

PWS Annex B - Supply Performance Requirement Summary (PRS)

Task/Requirement	Standard	Sampling Method, Lot & Acceptable Quality Level (AQL)
INSTALLATION SUPPLY AND SERVICES DIVISION (ISSD) – GENERAL		
CENTRAL ISSUE FACILITY (CIF)		
5.15.1 Process lateral transfers.	Timeliness: Process outbound lateral transfers within 15 working day; Process denials in system within 5 working days inside CIF-ISM. Quality: Lateral transfers processed IAW local directives, AR 710-2, AR 710-4 and ISM Operating Manual.	Random sampling Lot: The number of lateral transfer documents processed at the time of surveillance. AQL: 90%
5.15.1 Maintain a suspense file for temporary loans.	Timeliness: Temporary loan files established within 1 hour of completing the issue to the customer. Quality: Temporary loan files established; Not to be inserted in the ISM system; separate records kept until returned IAW regulation.	Surveillance activity report Lot: Inspect traffic activity reports submitted. AQL: 95%
5.15.2 Support fielding teams (i.e. IOTVs, ACUs, RFI, etc.); upload and assist in reconciliation of RFI into clothing record	Timeliness: Process soldier records and update within 5 working days of scheduled return date. Quality: CIF to provide three personnel to support RFI fielding, with one of the three being an ISM subject matter expert.	Random sampling Lot: The number of delinquent accounts at the time of surveillance. AQL: 90%
5.15.3 Unserviceable or obsolete OCIE items turned through CIF to shipment to DLADS.	Timeliness: Unserviceable or obsolete OCIE items turned in to DLADS within 15 working days. Quality: Unserviceable or obsolete OCIE items turned in to DLADS.	Random sampling Lot: The number of turn-in documents processed at the time of surveillance. AQL: 90%
5.15.3 Excess OCIE items reported to Central Management Office (CMO) for redistribution prior to initializing any turn-in action.	Timeliness: Excess OCIE items reported to CMO within 15 working days of discovery that the items are excess.	Random sampling Lot: The number of OCIE LIN's reported to the CMO at the time of surveillance. AQL: 90%

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	Quality: Divest of OCIE above four years of supply or IAW End of Life lists provided by CMO policy.	
5.15.4 Conduct 100% control check of inventory	Timeliness: Once a quarter to ensure. Quality: Special measurement items ordered IAW directive IAW AR 700-84.	Random sampling Lot: The number of accurate locations verified. AQL: 100%
5.15.5 Maintain inventory accuracy and Ensure shelf-life is within established parameters 100% of the time.	Timeliness: Process within 3 working days. Quality: Maintained IAW policy and regulatory guidelines	Random sampling Lot: The number of records processed the day of surveillance. AQL: 97%
SUBSISTENCE SUPPLY MANAGEMENT OFFICE (SSMO)		
5.17.1 Receive, inspect, inventory and warehouse subsistence items from commercial carriers.	Timeliness: Subsistence items received, inspected, inventoried, and warehoused with the receipts processed within 8 duty hours. Quality: Subsistence items received, inspected, inventoried, and warehoused IAW AR 30-22.	Random sampling Lot: The number of line items on receipts processed on the day of surveillance. AQL: 90%
5.17.1 Process subsistence requisitions.	Timeliness: Requisitions received prior to the daily cut-off are processed that day. Quality: Requisitions processed IAW AR 30-22	Random sampling Lot: The number of requisitions processed at the time of surveillance. AQL: 90%
5.17.1 Store and safeguard subsistence items.	Timeliness: Line items stored and safeguarded daily. Quality: Line items stored and safeguarded IAW AR 30-22 and FM 10-23-2.	Random sampling Lot: The number of line items stored at the time of surveillance. AQL: 90%

