

THE DEFENCE LOGISTICS SUPPORT CHAIN MANUAL JSP 886

VOLUME 4 MATERIEL ACCOUNTING

PART 306 CONTROL OF UNIT LOAD DEVICES AND ACCESSORIES (Formerly JSP 886, Volume 13, Leaflet UT 2/7)

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AMENDMENT RECORD		
Amendment Number	Amendment Date	Details of Amendment

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SECTION 1 - CONTROL OF UNIT LOAD DEVICES AND ACCESSORIES

PURPOSE

1. The purpose of this leaflet is to provide information on the control procedure for in-use Unit Load Devices (ULDs) and accessories detailed in Annexes A and B. Additionally, the leaflet provides guidance to Units on when and where to return surplus ULDs.

INTRODUCTION

2. At all times, but particularly during times of high-intensity operations and exercise deployments, the control of ULDs is critical and of paramount importance in ensuring a continuing smooth and seamless deployment. Of particular note is the need for RAF Units to retain control of the ULDs and to return them to Air Transport MOBs as soon as possible, to ensure that sufficient ULDs are available and that shortages do not occur. The procedure outlined in this leaflet provides 2 central control points, with the aim of preventing loss of equipment by improved management of widely dispersed resources and monitoring the location of ULDs and accessories. It also provides data to Command staffs to facilitate repair and/or re-provisioning of ULDs. All receipts of the equipment into the Service, issues out to other services, repair contractors, or for disposal, are to be channelled through these central control points.

3. JNCO Equipment Support Section (ESS), 1 Air Mobility Wing (1 AMW), RAF Lyneham is responsible for the application and administration of the accounting and control procedures for the equipment detailed at Annex A. JNCO Hangar Services, Air Cargo Flt, Air Movements Sqn, RAF Brize Norton is responsible for the application and administration of the accounting and control procedures for the equipment detailed at Annex B. Other units and locations involved in reporting action are detailed at Annex C.

4. As soon as possible after receipt of inbound loads, freight is to be broken down and ULDs returned to the UK, unless they are required at the destination airhead for imminent, subsequent tasks.

CONTROL PROCEDURES

5. RAF Lyneham is the accounting unit for the items of equipment listed at Annex A. JNCO ESS, 1 AMW is to be the inventory holder and controlling authority on behalf of RAF Lyneham. He is to maintain records that show the total RAF holdings of equipment listed in Annex A, including authorised reserves and holdings for primary equipment pack (PEP) or other contingencies. Additionally, the records are also to show the locations of those items in Annex A.

6. RAF Brize Norton is the accounting unit for the items of equipment listed at Annex B. OC Air Cargo Flight is to be the inventory holder and controlling authority on behalf of RAF Brize Norton. He (through JNCO Hangar Services) is to maintain records that show the total RAF holdings of equipment listed in Annex B, including authorised reserves and holdings for PEPs or other contingencies. Additionally, the records are also to show the locations of those items in Annex B.

7. Units other than RAF Lyneham and RAF Brize Norton are to ensure that holdings of those items listed at Annexes A and B are kept to a minimum and are sufficient for the anticipated task. Surplus ULDs and accessories are to be returned to RAF Lyneham or RAF Brize Norton as a matter of priority. This is essential in times of crisis when Units must manage closely holdings of ULDs and accessories.

PERIODICAL CENSUS PROCEDURE

8. On the first UK working day in April, August and December of each year, at 0900 hrs Zulu, or as specially notified by A4 Ops Mov HQ AIR, a census is to be carried out by all units and locations shown at Annex C, of their total holdings of ULDs and accessories as listed in Annexes A and B. Stocks are to be held readily accessible to facilitate the census check.

9. Prior to each census JNCO ESS, 1 AMW, RAF Lyneham will send a notification signal to all units and locations in Annex C, and place a notifying letter in the task diary for flights involved. Additionally, where there is a RAF presence at a location not listed at Annex C, JNCO ESS is to include these in their communications. This signal is to advise the date of the census plus any special instructions relevant to the census in question, and is to task addressees to acknowledge receipt.

10. Units and deployed locations are to conduct a physical stock count of all items listed in Annexes A and B. The total holdings or Nil Returns are to be notified, by signal to JNCO ESS, 1 AMW, RAF Lyneham (for equipment detailed at Annex A) and JNCO Hangar Services, RAF Brize Norton (for equipment detailed at Annex B). The format for the census signal is at Annex D and Annex E respectively. The SIC 'QEI' is to be used on all signals, and the address group BBSLWRR (for RAF Lyneham) and BZZFFRR (for RAF Brize Norton) on all MMARS ROTTY communications. The stock count is to include all known assets, including authorised reserves, PEP holdings and equipment on loan to contractors. ULDs and accessories already made up are to be included, but those loaded to aircraft not yet departed are to be advised separately in the return by flight number. ULDs and accessories that are loaded to airborne aircraft, or are on the ground en-route at the time of the census, are to be reported by the return of the census upon completion of the flight.

