



UNITED STATES MARINE CORPS

MARINE CORPS LOGISTICS COMMAND

814 RADFORD BOULEVARD
ALBANY, GEORGIA 31704-1128

5215
L13

From: Adjutant, Marine Corps Logistics Command
To: Log Ops, Maintenance Data Office

Subj: DIRECTIVES REVIEW

Ref: (a) MCO 5215.1H

1. According to our records, the following directive was promulgated by your office:

<u>30 44 00.63</u>	<u>Mini Bill of Material Requirements</u>	<u>16 Apr 90</u>
(Number)	(Title)	(Date)

2. Per the reference, this directive requires review for the reason(s) indicated below. Please complete the review, endorse this letter and return it to the Command Adjutant's Office by 12 Apr 04.

Annual Review

A reference in the directive has been revised, changed, or cancelled.

The directive will be 9 years old this year.

The directive is 9 or more years old and must be revised or cancelled.

N. M. Bohannon
N. M. BOHANNON

Date _____

FIRST ENDORSEMENT

From: _____
To: Adjutant, Marine Corps Logistics Command

The review of _____ has been completed. The results of the review are as follows:

Current; no changes required.

Requires change or revision. Estimated date of completion _____.

No longer required and may be cancelled.

Signature: _____
Print name: _____
OIC initials: _____



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UNITED STATES MARINE CORPS

MARINE CORPS LOGISTICS BASE

ALBANY, GEORGIA 31704-5000

BO 4400.63
804-2 B300
B300
16 Apr 90

BASE ORDER 4400.63

From: Commanding General
To: Distribution List

Subj: MINI-BILL OF MATERIEL (BOM) REQUIREMENTS

Ref: (a) MCO P4790.3
(b) MCO P4400.76A
(c) DoDI 7220.29-H (NOTAL)
(d) NavCompt Manual, Vol. V, Appendix C (NOTAL)
(e) DoD 4000.25-2-M (NOTAL)

1. Purpose. To provide guidance and procedures in the use of the Mini-BOM in support of scheduled maintenance projects.

2. Background. The Mini-BOM program was established to ensure that items having long lead time and high-dollar value, and items known to have problems with attainability are available for prepositioning to support scheduled maintenance projects. This concept evolved because the Marine Corps Industrial Fund (MCIF) is prohibited from ordering materiel required to repair or rebuild items of equipment until a funded project order is received from the customer. Because Operation and Maintenance, Marine Corps Funding revolves around fiscal year appropriations, monies do not become available until the beginning of the fiscal year in which the work is to be performed. Candidate Mini-BOM items are funded by the Department of Navy Stock Fund, Marine Corps Division, through the Materiel Divisions (Codes 872/B850).

3. Information. Reference (a) provides policy and procedures for the management of depot maintenance in the Marine Corps. The stockage criteria and range of items to be stocked in support of scheduled maintenance projects are governed by guidance provided by this Order. Requisitions placed on order by the Direct Support Stock Control for support of the Mini-BOM will not exceed 10 percent of the total cost of material for any given fiscal year per paragraph 2100.2c(3)(d)(1) of reference (a).

4. Action

a. Directors, Repair Divisions (Codes 880/B300); Maintenance Directorate

(1) Submit eligible Mini-BOM requirements to the Materiel Divisions (Codes 872/B850) with an information copy to the

Integrated Logistics Support Directorate (ILSD) (Codes 830/840) as far in advance as possible (normally 6 to 24 months) and in enough detail to ensure accurate identification and proper management of the item. These Mini-BOM requirements will not exceed 10 percent of the total cost of materiel for any given fiscal year. The following information is required for each item per reference (b):

- (a) Fiscal year required.
- (b) Master Work Schedule (MWS) Line Item Number (MWSLIN).
- (c) National Stock Number (NSN).
- (d) Nomenclature.
- (e) Source of supply.
- (f) Unit of issue.
- (g) Unit price.
- (h) Extended price.
- (i) Quantity required.
- (j) Cost Work Center.
- (k) Project code.

(2) Review on a recurring basis with the Materiel Divisions all assets held by them to determine if items stocked are still required and should be transferred to another project.

(3) Review the Materiel Divisions' list of Mini-BOM assets as a MWSLIN job approaches completion (approximately 80 percent complete) and provide disposition instructions as follows:

(a) Issue to Current Job. Provide a project code that can be applied to current requirement.

(b) Transfer to Another Job. Screen Mini-BOM items excess to intended jobs for possible application to other jobs in the current year and/or 2 subsequent fiscal years, and provide an appropriate project code(s) for those items to be transferred.

