

## NAVY SPECIFIC REQUIREMENTS

**A. REFERENCES.** The following instructions are referenced in this appendix in addition to all references contained in Stock Readiness DLAI 4145.4:

NAVSUP P700-CNP Pub 700-Common Naval Packaging  
(<https://www.tarp.navisisa.navy.mil/p700.nsf>)

NAVSUPINST 4440.157A Material Turned Into Stores (MTIS), dated 10 May 2005

NAVAIR 15-01-500 Preservation of Naval Aircraft for Organizational, Intermediate and Depot Maintenance Levels.

**B. APPLICABILITY AND SCOPE.** This guidance is applicable to the DLA Distribution; DLA Distribution Centers with Navy managed and owned stock including BP 28 retail stock, Navy Storage Activities and the Naval Supply Systems Command (NAVSUP) Weapon Systems Support (WSS). It applies to classes of supply that are managed by NAVSUP WSS, except Class V, Class VI and Bulk Class III.

For Navy-specific SDRs, the Navy SDR System (NSDRS) site (<https://applications.ahf.nmci.navy.mil/sdr/>) is also available; DoD PKI, login ids and passwords are required.

### C. NAVY Specific Programs

1. Advanced Traceability and Control (ATAC) Program. ATAC Hubs and Nodes are set up at strategic Navy and Marine Corps sites to simplify and improve the Naval retrograde turn-in process of Condition Code "F" repairables.

2. Container Reuse and Refurbishment Center (CRRC). This program provides field level container management and provides containers on demand. It provides collection points for reusable containers and requisition processing of containers. The CRRC sites refurbish containers by: assessing condition, removing labels, and replacing latches, handles, shock mounts, skid-mates and foam. The CRRC website to find information, order containers and locate container pick-up sites can be accessed at <https://tarp.navisisa.navy.mil/crrc>

3. Material Turned In To Stores / Excess Offloads (MTIS/Excess Offloads). The MTIS / Excess Offload Management Program's primary objective is to return excess Ready For Issue (RFI) Depot Level Repairables (DLRs) and consumables to stock. It facilitates filling backorders and redistributions while ensuring that offloaded RFI is properly packaged and required documentation is present.

4. P700-CNP. The P700/CNP (Common Naval Packaging), which replaced NAVSUP Pub 484, mandates packaging requirements for all Navy / USMC managed assets. All Navy / USMC packaging data requirements are online at <https://tarp.nasisa.navy.mil/p700.nsf>

5. PHS&T Community of Practice (CoP). This CoP is an online, collaborative tool for the DoD PHS&T Community. Register and access at <http://acc.dau.mil/phs&t>

6. Technical Assistance for Repairables Processing (TARP). The TARP Program was established in

September 2000 to eliminate shipping and handling damage to Navy retrograde, thereby, reducing DLR repair costs and retrograde lead processing times, and increase inventory accuracy. Access the TARP Webport at <https://tarp.navsisa.navy.mil>

7. Electronic Retrograde Management System (eRMS) for DLRs. eRMS is a NAVSUP WSS / NAVSUP Business Systems Center (NAVSUP BSC), jointly developed web-based application. The eRMS Management Program provides asset visibility from “cradle to grave” during the entire transit of the asset. Register and access at <https://mrl.navsisa.navy.mil/erms>

8. Wood Packaging Material (WPM). A DoD and internationally mandated program designed to ensure wood packaging is in compliance. The WPM website is maintained and updated to comply with expanding DoD/USDA (United States Department of Agriculture) direction in reference to new international standards affecting both hard and soft woods being shipped worldwide. The site can be used by all services for policy, training and required reporting. COSIS funding supports WPM remediation. Access the WPM Compliance website at <https://tarp.navsisa.navy.mil/wpm>. Please note that DoD PKI is required to enter this and other sites referenced in this document.

