

NOTE: MIL-STD-1339 has been redesignated as a Standard Practice. The cover page has been changed for Administrative reasons. There are no other changes to this Document.

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DEPARTMENT OF DEFENSE  
STANDARD PRACTICE

FITTING OUT PROCEDURES-SHIPS



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AREA ALSS

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MIL-STD-1339C(SH)

FOREWORD

1. This military standard is approved for use by the Naval Sea Systems Command, Department of the Navy, and is available for use by all Departments and Agencies of the Department of Defense.

2. Beneficial comments (recommendations, additions, deletions) and any pertinent data which may be of use in improving this document should be addressed to: Commander, Naval Sea Systems Command, SEA 5523, Department of the Navy, Washington, DC 20362-5101, by using the self-addressed Standardization Document Improvement Proposal (DD Form 1426) appearing at the end of this document or by letter

3. The purpose of this military standard is to standardize contractor-related fitting out procedures and to define contractor fitting out responsibilities for new construction, conversion, and modernization shipbuilding programs. It is intended for inclusion in Naval Sea Systems Command (NAVSEA) shipbuilding contracts as appropriate. The scope of the standard has been expanded to include contractor-related fitting out procedures which heretofore have been prescribed in individual ship specifications.

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## 1. SCOPE

1.1 Purpose. The purpose of this military standard is to standardize contractor-related fitting out procedures and to definitize contractor fitting out responsibilities.

1.2 Scope. This military standard prescribes shipbuilding contractor fitting out procedures for new construction, conversion and modernization ships under NAVSEA contracts. It also defines the fitting out responsibilities of the contractor.

1.3 Application. This military standard is applicable to contractor responsibilities for fitting out procedures. The end products of the fitting out process are items of material as specified in the authorized allowance lists and stowed in their proper locations in the ship and, equally important, standard documentation for locating each of these items.

1.3.1 Industrial work. This military standard neither applies to nor is intended to affect the industrial work performed in the ship during the period of contract performance.

1.3.2 Provisioning. Provisioning is the process of identifying the end item, determining the type and quantity of repair parts, special tools and test equipment to support the item based on its specific maintenance philosophy and of documenting this determination. This military standard does not alter contractor provisioning requirements.

1.3.3 Nuclear propulsion. The provisions of this standard do not apply to those NAVSEA nuclear propulsion equipments, components, spares and repair parts which are included in the "Q" coordinated shipboard allowance list (COSAL), that is, the nuclear plant COSAL.

## 2. REFERENCED DOCUMENTS

2.1 Other Government publication. The following other Government publication forms a part of this standard to the extent specified herein.

## PUBLICATION

NAVAL SEA SYSTEMS COMMAND (NAVSEA) Technical Specification  
S0300-A2-SPN-010 - Procurement of Contractor-Furnished Material  
with National Stock Numbers

(Copies of this publication required by contractors in connection with specific acquisition functions should be obtained from the contracting activity or as directed by the contracting officer.)

2.2 Order of precedence. In the event of a conflict between the text of this standard and the references cited herein, the text of this standard shall take precedence.

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## 3. DEFINITIONS

3.1 Definitions. The following definitions are contained in this standard or are commonly used in conjunction with outfitting procedures for naval ships.

3.1.1 Allowance. Allowance is the Government authorization for carrying an item on the ship in a designated quantity

3.1.2 Allowance appendix page (AAP). AAPs are the additional allowance documents not included in the loading COSAL. These documents serve the same purpose as APLs and AELs.

3.1.3 Allowance appendix package (AAPG). AAPG is the aggregate of allowance documents supporting requirements for equipments and components not included and not supported in the loading COSAL.

3.1.4 Allowance equipage list (AEL). AEL is a technical and supply document comprised of characteristics (description) and listings of special categories of noninstalled allowance items of a durable nature which must be on board for the ship to perform its mission (noninstalled equipage, tools, peculiar, and common support and test equipment).

3.1.5 Allowance parts list (APL), hull, mechanical and electrical, ordnance, electronics APL. The APL is a technical and supply document comprised of characteristics, repair parts, sub-assemblies, special tools, and accessory components for individual hull, mechanical, electrical, electronics, and ordnance equipment or components.

3.1.6 Asset card. An asset card is a keypunched and interpreted electronic accounting machine card used by the contractor to report to the Government residual onhand and due-in storeroom and operating space items.

3.1.7 Authorized dental allowance list (ADAL). ADAL is the allowance of dental equipment items and the minimum quantities of consumables that are to be maintained on board at all times.

3.1.8 Authorized medical allowance list (AMAL). AMAL is the allowance of medical equipment items and the minimum quantities of consumables that are to be maintained on board at all times.

3.1.9 Binning. Binning is the operation by which authorized allowance material is placed into designated shipboard stowage devices or shipboard stowage device replicas representing the ship's storeroom configuration in the contractor's warehouse receiving and holding area prior to loading.

3.1.10 Commercial and government entity (CAGE). A 5-digit code to identify the item manufacturer. Replaces Federal Supply Code for Manufacturers (FSCM)

3.1.11 Component. Component is an assembly or any combination of parts, sub-assemblies, and assemblies mounted together, normally capable of independent operation.



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3.1.12 Contract. For purposes of this standard, the contract is defined as the written agreement between the Government and the contractor for the construction, conversion, or modernization of the ship. It includes the detail specifications and all other supporting documents in effect at the time of award. It also includes all authorized and legally tendered changes issued after the time of award pursuant to the changes clause.

3.1.13 Contractor. For purposes of this standard, the contractor is the shipbuilder or other firm holding the contract. As used herein, the term includes employees, subcontractors, and subcontractors' employees who may act as the contractor's agents in connection with fitting out.

3.1.14 Contractor-furnished material (CFM). CFM is an item furnished by the contractor under the requirements of the contract for installation into the ship or for turnover to the Government for other use or disposition. It includes, but is not limited to, equipment, components, assemblies, parts, tools, supplies, and materials.

3 1 15 Coordinated shipboard allowance list (COSAL).

(a) COSAL definition. A set of documents prepared by the Government for each individual ship. It lists the ship's hull, mechanical, electrical, electronic, and ordnance systems, equipments, and components installed to perform its operational assignment. It also identifies repair parts, special tools, and test equipment, miscellaneous portable items, and equipage and consumable items authorized for the prescribed maintenance and upkeep of the ship. COSALs are both technical and supply documents. They are technical, in that equipment component equipage characteristics (name, operating characteristics, technical manuals) and maintenance, significant repair parts and special tools are described on APLs and AELs. They are supply documents in that the COSALs contain a consolidated list of all repair parts, special tools, test equipment, and equipage authorized to operate and maintain the above-defined systems, equipments, and components. The COSALs do not contain information relative to provisions (food-stuffs), recreational equipment, medical material, hydrographic charts, resale clothing, ship's store merchandise, and related equipment, for example, coke machines, bulk fuels and lubricants, and ammunition. Allowances of these items are published in unique lists prepared by the appropriate activity. Separate COSAL sections will be published for forms and publications (part III, section F) and general use consumable list (GUCL) (part III, section E) (includes 90 cognizance forms).

(b) COSAL, loading. The final COSAL produced by the Navy prior to the contract delivery date of the ship.

3 1 16 COSAL requisitioning and status procedures (CRASP) CRASP is a system designed for requisitioning and tracking material required to outfit new construction, overhaul and conversion ships.

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3.1.17 Delivery. Delivery is the transfer of possession of the ship to the Government in accordance with the contract. The time and place for delivery are designated in the contract.

3.1.18 Electronic accounting machine (EAM). EAM is the term used to identify punchcards and punchcard processing systems.

3.1.19 Equipment. Equipment is the components and assemblies connected or associated to perform a specific function.

3.1.20 Estimated delivery date (EDD). As used in this standard, the estimated delivery date is the ship delivery date shown in the current Naval Sea Systems Command monthly progress report for shipbuilding and conversion.

3.1.21 Excess in depth. An excess in depth exists when there is an on hand quantity of an item greater than the allowed quantity.

3.1.22 Excess in range. An excess in range exists when there is an on hand quantity of an item which is not on the allowance

3.1.23 Expediting. Expediting is to accelerate availability of a specific item or order. It is generally interpreted to mean hastening availability by follow-up action.

3.1.24 Fitting out (see "outfitting"). Fitting out is the operation of placing on board ship all of the material specified in its allowance lists. For the purposes of this standard, the functions normally associated with the term outfitting, for example, ordering, funding, expediting, follow-up, receipt and inspection, are included in the definition of fitting out. As used herein, fitting out commences early in the construction period, continues during the designated fitting out availability (FOA) and does not end until the completion of allowance requirements definition and the receipt by the ship of all initial allowance material. Fitting out is usually accomplished at two places: the shipbuilding yard and the fitting out activity. In some cases, the Chief of Naval Operations may designate the shipbuilding yard as the fitting out activity.

3.1.25 Follow-up. Follow-up is the use of procedures to follow a material acquisition closely and persistently, and to keep knowledgeable on the status of the order.

3.1.26 Funding. Funding is defined as the reservation of money or other resources to pay for material ordered.

3.1.27 Government-furnished material (GFM). GFM is material provided by the Government to a contractor or comparable Government production facility to be used with or in support of a product to be delivered to the Government or ordering activity, or which may be consumed or expended in the performance of the contract. It includes, but is not limited to, equipment, components, assemblies, documentation, publications, parts, tools, supplies and materials.

3.1.28 Incremental stock number sequence list (ISNSL). ISNSL is a series of lists which contains the computed range and depth of storeroom items (SRI) or operating space items (OSI) at a point during the ship's construction,

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conversion, or modernization based upon the installed equipment, component or equipage population recorded at that time. The first ISNSLs reflect separate range and depth of SRI or OSI requirements for Government-furnished and contractor-furnished items and are accompanied by necessary supply and processing aids. Subsequent ISNSLs reflect the net differences in range and depth (increase or decrease) from the previous ISNSLs. The final ISNSLs are produced concurrently with the ship's loading COSAL.

3.1.29 Loose hardware. Loose hardware is portable or semi-portable CF/GF operating space items required by the shipbuilding, conversion, or modernization contract, specification, drawing or other authoritative source document which cannot be classified as belonging to and thus incorporated into an AEL of the general AEL material categories listed in appendix C of the allowance preparation manual is not to be incorporated into an AEL. Loose hardware then is an exception classification and will be assigned to categorize material only after it has been determined that no proper AEL classification is available or that it is excluded from AEL incorporation.

3.1.30 Mockup. Mockups are full-scale stowage models or replicas representing the shipboard stowage devices or spaces. Mockups represent shipboard stowage and storeroom configuration in capacity only and need not be an exact replica. Mockups accommodate the ship's actual stowage drawers or other devices when possible.

3.1.31 National stock number (NSN). NSN is a thirteen-digit number assigned by the Government to identify an item of supply. (Replaces federal stock number (FSN)).

3.1.32 Naval supervising activity (NSA). The Naval supervising activity is the Government activity responsible for administering the contract. As used herein, the term includes officers of the Government and civilian employees who may act as the Government's agents in connection with fitting out.

3.1.33 Navy item control number (NICN). NICN is a thirteen-character identification number which is assigned by an inventory control point (ICP) or other Navy item manager to control an item which has not been assigned a national stock number (NSN).

3.1.34 Navy ships parts control center (SPCC). SPCC is the Navy ICP having program support responsibility for hull, mechanical, electrical, ordnance, and electronics equipments or components. SPCC publishes the ship's COSALS and ISNSL's covering these categories.

3.1.35 Operating space items (OSI). OSIs are any items that should be carried in or near the operating space in which it is most frequently used or is likely to be used for safety reasons or convenience of the crew, while performing the ship's mission. OSI may consist of equipage, repair parts, spares, consumables, accessories, tools, or test equipment. Positioning of OSI material is determined by several considerations including the nature of the item such as weight, size, number of departments requiring use of the item, criticality, and anticipated frequency of use in each department and special stowage requirements

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3.1.36 Outfitting (see "fitting out"). Outfitting is a term that may be used interchangeably with "fitting out" for the purposes of this standard.

3.1.37 Outfitting material. Outfitting material is the term generally applied to those items of material required as a result of the defined allowances, specifications, and associated documentation of ships being constructed, converted, or modernized. The responsibility to provide such material may rest with the Government or the shipbuilding contractor

3.1.38 Part or reference number. Part or reference number is an identifying number such as equipment contractor's part number; actual manufacturer's drawing or part number; Government drawing or model number; reference designation and specification of standard part, drawing or type number.

3.1.39 Repair part or module. Repair part or module is any individual part, sub-assembly, or assembly required for maintenance or repair of an end item.

3.1.40 Shortage in depth. A shortage in depth exists when there is at least one of an allowed item onhand but the onhand quantity is less than the allowed quantity.

3.1.41 Shortage in range. A shortage in range exists when there is no onhand quantity of an allowed item.

3.1.42 Storage. Storage is the placing and keeping of material in a warehouse or other designated facility. Storage is a continuation of the receiving and inspection operation and is preliminary to the loading operation.

3.1.43 SRI. Storeroom items include allowed on board repair parts sub-assemblies, and units in support of equipment in a ship, backup quantities of consumable supplies not related to specific equipment, and backup quantities of forms which are located in the ship's storerooms. However, for purposes of this standard, storeroom items are limited to on board repair parts, sub-assemblies, and units in support of hull, mechanical, electrical, ordnance, and electronic material in the ship, and any other items which may be specifically designated as such by the NSA.

3.1.44 Stowage. Stowage is the place, location or device for storing an item in the ship.

3.1.45 Unit identification code. Unit identification code is a six-character code with the last five positions representing the unit identification code of the ship as assigned by the Comptroller of the Navy. For amplification, see Navy comptroller manual, volume 2, chapter 5, unit identification codes.

3.2 Abbreviations and acronyms. The following acronyms are contained in this standard:

AAP - Allowance appendix page.  
 AAPG - Allowance appendix package  
 ADAL - Authorized dental allowance list  
 AEL - Allowance equipage list

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AMAL - Authorized medical allowance list.  
 APL - Allowance parts list.  
 BAF-OSI - Baseline assets file-operating space items.  
 BAF-SRI - Baseline assets file-storeroom items.  
 CAGE - Commercial and Government entity.  
 CDRL - Contract data requirements list.  
 CF - Contractor-furnished.  
 CFE - Contractor-furnished equipment.  
 CFM - Contractor-furnished material.  
 COSAL - Coordinated shipboard allowance list.  
 CRASP - COSAL requisitioning and status procedures.  
 DID - Data item description.  
 E/C - Equipment/component.  
 EAM - Electronic accounting machine.  
 EDD - Estimated delivery date.  
 FIT - Fleet introduction team.  
 FOSSAC - Fitting out supply support assistance center.  
 GF - Government-furnished.  
 GFE - Government-furnished equipment.  
 GFM - Government-furnished material.  
 GUCL - General use consumables list.  
 HM&E - Hull, mechanical and electrical.  
 IAD - Integrated allowance document.  
 ISL - Integrated stock list.  
 ISNSL - Incremental stock number sequence list.  
 MDS - Modular drawer stowage.  
 NICN - Navy item control number.  
 NIIN - National item identification number.  
 NON-RFI - Not ready-for-issue.  
 NPFC - Naval publications and forms center.  
 NSA - Naval supervising activity.  
 NSN - National stock number.  
 OSA - Outfit supply activity.  
 OSI - Operating space items.  
 PCO - Prospective commanding officer.  
 PSO - Prospective supply officer.  
 RAF - Residual assets file.  
 RFI - Ready-for-issue.  
 ROB - Remain on board.  
 SAC - Supply availability card.  
 SHAPM - Ships acquisition project manager.  
 SNSL - Stock number sequence list.  
 SOEAPL - Summary of effective allowance parts/equipage list.  
 SPD - Ships project directive.  
 SPETERL - Ships portable electrical/electronic test equipment  
           requirement list.  
 SRI - Storeroom items.  
 STEP - Ships type electronic plan.  
 VLA - Visual landing aid.

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## 4. GENERAL REQUIREMENTS

4.1 Contractor outfitting operations. In executing the detailed requirements contained herein, the contractor shall perform asset management and material processing consisting of the receipt, inspection, identification, preliminary storage, binning and loading of all contractor-furnished and government-furnished outfitting material received at the contractor's premises prior to delivery of the ship to the Government. In the case of ships being converted or modernized, material processing includes the offloading and processing of offloaded material inventories. In the performance of asset management, the contractor shall establish and maintain, as a minimum, the following automated files:

- (a) Baseline Asset File-Storeroom Items (BAF-SRI)
- (b) Baseline Asset File-Operating Space Items (BAF-OSI)
- (c) Residual Asset File (RAF)

These files may be integrated at the contractor's option, so long as the capability to separately identify the three categories of items is maintained. The contractor shall establish outfitting procedures to be used in accomplishing the detailed requirements contained herein and describe them in an outfitting operations plan. DID DI-ILSS-80947, Outfitting Operations Plan, applies to this requirement. Deliverable data identified on that DD Form 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

## 5. DETAILED REQUIREMENTS

5.1 Asset management. The contractor shall establish and maintain records and exercise the controls necessary to ensure the following goals are achieved upon delivery of the ship:

- (a) The baseline asset files (BAF-SRI and BAF-OSI) identify every allowed item as defined in the ship's authorized allowance lists.
- (b) Only allowed items, or authorized substitutes therefore, in allowed quantities are stowed in the ship's stowage devices and work centers.
- (c) SRI and OSI stowed in the ship including substitutes, are identified exactly as they appear in the ship's defined allowances as reflected in the integrated allowance document (IAD) and corresponding stock records.
- (d) Shortages are identified to a valid due-in purchase order or other acquisition document numbers.
- (e) Due-in document numbers can be related to meaningful and complete supply status.
- (f) Accurate records are available for all shortages.
- (g) The quantity and stowage location of all SRI stowed in the ship are accurately recorded on corresponding stock records.
- (h) Due-in document numbers and quantities are accurately recorded on corresponding stock records.
- (i) All material on hand and on order, not required by the ship's authorized allowance lists, is accurately identified in the RAF.



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5.1.1 Asset records and files. The contractor shall initialize and maintain a baseline asset record for each SRI and OSI identified in the ship's authorized allowance lists. In addition, the contractor shall initialize and maintain a residual asset record for each ready-for-issue (RFI) Government-furnished and contractor-furnished SRI and OSI for any on hand or on order quantity which exceeds the baseline asset record allowance requirement. The composite of these records is hereinafter referred to as the Baseline Asset File (BAF) consisting of BAF-SRI records and BAF-OSI records; and Residual Asset File (RAF). The BAF and RAF shall interact to provide for automated application of residual assets to un-filled BAF allowance requirements. The BAF shall have capability to separately identify SRI and OSI by type of ship's allowance list, e.g. Coordinated Shipboard Allowance List (COSAL); allowance list application, e.g. APL/AEL number; and acquisition responsibility, e.g. contractor-furnished or Government-furnished.

