

DEPARTMENT OF THE NAVY  
Office of the Chief of Naval Operations  
Washington, DC 20350

OPNAVINST 4614.1F  
Op-412C  
15 April 1983  
w/ch 1#2

OPNAV INSTRUCTION 4614.1F

From: Chief of Naval Operations  
To: All Ships and Stations

Subj: Uniform Materiel Movement and Issue Priority System (UMMIPS)

Ref: (a) DOD DIRECTIVE 4410.6 of 30 Oct 1980 (NOTAL)  
(b) OPNAVINST C3501.66B (NOTAL)  
(c) OPNAVINST 5214.7 (NOTAL)  
(d) SECNAVINST 4857.4 (NOTAL)  
(e) OPNAVINST 4857.1D (NOTAL)  
(f) OPNAVINST 3900.22A (NOTAL)  
(g) NAVSUP Publication 4107 (MRIL) (NOTAL)  
(h) DODINST 4400.1 of 16 Nov 1971 (NOTAL)  
(i) OPNAVINST C3501.2E (NOTAL)  
(j) NWP-7 (REV. A) (NOTAL)  
(k) OPNAVINST 5442.4G (NOTAL)  
(l) DODINST 4500.32-R, Vol I of 1 Aug 1979 (NOTAL)

Encl: (1) Uniform Material Movement and Issue Priority System  
(2) Tables of Criteria for Determining Urgency of Need Designators (UNDs) of Materiel Requirements  
(3) Guidelines on Upper Limits for High Priority Requisitions  
(4) UMMIPS Statistical Summary Report Format and Distribution  
(5) UMMIPS Time Standards

1. **Purpose.** To implement reference (a) by promulgating instructions for use within the Navy of the DoD Uniform Materiel Movement and Issue Priority System (UMMIPS) for movement, requisitioning, and issue of materiel.

2. **Cancellation.** OPNAV Instruction 4614.1E, all previous CNO letters and messages which have amended UMMIPS policies and procedures, and report control symbols OPNAV 4614-1, 4614-2, and 4614-3.

3. **Applicability.** This instruction applies to Navy activities; Marine Corps aviation units; and to Security Assistance Program (SAP) requisitioners who submit requisitions to the Navy International Logistics Control Office (NAV-ILCO). References (b) through (l) apply to this instruction.

4. **Changes.** Changes in this instruction include: (1) a revised format, (2) deletion of all reference to the Indian Ocean, (3) improved readability, and (4) updated references. Consequently, typical revision symbols (i.e., (R and (A are not reflected in the margins).

5. **General**

a. UMMIPS is used during peace and war to ensure that materiel is provided to users in accordance with rules that take into account the military importance and urgency of need of the requiring activity, and other command and management considerations. These criteria are structured to provide a distinct advantage to deployed forces.

b. In satisfying competing materiel requirements, it is necessary to identify the relative importance of demands not only for the materiel but also for other logistic system resources, such as transportation, warehousing, and paperwork processing. Urgent operational requirements must be given priority over requisitions for housekeeping and administrative supplies, or similar requirements. The UMMIPS is designed to give recognition and preferential treatment to materiel needs, the lack of which will prevent or seriously impair a command's ability to carry out its assigned mission.

c. The UMMIPS (enclosure (1)) provides a basis for expressing the rankings of requisitions and materiel movement transactions by a series of two-digit codes known as Priority Designators. Thus, the priority designator provides a means of ranking competing demands. The priority designator is derived from a matrix combining the requisitioner's Force/Activity Designator (FAD) and the urgency of need of the end use requirement as specified by the Urgency of Need Designator (UND). The FAD is a Roman numeral (I through V) assigned by the Secretary of Defense, the Joint Chiefs of Staff (JCS), or by a DoD component. It indicates the mission essentiality of a unit, organization, installation, project, or program with respect to national objectives. All required Navy units report UNITREP data, including FAD assignments and changes as they occur, in accordance with reference (b). The UND (an alphabetic character) is determined by the requisitioning activity in accordance with the criteria in enclosure (2).

6. **Policy**

a. The UMMIPS will be used in preparing requisitions for items under the management of the Military Services,

0579LD0511205

**OPNAVINST 4614.1F**  
**15 April 1983**

Defense agencies, and the General Services Administration (GSA).

b. Prescribed procedures and time standards are applicable to interservice supply support operations for stocked items. Supply support arrangements involving deliveries from procurement will be based on delivery schedules agreed upon by the military services and the contractor involved.

c. The time standards established will be considered overall logistics system standards for the supply of materiel requirements. Logistics systems will be designed to meet and, where economically feasible, to surpass these time standards.

d. Special handling will normally be applied to meet the requirements for high priority materiel demands (priority designators 01 through 08). For priority designator 01 through 03 and NMCS/PMCS/CASREP requisitions, the normal procedure will be expedited issue processing and use of air or other high-speed transportation. Priority designator 04 through 08 requisitions will have expedited issue processing but will be shipped by the most economical mode, consistent with the priority designator and the required delivery date. The basic objective is to satisfy these demands by expeditiously processing the requirement to the final point of issue, with due consideration for the high cost of premium transportation. Demands with priority designators 09 through 15 will be subjected to routine processing, handling, and cost favorable transportation, except where overriding circumstances known to the shipper dictate a more expeditious mode of transportation.

e. The UMMIPS priority designators determined in accordance with this instruction are not to be used as the sole means for allocating materiel, but shall be used in conjunction with control and allocation procedures established by the owning military service, JCS, or the cognizant military commander.

f. Enclosure (3) provides percentage guidelines on the upper limits of off-station/off-ship high priority requisitions (priority designators 01 through 08) to be originated by requisitioners. The purpose of these guidelines is to provide a framework in which performance can be measured under normal circumstances. Requisitioning activities will keep their percentage of high priority materiel demands below the limits delineated in the table to the maximum extent possible. These limits are not goals; the goal is to minimize

the number of high priority requisitions. The validity of these limitations will be reviewed annually in accordance with subparagraph 7b1.

g. Enclosure (4) provides the format and distribution of the UMMIPS Statistical Summary Report.

h. Enclosure (5) provides the UMMIPS Time Standards.

## **7. Action**

a. The Chief of Naval Operations (Op-41) will:

(1) Issue UMMIPS guidance to applicable activities (paragraph 3 refers).

(2) Review UMMIPS performance to ensure compliance with UMMIPS policy.

(3) Delegate authority for the assignment of FADs.

(4) Assign FADs (other than I) to Navy special projects, programs, contractors, and operations, as appropriate.

(5) Process requests for assignment of FAD I to the JCS.

b. Commands delegated authority to assign FADs to subordinate commands by enclosure (1) will:

(1) Review FAD assignments assigned to subordinate commands, and the percentage limitations in enclosure (3), annually to determine their validity. Major claimants will report the results of this review, including a list of activities and FAD assignments, to the Chief of Naval Operations (Op-41) on 1 April of each year.

(2) Maintain a record of FADs assigned to subordinate commands.

(3) Assign an expiration date to all temporary FAD assignments.

(4) Include a review of priority designators, on a sample basis, in command inspections to determine compliance with this instruction.

(5) Emphasize to subordinate commands the necessity for compliance with instructions for the assignment of priority designators and that such assignments are a command responsibility.

51

(6) Take actions necessary to ensure the integrity of the UMMIPS. Review the statistical UMMIPS performance data provided under subparagraph 7c(2) to ensure subordinate commands are complying with UMMIPS policy. Investigate promptly reports of suspected abuses of the UMMIPS and take corrective action where required. Require specific measures be taken to eliminate abuses. Disciplinary action should be considered when there is conclusive evidence of deliberate and intentional overstatement of assigned priority designators.

