

**BY ORDER OF THE COMMANDER  
AIR EDUCATION AND TRAINING  
COMMAND**

**AIR FORCE MANUAL 23-110, VOLUME 2,  
PART 2, CHAPTER 9**



**AIR EDUCATION AND TRAINING COMMAND  
Supplement 1**

**7 JUNE 2004**

**Logistics Readiness**

**REQUISITIONING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**AFMAN 23-110, Volume 2, Part 2, Chapter 9, is supplemented as follows:**

This publication does not apply to the Air National Guard and Air Force Reserve Command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records*, and are disposed of in accordance with AFMAN 37-139, *Records Disposition Schedule* (projected to be the *Air Force Records Disposition Schedule [RDS]*).

**SUMMARY OF REVISIONS**

**This document is substantially revised and must be completely reviewed.**

Updates office symbols as a result of the Chief of Staff Logistics Review. Deletes Supply Discrepancy Reporting information, this information is available in AFJMAN 23-215/AETC Sup 1, *Reporting of Supply Discrepancies*. Expands the command's local purchase policy to include authorization for clothing initial issue function items.

9.2.1. Supply accepts and processes orders for General Services Administration (GSA) materiel directly supporting weapon systems when these items are identifiable within the applicable technical order. Customers must order all other GSA-managed items via the web using GSA advantage or by contacting the regional GSA customer supply center. **EXCEPTION:** Civilian contractors supporting Department of Defense (DoD) contracts who are not authorized a Government Purchase Card (GPC) may continue to purchase nonadministrative or janitorial GSA products through the supply system.

9.2.2.5. Inform HQ AETC/LGRSP when Fund Requirements (FRC) images are held due to lack of funding authority.

9.2.5.1. Local Purchase is only authorized for weapon system spare parts. Approval must be obtained from the item manager or system program office prior to obtaining parts locally. HQ AETC/LGRSP is the approving authority for local purchase outside of this policy. **NOTE:** The AF Clothing Initial Issue Function located at Lackland AFB TX is authorized to local purchase the following items: 8405L0803043047, 8410L0803223047, 8405L0803083047, 8410L0803383047, 8455PPLASTIC, 8455PNAMETAPE, 8455PUSAF, and 8455PMETAL.

9B24.3. Vehicle maintenance flights are authorized to use the GPC to purchase general and special purpose vehicle tires. Customers are encouraged to establish blanket purchase agreements (BPA) with local tire vendors to facilitate GPC purchases. Purchase tires that cannot be procured locally or support specific military specifications (MILSPEC) for mobility requirements through the standard base supply system (SBSS). When tires are purchased using the GPC, due-in-from-maintenance (DIFM) control is not established.

9B.24.24.4. Verify written SM approval prior to withdrawing XD2 MSD assets from DRMO. Supply maintains a file copy of the approval for a minimum of 1 year for audit purposes. If removal is for an initial/new special purpose recoverables authorized maintenance (SPRAM) requirement, forward the request to HQ AETC/LGRSW for approval and submission to the Service Procurement Determination (SPD).

JOE F. HARRISON, Colonel, USAF  
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