MINISTRY OF DEFENCE

JSP 886
DEFENCE LOGISTIC SUPPORT CHAIN MANUAL

VOLUME 2
INVENTORY MANAGEMENT

PART 105
GENERAL STORES & COMMODITY MANAGEMENT

THE MASTER VERSION OF JSP 886 IS PUBLISHED ON THE DEFENCE INTRANET.

FOR TECHNICAL REASONS, EXTERNAL LINKS ON THIS INTERNET VERSION HAVE BEEN REMOVED.

VERSION RECORD		
Version	**Date**	**Version Description**
1.0	06/06/08	Original
1.1	27/08/10	Absorption of Selected Chapters into Main JSP 886 Volumes
1.2	25/08/11	Absorption of Selected Chapters into Main JSP 886 Volumes
1.3	11/01/12	Revision of Chapter 20: Trident Low Stock (TLS)

Contents

CHAPTER 0: FOREWORD

1. The contents of this document are being absorbed into the main JSP 886: Defence Logistic Support Chain Manual or replaced by other MOD documents as part of a rolling programme. The current status of this document and a guide to where content has been moved to is at Figure 1.

Figure 1: Status of Chapters

Chapter / Section	Status
Chapter 1: Inventory	Absorbed by JSP 886 Volume 2 Part 1
Chapter 2: Inventory Management	
Chapter 3: Procurement of New Materiel	
Chapter 4: Repair Management	Absorbed by JSP 886 Volume 2
Chapter 5: Inventory Optimisation	Absorbed by JSP 886 Volume 2 Part 1
Chapter 6: Surpluses and Disposals	See by JSP 886 Volume 2 Part 1 and Volume 9
Chapter 7: Financial Control	Contained in JSP 462 and JSP 472.
Chapter 8: Quality	Not Issued
Chapter 9: Loan and Stores at Contractors Works	Absorbed by JSP 886 Volume 4 Part 4: GFE
Chapter 10: Receipt Procedures	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 11: Returns	See JSP 886 Volume 3 Part 13: Returns
Chapter 12: Storing Ships	See PSG website
Chapter 13: Known and Future Requirements	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 14: Repayment / Prepayment	See JSP 368: MOD Guide to Repayment
Chapter 15: Issues: Demand Procedures	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 16: Issues: Process	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 17: Issues: Clearance and Feedback	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 18: Shortages	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 19: Main Stock Account Procedures	
Section 3: Modifications	Absorbed by JSP 886 Volume 3 Part 15: SCT
Section 4: Rectification	Absorbed by JSP 886 Volume 2 Part 1
Section 5: Stock Account Adjustments	Absorbed by JSP 886 Volume 4 Part 6: Losses
Section 6: Defect Reporting	Absorbed by JSP 886 Volume 3 Part 15: SCT
Section 7: Losses	Absorbed by JSP 886 Volume 4 Part 6: Losses
Chapter 20: Trident Low Stock	Revised Jan 12
Chapter 21: Support for Refits	Contained in BR8593 Series
Chapter 22: Type B Support	Deleted. Refer to AOF and SSE
Chapter 23: Project Support	Deleted. Refer to AOF and SSE
Chapter 24: Retail and Ready Use Stores	
Chapter 25: Secondary Stock Holding Bases	Not Issued
Chapter 26: Accommodation Stores	Reference in JSP 886 Volume 3 Part 15: SCT
Chapter 27: Timber	Absorbed by JSP 886 Volume 2 Part 1
Chapter 28: Not Taken Up	Not Issued
Chapter 29: Air Stores	Absorbed by JSP 886
Chapter 30: Stationery and Forms	Absorbed by JSP 886 Volume 3 Part 15: SCT
Chapter 31: Capital Stocks	Absorbed by JSP 886 Volumes 2 and 4
Chapter 33: Marine Gas Turbine Change Units	Absorbed by JSP 886 Volume 2 Part 1

OWNERSHIP AND POINTS OF CONTACT

2. The Defence Logistics Support Chain Manual (JSP 886) is owned by Director Joint Support Chain (D-JSC). Head Supply Chain Management (SCM-Hd) is responsible for the management of JSC policy on behalf of D JSC.

