UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 10127.2E
3KD
23 APR 1996

STATION ORDER 10127.2E

From: Commanding Officer
To: Distribution List

Subj: ISSUE AND MANAGEMENT OF AERONAUTICAL FLIGHT CLOTHING

Ref: (a) NAVSUP Manual Vol II
(b) NAVAIR 00-35QH-2 Allowance List
(c) OPNAVINST 4790.2E (Paper); OPNAVINST 4790.2F (CD ROM)

Encl: (1) Exchange Issue Sample (DD Form 1348 6 Pt)
(2) Initial Issue Sample (DD Form 1348 6 Pt)
(3) Survey Issue Sample (DD Form 1348 6 Pt)
(4) Financial Liability Investigation of Property Loss (DD Form 200)
(5) DRMO Turn In Document Sample (DD Form 1348-1)
(6) Flight Clothing Pool Sample (DD Form 1348 6 Pt)

1. Purpose. To provide amplifying instructions regarding the issue and control of Aeronautical Flight Clothing/Flight Operational Equipment.

2. Cancellation. StaO 10127.2D.

3. Background

a. The term "flight clothing" will be used throughout this Station Order to refer to Aeronautical Flight Clothing/Flight Operational Equipment secured in the Flight Clothing Issue Room located in Building 328E.

b. Flight clothing is pilferable in nature; therefore, all personnel involved in any aspect of handling government-owned flight clothing are directed to become knowledgeable of and comply with existing rules, regulations and directives covering the proper management and control of organizational issue material. Misappropriation of this material for personal use, public relations or requisitioning by nonaviation units without aircraft assigned is forbidden.

c. Units are directed to insure Flight Clothing is provided only to authorized personnel in accordance with references (a) and (b).

4. Action

a. The Station Supply Officer will ensure the following action is taken in regard to the management of Flight Clothing:

(1) Provide secure storage area for all flight clothing.

(2) That the requisitioning of flight clothing will be in accordance with reference (c).

b. The Marine Aviation Logistics Squadron Thirteen (MALS-13) Commanding Officer will ensure the following action is taken in regard to the management of flight clothing:

(1) Designate, in writing, individuals authorized to sign requisitions for and receive items of flight clothing for MALS-13 supported squadrons. Signature samples are required for designated individuals and should be updated annually or as changes occur. This signature serves as verification that flight clothing is only requisitioned for personnel authorized in references (a) and (b) and that appropriate controls such as NATOPS logbook entries are in place.

(2) MALS-13 requisitions for flight clothing are transmitted to Station Supply via automated channels, therefore, all requisition formats detailed in this instruction do not apply. Responsibility for compliance with relevant directives rests upon MALS-13 personnel.

c. The Station Operations Officer and the Commanding Officers of Marine Aviation Weapons and Tactics Squadron One, and Marine Fighter Training Squadron Four Zero One will ensure the following action is taken in regard to the management of flight clothing:

(1) Designate, in writing, individuals authorized to sign requisitions for and receive items of flight clothing. Signature samples are required for designated individuals and should be updated annually or as changes occur. This signature serves as verification that flight clothing is only requisitioned for personnel authorized in

references (a) and (b) and that appropriate controls such as NATOPS logbook entries are in place.

(2) Requisitions for flight clothing are completed as detailed in this Order.

(3) Ensure that used flight clothing is turned in to the Defense Reutilization and Marketing Office (DRMO) as directed in this Order.

5. Requisition Procedures. The basic provisions of reference (a) for the submission of flight gear requisitions remain the same.

a. A separate DD 1348 6pt for each piece of flight clothing will be presented to Customer Support Branch in Building 328E. Each DD 1348 6pt will contain the following information in the Remarks Block:

(1) Authorized recipient's name.

(2) Item name and size.

