

THE DEFENCE LOGISTICS SUPPORT CHAIN MANUAL JSP 886

Volume 2 INVENTORY MANAGEMENT

Part 106 DEPARTURES FROM QUANTITIES ALLOWED – FORM S130 PROCEDURE

(Formerly JSP 886 Volume 11 Part 3 Chapter 1 Articles
0134, 0136, 0138, 0139 and Part 2 Chapter 9 Article
0921)

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AMENDMENT RECORD		
Amendment Number	Amendment Date	Details of Amendment

SECTION 1 - INTRODUCTION

0134 DEPARTURES FROM THE QUANTITIES ALLOWED

0135 Not Taken Up

0136 PREPARATION OF FORM S130

0137 Not Taken Up

0138 TEMPORARY ISSUES

0139 APPLICATIONS TO ES(LAND) FOR ARMY STORES RANGES IN EXCESS OF
AUTHORISED ALLOWANCES AND TEMPORARY ISSUES

SECTION 1 - INTRODUCTION

0134 DEPARTURES FROM THE QUANTITIES ALLOWED

1. Requests to increase or decrease allowances of Accountable items in the Naval, Weapon Engineering, Accommodation, Marine Engineering, Gunwharf, SWS (Strategic Weapon System), and SWSS (Strategic Weapon System Support) ranges are to be submitted to DLO SCS-LARO-LTA 3b3f, Spur 3, F Block, Foxhill, Bath on Form S130 (see Part 3 Article 0136). On receipt, Form S130 will be distributed to the appropriate IPT for a decision regarding approval/rejection of the request. The fact that any items required might already be available at supply sources will not be taken into account when applications are considered. They may be sanctioned by Maritime IPTs in the circumstances detailed below, provided that prior MOD approval is not considered necessary:

- a. Supply of the items is considered by the Maritime IPT to be essential, and not merely desirable, bearing in mind that additional weight in HM Ships is undesirable and that the cumulative effect of additions may be serious.
- b. Assessment of whether the particular item requested is the most cost-effective means of meeting the requirement.
- c. There is no particular reason against making the supply - e.g. where MOD approval is required for items subject to restricted issue or to MOD allocation.

2. Applications are to be signed by Commanding Officers prior to despatch. On completion of action the approved copy of Form S130 is to be retained until the Consolidated Allowance List is amended to reflect the revised allowance. The relevant Form S130 serial number is to be entered into the remarks field of the Stock Record Header. Notwithstanding individual unit requests for supply of additional items, class considerations should also apply to minimise individual S130 traffic where at all possible.

3. Forms S130 are not to be used for obtaining non-pattern stores. These are to be referred in the first instance to the relevant IPT for consideration.

4. Units are not to make applications under these instructions for additional items which, when fitted, would be accounted for in accordance with the procedure approved for portable fittings; such requirements are to be dealt with in accordance with the Alterations and Additions procedure.

5. **RM Units.** Proposed Increases in the allowances for RM Units are to be submitted to the Royal Marines Stores Officer (RMSTO) at the Fleet HQ. Applications for all Stores Ranges, with the exception of Army Range Items, are to be submitted on Form S130. Applications for Army Range Items must be submitted on the Army Form AFG 8088, and registered as S130 within the Voucher Register System. These applications will then be forwarded by the RMSTO to the respective Equipment Support Manager or IPT.

6. **TSSBN Submarines only.** S130 applications for SWS (IMC's 0931-0949, 0953-0955, 0959, 0960 and W901-W906) and SWSS (IMC's 0950, 0951, 0952, 0956 and W003) are to be referred to ADLogs Supply Chain, Room 401, Link Building, HMNB Clyde, Faslane. Email: Clyde ADL.

7. **Armament Stores.** Ships are authorised to demand only those stores listed on Armament Warrants unless approval has been received from the appropriate administrative authority. If any permanent changes are considered necessary then these should be addressed to the appropriate "A" series Inventory Manager in the first instance. Armament Warrant production is co-ordinated by SCO Sea1b2A5, The Annex, Block F, Foxhill, Bath.

8. **General Purpose Test and Measurement Equipment.** All S130 requests for additional allowances of General Purpose Test and Measuring Equipment (GPTME) in IMC's 0657, W115 and W116 (formerly known as CRETE stores) are to be referred direct to TEMO TS330C2A Portsmouth for consideration and possible inclusion within the unit Consolidated Allowance Form (CAF). Certain Ranges of stores managed by TEMO are subject to headquarters and technical control for various safety, financial or availability reasons. Therefore, automatic issues in every instance of locally approved Forms S130 cannot be assumed, but a full explanation will be given for any those are so rejected by TEMO.

9. **Specialist Clothing.** Authorised scales of allowances are published by DC CSO (RN), Building 25, Caversfield, Oxfordshire. If items not authorised by scale are required, quantities allowed by scale are inadequate or if allowances are excessive a Form S130 should be raised with a detailed explanation for the requirement. Where additional allowances are being sought, Units should, wherever possible, identify and detail compensating reductions in other existing allowances of clothing. Completed Form S130 should be forwarded to DC CSO RN. Approval or rejection of an S130 application will be made by letter to the unit concerned. Consideration will be given whether endorsement of a Form S130 application will necessitate adjustment of allowances for other units. Forms S130 may be sent by e-mail to DCIPTCSORN for clothing issues only.

