ORDER

2700.32

ACCOUNTING PROCEDURES, PERSONAL PROPERTY IN-USE MANAGEMENT SYSTEM

8/1/86

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

Distribution: A-W(AA/MS/LG)-3;A-X(AA/MS/LG)-2;
A-Y(AA/DT/FA)-2;A-Z(AD)-3;
AMA-10(5); AMA-50(2);M-80(2);FAA-15

Initiated By: AAA-400

RECORD OF CHANGES

DIRECTIVE NO. **2700.32**

CHANGE TO BASIC	SUPPLEMENTS			OPTIONAL	CHANGE TO BASIC	SUPPLEMENTS			OPTIONAL

FOREWORD

This directive provides accounting personnel background information on the scope and structure of the national Personal Property In-Use Management System (PPIMS), as well as operating instructions and guidance.

This directive is intended to be self-explanatory when used in conjunction with FAA Order 4650.21B, Management And Control Of In-Use Personal Property.

E. M. Keeling
Director of Accounting

TABLE OF CONTENTS

	Page No.
CHAPTER 1. GENERAL	1
1. Purpose	1
2. Distribution	1
3. Background	1
4. Definitions	1
5.-19. Reserved	3
CHAPTER 2. OVERVIEW	11
20. General System Description	11
Figure 2-1. PPIMS Overview	12
21. Data Files	14
22. Suspense File Control	15
23. General Ledger Control	16
24. Browse, Inquiry, or Query Function	16
25.-29. Reserved	16
CHAPTER 3. REQUIREMENTS AND PRINCIPLES	27
30. Statutory Requirements	27
31. Other External Requirements	27
32. Principles	27
33. Organizational Responsibilities	29
34.-39. Reserved	32
CHAPTER 4. SYSTEM INTERRELATIONSHIPS	41
40. Other System Interfaces	41
41. Control of the Project Materiel Interface	41
42. Manual Interface to UAS	43
43. System Reconciliations	43
44.-49. Reserved	43
CHAPTER 5. SYSTEM CODES	51
50. System Codes	51
51. Code Relationships	51
Figure 5-1. Data Elements (2 Pages)	52
52. Financial Codes	54
53.-59. Reserved	55

	Page No.
CHAPTER 6. GENERAL LEDGER CONTROL	61
60. Concept	61
61. Accounts and Transaction Codes	61
Figure 6-1. PPIMS Accounts	62
Figure 6-2. PPIMS General Ledger Treatment (3 Pages)	63
62. Generated Transaction Codes	66
63. General Ledger Output	66
64.-69. Reserved	66
CHAPTER 7. ACCOUNTING PROCESSES	69
70. Information Flow to Accounting	69
71. Input Controls	69
Figure 7-1. Information Flow to Terminal	70
72. Input Screen Descriptions	72
73. Reserved	76
Figure 7-2. Greetings Screen	77
Figure 7-3. Main Menu	78
Figure 7-4. Batch Status (2 Pages)	79
Figure 7-5. Accounting Update Menu	81
Figure 7-6. Add a Suspense Record (2 Pages)	82
Figure 7-7. Modify a Suspense Record	84
Figure 7-8. Delete a Suspense Record	85
Figure 7-9. Change PMC Auto Input	86
Figure 7-10. F&E Capitalization (2 Pages)	87
Figure 7-11. NEW/ADJ Amount (TC OM, 1M, 2A)	89
Figure 7-12. Clear a Suspense Record	90
74. Browse and Inquiry Function	92
75. Daily Batch Processing	92
76. Daily Processing Actions	93
77. Monthend Processing	97
78. Quarterly Processing	98
79. Yearend Processing	98
80.-82. Reserved	98
CHAPTER 8. REPORTS	101
83. General	101
84. Reports Selection	101
Figure 8-1. Utility Menu	102
Figure 8-2. Accounting Report Selection	103
85. Reports Description	104
86.-89. Reserved	108

	Page No.
APPENDIX 1. BROWSE AND INQUIRE SCREENS (19 Pages)	1
Figure 1 - Browse Menu	2
Figure 2 - Browse Suspense File (T/C Other)	3
Figure 3 - Browse Intra-Reg Trans File	4
Figure 4 - Asset Class Dictionary (2 pages)	5
Figure 5 - Ownership Code Dictionary	7
Figure 6 - SPMC Dictionary	8
Figure 7 - Transaction Code Dictionary (2 pages)	9
Figure 8 - Inquire Menu	11
Figure 9 - Inquiry Log Batch File	12
Figure 10 - Inquire Suspense File	13
Figure 11 - Inquire Suspense File (T/C Other)	14
Figure 12 - Inquiry Property File	15
Figure 13 - Inquire NSN Description File	16
Figure 14 - Inquire Excess File	17
Figure 15 - Inquire Acct Batch File	18
Figure 16 - Inquire Facility File	19
APPENDIX 2. REPORTS (24 Pages)	1
Figure 1 - Daily Processed Transactions List (PP101R1) (2 pages)	2
Figure 2 - Monthly Processed Transactions List (PP303R1)	4
Figure 3 - Batch Summary List (PP306R1)	5
Figure 4 - Accounting Batch List (PP309R1)	6
Figure 5 - Monthly General Ledger Summary List (PP315R1)	7
Figure 6 - Manual Project Materiel Transaction List (PP342R1) (2 Pages)	8
Figure 7 - PPIMS Suspense File Status List (00 & 06) (PP327R1) (2 Pages)	10
Figure 8 - PPIMS Suspense File Status List (Other TCS) (PP327R1)	12
Figure 9 - PPIMS Suspense File Status List (Cleared) (PP327R1)	13
Figure 10 - Suspense Account Reconciliation List (PP333R1)	14
Figure 11 - Monthly Transactions by T/C (PP336R1)	15
Figure 12 - Asset Class Summary List (PP342R1) (2 pages)	16
Figure 13 - Intra-Region Transfer Report (PP348R1)	18
Figure 14 - FDR Review List (PP357R1) (2 pages)	19
Figure 15 - Not Applicable FDR List (PP361R1)	21
Figure 16 - Automatic FDR Transaction List (PP3363R1) (2 pages)	22
Figure 17 - PPIMS-II G/L Treatments (PP805R1)	24

CHAPTER 1. GENERAL

1. PURPOSE. This directive provides accounting personnel with background information on the system design and structure of the national Personal Property In-Use Management System (PPIMS) with information on program responsibilities followed in support of the PPIMS.

2. DISTRIBUTION. This order is distributed to branch level in the Office of Accounting and Management Systems and the Acquisition and Materiel Service; to branch level in regional accounting, management systems, and logistics divisions; to branch level in the Aeronautical Center's Accounting, Data Services, and Facility Support Divisions; Accounting Section at the FAA Technical Center; and to the Metropolitan Washington Airports' Administrative Services and Business Operations Divisions.

3. BACKGROUND.

a. History. A Materiel and Acquisition Service feasibility study recommended a centralized system with remote data entry as the most feasible approach for a uniform PPIMS. A major step toward this goal was achieved when PPIMS became operational in all regions and centers by July 1981. In 1982, several design changes were approved to make the system more responsive to user needs. In 1983, as part of the conversion to more advanced computer hardware, programming changes were made to adopt the approved design changes and to redesign the data entry screens.

b. Decentralization. Each region or center is fully responsible for data input, file maintenance, and integrity of the data under its jurisdiction. For those accounting offices that have serviced regions, communications between the serviced regions and the servicing accounting office are accomplished via terminal communications.

4. DEFINITIONS.

a. Approving Official. The individual designated by the regional or center director as having final authority to approve findings and recommendations contained in reports of survey. This responsibility may be delegated to the Manager, Logistics Division, or equivalent, if such an individual is not also the Property Manager.

b. Capitalized Equipment. An article of personal property that is not consumed when placed in use, does not become a component of another item, and is normally recorded and controlled in the FAA's accounting records as a capital asset in the general ledger accounts. Some examples of this type of property are: office machines, motor vehicles, aircraft, test equipment, and installed facility equipment.

(1) Installed Facility Equipment. This equipment, such as transmitters, engine generators, rotating antennas, etc., is capitalized at the facility level and is identified by the acronym "FCLT EQP" Equipment items when installed at the facility lose their unit identification.

(2) Installation Cost. Installation costs for accountable in-use personal property are included in the total capitalized value of the facility. These charges are recorded separately from the installed equipment at the facility level and are identified by the acronym "INST CST."

c. Custodial Area. An organizational subdivision of the region or center in which the property is physically located and/or the property record is maintained.

d. Custodial Property Record. A record which includes all in-use personal property, capitalized and selectively managed, for a custodial area.

e. FAA Property Identification Number (PIN). A unique six-digit number that is assigned to each FAA item of personal property at the time it is initially entered into the PPIMS and which is continuously maintained as long as that item is owned by, or on loan to, the FAA. PIN number may change when property is transferred between regions and centers.

f. In-Use Personal Property. Any item of personal property, which is performing or serving its assigned operational function, is permanent in nature and does not lose its identity when placed in use.

g. National Stock Number(NSN). This 13-digit number is the federal stock class assigned by the logistics division to selected equipment. The active classifications are controlled by the Defense Logistics Services Center. For those cases where no federal stock class exists, each region or center may assign its own locally assigned number to describe property. If locally assigned numbers are used, they shall be assigned in accordance with FAA Order 4500.3B, Federal Aviation Administration Participation in the Federal Catalog System.

h. Personal Property. All property, except records and real property belonging to the Federal Government.

i. Property Custodian. The person formally designated (by the Property Manager) by organizational position as being responsible for the control and management of property within a specified custodial area.

j. Property Manager. This person is responsible for the overall administration of property assets, data, systems, and procedures needed to meet property management requirements and objectives. Primary duties are the establishment and implementation of policy, systems, and procedures for decisionmaking and the accomplishment of property acquisition, use, transfer, and disposal.

k. Selectively Managed and Control Items. These items are not capitalized, but are individually recorded in the property records solely for management and item control purposes. (Examples include: borrowed, loaned equipment, lease equipment, or sensitive items.)

l. Sensitive Items. Equipment items in the PPIMS that are below the dollar capitalization criteria and that are susceptible to loss, pilferage, or misappropriation. These items are recorded in PPIMS for physical control

items are such things as cameras, radios, binoculars, firearms, portable computers and/or terminals, etc.

m. Special Interest Items. These items are selectively managed and controlled in the best interests of FAA. These items include hazardous items, critical items, items with special materiel content, and items determined by management decision to warrant selective management and control.

n. Test Equipment. These items are used to perform or verify the servicing, testing, and adjusting required to maintain operational systems or supporting systems.

o. Test Equipment Critical Code. An assigned code which identifies whether electronic test equipment used by en route facilities technicians is critical (C) or noncritical (N). An equipment item classified critical is an electrical or mechanical instrument used to certify, evaluate, or measure the operational performance of facilities equipment.

p. Transaction Code (TC). This code defines the event of acquiring, transferring, or disposing of property and also determines the general ledger treatment applied to the event.

5.-19. RESERVED.

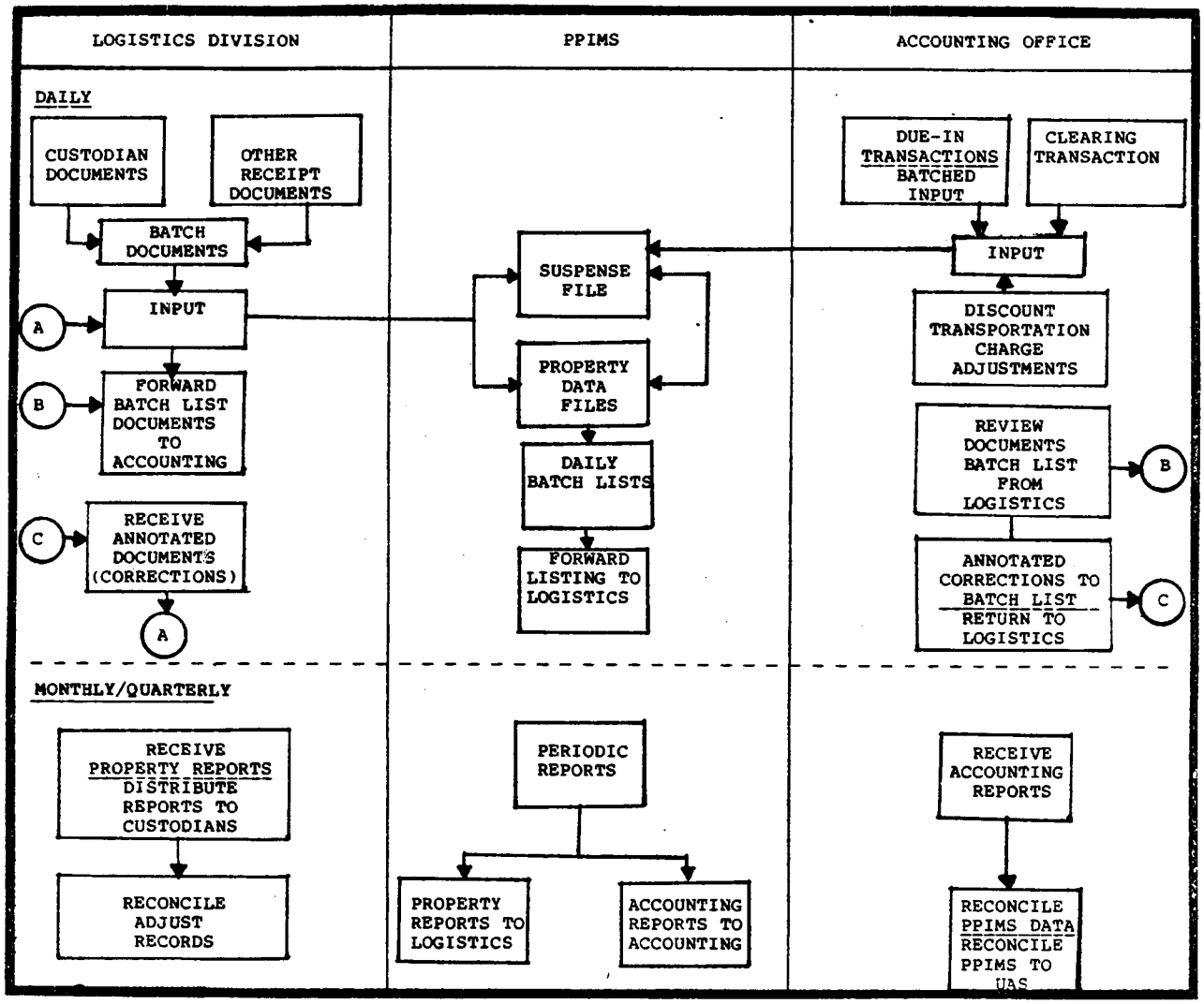
CHAPTER 2. OVERVIEW

20. GENERAL SYSTEM DESCRIPTION.

a. Overview. PPIMS is a national system that is maintained in each region or center. The system is an on-line, interactive system to which each logistics division and each accounting office perform transaction input. The system records and tracks transactions affecting itemized property and installed facility equipment. On a daily basis, the system records property additions, transfers, and deletions from logistics division input. The system records due-in transactions and clearing date actions from accounting office input. The input data are obtained from source documents. Data entry is accomplished through CRT terminals located in the logistics division and the accounting office.

b. Input and Control. The logistics division and the accounting office input are controlled through a batching process. Daily batch lists are produced for logistics division and accounting office review. Batched input from the logistics division updates the suspense file and the PPIMS property data base. Batched input from the accounting office (due-in data) also updates the suspense file that matches previously entered logistics division input. This is accomplished by manual input for (1) local purchase items, (2) for individual purchase order items paid for by Aeronautical Center (AAC), and (3) used materiel transferred in from AAC. The suspense file is also updated by the automatic input from the Financial Detail Records (FDR) interface to PPIMS. When the accounting office and logistics division input match, the record is flagged and it clears the suspense file at monthend. Figure 2-1, PPIMS Overview, shows the general data flow for PPIMS.

FIGURE 2-1. PPIMS OVERVIEW



c. Recording Level. PPIMS property records are maintained at two distinct levels:

(1) Installed Facility Equipment. This equipment (asset class 61) is summarized at the facility level. The total value of the facility (including installation charges) is maintained on the property record. Adjustments (increases or decreases) to the total value are made on an item or equipment basis, but individual itemized property records are not established. The item or equipment level adjustments are reported on transaction reports for audit trail purposes.

(2) Itemized Property. This equipment (asset classes other than 61) is recorded on an individual item basis and controlled through the assignment of a Property Identification Number (PIN).

(3) Files. Itemized property and installed facility equipment are maintained in separate data files and together these files provide the subsidiary ledger support for general ledger control account 1710, Equipment In-Use, in PPIMS.

d. Input Menus. PPIMS employs a main menu, subsidiary menu (called from the main menu) concept. The main menu lists the major system processes or update modules. Each subsidiary menu, which represents a major update process, lists the detail update functions that can be performed. Associated with each subsidiary menu are detail screens for processing specific file or table updates. Each detail screen contains function keys that describe what input operations can be done.

e. System Access. Access to PPIMS is provided through the use of user identification numbers and passwords assigned to individual users. In addition, user input is restricted to functional requirements, i.e., logistics, accounting, or management systems users can use only those screens they should logically control.

f. Transaction Codes. The system is driven by a series of transaction codes that identify acquisition, transfer, or disposition of property. These codes also specify the applicable general ledger treatment for updating the general ledger control file resident in PPIMS. The transaction code and ownership code are used together to edit transaction input.

g. Other Features. This system has the following features:

(1) The system is on-line, interactive.

(2) Automatic cursor positioning to mandatory input fields on all input screens.

(3) Front-end edit of transactions.

(4) Input errors are screen highlighted with meaningful error messages.

(5) Users can inquire or browse system files.

(6) System outputs PIN labels on a periodic basis for attachment to the items of property.

21. DATA FILES. The PPIMS data base is organized into several data files that are described below.

a. Suspense File. This file is the primary control that the accounting office has to review and monitor certain property updates to PPIMS. Transactions (except adjustment transactions) that are input by logistics personnel are recorded to this file as well as the PPIMS property data base. Accounting personnel enter certain due-in transactions first which are followed by subsequent matching input from the logistics division; or accounting personnel enter clearing dates by document number for previously entered data by the logistics division. In either case, accounting input is made only to the suspense file. Suspense file records clear this file only when both offices have made their respective input. Key data elements are transaction code, document number, item number, item number quantity, received quantity, unit amount, received amount, and cost center.

b. Itemized Property File. This file maintains the itemized property records by custodian. Each property record contains the item's PIN, Facility type, transaction code, NSN/SUFFIX, serial number, ownership code, criticality code, year of manufacture, property value, LOG document number, and action date. Itemized property records do not include installed facility equipment.

c. Facility Table File. This file maintains the summary value of installed facility equipment and total installation charges by facility identification and location. Installed facility equipment is classified under asset class 61. The key data elements are cost center, location, facility identification, rolled-up facility value, and rolled-up installation charges. Facility identification data is entered by the Facility Master File interface and the initial value of installed facility equipment is entered through the Project Materiel interface. Subsequent monetary adjustments to installed facility equipment values are entered manually.

d. National Stock Number (NSN) Description File. This file maintains NSN, NSN description, and any associated NSN suffix data. NSN data from this file may be applied from one to many like items or units of property (having the same suffix). The NSN suffix number is used within a NSN to differentiate between manufacturer, equipment model, or equipment type. Each logistics division maintains this file. The file is used to edit itemized property input.

e. General Ledger File. PPIMS uses transaction codes for all monetary input to update the general ledger file. The file serves as a general ledger control for accounting office monitoring of recorded property values. This file

contains the UAS general ledger accounts used by PPIMS and maintains these property levels by account number. The three levels by account number are: daily, month-to-date, and cumulative-to-date.

22. SUSPENSE FILE CONTROL.

a. Control. The suspense file exists as the primary control for accounting to monitor and validate input to PPIMS. When the accounting office enters subsequent data that matches prior logistics input, the records are flagged and they clear at monthend. Certain due-in transactions are initially entered by the accounting office which are subsequently matched by logistics division input of receipt data. When both accounting office input and logistics division input have been made, suspense file records will then clear the file.

b. Subsidiary Ledger. The records in this file are the subsidiary support to account 1815, Undistributed Assets, in PPIMS.

c. Accounting Input. Accounting office input to the suspense file has two formats:

(1) Due-In Transactions. Under the assumption that the accounting office receives the source documents first, the accounting office enters batched transactions for transaction code (TC) 00, Items Received From The FAA Depot; and TC 06, Regional Funded Purchases.

(2) Due-In Clearance. Due-In transactions previously entered by the accounting office will be matched by subsequent logistics division input (i.e., receipt data). The match for TC00 are transaction code, document number, and unit amount. The match keys for TC06 are transaction code, document number, line item number, cost center code, and quantity.

(3) Clearing Dates. For all other suspense file transactions entered by the logistics division, the accounting office will enter a clearing date when they have received the source documents from the logistics division. The accounting office enters the transaction code, document number, and clearing date. The match keys are transaction code and document number. Once the accounting office has made its input and a match is made, the record is flagged and will clear the file at monthend. Transaction codes excluded from the date clearing process are 00, and 06.

d. Suspense File Reports.

(1) The Suspense File Status List. This report lists all open items that require matching input from either the acccounting office or logistics division and also what items have cleared. This report is produced monthly and the report identifies which office should enter input to clear each open item from the file. The report uses the abbreviations of "ACT" or "LCG" to identify the accounting office or the logistics division.

(2) The Suspense File Reconciliation List. The listing is sorted by transaction code, asset class, and logistics document number; it reflects all transaction records that update the suspense file during the month. The accounting office uses the listing to validate updates to the suspense file and

to validate the net change in account 1815. The listing subtotals are within transaction code and totals by transaction code. Accounting offices receive this listing.

23. GENERAL LEDGER CONTROL. PPIMS uses a set of general ledger control accounts, journal entry recording, and an automated transaction code concept to maintain financial control over recorded property values.

a. Chart of Accounts. PPIMS uses a subset of the UAS general ledger chart of accounts. The accounts used pertain to property, transfers in or out, suspense file entry, and accounts to identify major types of acquisition or disposition of property. The accounts used are listed in chapter 6 of this directive.

b. Transaction Codes. For all monetary transactions recorded to PPIMS, the transaction must contain a transaction code. Transaction codes are listed in chapter 6 of this directive. The transaction code serves two purposes:

(1) Audit Trail. The transaction code describes the event or action affecting property, i.e., it describes the types of acquisition, transfer, or disposition of an item.

(2) Journal Entry. The transaction code defines the automated journal entry to be applied to the transaction. A general ledger treatment table exists that specifies by transaction code the account to be debited or credited in the general ledger file.

24. BROWSE AND INQUIRE FUNCTION. All PPIMS users can use the browse or inquire screens to access PPIMS data files. The browse or inquire screens are listed below and are accessible through the browse and inquire function submenu:

Browse and Inquire Screens.

(1) Browse Suspense File (T/C Other).
(2) Browse Intra - Reg Trans File.
(3) Dictionary Review.
(4) Inquire Log Batch File.
(5) Inquire Suspense File.
(6) Inquire Property File.
(7) Inquire NSN File.
(8) Inquire Excess File.
(9) Inquire ACCTG Batch File.
(10) Inquire Facility File.

25.-29. RESERVED.

CHAPTER 3. REQUIREMENTS AND PRINCIPLES

30. STATUTORY REQUIRMENTS.

a. The Federal Property and Administrative Services Act of 1949. Section 202(b) of this act requires each executive agency to maintain adequate inventory controls and accountability systems for the property under its control (40 U.S.C. 483).

b. The provisions of 31 U.S.C. 3512(b) requires the head of each Federal agency to establish internal accounting and administrative controls to ensure that all assets are safeguarded against waste, loss, unauthorized use, and misappropriation.

31. OTHER EXTERNAL REQUIREMENTS.

a. Federal Property Management Regulations (FPMRs). This body of regulations prescribes the policies and procedures for all Government agencies to acquire, manage, control, and dispose of property.

b. Title 2, General Accounting Office Policy and Procedures Manual for Guidance of Federal Agencies. This title provides the general accounting principles and standards to be followed by all Government agencies in maintaining financial property records.

32. PRINCIPLES.

a. Capitalization Criteria. FAA-owned personal property shall be capitalized under item accountability when it is separately identified as an end item and does not lose its identity by being incorporated into another item of equipment or rolled up and capitalized at the facility level as installed facility equipment. Also, useful life and cost criteria must be met as enumerated below.

(1) Useful Life. Capitalized equipment must have a useful life of more than one (1) year.

(2) Unit Cost. The unit cost must be $300 or more when purchased. Unit cost is equal to purchase price, plus transportation cost (freight-in costs), less purchase discounts (whether the discount is taken or not). All subsequent acquisitions of an identical item (same NSN) shall be capitalized regardless of its unit cost.

(3) Equipment Items. Status of items capitalized (or noncapitalized) remains in that status until disposition.

b. Selectively Managed and Controlled Categories. These categories apply to items which are not capitalized but are individually recorded in the FAA's property records solely for management and item control purposes.

(1) Low Value Sensitive Items. These items shall be entered into the in-use personal property records for selective management and item control purposes. Mandatory items shall include: cameras and photographic equipment; audio or visual aids and equipment; pocket, portable, and desk-top adding machines; calculators, tape recorders, and typewriters; portable communications equipment; binoculars; and firearms. These items are recorded because of their susceptibility to theft.

