

UNITED STATES MARINE CORPS
2d Maintenance Battalion
2d Force Service Support Group (Rein)
Fleet Marine Force, Atlantic
Camp Lejeune, North Carolina 28542-5704

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MOS/18
3 Jun 86

FIRST ENDORSEMENT on OIC, FSMAO-1 ltr 5041/1 U87-0 of
31 Mar 86

From: Commanding Officer, 2d Maintenance Battalion
To: Commanding General, 2d Force Service Support Group (Rein)
Fleet Marine Force, Atlantic Camp Lejeune, North Carolina
28542-5701 (G-4/SUP)

Subj: SUPPLY AND MAINTENANCE ANALYSIS 16078 (ML205/IMA)

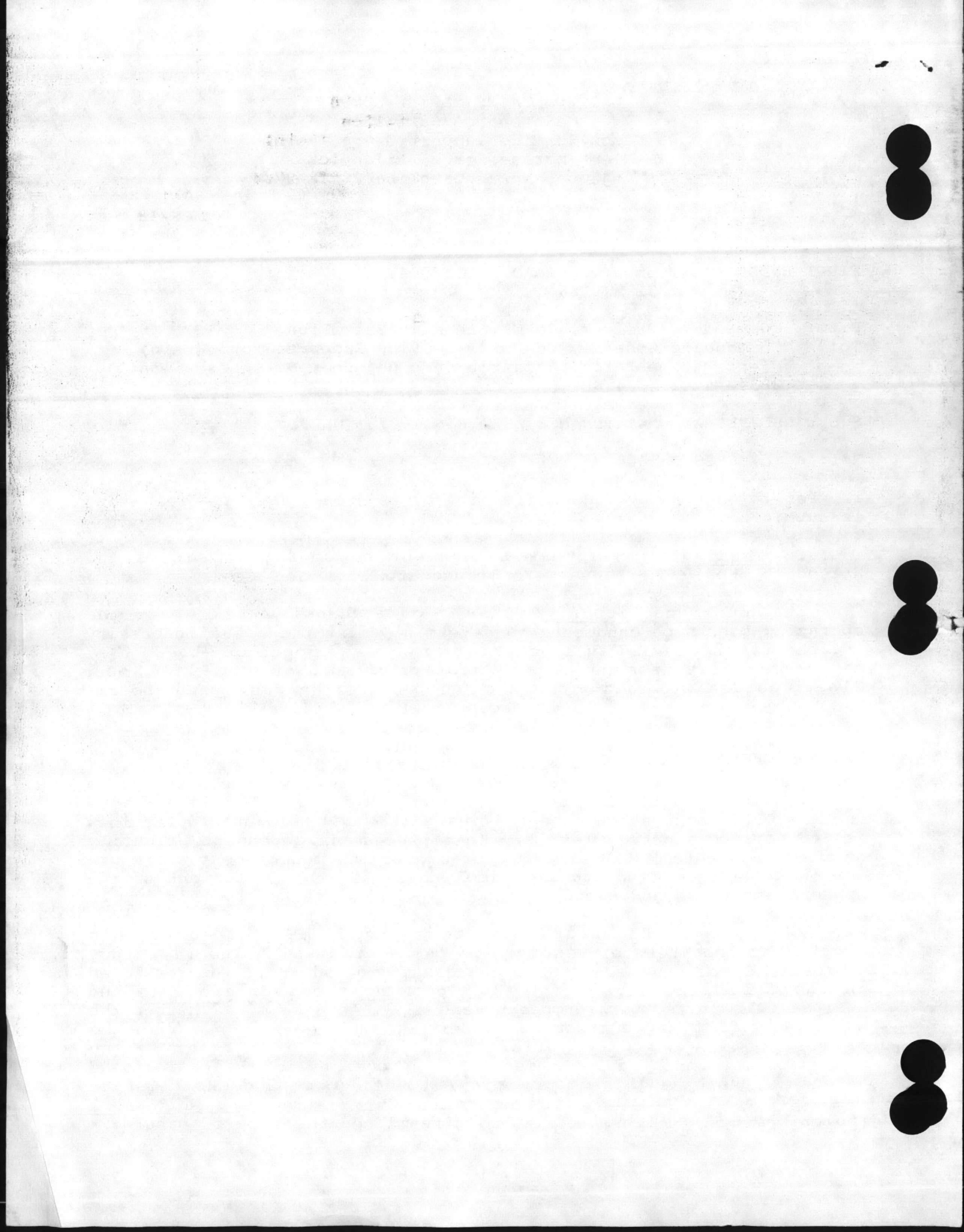
Ref: (b) FSSGO 4400.30

1. Per reference (a) and as directed by reference (b), the following is submitted:

a. Finding: Inventory management of operating stocks and attendant supply functions were inadequate.