(3) Type of issue, i.e. initial issue, exchange, or survey. See enclosures (1), (2), and (3) for specifications on each type of issue.

b. The unit Supply Section will be notified when gear is available for pick up. Only personnel designated in writing by the unit's Commanding Officer as authorized to pick up flight clothing will be allowed to do so. Items not in stock will be issued upon receipt.

c. All unserviceable flight clothing turned in as exchange will have all military insignia and patches removed prior to turn in. Items will be separated and turned in by stock number. Items which cannot be identified by stock number will be processed as "Not Listed Stock Numbers". Enclosure (5) applies to turn in of flight clothing.

6. Issue Procedures. As flight clothing is a pilferable item, consideration will be made to ensure accountability during all phases of supply. All flight clothing received for Station stock will be turned over to the Station Flight Clothing Custodian. Direct turn over material will be issued directly to the requisitioning activity.

If flight clothing is received at the end of normal working hours, it will be locked in a secure area and processed first the following work day.

7. Flight Clothing Pool. Units utilizing a flight clothing pool will use reference (b) as authority for quantities stocked. The DD 1348 6pt requisition will include the following in the Remarks Block: "Flight Clothing Pool Replenishment", along with the authorized allowance quantity and on hand quantity. Enclosure (6) applies.

8. Transient Personnel. Personnel assigned to transient squadrons will not normally be issued flight clothing. However, emergency issues on an one-for-one exchange issue may be made if approved by the Customer Support Officer or NCOIC located in Building 328E.

9. Concurrence. The Commanding Officers of MAG-13, MAWTS-1, and VMFT-401 concur in and make this directive applicable to their respective units.