#### **D. NAVY Point of Contacts (POCs)**

1. Navy Stock Readiness inquiries or questions can be sent via email to the following addresses:

COSIS - [cosis.fct@navy.mil](mailto:cosis.fct@navy.mil)

HAZMAT – [hazmat.pkg.fct@navy.mil](mailto:hazmat.pkg.fct@navy.mil)

Shelf Life – [shelflife.fct@navy.mil](mailto:shelflife.fct@navy.mil)

Wood Packaging Material – [wpm.pm.fct@navy.mil](mailto:wpm.pm.fct@navy.mil)

Nuclear (X) SMIC - [nuclear.xsmicdmil@navy.mil](mailto:nuclear.xsmicdmil@navy.mil)

PHS&T Team Leader (NRP/N32) – [phst.phila.teamlead@navy.mil](mailto:phst.phila.teamlead@navy.mil)

PHS&T Team Leader (NRP/N35) – [phst.mech.teamlead@navy.mil](mailto:phst.mech.teamlead@navy.mil)

2. For Disposal / Disposition inquiries, please call the following numbers:

N32 (NAVSUP WSS) – DSN 442-6152

N35 (NAVSUP WSS) – DSN 430-3036

X-SMIC Items (Nuclear) – DSN 430-6128

3. For MTIS / Receipt SDR inquiries, please call the following numbers:

MTIS – DSN 442-2063

N32 Receipt SDR – DSN 442-4858

N35 Receipt SDR – DSN 430-5946

## **E. PROCEDURES.**

1. Packaging. At time of receipt the asset coming into a storage facility or supply system shall be packaged per the contract for new procurements, or appropriate level of the P700-CNP as identified elsewhere in this document.

a. All Navy packaging data is online at <https://tarp.navsisa.navy.mil/p700.nsf>. The three levels of packaging defined in the P700-CNP are not in place of Level A, B and Minimal as defined in MIL-STD-2073. The applicable users of the packaging levels in the P700-CNP is as follows:

- Level 1 - Afloat Activities & Forward Deployed MALS
- Level 2 - Ashore Activities & Non-Deployed MALS - In Garrison
- Level 3 - New Procurements, Organic & Contractor Commercial Repair Depots

b. The SA holding the packaged material shall replace reusable containers requiring repair beyond minor refurbishment. Reusable container replacement is cost reimbursable by the managing ICP. Containers requiring refurbishment should be sent to the local CRRC for those actions within the CRRC's capability, such as, replacement of seals, hardware, humidity indicators, desiccant or skids, minor corrosion removal and spot painting to include stenciling.

(1) The Navy operates an active CRRC program to maximize the availability and reuse of reusable containers. The mission of CRRC is to enhance the visibility and availability of reusable containers, affording NAVSUP WSS DLRs and high cost material with adequate protection. The CRRCs are dedicated to the collection, assessment, refurbishment, requisitioning and reporting of Navy owned reusable shipping containers. Access at <https://www.tarp.navicp.navy.mil/crrc>.

### 2. Receiving Operations.

a. Receipt from Navy Organizations or Navy Inter-Depot Transfers. Materiel returned from a Navy customer should pass through the nearest Advanced Traceability and Control (ATAC) site or other Designated Stock Point / Designated Overhaul Point (DSP/DOP) as specified in the Master Repairable Item List (MRIL). ATAC personnel package the materiel to meet P700-CNP Level 2 packaging and forward to the appropriate storage activity (SA). TARP personnel should apply "TARP Certified Ready-For-Issue (RFI) Asset" tape to all packages, which eliminates the need for the DLA Distribution Center to inspect or repackage.

b. For CC "F" materiel. Properly packaged materiel received at the DLA Distribution Center from the ATAC may be placed directly into storage. Materiel received at the DLA Distribution Center that did not pass through the ATAC shall be repackaged to P700-CNP Level 1 requirements. If the DLA Distribution Center identifies packaging/marketing errors, they should submit a Packaging SDR to the materiel owner (NAVSUP WSS).

c. For CC 'A' materiel. CC 'A' materiel is received under the Navy's MTIS program. For materiel received with "TARP Certified Ready-For-Issue (RFI) Asset" tape in place, inspection and repackaging is not required. If a DLA Distribution Center receives a non-TARP taped item, it will need to be inspected and repackaged as follows:

(1) If the materiel's packaging has been physically damaged and the DLA Distribution Center is confident that the materiel is in a serviceable condition, repackage to P700-CNP Level 3 packaging.

