UNITED STATES MARINE CORPS
MARINE CORPS LOGISTICS BASE
ALBANY, GEORGIA 31704-5000

BO 4900.1A
~~801~~ ~~804~~:blt 819
~~B112~~:blt
22 Jan 1987

BASE ORDER 4900.1A

From: Commanding General
To: Distribution List

Subj: Administration of the Security Assistance Program (SAP)

Ref: (a) MCO 4900.2

Encl: (1) Request for Price and Availability (P&A) Data
(2) Request for P&A Data for Repair Return
(3) Request for Repair/Return (R/R) Contracts Division Action
(4) Request for R/R Depot Maintenance Activity (DMA) Action
(5) Procurement Marine Corps (PMC) Funding Authorization
(6) Monthly Status Report to Headquarters Marine Corps (HQMC)
(7) Nonsystem Items Foreign Military Sales (FMS) Report
(8) Monthly Status Report of Discrepancies (RODs)

Reports Required:
I. HQMC Monthly Status Report (Report Symbol Exempt), par. 6a and encl. (6)
II. Weapon System/Equipment Management Directorate (WS/EMD) Monthly Nonsystem Item Report (Report Symbol Exempt) par. 6b(6) and encl. (7)
III. Monthly ROD Status Report (Report Symbol Exempt) par. 6c(3) and encl. (8)

1. Purpose. To identify areas of responsibility and courses of action in responding to requirements from foreign governments covered under the SAP.

2. Cancellation. BO 4900.1.

3. Background. Marine Corps policy for Security Assistance is found in the reference which contains detailed information and identifies related Department of Defense (DoD) and Department of the Navy regulations. In order to implement this policy and ensure compliance with all directives, the following guidance is provided. This Order addresses the actions by cognizant divisions within the Marine Corps Logistics Bases (MCLBs).

4. Information. Enclosures (1) through (7) provide samples of forms and reporting requirements.

MONTHLY STATUS REPORT OF DISCREPANCIES (ROD'S)

DATE 17 OCT 86

BEGINNING BACKLOG	RECEIPTS	COMPLETION	ENDING BACKLOG
2	4	2	4

SAMPLE

RODs under 30 days 4

RODs 30 - 60 days 0

RODs 60 - 90 days 0

RODs over 90 days 0

ENCLOSURE (8)

5. Concurrence. This Order has been coordinated and concurred in by the Commanding General, MCLB, Barstow, California.

6. Recommendations. Recommendations concerning administration of the SAP are encouraged and should be submitted to Commanding General (Code 804), MCLB, Albany, Georgia, via the appropriate chain of command.

7. Action

a. HQMC, Security Assistance Liaison Office (Code 804). This office is the Command focal point for the SAP and will provide guidance to the Command on all Security Assistance matters. All requests for P&A (enclosures (1) and (2)), Planning and Review (P&R), Equity List development, FMS, On-the-Job Training, R/R data (enclosures (3) and (4)), technical information, foreign visit requests, nonautomated supply requests, and status requests will flow through this office. Actual induction of requisitions as well as status inquiries will be delegated to the appropriate commodity branch within the Integrated Logistics Support (ILS) Divisions, WS/EMD, for reply, ensuring that Code 804 is informed of actions taken. Furthermore, this office will, upon receipt, forward the Foreign Military Sales Order (FMSO) I money (enclosure (5)) to the appropriate commodity branch within the ILS Divisions, WS/EMD, for action. This office will also provide to the appropriate commodity branch within the ILS Divisions, WS/EMD, the annual surcharge rates to be applied to all FMS stock sales. A monthly report (enclosure (6)) based on information provided on enclosures (7) and (8), as well as computerized listings, will be submitted to HQMC.

b. WS/EMD (Code 820). The appropriate commodity branch within the ILS Divisions, WS/EMD, will provide the information necessary to support the SAP and ensure that FMS requisitions are processed in a timely manner per current directives. WS/EMD will provide to Code 804 systems generated weekly status reflecting volume of Exception Report Code 11's on suspense and monthly status containing listings of documents suspended, back ordered, or sent to Contracts Division. This information is necessary to monitor impact of requisitions on the Marine Corps supply system.

(1) Researching. The appropriate commodity branch within the ILS Divisions, WS/EMD, will provide the information necessary to respond to requests for P&A or P&R data and prepare equity lists as required. These are defined as follows:

(a) P&R Data. This data is of a general nature. The information needed on an item-by-item basis will include National Stock Number (NSN), nomenclature (NOMEN), last procurement price, and last Procurement Lead Time (PLT). The Master Inventory File (MIF) may be used as the source. The back-up data for P&R will be retained on file for 12 months.

