA board selects Army nominees from among units that competed and were selected as AAME winners. The top AAME winners are the Army's nominees for the DOD Maintenance Award. An Army unit must compete in the AAME to be nominated to the DOD Maintenance Award Program. One of the six units, from all services, is then selected as the best overall throughout DOD and is awarded the Secretary of Defense Phoenix trophy.

6–2. Unit safety management and maintenance advisory messages

Maintenance-related accidents are responsible for 20 percent of all military on-duty injuries. Accidents reduce a unit's effectiveness, impact adversely on morale and discipline, and degrade operational capabilities. Goals of all unit safety programs include elevated safety awareness the prevention of accidents. Army policy for the prompt notification of field commands of safety issues is found in AR 750–6.

a. Unit level safety inspections and command emphasis in the motor pool and equipment areas. These inspections, including "management by walking around, "are a must for units to have an effective maintenance safety program. A dirty and/or disorderly shop should be a supervisor's first indicator of unsafe maintenance operations. The following questions can assist in getting your unit started on the right track:

(1) Does the commander/supervisor have a written, formal accident-prevention plan that is compatible with the mission and the function of the organization? Are unit personnel aware of and actively implementing the plan?

(2) Does the unit have a current, complete, and clearly defined safety SOP based on AR 385–10, AR 385–40, AR 385–55, and DA Pam 385–1?

(3) Are safety meetings conducted regularly?

(4) Is the unit commander/activity supervisor directly involved in the unit accident prevention and safety awareness program?

(5) Is there a safety officer designated on orders? Are duties specified? Are duties actually accomplished or just given lip service?

b. Ground Safety Notification System. This is the Army's system used to disseminate "high," "medium," and "low" category safety messages to the field. When safety conditions surrounding operation or custody of Army equipment meet risk levels or accidents occur, AMC or other Army level organizations may send urgent messages to field users to alert them of potential hazards. Army policy for these notifications is contained in AR 750–6 These notifications are characterized by two defining conditions:

(1) Materiel defect or hazardous condition that can cause death or injury to Army personnel.

(2) Materiel defect or hazardous condition that can cause damage to Army equipment.

c. Message types and action required.

(1) An SOU message is to notify Army field commands of a high (or medium) level of risk condition or factor associated with Army equipment. MSCs are to acknowledge receipt immediately and disseminate to all subordinate commands within 24 hours for compliance. Army equipment users are to execute provisions without delay and report compliance per MSC instructions and directives. An official in the Army Program Office or other Army level official, called a program sponsor, will initiate the SOU.

(2) A ground precautionary message (GPM) is a medium- to low-risk safety notification to the field. Most often the GPM will be used for low risk safety notifications to field commands; however, the program sponsor may notify field commands via GPM, if other factors indicate that the less urgent notification method is appropriate.

6–3. Test, measurement, and diagnostic equipment

TMDE is any system or device capable of being used to evaluate the operational condition of equipment or subsystems, and their potential malfunctions, or to determine if a part or item is installed within specifications. Using TMDE, the soldier maintainer can identify and/or isolate actual or potential malfunctions.

a. The regulation covering TMDE is AR 750–43. It explains the Army TMDE Calibration and Repair Support Program and requires units to appoint, on orders, a TMDE calibration coordinator.

Note. Commanders must ensure that a unit TMDE calibration coordinator is on orders at all times and is actively providing support to commands as outlined in AR 750–43, chapter 2.

b. Technical Bulletin (TB) 43–180 is the authority to verify calibration items. Units should receive their monthly calibration listing from the TMDE support unit.

c. TB 750–25 is the authority on required TMDE records and forms. It is recommended that the uses of the following be reviewed:

(1) DA Label 80 (U.S. Army Calibrated Instrument).

(2) DA Label 163 (U.S. Army Limited or Special Calibration).

(3) DA Form 2417 (U.S. Army Calibration Systems Rejected Instrument).

6–4. Technical publications

The primary source for issue of publications is the U.S. Army Publishing Agency (www.apd.army.mil). Units and activities can use, review, print and/or download the electronic version of both publications and forms at this site or be linked to another library.

a. Technical manuals. TMs are available in multiple formats and from numerous sources. TMs are evolving into an electronic format ETM and IETM.