(2) If the materiel's packaging has been physically damaged and the DLA Distribution Center cannot visually confirm that the materiel is in a serviceable condition, the DLA Distribution Center shall downgrade the materiel to CC 'F', and package to P700-CNP Level 1 packaging, submit an SDR to the material owner (NAVSUP WSS).

3. SR Reimbursable Expenditures. In addition to the guidelines in the basic document, a separate document will be provided for each type of recurring work, such as Packaging MTIS SDR by the MTIS SDR Coordinator and reimbursable COSIS.

4. Retaining Reusable Containers.

a. The following guidelines apply to reusable shipping and storage containers:

(1) All empty containers are to be placed on or banded or stretch-wrapped to pallets in a manner that will allow visual inspection of them at the time of transfer to the CRRC or depot. The generating SA will certify that the containers are empty on the DD Form 1348-1A / comparable transfer documentation.

(a) The containers are then sent to the nearest Container Reuse and Refurbishment Center (CRRC) or the nearest DLA Distribution Center. Additional guidance and POCs may be found at: <https://tarp.navsisa.navy.mil/crrc>.

## ARMY SPECIFIC REQUIREMENTS

**A. Purpose and Scope.** This enclosure provides supplemental Army unique requirements for the execution of the Army SR and COSIS Programs for all classes of supply except Class III (Bulk), Class V, Class VI, and Class VIII.

**B. Packaging.** Unless otherwise directed by the Inventory Control Point (ICP) Packaging Office, materiel will be stored in the packaging prescribed by FLIS. New/overhauled materiel will be stored in the unopened vendor pack. Commanders will ensure that materiel is stored consistent with the Item Type Storage Code (ITSC) in FLIS unless a deviation is approved in writing by the ICP.

**C. Receiving Operations.** Receipt of depot level reparable customer returned materiel.

a. Upon receipt of an Army reparable customer return in which the documentation states the item(s) is serviceable, but the item is not in the original vendor pack and appears visibly used, worn, damaged or ESD compromised, reclassify the material to CC-F. Submit an info-only SDR to the ICP.

b. For Army non-reparable customer returns in which the documentation states the item(s) is serviceable but the item is not in the original vendor pack and appears visibly used, worn, damaged or ESD compromised, reclassify the material to CC-H. Submit an info-only SDR to the ICP.

**D. Exercising and testing requirement.**

a. The ICP will identify the appropriate requirements and the frequency for exercising and testing equipment.

b. The DLA Distribution Center will perform routine visual inspections on all major end items in storage in accordance with the requirements of the basic instruction. Frequency of inspections will be in accordance with paragraph E. 2.a. of the basic instruction and will annotate any discrepancies using the Storage Quality Control Report (SQCR) (DD Form 1225). Collocated Army Maintenance Depot personnel will be contacted for determination as to the true condition code of the major item.

c. The DLA Distribution Center will provide collocated Army Maintenance Depot personnel access to equipment in storage so the Army personnel may exercise the equipment as required in accordance with instructions specified by the managing ICP.

d. The DLA Distribution Center will provide collocated Army Maintenance Depot personnel access to test equipment in storage so the Army personnel may test the equipment in accordance with instructions specified by the managing ICP and mark equipment with the date tested and the date that re-testing is due so that personnel can easily identify ready-for-issue equipment.

e. The DLA Distribution Center will prepare requests for reimbursement for labor costs associated with providing access to exercising and testing materiel using the SQCR. All work that the DLA Distribution Center completes will be identified as "directed by the ICP".

f. Major and Secondary Items (Army Materiel only). To determine if an item is major or secondary, locate the Materiel Category Code (MAT-CAT-STR-CD). If the second position is a two (2), the item is a secondary item. Any other code in the second position indicates that the item is a major item.