NONSYSTEM ITEMS

FOREIGN MILITARY SALES (FMS) REPORT

DATE 17 OCT 86

BEGINNING BACKLOG	RECEIPTS	COMPLETION	ENDING BACKLOG
98	28	8	118

SAMPLE

CANCELLED 1

CONVERTED TO NSN 5

PROCESSED FOR BUY 0

ENCLOSURE (7)

(b) P&A Data. This will be more accurate than P&R data, as it is sometimes used to develop the FMS case, and miscalculations can result in cases with insufficient funds to cover the country's requirements. P&A data will include NSN, nomenclature, Source of Supply (SOS), MIF price, MIF PLT, most recent procurement price, most recent PLT, Acquisition Advice Code (AAC), and Stores Account Code (SAC). Enclosure (1), FMS P&A List MCLB-ALB-4900/2(3-86), blocks (1) through (7), is provided to furnish information from the MIF. Forward the form to Contracts Division (Code 900) for completion. Requests for P&A for R/R items will be processed in the same manner, except repair prices for materiel repaired by the DMA will be provided by them. Prices and turnaround time for commercially repaired items will be obtained from Contracts Division (Code 900).

(c) Equity List. An equity list is an actual shopping list provided to a country and is the basis for the FMSO I and FMSO II portions of the Cooperative Logistics Supply Support Arrangement (CLSSA). In preparing an equity list, Marine Corps usage data, washout rates, and maintenance philosophy will be utilized selecting a Marine Corps unit in the same proximity of the country requesting the data.

1 Factors to be utilized in computation are: equipment density, PLT, washout rate (when applicable), and length of time for support (one year unless otherwise stated). Quantities will be divided into an on-hand (O/H) portion (generally based on a five months supply for consumables and a PLT divided by safety level quantity for Secondary Depot Reparables (SDRs)) and an on-order (O/O) quantity.

2 The format for the equity list is as follows.

Consumables:

NSN	NOMEN	SOS	PLT	SUP*	O/H QTY	EXTENDED PRICE	O/O QTY	EXTENDED PRICE

Reparables:

NSN	NOMEN	SOS	PLT	SUP*	O/H QTY	EXTENDED PRICE	O/O QTY	EXTENDED PRICE

* Standard Unit Price

The extended price columns for each part should be totaled.

3 Requisitions will not be processed as programmed for SDRs until the augmentation period of a PLT has been met. This is to protect Marine Corps stocks from premature requisitioning. Requisitions received prior to augmentation will be treated as an unprogrammed requirement. Requisitions will be monitored to ensure they do not exceed authorized quantities as stated on the FMSO I.

MONTHLY STATUS REPORT TO HEADQUARTERS MARINE CORPS (HQMC)

UNITED STATES MARINE CORPS
MARINE CORPS LOGISTICS BASE
ALBANY, GEORGIA 31704-5000

IN REPLY REFER TO:
4920
804

From: Commanding General, Marine Corps Logistics Base, Albany
To: Commandant of the Marine Corps (LMO-2/SA)

Subj: FOREIGN MILITARY SALES (FMS) MONTHLY REPORT FOR NOVEMBER 1986

Ref: (a) MCO 4920.1

1. As directed by the reference, the following FMS statistics are provided:

a. Documents

(1) Documents on suspense 95

(2) Documents on back order 91

CLSSA 50
NONCLSSA 41

(3) Documents in contracts 502

PENDING AWARD

CLSSA 130
NONCLSSA 171

AWARDED

CLSSA 51
NONCLSSA 150

(4) Nonsystem documents pending 239

(5) Total FMS documents working 827

b. Dollars

(1) Dollar value of awarded contracts $2,449,533.00

(2) Fiscal 1987 year-to-date Cumulative Sales from stock

SAC 1 29,115.52
SAC 2 244,678.38
SAC 3 0

TOTAL $273,793.90

c. Reports of discrepancy pending 7

SAMPLE

ENCLOSURE (6)

applied. A follow-up will be made to ensure that the Materiel Release Confirmation posts to complete the record. This may be done on a monthly basis for documents issued in the previous 30-day period. Documents not finalized in 30 days will be followed up to the appropriate Remote Storage Activity.