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5.17.1 Temperature Checklist Inspection of Cold Storage completed daily.	Timeliness: Temperature Inspection completed daily. Quality: Temperature inspection annotated on a log with temperature, date and initials of individual performing inspection IAW DA PAM 30-22 and TB Med 530.	Random sampling Lot: The number of temperature inspections performed at the time of surveillance. AQL: 90%
5.17.2 Process invoices.	Timeliness: Process receipt invoices prior to the daily cut-off cycle. Quality: Receipt invoices processed IAW AR 30-22.	Random sampling Lot: The number of invoice documents processed at the time of surveillance. AQL: 90%
5.17.2 Complete required monthly, quarterly, and annual inventories.	Timeliness: Required inventories are completed by the last business day of the inventory period. Quality: Inventories performed IAW AR 30-22 and AR 735-5.	Random sampling Lot: Inspect the last inventory performed at the time of surveillance. AQL: 100%
5.17.3 Process turn-in rations after they have passed veterinarian service inspection.	Timeliness: Turned-in rations processed within 8 hours of receipt. Quality: Turned-in rations have passed veterinarian service inspection IAW MIL-HDBK-3006A.	Random sampling Lot: The number of turn-in documents processed at the time of surveillance. AQL: 90%
5.17.3 Review Veterinary Service Inspection Reports.	Timeliness: Discrepancies corrected and response to personnel submitted within 2 business days. Quality: Veterinary Service Reports reviewed, discrepancies corrected, and response to Vet Service personnel submitted IAW MIL-HDBK-3006A.	Random sampling Lot: The number of Veterinary Service Inspection Reports processed at the time of surveillance. AQL: 90%
5.17.4 Issue subsistence items to customers.	Timeliness: Subsistence items issued to customers daily or as required. Quality: Subsistence issues processed IAW AR 30-22.	Random sampling Lot: The number of issues processed at the time of surveillance.

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AQL: 90%		
CONSOLIDATED INSTALLATION PROPERTY BOOK OFFICE		
5.18.1 Maintain property book accountability and supporting documentation on a continuing basis.	Timeliness: LIS generated issue documents closed out daily. Quality: LIS generated issue documents closed out IAW ADSM 18 Series Manuals and SOP.	Random sampling Lot: The number of documents closed out on the day of surveillance. AQL: 98%
5.18.1 Notify hand receipt holders (SLOC) of required inventory review and provide inventory list	Timeliness: Notification no less than 30 calendar days of required inventory review and provide inventory list Quality: Notify hand receipt holders (SLOC) of required inventory review and provide inventory list IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of required inventory review and inventory list on file at the time of surveillance. AQL: 95%
5.18.1 Reconcile on-hand inventory with records, and update hand receipts accordingly	Timeliness: Reconcile/update within 3 working days upon turn-in of inventory report from hand receipt holders Quality: Reconcile on-hand inventory with records, and update hand receipts accordingly IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Reconcile on-hand inventory with records, and update hand receipts at the time of surveillance. AQL: 95%
5.18.1 Process excess requests upon receipt of valid disposition instructions	Timeliness: Upon receipt of turn-in equipment, process excess removal within 30 working days Quality: Process excess requests upon receipt of valid disposition instructions IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Process excess requests upon receipt of valid disposition instructions at the time of surveillance. AQL: 90%
5.18.1 Process shortage requests to ensure authorized property is on hand or on order	Timeliness: Reconcile request within 10 working days	Random sampling Lot: The number of Process shortage requests to ensure authorized property is

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	Quality: Process shortage requests to ensure authorized property is on hand or on order IAW local directives, AR 710-2, AR 710-4	on hand or on order at the time of surveillance. AQL: 90%
5.18.1 Process lateral transfers	Timeliness: Upon request, post or accept transfer within 3 working days Quality: Process lateral transfers IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Process lateral transfers at the time of surveillance. AQL: 90%
5.18.1 Process "found on installation" property	Timeliness: Post to property book within working 7 days Quality: Process "found on installation" property IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Process "found on installation" property at the time of surveillance. AQL: 90%
5.18.1 Catalog non-standard equipment	Timeliness: Upon receipt of equipment, request non-standard LIN within 1 working day Quality: Catalog non-standard equipment IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Catalog non-standard equipment at the time of surveillance. AQL: 90%
5.18.1 Process adjustment documents	Timeliness: Upon receipt of complete/accurate Financial Liability Investigations of Property Loss (FLIPL) - provide document number within 24 hours; Statement of Charges and AAR within 5 working days Process adjustment documents IAW local directives, AR 710-2, AR 710-4	Random sampling Lot: The number of Process adjustment documents at the time of surveillance. AQL: 90%
5.18.1	Timeliness: Copies of hand receipts provided within 8 hours of request.	Random sampling Lot: The number of printouts provided at the time of surveillance.

