

UNITED STATES MARINE CORPS
Supply School
Marine Corps Combat Service Support Schools
PSC 20041
Camp Lejeune, North Carolina 28542-0041

STUDENT OUTLINE (LESSON PURPOSE)

MAINTENANCE OF PUBLICATION AND TECHNICAL RESEARCH

GSOC 0103

GROUND SUPPLY OFFICER'S COURSE

M03C061

20040408

APPROVED BY: _____

DATE: _____

1. **LEARNING OBJECTIVES.**

a. **TERMINAL LEARNING OBJECTIVES.**

(1) Given the supply section's publication listing (PL), NAVMC 2761, local Standing Operating Procedures (SOP), access to automated system with applicable software and CD, and the reference, manage publication listings for the unit supply section to ensure required publications are on hand or on order in accordance with the reference. (3002.04.11)

b. **ENABLING LEARNING OBJECTIVES.**

NONE

1. **MARINE CORPS PUBLICATIONS DISTRIBUTION SYSTEM (MCPDS).
SLIDE (MCPDS)**

a. **General.** The Marine Corps publishes policy, procedural instructions, and reference publications for management of supply functions. MCPDS is a system that provides services in support of the initial issuance of publications by Marine Corps publication sponsors and supports publication management by the field commanders including the Reserve component.

b. **Characteristics.** MCPDS provides distribution of Marine Corps publications to other government agencies and non-government entities with a bona fide reason for receiving them. MCPDS Automated Information System (AIS) is a central component of MCPDS on-line interactive AIS that is resident on a mainframe computer located at Quantico, VA. This system provides:

(1) Sponsor Support. Allow publication sponsors to electronically establish initial distribution for a new publication.

(2) Field User Support. Allows electronic management of the activities requirements for publications.

(3) Other government agencies and non-government entities. Support is provided by CMC.

c. **Individual Activity Code (IAC).** The distribution component of the centralized publications system was designed to facilitate assignment of distribution codes for new publications and to provide a consistent, logical vehicle for actual computerized distribution of stocked publications or directives direct to the users. This is accomplished through a unique number known as the IAC. The IAC acts as follows:

(1) Seven-digit number that identifies an activity that has been authorized to receive Marine Corps publications.

(2) The IAC consists of a four digit number that categorizes the activity by type and is

referred to as the Activity Code Number (ACN) and a three-digit suffix identifying a particular activity (e.g., 7801060 is assigned to Supply School Company, MCCSSS, Training Command, Camp Lejeune, NC. The ACN 7801 identifies the type activity (school) and 060 is the suffix).

2. **PUBLICATION LISTING (PL).**

a. **General.** The Publication Listing (PL) is an electronic display of all publications in MCPDS. Each PL is unique because the system shows the value in the quantity field for a Publication Control Number (PCN) for which the activity is currently on distribution. The PL changes when:

- (1) The sponsor adds a new publication for the specific IAC through initial distribution.
- (2) The activity chooses to make additions, changes, or deletions to their PL.

b. **Purpose.** Provides support to supply and other personnel with functional responsibility, the PL is separated into non-technical and technical sections. Non-technical publications are numbered per Standard Subject Identification Codes (SSIC) (SECNAVINST 5210.11) and technical publications are categorized by Item Designator (ID) per tables of equipment.

c. **Mission Essential Publications.** Each Marine Corps activity or command shall maintain publications sufficient in quantity and variety to sustain its operations. Factors determining the scope of an activity or command PL include:

- (1) Mission.
- (2) Number of personnel assigned or attached.
- (3) Physical layout.

d. **Responsibility.** Commanding Officers, Officers in Charge, and other activity or department heads or their agents are personally responsible for adherence to the “**NEED TO KNOW**” criterion. Supply personnel should receive a copy of the supply PL so that any additions or deletions can be made.

e. **Reconciliation of the PL.** Organizations assigned an IAC will review and update the PL to include mailing address. A PL reconciliation will be conducted upon receipt of the quarterly issuance of the Catalog of Publications (NAVMC 2761) and the Index of Publications Authorized and Stocked by the Marine Corps (SL 1-2/1-3). These indexes are the sources from which to determine titles of new publications and those that have been canceled, superseded, or revised. How to use the index will be covered in detail later in this class.