(c) Back Ordering Requisitions. A requisition may be back ordered if sufficient materiel is due which will satisfy the back order in less than 12 months or a PLT, whichever is greater. Care will be taken when placing the document on back order to ensure the requirement is satisfied. The exception report will be marked to place the item on back order and will remain on file until the materiel is received and the requisition is completed. Once the Inventory Manager (IM) makes the decision to place the materiel on back order, justification will have to be provided to Code 804 to change the status to direct-cite procurements. A review will be made of documents on back order for longer than the normal PLT to determine if a problem exists or if an issue can be made from available stock.

(d) Placing Requisitions on Direct-Cite Procurement. If there are insufficient assets available to satisfy a requisition and there is no materiel due in, the IM may place the requisition out on direct-cite procurement. When this choice is made, the exception report is properly annotated and the International Logistics Command (ILC) sponsoring the requisition is notified to determine if procurement is desired. The ILC will be provided with the most current price and PLT. If a procurement has not been made within 12 months, the ILC will be so advised and told that the price as stated may no longer be valid. The ILC will be allowed 30 days to respond. If an ILC fails to respond in 30 days, they will be recontacted prior to reject action being taken. If direct-cite procurement is authorized, Military Interdepartmental Purchase Requests (MIPRs) will be requested from the cognizant ILC. If procurement for materiel is necessary, the procurement request will be processed by the IM, both for Nonautomated Procurement Requests as well as MIPRs. The service ILC will be clearly identified on the purchase request to ensure correct forwarding of contracts and modifications. Whenever possible, all FMS requirements will be incorporated within annual buys.

(e) Rejecting the Requisition. If materiel has been determined as no longer procurable and the item is either coded obsolete or has a Phrase Code "V" (discontinued without replacement), the FMS document may be rejected with "CJ" (obsolete item) status.

(f) Disposition of Requisitions Pending Technical Review. Occasionally, requisitions are received and there are no MIF records for the NSN requested. When this occurs, the following steps will be taken:

1 Inquire the Item Identification Technical Data File (FII) to determine if there is a Marine Corps record. If so,

PROCUREMENT MARINE CORPS (PMC) FUNDING AUTHORIZATION

COMPTROLLER DIVISION
Marine Corps Logistics Base
Albany, Georgia 31704-5000

7111
460/(X5670)
03 Apr 85

From: Director
To:

Subj: FISCAL YEAR (FY) 85 PMC FUNDING

Ref: (a) NAVCOMP 372, Amend No. 77, of 22 Mar 85
(b) CMC ltr 7100-LME-3-355 of 13 Mar 85

1. Per references (a) and (b), FY 1985 funds have been authorized in the amount of $200,703 for the procurement of canvas covers for M105 trucks F/MPS.

2. The following appropriation data applies:

Appropriation/Subhead	1731109.5653
Fund Code	UN
Bureau Control Number	00004
Expenditure Account Number	67004
Purpose Code	E
SLLIN	5-653-2

SAMPLE

3. Procurement documentation must be forwarded to Comptroller Division (Code 447) for commitment of funds prior to submission to Contract Division for action. No deviation can be made in the item(s) listed or dollar amount without prior approval of the Director of Comptroller Division (Code 460).

4. These funds should be committed within 60 days of receipt of this letter. If this action is not possible, a written explanation (to include the proposed date of commitment) will be furnished to the Director of Comptroller Division (Code 460) not later than 19 April 1985.

Copy to:
PrinDirWS/EMD (Code 824-1)
DirComptDiv (Code 447)

ENCLOSURE (5)

(10) Processing Fund Modifications or Quantity Changes. When there are price increases or minimum quantity buy requirements, the sponsoring ILC must be contacted for approval. The only exception to this applies to the Navy International Logistics Control Office documents (those starting with "P" in CC 30 of the requisition). For those documents, the following criteria apply:

If the Requisition Value* is:

Less than $2,499	$2,500 to $4,999	$5,000 to $9,999	$10,000 to $14,999	$15,000 and Above
Then the U.S. supply system may take purchase action without specific price increase authorization from the customer country if the purchase price** does not exceed the requisition value by more than:				
100% or $2,000, whichever is greater	100% or $3,000, whichever is greater	75% or $5,000, whichever is greater	50% or $7,500, whichever is greater	20% or $8,000, whichever is greater

* Requisition Value is defined as follows:

(For standard stock) the current standard unit price multiplied by the number of units being ordered.

(For nonstandard materiel) the estimated unit price as originally entered on the requisition multiplied by the number of units being ordered.

** Purchase Price is defined as the unit price at which the item may be purchased from a commercial source multiplied by the number of units being ordered.

c. Technical Support Division (Code 850)

(1) Technical Support Division will ensure that requests for technical review for processing of MAP/FMS requisitions are processed in a timely manner.