(2) Leased or Borrowed Personal Property. These items shall be entered into the in-use personal property records for selective management and item control purposes.

(3) Loaned FAA Personal Property. These items shall be entered into the in-use personal property records for selective management and item control purposes at the discretion of the property manager.

(4) Airway Facilities Installed and Portable Test Equipment. These items, not subject to the above capitalization criteria, shall be entered into the in-use personal property records for selective management and item control purposes.

(5) Special Interest Item. An item that has been determined to be selectively managed and controlled in the best interests of FAA. These items can include hazardous items, critical items, items with special material content, and items determined by management decision to warrant selective management and control.

c. Recorded Values. Items of in-use personal property shall be capitalized or recorded on the basis of actual cost or estimated cost at the time of acquisition as shown below.

(1) Donations. Record the estimated fair market value that the FAA would have been willing to pay for the property considering its serviceability to the FAA.

(2) Fabrications. Record actual costs such as plans, designs, specifications, direct labor, equipment, materiel, supplies, any other direct charges, and an equitable allocation of indirect general and administrative costs attributable to the fabrication effort.

(3) Intraagency Transfers. Items acquired from FAA regions, the FAA Technical Center, the Mike Monroney Aeronautical Center, or from the FAA headquarters shall be recorded at the value that was posted on the transferor's books.

(4) Late payment penalties. Late payment penalties are a cost of operations incurred because of the failure to make payment within the vendor's stipulated time limits. These penalties are not added to the property item's value but recorded to expense.

(5) Purchases. Items acquired by purchase shall be valued at the actual invoice cost paid by the FAA. Actual acquisition cost includes the purchase price, plus transportation cost, less purchase discounts (whether taken or not).

(6) Retirements. When property is retired from service, destroyed, transferred, sold, or otherwise disposed of, the cost or other basis of accounting shall be removed from the accounts as well as any recorded accumulated depreciation.

(7) Transfers from Other Government Agencies. Reimbursable transfers of property acquired by the FAA shall be recorded at the transfer price agreed to by the FAA and the other agency. Property transferred to the FAA on a nonreimbursable basis shall be recorded on the basis of the lower of the estimated fair market value of the item or the value that was recorded by the transferor agency.

(8) Trade-ins and Exchanges. Property acquired in which the seller or transferor allows credit for a trade or item exchanged shall be recorded at the amount paid or payable for the item acquired, plus the trade-in credit received.

33. ORGANIZATIONAL RESPONSIBILITIES.

a. Accounting Offices. These organizations are responsible for the timely and accurate reporting of the total value of in-use personal property existing within the regions or centers serviced and for assuring proper and accurate financial records are maintained. This responsibility of capitalized in-use property is discharged by the system monitoring and review of information and reports provided by PPIMS. Accounting responsibilities include:

(1) Correct input, as necessary, of financial data entered in the suspense file for: (a) locally funded procurements, (b) financial detail records, and (c) other transactions where in-use personal property is moving between systems or regions.

(2) Reviewing daily batches received from the logistics division for accuracy and annotating errors on the accompanying batch listing. The annotated batches are returned to the logistics division for correction via terminal entry.

(3) Ensure that aged items requiring accounting input clear the suspense file. The necessary input should be made within 90 days after items appear on the suspense file.

(4) Reconciling the batch control register to monthend listings and the general ledger summary recap on batch listings to the control account 1710, Equipment In-Use in UAS.

(5) Clearing and research of uncleared suspense file records. Each region/center shall issue a supplement that outlines procedures and responsibilities for clearing aged items from the suspense file.

(6) Filing completed batches after reconciliation.

(7) Coordinating the operation of PPIMS with the logistics division and the Management Systems Division in each region or center.

(8) Coordinating with the logistics division the project materiel interface and the input of personal property to PPIMS within the same accounting period that F&E capitalizations are processed in UAS. (This responsibility only exists if the accounting office elects to control TC 02 input to PPIMS).

b. Management Systems Divisions. These organizations are responsible for timely and responsive automated support of PPIMS. Organizational responsibilities include:

(1) Implementing new automated procedures or new program changes to PPIMS as provided by the lead region (Western-Pacific (AWP).

(2) Maintaining uniform input terminal screen formats and edit routines.

(3) Assisting users in the operation of input terminals under PPIMS.

(4) Operating and maintaining a uniform system configuration.

(5) Coordinating the operation of PPIMS with the logistics division and accounting office activities.

(6) Incorporating approved system enhancements as authorized.

c. Logistics Divisions.

(1) Property Managers. Property managers are assigned by region or center directors and are normally the head of the organizational element which has the primary function of management and control of property, such as the Manager, Materiel Management Division, or functional equivalent. All property managers in the FAA shall:

(a) Designate by organizational position the property custodian of each custodial area within the region or center. The property manager shall not also serve as a property custodian. The property manager assigns property custodian responsibilities to organizational levels not lower than:

1. The Manager of an Air Traffic Control Tower, Flight Service Station, General Aviation District Office, Airway Facilities Sector, or other field facility manager who reports directly to the regional office.

2. The manager of a flight inspection field office or aircraft maintenance base.

3. The branch manager or equivalent, for offices at the FAA headquarters, regional headquarters, the Mike Monroney Aeronautical Center, the FAA Technical Center, and the Metropolitan Washington Airports. In order to avoid conflicts of interest, the property manager shall not be designated as a property custodian.

(b) Ensure the effective administration, maintenance, and operation of the in-use personal property management program within the region or center.

(c) Ensure that the property custodian has current and accurate records of the property management program within the region or center.

(d) Ensure that accurate, complete, and timely physical inventories are taken in accordance with the standards and procedures of applicable agency directives.

(e) Ensure that survey reports for lost, damaged, or destroyed property are promptly prepared and submitted by the property custodian and processed in accordance with applicable agency directives.

(f) Evaluate the effectiveness of FAA policies, systems, standards, and procedures for in-use personal property and recommend to the Acquisition and Materiel Service any required modifications.

(g) Provide supplemental in-use property directives applicable to the region or center which are required to implement agency policies, systems, standards, and procedures.

(h) Provide personal property related information, advice, and assistance to the director in the region or center and to all custodians.

(i) Coordinate and control the input of ADP transactions which impact the in-use personal property records.

(j) Approve adjustment actions submitted by property custodians which impact the in-use personal property records.

(2) Property Custodians. Property custodians are responsible for the administration, use, accountability, and control of in-use personal property for property in their custodial area. Property custodians may not delegate this responsibility; however, supporting administrative work or duties may be delegated to members of the custodian's staff. Such delegation must be in writing to the property manager. Whenever a change in property custodian occurs, a joint inventory should be taken by the incoming custodian and either

the departing custodian or his designated acting representative. Upon completion of the inventory, a transfer letter, signed by both custodians, will be forwarded to the property manager. The letter will identify any inventory record discrepancies and include property documentation as applicable. All FAA property custodians shall:

(a) Maintain current and accurate custodial records for all controlled and recorded in-use personal property within the assigned custodial area.

(b) Initiate, process, and code source documents for receipts, adjustments, transfers, etc., which affect the control, recording, or custody of property, and subsequently notify the property manager of any discrepancies in the property records.

(c) Ensure that all in-use personal property is accorded proper care, safeguarding, and protection.

(d) Identify and promptly report, in accordance with applicable agency directives, any property which is excess to the needs of the custodial area.

(e) Ensure that accurate and complete survey reports for lost, damaged, or destroyed property are submitted in a timely manner.

(f) Arrange for the accomplishment of physical inventories in accordance with the standards established by the applicable agency directive.

(g) Ensure that all employees responsible for processing documents which affect in-use personal property records are fully aware of the procedures to be followed and are adequately trained to accomplish these responsibilities.

(h) Ensure that all in-use personal property in the custodial area is used for official Government purposes.

34.-39. RESERVED.

CHAPTER 4. SYSTEM INTERRELATIONSHIPS

40. OTHER SYSTEM INTERFACES.

a. General. PPIMS is a separate system relative to the other separate systems that exist in the regions or centers. Other than the automated interfaces described below, data transfer from PPIMS to these other systems or from these systems to PPIMS is accomplished manually. The other systems are: Government-Furnished Property, Real Property, Excess Property, the National Depot Supply System at the Aeronautical Center, the Materiel Management Accounting System at the FAA Technical Center, and the Uniform Accounting System (UAS).

b. Automated Interfaces. PPIMS receives data from other systems on a monthly basis through an automated interface procedure with the Field Inventory Management System (IN). The Project Materiel System also interfaces with PPIMS.

(1) Field Inventory Management System (IN).

(a) Facility Master File System. PPIMS receives facility identification and location data from this system through an automated interface with the IN system. The data provided is the facility identification, cost center, and location. Facility data is processed into PPIMS after the data has been reviewed and changes have been made. This is a manual process in regions/centers that do not have the IN system.

(b) Financial Detail Record (FDR). PPIMS receives FDR's from the monthly edited FDR tape through the IN system. This is a manual process in regions/centers that do not have the IN system.

(2) Project Materiel System. PPIMS receives data on installed facility equipment for capitalized (commissioned) facilities from this system. This data pertains to those facilities capitalized during the month. The data, though it enters PPIMS at the item or unit basis, is summarized at the facility level. The interfaced data establishes the initial value for installed facility equipment by facility identification. This equipment is classified under asset class 61, Electronic, Electrical or Mechanical Equipment, installed at Air Navigation and Air Traffic Control Facilities, and the interface data is processed into PPIMS under transaction code 02, Transfer from Work-in-Process, to update account 1710 in the PPIMS general ledger. The values of separate installation charges for this installed facility equipment are entered manually as well as any adjustments to installed facility equipment values.

41. CONTROL OF THE PROJECT MATERIEL INTERFACE. Each region or center shall decide who shall control and input the project materiel interface data and subsequent adjustments. The system provides optional features for logistics division control or accounting office control. An overview of each option is presented below.

a. Logistics Division Control.

(1) The logistics division receives notification of completed F&E projects which are ready for capitalization.

(2) The logistics division coordinates with the management systems division to process the interface data from the Project Materiel System.

(3) Logistics personnel add or change NSN or NSN suffixes on the PPIMS NSN description file. Logistics annotates the project materiel listing and documents with the changes for subsequent accounting office input.

(4) With the screen F03, Auto Input PMC, logistics personnel may review and change the interface data. Adjustments are entered on F03.

(5) Screen F03 is used to process the project materiel data into PPIMS. The interface is a separate batch for control and review purposes.

(6) Logistics makes any nonmonetary corrections or changes required, process PMCWRK, and print PMCTRN.

b. Accounting Office Control.

(1) The accounting office receives the capitalization packages for review and input of project materiel data.

(2) The accounting office coordinates with the management systems division to process the interface data from the Project Materiel system.

(3) The accounting office reviews capitalization package documents against the project materiel interface batch listing from PPIMS. The project materiel batch listing is produced when the logistics division has completed steps (5) and (6) above.

(4) Accounting office personnel input changes to the project materiel interface data into PPIMS using screen A04, Change PMC Auto Input. Screen A04 is similar to screen F03 described in paragraphs a(4) and a(5) above. The accounting office uses the Project Materiel Transaction List and documentation from the capitalization package to input change data.

(5) Screen A04 is used to input changes to interface data only. Adjustment entries to itemized property (generally items misclassified as asset class 61) are entered on screen A05, F&E Capitalization. Adjustments to rolled-up facility values are made on screen A05, F&E Capitalization (asset class 61).

(6) The project materiel batch and capitalization documents are returned to the logistics division with PPIMS listings reflecting accounting changes made by the accounting office. Logistics makes monetary corrections and changes required, processes PMCWRK, and prints PMCTRN.

c. Advantage of Accounting Office Control. The primary advantage is that capitalization packages are entered in PPIMS and UAS in the same accounting period to facilitate system reconciliations.

42. MANUAL INTERFACE TO UAS.

a. Concept. PPIMS and UAS are two separate systems that are updated concurrently through separate source document input to both systems. Input to PPIMS is at the lowest item or unit basis whereas input to UAS is at the obligation document number level. PPIMS serves as a subsidiary ledger to the UAS general ledger control account 1710. Input to both systems is reconciled monthly using monthly reports from each system.

b. Manual Interface. Chapter 7 defined the steps that should be followed in achieving the interface of data from PPIMS to UAS at summary level. The interface can be accomplished daily but a monthly interface to UAS is sufficient for control and general ledger update purposes.

43. SYSTEM RECONCILIATIONS.

a. Frequency. PPIMS reconciliation to UAS should be performed monthly and quarterly.

b. General Ledger Accounts. The following accounts in PPIMS and UAS should be reconciled monthly: Account 1710, Equipment In-Use, Account 1815, Undistributed Assets, and Account 7130, Transfer In-Direct Shipments. The UAS General Ledger Transaction Report, the PPIMS Monthly Suspense File Status List, the Monthly Transactions by Transaction Code List, and the Montnly General Ledger Summary List are used in this process.

44.-49. RESERVED.

CHAPTER 5. SYSTEM CODES

50. SYSTEM CODES. PPIMS contains 89 data element fields in its data base. These elements consist of structured codes and other data element fields to describe, classify, track, and report property. These elements functionally fall into four major categories as follows: property identification data, accounting data, facility data, and processing and documentation data. Figure 5-1, Data Elements, lists the data element fields used most frequently by the accounting office during data input and verification.

51. CODE RELATIONSHIPS. Code relationships in PPIMS are defined three ways in terms of system usage, i.e., by general ledger treatment, by index keys too files, and by property description.

a. General Ledger Treatment. Transaction code and ownership code combinations define the general ledger application. The general ledger treatment table contains these code combinations.

b. Index Keys to Files. Each file contains code sets to define indexes or keys to records on that file. The data sets by file are described below.

(1) Suspense File. For accounting input the code relationships are: transaction code, accounting document, item number, and cost center. For logistics input the code relationships are: transaction code, accounting document, cost center, logistics document, and property identification number.

(2) Facility Table. The code relationships are: cost center, facility location, and facility type.

(3) NSN Description File. The code relationships are NSN and NSN suffix. NSN suffix are assigned to differentiate manufactures and/or equipment types and asset classes.

(4) Itemized Property File. The code relationships are: PIN, logistics document, and amount. Other property elements are descriptive elements in the record.

c. Property Description. The NSN description file contains the description data for items of property identified under that NSN. The file relationships are NSN, description, and NSN suffix number. A NSN suffix change denotes a change in type, model number, or manufacturer. Capitalized or selectively managed and controlled status is assigned at the NSN level.

FIGURE 5-1. DATA ELEMENTS

Category		Data Element Field	Data Field Size
Property Identification Data			
	1.	Asset Class (AC)	2
	2.	Description (DESC)	30
	3.	Manufacturer (MFG)	10
	4.	Manufacturer Code (MFG CODE)	5
	5.	National Stock Number (NSN)	13
	6.	Property Identification Number (PIN)	6
	7.	Serial Number (SN)	10
	8.	Suffix Code (SF)	2
	9.	Type/Model (Typ/Mod)	15
	10.	Year Manufactured (YR/MFG)	2
	11.	Condition Code (COND)	1
	12.	Criticality Code (CRIT)	1
	13.	Excess Number (EX NR)	12
	14.	Line Number (LINE NR)	3
	15.	Special Program Management Code (SPMC)	1
Accounting Data			
	16.	Capitalized/Selectively Managed and Controlled (C/S)	1
	17.	General Ledger Account (GL Acct)	4
	18.	Interoffice Transfer Voucher (ITV)	8
	19.	Ownership Code (OW)	1
	20.	Quantity (QTY)	5
	21.	Amount (AMT)	11

FIGURE 5-1. DATA ELEMENTS (CONT'D)

Category	Data Element Field	Data Field Size
Facility Data		
	22. Facility Contraction (FAC CONTR)	5
	23. Facility Location (FAC LOC)	4
	24. Facility Name (FAC NAME)	16
	25. Facility Type (FAC TYPE)	5
	26. Region/Cost Center (R/CC)	5
Processing and Documentation Data		
	27. Accounting Document (ACCTG DOC)	8
	28. Item Number (ITEM NR)	2
	29. Batch Id. (BATCH ID)	6
	30. Date of Action (DOA)	5
	31. Logistics Document (LOG DOC)	5
	32. Project Materiel Cumulative Job Order Number (JON)	5
	33. Record Number (REC NR)	5
	34. Transaction Code (TC)	3

52. FINANCIAL CODES. The following codes are financial and are of particular interest to the accounting office in their review of PPIMS financial output. The codes are directly associated with property classification and property reporting.

a. Capitalized, Selectively Managed and Controlled Codes.

Description	Code
Capitalized	C
Selectively Managed and Controlled	S

b. Ownership Codes.

Description	Code
FAA owned and maintained	1
FAA owned - loaned to military	2
FAA owned - loaned to civil agency	3
FAA owned - loaned to contractors	4
Military owned - FAA maintained	5
Military owned - FAA supply support	6
Contractor owned - FAA operated	7
Owned by others - FAA leased	8
FAA borrowed and reloaned	9

c. Asset Class Codes.

Description	Code
Office furniture, machines, and equipment	11
Motor vehicles, general purpose	12
Printing and photographic equipment	13
Medical equipment	14
Protective clothing and survival equipment	15
Household equipment and furnishings	16
ADP equipment	17
Developmental equipment	20
Research and development test equipment	21
Off-road and special purpose vehicles	41
Marine equipment	42
Shop equipment	43
Commissary, pressing, and domestic service equipment	44
Equipment not otherwise classified	45
Emergency readiness and civil defense equipment	46
Training Equipment	47
Facility electronic, electrical, mechanical equipment installed at air navigation or air traffic control facilities	61

Description (Cont'd)	Code
Facility portable test equipment	62
Rack mounted test equipment	63
Portable and installed communication equipment	64
Aircraft and accessory equipment	81
Avionics equipment	82
Aircraft test equipment	83

d. Region or Center Codes. These codes are listed in FAA Order 1375.7, Organization/Cost Center Codes.

e. Cost Center Codes. These codes are listed in FAA Order 1375.7, Organization/Cost Center Codes.

f. Transaction Codes. These codes are described in chapter 6 of this order.

g. General Ledger Account Codes. These codes are described in chapter 6 of this order.

53.-59. RESERVED.

CHAPTER 6. GENERAL LEDGER CONTROL

60. CONCEPT. PPIMS contains a set of self-balancing general ledger accounts and provides monthly trial balance output for accounting control proposes. The general ledger treatment is automated through the use of transaction codes that are input on all monetary updates to the system. The accounts used are the UAS chart of accounts to facilitate the interface of data from PPIMS to UAS. UAS contains the official general ledger control accounts.

61. ACCOUNTS AND TRANSACTION CODES.

a. Accounts. The PPIMS accounts are a subset of the UAS chart of accounts. However, statistical accounts are used that are not a part of the UAS accounts. The statistical accounts provide a control function that is limited to PPIMS operations. Four statistical accounts exist to identify manual or system generated adjustment transactions for purchase discount decrease adjustments and transportation charge increase adjustments to the recorded value of property items as input by logistics personnel. A fifth statistical account exists as a contraaccount to the other four statistical accounts. The statistical accounts are a set of self-balancing accounts and they are closed out against each other at fiscal yearend. The PPIMS accounts are listed in Figure 6-1, PPIMS Accounts.

b. Transaction Codes.

(1) Description of Action. Transaction codes describe the type of property action being recorded, i.e., the type of acquisition, adjustment, transfer, or disposition that has taken place. The codes also specify the general ledger treatment to be applied by the system for all monetary transactions.

(2) General Ledger Treatment Table. This system table contains the transaction codes and ownership codes along with their general ledger treatment. All monetary transactions must include a transaction code and ownership code. The table in all cases defines a capitalized general ledger treatment or noncapitalized general ledger treatment depending on the property item's capitalized status. A transaction code may generate supplemental general ledger entries for update of the statistical accounts. Figure 6-2, PPIMS General Ledger Treatment, identifies the applicable general ledger treatment for each transaction code and ownership code combination. The figure also identifies transaction codes that go to the suspense file and identifies sources of input by office. The code A is accounting office; L is logistics division.

FIGURE 6-1. PPIMS ACCOUNTS

ACCOUNTS	TITLE
1710	Equipment In-Use
1791	Work-in-Progress
1815	Undistributed Assets
1950	Materiel Loaned to Others
1960	Government-Furnished Property to Contractors
3010	Invested Capital
3080	Donations
3090	Transfers-In from Government Agencies - Without Reimbursement
3110	Transfers Out to Government Agencies - Without Reimbursement
3120	Transfers Out to Others - Without Reimbursement
5100	Operating Expense
5200	Cost of Sales
5810	NonFunded Costs - Materiel and Other Gains and Losses
5820	NonFunded Costs - Physical Inventory Adjustments
5850	Materiel Price Variance
7130	Transfers In - Direct Shipments
7220	Transfers In - Materiel
7310	Materiel Returns to Depot
9320	Transportation Charges - Generated
9330	Purchase Discounts - Generated
9340	Transportation Charges - Manual
9350	Purchase Discounts - Manual
9390	Statistical Accounts - Contra
9780	Non-FAA Owned Personal Property
9790	Non-FAA Owned Personal - Contra

FIGURE 6-2. PPIMS GENERAL LEDGER TREATMENT

TC CODE	DESCRIPTION	SUSPENSE FILE	OW	TERM ID	NONCAPITALIZED DR	NONCAPITALIZED CR	CAPITALIZED DR	CAPITALIZED CR	SUPPLEMENTAL DR	SUPPLEMENTAL CR
	INCREASE TCS									
00	Received from FAA Depot Logistics Input (receipt)	Y	1	L	5100	1815	1710	1815		
01	Received from Vendors (AAC or Wash. Fund) Logistics Input (receipt)	Y	1	L	5100	1815	1710	1815		
02	Received from Work-in-Progress	Y	1	L	5100	1791	1710	1791		
03	Received from excess and surplus property	Y	1	L	5100	1815	1710	1815		
04	Received from other FAA sources outside regional accounts	Y	1	L	5100	1815	1710	1815		
05	Received from other Government agencies W/O reimbursement	N	1	L	5100	3090	1710	3090		
06	Regional funded purchases Logistics Input (receipt)	Y	1	L	5100	1815	1710	1815		
07	Received on loan from others	N	5-9	L	9780	9790	9780	9790		
08	Return of equipment loaned to civil/military agencies	N	1	L	5100	1950	1710	1950		
0A	Return of equipment loaned to contractor	N	4	L	5100	1960	1710	1960		
09	Received from inventory unassigned - project matl.	Y	1	L	5100	1815	1710	1815		
0A	Received from others W/O reimbursement	N	1	L	5100	3080	1710	3080		
0C	Received from R,E&D project materiel	Y	1	L	5100	1815	1710	1815		
0D	Received from project materiel - reserved for F&E projects	Y	1	L	5100	1815	1710	1815		
0E	Received from operating materiel inventory-general stocks/stores	Y	1	L	5100	1815	1710	1815		
0F	Received from operating materiel inventory-aircrafts stocks/stores	Y	1	L	5100	1815	1710	1815		
0G	Transfer in from personal property unassigned (AUSDS)	Y	1	L	5100	1815	1710	1815		
0H	Generated transportation charge adjustment	Y	1	L	5100	5850	1710	5850	9320	9390
0M	Manual transportation charge adjustment	N	1	A	5100	5850	1710	5850	9340	9390

FIGURE 6-2. PPIMS GENERAL LEDGER TREATMENT (CONT'D)

TC CODE	DESCRIPTION	SUSPENSE FILE	OW	TERM ID	NONCAPITALIZED DR	NONCAPITALIZED CR	CAPITALIZED DR	CAPITALIZED CR	SUPPLEMENTAL DR	SUPPLEMENTAL CR
	DECREASE TCS	**								
10	Transfer to FAA Depot	N	1	L	7310	5100	7310	1710	5810	1710
11	Transfer to excess/ surplus	Y	1	L	1815	5100	1815	1710	5810	1710
12	Transfer to WIP-(F&E projects)	Y	1	L	1815	5100	1815	1710	5810	1710
13	Equipment surveyed (lost, stolen, or damaged)	N	1	L	5810	5100	5810	1710	5810	1710
14	Transfer to other FAA activities outside regional accounts	Y	1	L	1815	5100	1815	1710	5810	1710
15	Transfer to other Government agencies W/O reimbursement	N	1	L	3110	5100	3110	1710	5810	1710
16	Sale of Equipment - proceeds not available	N	1	L	5200	5100	5200	1710	5810	1710
17	Transfer to civil/military agencies	N N	1-3 4	L L	1950 1960	5100 5100	1950 1960	1710 1710	5810	1710
18	Transfer to others, return of borrowed property	N	5-9	L	9790	9780	9790	9780	5810	1710
19	Transfer to inventory - unassigned project materiel	Y	1	L	1815	5100	1815	1710	5810	1710
1A	Transfer to others W/O reimbursement	N	1	L	3120	5100	3120	1710	5810	1710
1B	RESERVED									
1C	Transfer to R,E&D project materiel	Y	1	L	1815	5100	1815	1710	5810	1710
1D	Transfer to project materiel - reserved for F&E Projects	Y	1	L	1815	5100	1815	1710	5810	1710
1E	Transfer to operating materiel - general stocks/stores	Y	1	L	1815	5100	1815	1710	5810	1710
1F	Transfer to operating materiel inventory - aircraft stocks/stores	Y	1	L	1815	5100	1815	1710	5810	1710
1H	Generated cash discounts	N	1	L	5850	5100	5850	1710	9390	9330
1M	Manually entered cash discounts	N	1	A	5850	5100	5850	1710	9390	9350
1N	Reimbursable transfers, to other agencies	N	1	L	5200	5100	5200	1710	5810	1710
	** ADJUSTMENT TCS **									
21	Inventory Adjustments - Decrease	N	1	L	5820	5100	5820	1710	5810	1710

FIGURE 6-2. PPIMS GENERAL LEDGER TREATMENT (CONT'D)

TC CODE	DESCRIPTION	SUSPENSE FILE	OW	TERM ID	NONCAPITALIZED DR	NONCAPITALIZED CR	CAPITALIZED DR	CAPITALIZED CR	SUPPLEMENTAL DR	SUPPLEMENTAL CR
51	Inventory Adjustments - Increase	N	1	L	5100	5820	1710	5820		
			5-9		9780	9790	9780	9790		
22	Record data change - Decrease	N	1-9	L	5820	5100	5820	1710		
52	Record data change - Increase	N	1-9	L	5820	5100	1710	5820		
23	Price adjustment - Decrease	N	1	L	5820	5100	5820	1710		
53	Price adjustment - Increase	N	1	L	5100	5820	1710	5820		
24	Exchange and Repair adjustment - Decrease	N	1	L	5810	5100	5810	1710		
		N	2,3		5810	1950	5810	1950		
		N	4		5810	1960	5810	1960		
54	Exchange and Repair adjustment - Increase	N	1	L	5100	5810	1710	5810		
		N	2,3		1950	5810	1950	5810		
		N	4		1960	5810	1960	5810		
25	Transfer between custodians within region - Decrease	N	1	L	1815	5100	1815	1710	5810	1710
55	Transfer between regional custodians within region - Increase	N	1	L	5100	1815	1710	1815		
27	Transfer within a custodial area within region - Decrease	N	1	L	1815	5100	1815	1710	5810	1710
57	Transfer within a custodial area within region - Increase	N	1	L	5100	1815	1710	1815		
2A	Property Value Adjustment - Decrease	N	1	A	5810	5100	5810	1710		
			2,3	A	5810	1950	5810	1950		
			4	A	5810	1960	5810	1960		
5A	Property Value Adjustment - Increase	N	1	A	5100	5810	1710	5810		
			2,3	A	1950	5810	1950	5810		
			4	A	1960	5810	1960	5810		

62. GENERATED TRANSACTION CODES. The PPIMS general ledger treatment table as contained within the system has data items that specify what follow-on transactions are generated as a result of certain manually input transaction codes. Up to two follow-on transactions can be created from one manually input transaction. The schedule below defines the input transaction code and other input conditions and the subsequent generated follow-on transactions:

Transaction Code	Other Input Conditions	Generated Follow-on Transactions
01	Other than asset class 61	0H and 1H
01	Asset class 61	None
10 through 1N	Other than asset class 61	None
10 through 1N	Asset class 61	Supplement G/L
22	All asset classes	52
23	All asset classes	53
24	Other than asset class 61	54
24	Asset class 61	Supplement G/L
25	Other than asset class 61	None
25	Asset class 61	Supplement G/L
27	Other than asset class 61	57
27	Asset class 61	Supplement G/L

63. GENERAL LEDGER OUTPUT. Three hard copy listings provide complete general ledger audit trail from individual batches through monthend trial balance listings. The reports are listed below and are described in chapter 8.