DIRECTOR IAC 7801060 SNDL
(SMIT) T/E NA
SUPPLY SCHOOL
MCCSSS TRAINING COMMAND
CAMP LEJEUNE NC 28542-0041

THE FOLLOWING NON-TECHNICAL PUBLICATION CURRENTLY BEING DISTRIBUTED TO YOUR IAC IN THE QUANTITIES INDICATED

ID	SHORT	LONG	QTY	REMARKS
CODE	PCN	TITLE	TITLE	
001000	MILITARY PERSONNEL			
	10000410500	NAVMC 1137-B		CODE OF CONDUCT PSTER 12X18
	10000830000	NAVMC 2507		USMC DECORATIONS & AWARDS POS
	10001350700	NAVMC 2817		SMCR 1ST OCC FLD 3
	10200120000	MCO 1001.45_		RET OF UNRESTR OFFIC ON ACDU ACT

f. **Publication Control Number (PCN) Sequence.** The PL is in PCN sequence, giving the publications short and long titles and the quantity presently on distribution to your unit. Take the following steps to ensure required publications are distributed to your unit:

(1) If the quantity shown on the PL is the required quantity for that particular publication, no action is required.

(2) For those publications that indicate an incorrect quantity, change can be made directly to the system electronically by indicating the correct quantity.

3. **PUBLICATIONS LIBRARY MANAGEMENT SYSTEM (PLMS).** **SLIDE (PURPOSE)**

a. **Purpose.** PLMS is a logistics system used to create an internal publications distribution and retrieval program that ensures publications received and maintained are essential and not duplicated.

b. **Menus.** There are several menus to PLMS that you will use to get the information that you need for technical research. Let's take a look at them.

(1) Publications System Main Menu. At this screen you will choose number 1 (Edit Data).

(2) Edit Data. At this screen you will again choose number 1. Tech Format (SL1-2/3).

(3) Tech Format (SL 1-2/3). This is the screen you can retrieve information from the SL 1-2 and SL 1-3 Publications.

c. **Uses.** It is important to know exactly what the SL 1-2 and the SL 1-3 are used for.

(1) **SL 1-2**

(a) Purpose: Listing of publications authorized for Marine Corps use for supply and maintenance support of equipment. Included are publications prepared by other services and commercial contractors that have been adopted for use by the Marine Corps. The publications are available through the commander (code 876) Marine Corps Logistics Base, Albany, Georgia 31704-5000.

(b) Use: Used by all echelons of command to determine the authorized publications required to accomplish the assigned mission of the organization concerned. Requisitions for required publications shall be prepared and submitted in accordance with the current edition of Marine Corps Order MCO p5600.31_. Submit requisitions to the commander (code 876) Marine Corps Logistics Base, Albany, Georgia 31704-5000 for unclassified, or (code 878) for classified publications.

(2) **SL 1-3**

(a) Purpose: Listing of all types of publications authorized for use by the Marine Corps which are stocked at the Marine Corps Logistics Base, Albany, Georgia. Included are publications prepared by other department of defense activities that have been adopted and/or authorized for use by the Marine Corps.

4. **PROCUREMENT OF STOCKED AND NONSTOCKED PUBLICATIONS.**

a. **General.** The Marine Corps Publications Stock Point for classified and unclassified, technical and non-technical Marine Corps publications is:

Commanding General (Code 876)
Marine Corps Logistics Base
814 Radford Boulevard
Albany, Georgia 31704-1128

b. **Procuring Publications with PCNs.**

(1) **Refer to NAVMC 2761 page 2.** Stocked publications are obtained two ways:

(a) Through initial issue by the sponsor.

(b) The Marine Corps Data Network (MCDN) user orders publications through MCPDS. If there is a requirement for the basic publication and continuing distribution of its changes and revisions, the following actions are taken:

1 Title and quantity are added to the PL.

2 An order for the publication is made through MCPDS.

3 If the system informs the user that the required publication is not in stock, the user must periodically check the PCN for availability.

(2) Some publications published in the NAVMC 2761 are non-stocked items although they are assigned PCNs. Basic publications represented by PCN prefixes 710, 720, 730, and 740 must be ordered from the appropriate service's stock point, but continuing distribution of changes and revisions is assured by entering the PCN on the PL.

(3) Bulk issue for new IACs. Upon notification of assignment of an IAC, the command will review the appropriate publication indexes for determination of mission essential publications.