**c. Commander, Naval Supply Systems Command Headquarters<sup>7b</sup> will:**

(

(1) Provide statistical summary reports from the Military Supply and Transportation Evaluation Procedures (MILSTEP) data in the format, frequency, and distribution pattern specified in enclosure (4).

d. Commanding officers and officers-in-charge of requisitioning activities will:

(1) Be responsible for the assignment of correct priority designators as well as the validity of required delivery dates, when assigned to requisitions.

(a) Either personally review, or delegate in writing to specific personnel the authority to review, all UND A requirements and certify an inability to perform the assigned mission. This review will be accomplished prior to the transmission of requisitions to the supply source.

(b) Delegate in writing to specific personnel the authority to review all UND B requirements (except CASREPS) to certify that the urgency of need was accurately determined. This review will be accomplished prior to the transmission of requisitions to the supply source.

(2) Accord prompt and thorough handling to requests received from supply sources to validate outstanding requisitions. Validations must confirm both the continued requirement for the materiel requisitioned and the priority designator assigned to these requisitions. Validations must not be accomplished in a perfunctory manner and should be completed and returned by required deadline dates. The activity forwarding the validation request should advise immediate superiors in command of validation requests which are not returned or are returned by Navy activities an inordinate time after being forwarded by the preparing activity.

(3) Direct that, prior to the use of UND A for an off-station/off-ship requisition, the supply and maintenance activities jointly ensure that their respective staffs have exhausted every reasonable means to alleviate the operational limitations imposed by the materiel shortage. This includes a thorough search for serviceable and/or un-serviceable assets. Repair, fabrication, interchangeability, etc., will be considered.

e. The Commanding Officer, NAVILCO will:

(1) Be responsible for review of assigned priority designators and required delivery dates on requisitions received from Security Assistance Program requisitioners.

(2) Provide a quarterly report to the appropriate Security Assistance Office (MAAG/ODC/MILGP, etc.), copy to CNO (OP-63), summarizing for each foreign requisitioner with infractions the number of requisitions by priority designator using incorrect FADs and/or priority for each of the following categories:

(a) Grant aid.

(b) FMS, by Cooperative Logistics Supply Support Arrangement (CLSSA) case and non-CLSSA case with cases and requisitions identified in separate listings by country.

f. Independent and host-type activities will make every effort to structure local procedures to permit the assignment of Julian dates to requisitions on the date the requisition is actually transmitted from the ship or station to an external supply source.

g. Personnel who contribute to requisition processing or are otherwise responsible for compliance with this

**OPNAVINST 4814.1F**  
**15 April 1983**

Instruction will do everything possible to prevent UMMIPS abuses.

**8. Implementation.** One copy of all instructions, notices, and directives that may be issued to implement this instruction will be forwarded to the Chief of Naval Operations (Op-41) by commands delegated authority to assign FADs by enclosure (1) of this instruction. This instruc-

tion is effective immediately for planning purposes and will be implemented within 30 days of receipt.

**9. Reports.** The reports contained in this instruction are exempt from reports control by reference (c).

**B. A. POMPONIO**  
By direction

**Distribution:**  
**SNDL Parts 1 and 2**  
**MARCORPS L6/L12**

**Chief of Naval Operations**  
**Op-09B15C**  
**Wash., DC 20350 (200)**

**Stocked:**  
**CO, NAVPUBFORMCEN**  
**5801 Tabor Ave.**  
**Phila., PA 19120 (500)**

15 APR 1983

UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM

(UMMIPS)

Index

	Page
1. Force/Activity Designator (FAD).....	2
2. Priority Designators.....	6
3. Retrograde Materiel Movements.....	8
4. Contractor Utilization of Priority System.....	8
5. Requisition Processing.....	8
6. UMMIPS/Purchase Relationship.....	9
7. Communications.....	9
8. Delivery Dating.....	9
9. Mission Essential Materiel.....	11
10. Abuses and Policing.....	11
11. Expedited Handling of Critically Needed Items("999").....	12
12. Transportation.....	13

Enclosure (1)

UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM

(UMMIPS)

1. Force/Activity Designator (FAD)

a. A Force/Activity is:

(1) A unit, organization, or installation performing a function or mission.

(2) A body of troops, ships, or aircraft, or a combination thereof.

(3) A function, mission, project, or program including those under Security Assistance Programs.

b. A FAD is a Roman numeral (I through V) assigned by the Secretary of Defense, the Joint Chiefs of Staff, or a DoD component to indicate the mission essentiality of a unit, organization, installation, project, or program to meet national objectives. The FAD is based on a DoD determination of activity/mission importance or essentiality. The Urgency of Need for items is not a factor to be considered. The lowest FAD required to indicate the relative importance of the force, activity, unit, or project will be assigned. Assignment of lower FADs for segments of organizations, phases, or programs, or for individual situations will be made where possible.

c. FAD I

(1) FAD I assignments are reserved for those units, projects, or forces which are most important militarily in the opinion of the Joint Chiefs of Staff and as approved by the Secretary of Defense.

(2) FAD I will be assigned to:

(a) Programs which have been approved for top national priority by the President as set forth in the BRICKBAT Category of the latest DoD Master Urgency List (MUL) (references (d) and (e) refer). The FAD I ranking will continue after a given program enters operational use as long as that program remains in the BRICKBAT Category of the DoD MUL. When a program drops from the BRICKBAT Category, the use of FAD I may continue for 90 days to allow for the processing of a request which has been submitted to determine if the program will be authorized FAD I in accordance with subparagraph (b). Continuance of the FAD I does not permit continued use of the BRICKBAT Category or the counterpart DX

Enclosure (1)

15 APR 1983

industrial priority rating since termination in that category is effective immediately.

(b) Units, projects, or forces, including foreign country forces, which have been specifically designated by the Secretary of Defense on the recommendation of the Joint Chiefs of Staff.

d. FAD II

(1) FAD II will be assigned to:

(a) U. S. combat, combat ready, and direct combat support forces deployed to or operating from areas outside the 50 states and adjacent waters, Panama, and such other areas as may be designated by the Joint Chiefs of Staff.

(b) Forces being maintained in a state of combat readiness for immediate (within 24 hours) employment or deployment. Ships and Navy and Marine aviation units assigned to the SECOND and THIRD Fleets do not qualify for FAD II assignment under this provision; however, the fleet commanders in chief may assign a FAD II on an exception basis to SECOND and THIRD Fleet units which are on operational assignments commensurate with SIXTH and SEVENTH Fleet operational assignments. SECOND and THIRD Fleet units may be authorized a FAD II 90 days prior to deployment.

(c) DoD Component programs and projects vital to DoD or national objectives, which are of comparable importance with elements specified in paragraphs 1d(1)(a) and (b).

(d) Specified combat ready and direct combat support forces of foreign countries, as designated by the Joint Chiefs of Staff.

(e) Identifiable federal agency programs which are vital to DoD or national objectives and so designated by the Secretary of Defense.

(f) New construction ships, only in specific cases approved by the CNO, when it is anticipated that the ship will chop to the SIXTH or SEVENTH Fleets or equivalent operational assignments within ninety days of its commissioning. Otherwise paragraph 1e(1)(g) applies.

(g) Aircraft service acceptance trials conducted by the Board of Inspection and Survey.

(h) Rapid Development Capability designated programs. Reference (f) refers.

Enclosure (1)

(2) Authority to assign FAD II and lower precedence FADs within the Navy is delegated to fleet commanders in chief; Commander, Military Sealift Command; Navy Component Commanders of Unified or Specified Commands; Oceanographer of the Navy; Commander, Naval Security Group Command; Commander, Naval Telecommunications Command; Commander, Naval Intelligence Command; Chief of Naval Reserve; and Chief of Naval Education and Training. The authority to assign FAD II will not be redelegated. Commands not under the claimancy of those commands authorized to assign FAD II will submit requests for the assignment of FAD II to CNO (Op-41) via the chain of command, with supporting rationale. Because of the impact this high FAD has on Navy resources, a request for FAD II, whether being submitted to a command authorized to assign FAD II or to CNO, will be submitted over the signature of a flag officer. The request will include:

(a) Project title.