3. This instruction is sponsored by:

DES JSC SCM-SCPol-Conv2
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CHAPTER 19: MAIN STOCK ACCOUNT PROCEDURES

SECTION 1: STOCK ACCOUNT MAINTENANCE

1901 General

1. This Chapter describes the procedures involved in the maintenance of the Main and Subsidiary Stock Accounts.

SECTION 2: STOCK CONDITION MAINTENANCE

1910 General

2. This Section describes the procedures required to ensure the avoidance of losses due to deterioration of materiel whilst on store charge.

3. Large ranges of items carry storage and shelf lives with a duration varying from a few weeks to several years. Storage life is defined as the length of time for which an item of supply given specified storage conditions may be expected to remain serviceable; shelf life is defined as the period of time during which an item of materiel having a limited storage life is considered to remain serviceable while stored.

4. The avoidance of losses of short shelf life items which are subject to deterioration whilst in store irrespective of the storage conditions, viz paints, films etc, is achieved by the application of special factors in the provisioning processes.

5. Other items, usually of a Permanent classification, require periodic servicing or maintenance whilst in store to ensure that they are maintained in a 'fit for issue' condition. This includes painting and preservation, replacement of desiccant, recalibration of instruments, and other measures.

6. Commodity Managers are responsible for maintaining a list of items for which in-store maintenance is required, together with details of the work to be undertaken. Additionally they are to provide PSTO(N)'s / DST(S) / Superintendents (or other authority) with details of the maintenance work to be carried out for all new items which are required to be held at bases or depots. Where facilities to carry out the in-store maintenance are not established (CRISP IDR PERIODIC MAINTENANCE INTERVAL = 88), the items will be held in quarantine against a Restriction Code.

7. If the required maintenance cannot be covered by existing instructions, then it will be necessary to provide a full schedule and specification of the work. Any work performed on a stock item whilst in the custody of DGST(N) / DGFS(ES) and where the item will eventually be available as serviceable stock, potentially nullifies any certification of quality provided by a supplier. It is therefore essential for such activities to be subject to a quality assurance system no less rigorous than applied by the original supplier.

8. It will be necessary for the Commodity Manager to decide (if necessary after consultation) whether the work is to be carried out by store staff, Surveyors of Stores, Chief Engineers staff or by contract. The cost effectiveness of the solution adopted is to be considered, as well as the skills required. Where special equipment or works will be needed, PSTO(N)'s / DST(S) / Superintendents are to be consulted to consider if existing facilities are sufficient, or whether new ones should be provided. In this latter situation, it is essential that sufficient time be allowed to plan, acquire and fit before the stores are

received. Consultation with HQ (Branch 27) is advisable where new or novel facilities are required which would involve considerable expenditure.

1913 Identification of Items Requiring In Store Maintenance

9. The technical sponsor is responsible for notifying the Commodity Manager of any requirements for maintenance work (including periodic examination and test) on items while they are in store.

10. The Commodity Manager is to consider proposals critically, and is to assure himself that the expenditure of the resources required to undertake the maintenance is justified ie that there would be definite penalties if the work was not carried out.

11. Some characteristics such as shelf life, pre-issue test etc are required to be included within the IDR, (Chapter 1 refers). All detailed information is however, to be recorded on item history cards. Where appropriate, action must also be taken to initiate an amendment to the permanent Storehouse Instructions contained in Volume 5. Shelf life extensions can be considered if an authorised technical specification exists which provides clear acceptance of standards. The specification is to define the period of extension permissible. Commodity Managers are to publish details of all authorised technical specifications for the extension of shelf life in Volume 5.

12. With the exception of items which have a 3 month shelf life, the life remaining when items are issued is to be at least 3 months (4 months in the case of issues to PSTO(N) Faslane) or one-third of total life (inclusive of extensions) whichever is shorter. Customers must be advised when being supplied with extended shelf life items and informed of the reason.

13. Where experience indicates that an item, not identified as requiring in store maintenance, could be in this category, Commodity Managers must seek advice from the Technical Sponsor on its inclusion.

14. Traceability to relevant documentary records shall always be provided against items requiring in-store maintenance.

1914 In Store Maintenance Monitoring

15. In store maintenance is monitored by the responsible Stores Officer Grade (SOG) where relevant information concerning the sources and dates of manufacture, repair, last test etc of the stock is available.