(a) Daily Processed Transactions List.
(b) Monthly General Ledger Summary List.
(c) Asset Class Summary List.

64.-69. RESERVED.

CHAPTER 7. ACCOUNTING PROCESSES

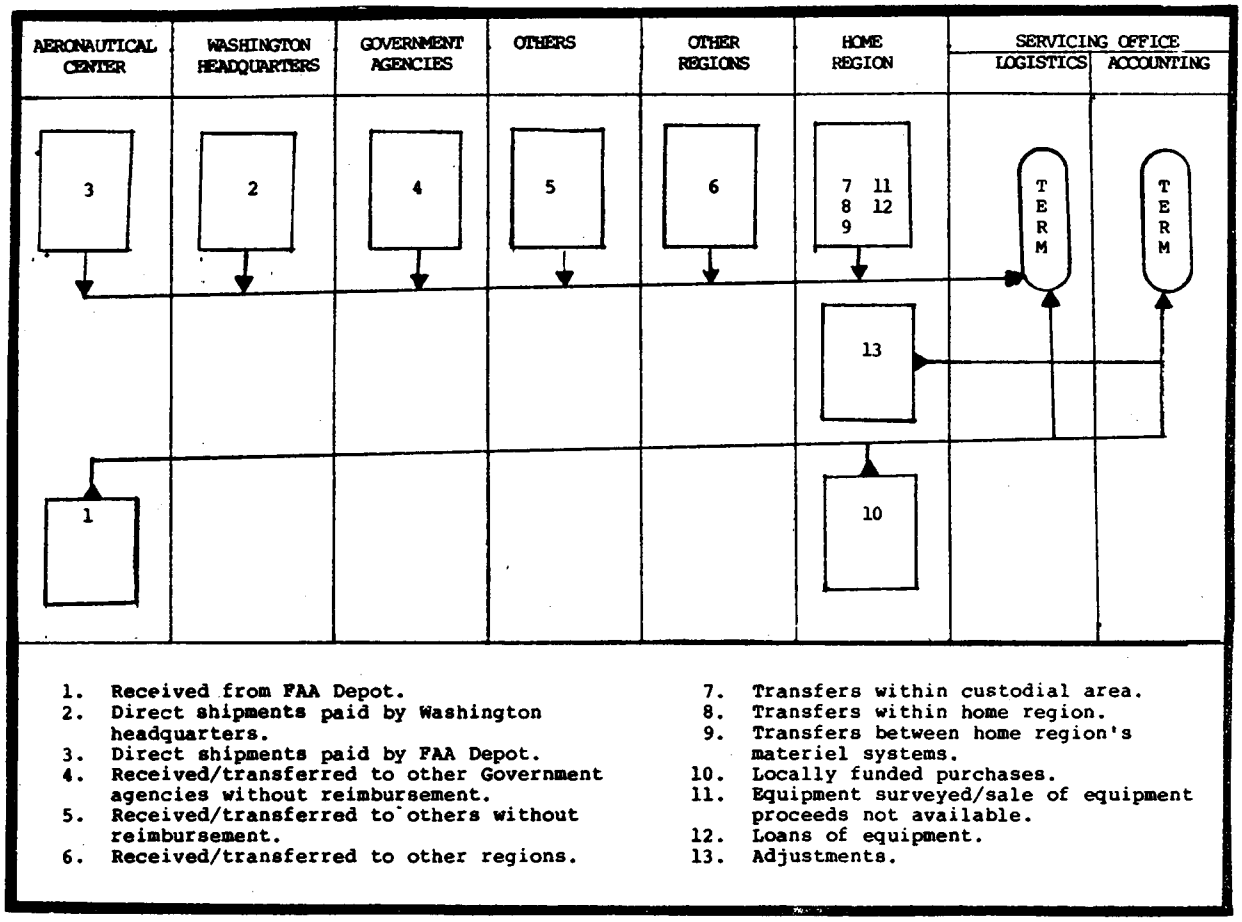
70. INFORMATION FLOW TO ACCOUNTING. The transactions that update PPIMS originate with source documents that primarily flow to the servicing Logistics Division from custodians, other regions, and program offices. The documents that flow to the servicing accounting office first are inter-office transfer vouchers, purchase orders, and Financial Detail Record Transmittal Lists. Figure 7-1, Information Flow to Terminal, gives a graphic display of the origins of data and types of data input to PPIMS. As the figure shows, most of the document input is made by the logistics division. Adjustments can be entered by either office. Financial detail records and locally funded purchases are input by both the accounting office and the logistics division.

71. INPUT CONTROLS.

a. Methods of Control. The methods of control used in PPIMS are the following: batch control over transaction input, the accounting office closes batches, the accounting office monitors and reviews the Logistics Division input, the system provides automated general ledger control, and a document level suspense file controls source document input. These controls are described in the paragraphs below.

b. Batch Control. Both accounting and logistics users enter source document data in the form of batches with unique batch numbers. The batch identification and document number is carried through to daily batch lists and monthly suspense file reports.

FIGURE 7-1. INFORMATION FLOW TO TERMINAL



1. Received from FAA Depot.
2. Direct shipments paid by Washington headquarters.
3. Direct shipments paid by FAA Depot.
4. Received/transferred to other Government agencies without reimbursement.
5. Received/transferred to others without reimbursement.
6. Received/transferred to other regions.
7. Transfers within custodial area.
8. Transfers within home region.
9. Transfers between home region's materiel systems.
10. Locally funded purchases.
11. Equipment surveyed/sale of equipment proceeds not available.
12. Loans of equipment.
13. Adjustments.

c. Close Batch Function. The system provides a batch status screen that allows logistics and accounting users to inquire the status of batches and print batches on a daily basis. Logistics users can inquire the status of batches but only the accounting office can close a batch for processing. Once a batch is closed, records in it can no longer be changed, the general ledger file is updated, and a last printout of the batch is made that shows the general ledger recap of the batch. The batch status is flagged to indicate the batch is closed, and released for subsequent monthend processing.

d. Review of Batches. Each accounting office receives from the logistics division batch lists and source documents. The accounting office compares the listing to source documents and the batch list is annotated for corrections. The batch lists are returned to the logistics division. As a result of this review, the accounting office can make amount adjustments to items on the itemized file that result from overlooked purchase discounts or transportation charges that are not recorded.

e. General Ledger Control.

(1) Self-Balancing Set of Accounts. PPIMS contains its own set of self-balancing accounts that is a subset of the UAS general ledger accounts. These accounts capture the financial input of transactions.

(2) Daily Input. Property update transactions recorded by logistics personnel are input with a transaction code that defines the general ledger impact of that transaction. Use of this code provides the means for general ledger input by nonaccounting personnel.

(3) Control Concept. The general ledger control concept is as follows: (a) prior to batches being closed, batch data can be changed, added to, or deleted and batch lists can be printed at any time with batch totals only; (b) once a batch is closed, the general ledger file is updated and the batch list is printed with a general ledger recap; and (c) the batch is flagged as closed on the batch status file and released for monthend processing.

f. Suspense File Control. The suspense file exists to assure that the accounting office sees all source documents supporting acquisition, transfer, or disposition of property, and to ensure that property is properly recorded and accounted for. The control concept is defined in chapter 2, paragraph 22a of this order.

72. INPUT SCREEN DESCRIPTIONS.

a. General. Accounting users input the following types of transactions: (a) suspense file data for financial detail records and locally funded purchases; (b) clearing dates to release logistics entered suspense file records; (c) close batch actions; (d) changes to project materiel interface data (applicable only where an automated project materiel interface is used); and (e) input of itemized property and installed facility items that result from F&E project capitalizations (applicable only if the accounting office decides to control such input).

b. List of Screens. The following screen formats are described in the paragraphs below; following the conclusion of the descriptive paragraphs are figures displaying each screen.

(1) Greetings Screen.
(2) Main Menu.
(3) Batch Status.
(4) Accounting Update.
(5) Add A Suspense Record.
(6) Modify A Suspense Record.
(7) Delete A Suspense Record.
(8) Change PMC Auto Input.
(9) F&E Capitalization.
(10) F&E Capitalization (Asset Class 61).
(11) New Adjustment Amount.
(12) Clear A Suspense Record.

c. Descriptions of Screens.

(1) Greetings Screen (see figure 7-2 on page 77).

(a) After system logon (using Data General procedures), this screen greets the user to the system and provides implementation information.

(b) The screen displays messages when the automatic Facility Master File updates or the automatic Project Materiel transactions have been loaded and printed.

(2) Main Menu (see figure 7-3 on page 78).

(a) The main menu serves as the system driver. This menu can be accessed from all screens in the system.

(b) This screen allows all system users to access major system processes or functions.

(c) A numbered function key is depressed (corresponding to the number of the process desired), then that process screen is displayed.

(3) Batch Status (see figure 7-4 on page 79).

(a) This screen displays the status of logistics and accounting batches to system users.

(b) Logistics users can review status of batches and print batch lists.

(c) Accounting users can review, print batches, and close batches.

(d) If a batch is closed, it cannot be reopened for data changes. The closed batch is printed with a general ledger recap and the general ledger account file is updated.

(4) Accounting Update (see figure 7-5 on page 81).

(a) This screen is a sub main menu that defines the input functions performed by accounting users. When function key 4 is depressed on the main menu, this screen appears.

(b) This screen can be accessed from any of the detail screens in this process.

(c) If the print batch function key is depressed, accounting batches are printed.

(d) The F&E capitalization screens are used only if the accounting office elects to control the input of personal property resulting from F&E project capitalizations.

(e) If the MON/QTR SIGN OFF (KEY 14) is depressed, accounting must provide the correct password. Function key 14 is used to inform the logistics division that the accounting office is satisfied with the current month data entries.

(5) Add a Suspense Record (see figure 7-6 page 82).

(a) This screen is used to input source document data to the suspense file for financial detail records (TC 00) and local purchases (TC 06).

(b) The accounting input is assumed to precede logistics input and is made at the time of obligation; if logistics entry precedes accounting input, the logistics data is displayed and only cost center quantity and input amount are entered.

(c) Accounting input is at document number level and amount for financial detail records. For local purchases accounting input is at document number level, item number, and cost center level.

(d) The screen retains the display of the previous entry (i.e., TC, purchase order number, and line item number) so that only new or changed data need be entered for subsequent entries.

(e) Logistics division entry is made at PIN number level within cost center. Once all received items are entered relative to a purchase order number and cost center combination, the system will clear the suspense file record at monthend.

(6) Modify a Suspense Record (see figure 7-7 on page 84).

(a) This screen is used to modify data elements to previously recorded suspense file records. Data elements that can be changed are: unit amount, cost center amount, cost center quantity, NSN, and NSN description.

(b) The record match keys for financial detail records are transaction code, unit amount and document number; for local purchases, the record match keys are transaction code, document number, line item, and cost center.

(c) The screen is applicable to only TC's 00 and 06 records.

(7) Delete a Suspense Record (see figure 7-8 on page 85).

(a) This screen provides the deletion of previously entered TC 00 and TC 06 records from the suspense file.

(b) Match keys for TC 00 records are transaction code, document number and unit amount; match keys for TC 06 records are transaction code, document number, line item number, and cost center code.

(8) Change PMC Auto Input (see figure 7-9 on page 86).

(a) This screen is applicable only to those regions that have an automated project materiel interface.

(b) This screen provides the means to change selected data fields on project materiel records prior to the interface of this data to PPIMS. Fields that can be changed are: quantity, line item amount, and job order number.

(c) The accounting user works with the Automatic Project Materiel Transaction list that is output from this interface. This listing shows the record number that is required for input. Input of record number calls up the interface record to be changed.

(9) F&E Capitalization (see figure 7-10 on pages 87 and 88).

(a) This screen (and the next screen) is used by the accounting office only if a local agreement has been made between the accounting office and the Logistics Division to allow the accounting office to update PPIMS based on F&E project capitalizations.

(b) This screen provides the means to update the itemized property file for in-use equipment coming from work-in-progress (TC 02).

(c) When the accounting user has completed the entries, the user will print the batch so that this listing and the F&E documentation can be reviewed by logistics personnel.

(d) Mandatory data elements are asset class, cost center, facility location, facility type, and job order number.

(e) Update to the itemized file and creation of TC 02 transactions occur after the logistics personnel reviews these entries and release the work file containing those transactions.

(10) F&E Capitalization (Asset Class 61) (see figure 7-10 on page 88).

(a) This screen provides the means to make F&E capitalization entries for rolled-up facility equipment and installation costs that result from F&E project capitalizations. Rolled-up facility equipment is recorded to asset class 61.

(b) When the accounting user has completed these entries, the user shall print the batch so that the listing and the F&E documentation can be reviewed by logistics personnel.

(c) Mandatory data elements are cost center, facility location, facility type, and job order number.

(d) Update to the facility table equipment totals, installation charge totals, and creation of TC 02 transactions occur after logistics personnel review these entries and release the work file containing these transactions.

(11) New/Adjustment Amount (TC 0M, 1M, 2A) (see figure 7-11 on page 89).

(a) This screen provides the means to enter adjustments for transportation charges, purchase discounts, or to make other price adjustments. If another price adjustment is made, it is made in the sense that accounting is the final arbiter of the item's recorded value.

(b) The accounting user shall manually calculate the net adjustment amount for transportation charges or purchase discounts. These adjustments are made relative to local purchases, TC 06. Transaction codes 0M and 1M are for increase transportation charge and decrease purchase discount adjustments, respectively.

(c) For a general price adjustment, TC 2A, the user shall input TC, PIN, and the old amount. These elements are the match elements to call up an existing record. The new amount is entered as a REPLACEMENT amount, not as an adjustment amount, i.e., the new amount overrides the old amount on the record.

(12) Clear a Suspense Record (see figure 7-12 on page 90).

(a) This screen provides the means to clear document level suspense file records for TCs other than 00 and 06. These records have been previously entered by logistics personnel.

(b) The entered clearing number (clearing date) indicates: (a) accounting has seen the supporting documents, and (b) the recorded value is correct.

(c) Suspense file records with clearing dates are cleared from the suspense file at monthend.

(d) Mandatory data elements are transaction code, accounting document, and clearing date.