(b) A description of the project.

(c) A justification for the assignment of FAD II.

(d) The length of time the FAD II assignment is required. The command/CNO staff element (Op-41) responsible for approving the FAD II request will assign a termination date at the time the project is assigned a FAD II. This date does not necessarily indicate the completion of the project or the termination of the requirement for the FAD II. If a FAD II is still required after the termination date, a new request will be submitted.

(e) A statement that this is an approved and funded project.

(f) A list of major commands and CNO staff offices, where an interest exists.

(g) A point of contact, organization, code, and telephone number.

e. FAD III

(1) FAD III will be assigned to:

(a) All other U. S. combat ready and direct combat support forces outside CONUS not included under FAD II.

(b) Those CONUS forces (including Reserve Forces) being maintained in a state of combat readiness for deployment to combat prior to D+30.

Enclosure (1)

15 APR 1983

(c) DoD Component programs, projects, forces, and activities which are of comparable importance with elements specified in paragraphs 1e(1)(a) and (b).

(d) Specified combat ready and direct combat support forces of foreign countries so designated by the Joint Chiefs of Staff.

(e) Specific federal agency programs designated by the Secretary of Defense.

(f) CONUS industrial and intermediate maintenance and repair activities providing direct logistic support for forces assigned FADs I through III.

(g) New construction/modified ships

1. Non-nuclear ships -- sixty days prior to first builder's trial.

2. Nuclear ships -- sixty days prior to initial criticality.

(h) Industrial activities and intermediate maintenance and repair activities for requisitions supporting nuclear propulsion plants.

(2) Authority to assign FAD III and lower precedence FADs within the Navy, which was not delegated in paragraph 1d(2), is delegated to other major claimants. Commands authorized to assign FAD II by paragraph 1d(2) may delegate the authority to assign FAD III to subordinate commands. The Chief of Naval Reserve will verify status of Reserve Force squadrons, as related to paragraph 1e(1)(b), in contingency plans prior to assignment of FAD III to ensure that such assignment is compatible with contingency plans.

f. FAD IV. FAD IV will be assigned to:

(1) U. S. forces being maintained in a state of combat readiness for deployment to combat during the period D+30 to D+90.

(2) DoD Component programs and projects which are of comparable importance with elements specified in paragraph 1f(1).

(3) Specified combat ready and direct combat support forces of foreign countries so designated by the Joint Chiefs of Staff.

(4) Federal agency programs which contribute to DoD or national objectives and are so designated by the Secretary of Defense.

Enclosure (1)

15 APR 1983

(5) CONUS industrial and intermediate maintenance and repair activities providing direct logistic support for forces in a state of combat readiness for deployment to combat during the period D+30 to D+90.

.g. FAD V. FAD V will be assigned to:

(1) All other U. S. forces or activities including staff, administrative, and base supply type activities.

(2) Approved programs of DoD Components and Federal Agencies not otherwise designated.

(3) Forces of foreign countries not otherwise designated.

h. In order to facilitate optimum materiel readiness, the authorized higher FAD may be assumed a maximum of ninety days prior to scheduled deployment outside CONUS or other authorized elevation from a lower to higher FAD.

i. Activities performing work on ships during restricted availabilities are authorized to use the FAD of the ship being worked on for materiel ordered for that work.

j. NAVILCO will be notified when a FAD assignment higher than normally authorized is made to a foreign country.

## 2. Priority Designators

a. Through the combination of the assigned FAD and the appropriate UND, a priority designator can be ascertained by the requisitioning activity. The following table indicates the appropriate Arabic number priority designators derived from a combination of a Roman numeral FAD with one of the three alphabetical UNDs. Enclosure (2) is to be used in selecting the proper UND.

1  
1  
1  
1

Enclosure (1)

15 APR 1983

DERIVATION OF PRIORITY DESIGNATORS

(Relating Force/Activity Designators to Urgency of Need)

<u>FORCE/ACTIVITY DESIGNATOR</u>	<u>URGENCY OF NEED DESIGNATOR</u>		
	<u>A</u>	<u>B</u>	<u>C</u>
I.....	01	04	11
II.....	02	05	12
III.....	03	06	13
IV.....	07	09	14
V.....	08	10	15

b. In the following special circumstances, the stated priority designators may be used by requisitioners not authorized a higher priority designator, irrespective of the requisitioners' assigned FAD. They cannot be used for the routine replenishment of stocks.

(1) Priority designator 03 will be used for medical or disaster supplies or equipment required immediately for: prolonging life; relieving avoidable suffering; expediting recovery in case of injury, illness or disease; or avoiding or reducing the impact of epidemics or similar potential mass illness or disease when in professional opinion the probability is imminent.

(2) Priority designator 03 will be used for emergency supplies or equipment required immediately for controlling civil disturbance, disorder, or rioting.

(3) Priority designator 06 will be used for the emergency supply of individual or organizational clothing that is immediately required to provide minimum essential clothing to active duty military personnel who are without it.

c. If local stocks are exhausted and the local supply or industrial activity must requisition a specific immediate end-use requirement for a supported activity with a higher FAD, the activity may requisition the specific quantity of the end-use requirement using a priority designator commensurate with the FAD of the supported unit. This authority will not be used for the routine replenishment of the supported unit or of the local activity.

d. The quantity of materiel included on priority designator 01 through 08 requisitions will be restricted to that amount necessary to satisfy the immediate end-use requirement. Additional quantities required to replenish stocks will be requisitioned under the appropriate priority designator 09 through 15. The use of any other priority designator for stock replenishment is prohibited.

Enclosure (1)

15 APR 1983

e. Priority designators may be upgraded or downgraded in accordance with modification procedures developed and coordinated by the System Administrator for Military Standard Requisitioning and Issue Procedures (MILSTRIP).

### 3. Retrograde Materiel Movements

a. Returned materiel is moved without regard to the FAD of units involved. The principal determinant of priority designator in such materiel movements is the importance of materiel in the overall distribution system as designated by the materiel manager.

b. Priority Designators 03, 06, and 13 are prescribed for this use as follows:

(1) Priority designator 03 will be used in the return of critical items and approved intensive management items (including serviceable local excesses of such items).

(2) Priority designator 06 will be used in the return of materiel identified by the materiel manager as qualified for automatic return to the DoD distribution system.

(3) Priority designator 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local excess stocks to supply sources.

c. Movement priorities for specific NSNs are contained in reference (g).

4. Contractor Utilization of Priority System. Whenever a contract is executed which provides that a commercial contractor will requisition government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the priority designators to be assigned to contractor-prepared requisitions. The advice will take cognizance of (1) the FAD of the program or force/activity for which the contract is executed, and (2) potential urgencies of need in accordance with this instruction.

5. Requisition Processing. Requisitions with priority designators 01 through 03 and NMCS/PMCS/CASREP requisitions with priority designators 04 through 08 will be processed on a 7-day workweek, 24-hour workday basis. All other requirements will be processed within UMMIPS timeframes, during the normal workweek. Work shifts may be adjusted based on volume in order to meet UMMIPS timeframes. The capability will be maintained to process requirements on a 7-day workweek, 24-hour workday basis to meet implementation of authorized contingency plans. Judicious on-call staffing programs may be implemented to satisfy these provisions.

Enclosure (1)

15 APR 1983

Information processing systems will be scheduled and operated to ensure the expeditious flow of information to customers.

6. UMMIPS/Purchase Relationship. Priorities and allocations authorities for deliveries from commercial sources of materiel on contract will be governed by reference (h). Since the materiel required date will provide the interface between UMMIPS and rated industrial order procedures, UMMIPS priority designators will not be used as industrial priority ratings and will not be cited to contractors or in contracts. UMMIPS priority designators, however, should be used by purchasing offices as a tool to use in conjunction with materiel required dates in establishing procurement workload priorities. FAD assignments and the use of priority designators 01 through 08 will not be used for the sole purpose of obviating Defense Acquisition Regulation (DAR) requirements to fully justify negotiated procurements.