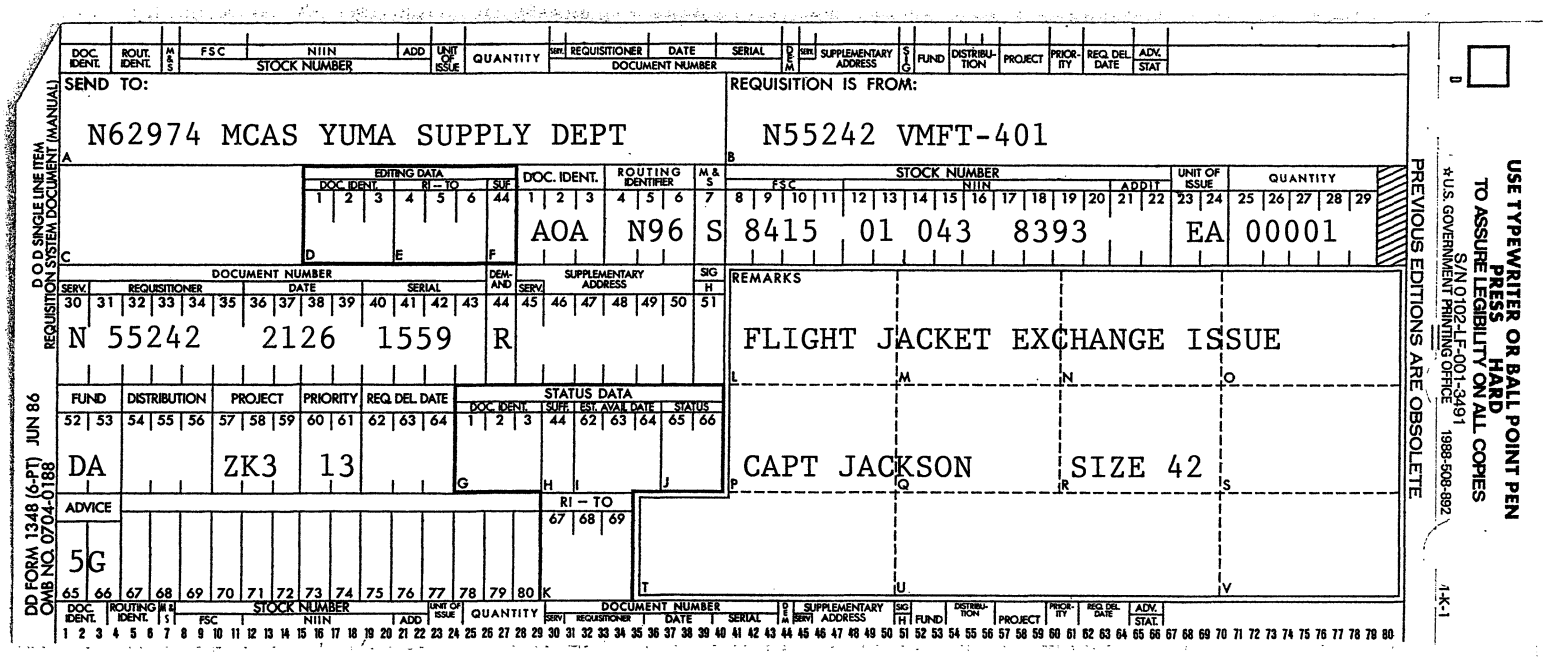
A. M. TORRANCE
Acting

DISTRIBUTION: B

EXCHANGE ISSUE SAMPLE DD 1348 6 PT

Exchange. With the exception of initial issue and replacement for lost or stolen items, all issues of flight clothing will be done on an exchange basis. Damaged, worn, or ill-fitting flight clothing will be turned in to the Flight Clothing Custodian upon issue of new equipment. Exchange issue requisitions will use the "5G" advice code which signifies turn in will be made.