**E. Depot Classification Mission (DCM)**

- a. The ICP will identify the types and condition of items that need to be inspected.
- b. The DLA Distribution Center will pick, unpack and stage selected items for inspections.
- c. At the end of the inspection, the DLA Distribution Center will repack and move selected items back to storage.
- d. The DLA Distribution Center will process all reclassification/re-identifications in DSS and provide the ICP the results on Storage Quality Control Report, DD Form 1225.

## AIR FORCE SPECIFIC REQUIREMENTS

**A. Purpose and Scope.** This appendix provides supplemental AF specific requirements for the execution for all levels of packaging and supply.

**B. Applicability and Scope.** This enclosure provides supplemental AF specific requirements for the execution for all levels of packaging and supply. Each MAJCOM will appoint a Stock Readiness point of contact (POC) to work with the AFMC Stock Readiness Coordinator. The MAJCOM POC will establish a Stock Readiness program at their installations.

### **C. Packaging.**

1. Repairable materiel, assigned CC "F" received without the proper packaging, shall be minimally packaged per ICP to prevent further deterioration while in storage. Minimal packaging entails providing physical and mechanical protection by wrapping and cushioning as needed and place in a fiberboard box. Large items requiring wooden containers can be secured to a warehouse pallet and protected with shrink-wrap or barrier to prevent further deterioration to a lower condition code. All ESD items shall be packaged to Level A requirements as specified by the ICP packaging requirements.

1. Items returned from maintenance organizations in serviceable CC 'A' must be properly preserved and packaged in accordance with ICP packaging requirements as defined in SPIRES at <https://spires.wpafb.af.mil/sindex.cfm>.

2. For materiel assigned serviceable or unserviceable condition codes, the use of the next larger size fast pack, Type I (Vertical Star Pack) or Type II (Folding Convuluted Pack) is authorized for PHS&T when there is no decrease in any of the container dimensions. The item must be packed sufficiently to fill up any cavity in the container. For transportation priority three, the specified fast pack shall be acquired and used unless the item was returned to stock in the next larger size fast pack. The supporting activity must requisite the ICP specified fast pack.

### **D. Customer Service Support**

1. The supporting activity, upon receipt of a Materiel Release Order (MRO) from the Air Force Global Logistics Support Center (AFGLSC), shall deliver requisitioned materiel to the specified location on the document. Items shall return to stock via MRO to the central receiving for storage. AFGLSC Packaging Specialists may request that the supporting activity construct AFGLSC-developed prototype containers and deliver to the ICP designated location.

2. The supporting activity upon request from the AFLGSC Packaging Specialists shall provide access to a designated/staging warehouse location(s) to resolve and verify packaging problems, SDRs, DD Forms 1225, and to plan/correct new or existing packaging data.

### **E. Receipt of Material Shipped from a Maintenance Facility.**

1. The Air Logistics Center (depot maintenance organization) and the supporting activity may negotiate an agreement to skip bare item KCC and use the condition tag and attached documentation as the basis for processing the receipt (maintenance turn-in). This precludes the DLA Distribution Center's receiving unit from opening containers that need to remain sealed. When this agreement is reached, the DLA Distribution Center is relieved from responsibility from ensuring the asset in the container is in fact

the item described on tag and the

documentation. This becomes the responsibility of the depot maintenance organization to ensure the item turned-in is the item on the documentation. This does not relieve the DLA Distribution Center from processing the receipt correctly using the documentation on the container.

**F. Management of AF Records.** Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>

**G. Accessibility:**

Publications and forms are available on the e-Publishing website at [www.e-Publishing.af.mil](http://www.e-Publishing.af.mil) for downloading or ordering.

**H. Publication Release:** There are no restrictions on releasing this publication.