7. Communications. The Defense Automatic Addressing System (DAAS)/Automatic Digital Network (AUTODIN) should be utilized to the maximum extent possible for transmitting materiel requirements. If DAAS/AUTODIN is not available or the documents contain vital narrative data which cannot be accommodated by DAAS/AUTODIN then submission by courier, telephone, narrative message, or the U. S. Postal Service is authorized. Priority designator 01 through 08 requisitions will normally be transmitted under communications precedence "Priority" and priority designator 09 through 15 requisitions under a "Routine" precedence.

#### 8. Delivery Dating

##### a. Standard Delivery Date (SDD)

(1) A SDD is the maximum ending calendar date by which normal processing and shipping in the logistic system will permit receipt and recording of the materiel by the consignee.

(2) The SDD for a given materiel requirement is computed by adding the total appropriate time allowance indicated in enclosure (5) to the date of requisition.

(3) If the computed SDD will meet requirements, no delivery date will be entered in the requisition. The requisitioner will assume, unless requisition status information indicates otherwise, that delivery of the requisitioned materiel will be made by the SDD.

##### b. Required Delivery Date/Required Availability Date (RDD/RAD).

(1) A RDD is a calendar date which specifies when materiel is required to be delivered to the requisitioner. It is always a

Enclosure (1)

15 APR 1983

date which is either earlier or later than the computed SDD; that is, a RDD should never be the same as a computed SDD.

(2) A RAD is a calendar date that specifies the date when end items and concurrent spare parts are committed to be available for transportation to a SAP recipient.

(3) After determining the priority designator and computing the associated SDD, requisitioners may assign a delivery date to the requisition only if the requisition must be satisfied by a justified later or earlier date.

(a) A delivery date earlier than the computed SDD may be cited only when the materiel must be delivered to a specific point by a specific day to meet one of the following conditions:

1. The specific scheduled departure date for a vessel, aircraft, or other carrier is such that future replenishment of the force or activity from current supply sources will not be practical after departure.

2. The scheduled deployment of an operational force by a fixed date.

3. A firm commitment indicating the date when materiel must be available for shipment to a SAP recipient.

4. An emergency requirement for medical and disaster supplies to save life or prevent suffering and disaster.

(b) A delivery date later than the computed SDD must be cited under the following circumstances:

1. Requisitions and requests for planned requirements for which the date the materiel is required is later than the computed SDD.

2. Requisitions for items not stocked by the supply source on which the requisitioner has been furnished information concerning the normal procurement lead time for the item.

3. SAP commitments and sales orders which bear RADs.

c. When a RDD/RAD earlier than the computed SDD is cited, all activities will exert every effort (including consideration of high speed transportation) to effect delivery by the specified date.

Enclosure (1)

15 APR 1983

d. Delivery dates will be entered in requisitions (and modified when necessary) in accordance with procedures developed and coordinated by the System Administrator for MILSTRIP.

9. Mission Essential Materiel

a. Defined as materiel without which the force or activity would be immediately prevented from performing its mission as defined by reference (i). Reference (i) further subdivides missions for Navy units into primary and secondary mission areas. These subdivisions affect the readiness reporting ratings (C-2, C-3 or C-4) applicable in cases of equipment performance degradation or interruption and, in turn, the UND which may be applied to requisitions for materiel to correct these conditions.

b. For ships, lack of this materiel will necessitate a prompt message report in accordance with established CASREP procedures to the operational commander at the next level in the chain of command to notify him/her of the inability to perform the assigned operational mission.

10. Abuses and Policing

a. Abuses of the UMMIPS generally consist of the improper, arbitrary selection of priority designators for the sole purpose of speeding up delivery of the materiel ordered, rather than basing selection on bona fide mission impairment. Commanding officers are responsible for determining the correct priority designator; this can be satisfactorily controlled by the procedures prescribed in paragraph 7 of the basic instruction.

b. To achieve the objectives of the UMMIPS, additional actions will be taken to ensure that priority designator assignments reflect the urgency of the materiel requirement:

(1) Commanding officers and officers-in-charge of requisitioning activities will administer the assignment of priority designators in accordance with the procedures prescribed in this instruction. In addition to specific requirements discussed in paragraph 7 of the basic instruction, the following actions will be taken:

(a) Incorporate in local training programs a specified training requirement on the purpose and use of UMMIPS. Participation in this training program will include military and civilian personnel who determine urgency of need for requisitioned materiel or who process requisitions.

(b) Publicize, through appropriate activity media, the necessity for strict compliance with the provisions of this

Enclosure (1)

15 APR 1983

instruction for assignment of priority designators based on the assigned FAD and the appropriate UND.

(c) Issue local guidance on UMMIPS, when appropriate, which will relate the unique nature of each activity to the UMMIPS procedures contained in this instruction. Such information should include specific guidance necessary to identify mission essential equipment, and a table of specific criteria (similar to the Tables in enclosure (2)), applicable to the activity, for selecting UNDS.

(d) Require that a monthly UMMIPS performance report be prepared for the commanding officer indicating the percentages of total requisitions generated under priority designators 01 through 03, 04 through 08, and 09 through 15 during the previous month. It is not intended that these reports include any commentary, but that they be very simple statements of mathematical percentages. These reports will be utilized by appropriate personnel to ensure actions are taken to meet the priority designator 01 through 08 requisition limitations prescribed in enclosure (3). These reports should be retained for one year for inspection purposes.

(2) Type commanders, commanders of Systems Commands, or equivalent command echelons exercising command over requisitioning activities consistently reflected in the UMMIPS Statistical Summary Report (enclosure (4)) as violators of the high priority requisition limitations established under paragraph 6f of the basic instruction, will cause circumstances leading to such violations to be reviewed and will take corrective action.

11. Expedited Handling of Critically Needed Items ("999"). When critically needed items require the most expeditious handling possible, the numerical code "999" may be entered in the Required Delivery Date field of the MILSTRIP requisition under the following conditions:

a. When the requisitioner is a unit of Naval forces overseas (or a unit alerted for deployment within 30 days of the date of the requisition) assigned a FAD I, II or III, and:

(1) Materiel is required to correct a C-3/C-4/UND A C-2 casualty to a primary weapon or equipment for which a CASREP has been submitted in accordance with reference (j).

(2) Materiel is required to correct a NMCS/PMCS condition as defined in reference (k).

(3) Items or equipment which have been identified during maintenance or testing as necessary to prevent a C-3/C-4 CASREP or NMCS/PMCS to a primary weapon or equipment within

Enclosure (1)

15 APR 1983

requirements, or within five (5) days of the date of the requisition for all other world-wide requirements.

b. Only priority designator 01 through 03 requisitions meeting the above criteria are eligible for "999" assignment.

c. Security Assistance Program requisitioners are not authorized to assign "999" to requisitions.

## 12. Transportation

a. The method of transportation employed will depend upon the priority designator, the RDD, size/weight/configuration of the item and transportation availability, and will normally employ the most economical mode consistent with these factors. The transportation shipping officer is responsible for selecting the appropriate method and mode of transportation. Requesting activities normally will not specify a method of transportation. Air transportation will be the normal mode of transportation for materiel with priority designators 01 through 03 and all NMCS/PMCS/CASREP (C-3/C-4/deployed C-2) requisitions. Transportation time standards are contained in enclosure (5).

b. Shipping activities and air clearance authorities may contact requisitioning activities to confirm the urgency of the requirement when any of the following conditions exist with respect to shipments which are candidates for premium transportation.

(1) Outsized dimensions.

(2) Hazardous cargo.

(3) Excessive weight.

