



MINISTRY OF DEFENCE

THE DEFENCE LOGISTICS SUPPORT CHAIN MANUAL JSP 886

VOLUME 4 MATERIEL ACCOUNTING

PART 310 MOD CONTROLLED ITEMS AND DEMANDS FOR EXCESSIVE QUANTITIES

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CHAPTER 1: MG 6/7 - MOD CONTROLLED ITEMS AND DEMANDS FOR EXCESSIVE QUANTITIES

PURPOSE

1. The purpose of this leaflet is to describe the facilities within the system to assist Support Managers in the management of controlled items.

OWNERSHIP AND POINTS OF CONTACT

2. Formulation of policy on Materiel Accounting – Losses lies with the Deputy Head Support Chain Management – Support Chain Management Policy (DepHd DES JSC SCM-SCPol) and is ratified by the Defence Logistic Policy Working Group (DLPWG). Enquiries concerning this document should be addressed to:

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CREATION AND AMENDMENT OF DEGREE OF CONTROL CODES

3. A Degree of Control Code is a code in the catalogue element of an item record to allow the Support Manager to control the ready availability of items within the supply system. The Support Manager is responsible for setting and amending the Degree of Control Code. The Code is set during initial record creation using Transaction Code (TC) CLZ and can be amended using TC ALZ as detailed in Leaflets MI 3/7 and 2/12 respectively. There are, however, 2 points to note:

- a. No MOD control can be set for items in Management Group DC.
 - b. The Degree of Control Code applied across all items in an UA chain is to be the same.

4. SMTN Help Screens are available to explain the meaning of the fields, range of parameter values and codes. The effect of the various codes on SCCS Processing is detailed in the SCCS and MJDI (POC) User Guide, Part 2 (Leaflet MO M40). The User Guide can be accessed from JSP 886 Volume 30.

SATISFACTION OF DEMANDS

5. **Normal Working Hours.** During normal working hours, demands are dealt with according to their Degree of Control Code. Demands requiring prior issue approval are

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referred to the Support Manager by Output M40 and those on which issue is proceeding but which require post-issue approval by Output Q074.

6. **Outside Normal Working Hours.** Outside normal working hours, or during other periods when the VDUs are switched off, the Output M40 is directed to the Support Management Group Duty Officer (SMGDO) for consideration without reference to the Support Manager of the item concerned. The Duty Officer holds details of items which can be released and those which have to be deferred for SA action.

7. **Response to a Request for Approval.** The Support Manager is to take one of the following courses of action to a request for approval:

- a. **Pre-Issue Approval.** Having established whether to authorise the demand or not, the Support Manager is to input his decision in accordance with Leaflet MI 6/1. When processing the release message, the computer will attempt to satisfy the demand for the quantity approved; demands which are not approved are automatically cancelled and the unit or agency informed by computer output. Similarly, if part approval only is given, the originator of the demand will be advised. However, the Range Manager is responsible for notifying the originator of the demand by administrative means, of the reason for the refusal to meet the request if it is not covered by Reason for Refusal Codes 1 to 5.
- b. **Post-Issue Approval.** If the Range Manager approves the issue, he is not required to take any further action. However, if he withholds approval, he is to advise the unit concerned and request demand cancellation, suspension or recovery of the equipment.

8. **Approval Progression.** If the Range Manager fails to respond to an Output M40 Issue Request, the System will generate one of the following hastening outputs:

- a. **Priority 01-05 and 09(06) Demands.** Output Q079 will be produced to the MDG (copy to the reporting unit or the appropriate DSDC Unit) for Priority 01-05 and (06) demands, 15 days after the date of the demand with a notification at 45 days that the demand has been cancelled.
- b. **Priority 13(07), 16(08) and 75 Demands.** Output Q080 will be produced to the MDG (copy to the reporting unit or the appropriate DSDC Unit) for Priority 13 (07), 16(08) and 75 demands, 30 days after the date of demand with a notification at 60 days that the demand has been cancelled.

STOCK REPLENISHMENT

9. All stock replenishment requirements for equipment subject to Degree of Control Codes 2, 3, 4, 5 and 6 are referred to the Range Manager for approval to issue by Output M40. Where the Range Manager does not approve the quantity, or approves less than the calculated requirement, further outputs covering the balance of that requirement will continue to be produced automatically unless the unit establishment is adjusted by means of EVFs R or C, as detailed in MG 16/1.

EQUIPMENT ON DIRECT SUPPLY

10. Equipment on direct supply is identified by Degree of Control Code 1. A demand for such equipment will be referred back automatically to the demanding unit with instructions

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that the requirement is to be satisfied by direct supply. Where an item is on Degree of Control 1, but is not obtainable on direct supply by a unit, the Non-DS Indicator on the unit element is to be set at 1 to allow normal demand satisfaction processing to prevail.

REVIEW OF CONTROLLED ITEMS

11. Support Managers are to review controlled items regularly to ensure that the numbers of items under control justify the demand restrictions that are applied. This review can be carried out on Output Q121 (Print of Controlled Items), Output Q140 (Items Limited by Variable Input Criteria), or Output R001 (Requisition Request). Instructions on how to obtain these outputs are contained in Leaflets MI 7/3, 7/11 and 10/7 respectively. (See the SCCS and MJDI (POC) User Guide at JSP 886, Volume 30)

EXCESSIVE QUANTITY DEMANDS

12. System Processing carries out 2 types of checks for excessive quantity demands. If the demand is low priority and the consignee is outside the System, Output M040 is generated for pre-issue approval. If the demand originates from an on-line unit on behalf of an out of System user, Output M042 is generated for post-issue approval. If the consignee is outside the System and the demand is in SPCs 0-12, the issue will be made and Output M0 42 generated for post-issue approval.

13. No excessive quantity check is made if the Degree of Control Code of the item is set and an Output M40 generated. The Range Manager is, therefore, to check that the quantity demanded is reasonable before approving the release of a controlled item.