(c) Excess to Current or Future Requirements

1 Provide the Materiel Divisions a list of excess materiel which has been determined by the ILSD (Codes 830/840) to have no current or future requirements. The excess list will include NSN, project code, and excess quantity.

2 Notify the ILSD (Codes 830/840) of the potential reimbursable dollar value and provide them a list of excess materiel reported to the Materiel Divisions. At a minimum, the following information will be provided:

- a NSN.
- b End item application.
- c Applicable MWSLIN and fiscal year.
- d Quantity (original and revised).
- e Unit cost.
- f Potential dollars required for reimbursement.

3 Process excess Mini-BOM materiel resulting from customer initiated deletions to rebuild or inspect, repair only as necessary program requirements per paragraph 051406 of reference (c). Excess Mini-BOM materiel resulting from an overbuy on the part of the Depot Maintenance Activities (DMA) or from program changes initiated by the DMA's will be the responsibility of the DMA's pursuant to paragraph 33005 of reference (c).

4 Provide notification of potential reimbursement to the ILSD (Codes 830/840) no later than 30 days after receipt of customer initiated decreases or deletion to program requirements.

(4) Credit excess MCIF procured materiel remaining from the completed job to the original job order per paragraph 05C402.7b of reference (d).

(5) Notify the ILSD (Codes 830/840) of actual reimbursement dollar(s) identifying the supporting non-reimbursable requirements and process the accounting transactions necessary for the reimbursement.

b. Directors, Materiel Divisions (Codes 870/B800); Storage and Distribution Directorate

(1) Act as the source of supply for selected consumable or expendable Mini-BOM materiel requirements. Normally, requisitions will be initiated no sooner than one procurement lead time from the date the materiel will be required. However, if an item has historically been difficult to procure and the lead time has been erratic and difficult to compute, then the item manager must use judgment as to when to initiate the requisition. The overriding factor will be timely support to the DMA's. If sufficient data is not available on local records, contact the appropriate integrated materiel manager requesting availability and estimated availability date.

(2) Maintain a project requirement file that shows current status of materiel at all times.

(3) Store and maintain Mini-BOM assets in Issue Point 95 until required by the DMA's. The Materiel Divisions are authorized to retain assets only against known requirements.

(4) Modify or cancel requisitions as requested by the DMA's as a result of requirements change.

(5) Review on a recurring basis with the DMA's all assets being held to determine if the stocks are still required.

(6) Issue or transfer materiel as requested by the DMA's.

(7) Delete the requirement from the Project Requirement File and perform the Materiel Returns Program (MRP) process, upon receipt of the list of excess materiel from the DMA's which has been reviewed by the ILSD (Codes 830/840).

(8) Notify the DMA's of reimbursement requirement for the no credit from the MRP process.

(9) Use Special Program Requirements, when practicable, for identifying Mini-BOM requirements to help reduce the amount of excess materiel requiring reimbursement by the customer.

c. Director, Mobile Equipment/Ordnance Division (Code 830), and Director, Communication-Electronic/Missile Division (Code 840); ILSD

(1) Review continuously Principal End Items and Secondary Depot Repairables scheduled for repair to ensure only those assets needed to fill valid requirements are included on the MWS.

(2) Cancel all invalid requirements from the MWS.

(3) Review Mini-BOM requirements listing to ensure these items are current to the present configuration and that the quantity ordered does not exceed equipment application.

(4) Notify the Maintenance Directorate (Code 88) of any changes or deletions to schedule rebuild requirements as soon as they occur so that appropriate action can be taken by the DMA's to request modification or cancellation of Mini-BOM requirements previously submitted to the Materiel Division(s).

NOTE: Any expense incurred from excess materiel directly attributable to decreased or deleted lines which cannot be applied to another job or for which credit is not received must be borne by the customer per reference (e).

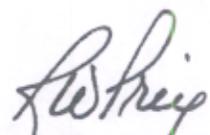
(5) Review the list of potential excess materiel requirements provided by the DMA's to see if materiel can be used. Identify that

portion that can be used and provide disposition instructions for the remaining items.

(6) Provide sufficient funds to the DMA's to cover the actual reimbursement dollars for those Mini-BOM requirements in which no credit was received.

5. Concurrence. This Order has been coordinated with and concurred in by both MCLB's, Albany and Barstow.

6. Applicability. This Order is not applicable to the Blount Island Command.



R. W. PRICE
Executive Director
for Logistics Operations

DISTRIBUTION: D plus
CG, Barstow B800 (8), B300 (4), B112 (2), B160 (1)