(2) When WS/EMD determines that the FMS customer is to be recorded as a user of a particular NSN, Technical Support Division, upon request, will initiate the necessary action (this is predicated on implementation of DoD policy).

(3) RODs will be processed in a timely manner per current directives. A monthly report (enclosure (7)) on the status of the RODs will be forwarded to Code 804 no later than the 10th of each month.

REQUEST FOR R/R DEPOT MAINTENANCE ACTIVITY (DMA) ACTION

ORDER FOR WORK AND SERVICES—NAVCOMPT FORM 2275 (REV. 8-81) S/N 0104-LF-702-2751 Page 1 of Pages

1. THIS ORDER MUST BE ACCEPTED ON A REIMBURSABLE BASIS ONLY AND IS SUBJECT TO THE CONDITIONS LISTED ON THE REVERSE SIDE.				2. DOCUMENT NUMBER
				M9FMS087PO00001
3. REFERENCE NUMBER	4. FUNDS EXPIRE ON	5. WORK COMPLETION DATE	6. DATE PREPARED	7. AMENDMENT NO.
CN-P-MDJ	FMS Funds	30 Sep 87	21 Nov 86	Basic

8. FROM:	9. FOR DETAILS CONTACT:
Security Assistance Liaison Officer	Barbara Anderson, extension 6517

10. TO:	11. MAIL BILLINGS TO:
UIC DMA MCLB Albany, GA	NAVILCO (Code 10) 700 Robbins Avenue Philadelphia, PA 19111-5095 Copy to CMC (LMO-2/SA)

12. ACCOUNTING DATA TO BE CITED ON RESULTING BILLINGS

A. ACRN	B. APPROPRIATION	C. SUB-HEAD	D. OBJ. CLASS	E. BU. CONTROL	F. SA	G. AAA	H. TT	I. PAA	J. COST CODE	K. AMOUNT
17	11x8242.	2886	000	74862	0	065916	2D	PNC0E3	60830066/0/ MDJ	$309.00
L.									TOTAL THIS DOCUMENT	$309.00
M.									CUMULATIVE TOTAL	$309.00

13. THIS ORDER IS ISSUED AS A ☒ PROJECT ORDER ☐ AN ECONOMY ACT ORDER AND IS TO BE ACCOMPLISHED ON A ☐ FIXED PRICE ☒ COST REIMBURSEMENT BASIS. WHEN THE FIRST BLOCK IS CHECKED, THIS ORDER IS PLACED IN ACCORDANCE WITH THE PROVISIONS OF 41 U.S. CODE 23 AND DOD DIRECTIVE 7220.1. THE FOLLOWING SUPPLEMENTARY ITEMS ON REVERSE ALSO APPLY AND ARE AN INTEGRAL PART OF THIS ORDER:

14. DESCRIPTION OF WORK TO BE PERFORMED AND OTHER INSTRUCTIONS

Ref: (a) NAVILCO Philadelphia PA 201822Z Oct 86

1. Please repair/return below-listed item. Funds authorized by the reference.

NSN	DOC. NO.	NOMEN	QTY	FUNDS AUTH
5805-01-024-5764	PCNOE3-6083-0086	PCB TYPE III	1	$309.00

2. FMS Case CN-P-MDJ, Supplemental Address PPNMDJ applies.

SAMPLE

15. I CERTIFY THAT THE FUNDS CITED ARE PROPERLY CHARGEABLE FOR THE WORK OR SERVICES REQUESTED.	AUTHORIZING OFFICIAL (NAME, TITLE AND SIGNATURE)	DATE
16. THIS ORDER IS ACCEPTED AND THE WORK OR SERVICES WILL BE PROVIDED IN ACCORDANCE HEREWITH.	ACCEPTING OFFICIAL (NAME, TITLE AND SIGNATURE)	DATE

ENCLOSURE (4)

e. Comptroller Division (Code 400)

(1) Billing Actions. Comptroller Division will ensure that billings are made per current directives and provide the required information when requests for proof of billing are received.

(2) Allotting FMSO I CLSSA Funds. When FMSO I CLSSA funds are received from HQMC for procurement of PMC materiel, Comptroller Division (Code 460) will notify Code 804, utilizing a PMC fund notification (enclosure (5)), and assign a local fund code. Code 804 will provide this information to the appropriate WS/EMD for initiation of procurement actions. The WS/EMD will assign a project code for each FMSO I CLSSA case for control of funds.