73. RESERVED.

FIGURE 7-2. GREETINGS SCREEN

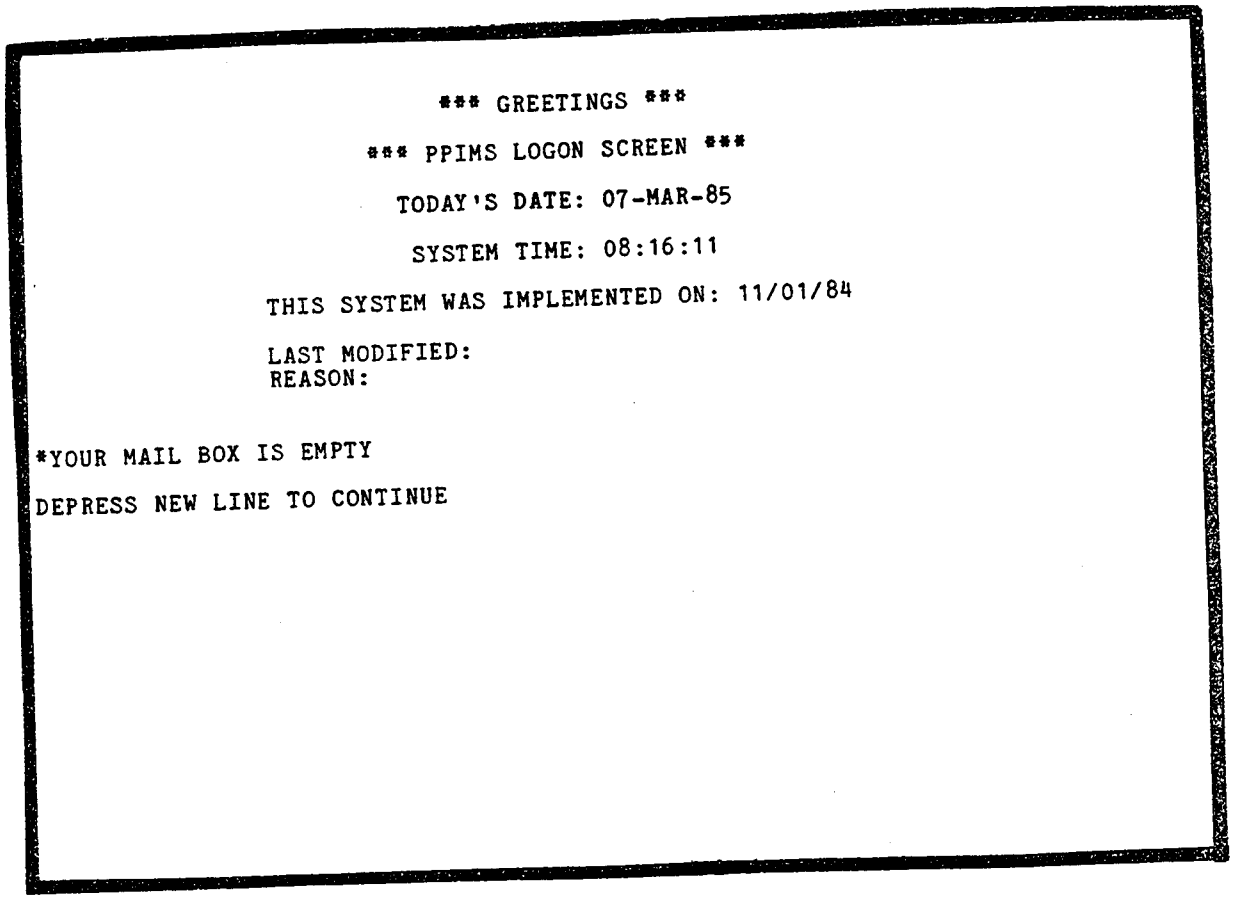


FIGURE 7-3. MAIN MENU

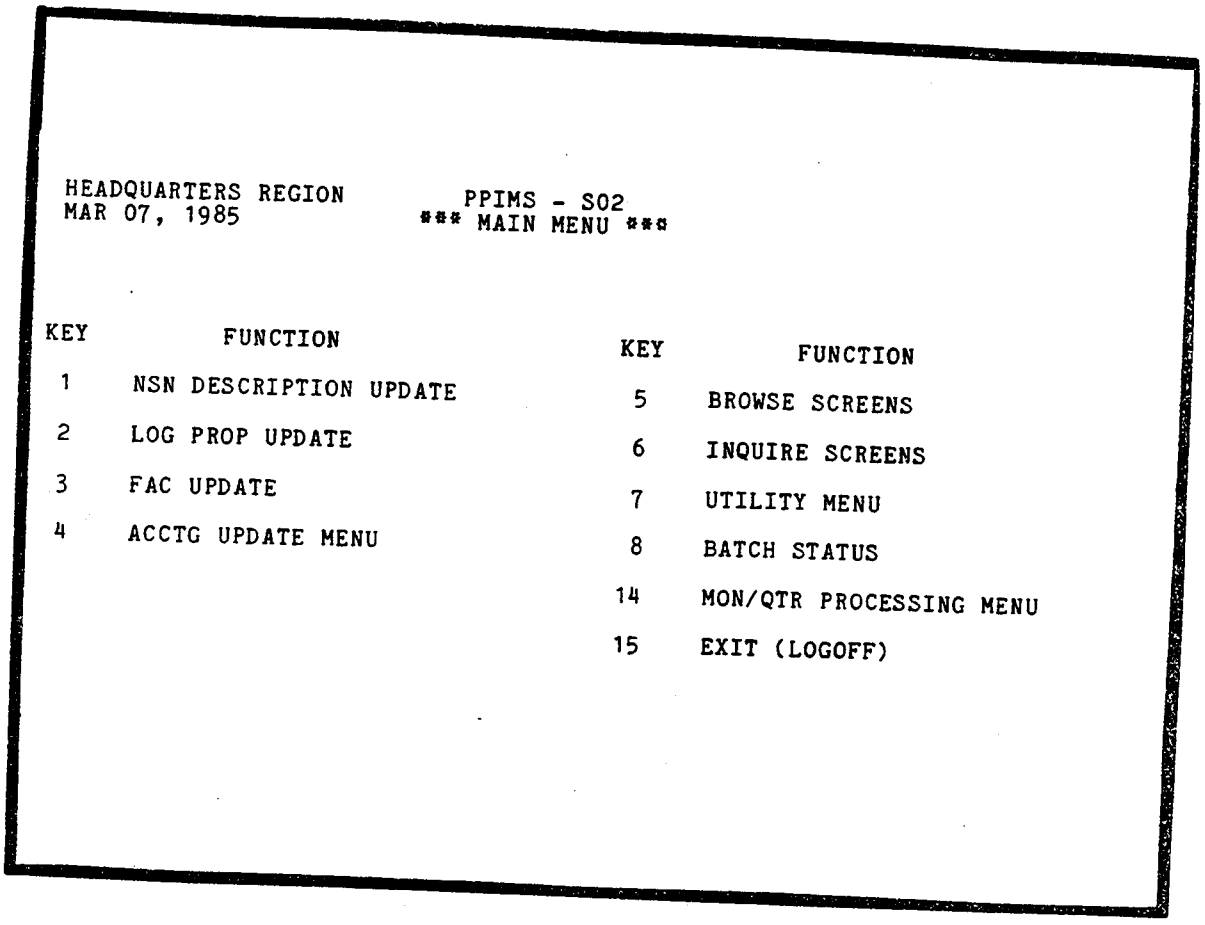


FIGURE 7-4. BATCH STATUS

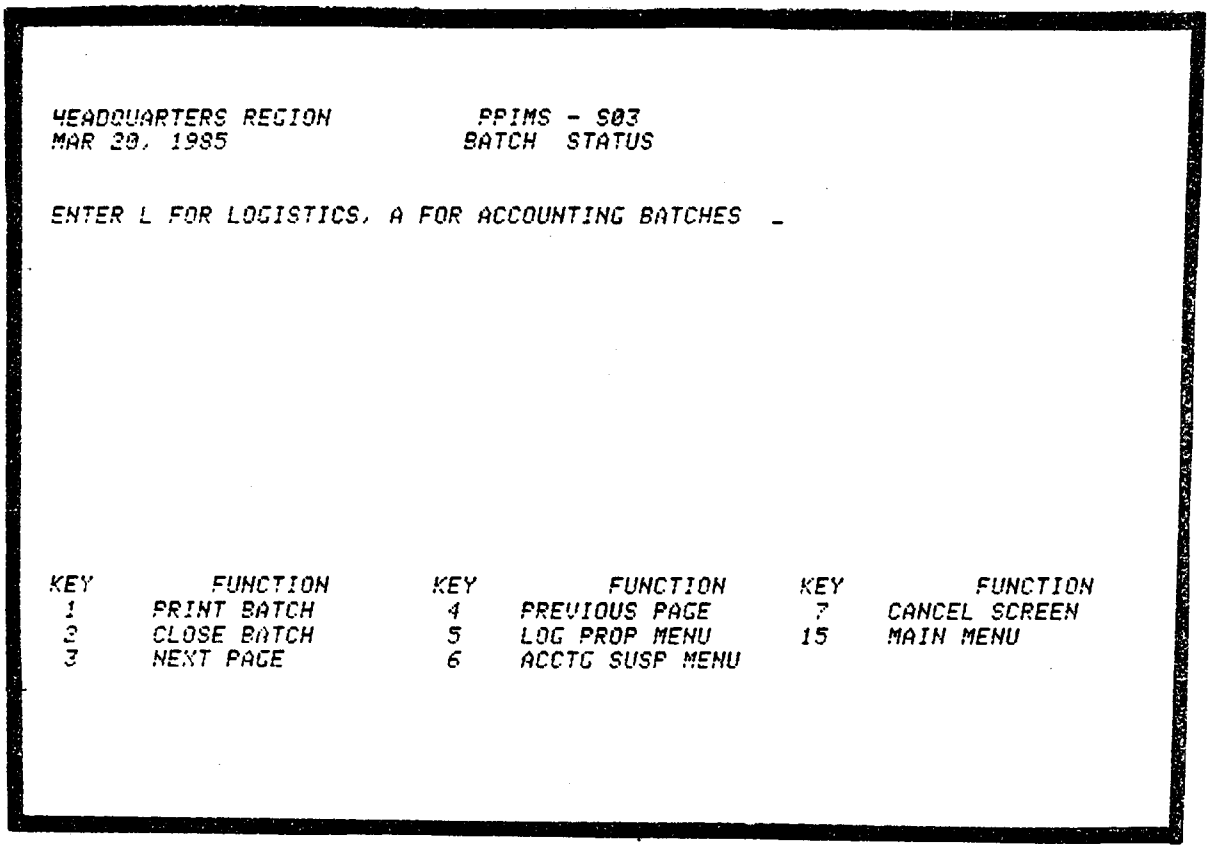
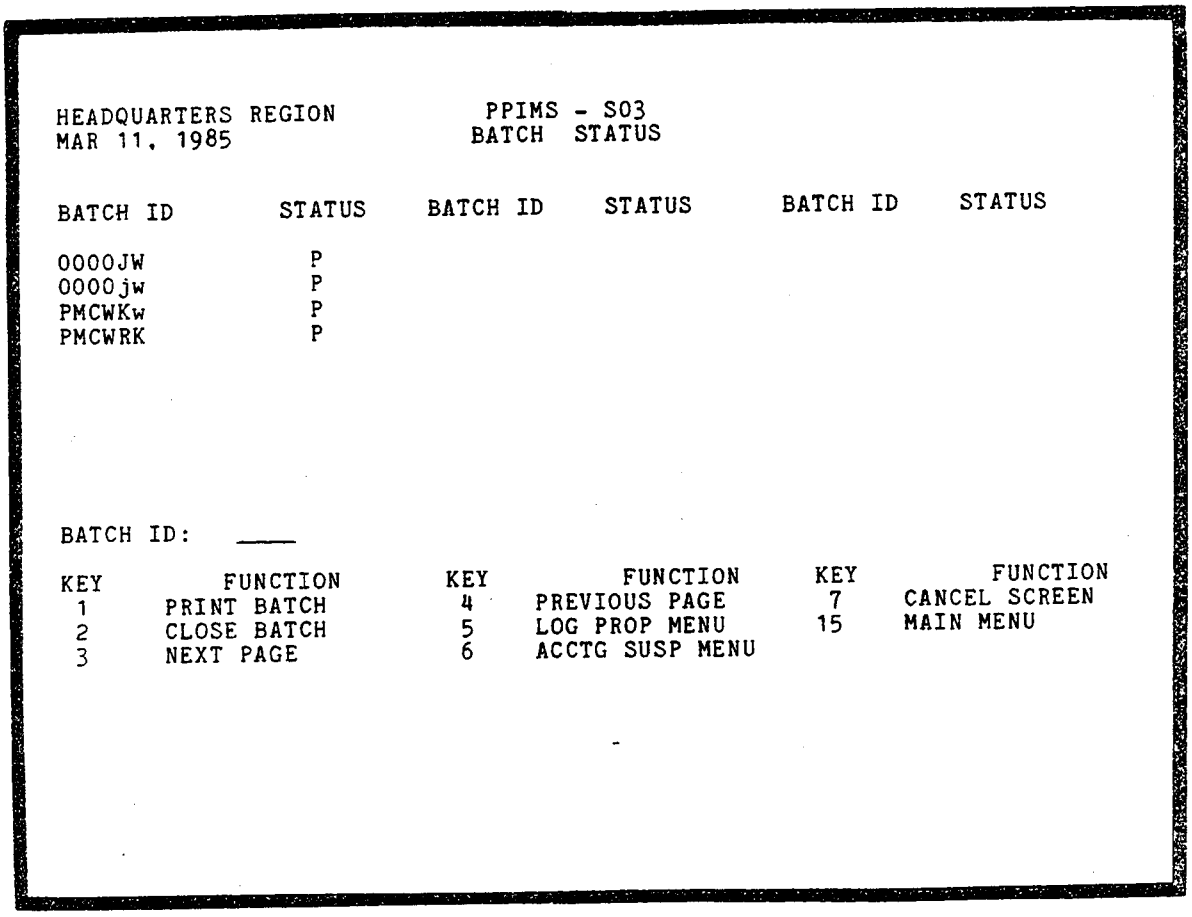
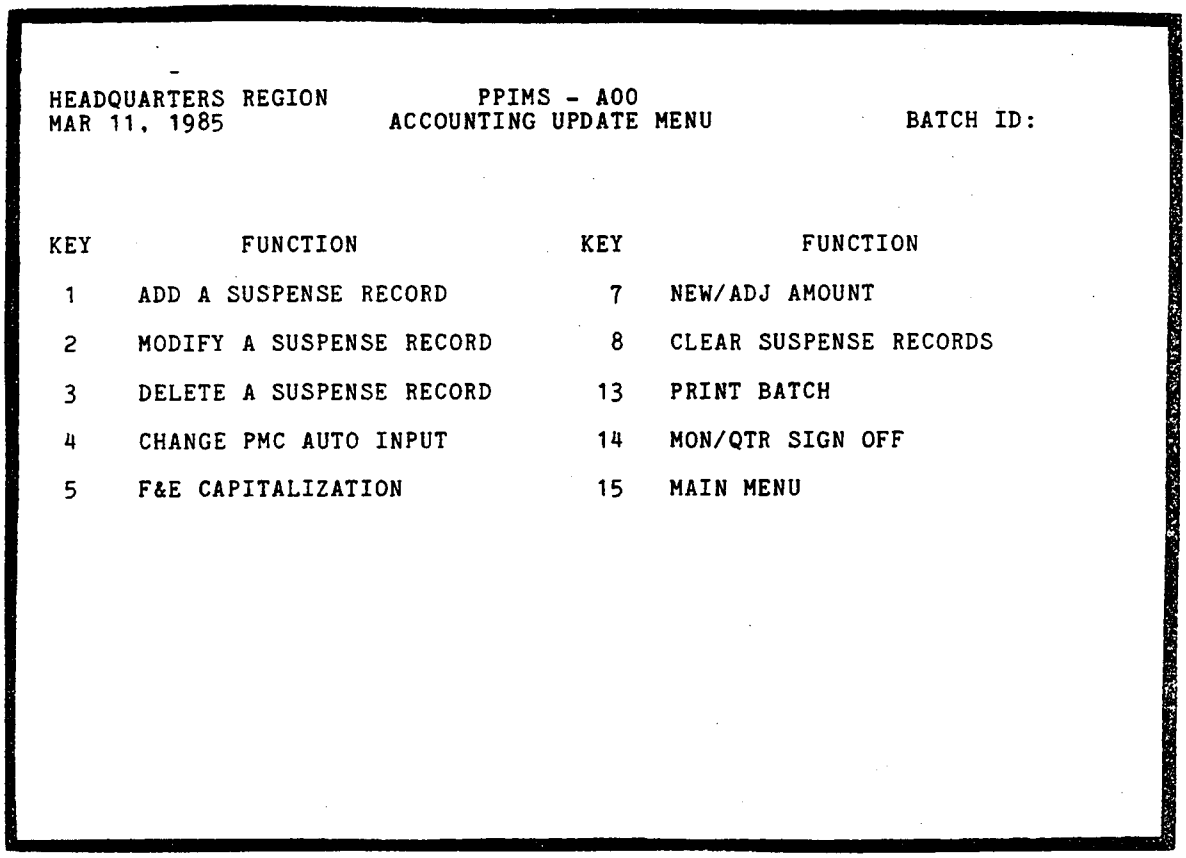


FIGURE 7-4. BATCH STATUS (CONT'D)



```
HEADQUARTERS REGION                PPIMS - S03
MAR 11, 1985                       BATCH  STATUS

BATCH ID        STATUS    BATCH ID    STATUS      BATCH ID    STATUS

0000JW            P
0000jw            P
PMCWKw            P
PMCWRK            P




BATCH ID:  ____

KEY        FUNCTION        KEY         FUNCTION      KEY         FUNCTION
 1     PRINT BATCH          4     PREVIOUS PAGE       7     CANCEL SCREEN
 2     CLOSE BATCH          5     LOG PROP MENU      15     MAIN MENU
 3     NEXT PAGE            6     ACCTG SUSP MENU
```

FIGURE 7-5. ACCOUNTING UPDATE MENU



```
HEADQUARTERS REGION          PPIMS - A00
MAR 11, 1985            ACCOUNTING UPDATE MENU            BATCH ID:


KEY          FUNCTION                KEY          FUNCTION

 1    ADD A SUSPENSE RECORD           7    NEW/ADJ AMOUNT

 2    MODIFY A SUSPENSE RECORD        8    CLEAR SUSPENSE RECORDS

 3    DELETE A SUSPENSE RECORD       13    PRINT BATCH

 4    CHANGE PMC AUTO INPUT          14    MON/QTR SIGN OFF

 5    F&E CAPITALIZATION             15    MAIN MENU
```

FIGURE 7-6. ADD A SUSPENSE RECORD

```
HEADQUARTERS REGION              PPIMS - A01
MAR 22, 1985                     ADD A SUSPENSE RECORD          BATCH ID: 3MARJW

TC:  06              ACCTG DOC: TEST0000        ITEM NR: 001

CC: 1400
NSN: TEST-00-000-0000                  RECVD COST CENTER QTY: 00000
DESC: IBM PC 3270 COLOR DI
COST CENTER QTY:00001                  RECVD COST CENTER AMOUNT: 000000000.00
UNIT AMOUNT: 000000100.00
COST CENTER AMOUNT:          100.00

KEY      FUNCTION          KEY      FUNCTION          KEY      FUNCTION
 1   ADD RECORD             6   ACCTG SUSP MENU      14   LAST RECORD
                            7   CANCEL SCREEN        15   MAIN MENU
```

FIGURE 7-6. ADD A SUSPENSE RECORD (CONT'D)

```
HEADQUARTERS REGION                PPIMS - A01
MAR 08, 1985                  ADD A SUSPENSE RECORD          BATCH ID: 0000jw

TC:  00              ACCTG DOC: xxxxxxxx  UNIT PRICE: 111111111.11


CC: xxxx
NSN: xxxx-xx-xxx-xxxx                  RECVD COST CENTER QTY: 00000
DESC: xxxxxxxxxxxxxxxxxxx
COST CENTER QTY:11111                  RECVD COST CENTER AMOUNT: 000000000.00
UNIT AMOUNT: 111111111.11
COST CENTER AMOUNT:555,555,543.21



KEY        FUNCTION          KEY        FUNCTION          KEY      FUNCTION
 1    ADD RECORD              6    ACCTG SUSP MENU       14    LAST RECORD
                              7    CANCEL SCREEN         15    MAIN MENU
```

FIGURE 7-7. MODIFY A SUSPENSE RECORD

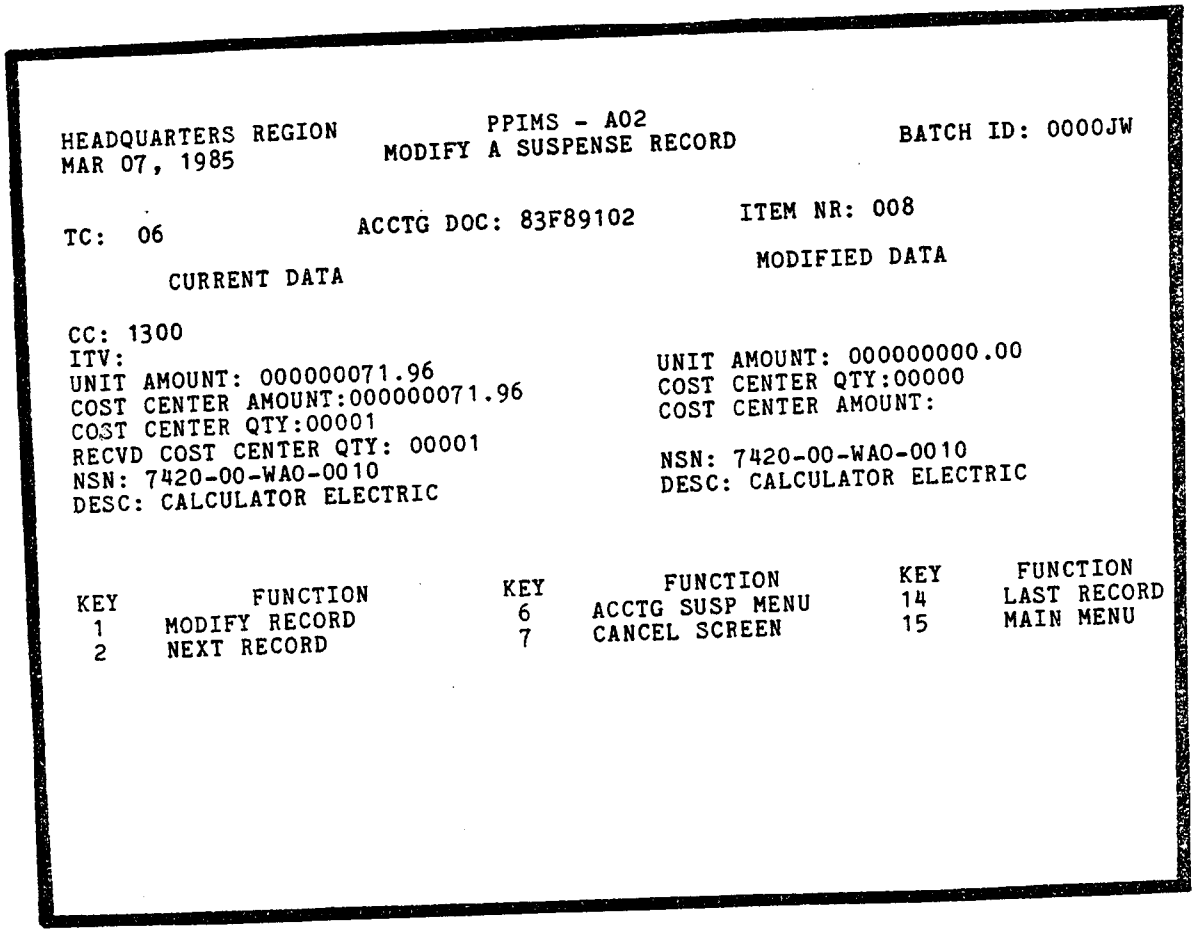


FIGURE 7-8. DELETE A SUSPENSE RECORD

```
HEADQUARTERS REGION          PPIMS - A03
MAR 07, 1985          DELETE A SUSPENSE RECORD          BATCH ID: 0000JW


TC:  06              ACCTG DOC: 83F89102        ITEM NR: 008

CC: 1300                                   RECVD COST CENTER QTY: 00001
ITV:                                       RECVD CC AMOUNT: 000000071.96
NSN: 7420-00-WA0-0010
DESC: CALCULATOR ELECTRIC
COST CENTER QTY:00001
UNIT AMOUNT: 000000071.96
COST CENTER AMOUNT:000000071.96
ACCTG BATCH: SW0002




KEY         FUNCTION          KEY         FUNCTION          KEY      FUNCTION
 1    DELETE RECORD            6    ACCTG SUSP MENU        14     LAST RECORD
 2    NEXT ITEM NR             7    CANCEL SCREEN          15     MAIN MENU
 3    PREVIOUS ITEM NR
```

FIGURE 7-9. CHANGE PMC AUTO INPUT

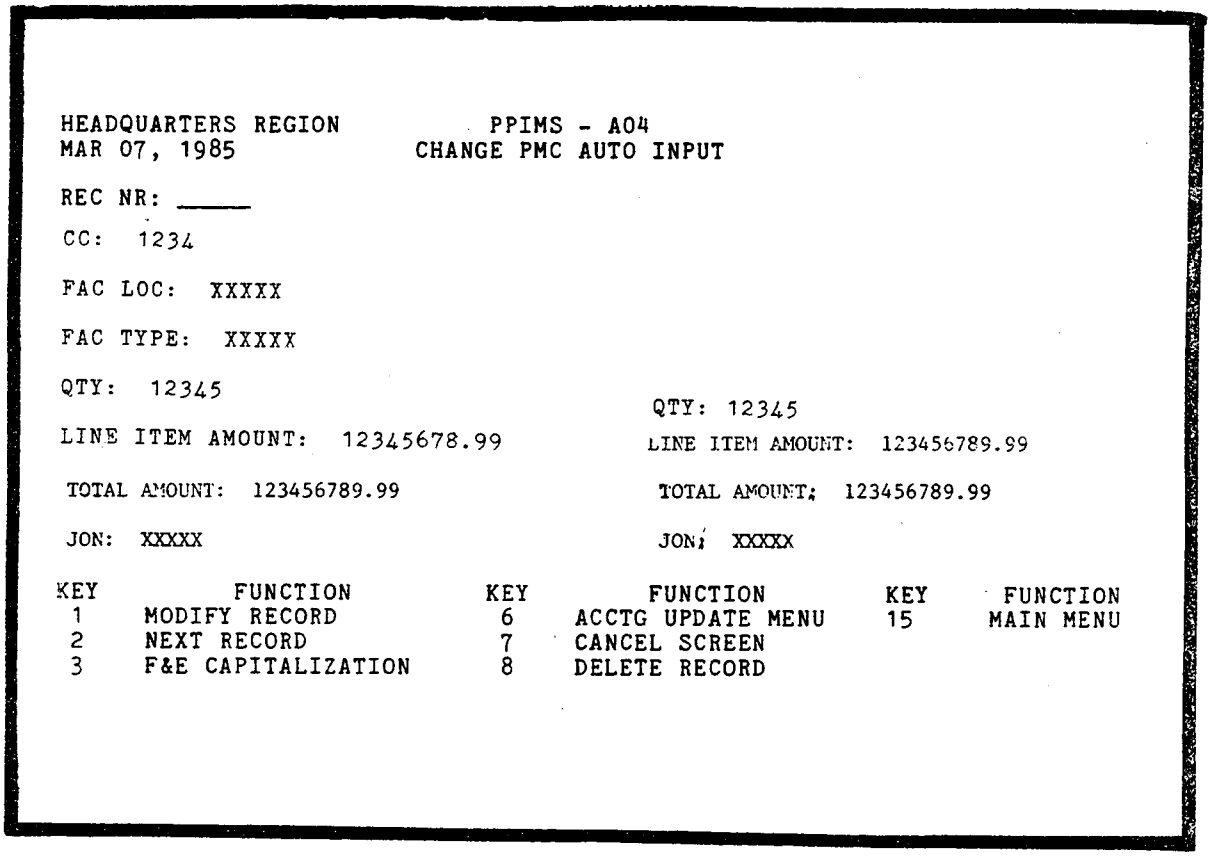
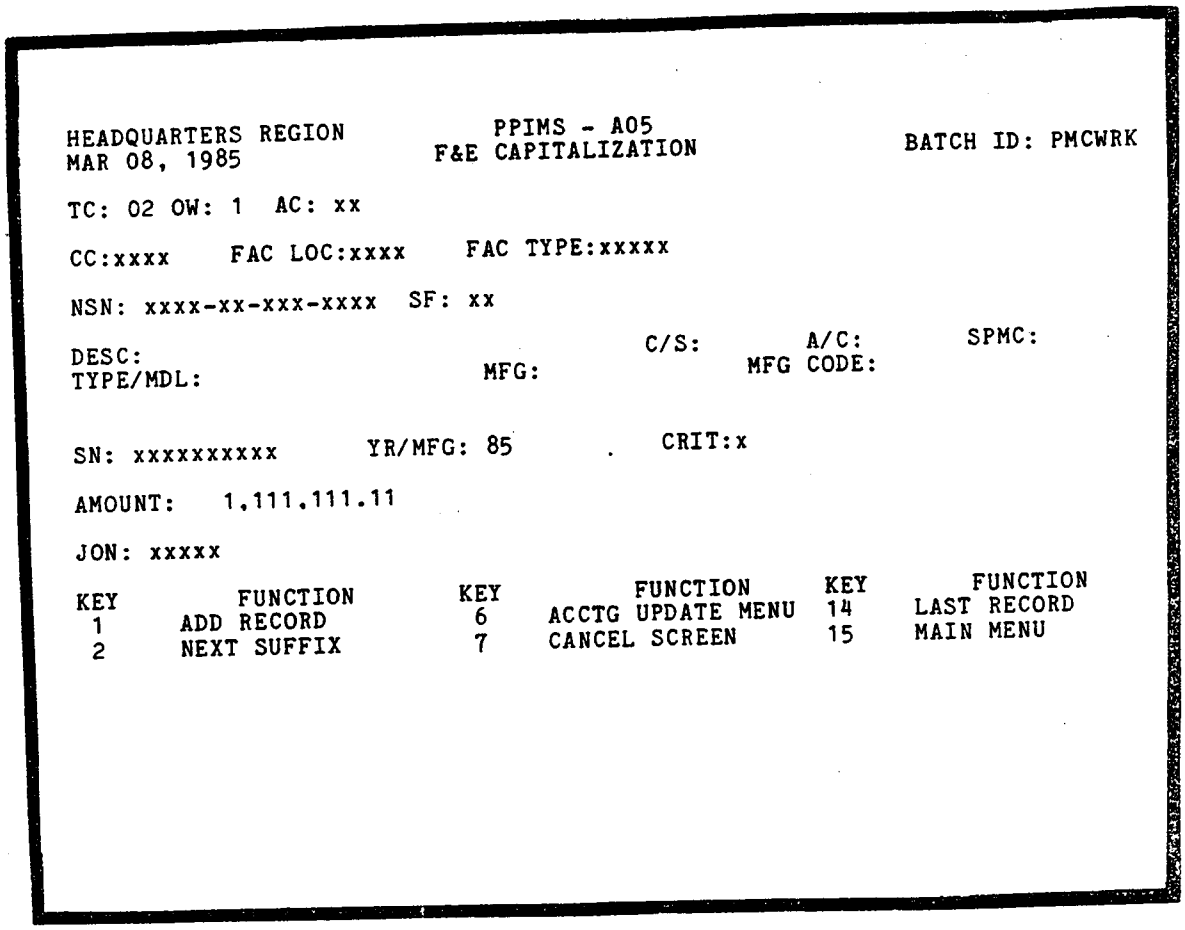


FIGURE 7-10. F&E CAPITALIZATON



```
HEADQUARTERS REGION          PPIMS - A05                    BATCH ID: PMCWRK
MAR 08, 1985              F&E CAPITALIZATION

TC: 02 OW: 1  AC: xx

CC:xxxx    FAC LOC:xxxx    FAC TYPE:xxxxx

NSN: xxxx-xx-xxx-xxxx  SF: xx

                                          C/S:       A/C:       SPMC:
DESC:
TYPE/MDL:                    MFG:                MFG CODE:


SN: xxxxxxxxxx      YR/MFG: 85        .   CRIT:x

AMOUNT:   1,111,111.11

JON: xxxxx

KEY        FUNCTION        KEY        FUNCTION        KEY        FUNCTION
 1      ADD RECORD          6     ACCTG UPDATE MENU   14     LAST RECORD
 2      NEXT SUFFIX         7     CANCEL SCREEN       15     MAIN MENU
```