(4) Inappropriate commodities, e.g., printed matter, seasonal items out of season, office equipment, recreational and welfare items.

(5) Suspected errors in data.

c. The following types of shipments are normally exempt from the confirmation/challenge process discussed in paragraph 12b.

(1) Dated items with short expiration dates, e.g., whole blood, biological specimens.

(2) Critical items, when specifically designated by the Joint Chiefs of Staff (JCS).

(3) JCS designated project codes.

Enclosure (1)

OPNAVINST 4614.1F

15 APR 1983

d. Appendix L of reference (1) relates UMMIPS priority designators to Military Standard Transportation and Movement Procedures (MILSTAMP) transportation priorities.

Enclosure (1)

15 APR 1983

TABLES OF CRITERIA FOR DETERMINING THE URGENCY OF NEED  
DESIGNATORS (UNDS) OF MATERIEL REQUIREMENTS

TO BE USED TO DETERMINE THE APPROPRIATE UMMIPS  
PRIORITY DESIGNATOR TO BE ASSIGNED TO MILSTRIP REQUISITIONS

This enclosure contains the following tables of criteria for  
selecting UNDS:

Table 1

Criteria for use by All\*

Table 2

Criteria for Use by Ships

Table 3

Criteria for Use by Aviation Units

(Including Intermediate Maintenance Activities)

Table 4

Criteria for Use by Industrial Activities

\*NOTE: Table 1 should be reviewed, understood, and used by  
all Navy activities using this instruction. Also, all  
activities, for which Tables 2-4 are not applicable,  
should develop local tables for UND selection,  
using Table 1 for guidance.

Enclosure (2)

15 APR 1983

TABLES OF CRITERIA FOR DETERMINING THE URGENCY OF NEED  
DESIGNATORS (UNDS) OF MATERIEL REQUIREMENTS

TO BE USED TO DETERMINE THE APPROPRIATE UMMIPS  
PRIORITY DESIGNATOR TO BE ASSIGNED TO MILSTRIP REQUISITIONS

This enclosure contains the following tables of criteria for  
selecting UNDS:

Table 1

Criteria for use by All\*

Table 2

Criteria for Use by Ships

Table 3

Criteria for Use by Aviation Units

(Including Intermediate Maintenance Activities)

Table 4

Criteria for Use by Industrial Activities

\*NOTE: Table 1 should be reviewed, understood, and used by  
all Navy activities using this instruction. Also, all  
activities, for which Tables 2-4 are not applicable,  
should develop local tables for UND selection,  
using Table 1 for guidance.

Enclosure (2)

TABLE 1  
GENERAL CRITERIA FOR USE BY ALL

<u>UND</u>	<u>DEFINITION</u>
A	(1) Requirement is immediate.  (2) Without the materiel needed, the activity is unable to perform one or more of its primary missions.
B	(1) Requirement is immediate, or it is <u>known</u> that such requirement will occur in the <u>immediate</u> future.  (2) The activity's ability to perform one or more of its primary missions will be impaired until the materiel is received. NOTE: It is recognized that requirements of this nature may have a progressive impact on the activity's ability to perform its mission. While mission performance is impaired by the failure of one or two specific items, the loss of a larger number would cause the activity to be unable to perform its mission. The first few of these items would be ordered using a UND B; but as the number of failures increased, the UND would properly be upgraded to A.  (3) Required for immediate stock replenishment at overseas forward area supply activities when customer mission essential stock levels go below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure keeping positive stock balance until due in materiel arrives.  (4) Outfitting and replenishment requisitions for Q COSAL allowed reactor plant components, equipments, repair parts, special tools, and other materiel required to support reactor plant systems.
C	(1) Required for scheduled maintenance, manufacture, or replacement of all equipment.  (2) Required for replenishment of stock to meet authorized stockage objectives.  (3) Required for purposes not specifically covered by any other UND.

Enclosure (2)

TABLE 2

CRITERIA FOR USE BY SHIPS (SEE NOTE 1)

UND

DEFINITION

- A
- (1) Emergency requirements for weapons, equipment, or material for immediate use without which the ship concerned is unable to perform assigned primary operational mission(s) or is impairing the operational capability of the ship concerned (C-2/C-3/C-4 CASREPS) (See notes 2 and 3).
  - (2) Material required to eliminate a work stoppage on controlling jobs in the repair department of a naval activity that manufactures, modifies, or repairs other ship's primary weapons or equipment for which a CASREP report (C-2/C-3/C-4) has been submitted. This provision is not applicable when a replacement for a repairable component under repair has been ordered (See note 2).
  - (3) Required to preclude an imminent work stoppage or C-3/C-4 CASREP when undertaking planned maintenance on equipment essential to primary mission performance when the work stoppage or C-3/C-4 CASREP will occur within 15 days for ships in CONUS or 20 days for ships overseas.
- B
- (1) Items required to effect emergency replacement or repair of auxiliary equipment systems.
  - (2) Replacement of COSAL/AVCAL or other allowance/load list material carried in deployed ship's storeroom which is required for support of mission essential equipment, when the last item has been issued or the quantity remaining on board is less than the minimum replacement unit. For non-deployed forces, the item must have an average quarterly demand of one or more.
  - (3) Required to preclude an anticipated work stoppage or C-2 CASREP when undertaking planned maintenance on essential equipment. The work stoppage is anticipated within 15 days for ships in CONUS or 20 days for ships overseas.

Enclosure (2)

TABLE 2 (Cont'd)

<u>UND</u>	<u>DEFINITION</u>
	(4) Initial order by deployed forces of allowance list material due to allowance changes or installations or new equipment.
	(5) Outfitting and replenishment requisitions for Q COSAL allowed reactor plant components, equipment, repair parts, special tools, and other material required to support reactor plant systems.
C	(1) Required for scheduled maintenance, manufacture, or replacement of all equipment.
	(2) Required for replenishment of stock to meet authorized stockage objectives.
	(3) Required for purposes not specifically covered by any other UND.

Note 1: Tenders, Repair Ships, and SIMAs will utilize this table for self-support. For requirements in direct support of other ships, the applicable FAD and UND of the requiring ship will be utilized. For remaining functions, Table 4 will be utilized.

Enclosure (2)

TABLE 2 (Cont'd)

- NOTE 2: Requirements of this nature are of such a consequence as to require a report to higher authority of a degradation of the requisitioning unit's capability in accordance with established CASREP procedures contained in reference (j).
- NOTE 3: Ship's primary missions noted in this table are contained in reference (i).

Enclosure (2)

15 APR 1983

TABLE 3

CRITERIA FOR USE BY AVIATION UNITS  
(Including Intermediate Maintenance Activities)

<u>UND</u>	<u>DEFINITION</u>
A	<p>(1) Emergency requirements for weapons, equipment, and materiel for immediate use without which the aircraft concerned is unable to perform assigned primary operational missions (NMCS/PMCS). (See Notes 1 and 2)</p> <p>(2) Items required for immediate end use in direct support of equipment essential to the operation of aircraft (e.g., ground support, fire-fighting, etc.) without which the aviation unit is unable to perform its primary mission. (See Notes 1 and 2)</p> <p>(3) Items required to eliminate an existing work stoppage at an Intermediate Maintenance Activity (IMA) performing repair and maintenance on repairables required to reconstitute an authorized rotatable pool.</p> <p>(4) Items required to effect emergency replacement or repair of essential physical facilities of an IMA, without which the activity cannot carry out its mission. (See Notes 1 and 2)</p> <p>(5) UND A may be used for PMCS requirements only when the item(s) are needed to return primary mission essential equipments and subsystems to operational status.</p>
B	<p>(1) Items required for immediate end use, the lack of which is impairing the operational capability of the aircraft or organizational unit concerned.</p> <p>(2) Items required for immediate end use to effect repairs to aircraft, aircraft components (non-pool), and aircraft support equipment, without which the operational capability of the aircraft is impaired or effectiveness in accomplishing assigned missions is reduced.</p> <p>(3) Items required for the replacement of mission essential items on allowance lists (see Table 2, paragraph UND B(3)).</p>

Enclosure (2)

TABLE 3 (Cont'd)

<u>UND</u>	<u>DEFINITION</u>
	(4) Items required to effect replacement or repair of physical plant facilities in an IMA, without which the effectiveness of the facility is impaired.
	(5) Items required for immediate installation to effect repair or replacement of auxiliary equipment, without which the effectiveness of the assigned mission is impaired.
	(6) Items required for immediate end use for primary mission weapons, equipment, and materiel, without which the aircraft concerned is within 15 days in CONUS or 20 days overseas of a work stoppage or a planned maintenance action for lack of that item.
C	(1) Required for scheduled maintenance, manufacture, or replacement of all equipment.
	(2) Required for replenishment of stock to meet authorized stockage objectives.
	(3) Required for purposes not specifically covered by any other UND.
NOTE 1:	Reference (k) contains definitions of materiel conditions.
NOTE 2:	Aviation units' primary missions are contained in reference (i).