(4) Navy Publications. May be requisitioned directly from the Navy supply source except for those stocked by the Marine Corps and those, which have special requisitioning instructions.

c. **Non-stocked Publications.** Requests for non-stocked publications will be submitted to the CMC (Administration and Research Division (ARD)) and include the following:

(1) Complete identification of the publication(s) including publication number, title, stock number, and the source document.

(2) Equipment Item Designator (ID) Number, if applicable.

(3) Source of supply if known.

(4) Justification for the publication.

(5) Point of contact, telephone number, IAC, fax number, PLMS address, and whether the requirement is for a one-time issue or continuing distribution.

(6) Recommendations for additional or specific publications should be submitted directly to the appropriate subject matter expert for consideration for entry to MCPDS.

5. **ESTABLISHMENT/MAINTENANCE OF A PUBLICATION FILE.**

a. **General.** Maintenance and filing of publications will be done in accordance with MCO P5215.1_, Chapter 6 page 6-3.

b. **Changes.** After the distribution of a publication, it may be discovered that there are errors (e.g., printing, misspelled words, or policy changes). These changes will be directed by the sponsor of the publication. Changes to publications and directives must be incorporated into the basic manual to ensure current information is used. Changes are published in three different methods:

(1) Pen Change. A letter of change or the promulgation page will direct you to actually change the content by writing the new change directly into the publication.

(2) Page Change. New page inserts will be published and distributed when required. Enclosed instructions will direct simply removing the incorrect page and inserting the new page.

(3) Combination. When both pen and page changes are required, you will receive these changes with instructions to make the changes.

6. **MARINE CORPS STOCKLIST (SL-3).**

a. **Purpose.** The SL-3 is used to determine the authorized components of collection-type items for the purpose of inventory, requisitioning of replacement components, and making up sets in preparation for issue.

b. **Identification.** SL-3 publications are identified by the Item Designator (ID) Number of the end item, which it supports. You will notice that the ID number is located in the upper right hand corner of the publication. When an SL-3 supports more than one model of a particular end item, the alpha character will not be shown.

c. **Contents and Arrangement.**

(1) Content.

(a) Cover sheet:

1 Identifies the publication as a Marine Corps Stock list.

2 Gives the nomenclature of the end item that the particular SL-3 supports.

3 At the top of the cover sheet, you will have the date of the publication, the SL-3 number, and the Publication Control Number (PCN).

(b) **Preface.** (Pages iii and iv) These pages provide the necessary information to use the publication effectively.

(2) Page 1 sometimes provides a picture of the end item and the technical data.

(3) Page 2 provides a List of Components. The following information is provided:

(a) Column 1, Item Number: Contains a number assigned to each item as it appears in the list. Numbers are assigned in sequence and are for reference purposes only.

(b) Column 2, Stock Number: Contains the National Stock Number of the item. Each and every item of supply is assigned a 13 digit NSN to distinguish it from all other items of supply. The NSN is much like your Social Security number, as no like items are assigned the same number. A NSN consists of the following elements:

1 Federal Supply Class (FSC) Code. The FSC Code is broken down into 2 parts. The first 2 digits identify the group and the last 2 digits identify the category within each group. (i.e. **1005** 00 123 4567)

a Federal Supply Group (FSG). Identifies a general classification of items.

b Category within the group. The FSC relates the item of supply by placing them in the same group.

2 National Codification Bureau Code (NCBC). This is commonly referred to as the "Country Code". This is the next 2 digits after the FSC and identifies the NATO Nation that controls the NSN. (i.e. 1005 **00** 123 4567). The two NCBCs that are used are:

a 00. Assigned to the stock numbers resident in the Supply System of the United States prior to 1 April 1975.

b 01 and 99. Assigned to stock numbers assigned to the Supply System of the United States after 1 April 1975. Additionally, "00" can also be used in some cases.

3 National Item Identification Number (NIIN). Comprises the "Country Code" and the seven digit non-significant numbers. The reason we say the last seven digits are non-significant numbers, is that without the "Country Code", the item cannot be identified. The NIIN identifies an item of Supply and distinguishes it from all other items. (i.e., 1005 **00 123 4567**).

a Column 3, Reference Designator/Figure Key: This refers you to the pictorial display of the item. Not all SL-3s will have pictorial display.

b Column 4, Model Number: This will be the alphabetical character which would designate the model of that particular item if there is more than one model of the end item. This will be the same as the letter used on the ID number of the piece of equipment.

c Column 5, Item Identification: This contains the item name of a subheading for a group of items.