FIGURE 7-10. F&E CAPITALIZATION (CONT'D)

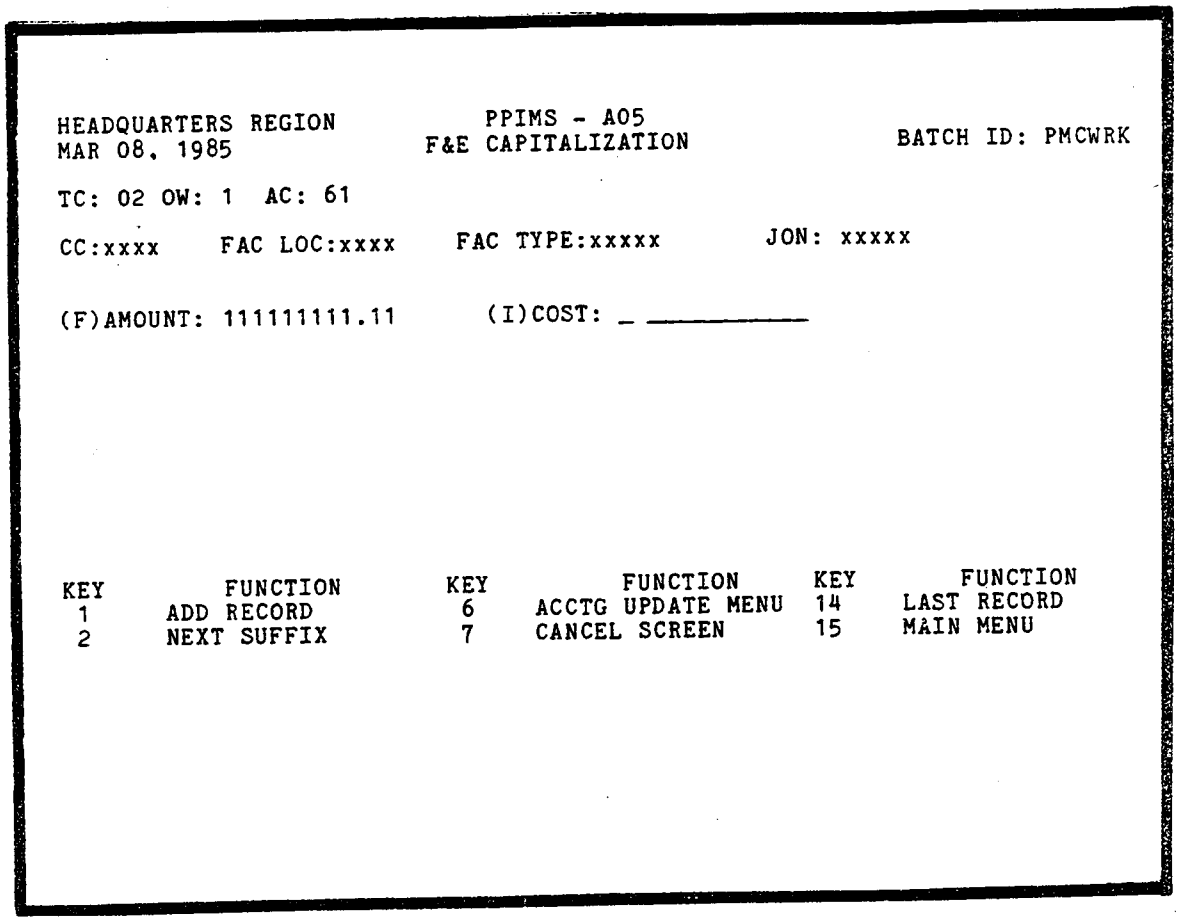
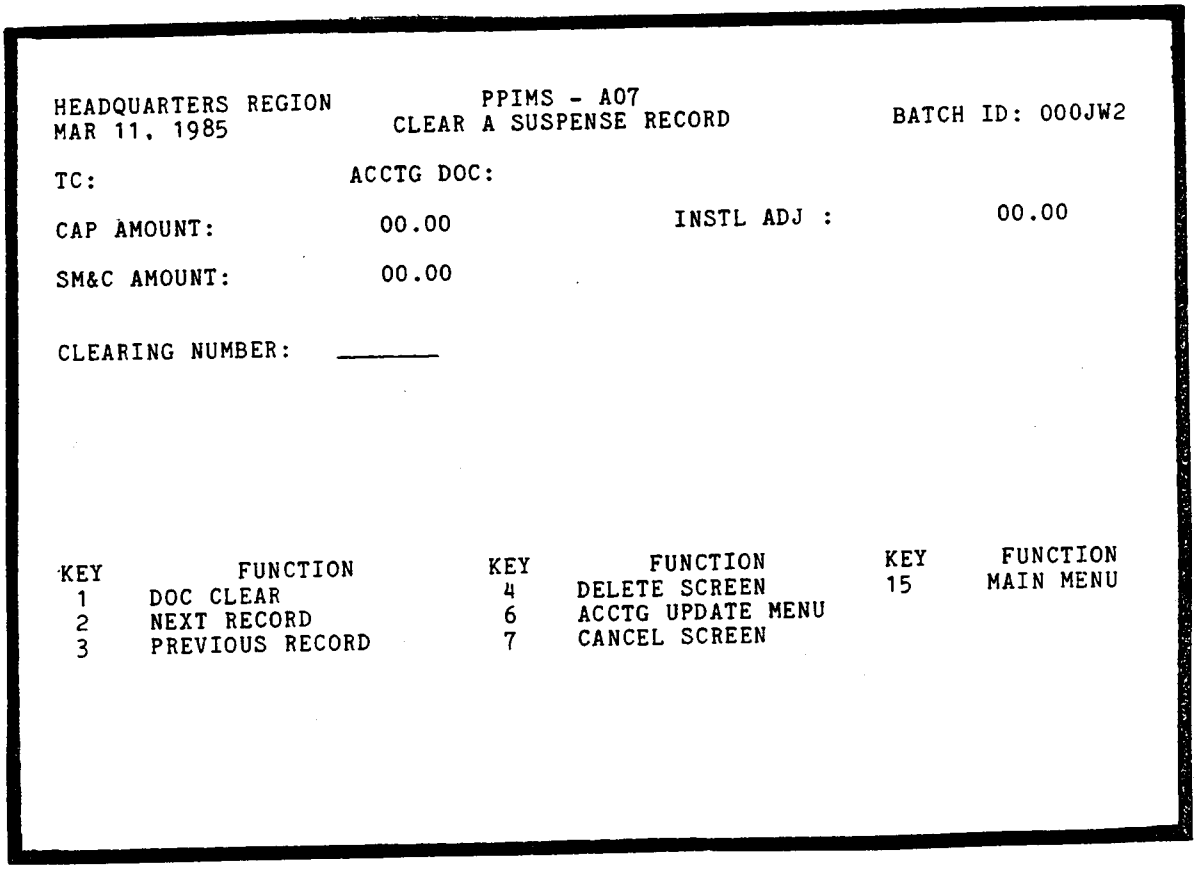


FIGURE 7-11. NEW/ADJ AMOUNT (TC OM, 1M, 2A)

```
HEADQUARTERS REGION                PPIMS - A06
MAR 11, 1985                  NEW / ADJ  AMOUNT                BATCH ID: 000JW1
                              (TC OM, 1M, 2A)

TC:  OM      PIN: W06175      AMOUNT:          260.13      LOG DOCMT: 79011

CC: 2000     FAC LOC: HDQR    FAC TYPE: XXXXX  NSN: 7420-00-WAO-1216  SF: 01

DESC: CALCULATOR CANONMP1216                   C/S: C     A/C: 11

TYPE/MDL:                          MFG:        YR/MFG: 83      MFG CODE:

S/N: 718600          TC: 06

                     ADJ AMOUNT: _________


KEY      FUNCTION          KEY      FUNCTION          KEY      FUNCTION
 1       UPDATE RECORD      7       CANCEL SCREEN     13       REVERSAL
 6       ACCTG UPDATE MENU                            14       LAST RECORD
                                                      15       MAIN MENU
```

FIGURE 7-12. CLEAR A SUSPENSE RECORD



74. BROWSE AND INQUIRY FUNCTION.

a. General. The system provides several browse and inquiry screens to allow all system users to monitor the status and contents of files and tables. The browse and inquiry screens are organized under separate submain menus. From either submain menu, access to the specific detail screen is accomplished by depressing the numbered function key corresponding to the number of the desired screen.

b. Browse versus Inquiry. Browse menus allow review of multiple file or table records per screen display. The screens feature a scrolling feature to review multiple records on a file or table. Inquiry screens display only one file or table record and the screens provide a prior and next record feature to facilitate individual record review.

c. Browse Function. The following screens can be called from the browse menu.

(1) Browse Suspense File (other).
(2) Browse Intra-Region Transfer File.
(3) Dictionary Review.

d. Inquiry Function. The following screens can be called from the inquiry menu.

(1) Inquire Logistics Batch File.
(2) Inquire Suspense File.
(3) Inquire Property File.
(4) Inquire NSN Description File.
(5) Inquire Excess File.
(6) Inquire Accounting Batch File.
(7) Inquire Facility Table.

e. Screen Descriptions. Appendix 1 provides illustrations of the browse and inquiry screens.

75. DAILY BATCH PROCESSING.

a. Logistics Batches.

(1) Logistics personnel enter data through terminals from documentation received from custodians, other regions, and program offices. These documents are grouped to form batches, then the document data is input with unique batch identification.

(2) Batched input is entered through the logistics property update screen with an identifying batch number.

(3) After logistics personnel input a batch, the print batch function is used to output a batch listing.

(4) The source documents and batch listing are forwarded to the accounting office for their review. The accounting office reviews the source documents to the data on the listing and particularly reviews the use of transaction code, recorded amount, and capitalized or sensitive indicator. The batch listing is marked if corrections are required and returned to the logistics division for input of corrections.

b. Accounting Batches.

(1) Accounting personnel may enter batched input for TC 00 and TC 06 transactions to the suspense file prior to logistics division data entry.

(2) TC 00 input is processed as a weekly/monthly automated batch with the source of input being the edited FDR tape from the Field Inventory Management System (IN System) processing.

(3) TC 06 input is manually entered for locally funded orders or contracts.

(4) Accounting personnel record logistics batch numbers, batch total amounts, and batch status to a batch control log.

(5) During the month, accounting personnel use the batch status screen to review the status of batches and to close batches. The accounting office closes all logistics batches.

76. DAILY PROCESSING ACTIONS.

a. Transaction code 00.

(1) Accounting personnel enter Financial Detail Records (FDR's) into the suspense file prior to logistics personnel entries. For those regions and centers that receive the weekly transmissions from the Aeronautical Center, this input is automated. The automated input is under batch control in PPIMS. For regions and centers without the automated interface, accounting personnel enter the entries manually. The source of manual entries is the Financial Detail Records Transmittal List received from the Aeronautical Center's accounting office.

(2) Accounting entries are made at a summary level; subsequent receipt entries made by logistics personnel are at the individual item level. The accounting entry is at depot document number level, unit amount level, and cost center level. The records also contain original quantity that identifies the total number of units to be received.

(3) Suspense file records clear at the document number, item number, and unit amount level. The record clears when the received quantity equals the original quantity total input by accounting personnel. The received quantity is accumulated by subsequent logistics division entries made to the item level; these entries are based on receipt of the items.

(4) Suspense file records can be reviewed any time by using screen I02, Inquire Suspense File. This screen shows the summary level record and the individual PIN level records (logistics records).

(5) The FDR interface listings are compared to the Financial Detail Record Transmittal List that is produced when the FDR transmission is received. The FDR listings are produced for control and review purposes and to assure that only in-use items get recorded to PPIMS. The FDR review listings include;

(a) the FDR Review List which identifies those items over $300 that match the NSN file but requires property manager review, (b) the Automatic FDR Udate List identifies those items that update PPIMS, and (c) the Not Applicable FDR List identifies those items that do not go into PPIMS. These listings are described in chapter 8 of this order.

b. Transaction Code 02.

(1) Transfers from work in process resulting from F&E Capitalization can be handled one of two ways: (a) logistics personnel can make the entries with subsequent accounting office review; or (b) accounting personnel can control the process and make entries for the logistics division.

(2) Logistics personnel enter capitalization data manually and schedule the automated interface with the Project Materiel System. The project materiel data comes into PPIMS in batch mode and the data has a unique batch number.

(3) The batch listing and capitalization package documents are sent to the accounting office for review and annotation of errors. Accounting personnel annotate error corrections to the batch listing and then return the listing and capitalization documents to the logistics division.

(4) If the accounting office controls the process, then accounting personnel perform the input by using screens A04, Change PMC Auto Input, screen A05, F&E Capitalization.

(5) The logistics division receives the capitalization packages first and annotates the NSN number and NSN suffix numbers on the capitalization documents. The capitalization packages are then sent to the accounting office. The logistics division arranges with the management systems division to schedule the Project Materiel interface to PPIMS.

(6) Accounting personnel input changes to the Project Materiel interface data using screen A04. The Project Materiel Transaction List and documents from capitalization packages are used to input changes.

(7) Accounting personnel input itemized property from capitalization documents with screen A05 and rolled-up facility equipment with screen A05.

(8) Once the accounting office input is made, logistics may review the capitalization packages for the data elements entered for them. After their review, the input data is released into PPIMS using the process PMC function (screen F03) i.e., the PMC work file batch is released.

c. Transaction Code 06.

(1) Accounting personnel enter local purchases to the suspense file upon receipt of purchase order or contract documents. Entry is made at time of obligation and is made at the purchase order, item number, and cost center level. Total number of items to be received are entered in the cost center quantity field of the record.

(2) Local purchases are entered as batches with unique batch numbers.

(3) Subsequent entry by logistics personnel is at item (PIN) level and based on receipts. When all items have been recorded to a cost center record, that is, when the quantity received equals the original quantity, the accounting record will clear the suspense file at monthend.

(4) Uncleared suspense file records are printed monthly and a separate aging report prints those items that haven't cleared after 60 days. These two reports are: the Suspense File Status List and the Personal Property Followup List. Accounting offices use the Suspense File Status List to research uncleared records.

d. Other Suspense File Transactions.

(1) Certain other transaction codes enter the suspense file from logistics terminals but only require clearing entry by accounting personnel.

(2) Screen A07, Clear a Suspense Record, is used for this clearing input. The clearing number that is entered is the date the accounting office received the appropriate document.

(3) Applicable transaction codes are: 01, (if logistics performs input), 03, 04, 09, 0C, 0D, 0E, 0F, 0G, 11, 12, 14, 19, 1B, 1C, 1D, 1E, and 1F.

e. Other Transaction Codes.

(1) Certain transaction codes are entered by logistics personnel but do not update the suspense file. The transaction codes update the property or the rolled-up facility file.

(2) Applicable transaction codes are: 05, 07, 08, 0A, 0H, 0M, 10, 13, 15, 16, 17, 18, 1A, 1H, 1M, 1N, and 2A.

f. Adjustment Transaction Codes.

(1) Adjustment transaction codes do not enter the suspense file but are transactions that modify the amount or other data elements to existing file records. These transactions are entered by logistics.

(2) The adjustment codes are as follows:

TC	Title
21/51	Inventory Adjustments
22/52	Data Element Changes
23/53	Price Adjustments
24/54	Exchange and Repair Adjustments
25/55	Transfers between Regional Custodians
27/57	Transfers within a Custodial area

g. Purchase Discounts and Transportation Charges.

(1) Personal property values are recorded net of purchase discounts taken and transportation charges paid. The system accomplishes this function through automated means and manual input.

(2) Transaction code 01 input generates 0H and 1H transaction codes to apply transportation charge and purchase discount adjustments, respectively. The system automatically applies average percentage factors to the input amount to generate increase and decrease adjustment amounts to adjust the property item's value. The percentage factors are stored in a system table and updated by data processing personnel at fiscal yearend. The accounting office will provide the estimates for this table.

(3) Screen A06, New Adjustment Amount, is used to input manual adjustment amounts for transportation charges (TC 0M) and/or purchase discounts (TC 1M). The screen is also used to make other appropriate adjustments to the value of property items using TC 2A, General Price Adjustments.

h. Daily Reconciliation and UAS Update.

(1) Accounting offices should close batches as soon as possible to receive the final batch listing that displays the general ledger recap of the batch. The batch log should be updated for closed status.

(2) UAS can be updated during the month with closed batch data using the PPIMS batch number as the document number in UAS or it can be updated at monthend after PPIMS monthend reconciliations have been performed. In either case, the paragraph directly below describes the input procedures.

i. UAS Interface Procedures.

(1) Purchase or acquisitions of property in UAS should be recorded with a blank MAC code for the funded entries. These documents are generally obligation documents with major object class 3i.

(2) After monthend cutoff and internal reconciliations, use the monthly processed transaction report and its general ledger recap to update UAS with summary level transactions. The report number and date should be used as part of the document identification in UAS.

(3) In conjunction with step (2) above, determine the fund source for UAS summary level entries. The UAS summary entries are by the appropriation that funded the acquisitions.

(4) In UAS using the two monthly PPIMS reports described above, post the summary transactions as follows: (a) post the TC 230F entries by appropriation to account 5100, Operating Expense, the amounts being recorded to account 1710, (b) post the transaction 128F to record acquisitions to accounts 1710, and 1602, Fixed Assets Capitalized - Applied.

(5) If the interface is done daily (more labor-intensive), then steps (2), (3), and (4) are performed daily. The PPIMS report source is the daily PPIMS batch lists.

77. MONTHEND PROCESSING.

a. The accounting office coordinates with the logistics division the monthend cutoff for current processing actions.

b. The accounting office reviews the status of batches and closes all open batches.

c. The accounting office gives approval for monthend processing and the property manager initiates monthend processing.

d. PPIMS automatically generates monthly accounting reports or listings. If additional reports are required, accounting will utilize the report selection screen that is illustrated in chapter 8 of this order.

e. The monthly general ledger summary listing is to be compared to the file of closed batch listings. The monthly general ledger summary listing provides an audit trail from the general ledger account to closed batch numbers impacting each general ledger account.

f. The accounting office reconciles a document control log of purchase orders, ITV documents, contract, and disposition documents processed in PPIMS to the same documents processed in UAS under account 1710. The UAS monthly general ledger analysis report is used for this process. This step identifies the timing differences of the two systems processing the same acquisition and disposition documents.

g. Research open suspense file records with logistics personnel for TC 00 and 06 records to determine subsequent period clearance actions.

h. Update UAS with adjusting entries to account 1710 so that it agrees with the 1710 account balance in PPIMS.

78. QUARTERLY PROCESSING.

a. The monthly steps described above are done.

b. Select the asset class summary report and compare this report total to the Official Property Report total. Compare both reports to the cumulative balance in account 1710 in PPIMS.

79. YEAREND PROCESSING.

a. Monthly and quarterly steps described above are done.

b. The accounting office assures that the utility program to reset certain general ledger accounts to zero is performed. Certain accounts in PPIMS are maintained on a cumulative fiscal year basis. Regions/centers accounting offices will determine which general ledger accounts they wish to reset to zero.

c. Monitoring the applications of purchase discounts and transportation charge adjustments is performed. Accounts 9340 and 9350 provide cumulative adjustment amounts for manually entered transportation charges and cash discounts, respectively. Accounts 9320 and 9330 provide cumulative amounts for generated transportation charge and cash discounts adjustments, respectively.

(1) Local purchase documents should be sampled and reviewed to test the reasonableness of the cumulative figures in accounts 9340 and 9350.

(2) Each accounting office shall provide the cumulative figure in 9320 and 9330 to the Accounting Systems Division, AAA-400, in Washington, DC, which in turn shall sample Washington, DC, contracts to test the reasonableness of the percentage factors for TC 01 transactions.

d. Each accounting office assures percentage updates for TC 01 transactions are entered into the system. These updates are provided by the Accounting Systems Division, AAA-400, in Washington, DC, at fiscal yearend.

80.-82. RESERVED.

CHAPTER 8. REPORTS

83. GENERAL. Accounting offices, logistics divisions, and custodians receive system reports to aid in the management and control of personal property. A description of the report selection process and the reports is the function of this chapter. Appendix 2 provides illustrations of the reports received by accounting offices. FAA Order 4650.21B, Management And Control Of In-Use Personal Property, illustrates other system reports used by logistics divisions and custodians.

84. REPORTS SELECTION. Accounting offices select accounting control reports by using screen U05, Accounting Reports Selection. The user first goes to the main menu, then to the utility menu screen. From the utility menu, the user selects function 5 to get screen U05. The user then selects one, some, or all reports displayed by entering one or more report codes. Figure 8-1, Utility Menu, displays the utility menu; Figure 8-2, Accounting Report Selection, displays the reports selection screen. Both figures follow.

FIGURE 8-1. UTILITY MENU

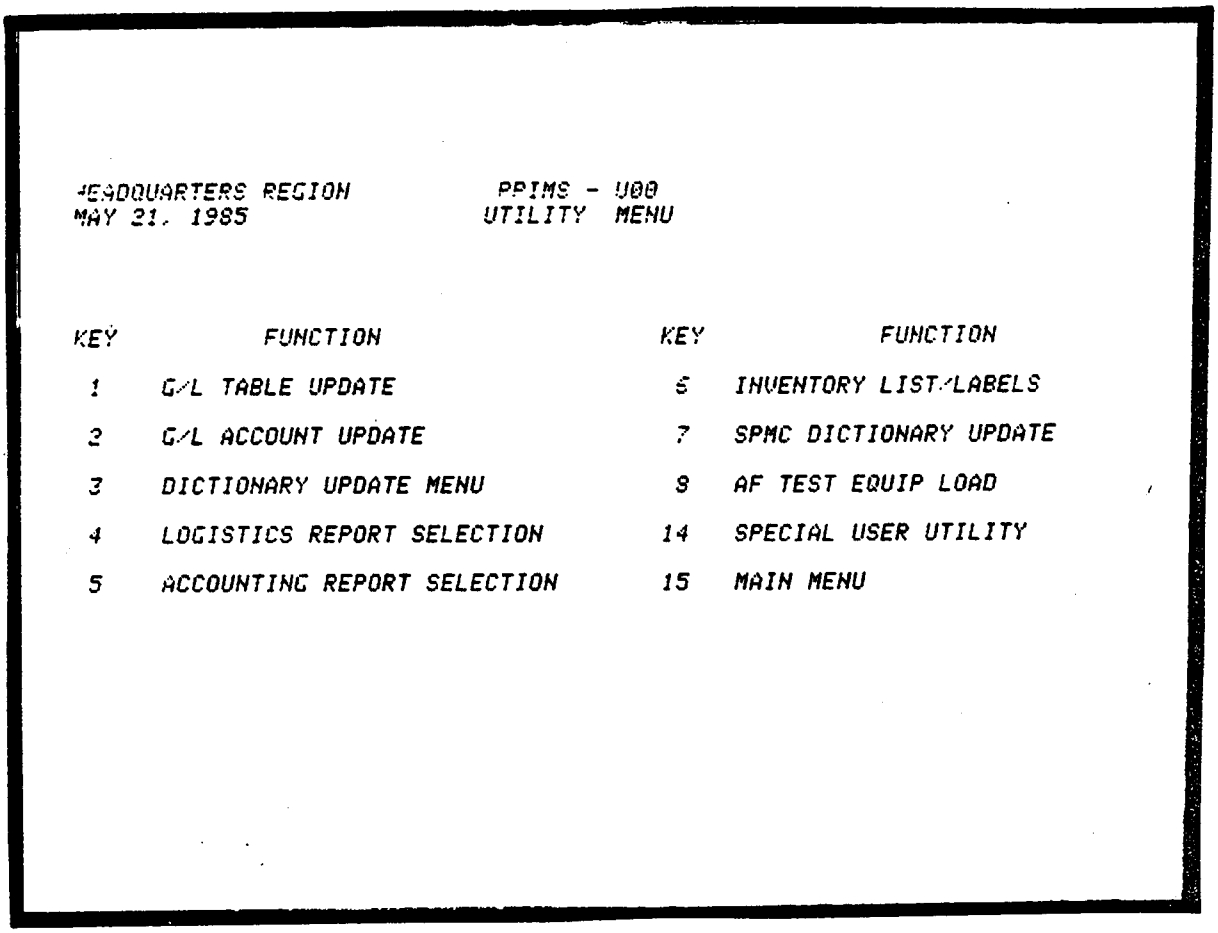
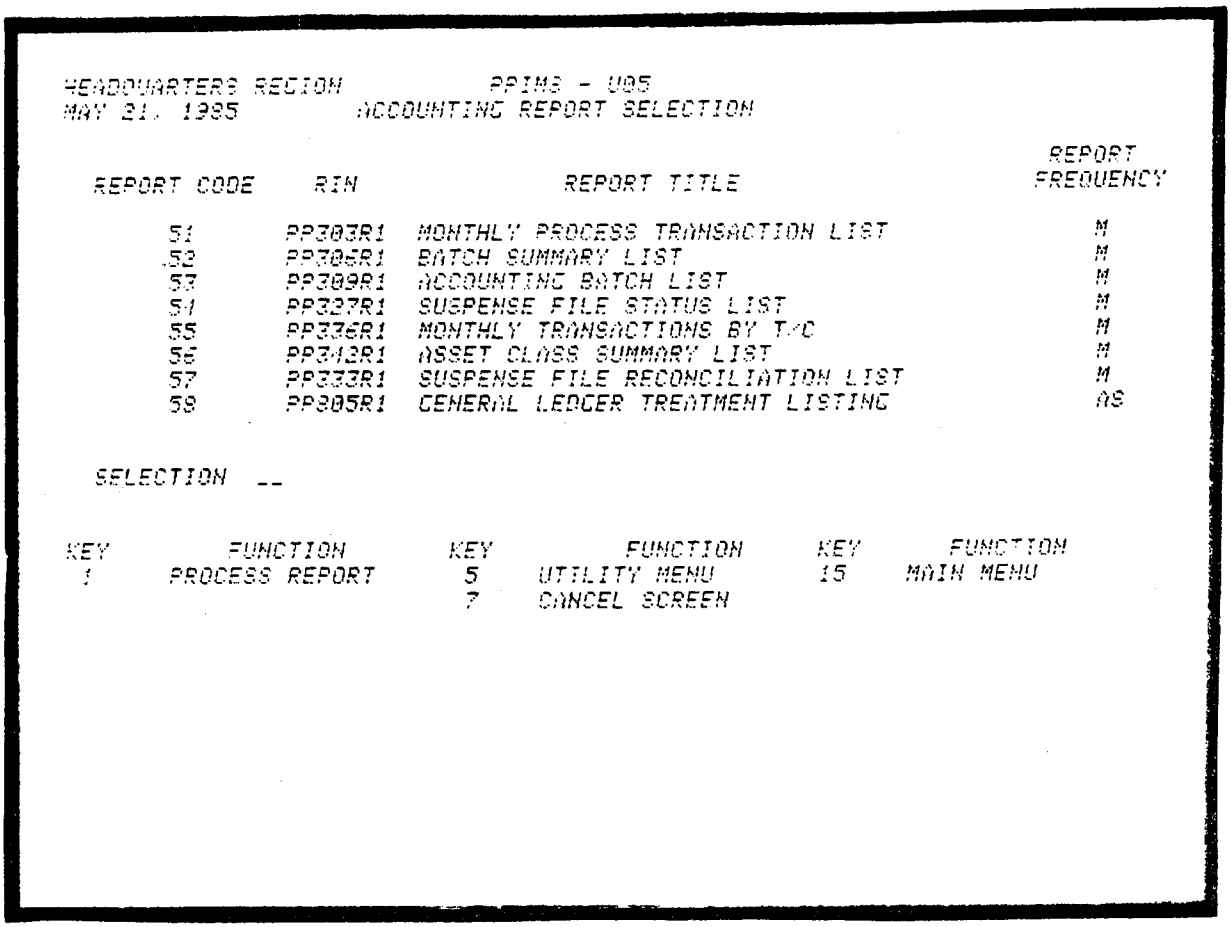