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Provide printouts of current hand receipts for supported units and activities as requested	Quality: Copies of hand receipts provided IAW AR 710-2.	AQL: 100%
5.18.1 Request/order non-expendable items.	Timeliness: Order within 3 working days (dependent on customer funding availability) Quality: Request/order non-expendable items IAW local directives and AR 710-2 & AR 710-4.	Random sampling Lot: The number of requisitions processed on the day of surveillance. AQL: 95%
5.18.1 Reconcile open supply requests with Supply Support Activity (SSA)	Timeliness: Conduct on a monthly basis Quality: Reconcile open supply requests with Supply Support Activity (SSA) IAW local directives and AR 710-2 and AR 710-4.	Random sampling Lot: The percentage of Reconcile open supply requests with Supply Support Activity (SSA) at the time of surveillance. AQL: 95%
5.18.1 Document all non-expendable/major end item acquisitions	Timeliness: Post received item to the property book within 3 working days Quality: Document all non-expendable/major end item acquisitions IAW local directives and AR 710-2 and AR 710-4.	Random sampling Lot: Documents of all non-expendable/major end item acquisitions at the time of surveillance. AQL: 100%
5.18.1 Inventory and document Total Package Fielding/force modernization support equipment	Timeliness: (1) Document shortages immediately; (2) Post received items to the property book within 3 working days Quality: Inventory and document Total Package Fielding/force modernization support equipment IAW local directives and AR 710-2 and AR 710-4.	Random sampling Lot: Inventories and documents for Total Package Fielding/force modernization support equipment at the time of surveillance. AQL: 100%
5.18.1	Timeliness: Set-up accounts within 3 working days of contract start date (COR provides GFP annex to PBO)	Random sampling

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Set-up fiduciary accounts for Government furnished property (GFP)	Quality: Set-up fiduciary accounts for Government furnished property (GFP) IAW local directives and AR 710-2 and AR 710-4.	Lot: The number of Set-up fiduciary accounts for Government furnished property (GFP) at the time of surveillance. AQL: 100%
5.18.1 Notify Commander's Representative for pick-up of non-expendable dedicated items	Timeliness: Notify within 3 working days of item arrival Quality: Notify Commander's Representative for pick-up of non-expendable dedicated items IAW local directives and AR 710-2 and AR 710-4.	Random sampling Lot: The number of Notify Commander's Representative for pick-up of non-expendable dedicated items at the time of surveillance. AQL: 100%
5.18.1 Review turn-ins for (1) compliance IAW contractual obligations (such as with Government furnished property (GFP)), (2) serviceability, and (3) correct inventory amount; and post to the property book	Timeliness: Upon receipt of complete and accurate documentation and associated equipment, post within 3 working days Quality: Review turn-ins IAW local directives and AR 710-2 and AR 710-4.	Random sampling Lot: The number of reviewed turn-ins at the time of surveillance. AQL: 90%
5.18.1 Provide documentation and causative research in response to sampling request.	Timeliness: Causative research completed within request by PCO/COR when notified of requirement. Quality: Documentation provided IAW Auditor Template, local directives, SOP, AR 25-400-2, AR 710-4, AR 725-50, DoD 7000.14 and DoDI 5000.64.	Random Sampling Lot: The number of causative research processed at the time of sampling. AQL: 95%
INSTALLATION SUPPLY SUPPORT ACTIVITY (RETAIL SUPPLY SVCS)		
5.19.1 Maintain a file of customer signature cards for supported units/activities.	Timeliness: Signature cards updated within 10 business days of expiration.	Surveillance activity checklist Lot: Inspect all signature cards maintained at the time of surveillance.

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	Quality: Signature cards maintained IAW local directives, AR 710-2, and AR 710-4.	AQL: 99%
5.19.1 Maintain a voucher register for Found on Installation (FOI) items.	Timeliness: Document numbers assigned from the voucher register the same day the FOI is discovered. Quality: Register maintained IAW local directives, AR 710-2, AR 710-4 and DA PAM 710-2-2.	Random sampling Lot: The number of document numbers assigned from the register at the time of surveillance. AQL: 90%
5.19.1 Process DLADS withdrawal documents.	Timeliness: DLADS withdrawals processed the same day received. Quality: Register maintained IAW local directives, AR 710-2, AR 710-4 and DA PAM 710-2-2.	Random sampling Lot: The number of DLADS withdrawal documents processed at the time of surveillance. AQL: 90%
5.19.1 Perform inventory adjustment functions for annual, cyclic, and special (sensitive items and weapons) inventories, and location surveys.	Timeliness: IAR's processed within 2 days of notification of requirement. Quality: IAR's processed IAW AR 710-4, AR 735-5, and local directives.	Random sampling Lot: The number of IAR's processed at the time of surveillance. AQL: 90%
5.19.1 Screen turn-in documents for redirect to DLADS.	Timeliness: Turn-in documents screened within 1 business day. Quality: Turn-in documents processed IAW DA PAM 710-2-2, AR 710-4 and local directives.	Random sampling Lot: The number of documents processed at the time of surveillance. AQL: 90 %
5.19.1 Process warehouse denials.	Timeliness: Warehouse denials processed within 1 business day. Quality: Warehouse denials processed IAW AR 710-2, AR 710-4, GCSS-A manuals, ADSM-18-L1Y-AJT-ZZZ-EM, and local directives.	Random sampling Lot: The number of warehouse denials processed at the time of surveillance. AQL: 90%