4 Subheadings.

a **"SUPPLY SYSTEM RESPONSIBILITY"**. You will see that many items are included. These are the items that are initially furnished with the end item by the supply system with the equipment. Any of these items requiring replacement due to wear-out, loss, etc... will be ordered separately by the using unit through the supply system.

b **"COLLATERAL MATERIAL"**. Items in this category will be furnished only upon the Initial Issue of the end item. Initial issue meaning the first time an issue of that

particular item is furnished to your unit or organization. Lost or worn items in this category are reordered separately.

c "**USING UNIT RESPONSIBILITY**". Items listed under this subheading will not be supplied with the end item when it is ordered. These items would have to be ordered separately by the using unit.

d An additional subheading not used in this publication, but one you may see, is "Publications". These Publications will be furnished with the end item when it is ordered.

e Column 6, Unit of Measure: This is the measurement standard of the end item and may or may not be the same as the Unit of Issue (U/I). The correct U/I can be determined using the FEDLOG, which we will cover a little later in this class.

f Column 7, Quantity used in Unit: This figure represents the number of items needed for each end item.

d. **Use.** The SL-3 is used to assist in an inventory. It provides the following information:

(1) List of the components and quantity required.

(2) Pictures to aid in the identification of components.

(3) Identifies components by nomenclature and provides NSNs for inventory/replacement purposes.

7. **SPECIAL LIST (SL-8).**

a. **General.** The SL-8 lists items, which are functionally the same and are grouped together for convenience in management at all levels. It is used as a ready reference source for information on special groups of items such as blank forms, rifle team equipment, and for tariff clothing.

b. **Special List of Tariff Sizes (SL-8-09991A).** Refer to SL-8-09991A. This publication is used to determine quantities of sizes of clothing items not previously used by the unit. (e.g. cold weather clothing drawn from Training Allowance Pool (TAP) for cold weather training.)

c. **Special List for Blank Forms (SL-8-09993A).** Refer to SL-8-09993A. This list consists of an index for NAVMC Blank Forms and miscellaneous printed items used throughout the Marine Corps.

8. **FEDERAL LOGISTICAL DATA ON COMPACT DISK (FEDLOG).**

a. **General.** FEDLOG is user friendly in that any government user may utilize it. It contains no classified information but does contain propriety data. That is data that should not be released to other than government users or contractors needing data in direct support of a government contract. FEDLOG will enhance the readiness capability requirements of the Marine

Corps and other services. It will alleviate the problems inherent with the microfiche publications and provide logistics information for an item of supply more efficiently. FEDLOG will also increase overall productivity.

b. **Software.** FEDLOG currently operates on a four-disk system along with a one or two dual disk drive unit. This system will probably expand as new information is loaded.

c. **Data Provided.** Technical Research within FEDLOG can be used to:

- (1) Determine supplier(s) of an item with name and address.
- (2) Obtain characteristics of an item.
- (3) Cross reference part numbers and stock numbers.
- (4) Obtain management (requisitioning) data.
- (5) Determine proper freight standards of an item.
- (6) Obtain service unique data (Army, Navy, etc.)

d. **Search Methods.** You can search the FEDLOG system using the following types of search criteria:

- (1) Part Number
- (2) CAGE Code (Commercial and Government Entity)
- (3) National Identification Number (NIIN)
National/Nato Stock Number (NSN)
Permanent System Control Number (PSCN)
- (4) Supplier Name
- (5) Item Name

e. **System Operation.**

(1) Modes of Inquiry: FEDLOG provides three programs of information extraction.

(a) Interactive Program: Provides on-screen instructions and menus for entering a query, performing a search, viewing data, and printing data.

(b) Batch Program: Provides on-screen instructions and menus, but allows you to enter multiple queries. The queries can then be run sequentially, overnight if desired.

(c) External System File Interface: Provides on-screen instructions and menus for specifying filenames and creating layout files. Allow you to import ASCII queries from other programs, perform multiple searches, and export data consisting of selected fields for input into other programs.

(2) Program Start: **You will find the procedures to start FEDLOG and execute different commands using the Federal Catalog System Training Program Handbook H55-9 starting on page 6.**

At the C: (prompt) type FEDLOG or CD\FED_LOG and hit (enter).