(1) *Paper TMs.* Paper TMs are intended for all operator manuals, wiring diagrams or schematics, firing tables, safety of use/flight technical bulletins, and pre-combat/flight checklists. Commanders may elect to maintain limited paper copies for contingency plan purposes. Paper copies are stocked and distributed by USAPA only by request. Operator manuals (the TM XX–10, XX–12, and XX–13 series, for example) will continue to be printed on paper, even when they are part of an electronic manual.

(2) *ETM/IETM.* ETMs/IETMs are intended for use at Field and Sustainment levels of maintenance to support operator, crew, and user requirements. During the next few years, the Army will be converting many of its current ETMs to IETMs. Many TMs, technical bulletins, safety bulletins, and more are available on CD for use on electronic maintenance support devices (for example, TMDE available to maintainers). They can be obtained at the LOGSA ETM website (www.logsa.army.mil).

b. Technical publication CDs. There are two types of publication CDs available at LOGSA. One type includes major end items or weapons systems, including publications on their components. A second type includes publications covering common-use equipment or on general subject matter. CDs for major end items, such as the Patriot Missile System, will go to accounts with current subscriptions for the paper. Army accounts will get one manual, no matter how many end items they have. CDs for grouped equipment-generator sets, tools and shop sets-will go to each Army active component, Army Reserve, and Army National Guard account. To obtain changes and revisions to the one introductory CD, follow the instructions in paragraph 5–2 of this pamphlet.

c. Manufacturers' manuals. Commanders and supervisors should make maximum use of manufacturers' manuals for commercial materiel procured or leased off-the-shelf for use at all levels of maintenance. MSC policy should be checked for the procedures to be used.

6–5. Tools and tool improvement program

Maintenance cannot be accomplished correctly without proper tools. This includes not only MTOE authorized tools but special tools authorized by repair parts and equipment TMs as well. Units with effective maintenance programs do the following routinely:

a. Leaders must ensure that MTOEs and TMs are checked to verify what tools are authorized to be on hand. Missing tools must be promptly replaced, by requesting needed tools from the supporting SSA. The supply status of all authorized tools not on hand must be periodically checked.

b. Tools should be accounted for, controlled, and maintained in accordance with AR 710–2 and DA Pam 710–2–1. Ensure that accountability for tools is assigned with hand receipts. Hand receipts and supply catalogs will be used when conducting inventories. Basic policies and procedures for property accountability are contained in AR 735–5. Commanders and leaders should ask the following key questions for the tool program:

(1) Are authorized tools on hand or on order?

(2) Are tool kit component lists taken from the most current supply catalogs?

c. When taking command of a unit or responsibility for an element or section of a unit, leaders/supervisors should conduct a 100 percent physical inventory of tools. After the 100 percent inventory is completed, 10 percent monthly inventories should be continued by selecting several tool sets at random. These should be inventoried using the proper component list or supply catalog. The same should be done with special tools. Proper accountability is the responsibility of a supervisor and other leaders as well as of the hand-receipt holder.

d. Special attention must be given to sets, kits, and outfits. These aggregations should be inventoried at the same timeframe as individual toolkits and toolboxes. Some of these collections contain other end items such as multimeters, which, when not part of a collection, are often considered as separately accountable property items.

e. Program suggestions are a means for the users of tools to report deficiencies in tools and to recommend tools for

addition, deletion, and modification. Suggestions should be addressed to: U.S. Army Combined Arms Support Command, 3901 "A" Avenue, Suite 220, Fort Lee, VA 23801–1809 (see DA Pam 750–8 for further information and guidance).

6–6. Maintenance assistance and instruction team

The primary purpose of MAIT is to upgrade Army materiel and units to a high state of readiness by providing effective and responsive assistance and instruction to units and activities. MAIT is operated as a decentralized program.

a. Teams are established at installations or comparable levels in CONUS and at MSCs, corps, division, separate brigade, or comparable levels in overseas areas. MAITs have the capability to assist and instruct units in improving operations and management in the following areas:

(1) Operator requirements.
(2) Preventive maintenance and equipment repair.
(3) Equipment condition and serviceability.
(4) Materiel condition status reporting.
(5) Administrative storage.
(6) Maintenance records and reports management.
(7) Calibration management.
(8) Proper use of tools and test equipment, troubleshooting, and fault diagnosis.
(9) Maintenance personnel management and training.
(10) Proper use of publications and distribution procedures.
(11) Shop layout.
(12) Planning, production, and quality control procedures.
(13) Safety.
(14) Shop operations, including SOPs.
(15) Facilities.
(16) Combat spares procedures and accountability.
(17) Equipment recovery and evacuation.
(18) Proper implementation of the Army Warranty Program.
(19) Army modernization training.
(20) AOAP.
(21) Department of Defense Phoenix Award.
(22) AAME.
(23) Quality deficiency reports.
(24) Scheduled services.
(25) Chemical agent resistant coating/camouflage painting pattern.
(26) Hazardous materials handling.
(27) Tire maintenance.