(3) Handling R/R Funds. R/R actions for the DMA will be processed via Comptroller Division on NAVCOMPT Form 2275. Sample provided as enclosure (4). This form will also be used for requests for fabrication.

(4) Providing Surcharges. Comptroller Division (Code 450) will provide Code 804 with current surcharge information as received from HQMC.

f. Materiel Division (Codes 870/B800). Materiel Division will ensure that FMS requisitions are properly packaged for overseas shipment and that those shipments are sent via traceable means. Proof of shipment will be retained for two years. Materiel Division will also submit for reimbursement of packing, crating, and handling charges as defined by NAVCOMPT Manual, paragraph 32103.6D. These charges may be submitted on a monthly or quarterly basis. (Code 870 submits to Code 442. B840 submits to B400.)

g. Repair Division (Codes 880/B300). Repair Division will ensure that responses to requests for cost estimates, turnaround times, etc., will be provided in a timely manner. Records will be maintained on each FMS customer per NAVCOMPT Volume V. All work for FMS customers which exceeds 200 man-hours and/or has severe impact on Repair Division will be coordinated with HQMC (LMM-3) per MCO P4790.3.

h. Visits by Representatives of Foreign Governments, Military Services, or Private Interests

(1) When notified that a representative of a foreign government, military service, or private interest will be visiting MCLB, Albany or Barstow, it is the responsibility of the point of contact to ensure that the visitor has obtained the necessary authorization from the Chief of Naval Operations (OP-622) by message or letter. Coordination with Code 804 by members of MCLB, Albany, is required. Visitors to MCLB, Barstow, will process through Visitor Control (B110) upon their arrival.

REQUEST FOR REPAIR/RETURN (R/R) CONTRACTS DIVISION ACTION

MC-Alb-4920/1(9-86)

REQUEST FOR REPAIR/RETURN

SECURITY ASSISTANCE PROGRAM

FROM	804	TO	911

ITEM FOR REPAIR

NSN	5960-01-027-6954	COUNTRY/CASE	KS-P-MCT
NOMENCLATURE	TWT	QUANTITY	1
DOCUMENT NUMBER	PKSH44-6183-4910	COST	$7,000.00

CONTRACT ACCOUNTING AND APPROPRIATION DATA

APPROPRIATION SYMBOL & SUBHEAD	OBJECT CLASS	BUREAU CONT NO	SUB ALLOT	AUTH'N ACCT'G ACT'Y	TRANS TYPE	
17-11X8242.2860	000	74602	0	065916	2D	PKSH44-6183-4910/0/

REMARKS: Cost not to exceed funding constraints provided by appropriation data.

NAVILCO Philadelphia PA121726Z Sep 86
SUPAD DA5MCT

SIGNATURE	DATE	28 Sep 86

SAMPLE

FIRST ENDORSEMENT

FROM: 911

TO: 804

CONTRACT NUMBER M67004-86-M8410 APPLIES

SHIP TO: Varien Inc.
8 Beverly Dr.
Boston, MA

MARK FOR: GS-0002

ENCLOSURE (3)

MC-A1b-4900/2(3-86)

COUNTRY/CASE: _____

REQUEST FOR P & A DATA

REQUEST SUBMITTED BY: _____

DATE RECEIVED: _____ DATE REQUIRED: _____ DATE COMPLETED: _____

TO: WS/EM ( ) TO: CONTRACTS ( )

1 NSN	2 NOMEN	3 SOS	4 MIF PRICE	5 MIF PLT	6 AAC	7 SAC	8 LAST CONT PRICE	9 EST NEW PROC PR	10 LAST CONT PLT	11 EST NEW PLT

SAMPLE

REQUEST FOR PRICE AND AVAILABILITY (P&A) DATA

BO 4900.1A
22 Jan 1987

1

ENCLOSURE (1)

MC-A1b-4900/1(3-86)

COUNTRY/CASE_____

REQUEST FOR P & A DATA FOR REPAIR RETURN

REQUEST SUBMITTED BY: _____

DATE RECEIVED: _____ DATE REQUIRED: _____ DATE COMPLETED: _____

TO: DMA ( ) TO: CONTRACTS ( )

1 NSN	2 NOMEN	3 LAST PURCH PR	4 DMA REPAIR PR	5 DMA TAT	6 CONT PRICE	7 CONT PLT	REMARKS

SAMPLE

1

ENCLOSURE (2)

REQUEST FOR P&A DATA FOR REPAIR RETURN

BO 4900.1A
22 Jan 1987