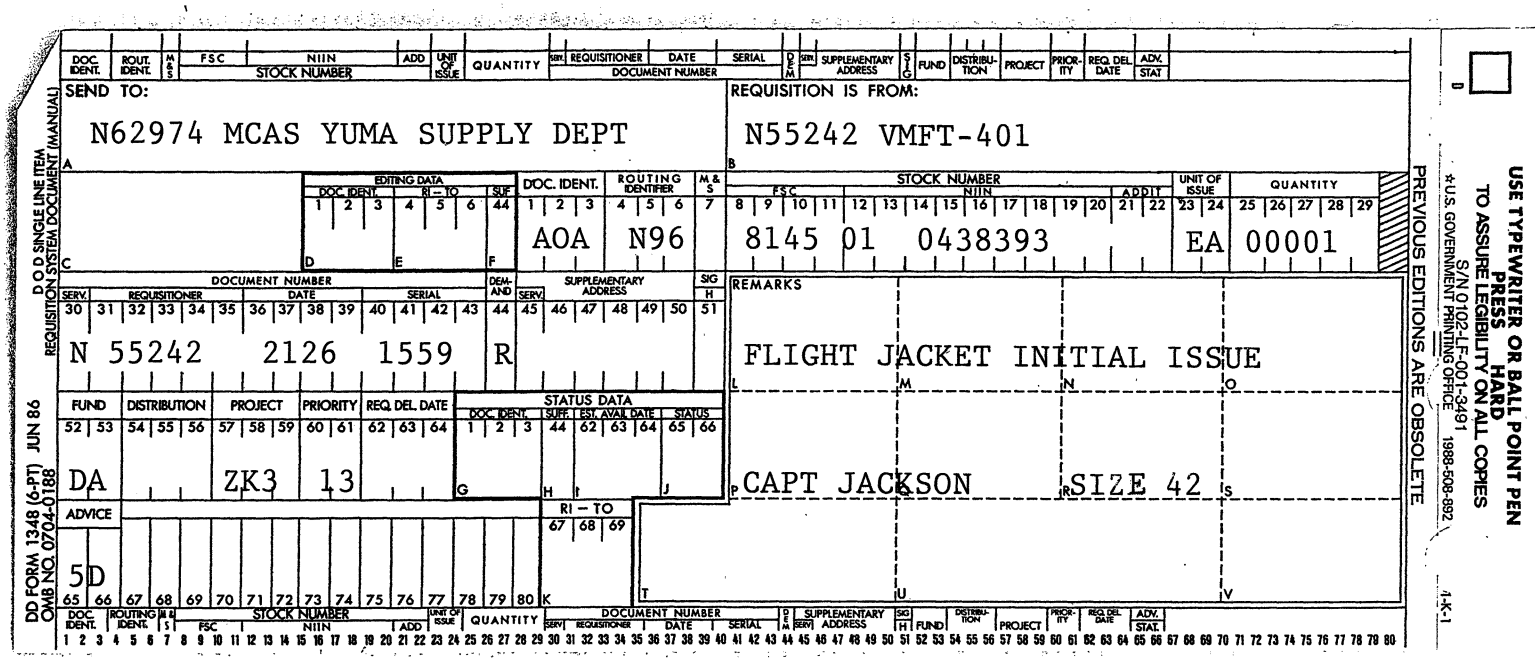
Exchange Issue Sample



INITIAL ISSUE SAMPLE DD 1348 6 PT

Initial Issue. The words "initial issue" and the name of the individual reporting this item will be on the face of the document. Initial issue requisitions will use the "5D" advice code.