Type MENU and hit (enter), the FEDLOG Logo will appear.

At the logo screen hit (enter).

Type your User ID (if using Batch or ESFI programs). Since we are using the interactive program, simply arrow down.

Use arrow keys and highlight FLIS or SERVICE desired and press (F3) for interactive (highlight FLIS).

Highlight search criteria, type required search data.

Next screen displays item name in FLIS, reference number, CAGE, management data, etc...

To get more data on the reference material, press (F3) for select views, choose the desired informational area.

At the select view prompt, highlight the desired field and (enter) to "TAG" the area to be viewed and press (F3) to view that area.

The select view prompt may be repeated as many items as necessary in any given data area selected.

Program Exit: You can exit the program search anytime by pressing the (ALTERNATE) and (X) key simultaneously, at which time the system prompt will appear on your screen. You may press the (Y) key if you actually want to exit or the (N) key if you wish to remain in the system.)

SLIDE (LMIS)

9. LOGISTICS MANAGEMENT INFORMATION SYSTEM (LMIS). (45 MIN)

- a. **Purpose.** Provide users with the OFFICIAL allowances, Tables of Equipment (T/E), and

Tables of Organizations (T/O) for the Marine Corps. The need for up-to-date and accurate logistics information at the snap of a finger is a daily requirement. LMIS is always being modernized to support many of the ongoing requirements of the Marine Corps.

b. **Files.**

(1) Table of Equipment (TE). Listing of official allowances established for specific units during peacetime and wartime.

(2) Troop List File (TLF). Listing to show the description and reference data that affects each individual unit in the Marine Corps.

(3) The Table of Authorized Material (TAM). This is an important file that is contained on the LMIS program. Let's take a closer look at all the information the TAM provides.

(a) Purpose and Content: The purpose of the TAM is to provide an official source of information for logistic planning, with respect to selected materials authorized for use by organizations, activities, and detachments of the Marine Corps, both regular and reserve.

(b) We use the TAM to identify items of supply. Information we mainly need for our research is the item name, and TAM Control Number (TAMCN).

1 Let's look at the TAMCN and its structure.

a "A" - represents the type and technical category (e.g., "A" is communication and electronics).

b "8057" - is the item number assigned to that piece of equipment (i.e., No relation to item designator number).

c "VII" - is the major classification of supply for that type of equipment (e.g., "I" Subsistence and II is Petroleum, Oil, and Lubricants).

d "G" - represents the sub-classification (e.g., "A" is air; "B" is ground support material and "G" is electronics).

2 The TAM contains several indexes, but the two that we are primarily interested in are the ALPHABETICAL LISTING by item name and the TAMCN sequenced by Type of Commodity.

a Alphabetical Listing (Index): This listing is used to locate the TAMCN for an item when only the item name is known.

b TAM Index: Once you've found the TAMCN, you can research this index to discover the TAMCN's related data.

3 It is important to know that TAMCN's beginning with "A" through "E" are Type I items and "H" through "N" are Type II, you will be seeing this continually during the property accounting phase which is Phase III of training.

c. Also available on LMIS are allowances, sizes, weights, unit prices and multiples to help in everyday technical research.

10. **DEPARTMENT OF DEFENSE INTEREST COMPUTER SYSTEM (3270).**

a. **General.** 3270 is a Department of Defense Interest Computer System. With proper security access, there is much information that can be extracted to help with technical research.

b. **Menus.** There are several menus that you must go through to get the information you require. Let's take a look at them.

(1) The first screen that will appear is a selection screen where you pick which base's menu you would like to enter (i.e., Camp Lejeune, Quantico, Camp Pendleton, etc.)

M C D N

```
*****
THIS IS A DEPARTMENT OF DEFENSE INTEREST COMPUTER SYSTEM.
INFORMATION PLACED IN THE SYSTEM IS SUBJECT TO MONITORING AND IS
NOT SUBJECT TO ANY FORMS OF PRIVACY.
TERMINAL ID=BBC02A02  HELPDESK : COMM (910) 451 - 1019  DSN 484-1019
*****
```

```
      A - ALAMENU          B - CLBMENU          G - MQGMENU
      P - CPPMENU         R - OKRMENU         T - KCTMENU
      N - DDN             I - SNI             X - MQXMENU
```

```
*****
*** ENTER SELECTION: ENTER MENU CLB OR ALPHA CHARACTER OR MENU
NAME FOR OTHER MENU SELECTIONS. ENTER "MARINE" FOR THE MARINE
CORPS ON -LINE LIBRARY SYSTEM.
SELECTION=>
```

(2) LOGON SCREEN. This is where you would enter your USERID (given to you by the Terminal Area Security Officer (TASO) of your unit) and your password.