5.1.1.1 Initialization of BAF records. The contractor shall initialize a BAF-SRI or BAF-OSI record using data provided by the Government. The Government will provide a NAVSUP Form 1109 for each SRI and OSI allowance requirement identified in each incremental stock number sequence list (ISNSL). Data contained in the 1109 are defined in the appendix, table II of this standard. The Government may issue up to four ISNSLs for a ship. Upon publication of the first ISNSL, the Government will provide the following groups of ISNSL supply aids to the contractor:

- (a) Contractor-furnished SRI-adds (ISNSL report IA-1A)
- (b) Contractor-furnished OSI-adds (ISNSL report IA-2A)
- (c) Government-furnished SRI-adds (ISNSL report IA-3A)
- (d) Government-furnished OSI-adds (ISNSL report IA-4A)

Upon receipt of the 1109 supply aids the contractor shall initialize BAF records using the following criteria:

- (a) BAF-SRI (ISNSL reports IA-1A and IA-3A). Only one BAF-SRI record shall be initialized for a single NIIN or NICN. When the same NIIN or NICN appears in both the IA-1A and IA-3A group, the aggregate of the allowance quantity on each 1109 shall be used as the BAF-SRI allowance quantity. The CF and GF allowance quantities shall be separately identified within the BAF-SRI record for the purpose of statusing CF and GF material availability. The APL/AEL number contained in the 1109 shall be identified in each BAF-SRI record. When more than one APL/AEL number applies to a single NIIN or NICN, the letter "M" will appear in card column 47 of the 1109. The "M" will be perpetuated to the BAF-SRI record in lieu of the APL/AEL number. For each 1109 bearing "M" in card column 47, a 1109 trailer card identifying each APL/AEL number applicable to the NIIN or NICN will be provided. The contractor shall initialize a BAF-SRI trailer file in which all APL/AEL numbers shall be entered. Trailer 1109s can be identified by the letter "T" in card column 47. Other SRI ISNSL reports, such as IA-13 and IA-15, for CF and GF applied assets may be provided by the Government depending on program requirements. If provided, the contractor shall initialize BAF-SRI records in the same manner as for IA-1A and IA-3A.

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- (b) BAF-OSI (ISNSL reports IA-2A and IA-4A). BAF-OSI is different from BAF-SRI in that each OSI NIIN or NICN allowance is unique to the AEL/APL application. The contractor shall initialize one BAF-OSI record for each NIIN/NICN and its respective AEL/APL number, e.g. the same NIIN applicable to five different AEL/APL numbers requires five BAF-OSI records. Should the same NIIN/NICN and AEL/APL number appear in both a IA-2A and IA-4A 1109, the aggregate of the allowance quantity on each 1109 shall be used as the BAF-OSI allowance quantity. The CF and GF allowance quantities shall be separately identified within the BAF-OSI record for the purpose of statusing CF and GF material availability. Other OSI ISNSL reports, such as IA-10A, General Purpose Electronic Test Equipment (GPETE) 1109-OSI adds, and IA-12, 14 and 16 for CF, GF and GPETE applied assets may be provided by the Government depending on program requirements. If provided, the contractor shall initialize BAF-OSI records in the same manner as for ISNSL reports IA-2A and IA-4A. The contractor shall include additional data in each SRI and OSI baseline asset record as required to identify and control due-in orders, receipts, on hand quantity, temporary and permanent stowage locations and issues applicable to each item. Capability for identifying and cross-referencing substitute items to prime BAF NIIN shall be provided. Cross-referencing includes those SRI and OSI NIINs selected by the Government to satisfy ISNSL allowance selection requirements identified in ISNSL report IF-11. The Government will provide 1109s for selected items to the contractor. The contractor shall initialize BAF/records for the selected items maintaining cross-reference to the prime BAF NIIN/NICN.

5.1.1.2 Modification of BAF records. The contractor shall modify BAF records to reflect allowance quantity changes and deletions and stock number changes. Upon publication of the second and subsequent ISNSLs the Government will provide the following ISNSL supply aids to the contractor:

BAF-SRI Supply Aids

IA-1A, IA-1B; IA-3A; IA-3B

BAF-OSI Supply Aids

IA-2A; IA-2B; IA-4A, IA-4B

Descriptions of these and all other ISNSL reports and supply aids are contained in the appendix, table I of this standard. Upon receipt of these supply aids, the contractor shall modify BAF-SRI and BAF-OSI allowance quantities using the IA-1A through 4A 1109s to initialize new BAF allowance requirements or increase the allowance quantity on existing BAF-SRI and BAF-OSI records. The contractor shall use IA-1B through 4B supply aids for decreasing or deleting allowance requirements on existing BAF-SRI and BAF-OSI records. The contractor shall maintain a BAF history record that reflects all changes made to BAF allowances identified to the respective change document, e.g. ISNSL #2, ISNSL #3, AAP. For stock number changes, the Government will provide ISNSL reports IF-12B and IF-13B to the contractor. The contractor shall update existing BAF records to the new stock numbers identified in the IF-12B and IF-13B. The contractor shall include stock number changes in the BAF history file to provide traceability of stock number changes. When a BAF record stock number is changed and material is on hand, the contractor shall mark the material with the new stock number.



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5.1.1.3 Initialization and modification of residual asset file (RAF) records. The contractor shall initialize a residual asset record for all ready-for-issue (RFI) CF and GF material on hand or on order with a quantity which exceeds a BAF allowance requirement. Only one RAF record shall be initialized for each NIIN, NICN or part number and CAGE. The quantity on hand and stowage location or the quantity on order and the applicable acquisition document number shall be identified in each record. When a quantity on hand and a quantity on order exists, both quantities with the respective stowage location and acquisition document number shall be identified in the RAF record. Capability shall be provided to separately identify on hand and on order residual assets. Separate identification of CF and GF is not required for RAF records. The RAF shall have automated interaction with the BAF to provide for: (1) automated application of residual assets to unfilled BAF allowance requirements; and (2) initializing or modifying RAF records when BAF allowance quantity decreases or deletions occur. The contractor shall initialize, or modify, RAF records as the following conditions occur

- (a) Inventory of RFI-SRI and OSI offloaded from ships to be converted or modernized.
- (b) SRI or OSI material is received at the contractor's premises with no BAF application. This includes residual I and C spares turned over to contractor custody
- (c) Decreases or deletions of BAF allowance requirements that have material on hand or on order.
- (d) Stock number update information is provided by the Government. The contractor shall mark material with the new stock number when this condition occurs.

5.1.2 Residual asset reporting. The contractor shall report residual assets to the Government for updating and, when consistent with program requirements, applying to ISNSL allowance requirements DID DI-ILSS-80952, Incremental Asset Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). In addition, the contractor shall report all residual assets contained in the RAF for review and disposition instructions by the Government DID DI-ILSS-80951 Residual Asset File (RAF) Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). The contractor shall dispose of residual assets as directed by the Government.

5.1.3 Residual asset application. Concurrent with the initialization or modification of BAF-SRI or BAF-OSI prescribed by paragraph 5.1.1.1 and 5.1.1.2, the contractor shall apply residual assets to BAF allowance requirements. On hand and on order quantities of residual assets shall be applied to the allowance quantities required by BAF records with the corresponding NIIN or NICN. When residual asset quantity is greater than the BAF allowance quantity, the residual asset quantity will be reduced by the amount applied to the BAF requirement and the remaining balance retained in the RAF. Residual assets that have no corresponding NIIN or NICN in the BAF shall be retained in the RAF. The quantities and stowage locations of all residual assets applied to a BAF requirement shall be identified in the applicable BAF record

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5.1.3.1 Cancellation of RAF orders. Upon completion of residual asset application prescribed by 5.1.3, the contractor shall identify residual assets on order that have no application to BAF requirements. Unapplied GF RAF orders shall be reported to the Government. DID DI-ILSS-80951, Government-Furnished (GF) Residual Asset File (RAF) Outstanding Requisitions Data, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.1.4 Asset accounting and verification. The contractor shall develop procedures to verify that BAF-SRI and BAF-OSI allowance requirements have been satisfied by on hand assets or that CF or GF orders have been established. The Government will provide 1109 supply aids for GF orders to the contractor. Data contained in the 1109 supply aids is defined in the CRASP column of the appendix, table II. Upon completion of residual asset application, prescribed by 5.1.3, the contractor shall identify BAF allowance deficiencies. CF deficiencies shall be ordered by the contractor. GF deficiencies shall be resolved with the Government.

5.1.5 Baseline asset file (BAF) reconciliation. Concurrent with publication of the final ISNSL scheduled for the ship, the Government will produce the loading Coordinated Shipboard Allowance List (COSAL). The Government will provide ISNSL supply aids for the last ISNSL and 1109 COSAL supply aids for the total SRI and OSI COSAL allowance. The contractor shall update the BAF-SRI and BAF-OSI with ISNSL supply aids as prescribed by 5.1.1.1 and 5.1.1.2. Upon completion of BAF updating to reflect the final ISNSL, the contractor shall reconcile the BAF with the loading COSAL using the COSAL 1109 supply aids provided by the Government. The contractor shall compare each COSAL SRI stock number and allowance quantity with the corresponding BAF-SRI stock number and allowance quantity. BAF-SRI records for substitutes, selected items and any allowance appendix pages (AAPs) shall not be used in the reconciliation process as they will not appear in the loading COSAL. The contractor shall initialize a BAF-SRI record for any COSAL SRI NIIN or NICN that does not exist in the BAF. The contractor shall modify existing BAF-SRI allowance quantities (as necessary) to reflect the loading COSAL allowance quantity in the BAF record. The contractor shall report all differences between the BAF and loading COSAL resulting from the BAF reconciliation. DID DI-ILSS-80959, Coordinated Shipboard Allowance List (COSAL)/Baseline Asset File - Storeroom Items (BAF-SRI) Reconciliation Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2)

5.2 Material processing. The contractor shall perform material processing consisting of the receipt, inspection, identification, preliminary stowage, binning, and loading of all CF and GF material received at the contractor's premises prior to delivery of the ship to the Government. Material processing includes the offloading and processing of material inventories of ships being converted or modernized. The following paragraphs prescribe detailed material processing requirements as they apply to COSAL SRI, COSAL OSI; and other significant allowance documents

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5.3 Processing procedures for COSAL SRI. Material processing procedures for COSAL SRI are identified in 5.3.1 through 5.3.10 and 5.4. The only significant difference in fitting out new construction ships versus major conversion or modernization ships is that the latter have initial SRI inventories that must be offloaded and processed. This offload procedure is specified in 5.3.1. For new construction as well as major conversion and modernization see 5.3.2 through 5.3.10 and 5.4.

5.3.1 Processing of initial inventory. The contractor shall offload all storeroom items from the ship as soon as practicable after arrival of the ship at his facility. The contractor shall inspect and inventory all items removed from the ship. Those items determined to be in ready-for-issue (RFI) condition shall be packaged and remarked (as necessary) and stored in preliminary storage locations. In remarking material, the contractor shall use the same NSN or part number originally used to identify the item. In determining RFI condition the contractor shall examine shelf-life expiration dates. Only those shelf life items with shelf life expiration dates later than ship delivery date plus six months shall be considered as RFI. The contractor shall record all RFI storeroom items in the residual asset file (RAF) as specified in 5.1.1.3. Non-RFI material shall be reported to the NSA. DID DI-ILSS-80956, non-RFI Material Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). The contractor shall dispose of non-RFI material as directed by the NSA.

5.3.2 Ordering and funding. The contractor shall order and fund SRI in support of CF equipments or components as prescribed by the contract specifications.

5.3.3 Receipt, inspection, and identification. The contractor shall receive, inspect, and identify all CF SRI and all GF SRI delivered to the contractor's premises prior to ship delivery or departure of the ship from the contractor's facility, which ever occurs last. All items received shall be inspected for damage and shelf-life expiration. The contractor shall verify all receipts against packing lists or shipping document and his purchase order or the Government requisition to ensure the NSN and quantity received agrees with the NSN and quantity ordered. The following terms shall be used to identify receipt disparities:

<u>Term</u>	<u>Used when.</u>
Wrong material.. . . .	NSN on item received differs from NSN on shipping document
Substitute material . . . . .	NSN on item received and related shipping document differs from NSN on purchase order or Government requisition
Missing material... ..	Shipping document is received without material
Shipping shortage . . . . .	Quantity of item received is less than quantity on shipping document

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Partial receipt..... Quantity of item received equals quantity on related shipping document but is less than quantity on purchase order or Government requisition

Overage..... Quantity of item received is greater than quantity on purchase order or Government requisition

The contractor shall take expeditious action to replace wrong, missing or shortage material identified during the receipt process. All material received shall be recorded in the applicable BAF or RAF records. BAF-SRI records shall be initialized for substitute items received. The BAF-SRI prime NIIN shall be coded with the letter "P" and the substitute item received shall be coded with the letter "S" and cross referenced to the prime BAF NIIN as specified in 5.1.1.1. The contractor shall report all receipts to the NSA. DID DI-ILSS-80948, Outfitting Material Status Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). The contractor shall ensure that CF material is packaged and identified with the NSN, nomenclature, unit of issue and quantity per package as prescribed by the contract specifications. The contractor shall re-package (as necessary) any torn or mutilated packages received. Re-packaged items shall be re-marked with the original identification data.

5.3.4 Preliminary storage. After ensuring that each package is clearly marked with the NSN, NICN or part number shown in his records, the contractor shall place all on hand SRI in an appropriate storage location, and ensure that the item location data is entered into the records. The records shall clearly indicate for each location the identification and quantity of the items contained therein. Parts in their individual packages shall be stowed in racks, drawers, bins, lockers, and shelves, or other stowage spaces. The contractor shall prepare information concerning the location of SRI. This information shall be available to the Government upon request. During preliminary storage operations parts not suitable for rack, bin, shelf, or drawer stowage shall be stored as follows.

- (a) Bulk SRI. Parts designated for stowage in shipboard bulk storerooms shall be packed in containers designed to prevent damage caused by movement of heavy parts contained therein.
- (b) Bracket or bulkhead mounted repair parts. SRI which will be located in operating spaces because of size, weight, and so forth, shall be packed in containers designed to be mounted or secured to prevent damage due to movement of parts contained therein. Containers and parts contained therein shall be capable of being secured against coming adrift due to the pitch and roll of the ship in a seaway

5.3.5 Storeroom mockups. Prior to binning, the contractor shall ascertain which ship's storerooms and stowage spaces will be used for the stowage of SRI. To facilitate the preparation of the spaces for loading, the contractor shall construct full size mockups of the stowage to be used in the designated shipboard stowage spaces. The mockup shall represent the drawers, bins, racks and bulk

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stowage areas necessary to bin the repair parts and consumable items. The mockup need not be an exact replica of the shipboard storeroom configuration; however, it shall accommodate the exact number and cubic dimensions of each type of stowage facility to be used aboard ship. The actual ship's stowage devices shall be utilized in the mockup where they are portable, for example, items which lend themselves to drawer stowage shall be binned in the drawers to be used aboard ship.

5.3.5.1 Random stowage. Random stowage shall be utilized with the exception of items requiring special stowage, management control or dedicated storage to support primary customers, for example hazardous materials, shelf life items, or aviation storeroom (electronics). It is not necessary to segregate general stowage items according to commodity (electronics, hull, mechanical, electrical, ordnance, and consumables).

5.3.5.2 Special stowage. Items identified by the Government as requiring specialized stowage, such as flammable items and hazardous items or classified items shall be stowed in dedicated stowage areas included in the ship's design for such material.

5.3.5.3 Segregated stowage. Items requiring specialized management control, but no special stowage requirements, such as, shelf life items, part numbered items, local stock numbered items, NICNs, classified materials, and radioactive materials shall have segregated storage within the compartment or storeroom used for stowage of other items.

5.3.5.4 Uniquely configured items. Items, which by their size, shape or weight, require specialized storage facilities, such as bar stock, pipe, angle iron, sheet metal, plywood, wire and rope reels, crated repair parts, canned aircraft engines, and so forth, shall be stowed so as to facilitate their storage and handling

5.3.5.5 Identical items. Identical items shall be stowed in the same location. If space limitations require multiple locations of the same items, the locations shall be immediately adjacent.

5.3.5.6 Storage criteria. To the extent practicable, the following criteria shall be followed: The NSA will enforce these criteria and each ship's configuration will be considered a major decision factor. Each item to be stowed shall be placed in the smallest stowage device that will completely house the total allowance for the item. No more than 75 percent of the stowage capacity of each drawer or bin shall be utilized; 40 percent of the available bulk stowage areas shall be left vacant to allow for expansion of stocks and accessibility. Additionally, not more than 10 line items shall be stowed in a single type A or B drawer or bin compartment; not more than 20 line items shall be stowed in a single rack compartment. These criteria are not applicable to modular drawer storage cabinets (MDS).

5.3.5.7 MDS. When MDS cabinets are used, each cabinet shall have a mix of different sized drawers with the larger drawers located at the bottom. The drawer mix shall provide no more than nine drawers per cabinet. Ten percent of the MDS cabinets shall be left vacant for future growth in the range of SRI. Stowage drawers shall have a 20 percent space allowance for depth shortages and to prevent damage to materials stowed therein, when the drawer is opened



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5.3.5.8 Bins, racks and bulk stowage. Items in bins, racks and bulk stowage areas shall be stowed so that heavier items are stowed on the bottom and lighter items are stowed on the top. Bulk stowage of items in excess of 50 pounds and large bulky items shall be stowed in the most accessible bulk storerooms convenient to installed materials handling equipment or hatches and accesses to the extent feasible.

5.3.5.9 Overpack. An overpack (wrapping covering multiple line items) shall not be applied. Where the quantity in the storage pack differs from the unit-of-issue, items shall be packaged and stowed according to the unit-of-issue as specified in the management list-Navy (ML-N). Small nuts, bolts, washers, and similar items where the storage package contains all the same line items are excepted from this criteria.

5.3.5.10 Location numbers. Locations and devices used in the mockup shall be assigned identification numbers in accordance with the identification system to be used aboard ship. Shipboard stowages corresponding to those in the mockup and those shipboard stowages actually used in the mockup shall be assigned permanent location identification numbers.

5.3.5.11 Bulkhead mounted repair parts. Locations for bulkhead mounted repair parts shall be clearly marked with a placard affixed adjacent to the location. This placard shall identify the name and NSN or part number of the bulkhead mounted repair part, plus the applicable APL and equipment nomenclature. The placard and the necessary stowage aids shall be installed at delivery, whether or not the repair part is on hand. Securing devices for bulkhead mounted repair parts shall conform to the shock requirements specified in the contract.

5.3.5.12 Containers. Stowage containers (bulk and bulkhead mounted) shall be marked with permanent identifying symbols, as specified by the NSA. The symbols shall consist of numbers or letters, or both, from which the stowage location can be easily determined. This requirement is in addition to 5.3.5.11

5.3.6 Binning. The BAF-SRI, as reconciled with the loading COSAL in accordance with 5.1.5, identifies the authorized range and depth of the ship's SRI allowances to be binned and loaded. Subsequent to receipt and reconciliation of the loading COSAL with the BAF-SRI, additional allowance data, based on Allowance Appendix Page development, may be provided by the Government. The contractor shall modify the BAF-SRI to reflect AAP allowance requirements using the procedures prescribed in paragraph 5.1.1.2. Prior to loading SRI on board ship, the contractor shall bin material in the range and depth identified in the updated BAF-SRI, including substitutes and Government selected items. The BAF-SRI shall be updated to identify the quantity and stowage location number of each item binned. A complete listing of binned SRI shall be prepared prior to the time of loading. DID DI-ILSS-80949, Binned Material List, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.3.7 Loading. Upon completion of the binning operation, at a time to be approved by the NSA, the contractor shall load and stow on board ship 100 percent of the SRI received for the ship's approved allowance lists as reflected by the COSAL 1109 data provided by the Government and recorded in the BAF-SRI. Loading shall be accomplished by transferring stowage devices with the contents intact

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from the stowage mockups to predetermined corresponding shipboard storeroom stowages or locations. Bin, rack, shelf or bulk items shall be transferred in the same manner. The contractor shall load all allowed SRI received by him at a time mutually agreed to by the Government based on the particular type of program and ship involved. Material received subsequent to loading shall be delivered at the earliest feasible time after receipt until ship delivery. The loading operation shall be closely coordinated with the NSA.

