

COMSCINST <b>10491.1/</b> NAVSUP <b>10491.1</b>	COG CODE <b>PM1</b>	DATE <b>12 OCT 1995</b>
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DEPARTMENT OF THE NAVY  
COMMANDER MILITARY SEALIFT COMMAND  
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WASHINGTON DC 20398-5540

COMMANDER NAVAL SUPPLY SYSTEMS COMMAND  
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COMSCINST 10491.1/  
NAVSUPINST 10491.1  
N41  
12 October 1995

COMSC INSTRUCTION 10491.1/  
NAVSUP INSTRUCTION 10491.1

Subj: MSC AND NAVSUP POLICY ON MSC OWNED MATERIALS HANDLING  
EQUIPMENT

Ref: (a) SPCCINST 10490.3 (*NOTAL*)  
(b) NAVSUPINST 10490.33A (*NOTAL*)  
(c) COMNAVSUPSYSCOM msg 080231Z Jun 93 (*NOTAL*)  
(d) COMSCINST 4401.1 (*NOTAL*)  
(e) NAVSUP ltr 10490 Ser 451D/93063 of 5 October 1993 (*NOTAL*)

1. Purpose. This instruction provides direction for the management and funding of Material Handling Equipment (MHE) for Commander, Military Sealift Command (COMSC) activities.

2. Background. Under reference (a), COMSC is designated as the responsible party for establishment of procedures, business rules and policy for MHE under the custody of MSC. Under reference (b), COMNAVSUPSYSCOM is designated as the manager for all MHE under the custody of active Navy forces including fleet support ships assigned to MSC. Reference (c) states that as an industrially funded command, MSC is responsible for funding all new/initial outfitting, as well as replacement MHE requirements for MSC operated ships.

3. Discussion. As supported by reference (c), under Defense Business Office Financial (DBOF) accounting processes, COMSC is singularly responsible for the acquisition, maintenance, repair, overhaul and disposal of MHE in MSC custody.

- a. Reference (d) assigns administrative management of MHE utilized on board Combat Logistics Force (CLF) ships, including T-AO, T-AE, T-AFS Class ships, and all other MHE assets, to COMSC NFAF Program Manager in support of the NFAF-East/West Field Activity Commanders.
- b. Reference (a) directs Navy activities to utilize local Public Works Centers (PWC) and Fleet Inventory Control Points (FICP) for repair and replacement of MHE.
- c. Reference (e) states that MSC is responsible for funding all new/initial outfitting as well as replacement MHE requirements for MSC activities. Because COMSC utilizes DBOF funding procedures and processes, it is not required to utilize PWC or FICP facilities and is exempt from the PWC and FICP directives.
- d. COMSC Program Managers provide funding for support of repair and replacement for COMSC MHE under General Ledger Codes (GLC) 6612, 6535 and 6512.
- e. On transfer of active Navy ships from commissioned to MSC in-service status, all on board allowance of MHE will be transferred in as-is condition. COMSC is responsible for costs related to overhaul and repair of MHE received during transition of ships.
- f. On transfer of Navy inactive ships to MSC in-service status, no MHE will be transferred to MSC custody. COMSC is responsible for costs of MHE to meet ship class requirements.

#### 4. Policy

- a. COMSC NFAF-East/West Field Activity Commanders will be responsible to the Program Managers for management and maintenance of all MHE assets assigned to MSC ships and shore sites. This tasking includes technical support and other personnel staff support requirements for MHE management and review.
- b. The designated COMSC MHE Project Managers (NFAF-East/NFAF- West) will act as the representatives and perform duties and responsibilities as described in the MHE Engineering Technician Staff Tasking and Duties.
- c. COMSC NFAF-East/West Field Activity Commanders will monitor configuration changes for MHE under their cognizance.

d. COMSC Program Manager will provide funding for procurement of logistics support (*spare parts, special tools, technical manuals*), on board maintenance and repair and overhaul of MHE, to the NFAF-East/West Field Activity Commanders. Funding is accomplished under GLC 6612, 6535 and 6512. Funding will be distributed in accordance with the annual funding plan. MHE Project Managers (*NFAF-East/NFAF-West*) will administer funds.

e. COMSC will provide new units in accordance with Defense Construction Supply Center (DCSC) Columbus Ohio directives under guidance from SPCC code 0341, using DBOF funding procedures.

f. All MHE under the custody of MSC will be labeled with MSC Inventory Control Numbers (MSCICN) beginning with the first five positions of MSC23, and with a five digit serialized identification code following. Inventory records and history of repair records are maintained by the NFAF-East/West Field Activity Commanders.

g. An inventory list of all MSC controlled MHE will be provided annually to SPCC and NAVSUP in accordance with reference (a).

h. In agreement with NAVSUP and SPCC guidelines, ships transferring from active Navy assets to MSC administration will transition with current MHE allowances on board. COMSC will accept MHE in an “*as-is*” condition and fund repair and overhaul of MHE at time of transfer. Exceptions to this policy are ships transferring from inactive Navy ship status to COMSC.

i. MHE held in COMSC Field Activity contingency pools is for use as COMSC Project Managers (*NFAF-East/NFAF-West*) designate.

5. Recommendations. This instruction will be reviewed and monitored by COMSC (Code N4). Recommendations for change to this instruction should be forwarded to COMSC, N4, Washington Navy Yard Bldg. 210, 901 M Street SE, Washington DC, 20398-5540.

6. Point-of-contact. COMSC POC for MHE is Code N411, (202) 685-5433 or DSN 325-5433.

COMSCINST 10491.1/  
NAVSUPINST 10491.1  
12 October 1995

7. Report. The reporting requirement prescribed by this instruction is exempt from reports control in accordance with SECNAVINST 5214.2B.

Distribution:

COMSCINST 5000.19

List I (*Case A, B*)

SNDL FKA1F (*COMNAVSUPSYSCOM*)

41B (*MSC Area Commands*)

41C (*MSC Subarea Commands*)

41D3 (*MSC Offices*)

41F (*MSCCENTACT*)

T-100 (*Master, MSC civil service manned ships*)