USE OF THIS OR ANY DOD INTEREST COMPUTER SYSTEM CONSTITUTES CONSENT TO MONITORING AT ALL TIMES. THIS IS A DOD INTEREST COMPUTER SYSTEM. ALL DOD INTEREST COMPUTER SYSTEMS AND RELATED EQUIPMENT ARE FOR COMMUNICATION, TRANSMISSION,

PROCESSING, STORAGE OF U.S. GOVT OR OTHER AUTHORIZED INFORMATION ONLY. THESE SYSTEMS ARE SUBJECT TO MONITORING AT ALL TIMES TO ENSURE PROPER FUNCTIONING OF EQUIPMENT AND SYSTEMS INCLUDING SECURITY DEVICES, TO PREVENT UNAUTHORIZED USE AND FOR SIMILAR ACTIVITY. USERS SHOULD BE AWARE THAT ANY INFORMATION PLACED IN THE SYSTEM IS SUBJECT TO MONITORING AND IS NOT SUBJECT TO EXPECTATION OF PRIVACY IF MONITORING OF THIS OR ANY DOD COMPUTER SYSTEM REVEALS POSSIBLE EVIDENCE OF CRIMINAL STATUTES, THIS EVIDENCE AND RELATED INFORMATION, INCLUDING IDENTIFICATION INFORMATION ABOUT THE USER, MAY BE PROVIDED TO LAW ENFORCEMENT OFFICIALS. IF MONITORING OF THIS OR ANY DOD INTEREST COMPUTER SYSTEM REVEALS VIOLATIONS OF SECURITY REGULATIONS OR UNAUTHORIZED USE, EMPLOYEES WHO VIOLATE SECURITY REGULATIONS OR MAKE UNAUTHORIZED USE OF DOD INTEREST COMPUTER SYSTEMS ARE SUBJECT TO DISCIPLINARY ACTION.

ENTER CAMP LEJEUNE LOGON INFORMATION:

USERID: (OR LOGOFF TO EXIT)
PASSWORD: NEW PASSWORD:
GROUP: PF1 FOR HELP

(3) The following screen will appear with several different choices. Here you would choose Level ID 2. This will give you access to CICS.

13:12:50 Term: BBC02A02 **CLB** DATE 05/22/04
 HELP DESK: COMM (910) 451 - 1019 DSN 751 - 1019

BROADCAST:

LEVEL ID	M	B	STATUS	MENU APPLICATION DESCRIPTION	MENU APPLICATION
1			05:01	TSO	TSO
2			04:03	CICS	CICS
3			07:01	ELECTRONIC MAIL SYSTEM	ELMS
4			06:58	MCAT USMC CATLG SYSTEM	MCAT
5			05:01	TCP/IP (TLNET/FTP)	DDN
6			05:01	INFOPAC VIEWING & PRINTING	IPACV
7			05:09	CA7 - SCHEDULER	CA7
8			15:37	ROSCOE	ROSC
9			07:01	SNI/EXTERNAL NETWORK	SNI
10			05:01	ALBANY MENU	AAMENUPO
F				FREE SELECTION

Prefix Char : ** Command Key: ENTR Scroll Back : PF07
 Suspend Key : PF23 Type "EXIT" TO LOGOFF Scroll Forward : PF08
 Jump Key : PF24 Help : PF01
 COMMAND ==>-----

B MY JOB

LU #4

(4) CICS SELECTION MENU. Here you enter the number 04. This is the natural program that you will be utilizing.

BBSI1E

CICS SELECTION MENU

05/22/04

TRAPMENU00

BBCICSPO

13:13:27

- 01. LOGOFF OF CICS
- 02. CMASPOOL
- 03. BULLERIN BOARD
- 04. NATURAL
- 05. MC SCHOOLS (DB=149)
- 06. RASC PROGRAMMING (DB=227)
- 07. NATURAL PRINTERS ADD/UPDATE

SELECTION=>

(PA2) DEFAULT PRINTERS=>

(5) NATURAL LOGON PROCEDURE. Here you enter number 4 A0MD&S01 PROD SASSY.