Recommendation #1: That a comprehensive review of the operating stocks be conducted to determine first the actual necessity for the inventory and an appropriate range and depth of stocks that can be properly managed as per Chapters 3 and 5 of MCO P4400.150B. Close coordination and assistance with higher headquarters and the SASSY Management Unit will be necessary.

Comment: Concur. The Maintenance Materiel Unit (MMU) periodically coordinates with the Operations Section of the SASSY Management Unit and conducts a comprehensive review of the operating stocks maintained by this supply account. Utilizing the item review and RO/ROP recomputation capabilities of the SMU this unit determines its authorized stockage levels. This process is dependant primarily on the usage data MML205 has captured over the most recent six month period. The results of this review process is the assignment of the appropriate range and depth of stocks to be maintained by this supply section. This unit has encountered some problems in its attempt to properly manage the assets authorized to be maintained at this account in the areas of receipt and issue processing and inventory control. These problems have been identified and are being rectified in the following ways: (1) All incoming receipts are screened against this units Stock Number Demands List to determine whether the assets can fill any current backorders which this unit has with one or more of its customers prior to the assets being received and processed for stock replenishment. This procedure is also being used to ensure that the highest priority/oldest document backorders are released prior to any lesser priority demands or as stock replenishments. Furthermore, it has streamlined the flow of paperwork



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and increased the accuracy of the related and effected mechanized files; (2) The MMU has recently been assigned an experienced Staff Sergeant (3043) and three additional NCOs (3043). The assignment of these personnel has assisted the present supervisors of the supply administration requirements of the MMU to ensure prompt and accurate work and adherence, by cognizant personnel, to the regulations and procedures contained in all applicable orders and directives; (3) The MMU has established and will pursue a Cyclic Inventory Program which will ensure all stocks are validated annually. The MMU has in the past limited its cyclic inventory program to those items identified as operating stocks. Excesses were being treated individually and "rolled back" to the General Account of the SMU only after being accurately reflected as on-hand at the MMU. This rollback program is extremely difficult to monitor due to the unpredictable nature of demands put on this supply account by the customers of the Intermediate Maintenance Activity not only for issues but for the processing of their own rollback as well. We will continue to aggressively manage excesses and authorized stocks at the MMU in order to more effectively and efficiently support the maintenance requirements of the IMA.

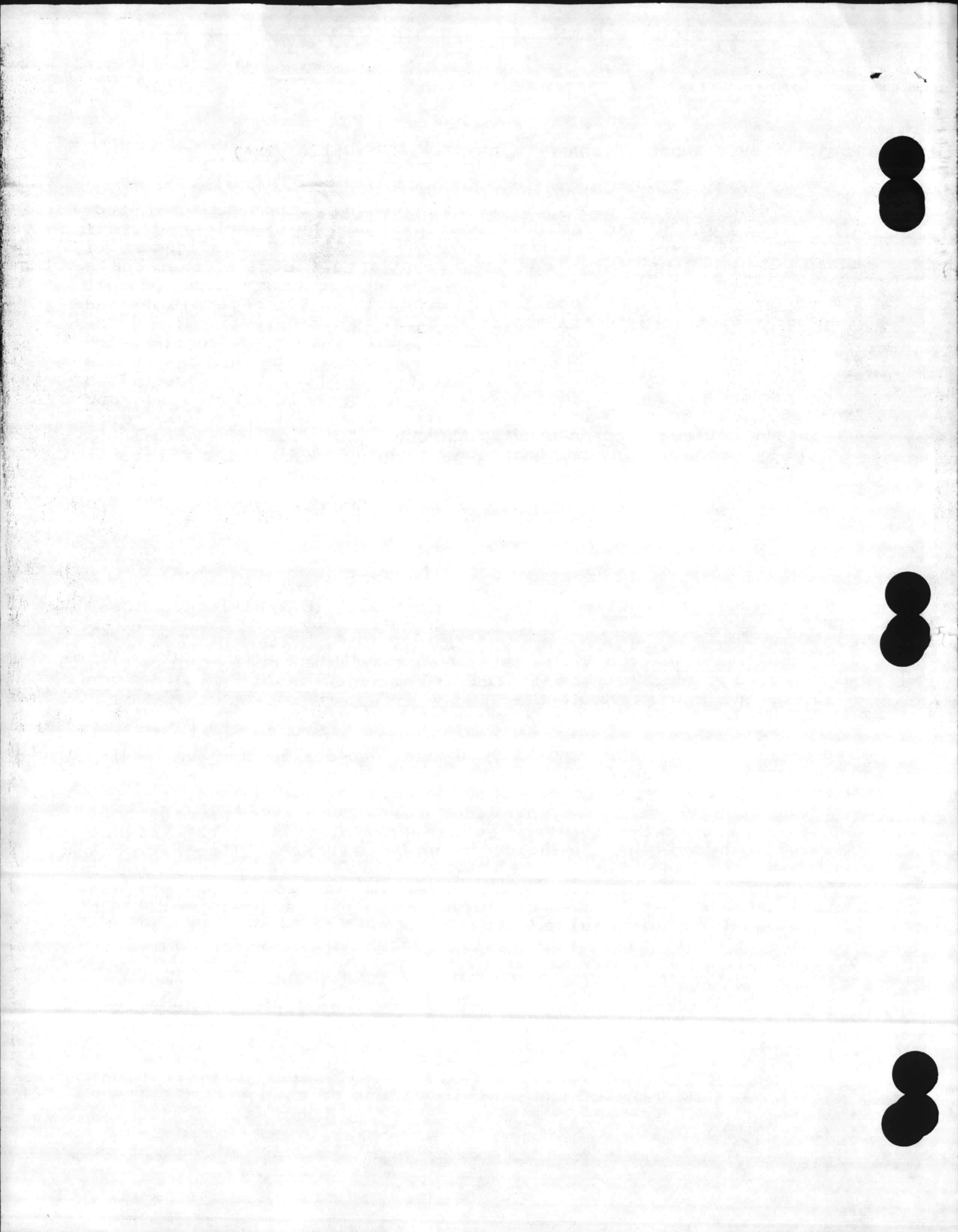
b. Finding: Controlled items reporting (RIR/WIR) procedures required review.