16. The Stores Officer Grade will arrange for stock maintenance to be implemented where the maintenance required is within their capacity and, by phasing the work, it is not normally necessary to freeze any stocks by making them suspect. The procedures to be followed when the work involved to be done is beyond the capacity of store are described in Articles 1914 and 1915.

17. A bring up system is to be maintained to ensure that the in store maintenance programme is adhered to. If maintenance falls into arrears, or cannot be completed, the position is to be related to the HQ Commodity Manager.

18. In store maintenance routines for the replacement of incorporated shelf life components in stock items are laid down by the technical sponsor, normally on introduction. If during survey or technical activity of a stock item, it appears that the item

contains incorporated shelf-life components and the stock item is not shown on in-store maintenance routines, details should be reported to Commodity Manager Technical Sponsors for guidance. If deterioration of a component is evident, stock should be quarantined until resolved.

1915 In-Store Maintenance / Repackaging

19. Maintenance and examination of packaging is an essential element of the storekeeping function. Repackaging is likely to be required for the various reasons, for example:

a. Damage to original package has occurred.

b. Expiry of guaranteed protection.

c. Breakdown of denomination of quality.

d. General damage or deterioration.

e. Vapour barrier of desiccated packages has been pierced.

20. Packaging to Military Levels frequently contains desiccant, which exhausts with age and cannot be guaranteed to provide adequate climatic protection for longer than 5 years. Where packages contain humidity indicators these are to be examined six-monthly and re-packaging undertaken where required and a record maintained of this action.

21. When such items have been held in store unexamined for over 5 years, and they are not fitted with humidity indicators, they are to be re-packaged to provide a further 5 year storage period. The re-packaging should include the provision of humidity indicators where appropriate to avoid automatic re-packaging in the future.

22. The opportunity should be taken during re-packaging to make a visual check of the contents to confirm their continued serviceability.

23. A number of specialist types of packaging exist, particularly in the MEE / PES range, which requires regular examination and maintenance. Details are given in the appropriate inventory sections of Volume 5. When re-packaging, it is particularly important from a quality viewpoint that the identity and origin of the item is not lost.

24. Re-packaging should be undertaken within the appropriate environmental conditions. Re-packaging is to be inspected to ensure that the work performed is in accordance with specified standards.

1916 Items Requiring Pre-Issue Test or Inspection

25. When an item requires testing or inspection prior to issue (eg when hull integrity, safety to life or operational effectiveness are at risk) this is to be notified by the Technical Sponsor as part of the item introduction process.

26. Commodity Managers are to ensure the Pre-issue Inspection Code (see Volume 14 Annex 6.1) is entered in the IDR. Where facilities to carry out the pre-issue inspection are not established, code=9 will be set and items will be held in Quarantine against a Restriction Code.

27. Where items are not subject to mandatory pre-issue test/inspection there may be a requirement for them to be tested / inspected because of the circumstances of the issue (eg CFG issues or condition of stock currently being checked). In such instances the Commodity Manager or issue control section is to complete the Special Instruction field on the batch or interactive demand input notifying store of the requirement. On by-pass vouchers the Pre-issue Inspection Code is to be inserted manually in the Special Instructions ' field.

1922 Stock Maintenance Carried Out by Base / Depot Workshops

28. Maintenance requirements on stock items which are beyond store capacity are reported by store to office. The Commodity Manager arranges, through his Repair Controller where appropriate, with the Base or Depot Workshops, a suitable work programme whilst ensuring that a certain level of stock is kept available to meet any urgent requirements.

29. All work negotiated must be covered by a detailed requisition for the work to be done on Job Order Form D840. The Management Accounting Code (MAC) to be used is the appropriate Storekeeping Code; the repair and modification codes are not appropriate. Stock is to be issued directly from Serviceable charge, and no depreciation to Repairable charge is required.

30. It is essential that Form D840 is completed correctly to ensure that:

a. Only serviceable stock is issued.

b. The correct Dues-In are set up.

31. The receipt of stock from workshops after completion of the maintenance work is to be processed as a normal receipt; see Chapters 4 and 10.

1923 Stock Maintenance Carried Out by Commercial Contractors

32. Maintenance requirements of stock items which are beyond the capacity of store or Base / Depot Workshops are met by commercial contractors. The rules for obtaining contract cover for the work to be undertaken are described in Volume 14.

33. The Commodity Manager must ensure when arranging the programme of work that sufficient serviceable stock is always available to meet urgent requirements.