5.3.8 Expediting and follow up. The shipbuilding contractor shall provide 100 percent of the CF SRI prior to delivery or departure of the ship. When shortages exist at this time, he shall expedite and follow up on such shortages until all items required by the contract have been delivered to the ship. The contractor shall continue to report the receipt of CF or GF SRI after delivery or departure of the ship. DID DI-ILSS-80948, Outfitting Material Status Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.3.9 Shortage lists. The contractor shall prepare shortage lists for SRI allowance shortages. DID DI-ILSS-80960, Allowance Shortage Lists, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.3.10 Inventory accuracy. The contractor shall ensure that complete and accurate records reflecting the location, quantity and identification of each item are maintained during the preliminary storage and binning processes. Inventory accuracy shall be 100%. Errors falling within the following categories shall be considered inventory accuracy errors.

- (a) Materials in bin (location), no stock record
- (b) Wrong NSN, part number (or other identification number) on material.
- (c) Stock record indicates wrong location, or multiple locations not posted.
- (d) Binned quantity less than allowed quantity, no due-in document or outstanding requisition number posted on stock record.
- (e) Incomplete cross-reference information on stock record in case of superseded NSN or substitute item.
- (f) Quantities in bin greater than quantity on hand on stock record.

#### 5.4 Issues of SRI.

5.4.1 Supporting GFM. The NSA may authorize the issue of GF SRI to the contractor for the test and checkout of GFM. The Government will order and fund replacements and will provide copies of requisitions to the contractor. The contractor shall adjust his records accordingly.

5.4.2 Supporting CFM The NSA may authorize the issue of GF SRI to the contractor for the test and checkout of CFM. Issues of GF SRI will be restricted to emergency situations. The contractor shall take immediate action to order and fund replacements. The contractor shall adjust his records accordingly.

5.4.3 Government authorization required. The contractor shall not issue GF SRI without prior written authorization of the NSA.

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5.5 Processing procedures for COSAL OSI. Material processing procedures for COSAL OSI identified in 5.5.1 through 5.5.8. The only significant difference in fitting out new construction ships versus major conversion or modernization ships is that the latter have initial OSI inventories that must be offloaded and processed. This offload procedure is specified in 5.5.1. New construction as well as major conversions and modernizations are specified in 5.5.2 through 5.5.8.

5.5.1 Processing of initial OSI inventory. The contractor shall remove all portable and noninstalled OSI defined by the Government as soon as practicable after arrival of the ship at his facility. In some cases, as approved by the NSA, certain OSI (such as fire-fighting equipment and mooring lines) may be retained on the ship. These items shall be inventoried and conditioned screened, but their recorded location shall indicate the specific ship's compartment in which they are located. These items shall be re-inventoried and conditioned screened near the end of conversion or modernization to ensure they are still present and are still in RFI condition. All OSI offloaded to the contractor's facility shall be inspected and inventoried. Those items determined to be in ready-for-issue condition shall be packaged and remarked (as necessary) and stored in preliminary storage locations. In re-marking material, the contractor shall use the same NSN or part number originally used to identify the item. In determining RFI condition, the contractor shall examine shelf life expiration dates on the material. Only those shelf life items with a shelf life expiration date later than ship EDD plus 6 months shall be considered as RFI. The contractor shall record all RFI OSI inventoried in the residual asset file (RAF) as specified in 5.1.1.3. Non-RFI material shall be reported to the NSA. DID DI-ILSS-8xxx, Non-RFI Material Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). The contractor shall dispose of non-RFI material as directed by the NSA.

5.5.2 Ordering and funding. The contractor shall order and fund all OSI for which he is contractually responsible as prescribed by the contract specifications.

5.5.3 Receipt, inspection, and identification. The contractor shall receive, inspect, and identify all CF OSI and all GF OSI delivered to the contractor's premises prior to ship delivery or departure of the ship from the contractor's facility, whichever occurs last. All items received shall be inspected for damage and shelf life expiration. The contractor shall verify all receipts against packing lists or shipping document and his purchase order or the Government requisition to ensure the NSN and quantity received agrees with the NSN and quantity ordered. The following terms shall be used to identify receipt disparities:

<u>Term</u>	<u>Used when.</u>
Wrong material . . . . .	NSN on item received differs from NSN on shipping document
Substitute material.	NSN on item received and related shipping document differs from NSN on purchase order or Government requisition



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- Missing material..... Shipping document is received without material
- Shipping shortage..... Quantity of item received is less than quantity on shipping document
- Partial receipt..... Quantity of item received equals quantity on related shipping document but is less than quantity on purchase order or Government requisition
- Overage ..... Quantity of item received is greater than quantity on purchase order or Government requisition

The contractor shall take expeditious action to replace wrong, missing or shortage CF material identified during the receipt process. All material received shall be recorded in the applicable BAF or RAF records. BAF-OSI records shall be initialized for substitute items received. The BAF-OSI prime NIIN shall be coded with the letter "P" and the substitute item received shall be coded with the letter "S" and cross referenced to the prime BAF NIIN as specified in 5.1.1.1. The contractor shall report all receipts to the NSA. DID DI-ILSS-8xxxx, Outfitting Material Status Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). The contractor shall ensure that CF material is packaged and identified with the NSN, nomenclature, unit of issue and quantity per package as prescribed by the contract specifications. The contractor shall re-package (as necessary) any torn or mutilated packages received. Re-packaged items shall be re-marked with the original identification data.

5.5.4 Segregating and storing. The contractor shall provide space for segregating and storing OSI by category or allowance list number as identified by the NSA. Upon completion of receipt, inspection and identification of CF and GF OSI, the contractor shall segregate and store items by allowance list number, shipboard compartment or other category as pre-designated by the NSA. All material stored shall be readily located for shipboard stowage or turnover, as appropriate. The contractor shall provide adequate warehousing space or other facilities required for the processing and loading or turnover of OSI. Facilities shall include the capability to handle classified material and documents, drugs and hazardous or radioactive material.

5.5.5 Loading or turnover. Loading of COSAL related OSI encompasses the transfer of custody of material from the contractor to the Government. From a custodial transfer point of view, OSI can be categorized as OSI that must be placed into stowage devices throughout the ship (for example, portable battle lanterns and fire extinguishers) and OSI that is segregated by APL, AEL or AAP, shipboard compartment, or user, and loaded into designated shipboard spaces. The former, hereinafter referred to as category I OSI poses the greatest problem relative to custodial transfer and shall be held to an absolute minimum after considering safety and operational necessities. The latter category, category II OSI, in most instances, requires very little additional processing to achieve its final distribution to the ultimate user. OSI in this category is normally packaged in sealed containers (for example, tri-walls) with packing lists or cards attached. Custodial transfer of category II OSI is achieved by obtaining

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Government representatives' signatures on copies of the packing list when the containers are loaded into designated spaces. Inventory accuracy determination procedures for both category I and II OSI are contained in 5.5.8. The contractor shall develop loading or turnover procedures for both CF and GF OSI. The procedures shall provide for the complete and orderly loading or turnover of OSI to the Government. The contractor shall load and properly locate category I and II OSI aboard ship. Complete listings of shipboard locations for both categories of OSI shall be prepared for approval of the NSA prior to commencement of the loading operation. DID DI-ILSS-80950, Shipboard OSI Storage Locations List, applies to these requirements. Deliverable data identified in the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). Material shall be loaded in a manner so as to ensure that it is protected against theft, pilferage or damage. The integrity of hazardous, semi-safe, or classified material shall be maintained. The contractor shall obtain receipts for all CF and GF OSI loaded. Category I OSI receipts shall be obtained during site validation of the installed OSI, category II OSI shall be receipted for as previously described.

5.5.6 Expediting and follow-up. The shipbuilding contractor shall be required to provide 100 percent of the OSI for which he is responsible, prior to delivery or departure of the ship. When shortages exist at that time, he shall expedite such shortages until all items required by the shipbuilding contract have been delivered to the ship. The contractor shall continue to report the receipt of CF or GF OSI after delivery or departure of the ship. DID DI-ILSS-80948, Outfitting Material Status Report, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.5.7 Shortage lists. The contractor shall prepare shortage lists for operating space items allowance shortages. DID DI-ILSS-80960, Allowance Shortage Lists, applies to these requirements. Deliverable data identified in the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.5.8 Inventory accuracy. The contractor shall ensure that complete and accurate records are maintained for OSI that is his responsibility to process and load. Records and listings prepared by the contractor shall accurately reflect the location, quantity, and complete identification of each OSI loaded. Audits conducted for contractor OSI processing procedures will be designed to provide reasonable assurance that the internal procedures being followed by the contractor will result in documentation prepared for the Government reflect the OSI received at the contractor's facilities and actually loaded. In conducting the audits, samples will be taken of category II OSI packed for loading. This will involve the checking of contents of containers against packing lists and validation of other information contained on the material necessary for subsequent distribution to its ultimate user. When errors are detected they shall be corrected by the contractor. Audits will be conducted periodically throughout the periods of construction, modernization, or conversion to identify early on any problems associated with the processing procedures to assess the degree of compliance with the procedures, and to evaluate the necessity for modification to meet the previously stated objective of reasonable assurance. The contractor shall assist the NSA by making available personnel, facilities, and records required to perform the periodic audits.

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**5.6 Processing and integration of allowance documents.** The contractor shall process and integrate Allowance Appendix data and documents in the ship's loading COSAL and BAF. Unless otherwise prescribed by 083 of the contract specifications, the Government will develop Allowance Appendix Pages (AAPs) to, (1) add or increase installed equipment configuration not included in the loading COSAL; (2) decrease or delete equipment included in the loading COSAL and subsequently removed from the ship; and (3) provide interim supply support for equipment included in the loading COSAL without complete SRI and OSI allowances. The Government will provide a copy of the ship's loading COSAL, when produced, to the contractor. Copies of AAP adds and deletes, with supporting 1109 supply aids will be provided to the contractor as AAP development is completed by the Government. Data contained in the 1109 supply aids is defined in the appendix, table II, in the column entitled "ISNSL". Upon receipt of AAPs and supporting supply aids, the contractor shall process the 1109 data into the BAF using the procedures prescribed in 5.1.1.2. The contractor shall integrate AAP data into the loading COSAL by (1) adjusting the Summary of Effective APLs (SOEAPL) and the COSAL index to reflect AAP equipment changes; and (2) filing the AAPs in Part 2 of the loading COSAL. Upon completion of AAP development, the Government and the contractor will jointly verify the adjusted loading COSAL to ensure all AAPs have been properly recorded and included in the loading COSAL. Any disparities between the AAPs issued by the Government and those recorded in the COSAL by the contractor shall be resolved. The contractor shall adjust the BAF and loading COSAL (as necessary) to incorporate corrections resulting from the AAP verification. When all AAPs have been processed into the BAF and integrated into the loading COSAL, the contractor shall return the adjusted loading COSAL with an Integrated Stock List (ISL) to the Government. DID DI-ILSS-80957, Integrated Allowance Document (IAD), applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2). In addition, the contractor shall prepare and provide a stock record for each BAF-SRI. DID DI-ILSS-80953, Stock Records, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in the DID (see 6.2)

**5.6.1 COSAL and BAF changes.** In conjunction with processing and integrating AAPs and AAP data into the loading COSAL and BAF, prescribed in 5.6, the contractor shall establish and maintain a record of changes made to the COSAL and BAF. Changes are prescribed as additions to, deletions from, or modifications made to any part or section of the loading COSAL or BAF required by an AAP. Upon completion of the AAP verification, required in 5.6, the contractor shall report all changes made to the loading COSAL and BAF. DID DI-ILSS-80958, I-COSAL Data, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

**5.7 Other significant allowance documents.** The procedures in this section relate specifically, and only to those defined allowances of materials as they are presented in the below listed allowance documents and the materials are shipped to the contractor's facilities.

- (a) Ship type electronics plan (STEP) and the ships portable electrical/electronic test equipment requirement list (SPETERL).
- (b) Visual landing aids, meteorological and photographic allowances, as prepared by the aviation supply office

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- (c) Authorized medical allowance list (AMAL) and authorized dental allowance list (ADAL) is prepared by the Naval Medical Material Support Command (NAVMEDMATSUPPCOM).
- (d) Allowance of maps, charts and publications, as prepared by the Defense Mapping Agency Hydrographic Center
- (e) Library book allowance, as prepared by the Navy Education and Training Command (CNET).
- (f) General use consumables list (COSAL part III, section E)
- (g) Forms and publications (COSAL part III, section F).

5.7.1 Ship type electronics plan (STEP). A master STEP file is prepared by NAVSEA for CNO's approval. The STEP key (NAVSHIPS 0900-001-2000) is prepared and published by CNO. Based on these documents, NAVSEA (SHAPM) prepares, issues and funds ships project directives (SPDS) for acquisition of portable and mobile electronic equipments

5.7.1.1 Processing of STEP items. STEP items shall be processed as an integral part of COSAL related OSI, following the procedures in 5 5.

5.7.2 Ships portable electrical or electronic test equipment requirements list (SPETERL) The SPETERL is prepared by NAVSEA and lists those portable electrical or electronic test equipments by SCAT code. The SPETERL is comprised of two broad material categories, namely 2Z cognizance items and other (multiple cognizance) items.

5.7.2.1 Processing of SPETERL items SPETERL items shall be processed as an integral part of COSAL related OSI following the procedures in 5 5

5.7.3 Visual landing aid (VLA), meteorological (MET), and photographic (PHOTO) support The contractor shall process the VLA, MET and PHOTO allowances as COSAL related OSI following the procedures in 5 5

5.7.4 Medical and dental allowance Medical and dental allowances of material shall be documented on an AMAL or ADAL provided by the Naval Medical Material Support Command, Philadelphia, PA. The NSA will provide the contractor supply aids identifying materials to be received at the contractor's facility.

5.7.4.1 Processing AMAL and ADAL items AMAL and ADAL items received at the contractor's facility shall be turned over to the ship's senior medical or dental representative for processing. The contractor shall provide storage facilities (as necessary) until turnover to the ship's medical or dental department representative can be effected

5 7 5 Oceanographic allowance The NSA will provide the contractor shipping information concerning materials to be received at the contractor's facility

5 7 5 1 Receipt and inspection When the material is received at the contractor's facilities, it shall be turned over to the ship for material processing and reporting

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5.7.6 Library books. Library books received at the contractor's facility will be turned over to the ship for material processing and reporting.

5.7.7 General use consumables list (GUCL). The contractor shall process GUCL SRI and OSI as COSAL related SRI and OSI following procedures specified in 5.3 for SRI and 5.5 for OSI.

5.7.8 Forms and publications (COSAL part III, section F). Part III, section F, of the COSAL will be provided by the Naval Publications and Forms Center, Philadelphia upon request from either the fitting out supply assistance team, fleet introduction team, or an authenticating source such as the prospective commanding officer or the outfit supply activity.

5.7.8.1 Processing. Forms and publications received at the contractor's facility shall be turned over to the nucleus crew for processing. The contractor shall provide facilities for the nucleus crew to process and prepare for loading forms and publications received.

5.8 Loose hardware. Loose hardware is portable or semi-portable CF or GF OSI that is required by contract specifications, drawings or other authoritative source document which is not identified in an AEL, e.g. dog wrenches, prefabricated canvas covers/awnings. Loose hardware then is an exception OSI classification and will be assigned to categorize material only after it has been determined that no proper AEL classification can be applied. The contractor shall report all CF OSI required by contract specifications, drawings or other authoritative source document. ALL OSI for which no AEL classification can be made will be classified as loose hardware. DID DI-ILSS-80954, Contractor-furnished (CF) Operating Space Item (OSI) Requirements Data, applies to these requirements. Deliverable data identified on the DD 1423 shall be prepared in accordance with the instructions specified in that DID (see 6.2).

5.8.1 Processing loose hardware. The contractor shall process loose hardware as COSAL related OSI following the procedures specified in 5.5.

## 6. NOTES

6.1 Intended use. This standard contains requirements for standardizing contractor-related fitting out procedures and defining contractor fitting out responsibilities for new construction, conversion, and modernization shipbuilding programs. This standard is intended for use in all shipbuilding programs.

6.2 Data requirements. When this standard is used in an acquisition which incorporates a DD Form 1423, Contract Data Requirements List (CDRL), the data requirements identified below shall be developed as specified by an approved Data Item Description (DD Form 1664) and delivered in accordance with the approved CDRL incorporated into the contract. When the provisions of DoD FAR Supplement, Part 27, Sub-Part 27.475.1 (DD Form 1423) are invoked and the DD Form 1423 is not used, the data specified below shall be delivered by the contractor in accordance with the contract or purchase order requirements. Deliverable data required by this standard are cited in the following paragraphs.



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<u>Paragraph no.</u>	<u>Data requirement title</u>	<u>Applicable DID no.</u>	<u>Option</u>
4.1	Outfitting Operations Plan	DI-ILSS-80947	
5 1.2	Incremental Asset Report	DI-ILSS-80952	
5.1.2	Residual Asset File (RAF) Report	DI-ILSS-80951	
5.1 3.1	GF RAF Outstanding Requisition Data	DI-ILSS-80955	
5.1.5	COSAL/BAF-SRI Reconciliation Report	DI-ILSS-80959	
5 3 1; 5.5.1	Non-RFI Material Report	DI-ILSS-80956	
5.3 3; 5.3.8; 5.5.3; 5.5 6; 5.7 3; 5.7 7	Outfitting Material Status Report	DI-ILSS-80948	
5.3.6; 5.7.7	Binned Material List	DI-ILSS-80949	
5.3.9; 5.5.7; 5.7.3; 5.7.7; 5.8	Allowance Shortage Lists	DI-ILSS-80960	
5.5.5; 5.7.3; 5.7.7, 5.8.1	Shipboard OSI Storage Locations List	DI-ILSS-80950	
5.6	Integrated Allowance Document (IAD)	DI-ILSS-80957	
5.6	Stock Records	DI-ILSS-80953	
5.6.1	I-COSAL DATA	DI-ILSS-80958	
5.8	Contractor-Furnished OSI Requirements Data	DI-ILSS-80954	

(Data item descriptions related to this standard, and identified in section 6 will be approved and listed as such in DoD 5010.12-L , AMSDL. Copies of data item descriptions required by the contractors in connection with specific acquisition functions should be obtained from the Naval Publications and Forms Center or as directed by the contracting officer )

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6.3 Subject term (key word) listing.

Fitting out responsibilities  
Outfitting procedures

6.4 Changes from previous issue. Asterisks are not used in this revision to identify changes with respect to the previous issue due to the extensiveness of the changes.

Preparing activity:  
Navy - SH  
(Project ILSS-N022)

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## APPENDIX

## IDENTIFICATION OF TYPES AND FORMAT OF OUTFITTING INFORMATION AND DATA

## 10. GENERAL

10.1 Scope. This appendix identifies the types and format of information that will be provided to the contractor in completing fitting out requirements. This appendix is not a mandatory part of the standard. The information contained herein is intended for guidance only.

## 20. REFERENCED DOCUMENTS

Not applicable.

## 30. DEFINITIONS

Not applicable.

## 40. GENERAL REQUIREMENTS

40.1 Identification of information and data. Information and data to be provided, or that can be made available to the contractor upon request to the Government, is identified in the following tables.