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5.19.1 Report excess CL VII vehicles, trailers and construction equipment.	Timeliness: Excess CL VII items reported within 1 business day of report of excess. Quality: Excess CL VII items reported and kept in a suspense file until disposition instructions are received IAW GCSS-A Manual ADSM-18-LIY-AJT-ZZZ-EM.	Surveillance activity checklist Lot: Inspect all CL VII items reported at the time of surveillance. AQL 90%
5.19.1 Prepare a Supply Discrepancy Report (SDR) SF 364, for discrepancies of shortage, damages, or overages of shipments received.	Timeliness: SDRs prepared and processed within 3 business days after discovery of damages or discrepancies. Quality: SDRs prepared IAW DA PAM 25-30 and local directives.	Random sampling Lot: The number of SDRs processed at the time of surveillance. AQL: 90%
5.19.1 Perform causative research and annual, cyclic, and special (sensitive items and weapons) inventories and location surveys.	Timeliness: Causative research completed within 2 days of notification of requirement. Quality: Causative research conducted IAW AR 710-2, AR 710-4, AR 735-5, and local directives.	Random sampling Lot: The number of Causative Researches processed at the time of surveillance. AQL: 90%
5.19.2 Process DODAAC transactions to the LOGSA Army Central Service Point.	Timeliness: DODAAC transactions processed to LOGSA within 2 business days of receipt of request. Quality: DODAAC transactions processed IAW AR 725-50.	Random sampling Lot: The number of DODAAC transactions processed at the time of surveillance. AQL: 90%
5.19.2 Notify requesting activity in writing when DODAAC transactions have been completed.	Timeliness: DODAAC memos forwarded to requesting activity within 1 business day of completion of transaction. Quality: Requesting activity notified IAW AR 725-50.	Random sampling Lot: The number of DODAAC memos processed at the time of surveillance. AQL: 90%

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5.19.3 Process receipt documents.	Timeliness: Shipments received, inspected and inventoried daily. Quality: Receipt documents processed IAW DA PAM 25-30, AR 710-2, AR 710-4, and local directives.	Random sampling Lot: The number of receipt documents processed at the time of surveillance. AQL: 90%
5.19.3 Process Central Receiving Point (CRP) receipts.	Timeliness: Receipt documents processed within 1 business day. Quality: Turn-in documents processed IAW DA PAM 710-2-2, AR 710-4, and local directives.	Random sampling Lot: The number of receipts processed at the time of surveillance. AQL: 90%
5.19.3 Maintain customer signature cards, DA form 1687 for issues from the CRP.	Timeliness: Signature cards updated within 10 business days of expiration. Quality: Signature cards maintained IAW AR 710-2, AR 710-4, and local directives.	Surveillance activity checklist Lot: Inspect all signature cards maintained at the time of surveillance. AQL: 99%
5.19.3 Notify customer upon receipt of "Push Shipments" that items are ready for pick up.	Timeliness: Customer notified within 1 business day. Quality: Push shipments annotated in a logbook with the date received, unit/activity recipient name, and phone number, date contacted IAW AR 710-2, and AR 710-4.	Random sampling Lot: The number of push shipments annotated in the logbook at the time of surveillance. AQL: 90%
5.19.4 Operate and maintain the FEDEX Cargo Movement Operations System (CMOS) system.	Timeliness: Express Packages prepared and processed within 2 business days of receipt. Quality: Turn-in documents processed IAW FEDEX CMOS instructions.	Random sampling Lot: The number of Express Packages shipped at the time of surveillance. AQL: 90%
5.19.4 Maintain a logbook recording FEDEX tracking numbers.	Timeliness: Tracking numbers recorded daily in the logbook. Quality: Tracking numbers maintained in the logbook IAW DA PAM 710-2-2, AR 710-4, and local directives.	Random sampling Lot: The number of FEDEX tracking numbers logged at the time of surveillance. AQL: 90%