Enclosure (2)

TABLE 4

CRITERIA FOR USE BY INDUSTRIAL ACTIVITIES

<u>UND</u>	<u>DEFINITION</u>
A	<p>(1) Required for <u>immediate</u> use to eliminate an <u>existing</u> work stoppage of a <u>pacing</u> or <u>controlling</u> phase of an overhaul or rework schedule at industrial/production activities manufacturing, modifying, or maintaining ships, aircraft, weapons, or other mission essential equipment. (See Note 1)</p> <p>(2) Required for <u>immediate</u> end use to effect replacement or repair of <u>essential</u> physical facilities of an industrial/production activity, without which the activity is <u>unable</u> to perform assigned missions. (See Note 1)</p> <p>(3) Required for <u>immediate</u> end use to eliminate an <u>existing</u> work stoppage on a production line performing repair and maintenance of unserviceable components for which there are outstanding end use requirements. Applies to <b>Repair Induction Priority Levels ONE and TWO.</b></p> <p>(4) Items essential to completion of work on mission essential systems and equipments of the ship, aircraft, etc., being worked on, when supply status received from the supply system indicates that with the priority originally assigned to the specific requirement the items will not be received at the time required by the work schedule, and will cause a work stoppage. When upgrading requisition priority designators in this situation the firm RDD should be indicated.</p> <p>(5) Outfitting Operating Space Items that are designated as critical by the ship's PCO without which the ship will be unable to perform an assigned primary mission as described by reference (i). Fire-fighting equipment is an example. UND A is to be applied to these outfitting requisitions not earlier than sixty days prior to first builder's trials.</p>
B	<p>(1) Required for immediate use to effect replacement or repair of essential physical facilities of an industrial/production activity, without which the capability of the activity to perform assigned mission is <u>impaired</u>.</p>

Enclosure (2)

TABLE 4 (Cont'd)

UND

DEFINITION

- (2) Items required for immediate work on weapons and equipment, without which the operational capability of the aircraft/ship being overhauled, repaired, converted, or constructed is impaired or the effectiveness in accomplishing assigned missions or tasks is reduced.
- (3) Items essential to completion of work on mission essential systems and equipments of the ship, aircraft, etc., being worked on, when due to the nature of the work (open and inspect, urgent voyage repair, etc.) the requirement could not have been planned for, and without which there will be work stoppage within 15 days at CONUS activities or 20 days plus the applicable time from Time Segment F of the time standards in enclosure (5) at overseas activities.
- (4) Non-routine replenishment of NIF Store stock for mission essential materiel when stock on hand is below the stock safety level and supply status on outstanding requisitions indicates that stock due-ins plus stock on hand compared to the expected usage rate will not be sufficient to prevent a work stoppage. Materiel falling within this definition must be essential to the mission of the industrial activity (see paragraph 9 of enclosure (1)) and includes such items as 100 percent replacement items, paint, welding electrodes, and electric motor rewinding wire at shipyards. The quantities ordered when applying this definition should be only the amount required for immediate needs to preclude work stoppage prior to receipt of previously ordered materiel and not a standard reorder quantity.
- (5) Outfitting Storeroom Items (SRI) that are essential to the support of mission essential equipment. UND B is to be applied to SRI requisitions not earlier than thirty days prior to first builder's trials. Outfitting Operating Space Items without which the performance of mission essential equipment would be impaired. UND B is to be applied to Operating Space Items requisitions not earlier than sixty days prior to first builder's trials. Those outfitting Operating Space Items and SRI requisitions which satisfy these criteria and are still outstanding at the above times should be upgraded to UND B at those times.

Enclosure (2)

15 APR 1983

TABLE 4 (Cont'd)

<u>UND</u>	<u>DEFINITION</u>
	(6) Required for <u>immediate</u> end use to eliminate an <u>existing</u> work stoppage on a production line performing repair and maintenance of repairable components for which there are no outstanding end use requirements. Applies to Repair <b>Induction Priority Levels THREE and FOUR</b> (m).
	(7) Outfitting and replenishment requisitions for Q COSAL allowed reactor plant components, equipment, repair parts, special tools, and other materiel required to support reactor plant systems.
C	(1) Required for scheduled maintenance, manufacture, or replacement of all equipment.
	(2) Required for replenishment of stock to meet authorized stockage objectives.
	(3) Required for purposes not specifically covered by any other UND.

NOTE 1: Requirements of this nature are of such consequence as to require a report to higher authority of a slippage in schedule or degradation of a ship/aircraft mission capability.

15 APR 1983

GUIDELINES ON UPPER LIMITS FOR HIGH PRIORITY REQUISITIONS

<u>Activity Categories</u>	<u>Upper Limit for Off-station/ Off-ship Requisitions Using Priority Designators 01 through 08 (Percentage of Requisitions)</u>
(1) Submarines	80
(2) Submarine Tenders (FBM), Trident Refit Facilities	80
(3) Submarine/Destroyer Tenders, Repair Ships, Aircraft Carriers, Amphibious Assault Ships, and SIMAS	70
(4) Navy/Marine Corps Aircraft Squadrons/Marine Aircraft Groups	70
(5) Naval/Marine Corps Air Stations (Non-Industrial), WESTPAC Industrial Facilities, Naval Communications Activities	60
(6) Surface Ships not in Activity Categories (2), (3), and (9)	55
(7) Naval/Marine Corps Air Stations (Industrial)	55
(8) NARFs and Shipyards	50
(9) Underway Replenishment Ships	40
(10) Research, Development, and Laboratory Activities	40
(11) Training Activities	40
(12) Naval Supply Depots	25
(13) Naval Supply Centers	15
(14) Other	55

Enclosure (3)

OPNAVINST 4614.1F

15 APR 1983

UMMIPS STATISTICAL

SUMMARY REPORT

FORMAT AND DISTRIBUTION

Enclosure (4)

15 APR 1983

FORMAT OF MONTHLY UMMIPS REPORT

Summary of all Navy Issues  
for

<u>Category</u>	<u>Month</u>		<u>Year</u>	
	IPG 1 Reqs	IPG 2 Reqs	Total Reqs	% IPG 1 IPG 1&2

Service Code N  
Service Code R  
Service Code V

TOTAL

OPNAV 4614-2  
Report

Summary of Monthly UMMIPS Report  
for

<u>Category</u>	<u>Activity Population</u>	<u>Number of Qualifying Activities</u>	<u>Month</u>		<u>Year</u>	
			Number of IPG 1 Reqs	Number of IPG 2 Reqs	Total Reqs	% IPG 1 IPG 1&2

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- TOTAL (less 14)

15 APR 1983

## MONTHLY UMMIPS REPORT

MONTH      YEAR

Category 1 - Submarines having 100 or more requisitions of which 80% or more are IPGs 1&2.