b. Upon conclusion of the visit, the MAIT chief conducts an informal review of the visit. The critique should cover the total scope of the visit and include problem areas, remedial action initiated or recommended, areas requiring follow-up and discussion with the unit commander of areas requiring external assistance. MAITs provide semiannual overview briefings or published status reviews to brigade, division, corps, installation, and senior level Reserve Component commanders. Briefings may highlight significant problems encountered that apply command wide.

6–7. Army Oil Analysis Program

a. The purpose of the AOAP is to assist unit leaders by providing an oil analysis and report service on combat equipment, aircraft, and watercraft. AOAP analyses can detect potential equipment component failures and unit leaders can prevent catastrophic failure of equipment if they take prompt management action. This is done by applying an on-condition oil change policy. Specifically, AOAP analyses identify lubricant conditions through evaluation of equipment oil samples. A well-run AOAP can save oil, repair parts, labor, and organization funds. It is recommended that units use the AOAP and support it by using proper sampling procedures and prompt submission of samples. The AOAP cycle comprises the following steps:

(1) A DA Form 2408–20 (or STAMIS record) will be completed for each component. Detailed policies, procedures, and guidance and equipment identified for AOAP can be found in DA Pam 750–8.

(2) Sampling dates will be scheduled on DD Form 314.

(3) Sampling supplies will be obtained.

(4) An oil sample will be obtained and DA Form 2408–20 will be completed.

(5) The label on the oil sample bottle will be completed; the bottle placed in the plastic bag and inserted into the shipping sack or box along with DD Form 2026 (Oil Analysis Report).

(6) DD Form 2026 will be accurately completed and the sample dispatched to the laboratory as soon as possible.

b. When the laboratory analyzes the sample, one of two things occur:

(1) The lab returns DD Form 2026, stating if results are normal. DD Form 2026 will then be filed and DA Form 2408–20 annotated.

(2) Using DA Form 3254–R (Oil Analysis Recommendation and Feedback), the laboratory will advise the unit of any suspected problems and indicate the required actions. If MAC–Code F or higher maintenance is required, the unit will submit DA Form 5990–E/DA Form 2407, DA Form 2408–20, and DA Form 3254–R to the appropriate support activity, along with the equipment. After requested actions are taken, the maintenance provider will annotate the forms, indicating the actions taken.

6–8. Facilities, shop layout, and production enablers

Shop organization and layout are key factors in the efficient functioning of a unit's maintenance operation, both in the field and in garrison. Inadequate facilities or inefficient layout can lead to reduced mission output and operationally ready rates for the unit and wasted time and effort by soldier maintainers.

a. Field locations/tactical deployment. FM 4–30.3 covers tactical maintenance operations for units and organizations. Proper organization and maintenance task production layout for field operations can make the difference for achievement of the maintenance mission. If possible, an area should be reconnoitered prior to occupation, to anticipate bottlenecks and facilitate a free flow of operations that integrates maintenance processes. Key questions include—

(1) Is the maintenance area located near to the deployed force, close to a good road and accessible by supported equipment?

(2) Has an internal and external road network within the area been established to support equipment workflow?

(3) Does the area have adequate drainage?

(4) Is the area large enough to allow dispersal of equipment? Is it defensible? Does the area provide adequate cover and concealment?

(5) Has a security plan been established and are sound tactics being practiced?

b. Garrison. Garrison operations should follow the same basic workflow principles as in 6–8*a* above. Maintenance personnel in garrison must also "train as they will fight." Maintenance workflows in garrison should be designed for efficiency of task completion to promote rapid return of repaired items to serviceability. Key questions include—

(1) Is a unit leader identified as the senior occupant and responsible official for the facility?

(2) Are facility maintenance checklists available, current, and periodically utilized by the senior occupant and staff?

(3) Are shop sections and parking areas organized to make maximum use of available space?

(4) Are cranes or other overhead lift equipment serviceable and serviced in accordance with technical specifications?