FIGURE 8-2. ACCOUNTING REPORT SELECTION



```
HEADQUARTERS REGION          PPIMS - U05
MAY 21, 1985        ACCOUNTING REPORT SELECTION

                                                                  REPORT
  REPORT CODE    RIN              REPORT TITLE                    FREQUENCY

       51       PP303R1  MONTHLY PROCESS TRANSACTION LIST            M
       52       PP306R1  BATCH SUMMARY LIST                          M
       53       PP309R1  ACCOUNTING BATCH LIST                       M
       54       PP327R1  SUSPENSE FILE STATUS LIST                   M
       55       PP336R1  MONTHLY TRANSACTIONS BY T/C                 M
       56       PP342R1  ASSET CLASS SUMMARY LIST                    M
       57       PP333R1  SUSPENSE FILE RECONCILIATION LIST           M
       58       PP805R1  GENERAL LEDGER TREATMENT LISTING            AS

  SELECTION  __

KEY        FUNCTION        KEY        FUNCTION      KEY      FUNCTION
 1     PROCESS REPORT       5    UTILITY MENU       15    MAIN MENU
                            7    CANCEL SCREEN
```

85. REPORTS DESCRIPTION.

a. General. The reports and listings received by accounting offices are described first followed by descriptions of the other system reports and listings. The listings received by accounting offices are described in subparagraphs b through n below.

b. Daily Processed Transactions List (PP101R1). The listing is sorted by document number by batch number; it reflects transactions entered by logistics personnel that update the property data base. Batch totals are by line count, non-capitalized, capitalized, and total amounts; and if the batch is closed, a general ledger recap is also provided.

c. Monthly Processed Transactions List (PP303R1). The listing is sorted by document number by batch number; it reflects all closed batch transactions processed during the month. Logistics divisions and accounting offices use the listing for document reconciliation purposes and to facilitate monthend balancing. Batch totals are shown at the end of each batch for batch line count, noncapitalized, capitalized, and batch total amounts. For workload measurement, other listing totals show the total number of batches, the total number of input transactions, and the total number of generated transactions.

d. Batch Summary List (PP306R1). This summary listing of batches provides a summary of closed batches processed during the month. The listing depicts by batch number the following totals: batch line count and batch total amounts by noncapitalized, capitalized. The overall listing totals provide total line count and total noncapitalized, capitalized and total amounts.

e. Accounting Batch List (PP309R1). The listing is sorted by document number by batch number; it reflects accounting office input to the suspense file. Accounting input consists of TC 00, TC 06, purchase discount and transportation charge adjustments, and other price adjustments.

f. Monthly General Ledger Summary List (PP315R1). The listing is sorted by batch number within general ledger account number; it reflects, for accounting office users, the beginning account balance, the month-to-date account balance by batch amounts, and the cumulative account balance forward.

g. Project Materiel Transaction List (PP324R2). The listing is sorted by record number by job order number; it reflects project materiel for capitalized projects and any manual update entries to capitalized projects. The listing is produced when the logistics division releases the project materiel work file into the system.

h. Suspense File Status List (PP372R1). The listing is sorted by transaction code, document number, and PIN; it depicts open and closed suspense file records and indicates whether the logistics division or the accounting office is to initiate clearing input. The report has three sections: section 1 shows TC 00 and TC 06 records; section 2 shows all other suspense file records; and section 3 is for cleared suspense records.

i. Suspense File Reconciliation List (PP333R1). The listing is sorted by transaction code, asset class, and logistics document number; it reflects all transaction records that update the suspense file during the month. The accounting office uses the listing to validate updates to the suspense file and to validate the net change in account 1815 in PPIMS.

j. Monthly Transactions by T/Code List (PP336R1). The listing is sorted the same way and has the same format as the listing described directly above, it lists all transaction code records that update the personal property files. Accounting offices receive the listing and they use it for monthend reconciliation and research purposes.

k. Asset Class Summary List (PP342R1). The listing is sorted by ownership code subtotals within asset class; it provides a monetary summary of the property database by ownership code and asset class designation. Ownership code subtotals are by noncapitalized, capitalized amounts, and their total amounts; asset class totals are by noncapitalized, capitalized, and their total amounts. Accounting offices use the listing to validate general ledger accounts 1710, 1960, 1950, and 9780 in PPIMS.

l. Intra-Region Transfer List (PP348R1). This listing is produced monthly in cost center code sequence. It contains information on property transferred from one custodial account to another custodial account within the region or center. The listing is used to determine the status of due-in property and to ensure that upon receipt of the property, proper documentation is forwarded by the gaining custodian to the logistics division. The listing serves as a suspense file which is opened and later closed through action by the property manager once receipt documentation is matched against the original shipping documentation.

m. FDR process Lists. FDR's are input into the Field Inventory Management System (IN System) through an automated interface. A monthly tape from this process is used by PPIMS to produce various listings. The listings have the same format and are sorted by record number, document line number, cost center, and national stock number (NSN). Each of the three listings are described below:

(1) FDR Review List (PP357R1). Accounting offices and logistics divisions receive this listing. The listing identifies those FDR records that don't match the NSN file but are identified as accountable records by the FAA Depot and the item value is over $300. These records are reviewed by logistics personnel to see if any should enter the system. If records are to be entered, the accounting personnel are informed so that they can manually input the records.

(2) Not Applicable FDR List (PP361R1). The listing goes to the accounting office and identifies those FDR records that should not go into the system. Records on this listing do not match NSN file, are below $300, and are nonaccountable as identified by the FAA Depot.

(3) Automatic FDR Transaction List (PP363R1). The listing identifies the FDR records that update the suspense file with TC 00. These items are those that match the NSN file.

n. PPIMS-II G/L Treatments (PP805R1). The listing is in transaction code sequence and reflects all general ledger treatments within PPIMS. Accounting and logistics may use this listing to verify general ledger treatment for daily batches processed. Listing may be requested as needed.

o. Monthly Processed Transaction List By Cost Center (RIS: LG 4650-31). This report is produced monthly in cost center, facility location, and facility type sequence. It contains information on all transactions processed by the custodian during the previous monthly period. This report is used by the property custodians to ensure that all appropriate in-use personal property documents are recorded in the system. Property managers shall also review this report to ensure correct processing of all region or center transactions. Logistics divisions and custodians receive this report.

p. Automatic Facility Table File Update List (PP321R1). This listing is sorted by cost center, location, and facility type. It reflects the interfaced updates from the Field Inventory Management System. These records also update the facility table file. Logistics divisions receive this listing.

q. Automatic Project Materiel Transaction List (PP324R1). This listing is sorted by record number within job order number, it identifies project materiel items for capitalized F&E jobs. The listing provides job order amount totals and a cumulative listing amount total. The job order totals reflect the value of facility equipment for capitalized (commissioned) facilities. Logistics divisions receive this listing.

r. Personal Property Followup List (PP330R1). This two-part listing is produced monthly in cost center code sequence. Part one of this listing contains information on outstanding FDR's in the PPIMS suspense file which do not have matching receiving documentation entered in the file. Part two contains information on purchase orders recorded in PPIMS which are over 60 days old and which do not have matching receiving documentation entered in this file. This listing is used by the logistics division to initiate followup action with property custodians to ensure that all receipt documentation has been forwarded to the division and to ensure that timely entry of data by the division's staff is made. Logistics divisions receive this listing.

s. Property Management Report by Cost Center (PP405R1). This report is produced quarterly in cost center sequence. It shows region or center in-use property records by custodial area. This report is used by the logistics division and property custodians as their official property record. This report is used in conjunction with the previous quarter's report and the previous three processed transactions reports to validate all property transactions for the quarter and subsequent balances for the official property record.

t. Itemized Property Listing by NSN (PP410R1). The listing depicts the entire itemized property file in NSN sequence. Logistics divisions receive this listing.

u. NSN Description List (PP415R1). The listing is sorted by NSN suffix records within NSN, it contains NSN description data and NSN suffix records. NSN suffix records identify changes in manufacturer, type or model identification. Logistics divisions receive this listing.

v. Property Description List by Nomenclature (PP420R1). This listing is derived from the description file and is produced in NSN ALPHA description sequence. Distribution is made to the logistics division. The listing is used to find the NSN of an item on record when only descriptive information is available. Logistics divisions receive this listing.

w. Property Identification Labels. The labels are produced in cost center, facilty, and NSN sequence. New labels are produced monthly for acquisition and for changes in the descriptive data for existing property items. Labels are received by logistics division who in turn distribute them to custodians. These labels may be in bar code form. They are attached to equipment for machine reading during inventories.

x. Facility Table File Update (PP345R). The listing shows the adds, changes, and deletes to facility file records during the month. Logistics divisions receive this listing.

y. NSN Transaction List (PP351R). This listing is sorted by update code, national stock number (NSN), and NSN suffix. The listing shows the adds, changes, and deletes to NSN file records during the month. Logistics divisions receive this listing.

z. Equipment Type or Model Number List (PP425R1). The listing lists NSN description records by equipment type, by model number sequence. Logistics divisions receive this listing.

aa. Facility Table List (PP430R1). The listing is sorted by cost center and facility location. The listing provides facility identification data cumulative facility equipment cost and cumulative installation costs. Accounting offices and logistics divisions receive this listing. Cumulative facility equipment and installation costs are components of the cumulative balance in account 1710.

ab. Ad Hoc Inventory Lists. Six inventory listings can be selected on an ad-hoc basis by the logistics division to be used in taking physical inventories. The listings are distributed to logistics divisions as a minimum and to accounting offices if they are actively observing or participating in physical inventories. The listings are:

(1) C/C (A/C, NSN Sequence).
(2) C/C (PIN Sequence).
(3) A/C (NSN Sequence).
(4) A/C (PIN Sequence).
(5) LABELS.
(6) SPMC.

86.-89. RESERVED.

APPENDIX 1. BROWSE AND INQUIRE SCREENS

1. PURPOSE. This appendix illustrates the various browse and inquire screens available to all users of the system. The screens provide a powerful tool to: (a) check the status of files; (b) review and research records; and (c) trace transactions.

2. BROWSE VERSUS INQUIRE. The browse screens allow multiple record review per screen display whereas the inquire screens are designed to display only one file record per screen display.

3. SCREEN ORGANIZATION. The specific browse or inquire screens are organized under separate browse and inquire main menus.

4. SCREEN ACCESS. Access to browse or inquire screens is achieved by depressing function key 5 (browse menu) or function key 6 (inquire menu) on the main menu; then depress the numbered function key for the screen desired on either the browse or inquiry menu. Once the key is depressed, the specific browse or inquire screen appears.

5. SCREEN FUNCTIONS. On any detail inquire or browse screen the functions that can be performed are listed at the bottom of the screen; to execute a function, the numbered function key is depressed.

6. FIGURES. All browse and inquire screens are displayed on the following pages, starting with the browse screens.

FIGURE 1. BROWSE MENU

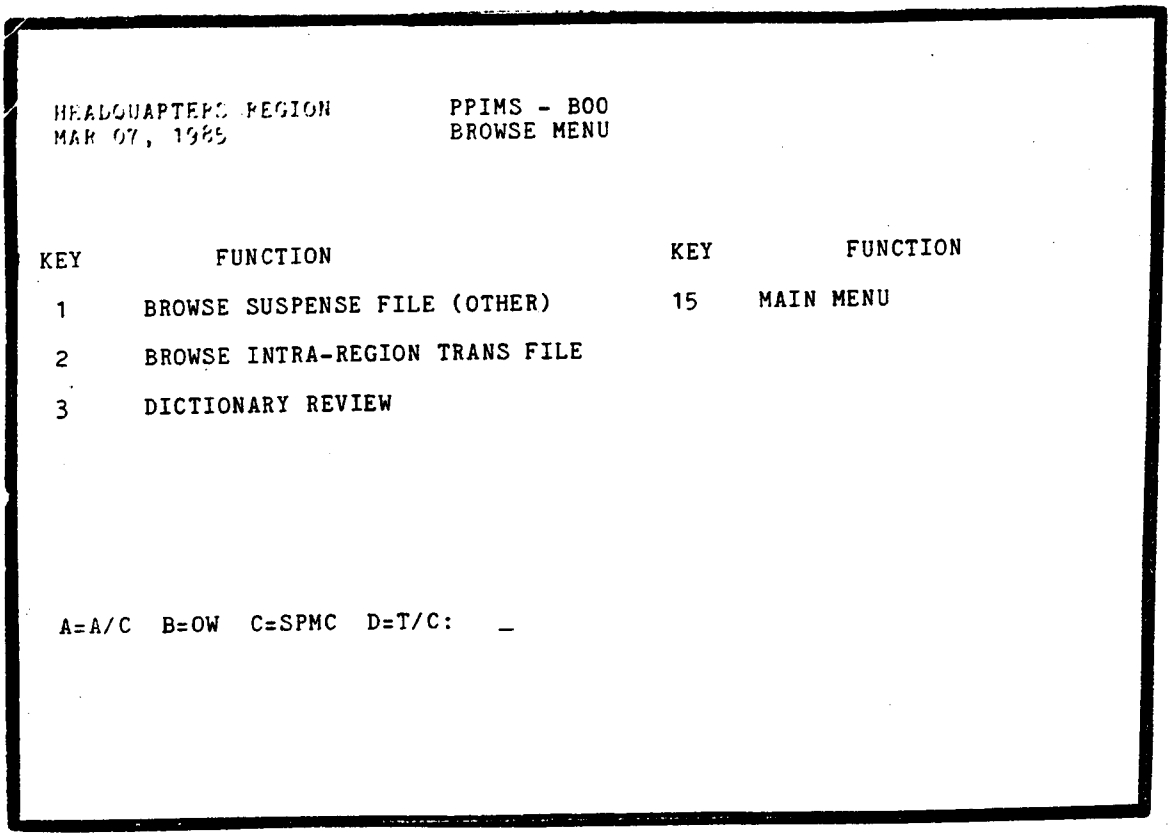


FIGURE 2. BROWSE SUSPENSE FILE (T/C OTHER)

HEADQUARTERS REGION PPIMS - B01
MAR 20, 1985 BROWSE SUSPENSE FILE (T/C OTHER)

T/C: 2A

ACCTG DOC	DOC	LOG BATCH	CAP AMOUNT	INSTALLATION ADJUSTMENT	SM&C AMOUNT	CLEARING NUMBER
XXXXXXXX	XXXXX	XXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXX

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT PAGE	4	ACCTG SUSP MENU	15	MAIN MENU
2	PREVIOUS PAGE	5	BROWSE MENU		
3	LOC PROP MENU				

FIGURE 3. BROWSE INTRA-REG TRANS FILE

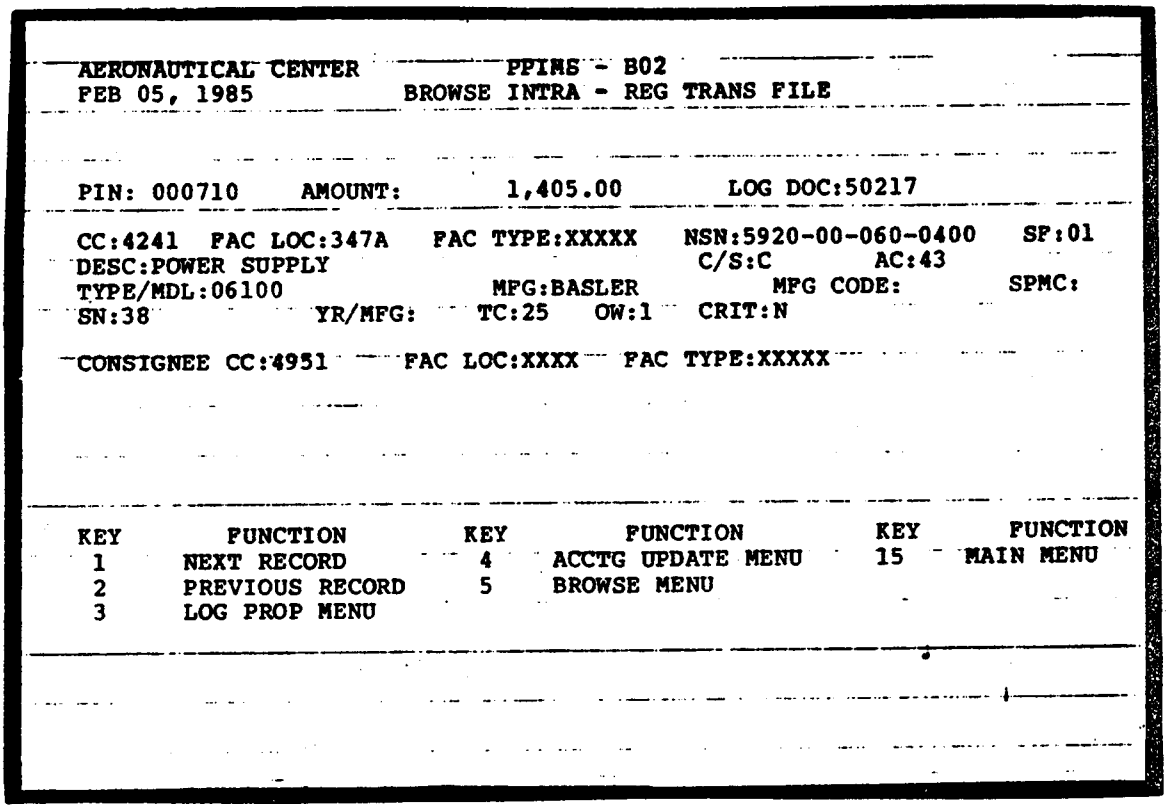


FIGURE 4. ASSET CLASS DICTIONARY

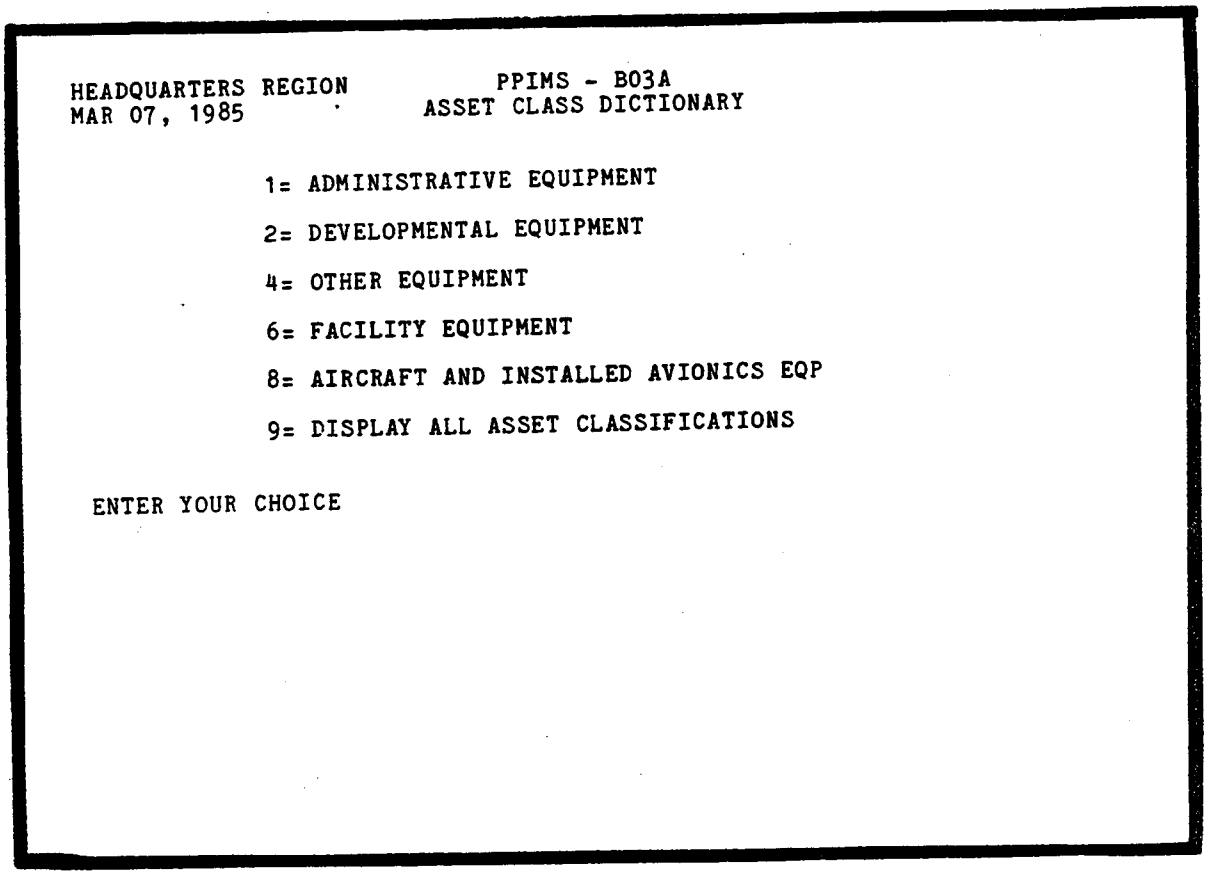
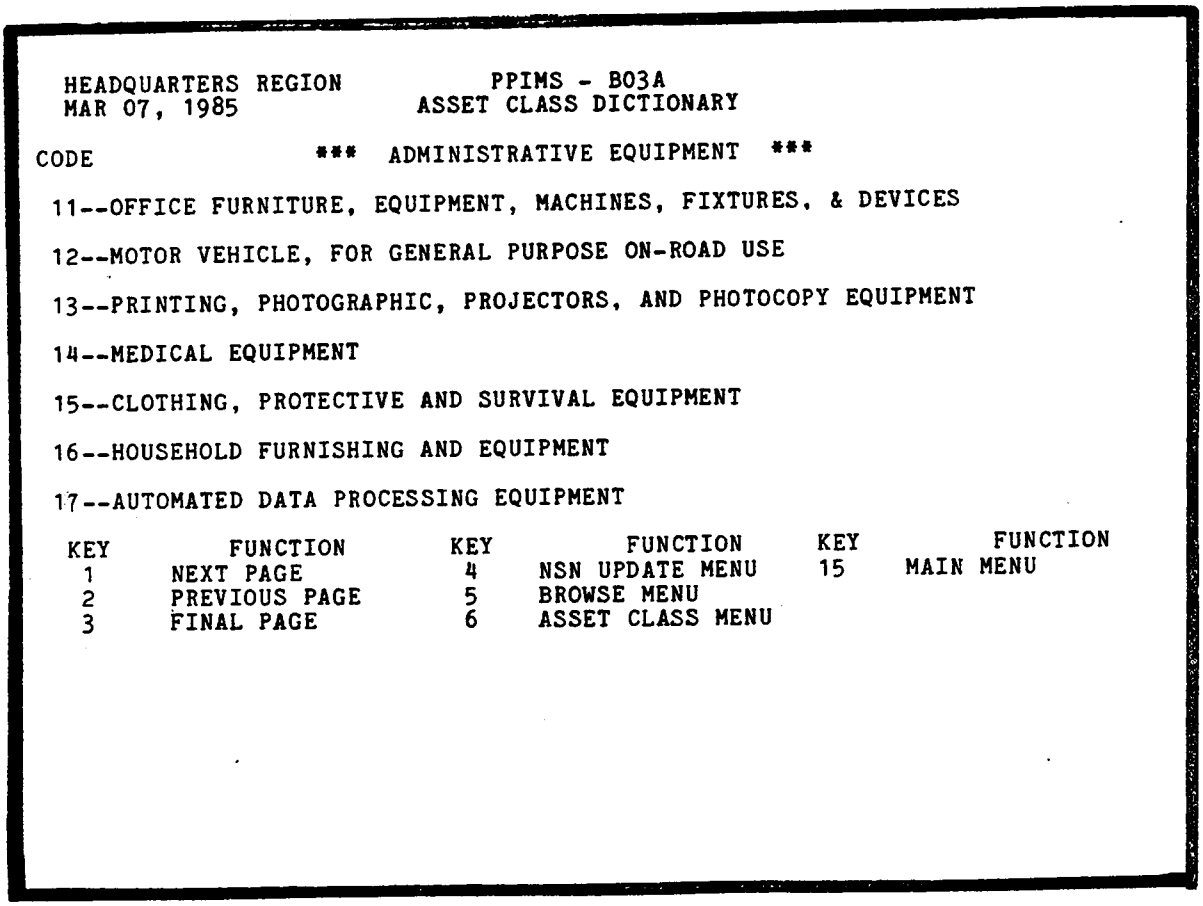