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5.19.4 Maintain source document files for FEDEX documentation.	Timeliness: Documents filed with no more than a 2-day backlog. Quality: Documents filed IAW AR 710-2, AR 710-4, and local directives.	Random sampling Lot: The number of documents filed on the day of surveillance. AQL: 90%
5.19.4 Submit daily summary transmittal and keep on file for verifying FEDEX billing invoices.	Timeliness: Transmittals submitted daily. Quality: Summary transmittals submitted IAW FEDEX Cargo Movement Operations System (CMOS) instructions.	Random sampling Lot: The number of transmittals processed on the day of surveillance. AQL: 90%
5.19.5 Perform a monthly Arms Room inventory.	Timeliness: Arms Room inventory completed by the end of the last business day of the month. Quality: Conduct inventory of all CCI and sensitive equipment IAW AR DA PAM 710-2-2, AR 190-11, AR 710-2, AR 710-4, and AR 735-5.	Surveillance activity checklist Lot: Inspect all items listed on the most recent inventory at the time of surveillance. AQL: 100%
5.19.5 Process turn-ins for small arms.	Timeliness: Turn-ins of small arms processed and excess reported within 4 duty hours of receipt. Quality: Turn-ins of small arms processed IAW AR 710-2, AR 710-4, and local directives.	Surveillance activity checklist Lot: Inspect all small arms turn-in documents processed at the time of surveillance. AQL: 100%
5.19.5 Receive sensitive/special controlled items (i.e. rifles, carbines, machine guns, pistols, fire control equipment, missile training equipment, night vision goggles, devices, and unclassified/classified COMSEC material).	Timeliness: Receipts processed the same day items are received. Quality: Receipt documents processed IAW AR 710-2, AR 710-4, AR 190-11, and local directives.	Surveillance activity report. Lot: Inspect all sensitive/special controlled item receipt documents processed at the time of surveillance. AQL: 100%

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5.19.5 Provide Packing and Crating services of shipments of weapons and COMSEC items.	Timeliness: Turn-in items packaged within 1 business day Quality: Turn-in items packaged IAW DA PAM 710-2-2, AR 710-4, and local directives.	Random sampling Lot: The number of documents processed at the time of surveillance. AQL: 100%
5.19.5 Ensure that serial numbers for sensitive items are recorded on turn-in documents.	Timeliness: Turn-in documents screened within 1 business day. Quality: Turn-in documents processed IAW ADSM-18-LIY-AJT-ZZZ-EM and local directives.	Random sampling Lot: The number of sensitive item turn-ins processed at the time of surveillance. AQL: 100%
5.19.5 Provide Packing and Crating services.	Timeliness: Shipments processed within 2 business days of receiving shipping instructions. Quality: Shipments processed IAW instructions received from the NICP.	Random sampling Lot: The number of shipment documents processed on the day of surveillance. AQL: 90%
5.19.5 Process turn-in documents.	Timeliness: Turn-in documents processed within 1 business day of receipt. Quality: Turn-in documents processed IAW AR 710-2, AR 710-4, DA PAM 710-2-2, and local directives.	Random sampling Lot: The number of turn-in documents processed on the day of surveillance. AQL: 90%
5.19.6 Perform care of supply in storage (COSIS).	Timeliness: Perform required inspections that identify discrepant packaging within the required cyclic times or by the Stock Readiness Program. Quality: IAW Stock Readiness Program Business Rules, AR 710-2, AR 710-4, AR 740-3, DA PAM 700-32, DODM 4140.27, MIL-STD-2073-1, and local directives.	Random sampling Lot: Number of COSIS inspections performed within the established timeframes. AQL: 95%

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5.19.6.1 Determine crating and packaging requirements for storage.	Timeliness: Determination made the same day received. Quality: Determination made IAW Stock Readiness Program Business Rules, AR 740-3, 2 MIL-STD-2073-1, DA PAM 700-32, and local directives.	Random sampling Lot: The number of determinations completed documents at the time of surveillance. AQL: 90%
5.19.6.1 Package turn-ins for redirect to DLADS or to depot.	Timeliness: Turn-in items packaged within 1 business day. Quality: Turn-in items packaged IAW MIL-STD-2073-1, DA PAM 700-32, AR 740-3, and local directives.	Random sampling Lot: The number of documents processed at the time of surveillance. AQL: 90%
5.19.8 Perform repairs and scheduled preventive maintenance on Supply Division's forklift fleet and associated equipment.	Timeliness: Repairs and scheduled preventive maintenance actions performed daily. Quality: Repairs and scheduled preventive maintenance actions performed IAW local SOPs.	Random sampling Lot: The number of PM actions performed at the time of surveillance. AQL: 90%
5.19.8 Prepare and process DA form 2407 (work orders) for vehicle/equipment repair.	Timeliness: DA form 2407's prepared for vehicles and equipment by COB next business day. Quality: DA form 2407's prepared for vehicles and equipment IAW AR 710-2, and AR 710-4.	Random sampling Lot: The number of DA 2407's processed at the time of surveillance. AQL: 90%
5.19.8 Report excess CL VII vehicles, trailers and construction equipment.	Timeliness: Excess CL VII items reported within 1 business day of report of excess. Quality: Excess CL VII items reported and kept in a suspense file until disposition instructions are received IAW LIS Manual ADSM-18-LIY-AJT-ZZZ-EM.	Surveillance activity checklist Lot: Inspect all CL VII items reported at the time of surveillance. AQL 90%