Recommendation #2: That the recoverable items program be reviewed, aggressively monitored and managed as outlined in MCO P4400.82F and MCO P4790.2B.

Comment: Concur. To comply with the recommendation, a Change 4 to the IMA SOP, BnO P4790.3B has been drafted and is pending promulgation. Change 4 will ensure the time frame of end items turn in to TMO or DRMO will be conducted within a seven (7) working day period. Change 4 not only provides for a more timely turn-in of assets, it also satisfies the requirements of UM 4400-124 and MCO P4400.150, whereas the owning unit supply officer will receive and maintain a signed/dated DD 1348-1 (copy no.6) for D7P/D7J transactions. The commodity managers within the Inspection Unit of the Maintenance Operations Section have employed aggressive methods to ensure ERO's that require WIRs or approval to exceed the maximum maintenance cycle time criteria, are submitted from the commodity companies within a timely manner.

Recommendation #3: That the recoverable items reports (DIC WIR), or extensions of the MMCT, be submitted in a timely manner as outlined in MCO P4400.82F and MCO P4790.2B

Comment: Concur. The (DIC/WIR) Document Identification Code/WIR will be covered under instructions of change 4 of IMA SOP P4790.3B.




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The seven working day period will ensure that upon the issue of shipping or disposal instructions from MOS to the commodity company, the owning unit will have a signed/dated copy DD 1348-1 and Letter of Unserviceable Property available for them to pickup. In compliance with MCO P4790.2B, Major Command approval for extensions of MMCT procedures are in effect and will be strictly adhered to.

2. Per reference (a), an unstructured analysis (no check list used) of Maintenance Materiel Unit (MMU), and intermediate maintenance activity controlled items reporting (WIR) procedures, was conducted by the Field Supply and Maintenance Analysis Office (FSMAO) One, during the period 3 through 11 February 1986. Since the analytical inspection was unstructured and more involved with the analysis of two functions(class IX supply procedures and management of aged EROs), the overall intermediate maintenance support performance was not fully evaluated. The coordination between supply and maintenance functions has continued to improve over the past years as noted by internal production statistics. The current high state of equipment readiness experienced by operating units of II Marine Amphibious Force can in part be attributed to the increase in maintenance productivity generated by the Battalion. During Fiscal Year 1985, over 55,000 equipment repair order (ERO's) maintenance actions were completed and we expect to surpass this figure in fiscal year 1986 (As of 30 April this facility completed maintenance actions on 33,252 EROs). The continuing improvement of our production rate is directly related to the daily involvement of the maintenance and supply actions initiative of the battalion staff and the enthusiastic attitude of the Marines in this Command. The correction of supply (MMU) and maintenance (WIR procedures) management discrepancies identified in the preceding paragraph continue to be emphasized and will, through aggressive internal reviews, ensure corrective actions taken remain in place.

3. Questions concerning the information discussed herein may be addressed to Major SMITH at extension 2706.



R. J. HOOTON

Copy to:
FSMAO-1
OIC MMU
MCO, MOS