FIGURE 4. ASSET CLASS DICTIONARY (CONT'D)



HEADQUARTERS REGION — PPIMS - B03A
MAR 07, 1985 — ASSET CLASS DICTIONARY

CODE — *** ADMINISTRATIVE EQUIPMENT ***

11--OFFICE FURNITURE, EQUIPMENT, MACHINES, FIXTURES, & DEVICES

12--MOTOR VEHICLE, FOR GENERAL PURPOSE ON-ROAD USE

13--PRINTING, PHOTOGRAPHIC, PROJECTORS, AND PHOTOCOPY EQUIPMENT

14--MEDICAL EQUIPMENT

15--CLOTHING, PROTECTIVE AND SURVIVAL EQUIPMENT

16--HOUSEHOLD FURNISHING AND EQUIPMENT

17--AUTOMATED DATA PROCESSING EQUIPMENT

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT PAGE	4	NSN UPDATE MENU	15	MAIN MENU
2	PREVIOUS PAGE	5	BROWSE MENU		
3	FINAL PAGE	6	ASSET CLASS MENU		

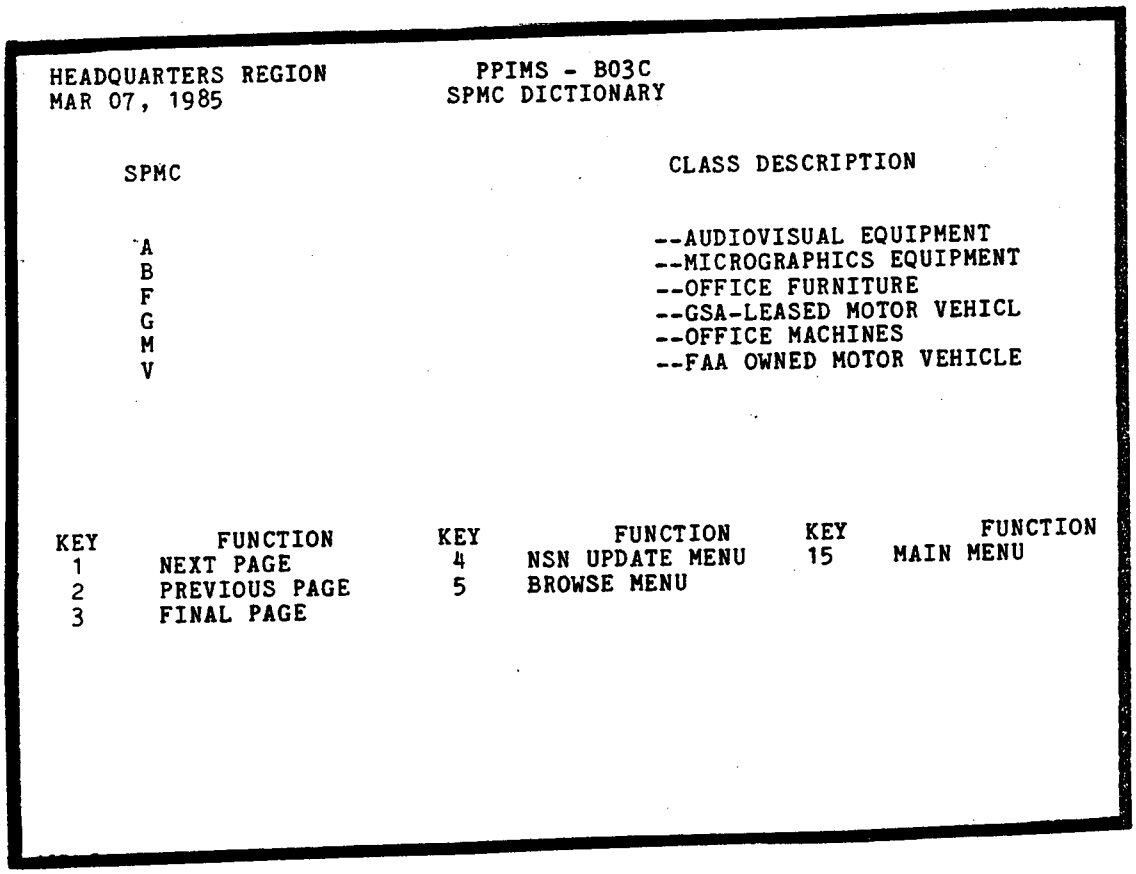
FIGURE 5. OWNERSHIP CODE DICTIONARY

HEADQUARTERS REGION PPIMS - B03B
MAR 07, 1985 OWNERSHIP CODE DICTIONARY

CODE	CODE
1--FAA OWNED AND MAINTAINED	6--MILITARY - FAA SUPPLY SUPPORT ONLY
2--FAA OWNED - LOANED TO MILITARY	7--CONTRACTOR OWNED - FAA OPERATED
3--FAA OWNED - LOANED TO CIVIL AGENCY	8--OWNED BY OTHERS - FAA LEASED
4--FAA OWNED - LOANED TO CONTRACTOR	9--FAA BORROWED AND RELOANED
5--MILITARY - FAA MAINTAIN & SUPPORT	XX--RESERVED

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT PAGE	4	LOG PROP MENU	15	MAIN MENU
2	PREVIOUS PAGE	5	BROWSE MENU		
3	FINAL PAGE				

FIGURE 6. SPMC DICTIONARY



HEADQUARTERS REGION
MAR 07, 1985

PPIMS - B03C
SPMC DICTIONARY

SPMC	CLASS DESCRIPTION
A	--AUDIOVISUAL EQUIPMENT
B	--MICROGRAPHICS EQUIPMENT
F	--OFFICE FURNITURE
G	--GSA-LEASED MOTOR VEHICL
M	--OFFICE MACHINES
V	--FAA OWNED MOTOR VEHICLE

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT PAGE	4	NSN UPDATE MENU	15	MAIN MENU
2	PREVIOUS PAGE	5	BROWSE MENU		
3	FINAL PAGE				

FIGURE 7. TRANSACTION CODE DICTIONARY

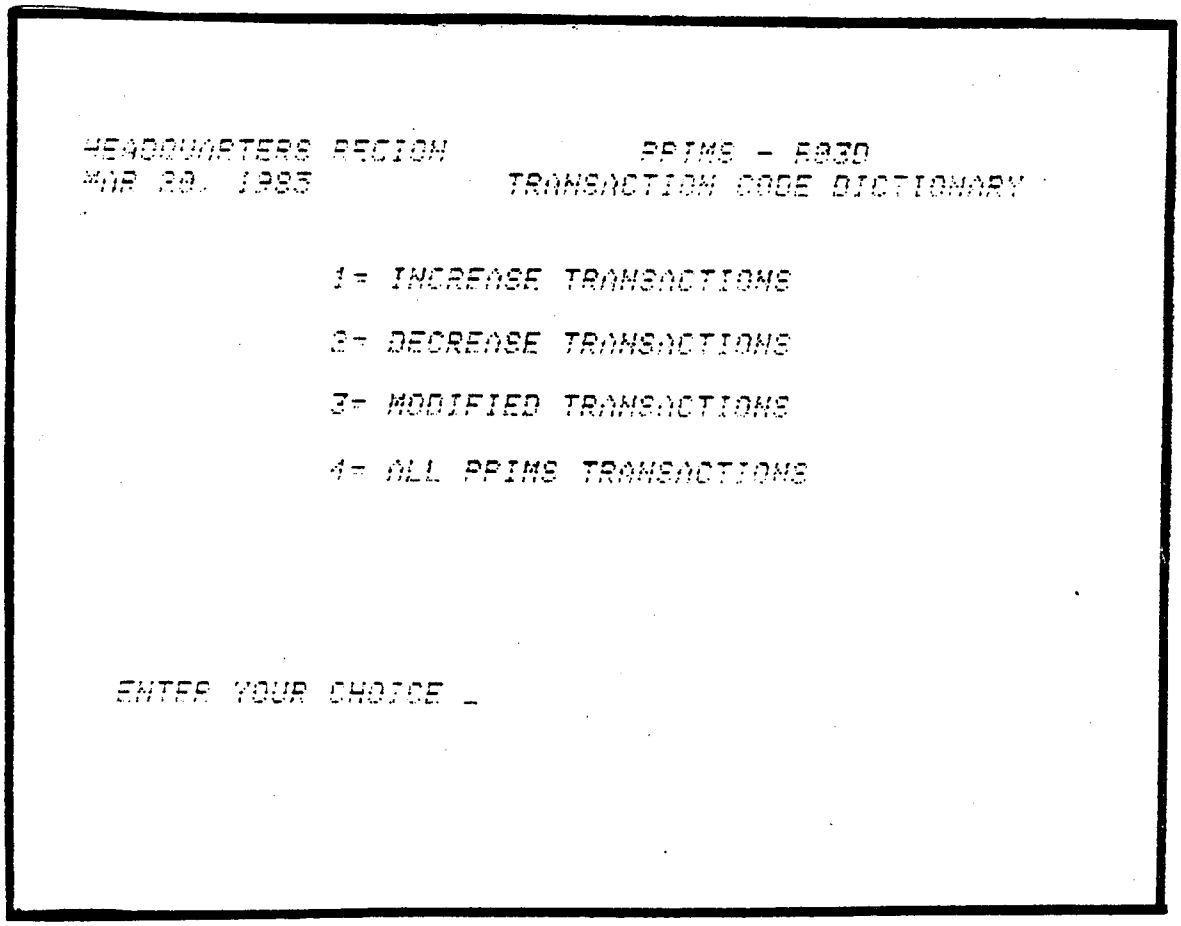


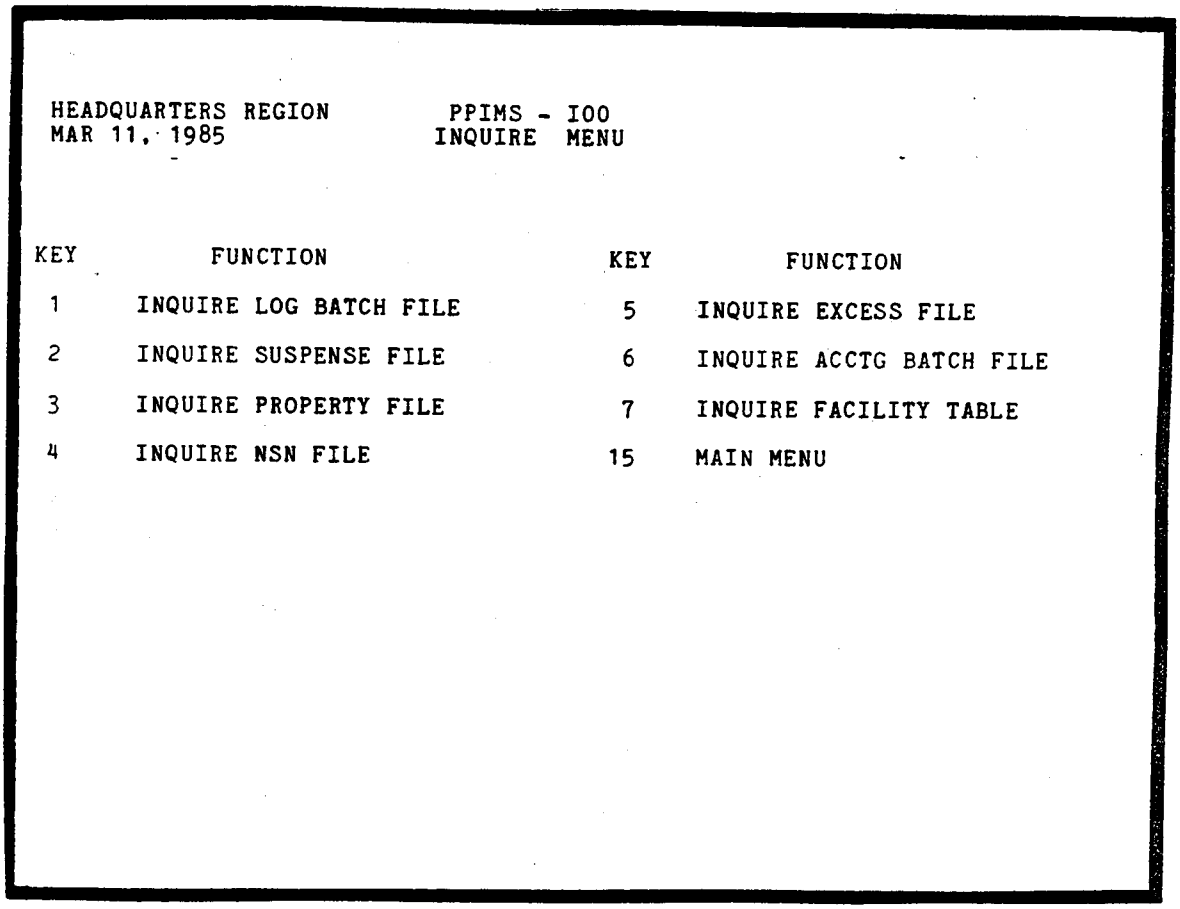
FIGURE 7. TRANSACTION CODE DICTIONARY (CONT'D)

HEADQUARTERS REGION PPIMS - B03D
MAR 07, 1985 TRANSACTION CODE DICTIONARY

CODE	INCREASE	CODE	INCREASE
00	RECVD FROM FAA DEPOT	06	LOCALLY FUNDED PROCUREMENT
01	RECVD FROM VENDOR AAC OR WASH FUN	07	RECVD ON LOAN FROM OTHERS
02	RECVD FROM WORK IN PROGRESS	08	RETURN OF LOANED PROPERTY
03	RECVD FROM EXCESS/SURPLUS	09	RECVD INV UNASSIGNED PROJ MATL
04	RECVD FROM OTHER REG/CNTR	0A	RECVD FROM OTHERS WO/R
05	RECVD FROM OTHER GOVT WO/RTR	0B	RETURN EQUIP LOANED TO CONTRACTOR

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT PAGE	4	LOG PROP MENU	15	MAIN MENU
2	PREVIOUS PAGE	5	BROWSE MENU		
3	FINAL PAGE	6	TRANSACTION MENU		

FIGURE 8. INQUIRE MENU



HEADQUARTERS REGION PPIMS - I00
MAR 11, 1985 INQUIRE MENU

KEY	FUNCTION	KEY	FUNCTION
1	INQUIRE LOG BATCH FILE	5	INQUIRE EXCESS FILE
2	INQUIRE SUSPENSE FILE	6	INQUIRE ACCTG BATCH FILE
3	INQUIRE PROPERTY FILE	7	INQUIRE FACILITY TABLE
4	INQUIRE NSN FILE	15	MAIN MENU

FIGURE 9. INQUIRY LOG BATCH FILE

```
                                PPIMS - I01
XXX XX, 19XX                INQUIRY LOG BATCH FILE

BATCH ID:.....                                          REC NR:.....

CC:XXXX     FAC LOC:XXXX  FAC/TYPE:XXXXX   NSN:XXXX-XX-XXX-XXXX    SF:XX

DESC:XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX    C/S:X     A/C:XX
TYPE/MDL:XXXXXXXXXXXXXXX     MFG:XXXXXXXXXX   MFG CODE:XXXXX   SPMC:X

TC:XX    PIN:XXXXXX   OW:X     AMOUNT:XXXXXXXXXXX     YR/MFG:XX

SN:XXXXXXXXXX    CRIT:X     LOG DOC:XXXXX    ACCTG DOC:XXXXXXXX  ITEM NR:XX

CONSIGNEE CC:XXXX   LOC:XXXX   FAC TYPE:XXXXX

EX NR:XXXXXXXXXXXXX      LINE NR:XXX    COND:X


KEY        FUNCTION      KEY         FUNCTION        KEY       FUNCTION
 1    NEXT RECORD         3     LOG PROP MENU        15   MAIN MENU
 2    PREVIOUS RECORD     5     INQUIRE MENU
```

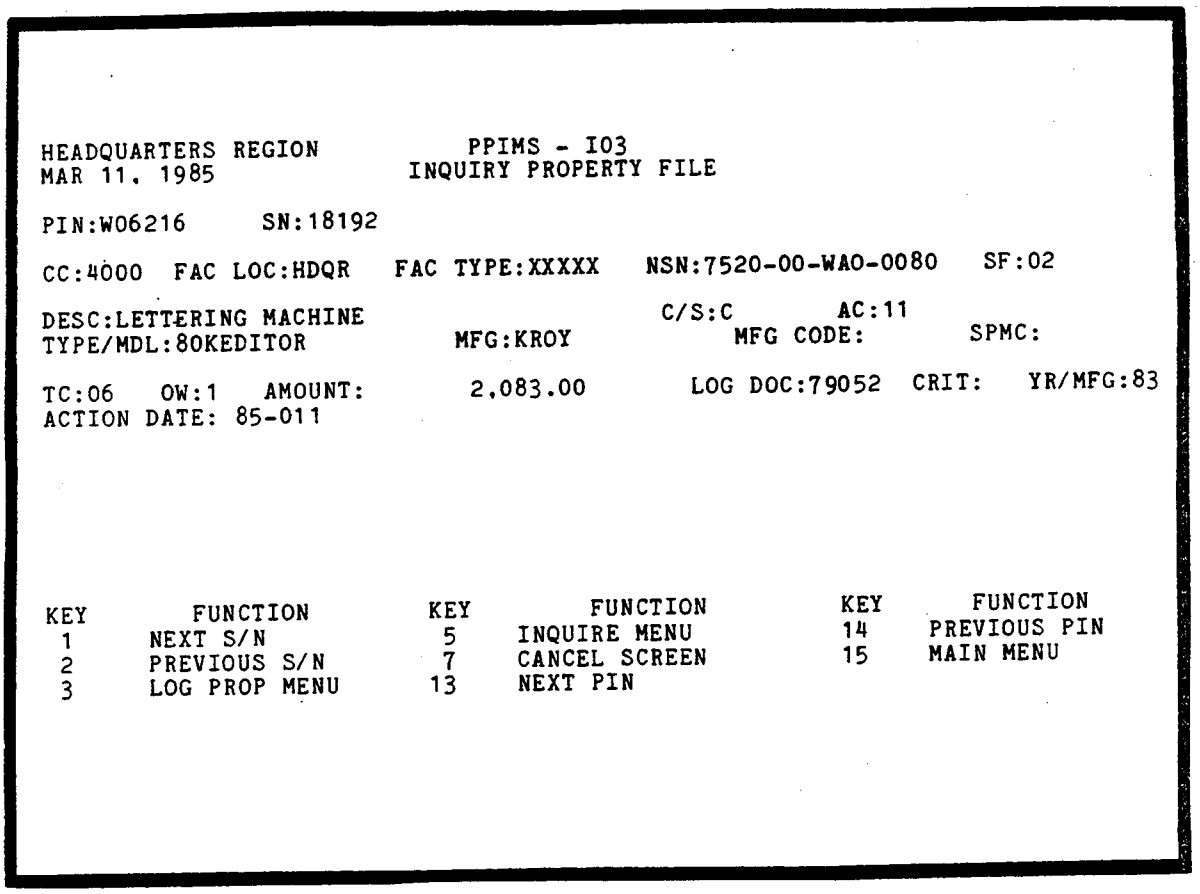
FIGURE 10. INQUIRE SUSPENSE FILE

```
HEADQUARTERS REGION          PPIMS - I02
MAR 11, 1985             INQUIRE SUSPENSE FILE

T/C: 06            ACCTG DOC:83F89102        ITEM NR:008   CC:1300

ITV NR: -
CC QTY:    1                                 RECEIVED CC QTY:    1
UNIT AMT:          71.96                     RECEIVED CC AMT:          71.96
CC AMT  :          71.96
NSN:7420-00-WAO-0010                         DESC:CALCULATOR ELECTRIC

                                 FAC      FAC        LOG        LOG
 PIN            AMOUNT      CC    LOC      TYPE       DOCMT      BATCH
W06169            71.96    1300   HDQR     XXXXX      79008    CW0105



KEY      FUNCTION         KEY       FUNCTION          KEY      FUNCTION
 1     NEXT PAGE           4    ACCTG UPDATE MENU      15    MAIN MENU
 2     PREVIOUS PAGE       5    INQUIRE MENU
 3     LOG PROP MENU
```

FIGURE 11. INQUIRE SUSPENSE FILE (T/C OTHER)

```
                                PPIMS - I02A
XXX XX, 19XX          INQUIRE SUSPENSE FILE (T/C OTHER)

      TC:..                ACCTG DOC:.........

      CAP AMT:XXXXXXXXXXX
   INSTADJ AMT:XXXXXXXXXXX
      SM&C AMT:XXXXXXXXXXX

ACCTG CLEAR NR:XXXXXXXXX

     LOG BATCH:XXXXXX              ACCTG BATCH:XXXXXX
     LOG DATE :XX-XXX              ACCTG DATE :XX-XXX


KEY        FUNCTION      KEY        FUNCTION          KEY       FUNCTION
 1    NEXT RECORD         4    ACCTG UPDATE MENU      15    MAIN MENU
 2    PREVIOUS RECORD     5    INQUIRE MENU
 3    LOG PROP MENU
```

FIGURE 12. INQUIRY PROPERTY FILE



```
HEADQUARTERS REGION              PPIMS - I03
MAR 11, 1985                INQUIRY PROPERTY FILE

PIN:W06216      SN:18192

CC:4000  FAC LOC:HDQR   FAC TYPE:XXXXX   NSN:7520-00-WAO-0080   SF:02

DESC:LETTERING MACHINE                    C/S:C       AC:11
TYPE/MDL:80KEDITOR          MFG:KROY          MFG CODE:        SPMC:

TC:06   OW:1   AMOUNT:        2,083.00        LOG DOC:79052  CRIT:   YR/MFG:83
ACTION DATE: 85-011
```

KEY	FUNCTION	KEY	FUNCTION	KEY	FUNCTION
1	NEXT S/N	5	INQUIRE MENU	14	PREVIOUS PIN
2	PREVIOUS S/N	7	CANCEL SCREEN	15	MAIN MENU
3	LOG PROP MENU	13	NEXT PIN		

FIGURE 13. INQUIRE NSN DESCRIPTION FILE

```
HEADQUARTERS REGION          PPIMS - I04
MAR 11, 1985          INQUIRE NSN DESCRIPTION FILE

NSN: 7520-00-WAO-0080 TYPE/MDL:

DESCRIPTION:  LETTERING MACHINE                    C/S:C  SPMC:    NSFR:02

                                                    MFG
        SF      TYPE/MDL          MFG               CODE      AC
        01    MDL80               KROY                        11
        02    80KEDITOR           KROY                        11




KEY       FUNCTION          KEY       FUNCTION          KEY       FUNCTION
 1     NEXT RECORD            4     NSN UPDATE MENU      15     MAIN MENU
 2     PREVIOUS RECORD        5     INQUIRE MENU
 3     LOG PROP MENU          7     CANCEL SCREEN
```

FIGURE 14. INQUIRE EXCESS FILE

```
AERONAUTICAL CENTER          PPIMS - I05
FEB 05, 1985              INQUIRE EXCESS FILE

EXCESS NUMBER: 84-2037______

LINE                                                  FAC  FAC
 NR       NSN          DESCRIPTION      QTY  COND CC   LOC  TYPE          AMOUNT
002 1560-00-228-1204 TANK WING 1204       1  S   4350 XXXX XXXXX          625.00
003 1560-00-228-1204 TANK WING 1204       1  S   4350 XXXX XXXXX          625.00

    KEY       FUNCTION          KEY        FUNCTION          KEY      FUNCTION
     1      NEXT PAGE            5     INQUIRE MENU          15     MAIN MENU
     2      PREVIOUS PAGE       13     NEXT RECORD
     3      LOG PROP MENU       14     PREVIOUS RECORD
    END OF RECORDS FOR EXCESS NO.:84-2037
```