10. **Defence Accommodation Stores.** Applications by Units for accommodation stores, other than IMC 0095 (Mess Gear and Loan Bedding), in excess of the authorised scales are to be rendered as at Part 3 Art 0136. Applications are to be forwarded to AD NPPO (DAS)1, RAF Brampton, Huntingdon, Cambs. A Copy of the application is to be forwarded to SCO Sea1b2a1 marked 'For Record Purposes only'.

11. **Motor Transport.** Applications should be forwarded in accordance with Part 3 Article 0139.

12. **Air Stores.** Applications should be forwarded in accordance with Fleet's Maritime Rotorcraft Forward Inventory (MRFI) Review Process.

13. **Hasteners.** All hasteners for Form S130 applications are to be forwarded to LARO-LTA 3b3f (with the exception of Clothing, Air Stores and ES (Land) Ranges).

0135 Not Taken Up

0136 PREPARATION OF FORM S130

1. **General, Weapon Engineering, Defence Accommodation, Marine Engineering and MT Stores:**

- a. Applications for Accountable items required in excess of authorised allowances for approval within the terms of Part 3 Article 0134 are to be made on Forms S130. Each Form S130 is to bear an independent serial number in a unique consecutive series commencing at number one on 1 January each year. Separate forms are to be used for each range of Accountable items. Form S145/S145A demands related to approved Form S130 applications should **NOT** be included on the OASIS disc of S145 demands.
- b. With the exception of Air Stores, Forms S130 may be sent by e-mail to DLO SCS-LARO-LTA 3b3f. The new form requires units to specify the E list, IPC, BR, NES, AP or SSCF110a number in Section B of Form S130. The form will be returned to the sender if information is not supplied in the first instance. LARO-LTA 3b3f will subsequently advise the originator of the relevant IPT that the document has been forwarded to. Details of approval/non approval will also be responded to electronically. If urgent hastening is required, the unit concerned can approach the relevant IPT direct, to expedite matters.
- c. A copy of the S130 template is available from LARO-LTA 3b3f.

0137 Not Taken Up

0138 TEMPORARY ISSUES

1. General, Air, Weapon Engineering, Defence Accommodation Stores (other than ES(Land) and Management Code 0095) and Motor Transport Stores:

- a. Accountable items required for a period not exceeding twelve months are to be demanded from the nearest source of supply on Form S130, authorised by the Unit's Commanding Officer.
- b. Such temporary issue requirements are to be demanded on separate Forms S130. They are not to be included on Forms S130 for requirements in excess of allowances.
- c. The full reasons for the requirement are to be shown on the Form S130.
- d. Three copies of the Form S130 are to be sent direct to the nearest demand input point. The Form S130 is to be accompanied by Form S145 bearing the same demand serial number as the Form S130.
- e. Temporary issue transactions are to be recorded by Units within the stock record header. The Logistic Officer is to use a BU system to identify temporary issues. (See Part II Article 0120).
- f. The Logistic Officer is to arrange for the return of items held on a temporary issue basis within the prescribed period of twelve months. If the items are required for a further period, application is to be made on Form S130 for permanent retention.
- g. Temporary S130s should be registered in a separate series from applications for permanent increases.

2. Uniform and Specialist Clothing:

- a. Uniform is not subject to temporary issue and, except in absolutely essential proven cases of need, the same conditions apply to Specialist clothing.
- b. In the event of a temporary issue of specialist clothing, in addition to published scales of allowance, being necessarily required, a Form S130 is to be raised with a detailed explanation of the need and is to be countersigned by the Unit's Commanding Officer.
- c. Approved temporary issues will be for a maximum of six months, after which, items should be returned to the appropriate Supply Source. If the items are required in excess of six months, a further Form S130 is to be raised in accordance with Part 3 Article 0136 to request formal scaling.
- d. All temporary issues of specialist clothing are subject to DC (Defence Clothing) stock availability and are liable to immediate return if so requested by DC.

3. **Marine Engineering Stores.** This range is subject to temporary issue only in exceptional circumstances and Forms S130 should be forwarded direct to the relevant WSA/IPT.

0139 APPLICATIONS TO ES(LAND) FOR ARMY STORES RANGES IN EXCESS OF AUTHORISED ALLOWANCES AND TEMPORARY ISSUES

1. Demands for Army-type stores from RN units for items in excess of authorised allowance or requirements for a period not exceeding six months on a temporary issue basis are to be dealt with by Form S130 as described in Part 3 Article 0136 and 0138 respectively.
2. Applications in excess of authorised allowance are to be sent electronically to LARO 7b2a1 who will forward the application to the respective Equipment Project Manager or IPT. If the application is approved, the application will be returned to the originating unit to allow demand action to take place. Non Approved applications will be returned to the originator with a full supporting explanation, these applications are to be retained within the unit's files.
3. Where items are approved for temporary issue by the Commanding Officer, Two Copies of Form S130 are to be forwarded with AFG 8620 direct to DOCS Bicester.
4. Issues may be authorised by SCOC Bicester for items in excess of allowance in advance of Form S130 action to increase an authorised allowance, for periods not exceeding two years. Loans may be made for specific requirements for periods up to six months. These types of issue will be made only if there are maintenance stocks surplus to normal requirements.