TABLE I - Identification of incremental stock number sequence list (ISNSL) reports and supply aids

TABLE II - Data content and format of 1109 supply aids for COSAL, ISNSL and CRASP

40.1.1 Table I contents. Part I of this table identifies ISNSL Forms (IF) reports that can accompany the increment stock number sequence list publications. With the exception of the IF-12B and IF-13B, all IF reports are printed listings. The IF-12B and IF-13B reports are keypunched EAM cards and will be provided to identify stock number changes, as addressed in 5.1.1.2 of the standard. Part II of table I identifies ISNSL supply aids (IA) produced with ISNSLs. IA-7A, 7B and 7C are printed aids. IA-8 and IA-9 are magnetic tapes. All other IA groups of supply aids are keypunched EAM cards. Magnetic tapes are available in lieu of EAM cards. See 5.1.1.1 and 5.1.1.2 of this standard that identifies the types of IA supply aids to be provided to the contractor.

40.1.2 Table II contents. Table II identifies the data and format of the Supply Availability Cards (SAC), (NAVSUP Form 1109), that will be provided to the contractor. As illustrated in table II, three types of SAC 1109s are used in the fitting out process. Data contained in each type 1109 is identified by the "X" in the COSAL, ISNSL and CRASP columns in table II. It should be noted that data content is not identical among the three types of 1109s which are used for different purposes. COSAL 1109s are used for reconciling load COSAL allowances with the baseline asset file (BAF) allowances, addressed in 5.1.5 of the standard. ISNSL 1109s, e.g. the IA groups of 1109s in table I, part II, are used



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for initializing and modifying baseline asset file (BAF) records and are addressed in 5.1.1.1 and 5.1.1.2 of this standard. CRASP 1109s identify Government-furnished (GF) orders which are applied as "due-in" assets to fill GF BAF allowance requirements and will be provided in accordance with 5.1.4 of this standard.

50 DETAILED REQUIREMENTS

This section is not applicable to this standard

60. NOTES

This section is not applicable to this standard

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**TABLE I. ISNSL reports and supply aids.**

**I. ISNSL forms (IF) reports**

<u>ISNSL NR</u>	<u>TITLE</u>
IF-1-----	Total Requirements ISNSL Items - Total Ship to Date
IF-3-----	Contractor-Furnished Material SNSL (SRI) Adds Only
IF-4-----	Contractor-Furnished Material SNSL (OSI) Adds Only
IF-5-----	Government-Furnished Material SNSL (SRI) Adds Only
IF-6-----	Government-Furnished Material SNSL (OSI) Adds Only
IF-7-----	CFM Delete/Decrease Item Quantity Listing - SRI/OSI
IF-8-----	GFM Delete/Decrease Item Quantity Listing - SRI/OSI
IF-11-----	AR, FAB, and SEL Item Listing - Total Ship to Date
IF-12A-----	Cross Reference Listing - Old NIIN to new NIIN
IF-12B-----	Cross Reference Cards - Old NIIN to new NIIN
IF-13A-----	Cross Reference Listing - New NIIN to old NIIN
IF-13B-----	Cross Reference Cards - New NIIN to old NIIN
IF-14A-----	Contractor-Furnished Material SNSL - SRI/OSI Adds Only - Purchase Order (PO) sequence
IF-14B-----	Procurement Document Number Cross Reference List
IF-14C-----	Part III, Section D, NIIN Alternate Number Cross Reference - CFM SNSL Adds Only
IF-15A-----	OSI Items (APL/AEL Sequence) Total Ship to Date
IF-15B-----	OSI Items (NIIN Sequence) Total Ship to Date
IF-16-----	Total Ship Special Category Item List
IF-17-----	Contractor-Furnished Material SNSL (SRI) Applied Assets Only
IF-18-----	Contractor-Furnished Material SNSL (OSI) Applied Assets Only
IF-19-----	Government-Furnished Material SNSL (SRI) Applied Assets Only
IF-20-----	Government-Furnished Material SNSL (OSI) Applied Assets Only

**II. INSL supply aids**

IA-1A-----	Contractor-Furnished Material 1109s - SRI - Adds
IA-1B-----	Contractor-Furnished Material 1109s - SRI - Deletes/Decreases
IA-2A-----	Contractor-Furnished Material 1109s - OSI - Adds
IA-2B-----	Contractor-Furnished Material 1109s - OSI - Deletes/Decreases
IA-3A-----	Government-Furnished Material 1109s - SRI - Adds
IA-3B-----	Government-Furnished Material 1109s - SRI - Deletes/Decreases
IA-4A-----	Government-Furnished Material 1109s - OSI - Adds
IA-4B-----	Government-Furnished Material 1109s - OSI - Deletes/Decreases
IA-5-----	Government-Furnished Material 1348Ms - SRI - Adds
IA-6-----	Government-Furnished Material 1109Ms - OSI - Adds
IA-7A-----	Validation Aids - HME&O
IA-7B-----	Validation Aids - Electronic Adds
IA-7C-----	Validation Aids - Aviation Adds
IA-8-----	Summarized Equipment Record Tape
IA-9-----	Stock Number Sequence Listing (SNSL) Work Tape
IA-10A-----	General Purpose Electronic Test Equipment (GPETE) 1109s - OSI Adds

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APPENDIXTABLE I. ISNSL reports and supply aids - Continued.II ISNSL supply aids - Continued

IA-10B-----General Purpose Electronic Test Equipment (GPETE) 1109s -  
Deletes/Decreases

IA-11A-----Government-Furnished Material - CRASP Header Cards-Ship to  
Date

IA-11B-----Contractor-Furnished Material - CRASP Header Cards-Ship to  
Date

IA-12-----Contractor-Furnished Material 1109s - OSI - Applied Assets

IA-13-----Government-Furnished Material 1109s - SRI - Applied Assets

IA-14-----Government-Furnished Material 1109s - OSI - Applied Assets

IA-15-----Government-Furnished Material 1109s - SRI - Applied Assets

IA-16-----General Purpose Electronic Test Equipment 1109s - Applied  
Assets

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TABLE II. Data content and format of 1109 supply aids for COSAL, ISNSL and CRASP.

Card Columns		Data Field Description	Notes/Remarks	SAC 1109 Application		
Punch	Interpret			COSAL	ISNSL	CRASP
1-2	1-2	Cognizance Symbol	Keypunch and interpret "P" in card column 1 if a reference number (Mfg. Part No., etc.) is in cc 4-22.	X	X	X
3	3	Material Control Code		X	X	X
4-16		National Stock Number (NSN)	The NSN will be interpreted in Cols. 4-19 with blank spaces left in cols. 8, 11, and 15.	X	X	X
	4-7 9-10 12-19	FSC NCB NIIN				
17-18	20-21	Special Material Identification Code (SMIC)	When a SMIC Code is used, an asterisk (*) will be punched and interpreted in Col. 22.	X	X	X
17-22	L20-25	Item name (1st Note)		X	X	X
4-22	4-22	Reference Number	Repair part identification number other than NSN/NICN. Use only when NSN/NICN not available. SMIC (17-18) & name (17-22) omitted when ref. nr. used.	X	X	X
4-8		CAGE				
9-22		Part/Ref Number			(CC4-16 only)	
23	L33	Material Category Code				X

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TABLE II. Data content and format of 1109 supply aids for COSAL, ISNSL and CRASP - Continued.

Card Columns		Data Field Description	Notes/Remarks	SAC 1109 Application		
Punch	Interpret			COSAL	ISNSL	CRASP
24-25	24-25	Unit of Issue		X	X	X
26-32	26-32	Unit Price	Dollars in Cols. 26 30; cents in Cols. 31-32. Decimal point always between cc 30 and 31. Do not punch or interpret \$, symbols If price is estimated by ICP, a code will be punched in Col. 33	X	X	X
33	33	Unit Price Code	To indicate that unit price DEN B053, is estimated or unofficial.	X		
34	23	Allowance Note Code (ANC)	The note code abstracted from the APL/AEL Notes Column applicable to this item.	X	X	
35	L1	Operating Space Item Information	The following codes will be inserted to identify type of operating space item (OSI):  "F"-ANC "N" OSI item "R"-ANC "6" OSI item "O"-OSI items other than ANC "N" or "6"	X	X	
36-46	34-44	Repairable Identification Code	CID/APL/AEL number in which this item is listed. Emit dash in punch Col. 37 for AEL numbers Number left justified	X	X	X

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**TABLE II. Data content and format of 1109 supply aids for COSAL, ISNSL and CRASP - Continued.**

Card Columns		Data Field Description	Notes/Remarks	SAC 1109 Application		
Punch	Interpret			COSAL	ISNSL	CRASP
47	45	Multi-Application Code	<p>a. This column is blank if only one CID/APL/AEL number (DEN D008) is applicable to this item.</p> <p>b. If more than one application of this item, a trailer card will be provided for each additional application. The Master card will be identified by an Alpha "M" in punch column 47 and interpret space 45. The first APL number and the <u>total</u> allowance quantity for this item, as listed in COSAL SNLS, will be provided in the Master card. Each trailer card will be identified by an Alpha "T" punch in cc 47, interpreted in space 45. The trailer card will contain the same management data as the Master card, excluding allowance quantity.</p>	X	X	X
48	46	Allowance Type Code		X		
48	46	Procurement Responsibility Indicator	Use to denote the responsibility for procurement: "K" - Contractor "G" - Government Furnished		X	

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TABLE II. Data content and format of 1109 supply aids for COSAL, ISNSL and CRASP - Continued.

Card Columns		Data Field Description	Notes/Remarks	SAC 1109 Application		
Punch	Interpret			COSAL	ISNSL	CRASP
49-52	47-50	COSAL Allowance Quantity		X	X	X
53	L57	Military Essentiality Code-Parts to Component FBM	Covered by separate instruction.	X		
53	L57	Military Essentiality Code-Parts to Component	For non-FBM ships: 1-major importance to component 2-minor importance to component	X		
54	L56	Military Essentiality Code-Component/Mission	For non-FBM/non-MOD-FLSIP ships: N - non-vital V - vital	X		
54	L56	Mission Criticality Code	For MOD-FLSIP ships	X		
54	57	Julian Date			X	X
55-57	L58-60	Population Weighted Military Essentiality Code (MEC)	Covered by separate instruction	X		
58-61		Serial number			X	X
62-65		Required Delivery Date			X	X
66-71		Supplementary Address				X
71	51	Equipage/Equipment Categorization Custody Code	Code denotes category of material (i e. "R" for repair part)	X		

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**TABLE II. Data content and format of 1109 supply aids for COSAL,  
ISNSL and CRASP - Continued.**

Card Columns		Data Field Description	Notes/Remarks	SAC 1109 Application		
Punch	Interpret			COSAL	ISNSL	CRASP
72	57	ILO Control Code		X		
72-75	57-60	Add-on Quantity			X (Quantity required; negative quantity is entered for deletes.)	
73-75	58-60	NAVSEA Funded Quantity	"ADD" quantity to be funded by NAVSEA COSAL allotment. Applicable only to items with SOAP control Code "B" in Punch Col. 72 and interpret Col. 57. Provided for information only.	X		
73-75	58-60	Decrease in Allowance Quantity	The difference between the old and new allowance quantity for storeroom items only. Position 72 to be left blank. Does not apply to FBM ships (SSBN ship type).	X		
76-80	53-56	Unit Identification Code		X	X	X
NOTE:		A maximum of 60 print space is available on each of the top two lines of the card. All data are printed on the upper line unless otherwise specified by the letter "L" preceding the field indicating lower line printing.				



**MIL-STD-1339B(SH)**

**31 March 1982**

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**SUPERSEDING**

**MIL-STD-1339A(SHIPS)**

**1 July 1975 and**

**MIL-STD-1340(SHIPS)**

**31 March 1969**

**MILITARY STANDARD**

**FITTING OUT PROCEDURES—SHIPS**



MIL-STD-1339B(SH)  
31 March 1982

DEPARTMENT OF THE NAVY  
NAVAL SEA SYSTEMS COMMAND  
Washington, DC 20362

Fitting Out Procedures - Ships

MIL-STD-1339B(SH)

1. This Military Standard is approved for use by the Naval Sea Systems Command, Department of the Navy, and is available for use by all Departments and Agencies of the Department of Defense.

2. Beneficial comments (recommendations, additions, deletions) and any pertinent data which may be of use in improving this document should be addressed to: Commander, Naval Sea Systems Command, SEA 3112, Department of the Navy, Washington, DC 20362, by using the self-addressed Standardization Document Improvement Proposal (DD Form 1426) appearing at the end of this document or by letter.

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31 March 1982

FOREWORD

The purpose of this Military Standard is to standardize contractor-related fitting out procedures and to definitize contractor fitting out responsibilities for new construction, conversion, and modernization shipbuilding programs. It is intended for inclusion in Naval Sea Systems Command (NAVSEA) shipbuilding contracts as appropriate. The scope of the standard has been expanded to include contractor-related fitting out procedures which heretofore have been prescribed in individual Ship Specifications.

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## 1. SCOPE

1.1 Purpose. The purpose of this military standard is to standardize contractor-related fitting out procedures and to definitize contractor fitting out responsibilities.

1.2 Scope. This military standard prescribes shipbuilding contractor fitting out procedures for new construction, conversion and modernization ships under NAVSEA contracts. It also definitizes the fitting out responsibilities of the contractor.

1.3 Application. This military standard is applicable to contractor responsibilities for fitting out procedures. The end products of the fitting out process are items of material as specified in the authorized allowance lists and stowed in their proper locations in the ship and, equally important, standard documentation for locating each of these items. This standard is intended for use in all shipbuilding programs.

1.3.1 Industrial work. This military standard neither applies to nor is intended to affect the industrial work performed in the ship during the period of contract performance.

1.3.2 Provisioning. Provisioning is the process of identifying the end item, determining the type and quantity of repair parts, special tools and test equipment to support the item based on its specific maintenance philosophy and of documenting this determination. This military standard does not alter contractor provisioning requirements.

1.3.3 Nuclear propulsion. The provisions of this standard do not apply to those SEA 08 equipments, components, spares and repair parts which are included in the "Q" Coordinated Shipboard Allowance List (COSAL), that is, the nuclear plant COSAL.

## 2. REFERENCED DOCUMENTS

2.1 Issues of documents. The following documents of the issue in effect on date of invitation for bids or request for proposal, form a part of this standard to the extent specified herein.

### STANDARD

#### MILITARY

MIL-STD-105 - Sampling Procedures and Tables for Inspection by Attributes.

### PUBLICATION

#### NAVAL SEA SYSTEMS COMMAND (NAVSEA)

0900-LP-01-2000 - GTP Ship Type Elective Plan Key and Equipment to Sub Category X-REF.

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## INSTRUCTIONS

### NAVAL MATERIAL COMMAND (NAVMAT)

4441.1 - Supply Readiness Objective and Milestones for Newly Constructed, Converted, Modernized, or Reactivated Ships Scheduled for Delivery to the Operating Forces; Establishment of.

### BUREAU OF MEDICINE AND SURGERY (BUMED)

6820.4 - Professional Reference Materials and Publications; Procurement of.

(Copies of specifications, standards, drawings, and publications required by contractors in connection with specific acquisition functions should be obtained from the contracting activity or as directed by the contracting officer.)

## 3. DEFINITIONS

3.1 Key terms. The following key terms are contained in this standard or are commonly used in conjunction with outfitting procedures for naval ships.

3.1.1 Allowance. Allowance is the Government authorization for carrying an item on the ship in a designated quantity.

3.1.2 Allowance appendix page (AAP). Additional allowance documents not included in the load(ing) COSAL. These documents serve the same purpose as APLs and AELs.

3.1.3 Allowance appendix package (AAPG). The aggregate of allowance documents supporting requirements for equipments and components not included and not supported in the loading COSAL.

3.1.4 Allowance equipage list (AEL). A technical and supply document comprised of characteristics (description) and listings of special categories of noninstalled allowance items of a durable nature which must be on board for the ship to perform its mission (noninstalled equipage, tools, peculiar, and common support and test equipment).

3.1.5 Allowance parts list (APL). Hull, Mechanical and Electrical, Ordnance, electronics APL. The APL is a technical and supply document comprised of characteristics, repair parts, sub-assemblies, special tools, and accessory components for individual hull, mechanical, electrical, electronics, and ordnance equipment/components.

3.1.6 Asset card. An asset card is a keypunched and interpreted electronic accounting machine card used by the contractor to report to the Government residual onhand and due-in storeroom and operating space items.

3.1.7 Authorized dental allowance list (ADAL). The allowance of dental equipment items and the minimum quantities of consumables that are to be maintained on board at all times.



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3.1.8 Authorized medical allowance list (AMAL). The allowance of medical equipment items and the minimum quantities of consumables that are to be maintained on board at all times.

3.1.9 Binning. Binning is the operation by which authorized allowance material is placed into designated shipboard stowage devices or shipboard stowage device replicas representing the ship's storeroom configuration in the contractor's warehouse receiving and holding area prior to loading.

3.1.10 Component. An assembly or any combination of parts, sub-assemblies, and assemblies mounted together, normally capable of independent operation.

3.1.11 Contract. For purposes of this standard, the contractor is defined as the written agreement between the Government and the contractor for the construction, conversion, or modernization of the ship. It includes the detail specifications and all other supporting documents in effect at the time of award. It also includes all authorized and legally tendered changes issued after the time of award pursuant to the changes clause.

3.1.12 Contractor. For purposes of this standard, the contractor is the shipbuilder or other firm holding the contract. As used herein, the term includes employees, subcontractors, and subcontractors' employees who may act as the contractor's agents in connection with fitting out.

3.1.13 Contractor-furnished material (CFM). An item furnished by the contractor under the requirements of the contract for installation into the ship or for turnover to the Government for other use or disposition. It includes, but is not limited to, equipment, components, assemblies, parts, tools, supplies, and materials.

3.1.14 Coordinated Shipboard Allowance List (COSAL).

- (a) COSAL definition. A set of documents prepared by the Government for each individual ship. It lists the ship's hull, mechanical, electrical, electronic, and ordnance systems, equipments, and components installed to perform its operational assignment. It also identifies repair parts, special tools, and test equipment, miscellaneous portable items, and equipage and consumable items authorized for the prescribed maintenance and upkeep of the ship. COSALS are both technical and supply documents. They are technical, in that equipment/component/equipage characteristics (name, operating characteristics, technical manuals) and maintenance significant repair parts and special tools are described on APLs and AELs. They are supply documents in that the COSALS contain a consolidated list of all repair parts, special tools, test equipment, and equipage authorized to operate and maintain the above-defined systems, equipments, and components. The COSALS do

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not contain information relative to provisions (food-stuffs), recreational equipment, medical material, hydrographic charts, resale clothing, ship's store merchandise, and related equipment, e.g. coke machines, bulk fuels and lubricants, and ammunition. Allowances of these items are published in unique lists prepared by the appropriate activity. Separate COSAL sections will be published for forms and publications (Part III, section F) and general use consumable list (GUCL) (Part III, section E) (includes 9Q Cognizance Forms).

- (b) COSAL, load(ing). The final COSAL produced by the Navy prior to the contract delivery date of the ship.

3.1.15 COSAL requisitioning and status procedures (CRASP). System designed for requisitioning and tracking material required to outfit new construction, overhaul and conversions ships.

3.1.16 Delivery. Delivery is the transfer of possession of the ship to the Government in accordance with the contract. The time and place for delivery are designated in the contract.

3.1.17 Electronic accounting machine (EAM). The term used to identify punchcards and punchcard processing systems.

3.1.18 Equipment. Components and assemblies connected or associated to perform a specific function.

3.1.19 Estimated delivery date (EDD). As used in this standard, the estimated delivery date is the ship delivery date shown in the current Naval Sea Systems Command Monthly Progress Report for Shipbuilding and Conversion.

3.1.20 Excess in depth. An excess in depth exists when there is an on hand quantity of an item greater than the allowed quantity.

3.1.21 Excess in range. An excess in range exists when there is an on hand quantity of an item which is not on the allowance.