11. JNCO ESS, 1 AMW, RAF Lyneham and JNCO Hangar Services, RAF Brize Norton are to progress the census returns and if necessary, notify SO3 A4 Ops Mov Res, HQ AIR (MMARS ROTTY address LONHHRR) of any unit failing to submit a return within 3 working days.

FINALISATION OF CENSUS

12. JNCO ESS, 1 AMW, RAF Lyneham and JNCO Hangar Services, RAF Brize Norton is to consolidate their respective returns and reconcile the reported consolidated holdings with the total holdings of accountable items recorded on the master inventory. Due account is to be taken of ULDs or accessories that have been scrapped, or taken out of circulation for testing or repair. Units are to ensure that these items are reported or despatched to ESS 1 AMW, RAF Lyneham or Hangar Services, RAF Brize Norton in accordance with current instructions. SO3 A4 Ops Mov Res, HQ AIR is to be advised of

any ULDs and accessories that have been left at off-route airfields so that a decision can be taken as to whether the items can eventually be recovered, or may be written-off.

13. After reconciliation at the end of each census, discrepancies of 5% or less of the A-in-U balance on any one item are to be adjusted and, where appropriate, net results posted to the special Form 4C described in Paragraph 14 below. Discrepancies that exceed 5% on any one item are to be investigated in conjunction with SO3 A4 Ops Mov Res, HQ AIR. If after investigation losses cannot be resolved, the total loss is to be valued in accordance with JSP 886 Volume 4 and a report submitted to HQ 2 Gp for advice on possible further investigation or write-off action.

ACCOUNTING AND WRITE-OFF PROCEDURES

14. Discrepancies remaining following the investigations made in Paragraph 12 above and not involving locations other than RAF Units are to be posted to the A-in-U inventory and the special separate Form 4C held in Asset Management Flight headed 'Special Form 4C for ACPs and Accessories'

15. Action is to be taken in accordance with JSP 886 Volume 4 if losses can be attributed to operations or exercises where the operation base was other than an RAF unit, subject to the conditions at para a and b below. Where the operation base was an RAF unit the losses are to be cleared from A-in-U charge and posted to the special Form 4C as described in para 13 above, subject to the conditions at sub Paragraphs a and b below:

a. After the investigation mentioned in para 12 above it is found that:

(1) Fraud, theft, sabotage or arson is not suspected.

(2) RAF personnel, or civilians employed by the MOD are not thought to be blameworthy.

(3) Some defect in unit administration or organisation, including inadequate supervision is not indicated.

b. The total value of the deficiency does not exceed the Commanding Officers powers of write-off in accordance with QRs Appendix 6.

16. CIVs raised under Paragraphs 12 and 13 above are to record full details of the circumstances of the loss and are to be certified by the OC Logs Spt Wg, RAF Lyneham (for equipment detailed at Annex A) or Senior Air Movements Officer, RAF Brize Norton (for equipment detailed at Annex B) that they meet the requirements of Paragraph 14 above.

17. Discrepancies of ULDs and accessories from transport aircraft flights and detachments involving locations other than RAF units are to be dealt with in accordance with the regulations in QR (RAF) 1285 and JSP 886 Volume 4. This action is to be taken after SO3 A4 Ops Mov Res, HQ AIR has advised on the possibility of recovering the items as mentioned in Paragraph 11 above. Formal write-off action, when appropriate, is to be taken when it becomes known that recovery of the items or other method of clearing the loss is not possible.

18. When a handover of the ULD and accessories inventory is required this is to be arranged where possible in conjunction with a census. If this is not practicable then the figures compiled from the last census are to be accepted as the items to be transferred.

19. The August census is to be treated as a formal inventory check.

20. This special accounting procedure in no way absolves Commanding Officers, Air Officers Commanding and Air Officers Commanding-in-Chief from the responsibilities under QR(RAF)1285 for the proper investigation of discrepancies of ACPs and accessories used in transport aircraft.

ACCOUNTING IN TIMES OF CRISIS

21. Management of ULDs and accessories is paramount in times of crisis. Units are to ensure that holdings of those items listed at Annexes A and B are kept to a minimum and are sufficient for the task and that surplus ULDs and accessories are returned to RAF Lyneham and RAF Brize Norton as a matter of priority. In-theatre Units are to carry out day-to-day monitoring of ULDs and accessories during deployment phases, reducing to weekly monitoring during sustainment phases; further guidance and instructions in respect of ULD and accessories management will be issued by the Joint Force Logistic Component (JFLogC) or theatre National Support Contingent for that operation.