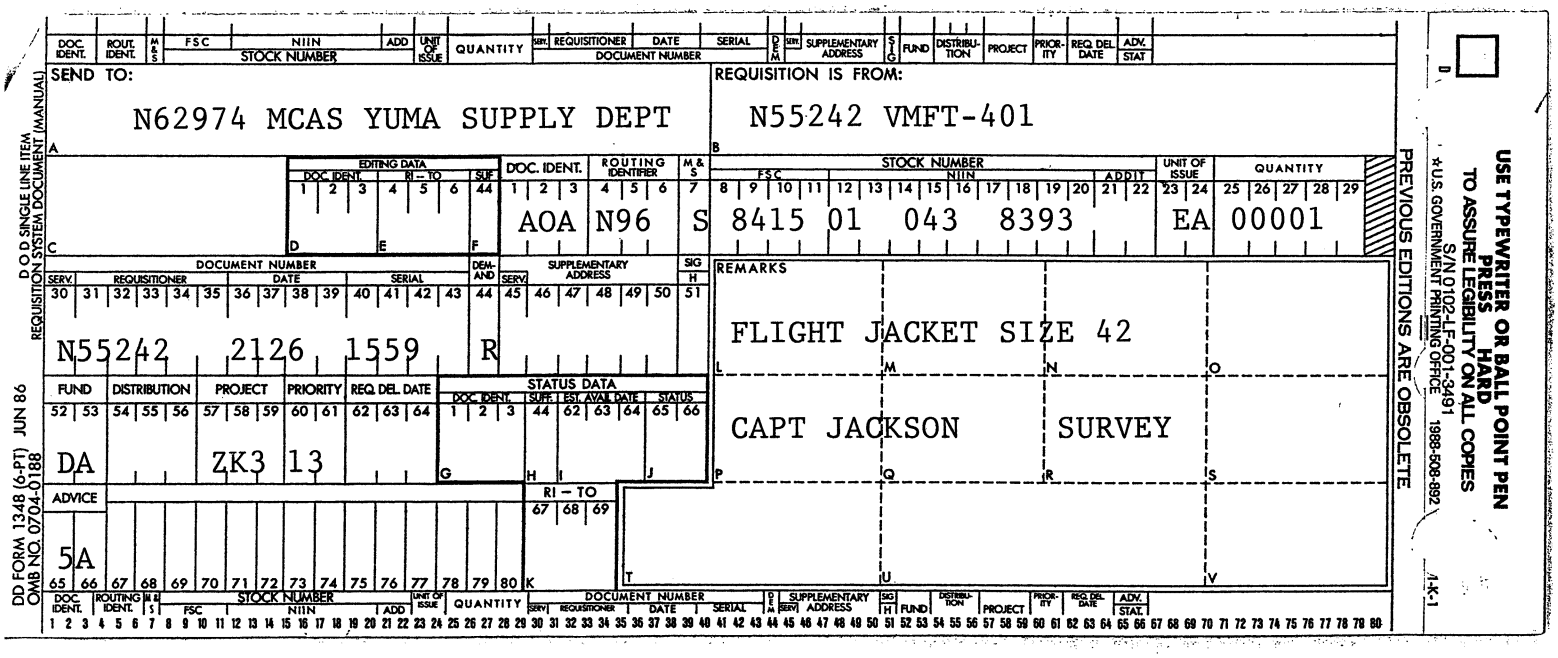
Initial Issue Sample



SURVEY ISSUE SAMPLE DD 1348 6 PT

Lost or Missing Article Replacement. Articles of flight clothing lost or missing will be surveyed. The Commanding Officer will then direct a formal survey to be conducted. A copy of the Survey DD Form 200 will accompany the requisition document. Enclosure (4) applies. Requisitions for surveyed material will use the 5A advice code.

Survey Issue Sample



FINANCIAL LIABILITY INVESTIGATION OF PROPERTY LOSS

PRIVACY ACT STATEMENT

AUTHORITY: 10 USC 136; 10 USC 2775; DoD Instruction 7200.20; EO 9397.

PRINCIPAL PURPOSE: To officially report the facts and circumstances supporting the assessment of financial charges for the loss, damage, or destruction of DoD-controlled property. The purpose of soliciting the SSN is for positive identification.

ROUTINE USES: None.

DISCLOSURE: Voluntary; however, refusal to explain the circumstances under which the property was lost, damaged, or destroyed may be considered with other factors in determining if an individual will be held financially liable.

1. DATE INITIATED *(YYMMDD)*	2. INQUIRY/INVESTIGATION NUMBER	3. DATE LOSS DISCOVERED *(YYMMDD)*
960208	N55242-96-01	960208

4. NATIONAL STOCK NO.	5. ITEM DESCRIPTION	6. QUANTITY	7. UNIT COST	8. TOTAL COST
8145-01-043-8393	FLIGHT JACKET SIZE 42	01	$83.90	$83.90

9. CIRCUMSTANCES UNDER WHICH PROPERTY WAS *(X one)* *(Attach additional pages as necessary)* [ ] LOST [ ] DAMAGED [ ] DESTROYED

Stolen from locker in station gym. Reported to PMO, investigation failed to locate jacket.

10. ACTIONS TAKEN TO CORRECT CIRCUMSTANCES REPORTED IN BLOCK 9 AND PREVENT FUTURE OCCURRENCES *(Attach additional pages as necessary)*

Gym locker will be locked.

11. INDIVIDUAL COMPLETING BLOCKS 1 THROUGH 10

a. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	b. TYPED NAME *(Last, First, Middle Initial)*	c. AUTOVON/DSN NUMBER
VMFT-401 MCAS YUMA, AZ 85369	JACKSON, ACTION A.	951-1234
	d. SIGNATURE	e. DATE SIGNED

12. *(X one)* [ ] RESPONSIBLE OFFICER (PROPERTY RECORD ITEMS) [ ] REVIEWING AUTHORITY (SUPPLY SYSTEM STOCKS)

a. NEGLIGENCE OR ABUSE EVIDENT/SUSPECTED *(X one)*	b. COMMENTS/RECOMMENDATIONS
[ ] (1) Yes [ ] (2) No	

c. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	d. TYPED NAME *(Last, First, Middle Initial)*	e. AUTOVON/DSN NUMBER
VMFT-401 MCAS YUMA, AZ 85369	SMITH, JOE T.	951-5678
	f. SIGNATURE	g. DATE SIGNED

13. APPOINTING AUTHORITY

a. RECOMMENDATION *(X one)*	b. COMMENTS/RATIONALE	c. FINANCIAL LIABILITY OFFICER APPOINTED *(X one)*
[ ] (1) Yes [ ] (2) No		[ ] (1) Yes [ ] (2) No

d. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	e. TYPED NAME *(Last, First, Middle Initial)*	f. AUTOVON/DSN NUMBER
	g. SIGNATURE	h. DATE SIGNED