3.1.22 Expediting. To accelerate availability of a specific item or order. It is generally interpreted to mean hastening availability by follow-up action.

3.1.23 Federal Supply Code for Manufacturers. A five-digit code which identifies the manufacturer of an item.

3.1.24 Fitting out (See "Outfitting"). Fitting out is the operation of placing on board ship all of the material specified in its allowance lists. For the purposes of this standard, the functions normally associated with the term outfitting, i.e., ordering, funding, expediting, follow-up, receipt and inspection, are included in the definition of fitting out. As used herein, fitting out commences early in the construction period, continues during the designated fitting out availability (FOA) and does not end until the completion of allowance requirements definition

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and the receipt by the ship of all initial allowance material. Fitting out is usually accomplished at two places: the shipbuilding yard and the fitting out activity. In some cases, the Chief of Naval Operations may designate the shipbuilding yard as the fitting out activity.

3.1.25 Follow-up. Follow-up is the use of procedures to follow a material acquisition closely and persistently, and to keep knowledgeable on the status of the order.

3.1.26 Funding. Funding is defined as the reservation of money or other resources to pay for material ordered.

3.1.27 Government-furnished material (GFM). Material provided by the Government to a contractor or comparable Government production facility to be used with or in support of a product to be delivered to the Government or ordering activity, or which may be consumed or expended in the performance of the contract. It includes, but is not limited to, equipment, components, assemblies, documentation, publications, parts, tools, supplies and materials.

3.1.28 Incremental Stock Number Sequence List (ISNSL). A series of lists which contains the computed range and depth of storeroom items/operating space items (SRI/OSI) at a point during the ship's construction, conversion, or modernization based upon the installed equipment/component or equipage population recorded at that time. The first ISNSLs reflect separate range and depth of SRI/OSI requirements for Government-furnished and contractor-furnished items and are accompanied by necessary supply and processing aids. Subsequent ISNSLs reflect the net differences in range and depth (increase or decrease) from the previous ISNSLs. The final ISNSLs are produced concurrently with the ship's loading COSAL.

3.1.29 Loose hardware. Loose hardware is portable or semi-portable CF/GF operating space items required by the shipbuilding, conversion, or modernization contract, specification, drawing or other authoritative source document which cannot be classified as belonging to and thus incorporated into an AEL of the general AEL material categories listed in Appendix C of the Allowance Preparation Manual or because of the exclusion criteria in Appendix C of the Allowance Preparation Manual is not to be incorporated into an AEL. Loose hardware then is an exception classification and will be assigned to categorize material only after it has been determined that no proper AEL classification is available or that it is excluded from AEL incorporation.

3.1.30 Mockup. Full scale stowage models or replicas representing the shipboard stowage devices/spaces. Mockups represent shipboard stowage and storeroom configuration in capacity only and need not be an exact replica. Mockups accommodate the ship's actual stowage drawers or other devices when possible.

3.1.31 National Stock Number (NSN). A thirteen-digit number assigned by the Government to identify an item of supply. (Replaces Federal Stock Number (FSN)).

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3.1.32 Naval Supervising Activity (NSA). The Naval Supervising Activity is the Government activity responsible for administering the contract. As used herein, the term includes officers of the Government and civilian employees who may act as the Government's agents in connection with fitting out.

3.1.33 Navy Item Control Number (NICN). A thirteen-character identification number which is assigned by an Inventory Control Point (ICP) or other Navy item manager to control an item which has not been assigned a national stock number (NSN).

3.1.34 Navy Ships Parts Control Center (SPCC). The Navy ICP having program support responsibility for hull, mechanical, electrical, ordnance, and electronics equipments/components. SPCC publishes the ship's COSALS and ISNSL's covering these categories.

3.1.35 Operating Space Item(s) (OSI). Any item that should be carried in or near the operating space in which it is most frequently used or is likely to be used for safety reasons or convenience of the crew, while performing the ship's mission. OSI may consist of equipment, repair parts, spares, consumables, accessories, tools, and/or test equipment. Positioning of OSI material is determined by several considerations including the nature of the item such as weight, size, number of departments requiring use of the item, criticality, and anticipated frequency of use in each department and special stowage requirements.

3.1.36 Outfitting (see "Fitting out"). A term that may be used interchangeably with "Fitting out" for the purposes of this standard.

3.1.37 Outfitting material. The term generally applied to those items of material required as a result of the defined allowances, specifications, and associated documentation of ships being constructed, converted, or modernized. The responsibility to provide such material may rest with the Government or the shipbuilding contractor.

3.1.38 Part/reference number. An identifying number such as equipment contractor's part number; actual manufacturer's drawing/part number; Government drawing or model number; reference designation and specification of standard part, drawing or type number.

3.1.39 Repair part or module. Any individual part, subassembly, or assembly required for maintenance or repair of an end item.

3.1.40 Shortage in depth. A shortage in depth exists when there is at least one of an allowed item onhand but the onhand quantity is less than the allowed quantity.

3.1.41 Shortage in range. A shortage in range exists when there is no onhand quantity of an allowed item.

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3.1.42 Storage. Storage is the placing and keeping of material in a warehouse or other designated facility. Storage is a continuation of the receiving and inspection operation and is preliminary to the loading operation.

3.1.43 Storeroom item(s) (SRI). Storeroom items include allowed onboard repair parts, subassemblies, and units in support of equipment in a ship, backup quantities of consumable supplies not related to specific equipment, and backup quantities of forms which are located in the ship's storerooms. However, for purposes of this standard, storeroom items are limited to onboard repair parts, subassemblies, and units in support of hull, mechanical, electrical, ordnance, and electronic material in the ship, and any other items which may be specifically designated as such by the Naval Supervising Activity.

3.1.44 Stowage. Stowage is the place, location or device for storing an item in the ship.

3.1.45 Unit identification code. A six-character code with the last five positions representing the unit identification code of the ship as assigned by NAVCOMPT. For amplification, see Navy Comptroller Manual, Volume 2, Chapter 5, Unit Identification Codes.

3.2 Abbreviations and acronyms. The following acronyms are contained in this standard or are commonly used in conjunction with outfitting procedures for naval ships.

AAP	Allowance Appendix Page
AAPG	Allowance Appendix Package
ADAL	Authorized Dental Allowance List
AEL	Allowance Equipage List
AMAL	Authorized Medical Allowance List
APA	Appropriation Purchases Account
APL	Allowance Parts List
ASO	Aviation Supply Office
BAF-OSI	Baseline Assets File-Operating Space Items
BAF-SRI	Baseline Assets File-Storeroom items
CDRL	Contract Data Requirements List
CESE	Civil Engineering Support Equipment
CF	Contractor-Furnished
CFE	Contractor-Furnished Equipment
CFM	Contractor-Furnished Material
CO	Commanding Officer
COSAL	Coordinated Shipboard Allowance List
CRASP	COSAL Requisitioning and Status Procedures
DID	Data Item Description
DLA	Defense Logistics Agency
E/C	Equipment/component
EAM	Electronic Accounting Machine
EDD	Estimated Delivery Date
EDP	Electronic Data Processing
FMSO	Fleet Material Support Office

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FIT Fleet Introduction Team  
 FOA Fitting Out Activity  
 FOMIS Fitting Out Management Information System  
 FOSAT Fitting Out Supply Assistance Team  
 FSCM Federal Supply Code for Manufacturers  
 GF Government-Furnished  
 GFE Government-Furnished Equipment  
 GFM Government-Furnished Material  
 GSA General Service Administration  
 GUCL General Use Consumables List  
 HM and E Hull, Mechanical and Electrical  
 IAD Integrated Allowance Document  
 ICP Inventory Control Point  
 ISL Integrated Stock List  
 ISNSL Incremental Stock Number Sequence List  
 MDS Modular Drawer Stowage  
 NAVCOMPT Comptroller of the Navy  
 NAVELEX-  
 DETMECH Naval Electronic Systems Command Detachment,  
 Mechanicsburg  
 NAVSSES-  
 DETMECH Naval Ship Systems Engineering Station Detachment,  
 Mechanicsburg  
 NAVSUP Naval Supply Systems Command  
 NICN Navy Item Control Number  
 NIIN National Item Identification Number  
 NON-RFI Not Ready-for-Issue  
 NPFC Naval Publications and Forms Center  
 NSA Naval Supervising Activity  
 NSC Naval Supply Center  
 NSN National Stock Number  
 NWSA Nuclear Weapons Supply Activity  
 OSA Outfit Supply Activity  
 OSI Operating Space Item(s)  
 PARM Participating Manager  
 PAT Preliminary Acceptance Trials  
 PCO Prospective Commanding Officer  
 PRS Provisioning Requirements Statement  
 PSO Prospective Supply Officer  
 PID Provisioning Technical Documentation  
 RAF Residual Assets File  
 RFI Ready-for-Issue  
 ROB Remain On Board  
 SAC Supply Availability Card  
 SCN Ships Conversion Navy  
 SHAPM Ships Acquisition Project Manager  
 SNSL Stock Number Sequence List  
 SOAP Supply Operations Assistance Program  
 SOEAPL Summary of Effective Allowance Parts/Equipage List  
 SPCC Ships Parts Control Center  
 SPD Ships Project Directive  
 SPETERL Ships Portable Electrical/Electronic Test Equipment  
 Requirement List

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SRI	Storeroom Item(s)
SUADPS	Shipboard Uniform Automated Data Processing
STEP	Ships Type Electronic Plan
TCC	TYCOM Custody
TYCOM	Type Commander
VLA	Visual Landing Aid

#### 4. GENERAL REQUIREMENTS

4.1 Contractor general requirements. The contractor shall accomplish the receipt, inspection, identification, preliminary storage, binning, and loading of all contractor-furnished and Government-furnished material received at the contractor's premises, prior to delivery of the ship. Receipt includes the offloading and processing of initial inventories of ships being converted or modernized. These actions will be accomplished in accordance with the detailed requirements contained herein and the applicable shipbuilding specifications invoked by the contract. The Naval Supervising Activity (NSA) shall act as the sole Government contact point for all matters concerning the performance of work relating to this standard. The BAF/RAF files referred to in the detailed requirements section may be integrated at the contractor's option so long as the capability to separately identify the two categories of items is maintained.

#### 5. DETAILED REQUIREMENTS

5.1 Storeroom items (SRI). While defining a ship's allowance of storeroom items is a basic prerequisite to the effective outfitting of that ship, the procedures whereby each item is received, identified, marked, stowed, located, and accounted for are paramount to the orderly and effective management of those items both during and after the construction period. In the performance of the procedures described herein, the contractor shall exercise the controls and techniques necessary to ensure that the following goals are achieved upon delivery of the ship to the Government.

- (a) The ship is provided with a completed NAVSUP Form 1114m (Stock Record Card, Afloat) for every allowed item as defined in the ship's authorized allowances. For ships with mechanized supply functions, the appropriate data input forms or compatible magnetic tape shall be provided in accordance with contract data requirements.
- (b) Only allowed items, or authorized substitutes therefore, in allowed quantities are stowed in the ship's stowage devices at ship's delivery.
- (c) All SRI stowed in the ship are identified exactly as they appear in the ship's defined allowances as reflected in the IAD and corresponding NAVSUP 1114ms, including substitutes (appropriate input forms or compatible magnetic tape for mechanized ships).



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- (d) All shortages are identified to a valid due-in purchase order or other acquisition document number(s).
- (e) All due-in document numbers can be related to meaningful and complete supply status.
- (f) Accurate records are available for all shortages.

5.2 Recordkeeping for storeroom items (see appendix). The contractor shall prepare and maintain electronic data processing (EDP) records necessary to accomplish procedures described in this standard and to facilitate preparation of the deliverable data requirements prescribed in the applicable contract data requirements. Contractor records used in the receipt, inspection, processing, preliminary storage, binning, and loading of SRI shall be in the contractor's format and shall be made available for inspection by the NSA upon request. The contractor shall identify and describe in detail the structure and content of all files/records to be utilized in the outfitting process. This information shall be included in the Outfitting Operations Plan prepared in accordance with the contract data requirements.

5.2.1 Baseline Assets File-SRI (BAF-SRI). The contractor shall prepare and maintain a record for each SRI identified in the first Incremental Stock Number Sequence List (ISNSL) Report IF-1. The source documents for development of these records shall be the NAVSUP Forms 1109 provided as supply aids with the Report IF-1 and usually will consist of Reports IA-1A, IA-3A, IA-13, and IA-15. Reports IA-13 and IA-15 will be received only when assets have been reported to the ICP for application to computed allowance quantities. Assets reporting can but does not necessarily occur in all shipbuilding/conversion/modernization programs. One record per National Stock Number or Navy Item Control Number will be developed. The quantities in the individual report supply aids are additive in cases of duplication of NSN/NICNs among the various reports used to develop the records; their aggregate value equals the SRI allowance quantity recorded in Report IF-1. The aggregate of all records generated shall be called the BAF-SRI. The first production run of ISNSL reports identify the total requirements for SRI at their publication date. Publication of subsequent ISNSL reports identify changes to the initial SRI requirements through the medium of add, delete and applied assets reports. The ISNSL reports that must be considered in subsequent updating of the BAF-SRI are Reports IA-1A, IA-1B, IA-3A, IA-3B, IA-13 and IA-15. The contractor shall update the BAF-SRI by processing the NAVSUP Forms 1109 supply aids provided with the subsequent ISNSLs. Items deleted from the BAF-SRI shall be recorded in the RAF (see 5.2.3). To make the BAF-SRI completely representative of SRI requirements AS REQUIRED/SELECT/FABRICATE SRI items must be incorporated. These items are identified in ISNSL Report IF-11. The NSA will provide the contractor a deck of NAVSUP Forms 1109 representing these SRI items after completing an appropriate screening/selection process. The contractor shall take the actions necessary to incorporate these requirements into the BAF-SRI. Subsequent to load COSAL data input cut-off, the BAF-SRI shall be updated by the contractor from requirements identified in Allowance Appendix Pages (AAPs) prepared by the NSA or contractor, as separately specified.

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5.2.2 Residual Assets File (RAF). The contractor shall prepare and maintain a record of each line of the following categories of SRI when no requirement exists or the requirement no longer exists in the BAF-SRI. BAF-SRI requirements are generated by ISNSLs, NSA provided NAVSUP Forms 1109, and AAPs.

- (a) Initial ready-for-issue SRI offloaded from a ship in conversion/modernization.
- (b) Installation and checkout spares remaining after final I and C.
- (c) SRI received concurrently with GFE.
- (d) CF SRI acquired concurrently with CFE.
- (e) SRI identified on ISNSL delete lists.
- (f) GF/CF SRI ordered from PTD.
- (g) Other SRI onhand or on order that has not been identified as a requirement in the BAF-SRI and applied to satisfy that requirement.

The aggregate of records established shall be called the "Residual Assets File". The RAF shall be constructed in such a manner that selected data can be extracted and submitted to SPCC (see 5.2.2.1). Upon completion of the program of construction or conversion/modernization, this file will represent residual assets available for future application or disposition as directed by the Government.

5.2.2.1 Asset reporting. The contractor shall prepare Government keypunched EAM cards in accordance with contract data requirements for all residual assets. Residual asset cards shall be prepared utilizing information contained in the RAF. Residual asset cards will normally be required by the Government 45 to 60 days prior to the mailing date of each scheduled ISNSL. Exact dates for the submission of residual asset cards will be provided by the NSA. In certain instances, with the approval of the NSA, magnetic computer tapes containing all required data in the form of residual asset card images, may be submitted in lieu of residual asset cards.

5.2.3 Residual asset application. Concurrently with the ISNSLs, the contractor will be supplied an applied assets listing and supply aids. After updating the NSN/NICNs in the RAF to the current generation (see 5.2.5), the contractor shall transfer the pertinent data for applied assets from the RAF to the BAF-SRI or BAF-OSI, as appropriate. Items on the ISNSL delete lists shall be transferred from the BAF-SRI or BAF-OSI to the RAF. Upon completion of this update, the RAF will represent the residual assets available for future asset reporting and application.

5.2.3.1 Residual asset order cancellation. Upon completion of the update/transfer process in 5.2.3, the contractor shall attempt to cancel any CF RAF items that have not been received if this action is economically feasible. The contractor shall prepare a report of outstanding GF items in the RAF and deliver it with related supply data to the NSA in accordance with the CDRL.

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5.2.4 Asset accounting. The contractor shall prepare and maintain, as an integral part of the BAF-SRI, data which will enable him to control the processing of SRI and to produce all required records and reports. This data shall contain information regarding all SRI ordered and received, both contractor-furnished and Government-furnished. The BAF-SRI shall be maintained to reflect the current status of SRI such as orders, receipts, issues, temporary and permanent locations. The BAF-SRI shall retain the capability to separately identify onhand items and due-in items. All onhand SRI entries contained in the BAF-SRI shall include temporary or permanent location information.

5.2.4.1 The NSA will provide copies of mechanized cards indicating Government-furnished SRI ordered. The contractor shall utilize these EAM cards to make BAF-SRI due in entries and to develop material receipt and inspection documents as required.

5.2.4.2 The contractor shall develop procedures to verify that the total allowance quantity for each item in the BAF-SRI has been satisfied from onhand assets or that CF or GF assets are on order in quantities sufficient to satisfy the requirement. CF deficiencies identified shall be ordered by the contractor. Deficiencies in GF on order quantities shall be resolved with the NSA.

5.2.4.3 The contractor shall ensure, through use of the BAF-SRI and related records, that information is maintained regarding authorized SRI substitutes. A cross-reference capability shall be maintained in the BAF-SRI and in receipt records for reporting purposes in accordance with contract data requirements.

5.2.4.4 For each SRI applicable to more than one allowance list (APL/AEL/AAP), the contractor shall ensure that the BAF-SRI record contains sufficient information to identify each known application up to a maximum of eight applications. This data shall be input to the BAF-SRI at one time by using NAVSUP Forms 1109 trailer card data provided with the load COSAL. Subsequent inputs shall be made for AAP applications.

5.2.5 BAF-SRI/RAF NSN update. The Government will provide the contractor with aids for updating the NSNs in the BAF-SRI/RAF concurrently with ISNSL supply aids. These aids will consist of:

- (a) Cross-Reference Cards-Old NIIN to New NIIN. These cards will update the NICN/NSN in the BAF-SRI/RAF to reflect the latest data in the files of SPCC.
- (b) Cross-Reference Cards-New NIIN to Old NIIN. These cards contain the same data as (a) but in reverse order.

5.2.5.1 The contractor shall, utilizing the cross-reference cards and listings, update the BAF-SRI/RAF to reflect the latest NSN/NICN. In addition, all onhand SRI material shall be remarked as required to reflect the latest updated numbers.