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HAZARDOUS MATERIAL (HAZMAT)		
5.20.1 Support Garrison Commander guidelines for Hazardous Material Control.	Timeliness: Ensure most recent copy is on hand at HMCP. Quality: AR 200-1, AR 385-10, AR 700-141, DA PAM 710-7 (In Revision), DA Pam 710-2, AUL (Authorized Use List)	Random sampling Lot: Compliance at time of sampling. AQL: 95%
5.20.2 Process HAZMAT received at the ISSA through GCSS-Army and manage in the Army's Material Management System, Enterprise Environmental & Safety Occupational Health-Management Information System (EESOH-MIS).	Timeliness: Process and label HAZMAT through EESOH-MIS immediately upon receipt Quality: The number of SDS printed at the time of surveillance. AR 200-1, TM 38-410	Random sampling Lot: Percentage HAZMAT items labeled upon receipt: 100-95% green, <95% -90% amber, <90% -80% red, <80% black AQL: 90%
5.20.3 Store items with hazard classification (Unit responsible for establishing Authorized Use Lists (AUL) at the 50% level.	Timeliness: Perform location maintenance, to include shelf life management, inventories of all Authorized to Forecast (ATF) and relocation of assets (bin-to-bin) and create new locations as required. Quality: Material Release Orders (MROs) Class III (P) in accordance with HMCP internal procedures, AR 710-2 and DA PAM 710 2-2.	Random sampling Lot: Compliance at time of sampling. AQL: 90%
5.20.4 Manage shelf-life and turn in expired HAZMAT (material not coded condition A or B)	Timeliness: HMCP sites will not accept Type 1 shelf-life items with no less than 24 months of remaining shelf-life and Type II shelf life items with no less than 12 months of remaining shelf life. Quality: Logistics Readiness Center (LRC) Shelf-Life Management Procedures; first in first out rotation of that materiel to limit environmental waste. TM 38-410; 29 CFR (Code of Federal Regulations); DTR 4500.9R,	Random sampling Lot: Established AUL will use the materiel available IAW shelf life in order to limit stock on shelves. AQL: 90%

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5.20.5 Prepare and turn-in Class III (P) products to DPW Recycle Center once products expiration date has been exceeded, or when product can no longer be extended.	Timeliness: The contractor shall ensure that adequate packing materials are on hand and or requisitioned to delivery of expired products to the recycle center. Quality: Ensure that products are cleaned and properly packaged or palletized prior to delivery to the recycle center.	Random sampling Lot: Process request within 1 business day. AQL: 90%
FUEL OPERATIONS		
5.21.1 Maintain at least the required levels of fuel for peacetime storage and war reserves.	Quality: Ensure required levels are maintained in accordance with AR 710-2.	Random sampling Lot: Amount of required fuel at any given time. AQL: 90%
AMMUNITION SUPPLY SERVICES		
5.22.1 Receive ammunition and process receipts.	Timeliness: Receipt of ammunition processed within 2 duty hours of delivery appointment. Quality: Receipt of ammunition processed IAW DA PAM 710-2-2, DOD 4500.9-R, Part 2, and local directives.	Random sampling Lot: The number of ammo receipts processed at the time of surveillance. AQL: 96%
5.22.1 Inspect commercial vehicles delivering ammunition and complete DD form 626 (Motor Vehicle Inspection) prior to their entry into the ASP.	Timeliness: Vehicles inspected prior to entry to ASP. Quality: All vehicles inspected prior to entry to the ASP and discrepancies noted IAW AR 710-2.	Random sampling Lot: The number of DD form 626's processed at the time of surveillance. AQL: 98%
5.22.1 Prepare manual Ammunition Stores Slip (DA form 3151-R).	Timeliness: Stores Slips prepared within 1 duty day. Quality: Stores Slips prepared IAW internal SOP.	Random sampling Lot: The number of Stores Slips prepared at the time of surveillance. AQL: 95%