(5) Is the lubrication area used? Are sufficient lubrication materials (grease guns, oil cans, and so forth) available and protected to prevent contamination?

(6) Is there an adequate vehicle washing facility? Is it well drained and in compliance with local regulations?

(7) Are there separate paint and petroleum, oils and lubricants storage areas?

(8) Are parking areas set aside for vehicles awaiting parts, maintenance, and inspection? Are they secure?

(9) Are showers, lockers, and latrines convenient?

(10) Are environmental controls established in accordance with policies?

(11) Are the shop bays and the administrative and equipment storage areas neat, functional, and organized?

6–9. Warranty programs

The overall policies and procedures for the Army Warranty Program for IT are contained in AR 700–139. Highlights for Army maintainers and their leaders include the following:

a. MSCs acquire warranties only when they are in the Army's best interest. Acquiring commands or activities are to establish local warranty implementation procedures. Are they available in your unit?

b. AR 700–139 requires each MSC to appoint a warranty control officer (WARCO). Do you have the contact information for your MSC warranty control officer?

c. In warranty applications, unit readiness and mission effectiveness take priority over warranty actions. If the MAC–Code F maintenance provider is not able to get an effective response through the warranty process in a timely manner, the maintenance provider should repair first and initiate settlement action later in accordance with local SOPs and AR 700–139. The supporting WARCO should be notified immediately when equipment must be fixed first and the warranty settled later.

d. Application of the AOAP to items under warranty will be as specified in the item's warranty bulletin. AOAP procedures supplement the instructions directing oil changes for equipment under warranty.

e. Warranty actions that require a modification must be applied by a valid MWO. The MWO will be applied and reported per AR 750–10.

f. Manufacturers' standard warranties are accepted when items are locally procured. Special warranties are included in local purchases only when they are cost effective and executable by the user.

g. When warranty actions are completed they will be reported in accordance with DA Pam 750–8 and DA Pam 738–751.

h. Army LAP personnel are available to assist field organizations. Commanders and leaders should call on the local LAO for assistance in warranty program issues.

6–10. Maintenance regeneration enablers

Maintenance regeneration enablers are separate stocks of end items, held by accountable officers at different logistics levels, for the purpose of timely issue of assets to units and organizations when internal maintenance actions cannot meet readiness timelines. Army maintenance regeneration enablers include the stocks identified below:

a. Repair cycle float. This is a stock of end items, held at the national level, which is available for issue to organizations when an end item on unit property books reaches an overhaul/rebuild milestone (see AR 750–1, chap 8).

b. ORF. This is a stock of end items, held at local SSA level, for the purpose of replacing an end item that can be locally repaired to FMC standards but not within the designated timeframe required by the owning organization (see AR 750–1, chap 8).

c. Ready to fight spares. This is a stock of end items, complete with ASIOE and other accessories that are prepared for immediate use by an organization to replace a like item that becomes unavailable during mission operations. The purpose of the ready to fight spares is to ensure that mission momentum is not unacceptably degraded during operations (see AR 710–2).

d. STAMIS computer exchange. This is a stock of Class VII and Class II nonexpendable items available for issue to ensure that unit/organization management information systems operationally ready status is sustained at mission acceptable levels.

6–11. Unique Item Tracking Program

The Unique Item Tracking (UIT) Program requires the visibility and tracking by serial number of selected items and installed components as outlined in DOD 4140.1–R, DOD 4000.25–2–M, and AR 710–3. The objective of the UIT Program is to maintain visibility of each uniquely identified asset for the primary purpose of inventory control and/or engineering analysis. Security, accountability, safety, maintenance, operational readiness, warranty applicability, and other areas that may benefit from the tracking process will be subsets of the inventory control or engineering analysis functions.

a. UIT reporting requirements for Army-controlled small arms, security risk nonnuclear missiles and rockets, controlled cryptographic items, and radiological testing and tracking assets are outlined in AR 710–3. Additional assets for which serial number tracking via UIT is deemed necessary will be approved by HQDA.

b. All assets within the supply system subject to UIT tracking will be identified with a unique item identifier (UII) that uniquely identifies each individual asset being controlled or managed. A UII can be the item's serial number, the vehicle identification number, and so on, as long as no other UIT asset has the same identifier within the national stock number (NSN) or national item identification number. Installed components, as specified in AR 710–3, also require UII assignment

c. All UIT programs will include provisions for data entry into STAMIS and other information systems using automatic identification technology (AIT). AIT enables the automatic capture of source data in an almost error-free process, enhancing the maintainer's ability to identify, track, document, and control materiel, and maintenance processes. Optical and digital scanning and reading devices are included in the family of AIT enablers available for use.

d. Approved Army procurement policies for the 21st century requires that Army materiel developers will ensure that new procurements of serial-number-tracked assets include provisions for AIT-readable serial number markings to be applied during manufacture.