<u>UIC</u>	<u>Requisitioner</u>	<u>IPG 1 Reqns</u>	<u>IPG 2 Reqns</u>	<u>Total Reqns</u>	<u>% IPG 1</u>	<u>% IPGs 1&amp;2</u>
------------	----------------------	------------------------	------------------------	------------------------	--------------------	---------------------------

(Same columnar headings for other 13 categories)

Category 2 - FBM Submarine Tenders and Trident Refit Facilities having 100 or more requisitions of which 80% or more are IPGs 1&2.

Category 3 - Ship types ADs, ARs, CVs, ASs, LHAs, and LPHs, and SIMAS not in Category 2, having 100 or more requisitions of which 70% or more are IPGs 1&2.

Category 4 - Navy and Marine Corps Aircraft Squadrons and Marine Aircraft Groups having 100 or more requisitions of which 70% or more are IPGs 1&2.

Category 5 - Non-Industrial Naval and Marine Corps Air Stations, WESTPAC Industrial Facilities, and Naval Communications Activities having 500 or more requisitions of which 60% or more are IPGs 1&2.

Category 6 - Surface ships not in Categories 2, 3, or 9 having 200 or more requisitions of which 55% or more are IPGs 1&2.

Category 7 - Naval and Marine Corps Air Stations (Industrial) having 500 or more requisitions of which 55% or more are IPGs 1&2.

Category 8 - Naval Air Rework Facilities and Naval Shipyards having 500 or more requisitions of which 50% or more are IPGs 1&2.

Category 9 - Underway Replenishment Ships having 100 or more requisitions of which 40% or more are IPGs 1&2.

Category 10 - Research, Development, and Laboratory Activities having 300 or more requisitions of which 40% or more are IPGs 1&2.

Category 11 - Training Activities having 300 or more requisitions of which 40% or more are IPGs 1&2.

Enclosure (4)

OPNAVINST 4614.1F  
15 APR 1983

Category 12 - Naval Supply Depots having 500 or more requisitions of which 25% or more are IPGs 1&2.

Category 13 - Naval Supply Centers having 500 or more requisitions of which 15% or more are IPGs 1&2.

Category 14 - "N", "R", and "V" activities, not previously identified, having 100 or more requisitions of which 55% or more are IPGs 1&2.

NOTE:

1. IPG 1 - requisitions with priority designators 01 through 03
2. IPG 2 - requisitions with priority designators 04 through 08
3. IPG 3 - requisitions with priority designators 09 through 15

Enclosure (4)

15 APR 1983

Distribution of the monthly UMMIPS report is as follows:

COMNAVSUPSYSCOM  
COMNAVSEASYSYSCOM  
COMNAVAIRSYSCOM  
COMNAVFACENGC  
COMNAVELEXSYSCOM  
CMC  
CINCPACFLT  
CINCLANTFLT  
CINCUSNAVEUR  
CHNAVMAT  
CHNAVPER  
CNAVRES  
CNATRA  
Fleet Supply Officer, CINCLANTFLT  
Fleet Supply Officer, CINCPACFLT  
CG FMFLANT  
CG FMFPAC  
COMNAVAIRLANT  
COMNAVAIRPAC  
COMNAVSURFLANT  
COMNAVSURFPAC  
COMNAVLOGPAC  
COMSUBLANT  
COMSUBPAC  
COMINWARCOM  
COMTRALANT  
COMTRAPAC  
SPCC  
ASO  
CNET  
NAVMTO  
CNTECHTRA  
COMNAVTELCOM  
COMNAVINTCOM  
COMNAVSECGRU  
COMSC  
COMNAVOCEANCOM  
COMNAVMEDCOM  
COMNAVDAC

Enclosure (4)

15 APR 1983

UMMIPS TIME STANDARDS1. Introduction

a. The overall objective of the UMMIPS time standards is to provide guidance in satisfying customers' demands within the cumulative time prescribed for the assigned priority designator. Charts 1, 2, and 3 in this enclosure establish time standards for the supply of materiel from the origination of the requirement (date of the requisition) to the physical receipt posting to the requisitioner's inventory record.

b. Requisitions with priority designators 01 through 03 and NMCS/PMCS/CASREP requisitions with priority designators 04 through 08 will be processed on a 7-day workweek, 24-hour workday basis. All other requirements will be processed within UMMIPS timeframes during the normal workweek. Work shifts may be adjusted based on volume in order to meet UMMIPS timeframes. The capability will be maintained to process requirements on a 7-day workweek, 24-hour workday basis to meet implementation of authorized contingency plans. Judicious on-call staffing programs may be implemented to satisfy these provisions. Information processing systems will be scheduled and operated to ensure the expeditious flow of information.

c. Each processing function in the total time span has been assigned a segment of the total time available. Individual segment standards should not be considered inviolate when subsequent savings in time and improved service can be achieved. Each processing activity should attempt (considering limitations imposed by higher authority) to recover time lost in processing by previous echelons.

2. Boundaries of Time Segments

a. Requisition Submission. This segment extends from the date of the requisition to the date of receipt by the initial supply source, e.g., Inventory Control Point (ICP), stock point, which maintains asset availability records for the purpose of filling materiel demands or ordering other supply action.

(1) Date of Requisition (as shown in Requisition Document Number field) will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the Requisition Date will be amended (if necessary) by the originator to reflect the true date of transmittal. Care must be taken when revising the Date of Requisition to prevent duplication of previously submitted requisitions.

Enclosure (5)

15 APR 1983

(2) Time consumed by review or approval of intermediary control offices between the requisitioner and initial supply source is counted in the time standard for this segment.

b. Passing Action. This segment extends from the date that the initial supply source receives the requisition until the date of receipt by the ultimate supply source, e.g., the appropriate CONUS ICP or Navy Stock Point.

c. Availability Determination and Storage Site Processing (Chart 2). This segment extends from the date of receipt by the ultimate supply source to the date that materiel is made available to the transportation officer. Procedures within this segment vary based on the availability of materiel and the echelon of the supply system required to take action. For this reason, separate timeframes are promulgated for the supply system in processing requisitions requiring ICP action and those which are processed entirely at the stock point level. This segment consists of either sub-segments (1) or (2).

(1) Requisitions Requiring ICP Action

(a) ICP Availability Determination. This sub-segment extends from the date the requisition is received by the ICP to the date a referral order is transmitted to the depot/storage site. This segment includes time required by the ICP to key punch requisitions manually prepared by the requisitioner.

(b) Depot/Storage Site Processing

1. This sub-segment may be defined as either: (1) extending from the date that the referral is transmitted to the issuing stock point until the date that the materiel is made available to the transportation officer; it includes picking, packing, and packaging or (2) being a part of the total issue-to-ship time allowed an activity that utilizes a shipment planning system covering all actions from the date that the referral is transmitted to the issuing stock point until the date of receipt at the CONUS requisitioning installation or by the CONUS port of embarkation; it includes picking, packaging, and may include containerizing and consolidating, when required, and holding time for the purpose of shipment planning.

2. Requisitions involving requisitioners' requests that the materiel be held for later pick-up or delivery are not excluded from performance measures. In this case, action can be considered completed for measurement purposes when all the necessary documentation has been prepared and the materiel delivered to the designated holding area.

Enclosure (5)

15 APR 1983

(2) Requisitions Processed Entirely by Stock Points

(a) This sub-segment equates to the Availability Determination and Depot/Storage Site Processing segments and includes all requisition and materiel processing time at the issuing stock point. It may be defined as either: (1) extending from the date of receipt of the requisition by the issuing stock point until the date that the materiel is made available to the transportation officer; it includes picking, packing and packaging or (2) being a part of the total issue-to-ship time allowed an activity that utilizes a shipment planning system covering all actions from the date of receipt of the requisition by the issuing stock point until the date of receipt at CONUS requisitioning installation or by the CONUS port of embarkation; it includes picking, packing, packaging, and may include containerizing and consolidating, when required, and holding time for the purpose of shipment planning.