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5.2.6 Final allowance determination. Concurrently with the final scheduled COSAL, the Government will provide keypunched and interpreted NAVSUP Forms 1109 representing the total range and depth of COSAL computed SRI. The cards will be provided in national item identification number (NIIN) sequence with part numbers in alphanumeric sequence at the end. Allowance actions taken for AS REQUIRED/SELECT/FABRICATE items and for AAPs subsequent to the COSAL data input cut-off will not be reflected in the COSAL computed range and depth. As required by 5.2.1, the BAF-SRI file has been updated by NAVSUP Forms 1109 for AS REQUIRED/SELECT/FABRICATE items and since COSAL data input cut-off by requirements identified in AAPs. In preparation for a match between the Government furnished NAVSUP Forms 1109 and the BAF-SRI, the contractor shall identify NAVSUP Forms 1109 prepared locally as a result of the above actions and added to the BAF-SRI. Locally prepared NAVSUP Forms 1109 for AAPs represent an adjustment to the allowance quantity existing in the BAF-SRI at the time the AAP is developed i.e., the quantity in the NAVSUP Form 1109 is the difference between the AAP stated quantity and the allowance quantity recorded in the BAF-SRI at the time the AAP is generated. If the AAP quantity is to satisfy a PMS requirement, it is additive to the existing allowance, and in that instance the NAVSUP Form 1109 quantity will equal the AAP quantity. The contractor shall integrate them into the NAVSUP Forms 1109 provided by the Government. In cases of duplication of NSNs, the locally prepared NAVSUP Form 1109 quantity shall be added to the quantity in the Government's NAVSUP Form 1109, and a single card included in the deck. Adjustments as appropriate will be made to the Government's NAVSUP Forms 1109 for AS REQUIRED/SELECT/FABRICATE items. The contractor, using his own procedures, shall perform a data match between the NAVSUP Forms 1109 and his updated BAF-SRI. The purpose of this match is to verify that the BAF-SRI reflects the authorized allowance. Differences in the Government's adjusted NAVSUP Forms 1109 allowance and BAF-SRI quantities shall be identified and appropriate adjustments made with approval of the NSA. After any adjustments are made, the BAF-SRI shall reflect the total allowance of SRI. The contractor shall prepare and deliver to the Government NAVSUP Forms 1114m for SRI as required by the contract data requirements. The NAVSUP Forms 1114m generated will reflect the range and depth, subject to subsequent AAP adjustments, of allowed SRI, both onhand and on order, which is to be binned, loaded, and stowed in the ship. Completion of the NAVSUP Forms 1114m by the contractor shall be accomplished as near as possible to the date required by the Government to ensure that the latest acquisition, receipt or binning information is provided. For mechanized ships, the appropriate medium shall be delivered in lieu of NAVSUP Forms 1114m in accordance with the CDRL.

5.2.7 Substitute storeroom items. For those items in the BAF-SRI for which a stock number/part number match exists but where the requirement has been satisfied by a substitute item, either onhand or on order, the contractor shall prepare a keypunched and interpreted cross-reference NAVSUP Form 1114m. Cross-reference cards shall provide identification of prime to substitute NSN/part number and substitute to prime NSN/part number. All NAVSUP Forms 1114m for which substitutes have been received

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shall contain the letter "S" in the designated punch and print positions. All NAVSUP Forms 1114m for the substitute items shall contain the letter "C" in the designated print and punch positions. Cards containing a substitute code ("C" or "S") shall be integrated in the stock record battery and shall contain cross-reference information written in the "Requisitions Outstanding" block near the bottom of each card. For example, cards containing "C" shall indicate "SUBSTITUTE FOR (NSN/PART NUMBER)". The "Allowance Quantity" field shall indicate "0000" on cross-reference NAVSUP Forms 1114m containing the "C" code. NAVSUP Forms 1114m for substitute items shall be prepared in accordance with the applicable contract data requirements.

5.3 Processing procedures for SRI. Paragraphs 5.3.1 through 5.3.5.12 identify the major processing procedures for SRI. The only significant difference in fitting out new construction ships versus major conversion/modernization ships is that the latter have initial SRI inventories that must be offloaded and processed. This offload procedure is discussed in 5.3.1. Paragraphs 5.3.2 through 5.3.5.12 are applicable to new construction as well as major conversion and modernization.

5.3.1 Processing of initial inventory. The contractor shall remove all storeroom items from their stowages in the ship as soon as practicable after arrival of the ship at his facility. The contractor shall identify and describe in detail his organizational structure and plans and procedures for processing initial inventories. This information shall be included in the Outfitting Operations Plan prepared in accordance with the contract data requirements.

- (a) The contractor shall inspect and inventory all removed material. He shall package, remark (as necessary) and store in preliminary storage that material determined to be in ready-for-issue (RFI) condition. In remarking material, he shall use the national stock numbers or part numbers previously used to identify the material. Special care shall be taken to ensure that expired shelf-life materials or material that will have expired shelf-life before delivery is classified as non-RFI.
- (b) The contractor shall ensure that all RFI items are included in the Residual Assets File specified in 5.2.2.
- (c) The contractor shall prepare a list of non-RFI material in accordance with the contract data requirements. He shall dispose of non-RFI material as directed by the Naval Supervising Activity.

5.3.2 Ordering and funding. The contractor shall order and fund SRI in support of contractor-furnished equipments/components in accordance with the contract data requirements.

5.3.3 Receipt, inspection, and identification. The contractor shall perform the receiving, inspection, identification, and storage functions for contractor-furnished storeroom items. In addition, the contractor shall perform the receiving, inspection, and storage functions for all

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Government-furnished SRI delivered to the contractor's premises prior to delivery of the ship or its departure from the contractor's facility. The contractor shall check all receipts against packing lists and his purchase orders or the Government's requisitions, to verify correctness and completeness and condition. In the case of contractor-furnished allowance items, the contractor shall take expeditious action to obtain missing material and to replace damaged or unusable material. The contract shall notify the NSA in writing of receipts of Government-furnished and contractor-furnished SRI. In these reports, the contractor shall describe any substitutions, shortages, damages, or other discrepancies. Also, each report shall include summary statistics for the receipt of Government-furnished and contractor-furnished SRI, as well as detailed information regarding the Government-furnished items. Reports shall be prepared in accordance with the applicable contract data requirements. The contractor shall dispose of any unusable Government-furnished material (GFM) as directed by the NSA. The contractor shall ensure that CF material received is clearly identified on the outside of each pack or package with the quantity, unit of issue, nomenclature, applicable NSN/NICN, Federal Supply Code for Manufacturers (FSCM) and either part/reference or drawing and piece number, assigned by the actual manufacturer. The contractor shall ensure that GF material received is clearly identified on the outside of each pack or package with the quantity, unit of issue, nomenclature, applicable NSN/NICN or FSCM and either the part/reference number or drawing and piece number assigned by the actual manufacturer. Where repackaging is required, the contractor shall annotate each item with the above identifying data in accordance with contract requirements.

5.3.4 Preliminary storage. After ensuring that each package is clearly marked with the NSN, NICN or part number shown in his records, the contractor shall place all onhand SRI in an appropriate storage location, and ensure that the item location data is entered into the records. The records shall clearly indicate for each location the identification and quantity of the items contained therein. Parts in their individual packages shall be stowed in racks, drawers, bins, lockers, and shelves, or other storage spaces. The contractor shall provide information concerning the location of storeroom items to the Government upon request in accordance with the applicable contract data requirements. During preliminary storage operations parts not suitable for rack, bin, shelf, or drawer stowage shall be stored as follows:

- (a) Bulk storeroom items. Parts designated for stowage in shipboard bulk storerooms shall be packed in containers designed to prevent damage caused by movement of heavy parts contained therein.
- (b) Bracket/bulkhead mounted repair parts. Storeroom items which will be located in operating spaces because of size, weight, etc., shall be packed in containers designed to be mounted or secured to prevent damage due to movement of parts contained therein. Containers and parts contained therein shall be capable of being secured against coming adrift due to the pitch and roll of the ship in a seaway.



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5.3.5 Storeroom mockups. Prior to binning, the contractor shall ascertain which ship's storerooms and stowage spaces will be used for the stowage of SRI. To facilitate the preparation of the spaces for loading, the contractor shall construct full size mockups of the stowage to be used in the designated shipboard stowage spaces. The mockup shall represent the drawers, bins, racks and bulk stowage areas necessary to bin the repair parts and consumable items. The mockup need not be an exact replica of the shipboard storeroom configuration; however, it must accommodate the exact number and cubic dimensions of each type of stowage facility to be used aboard ship. The actual ship's stowage devices shall be utilized in the mockup where they are portable, e.g., items which lend themselves to drawer stowage shall be binned in the drawers to be used aboard ship.

5.3.5.1 Random stowage. Random stowage shall be utilized with the exception of items requiring special stowage, management control or dedicated storage to support primary customers, e.g. hazardous materials, shelf life items, or Aviation Storeroom (Electronics). It is not necessary to segregate general stowage items according to commodity (electronics, hull, mechanical, electrical, ordnance, consumables, etc.).

5.3.5.2 Special stowage. Items identified in the List of Items Requiring Special Handling or other documentation identified by the Government as requiring specialized stowage, such as flammable items and hazardous items or classified items shall be stowed in dedicated stowage areas included in the ship's design for such material.

5.3.5.3 Management control. Shelf Life items, part numbered items, local stock numbered items, activity control numbered items, classified materials, and hazardous items requiring specialized management control, but no special storage requirements, shall have segregated storage, and be stowed in the same compartment/storeroom to the extent practicable and desirable.

5.3.5.4 Uniquely configured items. Items, which by their size, shape or weight, require specialized storage facilities, such as bar stock, pipe, angle iron, sheet metal, plywood, wire and rope reels, crated repair parts, canned aircraft engines, etc., shall be stowed so as to facilitate their storage and handling.

5.3.5.5 Identical items. Identical items shall be stowed in the same location. If space limitations require multiple locations of the same item, the locations shall be immediately adjacent, unless otherwise approved by the Naval Supervising Activity.

5.3.5.6 Storage criteria. To the extent practicable, the following criteria shall be followed: The NSA will exercise sound judgment in enforcing these criteria and each ship's configuration will be considered a major decision factor. Each item to be stowed shall be placed in the smallest stowage device that will completely house the total allowance for the item. No more than 75 percent of the stowage capacity of each drawer or bin shall be utilized; 40 percent of the available bulk stowage areas



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shall be left vacant to allow for expansion of stocks and accessibility. Additionally, not more than 10 line items shall be stowed in a single type A or B drawer or bin compartment; not more than 20 line items shall be stowed in a single rack compartment. When the maximum stowage capacity specified above has been utilized and material still remains to be stowed, the contractor shall notify the Naval Supervising Activity. The remaining material shall be stowed as approved by the NSA. This paragraph is not applicable to MDS cabinets.

5.3.5.7 Modular Drawer Stowage (MDS). When MDS cabinets are used, each cabinet shall have a mix of different sized drawers with the larger drawers located at the bottom. The drawer mix shall provide no more than nine drawers per cabinet. Ten percent of the MDS cabinets shall be left vacant for future growth in the range of SRI. Stowage drawers shall have a 20 percent space allowance for depth shortages and to prevent damage to materials stowed therein, when the drawer is opened.

5.3.5.8 Bins, racks and bulk stowage. Items in bins, racks and bulk stowage areas shall be stowed so that heavier items are stowed on the bottom and lighter items are stowed on the top. Bulk stowage of items in excess of 50 pounds and large bulky items shall be stowed in the most accessible bulk storerooms convenient to installed materials handling equipment or hatches/accesses to the extent feasible.

5.3.5.9 Overpack. An overpack (wrapping covering multiple line items) shall not be applied. Where the quantity in the storage pack differs from the unit-of-issue, items shall be packaged and stowed according to the unit-of-issue as specified in the Management List-Navy (ML-N). Small nuts, bolts, washers, and similar items where the storage package contains all the same line items are excepted from this criteria.

5.3.5.10 Location numbers. All locations and devices used in the mockup shall be assigned identification numbers in accordance with the identification system to be used aboard ship. Shipboard stowages corresponding to those in the mockup and those shipboard stowages actually used in the mockup shall be assigned permanent location identification numbers.

5.3.5.11 Bulkhead mounted repair parts. Locations for bulkhead mounted repair parts shall be clearly marked with a placard affixed adjacent to the location. This placard shall identify the name and NSN/part number of the bulkhead mounted repair part, plus the applicable APL and equipment nomenclature. The placard and the necessary stowage aids shall be installed at delivery, whether or not the repair part is on hand. Securing devices for bulkhead mounted repair parts shall conform to the shock requirements specified in the contract.

5.3.5.12 Containers. All stowage containers (bulk and bulkhead mounted) shall be marked with permanent identifying symbols, as specified by the NSA. The symbols shall consist of numbers or letters, or both, from which the stowage location can be easily determined. This requirement is in addition to 5.3.5.11.

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5.3.6 Binning. The Government will provide identifying and quantitative (range and depth) information as to the ship's authorized allowances for SRI. For shipbuilding programs utilizing coordinated shipboard allowance lists (COSALs), the NSA will provide keypunched and interpreted electronic accounting machine (EAM) cards, normally NAVSUP Forms 1109, identifying the range and depth of SRI to be binned and loaded. These cards will be provided subsequent to the receipt of the final scheduled COSAL. Following receipt of the final COSAL by the Government and up until the time of ship delivery, additional cards may be provided to the contractor on an incremental basis which will contain additional allowance information based on allowance appendix page (AAP) development, or other Government allowance determination actions. The contractor shall receive and process all such cards into the BAF-SRI. Prior to loading SRI onboard ship, the contractor shall bin material in the range and depth identified in the updated BAF-SRI. All material in excess of the defined allowance shall be identified in the RAF. The NSA shall be provided a listing of residual assets in accordance with the CDRL. Excess material shall be disposed of as directed the the NSA. The contractor shall prepare detailed binning listings for SRI as specified by the applicable contract data requirements.

5.3.7 Loading. Upon completion of the binning operation, at a time to be approved by the NSA, the contractor shall load and stow onboard ship 100 percent of the SRI received for the ship's approved allowance lists as reflected by the allowance cards provided by the Government and recorded in the BAF-SRI. A detailed loading plan, to be approved by the NSA, shall be prepared in accordance with applicable contract data requirements. Loading shall be accomplished by transferring stowage devices with the contents intact from the stowage mockups to predetermined corresponding shipboard storeroom stowages or locations. Bin, rack, shelf or bulk items shall be transferred in the same manner. The contractor shall load all allowed SRI received by him at a time mutually agreed to by the government based on the particular type of program and ship involved. Material received subsequent to loading shall be delivered at the earliest feasible time after receipt until delivery. The loading operation shall be closely coordinated with the NSA. A complete listing of binned SRI material shall be prepared prior to the time of loading in accordance with applicable contract data requirements.

5.3.8 Expediting and follow up. The shipbuilding contractor is required to provide 100 percent of the CF storeroom items prior to delivery or departure of the ship. When shortages exist at this time, he shall expedite and follow up on such shortages until all items required by the contract have been delivered to the ship. The contractor shall continue to report the receipt of CF/GF SRI after delivery or departure of the ship in accordance with applicable contract data requirements.

5.3.9 Shortage lists. The contractor shall prepare shortage lists for SRI in accordance with the applicable contract data requirements.

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5.3.10 Inventory accuracy. The contractor shall ensure that complete and accurate records reflecting the location, quantity and identification of each item are maintained during the preliminary storage and binning processes. The NSA will conduct scheduled inventory samplings of SRI during the binning phase and subsequent to completion of the binning phase. NAVMATINST 4441.1 specifies the appropriate sample size and acceptable error rate. The contractor shall assist the NSA by making available personnel, facilities and records required to perform inventory samplings. The final sampling shall be conducted to evaluate the inventory accuracy compared to the NAVSUP Forms 1114m completed by the contractor. When possible, the final sampling shall be conducted after loading. When the percentage of discrepancies exceeds the standards specified in NAVMATINST 4441.1, successive samples shall be conducted to determine if the discrepancies are pervasive. The contractor shall conduct a complete inventory of binned SRI and shall purge the stock record battery and SRI material inventory of all discrepancies when successive samples indicate a pervasive problem. All discrepancies discovered during sampling shall be corrected if there is no indication of a pervasive problem. Errors falling within the following categories shall be considered discrepancies:

- (a) Material in bin (location), no NAVSUP Form 1114m.
- (b) Wrong NSN, part number (or other identification number) on material.
- (c) NAVSUP 1114m indicates wrong location, or multiple locations not posted.
- (d) Binned quantity less than allowed quantity, no due-in document or outstanding requisition number posted on NAVSUP Form 1114m.
- (e) Incomplete cross-reference information on NAVSUP Form 1114m in case of superseded NSN/substitute item.
- (f) Quantities in bin greater than quantity onhand on NAVSUP Form 1114m.

#### 5.4 Issues of storeroom items.

5.4.1 Supporting Government-furnished material. The NSA may authorize the issue of GF SRI to the contractor for the test and checkout of Government-furnished material. The Government will order and fund replacements and will provide copies of requisitions to the contractor. The contractor shall adjust his records accordingly.

5.4.2 Supporting contractor-furnished material. The NSA may authorize the issue of GF SRI to the contractor for the test and checkout of contractor-furnished material. Issues of Government-furnished SRI will be restricted to emergency situations. The contractor shall take immediate action to order and fund replacements. The contractor shall adjust his records accordingly.

5.4.3 Government authorization required. The contractor shall not issue GF SRI without prior written authorization of the NSA.

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5.5 Operating space items (OSI). The contractor shall provide all OSI required by the contract data requirements. For the purpose of this standard, OSI shall include all special tools, machine tools, accessories, support, and test equipment, loose hardware, consumables, or other material as may be designated by the Government. In the performance of the procedures described herein, the contractor shall exercise the controls and techniques necessary to ensure that the following goals are attained upon delivery of the ship to the Government:

- (a) That the ship is provided with 100 percent of all contractor-furnished OSI.
- (b) That only those authorized OSI or approved substitutes therefore are placed aboard ship or turned over to the Government, in accordance with Government approved procedures and documentation.
- (c) That all OSI stowed in the ship are identified and located exactly as they appear in the records and listings provided to the Government in accordance with contract data requirements.
- (d) That all shortages relate to a valid due-in purchase order or other acquisition source document number(s).

5.6 Recordkeeping for operating space items. The contractor shall prepare and maintain EDP records necessary to accomplish procedures described in this standard and to prepare the deliverable data requirements specified in the applicable contract data requirements. Contractor records used in outfitting operations related to operating space items shall be in the contractor's format and shall be made available for inspection by the NSA upon request. The contractor shall identify and describe in detail the structure, content, and purpose of all files/records to be utilized in an Outfitting Operations Plan prepared in accordance with the applicable contract data requirements. The files, records, and procedures discussed in 5.6.1 through 5.6.6 apply to COSAL related OSI only. COSAL related OSI is that OSI identified in an APL, AEL, or AAP and thus will appear as an allowance item in the load COSAL or subsequently produced IAD.

5.6.1 Baseline Assets File-OSI (BAF-OSI). The contractor shall prepare and maintain by allowance application (i.e. APL/AEL/AAP) a record for each OSI identified in the first Incremental Stock Number List (ISNSL) Report IF-1. The source documents for development of these records shall be the NAVSUP Forms 1109 provided as supply aids with the Report IF-1 and usually will consist of Reports IA-2A, IA-4, IA-10A, IA-12, IA-14 and IA-16. Reports IA-12, IA-14 and IA-16 will be received only when assets have been reported to the ICP for application to computed allowance quantities. Asset reporting can but does not necessarily occur in all shipbuilding/conversion/modernization programs. It is possible to have two NAVSUP Forms 1109 for the same application, e.g., partial quantity satisfied by applied assets; balance appears as a GF or CF add item. In these instances, only one record shall be established for the total quantity per application. The aggregate of all records generated shall be called the BAF-OSI. The first production run of ISNSL reports identify the total requirements for OSI at their publication date. Publication of subsequent ISNSL reports identify changes to the initial OSI requirements

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through the medium of add, delete and applied assets reports. The ISNSL reports that must be considered in subsequent updating of the BAF-OSI are Reports IA-2A, IA-2B, IA-4A, IA-4B, IA-10A, IA-10B, IA-12, IA-14 and IA-16. The contractor shall update the BAF-OSI by processing the NAVSUP Forms 1109 supply aids provided with subsequent ISNSLs. Items deleted from the BAF-OSI shall be recorded in the RAF (see 5.6.2). To make the BAF-OSI completely representative of OSI requirements, AS REQUIRED/SELECT/FABRICATE OSI items must be incorporated. These items are identified in ISNSL Report IF-11. The NSA will provide the contractor a deck of NAVSUP Forms 1109 representing these OSI items after completing an appropriate screening/selection process. The contractor shall take the actions necessary to incorporate these requirements into the BAF-OSI. Subsequent to load COSAL data input cut-off, the BAF-OSI shall be updated by the contractor from requirements identified in Allowance Appendix Pages (AAPs) prepared by the NSA or contractor, as separately specified.