34. Any items of stock required by the contractor to support the contract, viz components, MOD kits etc are to be issued to the contractor in accordance with the terms of the contract. Accounting for these items is described in Chapter 9.

1924 Rubber Items: Quality Standard

35. The approved Quality Standard for Rubber Manufactured items are :

a. BS3F 68:1977: Controlled storage of vulcanised rubbers for use in aerospace applications.

b. BS3F 69:1979: Packaging and identification of vulcanised rubber items.

Note: Although these standards are produced for the British Aerospace industry, they are accepted also as the standards for MOD.

36. These British Standards are complemented by:

a. Naval Engineering Standard (NES) 337: Requirements for Elastomeric Toroidal Sealing Rings ('O' Rings); Part 1 Issue 1 (Nov 1984).

b. CPU Packaging Specification CPU / PIP / 112-1.

37. It is essential that orders for procurement of Manufactured Rubber Items quote BSF 69 to ensure that the requirements for packaging and identification when packaged are met. These requirements include provision of cure dates for control of issues within the shelf-life and where appropriate for consideration of extensions to shelf life. Without a clearly identifiable cure date, it is impossible to control stocks within a shelf life or consider extensions to shelf life. Instances where a supplier consistently fails to provide cure dates should be reported to the Commodity Manager.

1925 Special Support Requirement

38. Where the packaging, storage or handling required for an item is different from the standard set for the range, the Technical Sponsor will notify the Commodity Manager of these differences as part of the item introduction procedure. Additionally he will notify any special support requirements for an item eg in-store maintenance, quality assurance documentation, calibration etc.

39. When a Commodity Manager has been notified that an item has special support requirements, the following actions should be taken:

a. A check made that all of the required information, documentation etc has been supplied.

b. Consult where necessary, with the intended stockholding depot(s) to plan how the requirement will be met and to ensure that all information facilities and equipment have been supplied or are available.

c. Include the requirement in the appropriate records.

d. Fully promulgate the requirement.

CHAPTER 20: TRIDENT LOW STOCK (TLS)

POLICY

1. Naval Staff Requirement 7070 decrees that there be less than a one percent possibility of a Ship Submersible Ballistic Nuclear (SSBN) deployment being aborted or failing to sail due to lack of spares support. Trident Low Stock (TLS) is an associated management lever used to ensure that stock protection is in place thereby reducing risk to a break in Continued at Sea Deterrence (CASD). It is an enhancement to the standard provisioning parameters and stops issues to non Trident customers once the TLS level has been reached, however approval can be given by Fleet Operations Maintenance Officer, Submarines, FOMO(SM) to broach.

PURPOSE

2. TLS provides assurance to the 2* Chief Strategic Systems Executive (CSSE) that stock is available to satisfy demands for SSBNs and direct Support Services that underpin CASD. It reduces the risk that patrols are not aborted or do not sail due to lack of spare parts.

SCOPE

3. The allocation of TLS, which is currently 42,000 items on CRISP, will only in general be applicable to the Platform. It will not apply to the supporting facilities e.g. Strategic Weapons Support Building (SWSB) Trident Training Facility, (TTF) unless deemed necessary by the Front Line Command (FLC) or Project Team, (PT).

RESPONSIBILITIES

4. CSSE is the TLS policy owner and is supported by the CSSE logistic assurance team in DES SM Prog-CSSE (Tel: 030679 36513/37337). Additionally DES SM Prog-CSSE staff is responsible for policy enforcement.

5. Base Logistics Clyde (BLC) (Tel: 01436 674321 x 3514) is responsible for the creation and maintenance of TLS through the SSBN Onboard Documentation (OBD) process.

6. PT's are responsible for providing applicability data for SSBNs and for requesting TLS amendments or deletion.

7. FLCs can propose changes where stock protection is deemed essential to reduce risk of a break to CASD.

SPONSORSHIP

8. This chapter is sponsored by DES SM Prog CSSE who should be contacted if clarification or amendment is required:

DES SM Prog-CSSE-7
Rowan, MOD Abbey Wood, BRISTOL BH34 8JH
Tel: Mil: 9352 36513, Civ: 011791 36513.