14. APPROVING AUTHORITY

a. RECOMMENDATION *(X one)*	b. COMMENTS/RATIONALE	c. FINANCIAL LIABILITY OFFICER APPOINTED *(X one)*
[ ] (1) Yes [ ] (2) No		[ ] (1) Yes [ ] (2) No

d. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	e. TYPED NAME *(Last, First, Middle Initial)*	f. AUTOVON/DSN NUMBER
VMFT-401 MCAS YUMA, AZ 85369	HALL, DAVID L.	951-9123
	g. SIGNATURE	h. DATE SIGNED

15. FINANCIAL LIABILITY OFFICER		
a. FINDINGS AND RECOMMENDATIONS *(Attach additional pages as necessary)*		
b. DOLLAR AMOUNT OF LOSS	c. MONTHLY BASIC PAY	d. RECOMMENDED FINANCIAL LIABILITY
e. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	f. TYPED NAME *(Last, First, Middle Initial)*	g AUTOVON/DSN NUMBER
	h. DATE REPORT SUBMITTED TO APPOINTING AUTHORITY *(YYMMDD)*	i. DATE APPOINTED *(YYMMDD)*
	j. SIGNATURE	k. DATE SIGNED

16. INDIVIDUAL CHARGED		
a. I HAVE EXAMINED THE FINDINGS AND RECOMMENDATIONS OF THE FINANCIAL LIABILITY OFFICER AND *(X one)*		
☐ (1) Submit the attached statement of ojection.	☐ (2) Do not intend to make such a statement.	
b. I HAVE BEEN INFORMED OF MY RIGHT TO LEGAL ADVICE. MY SIGNATURE IS NOT AN ADMISSION OF LIABILITY.		
c. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)*	d. TYPED NAME *(Last, First, Middle Initial)*	e. SOCIAL SECURITY NUMBER
	g. SIGNATURE	h. DATE SIGNED
f. AUTOVON/DSN NUMBER		

17. ACCOUNTABLE OFFICER		
a. DOCUMENT NUMBER(S) USED TO ADJUST PROPERTY RECORD		
b. ORGANIZATIONAL ADDRESS *(Unit Designation, Office Symbol, Base, State/Country, Zip Code)* VMFT-401 MCAS YUMA, AZ 85369	c. TYPED NAME *(Last, First, Middle Initial)* JONES, BOB J.	d. AUTOVON/DSN NUMBER 951-4567
	e. SIGNATURE	f. DATE SIGNED

DD FORM 200, FEB 91 (BACK) (EF)

ENCLOSURE (4)

DRMO TURN IN DOCUMENT SAMPLE

All blocks noted in the example are required for turn in of items to DRMO. Notes for special blocks are as follows:

- CC 8-20 Item NSN. For items which a NSN cannot be determined, enter FSC in CC-8-11, and "00 LSN" in CC 12-20. Only similar items may be turned in together.
- CC 64 Disposal Authority Code. Enter "N" for flight clothing.
- CC 65 Demilitarization Code. Will be "A" in most cases. Can be found by NSN in PAERTSMASTER or MLN microfiche.
- BLK P Material Condition Code. Enter "H".
- BLK T Name and signature of individual authorized to sign 1348.
- BLK X Item nomenclature including size.

All military insignia and patches must be removed prior to turn in to DRMO.