(b) It includes requisitions received at stock points without a stock number which ultimately are filled by the stock point by issues from standard stock. Requisitions involving requisitioners' requests that the materiel be held for later pickup or delivery are not excluded from performance measurements. In this case, performance can be considered completed for measurement purposes when all the necessary documentation has been prepared and the materiel delivered to the designated holding area.

d. Transportation Hold and CONUS Transit (Chart 3)

(1) This segment may be defined as either: (1) extending from the date that the materiel is made available to the transportation officer until the date of receipt by the CONUS requisitioning installation or by the port of embarkation in the case of overseas requisitions; it includes time consumed in offer/traffic release procedures, freight documentation, and CONUS intransit or (2) being a part of the total issue-to-ship time allowed an activity that utilizes a shipment planning system covering all actions from the date that the referral is transmitted to the issuing stock point until the date of receipt at the CONUS requisitioning installation or by the CONUS port of embarkation; it includes picking, packing, packaging, and may include containerizing and consolidating, when required, and holding time for the purpose of shipment planning, offer/traffic release procedures, freight documentation, and CONUS intransit.

(2) Activities utilizing definition (2) in paragraph 2c(1)(b)1 or 2c(2)(a) will also use definition (2) in paragraph 2d(1). All shipping activities will note that transportation hold and CONUS intransit timeframes include both time allowed to accomplish shipment and transit time to the CONUS requisitioner/port of

Enclosure (5)

15 APR 1983

embarkation. Thus the entire timeframe must not be construed as available to the shipping activity.

e. Overseas Shipment. This segment extends from the date of receipt of the materiel by a CONUS port of embarkation until the date that materiel is delivered to the overseas Port of Delivery (POD). It includes port of embarkation hold time, materiel loading time, and overseas transit time. (The Overseas Shipment segment and the Overseas Delivery segment will continue to be reported as one segment (from date of receipt by a CONUS port of embarkation until the date of delivery at the overseas requisitioning installation) until procedures to report these segments are established under MILSTEP.)

f. Overseas Delivery. This segment extends from the date of receipt of the materiel by an overseas POD until the date that materiel is delivered to the overseas requisitioning installation. It includes port of embarkation hold time and intra-theater transit time. (The Overseas Shipment segment and the Overseas Delivery segment will continue to be reported as one segment (from date of receipt by a CONUS port of embarkation until the date of delivery at the overseas requisitioning installation) until procedures to report these segments separately are established under MILSTEP.)

g. Receipt Take-Up by Requisitioner. This segment extends from the date of receipt of the materiel at destination until the date that the materiel is recorded on the requisitioner's inventory records.

### 3. Combination of Time Segments

a. Containerization and consolidation, when accomplished before the materiel is received by a port of embarkation, must be effected within the timeframes for Depot/Storage Site Processing (paragraph 2c(1)(b)1 or paragraph 2c(2)(a)) and Transportation Hold and CONUS Intransit paragraph 2d(1)).

b. The time standards for Depot/Storage Site Processing (paragraph 2c(1)(b)1 or 2c(2)(a)) and Transportation Hold and CONUS Intransit (paragraph 2d(1)) may be combined for processing shipments under priority designators 09 through 15. This combined segment extends from the date that the referral/requisition is transmitted to the issuing stock point until the date that the materiel is received by the CONUS requisitioner, or by the port of embarkation in the case of overseas requisitions. For the purpose of on-time performance measurement, the times allocated will be combined into a single aggregate time. The Depot/Storage Site

Enclosure (5)

15 APR 1983

Processing Segment and the Transportation Hold and CONUS Intransit Segment will be considered on-time if delivery is effected prior to the expiration of this aggregate time. This will permit part of the Transportation Hold and CONUS Intransit Segment time to be used to consolidate shipments at the issuing stock point prior to the commencement of actual stock point processing.

#### 4. Performance Evaluation

a. In order to gauge the logistics system timeliness in meeting UMMIPS standards, the performance data collection system developed and coordinated by the MILSTEP System Administrator will be used to produce appropriate effectiveness reports.

b. Measures of timely logistics system performance will distinguish between stocked item requisitions which are filled immediately and those which are delayed due to stock non-availability

c. The consolidation of SEAVAN containers at points of origin, i.e., depots, has been promoted by allowing flexibility in time standards between the transportation segment and the supply segment. Accordingly, additional time may be made available for loading of containers at origin to provide an incentive to plan more source-to-user SEAVAN loads with no sacrifice to the total order-ship time for depot performance. COMNAVSUPSYSCOM will coordinate Navy MILSTEP reports made to OSD.

Enclosure (5)

CHART 1  
UMMIPS TIME STANDARDS

TIME SEGMENT	TIME STANDARD (IN CALENDAR DAYS) FOR PRIORITY DESIGNATORS:			
	01-03	04-08	09-15	09-15
A. Requisition Submission	1	1	2	For use only when shipments are consolidated at origin into SEAVAN containers
B. Passing Action*	1	1	2	
C. Availability Determination*	1	1	3	
D. Depot/Storage Site Processing*	1	2	8	23
E. Transportation Hold and CONUS Intransit to CONUS Requisitioner, Canada, or to POE	3**	6**	13	13
F. Overseas Shipment/Delivery (CONUS Outbound and Retrograde)***				
1. To Alaska, Hawaii, South America, Caribbean, or North Atlantic	4**	4**	38	23
2. To Northern Europe, Mediterranean or Africa	4**	4**	43	28
3. To Western Pacific	5**	5**	53	38
4. To Middle East (Persian Gulf, Red Sea and Indian Ocean)	4**	4**	67	52
G. Receipt Take Up by Requisitioner	1	1	3	3

\*NOTE: See Chart 2.

\*\*NOTE: Time Standards for Priority Designators 09-15 apply when cargo is diverted to surface movement. High Priority requisitions will be diverted to surface movement only when: (1) a temporary, blanket authorization is granted by JCS or the cognizant CINC, (2) a specific authorization is provided by the requisitioner, or (3) the characteristics of the materiel preclude air movement due to size, weight, or hazard classification. When an RDD is cited, all activities will exert maximum economical effort to effect delivery by the specified date.

\*\*\*NOTE: Includes POE hold time, loading, transit, unloading, POD hold time and delivery to consignee.

CHART 2  
AVAILABILITY DETERMINATION AND STORAGE SITE PROCESSING  
TIME SEGMENTS C AND D

TIME STANDARD (IN CALENDAR DAYS)  
 FOR PRIORITY DESIGNATORS:

01-03      04-08      09-15      09-15

For use only  
 when shipments  
 are consolidated  
 at origin into  
 SEAVAN containers

FOR: ICP and Stock Point Action:

B. Passing Action	1	1	2	
C. ICP Availability Determination	1	1	3	
D. Depot/Storage Site Processing	1	2	8	23

FOR: Stock Point Action Only:

C. Stock Point Availability Determination	1	1	3	
D. Depot/Storage Site Processing	1	2	8	23

7

Enclosure (5)

OPNAVINST 4614.1F  
 15 APR 1983

Enclosure (5)

CHART 3  
TRANSPORTATION HOLD AND CONUS INTRANSIT  
TIME SEGMENT E

OPNAVINST 4614.1F  
15 APR 1983

TIME STANDARD (IN CALENDAR DAYS)  
FOR PRIORITY DESIGNATORS:  
01-03    04-08    09-15    09-15

	01-03	04-08	09-15	09-15
				For use only when shipments are consolidated at origin into SEAVAN containers
Transportation Hold*	1	3	7	7
CONUS Intransit	2	3	6	6

\*NOTE: The time standards for Transportation Hold and CONUS Intransit may be combined with Depot/Storage Site Processing for processing shipments with priority designators 09-15.