6–12. Logistics Assistance Program

a. The Commanding General, AMC, manages the worldwide LAP. Each AMC MSC provides technical and logistical assistance to the Field level of maintenance for the commodities of equipment for which they are responsible. This logistics and technical assistance is provided through a number of LAOs and logistics support elements (LSEs) that are strategically located in all major Army geographic areas.

b. LAOs are typically found on Army installations in established areas and can perform such assistance services such as—

(1) Tracking down the exact status of a critical requisition.
(2) Finding a critical part, module, or subassembly.
(3) Helping resolve systemic supply and maintenance problems.
(4) Providing assistance on warranty issues
(5) Coordinating special training on new equipment.
(6) Providing onsite technical and logistics training when needed.
(7) Spotting check total package fielding for the MSC.

(8) Assisting maintenance personnel in identifying and fixing complex equipment problems.

(9) Serving as the link with the Army retail supplier (all MSCs) to obtain and expedite needed parts.

c. LSEs are the forward command and control teams representing AMC that have been designated to supervise and/or coordinate all in-theater support provided by AMC activities. LSEs can perform many of the functions of LAOs and support multinational and joint operations.

Appendix A
References

Section I
Required Publications

AR 220–1
Unit Status Reporting. (Cited in para 4–8.)

AR 700–138
Army Logistics Readiness and Sustainability. (Cited in paras 2–9, 4–6, 4–8.)

AR 700–139
Army Warranty Program. (Cited in para 6–9.)

AR 710–2
Supply Policy Below the National Level. (Cited in paras 1–1, 2–2, 2–3, 2–5, 2–7, 2–9, 2–12, 3–1, 3–2, 3–3, 3–4, 4–1, 4–6, 4–7, 4–8, 4–10, 5–2, 6–1, 6–10.)

AR 725–50
Requisitioning, Receipt, and Issue System. (Cited in para 3–3.)

AR 750–1
Army Materiel Maintenance Policy. (Cited in paras , 1–1, 2–2, 2–3, 2–5, 2–7, 2–9, 2–12, 3–1, 3–2, 3–3, 3–4, 4–1, 4–6, 4–7, 4–8, 4–10, 5–2, 6–1, 6–10.)

AR 750–10
Modification Program. (Cited in paras 1–2, 6–9.)

AR 750–43
Army Test, Measurement, and Diagnostic Equipment Program. (Cited in paras 2–2, 6–3.)

DA Pam 710–2–1
Using Unit Supply System (Manual Procedures). (Cited in paras 4–1, 4–4, 4–5, 4–6, 4–7, 6–5.)

DA Pam 750–8
The Army Maintenance Management System (TAMMS) Users Manual. (Cited in paras 1–9, 2–3, 2–6, 2–7, 2–9, 4–3, 4–4, 4–6, 4–7, 5–1, 6–5, 6–7, 6–9, 6–11.)

DA Pam 738–751
Functional Users Manual for the Army Maintenance Management System—Aviation (TAMMS–A). (Cited in paras 1–2, 2–3, 2–6, 2–7, 2–9, 4–1, 4–3, 4–4, 6–9.)

Section II
Related Publications

A related publication is a source of additional information. The user does not have to read a related publication to understand this publication. Unless otherwise indicated, publications are available on the Army Publications Directorate Web site, www.apd.army.mil. Technical bulletins are available at https://www.logsa.army.mil/etms/online.htm, unless otherwise indicated.

AR 5–10
Stationing

AR 25–12
Communications Security Equipment Maintenance and Maintenance Training

AR 40–61
Medical Logistics Policies

AR 95–1
Flight Regulations

AR 200–1
Environmental Protection and Enhancement

AR 385–10
The Army Safety Program

AR 385–40
Accident Reporting and Records

AR 385–55
Prevention of Motor Vehicle Accidents

AR 570–4
Manpower Management

AR 600–55
The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

AR 700–4
Logistics Assistance

AR 700–68
Storage and Handling of Liquefied and Gaseous Compressed Gasses and Their Full and Empty Cylinders

DA Pam 710–2–2
Supply Support Activity Supply System: Manual Procedures.