15:15:27

******* NATURAL LOGON PROCEDURE *******

04-06-05

****** YOU ARE LINKED VIA A GROUP TO : . . . ******

No.	Lib . ID	Link Name	Linked via	Type
1	A0MD&C01	LAKES HELPER START	A0MD#CO1	
2	A0MD&M01	PROD MIMMS	A0MD#M01	
3	A0MD&M02	M3S MIMMS USER APPLICATIONS	A0MD#M02	
4	A0MD&S01	PROD SASSY	A0MD#S01	
5	A0MD&S02	M3S SASSY USER APPLICATIONS	A0MD#S02	
6	A0MM&USL	DATA ENTRY (USER LEVEL)	A0MM#USL	
7	BBLS&FSM	FSNAO SPECIAL LINK - READ	BBFS#FS1	Spec.
8	A0MM&USL		GF#USL	Spec.
9	GF&USL		GF#USL	Spec.

Press ENTER for next page, or enter ' ' for logon screen.
Or select a library by entering its number ==>

(6) NATURAL APPLICATION SELECTION MENU. There are many different files that can be helpful to you as a supply clerk. Today we are just going to be looking at SASSY (G) since that is what you use the majority of the time.

=====

THIS SCREEN WILL PROVIDE THE FOLLOWING OPTIONS:

B - RETAIL DEMAND / MOVEMENT & DEMAND	M - MASTER HDR INFO / NONSYSTEM ITEMS
C - DUE AND STATUS / HISTORICAL DUE - IN	N - RETAIL DEMAND / RIP DATA
D - DOCUMENT NUMBER CROSS REFERENCE	O - SUBOR UNIT AUTH / ON-HAND QTY
E - GENERAL ACCOUNT BALANCES	P - SUBOR UNIT AUTHO / SERIAL NUMBER
F - RETAIL LOCATION SERIAL DATA	Q - ACTIVITY INFORMATION TABLE
G - GENERAL ACCOUNT INCOMING DEMAND	R - SUPPLY SOURCE CODES
H - DOD ADDRESS TABLE	S - ACTIVE VOUCHERS
I - JOB ORDER NUMBER	T - AVAILABLE ASSETS BY NSN
J - LOADED UNIT ALLOWANCES	
K - LOADED UNIT BALANCES	X - CHANGE RAC
L - RESPONSIBLE OFFICER TABLE	Z - DYNAMIC QUERY

SELECT OPTION: __

(9) MASTER HDR INFO/NONSYSTEM ITEMS. You will be given three options on this screen. Use whichever one is appropriate to the task given. We will be utilizing A- FIND TECH DATA FOR RECORD NSN.

A4100060	MASTER HDR INFO / NONSYSTEM ITEMS	04-06-05
RAC: MML300		15:17

THIS SCREEN WILL PROVIDE THE FOLLOWING OPTIONS:

- A: FIND TECH DATA FOR RECORD NSN.**
- B: FIND SUBSTITUTE NSN'S SHORT VIEW.**
- C: FIND SUBSTITUTE NSN'S LONG VIEW.**

SELECT OPTION: _____

(10) TECHNICAL 'NSN' DATA. This screen provides all the technical research for the NSN that you requested.

A4100120	TECHNICAL 'NSN' DATA	04-06-05
-----------------	-----------------------------	-----------------

```

=====
STOCK NUMBER      4730-01-375-6797   STOCK NUMBER PRIME  4730-01-375-6797
FILE TYPE CODE    MHI                               RECORD TYPE CODE    010
ACQUISITION ADVICE CODE  Z                               PRECIOUS METAL IND CODE  A
ADP EQUIPMENT ID CODE    0                               UNIT OF ISSUE CODE     EA
PHYSICAL SECURITY PILFERAGE CODE  U                               SHELF LIFE CODE       0
MANAGEMENT ECHELON CODE  C2                              COMBAT ESSENTIALITY CODE  5
PHYSICAL CATEGORY CODE    1                               SOURCE OF SUPPLY CODE    S9C
STORES ACCOUNT CODE     1                               MATERIAL ID CODE
=====
  