DOC IDENT	RI FROM	M&S	STOCK NUMBER FSC	NIIN	ADD	UNIT OF ISSUE	QUANTITY	DOCUMENT NUMBER SERV.	REQUISITIONER	DATE	SERIAL	SUFFIX	SERV.	SUPPLEMENTARY ADDRESS	SIGNAL	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ D DEL DATE	ADVICE	RI	UNIT PRICE DOLLARS CTS.
			8415	010438393	EA	00005	N62974	21640001												NA			5900

SHIPPED FROM	SHIP TO	MARK FOR	PROJECT	TOTAL PRICE DOLLARS CTS.
A N62974 STATION SUPPLY MARINE CORPS AIR STATION BOX 99133 YUMA AZ 85369-9133	B DRMO (II) PO BOX 12397 MCAS YUMA AZ 85365	C	D	E

WAREHOUSE LOCATION	TYPE OF CARGO	UNIT PACK	UNIT WEIGHT	UNIT CUBE	UFC	NMFC	FREIGHT RATE		DOCUMENT DATE	MAT COND	QUANTITY		
F	G	H	I	J	K	L	M	N	O	P H	Q	R	S

SUBSTITUTE DATA (ITEM ORIGINALLY REQUESTED)	FREIGHT CLASSIFICATION NOMENCLATURE
T J. H. DOE	U V
W EXT 1234	ITEM NOMENCLATURE X COVERALLS, FLYERS, SIZE 42L Y

SHIPPERS USE				RECEIVERS USE		
SELECTED BY AND DATE 1	TYPE OF CONTAINER(S) 2	TOTAL WEIGHT 3		RECEIVED BY AND DATE 7	INSPECTED BY AND DATE 8	
PACKED BY AND DATE 4	NO. OF CONTAINER(S) 5	TOTAL CUBE 6		WAREHOUSED BY AND DATE 9	WAREHOUSE LOCATION 10	

REMARKS:				
AA	BB	CC	DD	EE

FIRST DESTINATION ADDRESS	DATE SHIPPED		
11	12	FF	GG

13. TRANSPORTATION CHARGEABLE TO	14. B/LADING, AWB, OR RECEIVER'S SIGNATURE (AND DATE)	15. RECEIVER'S DOCUMENT NUMBER

DD FORM 1348-1 1 MAR 74 EDITION OF 1 JAN 64 MAY BE USED UNTIL EXHAUSTED DOD SINGLE LINE ITEM RELEASE/RECEIPT DOCUMENT

FLIGHT CLOTHING POOL SAMPLE DD 1348 6 PT

DD FORM 1348 (6-PT) JUN 86
OMB NO. 0704-0188

D.O.D. SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)

SEND TO:
N62974 MCAS YUMA SUPPLY DEPT

REQUISITION IS FROM:
N5542 VMFT-401

DOC. IDENT.	ROUT. IDENT.	M&S	FSC	NIIN	ADD	UNIT OF ISSUE	QUANTITY	SER.	REQUISITIONER	DATE	SERIAL	DEM	SER.	SUPPLEMENTARY ADDRESS	SIG	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	ADV. STAT
			STOCK NUMBER						DOCUMENT NUMBER												

EDITING DATA DOC. IDENT.	RI — TO	SUF	DOC. IDENT.	ROUTING IDENTIFIER	M&S	STOCK NUMBER FSC	NIIN	ADDIT	UNIT OF ISSUE	QUANTITY
			AOA	N96	S	8415	01 043 8393		EA	00001

DOCUMENT NUMBER SERV.	REQUISITIONER	DATE	SERIAL	DEMAND	SUPPLEMENTARY ADDRESS SERV.						SIG H
N	55242	2126	1559	R							

REMARKS
FLIGHT JACKET SIZE 42
FLIGHT CLOTHING POOL REPLENISHMENT
A/A O/H

FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	STATUS DATA DOC. IDENT.	SUF.	EST. AVAIL DATE	STATUS
DA		ZK3	13					

ADVICE	RI — TO
5 G	

DOC. IDENT.	ROUTING IDENT.	M&S	FSC	NIIN	ADD	UNIT OF ISSUE	QUANTITY	SERV.	REQUISITIONER	DATE	SERIAL	DEM	SER.	SUPPLEMENTARY ADDRESS	SIG H	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	ADV. STAT.
			STOCK NUMBER						DOCUMENT NUMBER												

PREVIOUS EDITIONS ARE OBSOLETE

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