TLS MANAGEMENT UNDER SINGLE ITEM OWNERSHIP (SIO)

9. Functionality for TLS management is only available on CRISP and therefore all items associated with TLS must remain and be managed on CRISP. Any item which has a TLS and is recommended for transfer to other Base systems (i.e. SS3, SCCS) will require approval from DES SM Prog CSSE, prior to any transfer taken place.

10. It is recognised that a significant amount of items have already been transferred to SS3, under the SIO process. Where this is the case, a review will be undertaken by CSSE staff to ensure the SS3 PT's understand the SSBN requirement and a joint decision will be made on whether the item should be transferred back to CRISP or an Earmark/War Reserve established on SS3 to protect an agreed level of segregated stock.

PROCEDURE FOR THE CALCULATION AND SETTING OF TLS

11. For all Trident applicable items, the CRISP Trident Applicability indicator should be set to 1, which identifies the item as being in the SSBN Onboard Documentation (OBD).

12. PT's are responsible for providing applicability data, Establishment lists (E Lists) and Provisioning Schedules (PS) for the SSBNs to BLC. Following item introduction, it is the role of Equipment Project Manager (EPM) to decide what is to be fitted and carried onboard a SSBN. It is also the responsibility of the EPM/PT to:

a. Maintain documentation - E Lists and PS.

b. Carry out codification and scaling of equipment/items.

c. Notify BLC, who will then update SSBN OBD.

13. TLS is calculated automatically by SSBN OBD based on onboard and base allowances. TLS is set on item introduction and reset when allowance changes. The TLS figure can only be changed via SSBN OBD or by approval of DES SM Prog CSSE. As TLS is principally applicable to SSBNs, the TLS stock should be held at HMNB Clyde, to ensure the immediate availability of material to meet SSBN readiness. With approval from DES SM Prog CSSE specific item ranges can be excluded, e.g. M&GS and a PT is able to challenge TLS quantities by providing supporting data through DES SM Prog CSSE.

14. Where it is considered that stock protection is required to reduce supply chain risk to CASD and the item is fitted but is not carried as part of onboard allowances, inventory managers or the user can request DES SM Prog-CSSE (Tel 030679 36513/37337) or Base Logistics Clyde (BLC) (Tel 01436 674321 x 3514) to set a TLS on CRISP – this approval is needed to provide 2* endorsement for additional stock holding (and hence additional costs). If supported, DES SM Prog-CSSE will then take action to update TLS. Stock protection may be needed due to anticipated demand changes, or long lead times (through manufacturing or reverse supply chain).

15. PT's should request amendments/deletion of TLS figures via DES SM Prog CSSE, (Tel 030679 36513/37337) PTs will no longer be permitted to make changes to TLS transactions on CRISP.

TLS BROACHES

16. TLS designated stocks should be maintained at agreed target levels at all times, to ensure maximum availability to satisfy demands for Trident SSBNs and Support Services.

17. When a customer other than a Trident SSBN or Support Service, demands an item where the stock level is both equal to or below the TLS, the demand is automatically rejected and a Demand Inability Report (DTIC 030) is produced.

PROCEDURE FOR TLS BROACH

18. Trident customer – if the demand is from a Trident SSBN or Support Service, CRISP will automatically broach TLS.

19. Non Trident customer – During normal working hours before approval can be sought to broach TLS, the inventory manager must carry out the following checks-

a. Priority of demand, only Operational Defects (OPDEFs), Refit critical and high priority demands will justify TLS broach approval.

b. Delivery forecast of any dues in should be checked, to ensure stock is due in within a short timescale.

c. Check if alternative item is available.

20. On completion of above if a TLS Broach is still required, the Base Port or customer should contact Fleet Operational Maintenance Officer(Submarines);FOMO(SM) at Northwood(Tel 01923 8 (9380) 46049/46046) who will review the options and make a decision based on operational needs.

21. If TLS broach is not approved, the demand will remain on CRISP as unsatisfied until stock levels are increased above TLS level.

22. During silent hours the TLS will not be broached for Non Trident customers unless prior approval has been given by FOMO(SM) via the Duty Submarine Commander.

REPLENISHMENT OF TLS

23. Inventory Managers must ensure that stock levels are returned to TLS level as soon as possible to ensure the support to the SSBNs are not compromised. The following actions should be considered-

a. Re-provision action.

b. Hastening of dues in.

c. Arrange prompt repair of defective stocks.

d. Hasten delivery of defective stocks held at contractor.