```

PHRASE CODE	SOURCE MAINT RECOVER CODE	Z
CONTROLLED ITEM CODE	LAST TRANSACTION DATE	96183
NON SYSTEM ITEM IND CODE	REGIONAL ACTIVITY CODE	MML300
NOMEN ADAPTER, STRAIGHT, TU	DEMILITARIZATION CODE	A
NONCONSUMABLE ITEM MAT SPT CODE	UNIT PRICE	14.98
	EXCHANGE- PRICE	0.00

RECORD NUMBER: 1

=====

11. **MASTER HEADER INFORMATION FILE (MHIF).**

a. **Purpose.** To provide an official source of current data which is applicable to all National Stock Numbers utilized by the Marine Corps. It provides the requisitioning units with the management data necessary to acquire and account for an item of supply.

b. We now know that the MHIF is loaded to the computer system of 3270, but to obtain access to the files you must have a USERID number.

c. The MHIF is also a mechanized Asset Tracking for Logistics and Supply Systems (ATLASS) File (Tech Data Table) containing a record of each NSN used in ATLASS processing. No transaction can process unless the NSN and associated technical data are recorded on the MHIF. Transactions are compared to the MHIF records and rejected if an unmatched condition exists.

d. **Format and Arrangement.** The MHIF has 24 columns of information, however, the requisitioning data we are primarily concerned with at this time are:

(1) Record NSN. This is a substitute or a suitable substitute for the Prime NSN.

(2) Prime NSN. This is the preferred NSN.

(3) Unit of Issue. The physical measurement or count of quantities of an item for procurement, storage, and issue (i.e. PR, EA, PD).

(4) Acquisition Advice Code "AAC". Indicates how and under what restrictions an item will be acquired. The AAC will reflect application of three basic methods: by requisition, by fabrication or assembly, or by local purchase. The AAC is used for customer level, not system level acquisitions.

(5) Stores Account Code "SAC". A one-digit code used to differentiate between items in the Stock Fund Account "SFA" and the Appropriation Stores Account "ASA". This is used basically to decide who is going to pay for the equipment. There are three SAC codes used.

(a) SAC 1 = The Using Unit will pay for that item from its annual fiscal allocation.

(b) SAC 2/3 = Items assigned a SAC of 2 or 3 will be paid for by a higher authority (i.e., Albany, GA, CMC respectively).

(6) Unit Price. The price of an item of supply based on the unit of issue.

(7) Nomenclature. Equipment name or the Item name.

(8) Phrase Code "PC". A one-digit code used to denote changes and/or relationships between NSNs, such as a cross-reference from outmoded or non-standard NSNs to current or preferred NSNs.

(a) You should become familiar with the term PREFERRED NSN, since you will be determining preferred NSNs through the use of phrase Codes and will be hearing this term again in later periods of instruction. Often the terms Prime and Preferred are used to denote the same NSN.

(b) Let's look at a couple of NSN's so we can identify their Phrase Codes, as well as the preferred (prime) NSNs.

1 NSN 5306-01-251-9189 has a phrase code of __, which means "consolidate with 5306-01-263-8889". In this case the NSN we are researching is a non-preferred NSN. The prime NSN is the preferred item and would be ordered for our customer.

2 NSN 5935-00-008-1236 has a phrase code of __ which means "when exhausted use 5935-00-479-9879". The item has been replaced by a substitute. It will be issued by the supply activity until depleted from stock, however, we would still order the preferred item under the prime NSN.

(9) Supply Source Code "SSC" "RIC". A three-digit code serving multiple purposes including Source of Supply (SOS) Codes and Routing Identifier Codes (RIC). The RIC is used on all MILSTRIP requisitions and subsequent transactions (follow-ups) related to them.

SUMMARY.

In the past several hours we have covered, Marine Corps Publications Distribution System (MCPDS), Publication Listing (PL), Publications Library Management System (PLMS), Procurement of Stocked and Non-stocked Publications, Establishment/Maintenance of Publication File, Marine Corps Stocklist (SL-3), Special List (SL-8), Federal Logistical Data on Compact Disk (FEDLOG), Logistics Management Information System (LMIS), Department of Defense Interest Computer System (3270), and Master Header Information File (MHIF). With this information that you have learned, you will be able to go back to your units and properly maintain publications and do technical research. Those of you with the Instructional Rating Forms please fill them out and place them at the back of the classroom. Everyone else please take a 10-minute break.

REFERENCE: MCO P5600.31_, and MCO P4400.150_,.

NOTES: _____