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5.22.1 Process Request for Issue of Ammunition (DA form 581).	Timeliness: Requests for issue of ammo accepted and processed at the time of receipt. Quality: Requests for issue of ammo accepted and processed IAW 700-2, AR 710-4, and local directives.	Random sampling Lot: The number of DA form 581's processed on the day of surveillance. AQL: 95%
5.22.1 Inspect military unit vehicles using Motor Vehicle Inspection (DD form 626) and verify unit driver's licenses are valid and annotated to reflect the driver.	Timeliness: Military unit vehicles inspected prior to entry to the ASP. Quality: Unit vehicles inspected and driver's license endorsed IAW local directives.	Random sampling Lot: The number of DD form 626's processed at the time of surveillance. AQL: 98%
5.22.1 Conduct ammunition surveillance inspections and classify for serviceability; reclassify munitions showing deterioration to appropriate Condition Code.	Timeliness: Perform surveillance inspections at specified intervals and unit turn-ins at time of receipt. Cyclic inspections are performed IAW commodity command directives. Classify ammunition according to condition. Quality: Duties are performed by contractor surveillance inspectors under the guidance of a Quality Assurance Specialist (Ammunition Surveillance) (QASAS). Ammunition inspections are conducted IAW AR 710-4, SB 742-1, and SOPs.	Random sampling Lot: Percent of surveillance inspections conducted IAW mandated policies and regulations. AQL: 95%
5.22.1 Process Ammunition Inspection Records (DSR) (DA Form 3022-R) (ACR) (DA Form 2415).	Timeliness: Ammo Inspection Records processed in Munitions History Program (MHP) by COB daily. Quality: Ammo Inspection records maintained in MHP IAW AR 702-12 and SOP.	Random sampling Lot: The number of Ammo Inspection Records processed at the time of surveillance. AQL: 95%
5.22.1 Perform required inventories.	Timeliness: Inventories of ammunition performed. Quality: Ammunition inventories performed IAW AR 710-2.	Surveillance activity checklist Lot: Inspect the most recent inventories performed at the time of surveillance.

PWS Annex B - Supply Performance Requirement Summary (PRS)

Task/Requirement	Standard	Sampling Method, Lot & Acceptable Quality Level (AQL)
		AQL: 99%
5.22.1 Process turn-in documents.	Timeliness: Turn-in documents processed prior to the customer departure daily. Quality: Turn-in documents processed IAW local directives.	Random sampling Lot: The number of turn-in documents processed at the time of surveillance. AQL: 97%
5.22.1 Perform conductive footwear tests.	Timeliness: Conductive footwear will be tested at the time of issue and daily before use. Quality: Conductive footwear tests performed IAW DA PAM 385-64 and TB 385-4.	Surveillance activity checklist Lot: Inspect all conductive footwear tests performed at the time of surveillance. AQL: 99%
5.22.1 Reconcile issue document against LIVE munitions & RESIDUE turn-ins.	Timeliness: Complete reconciliation process within 5 working days from end of training event and/or test event as annotated on the DA Form 581. Quality: Reconcile all unit documentation within SAAS-Mod.	Random sampling Lot: The number of turn-in documents processed at time of receipt. AQL: 100%
5.22.2 Post receipt of munitions.	Timeliness: Post documents in SAAS-MOD within 24 hours of receipt. Quality: Post receipt of munitions to the stock record account (SRA) IAW DA PAM 710-2-2, chapter 24, 50 a-i.	Random sampling Lot: The number of posted documents to records within 24 hours of receipt. AQL: 100%
5.22.3 Maintain a Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening, and Evaluation Record, (DA Form 7281).	Timeliness: Ensure DA 7708 is completed and updated IAW AR 190-13. Quality: DA 7708 records are properly completed and available for review.	Semi-annual check Lot: The number of posted documents to records within 24 hours of receipt. AQL: 100%

PWS Annex B - Supply Performance Requirement Summary (PRS)

Task/Requirement	Standard	Sampling Method, Lot & Acceptable Quality Level (AQL)
5.22.4 Train A&E Employees IAW DA PAM 385-64, AMC Reg. 350-4, ALARACT Messages, and other training deemed necessary by Government.	Timeliness: Ensure all required training is completed prior to employee performing A&E duties. Quality: All required training and certification certificates are reviewed by KO/COR prior to employee performing A&E duties.	Random sampling Lot: All required training and certifications complete prior to employee performing A&E duties. AQL: 100%
5.22.5 Perform surveillance Damage-in-Transit (DIT)/Receipt Inspections (RI); Reclassify munitions to appropriate condition code according to severity of damage.	Timeliness: A DIT/RI is performed at time of receipt and can be conducted ICW vehicle inspection; Inspector signs DD Form 1348 to reflect DIT/RI and munitions are properly classified. Quality: All DIT/RI performed at time of receipt. Discrepancies and reclassification noted IAW AR 702-12 and surveillance SOPs.	Random sampling Lot: The number of DD Form 1348's processed at time of surveillance. AQL: 98%
5.22.5.1 Under technical guidance of the QASAS, conduct required inspections of the stockpile and surveillance of unit turn-ins.	Timeliness: Ensure all inspections are conducted IAW SB 742-1 and other applicable TM criteria and surveillance of unit turn-ins (live and residue) is provided. Quality: Inspections are conducted IAW SB 742-1 and other applicable TM criteria. Surveillance of unit turn-ins (live and residue) conducted to ensure proper segregation of ammunition residue and live ammunition.	Random sampling Surveillance of unit turn-ins conducted during all unit turn-ins (live and residue). AQL: 100%