5.6.2 Residual Assets File (RAF). The contractor shall prepare and maintain a record of each line item (NSN) of the following categories of OSI when no requirement exists or the requirement no longer exists in the BAF-OSI. BAF-OSI requirements are generated by ISNSLs, NSA provided NAVSUP Forms 1109, AAPs.

- (a) Initial ready-for-issue OSI offloaded.
- (b) OSI received concurrently with GFE.
- (c) CF OSI acquired concurrently with CFE.
- (d) OSI identified on ISNSL delete lists.
- (e) OSI offloaded and returned to an RFI condition.
- (f) GF/CF OSI ordered from PTD.
- (g) TYCOM custody OSI (TCC).
- (h) Other OSI onhand or on order that has not been identified as a requirement in the BAF-OSI and applied to satisfy that requirement.

Only one RAF will be maintained. It shall contain the records for both SRI and OSI residual materials (see 5.2.2).

5.6.2.1 Asset reporting. See 5.2.2.1.

5.6.3 Residual asset application. See 5.2.3.

5.6.3.1 Residual asset order cancellation. See 5.2.3.1.

5.6.4 Asset accounting. The contractor shall prepare and maintain, as an integral part of the BAF-OSI, data which will enable him to control the processing of OSI and to produce all required records and reports. This data shall contain information regarding all OSI ordered and received, both contractor-furnished and Government-furnished. The BAF-OSI shall be maintained on a daily basis to reflect the current status of OSI such as orders, receipts, issues, temporary, and permanent locations. The BAF-OSI shall retain the capability to separately identify onhand items and due-in items by application. All onhand OSI entries contained in the BAF-OSI shall include temporary or permanent location information.

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5.6.4.1 The NSA will provide mechanized cards, indicating Government-furnished OSI placed on order. The contractor shall utilize these EAM cards to make BAF-OSI entries and develop material receipt and inspection documents as required.

5.6.4.2 The contractor shall develop procedures to verify that the total allowance quantity for each item in the BAF-OSI has been satisfied from onhand assets or that CF or GF assets are on order in quantities sufficient to satisfy the requirement. CF deficiencies identified shall be ordered by the contractor. Deficiencies in GF on order quantities shall be resolved by contact with the NSA.

5.6.4.3 The contractor shall ensure, through use of the BAF-OSI and related records, that information is maintained regarding authorized OSI substitutes. A cross-reference capability shall be maintained in the BAF-OSI and in receipt records for reporting purposes in accordance with contract data requirements.

5.6.5 BAF-OSI/RAF NSN update. The Government will provide the contractor with aids for updating the NSNs in the BAF-OSI/RAF concurrently with ISNSL supply aids. These aids will consist of:

- (a) Cross-reference Cards-Old NIIN to New NIIN. These cards will update the NICN/NSN in the BAF-OSI/RAF to reflect the latest data in the files of SPCC.
- (b) Cross-Reference Cards-New NIIN to Old NIIN. These cards contain the same data as (a), but in reverse order.

5.6.5.1 The contractor shall, utilizing the cross-reference cards and listings, update the BAF-OSI/RAF to reflect the latest NSN/NICN. In addition, all onhand OSI material shall be remarked as required to reflect the latest updated numbers.

5.6.6 Final Allowance determination. Concurrently with the final scheduled COSAL, the Government will provide keypunched and interpreted NAVSUP Forms 1109 representing the total range and depth of COSAL computed OSI. The cards will be provided in national item identification number (NIIN) sequence with part numbers in alphanumeric sequence at the end. Allowance actions taken for AS REQUIRED/SELECT/FABRICATE items and for AAPs subsequent to the COSAL data input cut-off will not be reflected in the COSAL computed range and depth. As required by 5.6.1, the BAF-OSI file has been updated by NAVSUP Forms 1109 for AS REQUIRED/SELECT/FABRICATE items and since COSAL cut-off by requirements identified in AAPs. In preparation for a match between the Government furnished NAVSUP Forms 1109 and the BAF-OSI, the contractor shall identify NAVSUP Forms 1109 prepared locally and added to the BAF-OSI and integrate them into the NAVSUP Forms 1109 provided by the Government. It will be necessary to extract the normal COSAL aids for AS REQUIRED/SELECT/FABRICATE items, prior to integrating the ones prepared locally for these items. The contractor, using his own procedures, shall perform a data match between the NAVSUP 1109s and his updated BAF-OSI. The purpose of this match is to verify that



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the BAF-OSI reflects the authorized allowance. Differences in the adjusted 1109 allowance and BAF-OSI quantities shall be identified and resolution concerning appropriate adjustments made with approval of the NSA. After any adjustments, resulting from the match are made, the BAF-OSI shall reflect the total allowance of OSI.

5.7 Processing procedures for OSI. Paragraphs 5.7.1 through 5.7.8 identify the major processing procedures for COSAL related OSI. The only significant difference in fitting out new construction ships versus major conversion/modernization ships is that the latter have initial OSI inventories that must be offloaded and processed. This offload procedure is discussed in 5.7.1. Paragraphs 5.7.2 through 5.7.8 are applicable to new construction as well as major conversions and modernizations.

5.7.1 Removing existing operating space items (COSAL-related). The contractor shall remove all portable and noninstalled operating space items defined by the Government as soon as practicable after arrival of the ship at his facility. In some cases, as approved by the SUPSHIPS, certain operating space items (such as fire-fighting equipment and mooring lines) may be retained on the ship. These items shall be inventoried, and conditioned screened, but their recorded location shall indicate the specific ship's compartment in which they are located. These items shall be re-inventoried near the end of the overhaul to ensure they are still present and are still in ready-for-issue (RFI) condition. The contractor shall identify and describe in detail his organization structural and plans and procedures for processing initial inventories. This information shall be included in the Outfitting Operations Plan prepared in accordance with the contract data requirements.

- (a) The contractor shall inspect and inventory all removed material. He shall package and remark (as necessary) and store material determined to be in ready-for-issue (RFI) condition. In remarking material, he shall use the national stock numbers or part numbers previously used to identify the material.
- (b) The contractor shall ensure that all RFI items, that were offloaded or designated to remain-on-board (ROB), are included in the Residual Assets File specified in 5.6.2.
- (c) The contractor shall prepare a list of non-RFI material in accordance with the contract data requirements. He shall dispose of non-RFI material or initiate repair action as directed by the Naval Supervising Activity. When a determination to repair is made by the NSA, the items shall be recorded as due from repair and applied to satisfy the BAF-OSI requirement that generated the repair decision.

5.7.2 Ordering and funding. The contractor shall order and fund all OSI for which he is contractually responsible.

5.7.3 Receipt, inspection, and identification. The contractor shall perform the receiving, inspection, identification, and storage functions for contractor-furnished OSI. In addition, the contractor shall perform



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the receiving, inspection and storage functions for all Government-furnished OSI delivered to the contractor's premises prior to delivery of the ship or its departure from the contractor's facility, when required by the contract. The contractor shall check all receipts against packing lists and his purchase orders or the Government's requisitions to verify correctness and completeness. In the case of contractor-furnished allowance items, the contractor shall take expeditious action to obtain missing material and to replace damaged or unusable material. The contractor shall promptly notify the NSA in writing of receipts of Government-furnished and contractor-furnished OSI. In these reports, the contractor shall describe any substitutions, shortages, damages, or other discrepancies. Also, each report shall include summary statistics for the receipt of government-furnished and contractor-furnished OSI as well as detailed information regarding the government-furnished items. Reports shall be prepared in accordance with the applicable contract data requirements. The contractor shall dispose of any unusable Government-furnished material (GFM) as directed by the NSA. The contractor shall ensure that material received is clearly identified on the outside of each pack or package with the applicable NSN, NICN, or federal supply code for manufacturers (FSCM), and manufacturers part/reference or drawing and piece number.

5.7.4 Segregating and storing. The contractor shall provide adequate space to segregate and store OSI by category or allowance list number, as identified by the Government. The contractor shall prepare a detailed plan for the accomplishment of outfitting operations relating to OSI in accordance with the contract data requirements. The contractor shall process OSI in accordance with the outfitting operations plan.

- (a) For contractor-furnished OSI, the contractor shall store each OSI, properly identified, so that it can be readily located for shipboard stowage or turnover, as appropriate. Upon receipt at the contractor's facilities of contractor-furnished OSI, the contractor shall mark, segregate, and store items by allowance list (APL/AEL/APP), shipboard compartment, or use in accordance with the outfitting operations plan.
- (b) Upon receipt at the contractor's facilities of Government-furnished OSI, the contractor shall mark, segregate and store items by allowance lists (APL/AEL/AAP), shipboard compartment, or use in accordance with the outfitting operations plan. The contractor shall provide adequate warehousing space or other facilities required for the processing and loading or turnover of Government-furnished OSI. Facilities shall include the capability to handle classified material and documents, drugs, and hazardous, or radioactive material.

5.7.5 Loading/turnover. Loading of COSAL related OSI encompasses the transfer of custody of material from the contractor to the Government. From a custodial transfer point-of-view, OSI can be categorized as OSI that must be placed into stowage devices throughout the ship (e.g., portable battle lanterns and fire extinguishers) and OSI that is segregated by APL/AEL/AAP, shipboard compartment, or user, and loaded into designated

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shipboard spaces. The former, hereinafter referred to as Category I OSI poses the greatest problem relative to custodial transfer and should be held to an absolute minimum after considering safety and operational necessities. The latter category, Category II OSI, in most instances requires very little additional processing to achieve its final distribution to the ultimate user. OSI in this category is normally packaged in sealed containers (e.g., tri-walls) with packing lists/cards attached. Custodial transfer of Category II OSI is achieved by obtaining Government representatives' signatures on copies of the packing list when the containers are loaded into designated spaces. Inventory accuracy determination procedures for both Category I and II OSI are contained in 5.7.8. The contractor shall develop loading/turnover procedures for both CF and GF OSI in accordance with the contract data requirements. The procedures shall provide for the complete and orderly loading/turnover of OSI to the Government. The contractor shall load and properly locate Category I and II OSI aboard ship in accordance with the outfitting operations plan. Complete listings of shipboard locations for both categories of OSI shall be prepared for approval of the NSA prior to commencement of the loading operation. Material shall be loaded in a manner so as to ensure that it is protected against theft, pilferage or damage. The integrity of hazardous, semi-safe, or classified material shall be maintained. The contractor shall obtain receipts for all CF and GF OSI loaded. Category I OSI receipts shall be obtained during site validation of the installed OSI; Category II OSI shall be receipted for as previously described.

5.7.6 Expediting and follow-up. The shipbuilding contractor shall be required to provide 100 percent of the OSI for which he is responsible, prior to delivery or departure of the ship. When shortages exist at that time, he shall expedite such shortages until all items required by the shipbuilding contract have been delivered to the ship. The Government will expedite and follow-up Government-furnished OSI shortages. The contractor shall continue to report the receipt of CF/GF OSI after delivery or departure of the ship in accordance with applicable contract data requirements. The NSA will monitor the acquisition of contractor-furnished OSI. The contractor shall allow the NSA access to all records, files, material or other information required in the performance of this duty. The NSA will monitor the shipment of OSI received after delivery or departure of the ship from the contractor's premises.

5.7.7 Shortage lists. The contractor shall prepare shortage lists in accordance with the applicable contract data requirements.

5.7.8 Inventory accuracy. The contractor shall insure that complete and accurate records are maintained for OSI that is his responsibility to process and load. Records and listings provided to the Government shall accurately reflect the location, quantity, and complete identification of each OSI loaded. Audits conducted for contractor OSI processing procedures will be designed to provide reasonable assurance that the internal procedures being followed by the contractor will result in documentation provided to the Government reflecting the OSI received at the contractor's facilities and actually loaded. In conducting the audits, samples will be taken of Category II OSI packed for loading. This will involve the

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checking of contents of containers against packing lists and validation of other information contained on the material necessary for subsequent distribution to its ultimate user. When errors are detected they shall be corrected by the contractor. Successive samples shall be taken when errors are discovered. The purpose of successive samples is to determine if errors in the process are pervasive or are a result of inherent weaknesses in the material processing system (i.e., that which is reasonable). Sample sizes shall be selected in accordance with MIL-STD-105. Where NSA judgement, after successive samples, indicates a pervasive error problem, all Category II OSI shall be reinventoried by the contractor and all errors eliminated. Audits will be conducted periodically throughout the periods of construction, modernization, or conversion to identify early on any problems associated with the processing procedures to assess the degree of compliance with the procedures, and to evaluate the necessity for modification to meet the previously stated objective of reasonable assurance. Sampling of Category I OSI shall not be necessary because this category of OSI requires site validation, prior to the custody transfer. The contractor shall assist the NSA by making available personnel, facilities, and records required to perform the periodic audits.

5.8 Integrated allowance document (IAD). The final allowance document provided to the ship at the completion of fitting out is an Integrated Allowance Document (IAD). The purpose of the IAD is to provide the ship with a single complete allowance document which includes support for the entire ship's configuration. The IAD as identified in 5.8.1 through 5.8.7 is, with the exception of Part III, Sections A and B, the load COSAL with appropriate changes incorporated in the various sections by pen and ink or page insertion. The IAD Part III, Sections A and B, shall be produced from the data contained in the BAF-SRI/OSI files. Part III, Sections A and B from the load COSAL shall be given to the ship and other distributees as an historical record. One master IAD shall be prepared and delivered in accordance with the CDRL. Copies shall be produced and distributed according to the CDRL. The three parts of the IAD are as indicated below:

Part I - SOEAPL  
Index

Section A (Nomenclature Sequence)  
Section B (Service Application Sequence)  
Section C (APL/AEL to EIC to WBS/FGC)  
Section D (EIC to APL/AEL)  
Section E (WBS to APL/AEL)

Part II -

Section A (APL and APL-AAP)  
Section B (Electronics, Ordnance Fire Control  
Microfiche Furnished with COSAL)  
Section C (AEL and AEL-AAP)

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Part III -           Section A - SRI (Integrated Stock List)  
                  Section B - OSI (Integrated OSI List)  
                  Section D - Alternate Number Cross Reference to  
  Stock Number List

The IAD, Part III, Sections A and B shall be printed in standard COSAL format and shall replace Part III, Sections A and B of the load COSAL.

5.8.1 Part I - IAD SOEAPL. The Summary of Effective Allowance Parts Lists (SOEAPL) shall be prepared by adding the Type I and Type II AAP identification numbers to the load COSAL SOEAPL in the proper sequence. Type III AAP numbers shall appear at the start of their respective category of APL/AELs. The sequence of numbers in the SOEAPL shall correspond to the sequence of APLs, AELs, and APL/AEL-AAP pages in Part II of the IAD. Where the magnitude of changes cannot be incorporated neatly by pen and ink change, a supplement to the SOEAPL may be prepared and included with the existing SOEAPL.

5.8.2 Part I - A and B index. The Government-furnished load COSAL Index, Sections A and B shall be used as the basis for development of the IAD Index, Sections A and B. Index entries shall be manually added by the contractor to the published index for all AAPs. In addition, all missing, or incorrect entries shall be added/corrected by the contractor. All entries made by the contractor shall be typed or printed. A complete index entry consists of the following:

EQPT/COMP MEC Code  
Noun name and partial characteristic description of each  
  APL/AEL-AAP  
  APL/AEL-AAP identification number  
  Quantity of each APL, APL-AAP per service application or column  
  number of the applicable AEL, AEL-AAP  
  Applicable Allowance Support Code  
  Each service or major shipboard function in which the equipment/  
  component/equipment operates or performs a service.

5.8.2.1 Where the magnitude of changes cannot be incorporated neatly, a supplement to A and B indexes may be prepared and included with the existing A and B indexes.

5.8.3 Part I - Sections C, D and E. Appropriate entries by the contractor shall be typed or printed in these sections.

5.8.4 Part II - Sections A and C. AAPs shall be inserted in the appropriate sections. Nonstandard APL/AEL-AAP numbered pages shall be inserted in the front of their respective categories.

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5.8.5 Part II - Section B. The Electronics and Ordnance Fire Control data which is provided to the ship shall consist of microfiche cards provided by SPCC with the COSAL. These cards provide circuit symbol numbers or part numbers and other technical data. No additions or modifications to the microfiche shall be required. (This section may not be provided with Load COSAL, in which case it will not be a part of the required IAD).

5.8.6 Part III - Section A. Part III, Section A is an Integrated Stock List (ISL) and shall be printed in standard COSAL SNSL format. The ISL shall list the ship's total SRI allowance. The data contained in the final updated BAF-SRI shall be used to publish the ISL. The following data elements are to be used:

Stock Number  
Item Name  
APL-AAP Number (Master and Trailers)  
Unit of Issue  
Allowance Quantity (Total Factored Quantity)  
Unit Price  
Derivation Code  
Location(s)  
Quantity onhand

5.8.6.1 For each stock number, the following information shall be printed on the first line: The cognizance symbol, the entire National Stock Number (NSN), or Activity Control Number (ACN), APL or APL-AAP number, unit of issue, factored allowance quantity, unit price, and derivation code. When a stock number is intended for use/repair purposes on (or in) more than one shipboard equipment or component, the additional APL, APL-AAP number shall be listed in ascending order on each succeeding line. For these additional applications, the only data to be listed is the APL, APL-AAP number.

5.8.7 Part III - Section B. Part III, Section B is an ISL and shall be printed in standard COSAL SNSL format. The ISL shall list the ship's total COSAL related OSI allowance. The data contained in the final updated BAF-OSI shall be used to publish the ISL. The following data elements shall be used:

Stock Number or other identifying number  
Item Name  
AEL-AAP Number (Master and Trailers)  
Unit of Issue  
Allowance Quantity  
Unit Price.

For each line item, the following information shall be printed on the first line: The cognizance symbol (if applicable), the entire National Stock Number (NSN), or Activity Control Number (ACN), or other identifying number as appropriate, AEL-AAP number, unit of issue, allowance quantity for the lead application and unit price. When a stock number has application to

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more than one AEL or AAP-AEL, these secondary AEL or APP-AELs shall be listed in ascending order on each succeeding line. For these additional applications, the only data to be listed is the AEL, AEL-AAP number and the quantity allowed by each AEL or AAP-AEL.

5.9 Other significant allowance documents. The procedures in 5.9.1 through 5.9.8.1 relate specifically and only to those defined allowances of materials as they are presented in the below listed allowance documents and the materials are shipped to the contractor's facilities.

- (a) The Ship Type Electronics Plan (STEP) and the Ships Portable Electrical/Electronic Test Equipment Requirement List (SPETERL).
- (b) The Visual Landing Aids, Meteorological and Photographic Allowances, as prepared by the Aviation Supply Office.
- (c) The Authorized Medical Allowance List (AMAL) and Authorized Dental Allowance List (ADAL) is prepared by the Naval Medical Material Support Command (NAVMEDMATSUPPCOM).
- (d) The Allowance of Maps, Charts and Publications, as prepared by the Defense Mapping Agency Hydrographic Center.
- (e) The Library Book Allowance, as prepared by the Navy Education and Training Command (CNET).
- (f) The General Use Consumables List (COSAL Part III, Section E).
- (g) Forms and Publications (COSAL Part III, Section F).