AR 710–3
Asset and Transaction Reporting System

AR 715–9
Contractors Accompanying the Force

AR 725–50
Requisition, Receipt, and Issue System

AR 735–5
Policies and Procedures for Property Accountability

AR 750–6
Army Equipment Safety and Maintenance Notification System

AR 750–59
Army Corrosion Prevention and Control Program

DA Pam 25–30
Consolidated index of Army Publications and Blank Forms

DA Pam 25–33
User's Guide for Army Publications and Forms

DA Pam 385–1
Small Unit Safety Officer/NCO Guide

DA Pam 611–21
Military Occupational Classification and Structure

DA Pam 750–3
Soldiers' Guide for Field Maintenance Operations

FM 4–30.3 (9–43–1)
Maintenance Operation and Procedures

FM 21–305
Manual for the Wheeled Vehicle Driver

TC 21–306
Track Combat Vehicle Driver Training

DA Pam 703–3
Cataloging Supplies and Equipment, Army Adopted Items of Materiel and List of Reportable Items (SB 700-20)

TB 43–180
Calibration and Repair Requirements for the Maintenance of Army Materiel. (Available at www.usamma.army.mil/searchresults.cfm.)

TB 43–0144
Painting of Watercraft

TB 43–0244
Unit Level Procedures for Handling Service Supplies Hazardous Materials and Waste

TB 600–1
Procedures for Selection, Training, Testing and Qualifying Operators of Equipment/Systems, Excluding Selected Watercraft and Aircraft, Managed/Supported by U.S. Army Troop Support and Aviation Materiel Readiness Command

TB 55–1900–201–45/1
Guide to Army Watercraft Survey Inspections, Repair Procedures and Repair Specifications Preparation

TB 55–1900–205–24
Watercraft Information and Reporting System (WIRS) Data Collection for Configuration Control

TB 750–25
Maintenance of Supplies and Equipment: Army Test, Measurement, and Diagnostic Equipment (TMDE) Calibration and Repair Support (C&RS) Program

TM 1–1500–328–23
Aeronautical Equipment Maintenance Management Policies and Procedures

TM 55–2620–200–24
Inspection, Maintenance Instructions, Storage, and Disposition of Aircraft Tires and Inner Tubes

DOD 4000.25–M
Defense Logistics Management System (DLMS). (Available at www.dtic.mil/whs/directives.)

DOD 4140.1–R
DOD Supply Chain Materiel Management Regulation. (Available at www.dtic.mil/whs/directives.)

Section III
Prescribed Forms
This section contains no entries.

Section IV
Referenced Forms
Unless otherwise stated, DA forms are available on the Army Publishing Directorate Web site (www.apd.army.mil), and DD forms are available from the Office of the Secretary of Defense Web site (www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm).

DA Form 348
Equipment Operator's Qualification Record

DA Form 1352
Army Aircraft Inventory, Status, and Flying Time

DA Form 1687
Notice of Delegation of Authority—Receipt for Supplies

DA Form 2028
Recommended Changes to Publications and Blank Forms

DA Form 2064
Document Register for Supply Actions

DA Form 2404
Equipment Inspection and Maintenance Worksheet

DA Form 2406
Materiel Condition Status Report

DA Form 2407
Maintenance Request. (Available through normal forms supply channels.)

DA Form 2408–4
Weapon Record Data

DA Form 2408–5
Equipment Modification Record

DA Form 2408–9
Equipment Control Record

DA Form 2408–14
Uncorrected Fault Record

DA Form 2408–20
Oil Analysis Log

DA Form 2415
Ammunition Condition Report

DA Form 2417
U.S. Army Calibration Systems Rejected Instrument. (Available through normal forms supply channels.)

DA Form 2765–1
Request for Issue or Turn-In

DA Form 3254–R
Oil Analysis Recommendation and Feedback (LRA)

DA Form 3266–1
Army Missile Materiel Readiness Report

DA Form 5409
Inoperative Equipment Report

DA Form 5410
Unit Level Deadlining Parts Report

DA Form 5823
Equipment Identification Card

DA Form 5982–E
Dispatch Control Log (EGA). (Available through the ULLS–G system.)

DA Form 5984–E
Operator's Permit Record (EGA). (Available through the ULLS–G system.)