REPORTING OF CENSUS

22. After consolidating the returns, JNCO ESS, 1 AMW, RAF Lyneham and JNCO Hangar Services, RAF Brize Norton are to advise SO3 A4 Ops Mov Res, HQ AIR, plus AS3a3, DE&S, RAF Wyton (95371-4820) and Tristar Supply 2, ARC IPT, DE&S, RAF Wyton (95371-8344) of the quantities then held on the master inventory to enable them to determine quantities required for future provisioning. Returns are not to be delayed pending completion of formal write-off action, but details of inventory adjustments initiated are to be included in the remarks column of the return and subsequently confirmed.

ANNEX A - LIST OF UNIT LOAD DEVICES AND ACCESSORIES - RAF LYNEHAM

(Introduced at Paragraph 1)

Item	Sec/Ref	Description
A	4DB/8204896	Pallet 463L 108" x 88" (AAR/Cadillac)
B	4DB/7302009	Pallet AML 108" x 88"
C	4DB/2153928	Pallet AMH 108" x 88"
D	4DB/4886615	Pallet 463K (Capewell)
E	4DB/1389276	Net Knotless, 10K for 108" x 88" Pallets
F	4DB/7216843	Net 463L, 10K (blue)
G	4DB/1358912	Pallet Adaptor 463L (Q Ball)
H	4DB/7623105	Pallet Linkage 463L
I	4DB/7744115	Pallet Linkage AML Short
J	4DB/7744118	Pallet Linkage AML Long

ANNEX B - LIST OF UNIT LOAD DEVICES AND ACCESSORIES - RAF BRIZE NORTON

(Introduced at Paragraph 1)

Item	Sec/Ref	Description
A	1670-99-7015233	Pallet, P1P
B	1670-99-1500658	Net, P1P
C	26TS 5192259	Container, AKE
D	Unreferenced	Container, AVE
E	Unreferenced	Container, KCB (Tristar KC1)
F	Unreferenced	Main Deck Bge Container (Tristar K1)
G	Unreferenced	AML Bridging Link

ANNEX C - UNITS INVOLVED IN THE CENSUS OF AIR CARGO PALLETS AND ACCESSORIES

(Introduced at Paragraph 3)

RAF Ascension	JADTEU (Brize Norton)
RAF Akrotiri	RAF Kinloss
RAF Aldergrove	RAF Leeming
RAFLO Abu Dhabi	RAF Leuchars
RAF Benson	RAF Lossiemouth
RAF Boulmer	RAF Lyneham
RAF Brize Norton	RAF Marham
RAF Brize Norton (Movements School)	RAF Mount Pleasant
RAF Mov Unit Calgary	RAFLO Nairobi
RAF Coltishall	RAF Northolt
RAF Coningsby	RAF Odiham
RAF Cottesmore	RAF Stafford
RAFLO Gander	RAFLO McCarran
RAF Gibraltar	RAF Waddington
RAF Unit Hannover	RAF Movs Unit Washington
RAF Honington	SF Det Hereford
	SF Det Poole

ANNEX D - FORMAT OF SIGNAL TO BE USED IN CENSUS OF UNIT LOAD DEVICES AND ACCESSORIES - RAF LYNEHAM

(Introduced at Paragraph 10)

From:

To: RAF Lyneham (signals only): BBSLWRR (for MMARS ROTTY messages):

DTG:

SIC: QEI

CENSUS OF ULDs AND ACCESSORIES Date _____

Item	Sec/Ref	Description	Qty
A	4DB 8204896	Pallet 463L 108" x 88" AAR/Cadillac)	— — —
B	4DB 7302009	Pallet AML 108" x 88"	— — —
C	4DB 2153928	Pallet AMH 108" x 88"	— — —
D	4DB 4886615	Pallet 463K (Capewell)	— — —
E	4DB 1389276	Net Knotless, 10K for 108" x 88" Pallets	— — —
F	4DB 7216843	Net 463L, 10K (blue)	— — —
G	4DB 1358912	Pallet Adaptor 463L (Q Ball)	— — —
H	4DB 7623105	Pallet Linkage 463L	— — —
I	4DB 7744115	Pallet Linkage AML Short	— — —
J	4DB 7744118	Pallet Linkage AML Long	— — —

ANNEX E - FORMAT OF SIGNAL TO BE USED IN CENSUS OF UNIT LOAD DEVICES AND ACCESSORIES - RAF BRIZE NORTON

(Introduced at Paragraph 10)

From:

To: RAF Brize Norton (signals only): BZZFFRR (for MMARS ROTTY messages):

DTG:

SIC: QEI

CENSUS OF ULDs AND ACCESSORIES Date _____

Item	Sec/Ref	Description	Qty
A	1670-99-7015233	Pallet, P1P	— — —
B	1670-99-1500658	Net, P1P	— — —
C	26TS 5192259	Container, AKE	— — —
D	Unreferenced	Container, AVE	— — —
E	Unreferenced	Container, KCB (Main deck, Tristar KC1)	— — —
F	Unreferenced	Main Deck Baggage Container (Tristar K1)	— — —
G	Unreferenced	AML Bridging Link	— — —