5.9.1 Ship type electronics plan (STEP). Paragraphs 5.9.1 through 5.9.2.1 relates to the ship's allowance for portable and mobile electronic equipments. The NAVELEX COSAL, Part IIB; Group I, has been replaced by the STEP. A master STEP file is prepared by NAVSEA/NAVELEX for CNO's approval. The STEP Key (NAVSHIPS 0900-001-2000) is prepared and published by CNO. Based on these documents, NAVSEA (SHAPM) prepares, issues and funds Ships Project Directives (SPDS) for acquisition of portable and mobile electronic equipments.

5.9.1.1 Accounting for STEP items. STEP items shall be processed as an integral part of COSAL related OSI, following the procedures in 5.6 and 5.7.

5.9.2 Ships portable electrical/electronic test equipment requirements list (SPETERL). Paragraphs 5.9.2 and 5.9.2.1 relate to the ship's allowance for portable electrical/electronic test equipment. The NAVELEX COSAL, Part IIB, Group II, Sections A and B have been replaced by the SPETERL. The SPETERL is prepared by NAVSEA and lists those portable electrical/electronic test equipments, by SCAT code, formerly identified in the aforementioned NAVELEX COSAL. The SPETERL is comprised of two broad material categories, namely 2Z cognizance items and other (multiple cognizance) items.

5.9.2.1 Accounting for SPETERL items. SPETERL items shall be processed as an integral part of COSAL related OSI following the procedures in 5.6 and 5.7.



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5.9.3 Visual landing aid, meteorological, and photographic support. The contractor shall process the VLA, MET and PHOTO allowances in accordance with 5.9.3.1 and 5.9.3.2.

5.9.3.1 Receipt, inspection, and identification. The contractor shall perform the receipt, inspection, identification, and storage functions for VLA/MET/PHOTO materials delivered to the contractor's premises, prior to delivery of the ship or its departure from the contractor's facility. The NSA will provide the contractor with mechanized decks of cards representing GF VLA/MET/PHOTO material requisitioned for delivery to the contractor's facility. The contractor shall check all receipts against packing lists and Government's requisitions to verify correctness, completeness, and condition. The contractor shall notify the NSA in writing of receipts of VLA/MET/PHOTO materials. In these reports, the contractor shall describe any substitutions, shortages, damages, or other discrepancies. Reports shall be prepared in accordance with the applicable contract data requirements. The contractor shall ensure that material received is clearly identified on the outside of each pack or package with the applicable NSN, NICN, or federal supply code for manufacturers (FSCM) and either the manufacturer's part/reference or drawing and piece number. Where repacking is required, the contractor shall annotate each item with identifying data in accordance with contract requirements.

5.9.3.2 Storage and loading. After ensuring that each package is clearly marked with the appropriate NSN, NICN or part number, the contractor shall store the material by allowance application (e.g., VLA or MET or PHOTO). In preparation for loading, the contractor shall pack the materials received into containers by allowance application. Each container shall have a packing list attached with the following data included thereon: The NSN ordered, substitute NSN received (if applicable), quantity ordered, quantity received, and quantity packed. Material will be loaded in accordance with the Outfitting Operations Plan. The contractor shall effect custody transfer by obtaining a signature of an appropriate Government representative on a copy of the packing list.

5.9.4 Medical and dental allowance. Medical/Dental allowances of material shall be documented on an AMAL/ADAL provided by the Naval Medical Material Support Command, Philadelphia, PA. Required professional publications are provided directly by NAVMEDMATSUPPCOM based upon BUMEDINST 6820.4. The NSA will provide the contractor supply aids identifying materials to be received at the contractor's facility.

5.9.4.1 Receipt and inspection.

- (a) Material requiring installation shall be forwarded directly to the contractor's facilities where it shall be inspected for damage by the contractor. The NSA will be advised of damaged or short shipments so that replacement action can be taken. The NSA will ensure that any repair parts received with the equipment are identified to that equipment, segregated, and turned over to the Ship's Senior Medical/Dental Department Representative.



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- (b) Material not requiring installation shall be shipped to the contractor's facilities, where it shall be received and turned over to the Ship's Senior Medical/Dental Department Representative. The contractor shall provide appropriate storage facilities until turnover can be effected. All receipts including damaged material and shortages shall be reported by the Ship's Senior Medical/Dental Department Representative to NAVMEDMATSUPPCOM or the NSA (when appropriate) in order that status files may be updated and shortages or damaged material may be reordered.
- (c) Material requiring special handling and storage shall be handled in accordance with applicable instructions. NAVMEDMATSUPPCOM will provide an ADP listing of requisitions and a set of NAVSUP 1114.1C's.

5.9.5 Oceanographic allowance. The NSA will provide the contractor shipping information concerning materials to be received at the contractor's facility.

5.9.5.1 Receipt and inspection. When the material is received at the contractor's facilities, it shall be turned over to the ship and inspected by personnel from the ship's nucleus crew who will advise the shipping activity or NSA (when appropriate) of any material shortages.

5.9.6 Library books. Library books received at the contractor's facility will be turned over to the ship and inspected by personnel from the ship's force.

5.9.7 General use consumables list (GUCL).

5.9.7.1 Supply aids. The NSA will provide the contractor processing aids for GUCL materials ordered by the OSA for delivery to the contractor's facility.

- (a) For GUCL material to be stowed in Supply Department storerooms, the contractor will be provided a deck of NAVSUP Forms 1114m and a deck of CRASP Material Monitor Cards, "E" type.
- (b) For GUCL material to be loaded by application (e.g., Department, Division, etc.), a separate set of the following supply aids will be provided for each application: a deck of NAVSUP Forms 1109 identifying the application, a deck of NAVSUP Forms 1348m supporting the quantities for the application, and a deck of CRASP Material Monitor Cards, "E" type.

5.9.7.2 Contractor processing. The contractor shall perform the receipt, inspection, identification, and storage functions for GUCL materials delivered to the contractor's premises, prior to delivery of the ship or its departure from the contractor's facility. The contractor shall check all receipts against packing lists and the Governments' requisitions

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to verify correctness, completeness, and condition. The contractor shall notify the NSA in writing of receipts of GUCL materials. In these reports, the contractor shall describe any shortages, damages, or other discrepancies. Reports shall be prepared in accordance with the applicable contract data requirements. The contractor shall ensure that material received is clearly identified on the outside of each pack or package with the applicable NSN. Where repacking is required, the contractor shall annotate each item with identifying data in accordance with the contract data requirements.

5.9.7.3 Storage and loading. After ensuring that each package is clearly marked with the appropriate NSN, the contractor shall store the material by application (e.g., storeroom, Department, Division, etc.). GUCL storeroom items shall be stored in mockups or replicas of their intended permanent shipboard stowage with permanent shipboard location numbers assigned. For this material, a NAVSUP Form 1114m shall be maintained showing quantity received and permanent location. A deck of completed NAVSUP Forms 1114m for GUCL storeroom items shall be delivered to the Government in accordance with the contract data requirements. Loading of GUCL material will be in accordance with the Outfitting Operations Plan, GUCL storeroom material shall be loaded into its permanent shipboard stowage. GUCL materials other than storeroom material shall be containerized by application for loading. Custody transfer for this latter material from the contractor to the Government shall be effected by obtaining a signature of a Government representative on a copy of the packing list attached to each container.

5.9.8 Forms and publications (COSAL Part III, Section F). Part III, Section F, of the COSAL will be provided by NPFC Philadelphia upon request from either the FOSAT, FIT, or an authenticating source such as the PCO or the OSA.

5.9.8.1 Processing. Forms and publications received at the contractor's facility shall be turned over to the nucleus crew for processing. The contractor shall provide facilities for the nucleus crew to process and prepare for loading forms and publications received. The nucleus crew will load forms and publications as scheduled by the PCO.

5.10 Loose hardware. Loose hardware is portable or semi-portable CF/GF operating space items required by the shipbuilding, conversion, or modernization contract, specification, drawing, or other authoritative source document which cannot be classified as belonging to and thus incorporated into an AEL of the general AEL material categories listed in Appendix C of the Allowance Preparation Manual or because of the exclusion criteria in Appendix C of the Allowance Preparation Manual is not to be incorporated into an AEL. Loose hardware then is an exception classification and will be assigned to categorize material only after it has been determined that no proper AEL classification is available or that it is excluded from AEL incorporation. The contractor shall prepare listings with supporting NAVSUP Forms 1109 for all CF OSI in accordance with the contract data requirements list. OSI identified to an APL/AEL/AAP in reports submitted will be classified as COSAL related OSI and processed in

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accordance with 5.6 and 5.7. The balance of the items will be classified as loose hardware and processed in accordance with 5.10.1 through 5.10.6. The NSA will provide the contractor with information concerning GF loose hardware and CF OSI that is to be accounted for as loose hardware.

5.10.1 Receipt, inspection, and identification. The contractor shall perform the receiving, inspection, identification, and storage functions for contractor-furnished loose hardware. In addition, the contractor shall perform the receiving, inspection, and storage functions for all GF loose hardware delivered to the contractor's premises prior to delivery of the ship or its departure from the contractor's facility. The contractor shall check all receipts against packing lists and his purchase orders, or the Government's requisitions to verify correctness and completeness. In the case of contractor-furnished items, the contractor shall take expeditious action to obtain missing material and to replace damaged or unusable material. The contractor shall promptly notify the NSA in writing of receipt of contractor-furnished and Government-furnished loose hardware. In these reports, the contractor shall describe any substitutions, shortages, damages, or other discrepancies. Reports shall be prepared in accordance with the applicable contract data requirements lists. The contractor shall ensure that material received is clearly identified on the outside of each pack or package with the applicable NSN, NICN, or federal supply code for manufacturers (FSCM) and manufacturer's part/reference or drawing and price number.

5.10.2 Segregating and storing. The contractor shall provide adequate space to segregate and store loose hardware by intended shipboard location. Detailed plans for the accomplishment of outfitting operations relating to loose hardware will be included in the Outfitting Operations Plans prepared in accordance with the contract data requirements. The contractor shall process loose hardware in accordance with the Outfitting Operations Plan.

5.10.3 Loading/turnover. Loading of loose hardware encompasses the transfer of custody of material from the contractor to the Government. From a custodial transfer point of view, it can be categorized as loose hardware that must be placed into stowage devices throughout the ship, and loose hardware that is segregated by shipboard compartment, or user and loaded into designated shipboard spaces. The former, hereinafter referred to as Category I loose hardware poses the greatest problem relative to custodial transfer and should be held to an absolute minimum, after considering safety and operational necessities. The latter category, Category II loose hardware, in most instances, requires very little additional processing to achieve its final distribution to the ultimate user. Loose hardware in this category is normally packaged in sealed containers (e.g., tri-walls) with packing lists/cards attached. Custodial transfer of Category II loose hardware is achieved by obtaining Government representatives' signatures on copies of the packing list, when the containers are loaded into designated spaces. Inventory accuracy determination procedures for both Category I and II loose hardware are specified in 5.10.6. The contractor shall develop loading/turnover procedures for both

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CF and GF loose hardware in accordance with the contract data requirements. The procedures shall provide for the complete and orderly loading/turnover of loose hardware to the Government. The contractor shall load and properly locate Category I and II loose hardware aboard ship in accordance with the outfitting operations plan. Complete listings of shipboard locations for both categories of loose hardware shall be prepared for approval of the NSA, prior to commencement of the loading operation. Material shall be loaded in a manner so as to ensure that it is protected against theft, pilferage, or damage. The integrity of hazardous, semi-safe, or classified material shall be maintained. The contractor shall obtain receipts for all CF and GF loose hardware loaded. Category I loose hardware receipts shall be obtained during site validation of the installed loose hardware; Category II loose hardware shall be receipted for, as previously described.

5.10.4 Expediting and follow-up. The shipbuilding contractor is required to provide 100 percent of the loose hardware for which he is responsible, prior to delivery or departure of the ship. When shortages exist at that time, he shall expedite such shortages until all items required by the shipbuilding contract have been delivered to the ship. The Government will expedite and follow up Government-furnished loose hardware shortages. The contractor shall continue to report the receipt of CF/GF loose hardware after delivery or departure of the ship in accordance with applicable contract data requirements. The NSA will monitor the acquisition of contractor-furnished loose hardware. The contractor shall allow the NSA access to all records, files, material, or other information required in the performance of this duty. The NSA will monitor the shipment of loose hardware received after delivery or departure of the ship from the contractor's premises.

5.10.5 Shortage lists. The contractor shall prepare shortage lists in accordance with the applicable contract data requirements. Shortage lists for loose hardware shall normally be required by the Government 30 days prior to acceptance trials, at acceptance trials, and at the delivery date of the ship.

5.10.6 Inventory accuracy. The contractor shall insure that complete and accurate records are maintained for loose hardware that is his responsibility to process and load. Records and listings provided the Government shall accurately reflect the location, quantity, and complete identification of each loose hardware item loaded. Audits conducted for contractor loose hardware processing procedures will be designed to provide reasonable assurance that the internal procedures being following by the contractor will result in documentation being provided to the Government reflecting the loose hardware received at the contractor's facilities and actually loaded. In conducting the audits, samples shall be taken of Category II loose hardware packed for loading. This will involve the checking of contents of containers against packing lists and validation of other information contained on the material necessary for subsequent distribution to its ultimate user. When errors are detected, they shall be corrected by the contractor. Successive samples shall be taken when errors are discovered. The purpose of successive samples is to determine if

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errors in the process are pervasive or are a result of inherent weaknesses in the material processing system (i.e., that which is reasonable). Sample sizes shall be selected from MIL-STD-105. Where NSA judgement, after successive samples, indicates a pervasive error problem, all Category II loose hardware shall be re-inventoried by the contractor and all errors eliminated. Audits will be conducted periodically throughout the period of construction, modernization, or conversion to identify early on any problems associated with the processing procedures, to assess the degree of compliance with the procedures, and evaluate the necessity for modification to meet the previously stated objective of reasonable assurance. Sampling of Category I loose hardware shall not be necessary because this category of loose hardware requires site validation prior to the custody transfer. The contractor shall assist the NSA by making available personnel, facilities, and records required to perform the periodic audits.

Preparing activity:  
Navy - SH  
(Project 1990-N039)

This does not apply to specific data which may be required for each contract, regardless of whether an identical item has been supplied previously (for example, test reports).

10.1.2 Data item descriptions related to this standard and identified in table I will be approved and listed as such in DoD 5000.19L., Vol. II, AMSDL. Copies of data item descriptions required by the contractors in connection with specific acquisition functions should be obtained from the Naval Publications and Forms Center or as directed by the contracting officer.

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TABLE I Contractor deliverable items

Delivery number	Description	DID	1339B	Recommended frequency/due date
1	Plan, Outfitting Operations, Part I	DI-V-2020	5 3 1 and 5 7 1	Preliminary plan for Government approval required 45 DAC Final plan required 90 DAC
2	EAM Asset Cards/Listings	DI-V-2159	5 2 2 1 and 5 6 2 1	45 to 60 days prior to the scheduled ISNSL mail date
3	Report of outstanding GF-SRI/OSI	DI-V-2159	5 2 3 1 and 5 6 3 1	15 data after receipt of ISNSL's
4	NAVSUP 1114m Stock Record Cards	DI-V-2159	5 2 6, 5 2 7, and 5.9 7 3	Required upon completion of binning, but not later than fifteen days prior to ship's delivery.
5	Stock Record Card Data for Mechanized Ships	UDI-V-26561	5 2 6, 5 2.7, and 5.9 7.3	Required upon completion of binning, but not later than fifteen days prior to ship's delivery.
6	List of non-RFI SRI/OSI	DI-V-2159	5 3.1(c) and 5 7 1(c)	Upon completion of inventories of initial onboard SRI/OSI
7	GFM Proof of Delivery Cards/Listing (Report includes GF SRI received after Delivery)	DI-V-2021	5 3 3, 5 3 8, 5 9 3.1, 5 9 7 2, 5 10 1 and 5 10 4	Required weekly beginning 360 DAC Continue until all material is received by ship
8	CFM/GFM Summary Statistics (SRI)	DI-V-2021	5.3 3	Weekly beginning 360 DAC Continue until all material received by contractor
9	CFM Deficiency Status Listing (Report of CF SRI received after Delivery)	DI-V-2021	5 3 8	Required weekly beginning at ship's delivery and continuing until all material has been received by the ship
10	Listing of Missing or Damaged Material (SRI)	DI-V-2021	5 3 3	As required beginning 360 DAC Required for GFM only
11	Listing, Banned Material (SRI) (includes listing of SRI requiring special storage)	DI-V-2157	5 3 4, 5 3.6 and 5 3 7	Preliminary required at completion of binning Final required upon completion of loading but not later than fifteen days prior to ship's delivery
12	Plan, Outfitting Operations, Part II	DI-V-2020	5 2, 5 6, and 5 7 4	Preliminary plan for Government approval required 180 DAC Final plan required 360 DAC

See note at end of table



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TABLE I. Contractor deliverable items - Continued

Delivery number	Description	DID	1339B	Recommended frequency/due date
13	Plan, Outfitting Operations, Part III	DI-V-2020	5 3 7 and 5.7 5	Preliminary plan for Government approval required at ninety days prior to acceptable trials. Final plan required thirty days prior to material loading.
14	List, Allowance Shortages	DI-V-2160	5 3 9, 5.7.7, and 5.10.5	Required at EDD -4 and monthly thereafter.
15	GFM Proof of Delivery Cards/Listing (OSI)	DI-V-2021	5.7.3	Weekly beginning 360 DAC. Continue until all material is received by ship.
16	CFM/GFM Summary Statistics (OSI)	DI-V-2021	5.7.3	Weekly beginning 360 DAC. Continue until all material received by contractor.
17	List of Missing or Damaged Material (OSI)	DI-V-2021	5.7.3	As required beginning 360 DAC. Required for GFM only.
18	List, Shipboard Stowage Locations (OSI) Listing of OSI/Special Stowage Items	DI-V-2158	5 7.5 and 5 10.3	Preliminary required prior to A/T for Government approval. Final required ten days prior to commencement of loading.
19	List, Shipboard Stowage Locations (OSI) Loose Item Listing	DI-V-2158	5.7.5	Required fifteen days prior to ship delivery.
20	Report of OSI received after ship's delivery	DI-V-2021	5.7.6	Weekly until all material is received by ship.
21	IAD, Master	DI-V-2021	5 8	At delivery
22	IAD, Copies	DI-V-2021	5 8	At delivery.
23	OSI Requirement Card	DI-V-2159	5 10	Required on incremental basis as requirements are identified. Revisions required. Total duplicate submission required 15 days prior to delivery of ship.
24	Residual Asset File (RAF)	DI-V-2159	5 3 6	At delivery.
25	Report, Residual Ship Outfitting Material	UDI-V-23501	5.3 6	At delivery
26	SRI/Asset Allowance Match, Report of (Depth Deficiencies)	DI-V-2161	5 2.6	One time, 15 days prior to completion of material loading.

See note at end of table.

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27	SRI/Asset Allowance Match, Report of (Range Deficiencies)	DI-V-2162	5.2.6	One time, 15 days prior to completion of material loading.
28	SRI/Asset Allowance Match, Report of	DI-V-2161	5.2.6	One time, 15 days prior to completion of material loading
29	SRI/Asset Allowance Match, Report of (Depth Excesses)	DI-V-2161	5.2.6	One time, 15 days prior to completion of material loading.

NOTE A/T = Acceptance Trials

DAC = Days After Contract Award

Recommended frequency/du dates should be adjusted for major conversions and modernizations.

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