DA Form 5987–E
Moto Equipment Dispatch (EGA). (Available through the ULLS–G system.)

DA Form 5988–E
Equipment Inspection Maintenance Worksheet (EGA). (Available through the ULLS–G system.)

DA Form 5989–E
Maintenance Request Register (EGA). (Available through the ULLS–G system.)

DA Form 5990–E
Maintenance Request (EGA). (Available through the ULLS–G system.)

DA Label 80
U.S. Army Calibrated Instrument. (Available through normal forms supply channels.)

DA Label 163
U.S. Army Limited or Special Calibration. (Available through normal forms supply channels.)

DD Form 314
Preventive Maintenance Schedule and Record

DD Form 1970
Motor Equipment Utilization Record

DD Form 2026
Oil Analysis Report

OF 346
U.S. Government Motor Vehicle Operator's Identification Card.

Glossary

Section I
Abbreviations

AAME
Army Award for Maintenance Excellence

AIT
automatic identification technology

AMC
Army Materiel Command

AMSS
Army Materiel Status System

AOAP
Army Oil Analysis Program

APS
afloat prepositioning ships

AR
Army regulation

ASI
additional skill identifier

ASIOE
associated support items of equipment

BII
basic issue item

BMCO
battalion maintenance control officer

BMS
battalion maintenance supervisor

BMT
battalion maintenance technician

CBM+
condition-based maintenance plus

CD
compact disk

COEI
component of end item

CONUS
continental United States

CSSAMO
combat service support automation management officer

DA
Department of the Army

DOD
Department of Defense

DS
direct support

ETM
electronic technical manual

EX–SOPS
external SOPS

FCS
future combat system

FM
field manual

FMC
fully mission capability

GCSS–A
global combat service support–Army

GPM
ground precautionary message

GS
general support

HQ
headquarters

IETM
interactive electronic technical manuals

IMA
Installation Management Agency

IMMA
installation maintenance management activities

ISA
interservice support agreement

LAO
Logistics Assistance Office

LAP
Logistics Assistance Program

LIDB
Army Logistics Integrated Database

LOGSA
Logistics Support Agency

LRU
line replaceable unit

LSE
logistic support element

MAC
maintenance allocation chart

MACOM
major command

MAIT
maintenance assistance and instruction team

MMDF
maintenance master data file

MOS
military occupational specialty

MPD
maintenance priority designator

MSC
major subordinate command

MTDA
maintenance tables of distribution and allowances

MTOE
modification table of organization and equipment

MWO
modification work order

NCA
National Command Authority

NMC
nonmission capable

NMC–S
nonmission capable-supply

NMP
national maintenance point

NSN
national stock number

OCONUS
outside continental United States

ORF
operational readiness float

PAM
pamphlet

PCN
production control number

PLL
prescribed load list

PMCS
preventive maintenance checks and services

RDD
required delivery date

RX
reparable exchange

SAMS
Standard Army Maintenance System

SAMS–E
SAMS–enhanced

SARSS
Standard Army Retail Supply System

SBCT
Stryker Brigade combat team

SOF
safety of flight

SOP
standing operating procedure

SOR
sources of repair

SOU
safety of use

SSA
supply support activity

STAMIS
Standard Army Management Information System

TAMMS
The Army Main Management System

TAT
turnaround time

TDA
tables of distribution and allowances

TLRT–M
total logistics response time–maintenance

TM
technical manual

TMDE
test, measurement, and diagnostic equipment

TOE
table of organization and equipment

UII
unique item identifier

UIT
unique item tracking

ULLS–A
unit level logistics system–aviation

ULLS–G
unit level logistics system–ground

ULLS–S4
unit level logistics system–supply

WARCO
warranty control officer

Section II
Terms

Dues-in, dues-out
Dues-in is used to describe an obligated requirement that is scheduled to fill a supply support requirement, a dues-out (see AR 710–1, AR 710–2, and AR 725–50).

FEDLOG
A logistics information system published by the Defense Logistics Information Service that allows retrieval of information from the Federal Logistics Information System and service specific databases (see www.dlis.dla.mil/FedLog).

Flyaway items
Items taken on flights to assist in repair of aircraft.

Issue priority designator (IPD)
Designates who or what will receive materiel first. The oldest requirement with the highest IPD gets the materiel first (see AR 710–1 and AR 725–50).

Section III
Special Abbreviations and Terms
This section contains no entries.

USAPD

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