PWS Annex B - Supply Performance Requirement Summary (PRS)

Task/Requirement	Standard	Sampling Method, Lot & Acceptable Quality Level (AQL)
5.22.6 Demil selected ammunition residue, components, packing, inert, and dummy ammunition items.	Timeliness: Selected ammunition residue, components, packing, inert and dummy ammunition items are DEMIL before transportation to the landfill or issue to DLA Disposition Services. Quality: Maintain a log on quantities by type of item DEMIL and transportation to the landfill or DLA Disposition Services monthly to ensure items are not stored over one month IAW AR 710-2, AIS Manual, SAAS-MOD, and local SOP.	Random sampling Lot: The number of items disposed/DEMIL at the time of surveillance. AQL: 95%
5.22.6 Conduct PC&H (packing, crating, & handling) for shipment of munitions IAW individual technical drawings.	Timeline: Munitions shipped RDD w/o customer noted damage in transit. Quality: Perform 100% of the time IAW CFR 49 and individual technical drawings.	Random sampling Lot: The Shipping Discrepancy Reports (SDRs) against number of shipments. AQL: 100%
5.22.6.1 Process ammunition suspension and restriction notices.	Timeliness: Ammunition suspension and restriction notices input into SAAS-MOD the same day received. Quality: Ammunition suspension and restriction notices received and input into SAAS-MOD and maintained on file IAW TB 9-1300-385.	Surveillance activity checklist Lot: Inspect all suspension and restriction notices received and filed at the time of surveillance. AQL: 99%
5.22.6.2 Prepare and mark all light boxes and non-standard packs IAW CFR 40, MIL-STD-129 Series and AMC regulations and drawings.	Timeliness: Ensure all light boxes and non-standard packs are configured IAW applicable regulations. Quality: All light boxes and non-standard packs are properly marked IAW 700-4, MIL-STD-129 series.	Daily spot check of light boxes and non-standard packs as they are created during unit turn-ins and/or unit issues. Lot: All light boxes and non-standard packs created during unit turn-ins and/or unit issues. AQL: 100%

PWS Annex B - Supply Performance Requirement Summary (PRS)

Task/Requirement	Standard	Sampling Method, Lot & Acceptable Quality Level (AQL)
5.22.6.3 Process Ammunition Transfer Records (ATR's) (DA form 4508).	Timeliness: Ammo Transfer Records processed by COB daily. Quality: Ammo transfer records maintained in a central control register IAW TM 743-200-1.	Random sampling Lot: The number of ammo transfer records processed at the time of surveillance. AQL: 95%
5.22.6.4 Maintain and update the Signature Card File (DA Form 1687) IAW DA PAM 700-16 and applicable ALARACT Messages.	Timeliness: Quarterly review of all on-hand signature cards. Quality: All signature cards on-hand will be reviewed to ensure that only the most current and properly filled out signature cards are maintained on file at the ASP. ASP will contact those units who need to provide an updated signature card.	Random Sampling Lot: All signature cards on-hand will be reviewed. AQL: 100%
5.22.6.6 Accept ammunition from installation commander's amnesty program and ammunition found on installation (FOI).	Timeliness: Amnesty turn-ins must be posted to the accountable records within 24 hours of processing at the ASP. Quality: Turn-in completed IAW AR 710-2.	Random sampling Lot: Complete amnesty turn-in at time of receipt. AQL: 100%
5.22.6.6 Accept ammunition turned in under the provisions of the AE amnesty program IAW DA PAM 700-16 and AR 190-11.	Timeliness: Accept all amnesty or found on installation ammunition upon notification. Quality: All ammunition turned in under the amnesty program is exempt from the 24-hour advance turn-in notification and will be picked up on the SRA; no turn-in documentation is necessary.	Random Sampling Lot: All ammunition turned in under the AE amnesty program will be accepted. AQL: 100%