FIGURE 15. INQUIRE ACCT BATCH FILE

```
HEADQUARTERS REGION              PPIMS - I06
MAR 11, 1985                INQUIRE ACCT BATCH FILE

BATCH ID:SW0002                  RECORD NR:00001

TC: 06     ACCT DOC: 12345678          ITEM NR:  12      UNIT AMT:12345678.99

CC: 1234   CC QTY: 12345                RECVD CC QTY: 12345

           CC AMT: 12345678.99          RECVD CC AMT: 123456789.99

NSN:  1234-12-123-1234                  DESC:  XXXXXXXXXXXXXXXXXXX

ITV: 123                                FDR DATE: 12-123

OLD UNIT AMT:  12345678.99              ACTION TYPE:  123


KEY       FUNCTION          KEY       FUNCTION          KEY      FUNCTION
 1      NEXT RECORD           3    ACCTG SUSP MENU      15    MAIN MENU
 2      PREVIOUS RECORD       5    INQUIRE MENU
```

FIGURE 16. INQUIRE FACILITY FILE

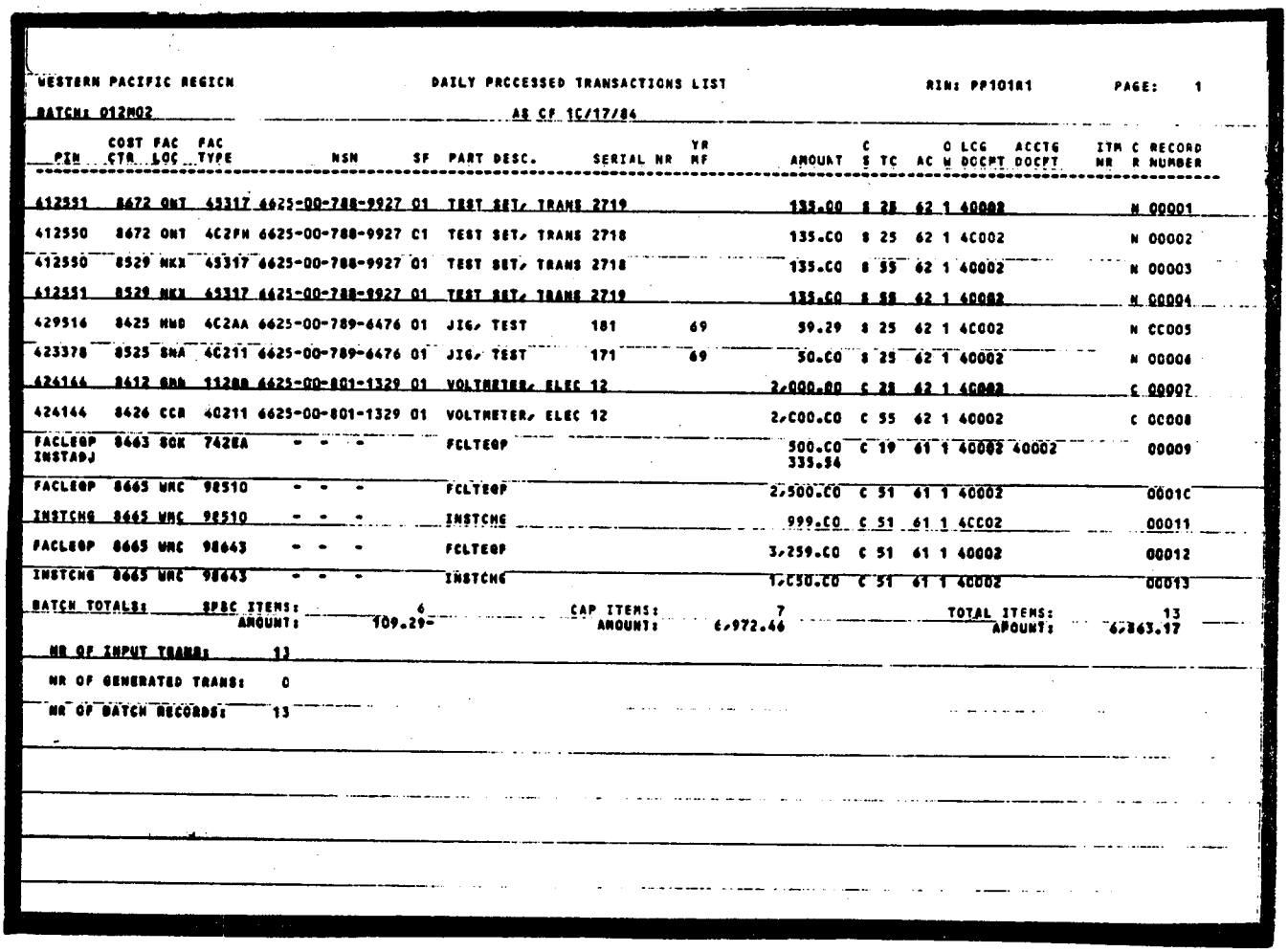
```
HEADQUARTERS REGION                PPIMS - I07
MAR 11, 1985                  INQUIRE FACILITY FILE

COST CTR    FAC LOC    FAC TYPE
  7900        HDQR       XXXXX

FAC CONTR:
FAC NAME:


(F)AMOUNT:                .00
(I)COST:                  .00

NO. ITEMIZED RECORDS:0084

DATE:       84 319


KEY       FUNCTION          KEY       FUNCTION          KEY       FUNCTION
 1      NEXT RECORD           4    ACCTG UPDATE MENU    15    MAIN MENU
 2      PREVIOUS RECORD       5    INQUIRE MENU
 3      LOG PROP MENU         6    FAC UPDATE MENU
```

APPENDIX 2. REPORTS

1. PURPOSE. The purpose of this appendix is to illustrate the system reports and listings received by the accounting office. Reports can be received directly through the use of the accounting reports selection screen or they can be received from the logistics division. Use of the reports selection screen is described in chapter 8, Reports. This appendix supports chapter 8 by providing figure illustrations of the reports described and received by accounting offices. Other reports and listings are described in FAA Order 4650.21B, Management And Control Of In-Use Personal Property.

2. FIGURES. The reports and listings received by accounting offices are illustrated in the following pages.

FIGURE 1. DAILY PROCESSED TRANSACTIONS LIST (PP101R1)



WESTERN PACIFIC REGION — DAILY PROCESSED TRANSACTIONS LIST — RIN: PP101R1 — PAGE: 1

BATCH: 012M02 — AS OF 10/17/84

PIN	COST CTR	FAC LOC	FAC TYPE	NSN	SF	PART DESC.	SERIAL NR	YR MF	AMOUNT	C S	TC	AC	O M	LCG DOCPT	ACCTG DOCPT	ITM NR	C R	RECORD NUMBER
412551	8672	ONT	45317	6625-00-788-9927	01	TEST SET, TRANS	2719		135.00	S	25	62	1	40002			N	00001
412550	8672	ONT	4C2PN	6625-00-788-9927	C1	TEST SET, TRANS	2718		135.CO	S	25	62	1	4C002			N	00002
412550	8529	NKX	45317	6625-00-788-9927	01	TEST SET, TRANS	2718		135.CO	S	55	62	1	40002			N	00003
412551	8529	NKX	45317	6625-00-788-9927	01	TEST SET, TRANS	2719		135.CO	S	55	62	1	40002			N	00004
429516	8625	NWD	4C2AA	6625-00-789-6476	01	JIG, TEST	181	69	59.29	S	25	62	1	4C002			N	CC005
423378	8525	SNA	4C211	6625-00-789-6476	01	JIG, TEST	171	69	50.CO	S	25	62	1	40002			N	00006
424144	8612	GNA	11288	6625-00-801-1329	01	VOLTMETER, ELEC	12		2,000.00	C	25	62	1	40002			C	00007
424144	8626	CCR	40211	6625-00-801-1329	01	VOLTMETER, ELEC	12		2,C00.CO	C	55	62	1	40002			C	0C008
FACLEQP INSTADJ	8663	SGK	742EA	- - -		FCLTEQP			500.CO 335.84	C	19	61	1	40002	40002			00009
FACLEQP	8665	WRC	98510	- - -		FCLTEQP			2,500.CO	C	51	61	1	40002				0001C
INSTCHG	8665	WRC	98510	- - -		INSTCHG			999.CO	C	51	61	1	4CC02				00011
FACLEQP	8665	WRC	98643	- - -		FCLTEQP			3,259.CO	C	51	61	1	40002				00012
INSTCHG	8665	WRC	98643	- - -		INSTCHG			1,C50.CO	C	51	61	1	40002				00013

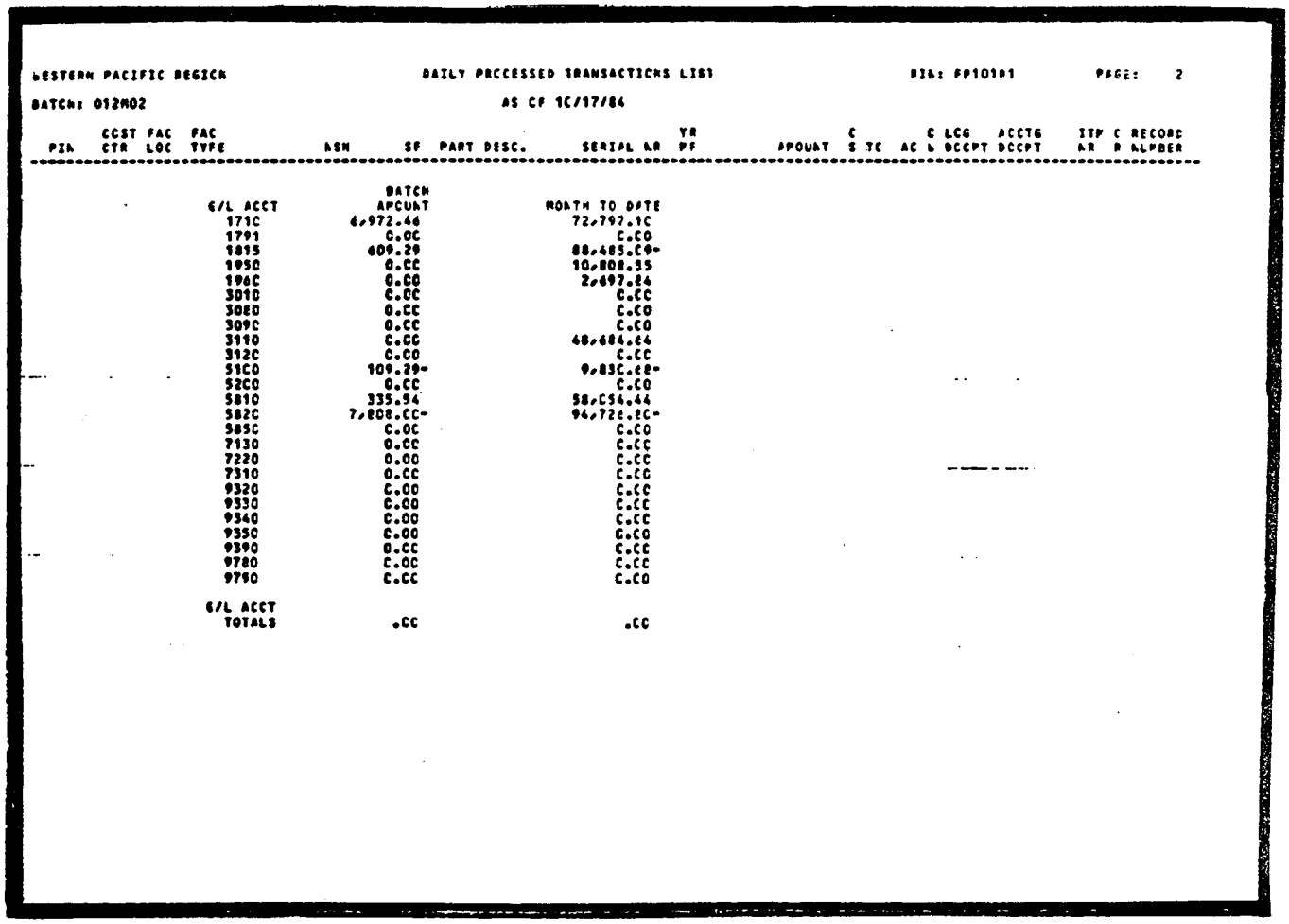
BATCH TOTALS: SPEC ITEMS: 6 AMOUNT: 109.29- CAP ITEMS: 7 AMOUNT: 6,972.46 TOTAL ITEMS: 13 AMOUNT: 6,863.17

NR OF INPUT TRANS: 13

NR OF GENERATED TRANS: 0

NR OF BATCH RECORDS: 13

FIGURE 1. DAILY PROCESSED TRANSACTIONS LIST (PP101R) (CONT'D)



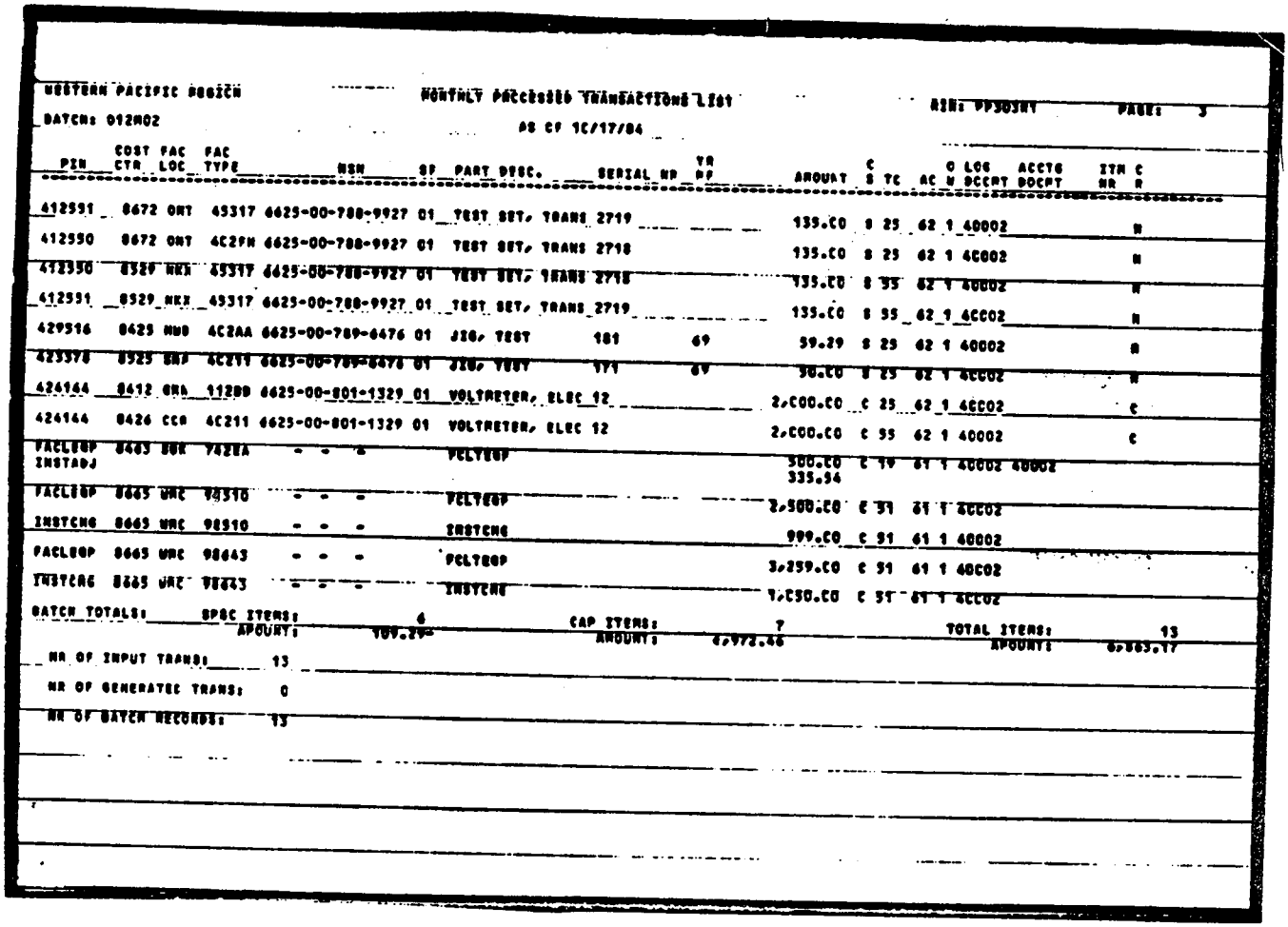
WESTERN PACIFIC REGION DAILY PROCESSED TRANSACTIONS LIST RIN: PP101R1 PAGE: 2

BATCH: 012M02 AS OF 10/17/84

PIN	COST CTR	FAC LOC	FAC TYPE	NSN	SF	PART DESC.	SERIAL NR	YR PF	AMOUNT	C S	TC	AC	C W	LOG DOCPT	ACCTG DOCPT	ITP NR	C R	RECORD NUMBER

G/L ACCT	BATCH AMOUNT	MONTH TO DATE
1710	6,972.46	72,797.10
1791	0.00	0.00
1815	609.29	88,485.09-
1950	0.00	10,808.55
1960	0.00	2,697.84
3010	0.00	0.00
3080	0.00	0.00
3090	0.00	0.00
3110	0.00	48,684.64
3120	0.00	0.00
5100	109.29-	9,830.68-
5200	0.00	0.00
5810	335.54	58,054.44
5820	7,808.00-	94,726.80-
5850	0.00	0.00
7130	0.00	0.00
7220	0.00	0.00
7310	0.00	0.00
9320	0.00	0.00
9330	0.00	0.00
9340	0.00	0.00
9350	0.00	0.00
9390	0.00	0.00
9780	0.00	0.00
9790	0.00	0.00
G/L ACCT TOTALS	.00	.00

FIGURE 2. MONTHLY PROCESSED TRANSACTIONS LIST (PP303R1)



WESTERN PACIFIC REGION — MONTHLY PROCESSED TRANSACTIONS LIST — RIN: PP303R1 — PAGE: 3

BATCH: 012M02 — AS OF 10/17/84

PIN	COST CTR	FAC LOC	FAC TYPE	NSN	SF	PART DESC.	SERIAL NR	TR PF	AMOUNT	C S	TC	AC	O W	LOG DOCMT	ACCTG DOCMT	ITM NR	C R
412551	8672	ONT	45317	6625-00-788-9927	01	TEST SET, TRANS	2719		135.00	S	25	62	1	40002			N
412550	8672	ONT	4C2FH	6625-00-788-9927	01	TEST SET, TRANS	2718		135.00	S	25	62	1	40002			N
412550	8529	NKX	45317	6625-00-788-9927	01	TEST SET, TRANS	2718		135.00	S	55	62	1	40002			N
412551	8529	NKX	45317	6625-00-788-9927	01	TEST SET, TRANS	2719		135.00	S	55	62	1	40002			N
429516	8425	NWB	4C2AA	6625-00-789-6476	01	JIG, TEST	181	69	59.29	S	25	62	1	40002			N
423378	8525	SNF	4C211	6625-00-789-6476	01	JIG, TEST	171	69	50.00	S	25	62	1	40002			N
424144	8412	GNA	112BB	6625-00-801-1329	01	VOLTMETER, ELEC	12		2,000.00	C	25	62	1	40002			C
424144	8426	CCR	4C211	6625-00-801-1329	01	VOLTMETER, ELEC	12		2,000.00	C	55	62	1	40002			C
FACLEQP INSTADJ	8463	SBK	742EA	- - -		FCLTEQP			500.00 335.54	C	19	61	1	40002	40002		
FACLEQP	8665	WRC	98510	- - -		FCLTEQP			2,500.00	C	51	61	1	40002			
INSTCHG	8665	WRC	98510	- - -		INSTCHG			999.00	C	51	61	1	40002			
FACLEQP	8665	WRC	98643	- - -		FCLTEQP			3,259.00	C	51	61	1	40002			
INSTCHG	8665	WRC	98643	- - -		INSTCHG			1,050.00	C	51	61	1	40002			

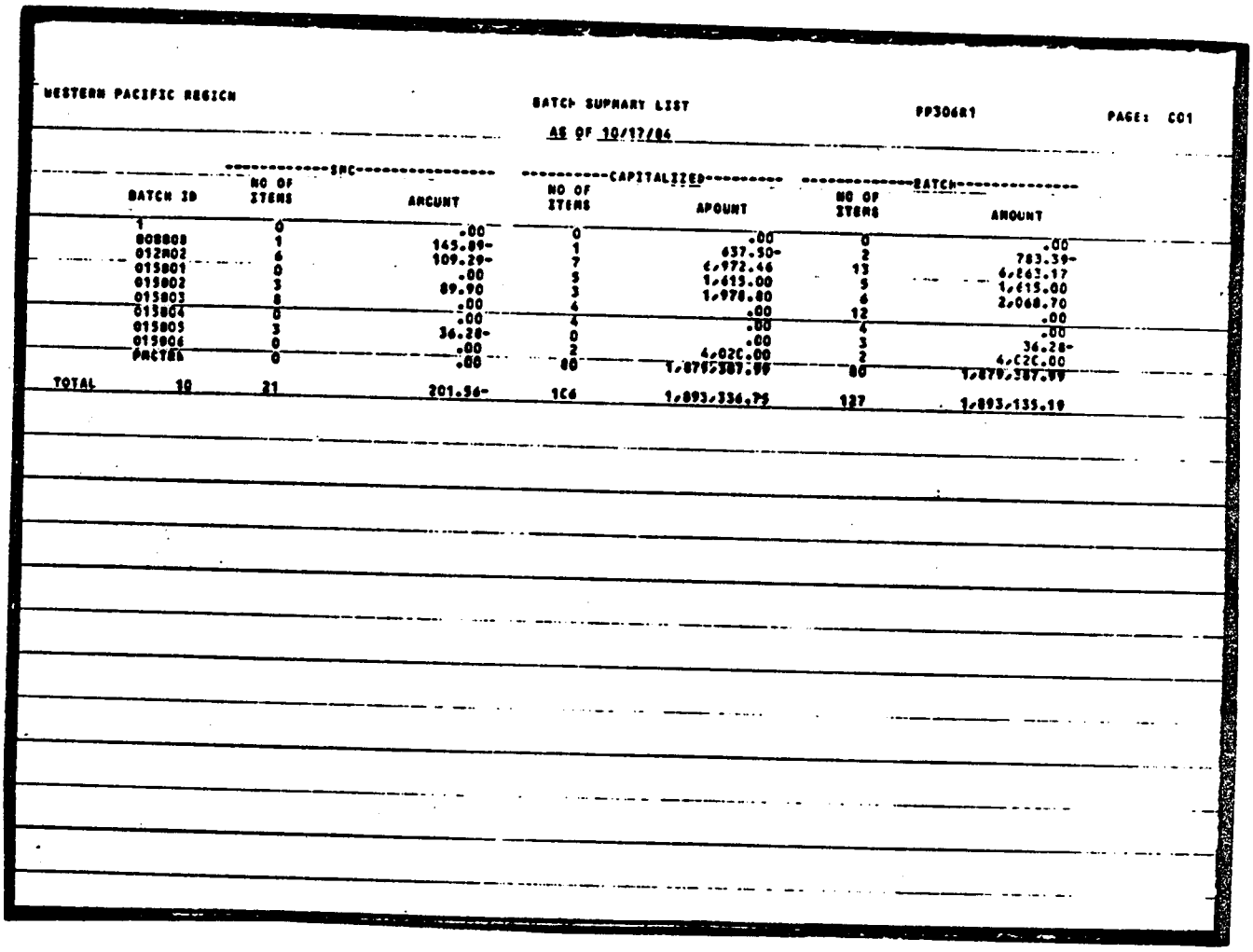
BATCH TOTALS: SPEC ITEMS: 6 — AMOUNT: 109.29 — CAP ITEMS: 7 — AMOUNT: 6,972.46 — TOTAL ITEMS: 13 — AMOUNT: 6,863.17

NR OF INPUT TRANS: 13

NR OF GENERATED TRANS: 0

NR OF BATCH RECORDS: 13

FIGURE 3. BATCH SUMMARY LIST (PP306R1)



WESTERN PACIFIC REGION — BATCH SUMMARY LIST — PP306R1 — PAGE: 001

AS OF 10/17/86

BATCH ID	SRC NO OF ITEMS	SRC AMOUNT	CAPITALIZED NO OF ITEMS	CAPITALIZED AMOUNT	BATCH NO OF ITEMS	BATCH AMOUNT
1	0	.00	0	.00	0	.00
808808	1	145.89-	1	637.50-	2	783.39-
012R02	6	109.29-	7	6,972.46	13	6,863.17
015801	0	.00	5	1,615.00	5	1,615.00
015802	3	89.90	3	1,978.80	6	2,068.70
015803	8	.00	4	.00	12	.00
015804	0	.00	4	.00	4	.00
015805	3	36.28-	0	.00	3	36.28-
015806	0	.00	2	4,020.00	2	4,020.00
FACTBS	0	.00	80	1,879,387.99	80	1,879,387.99
TOTAL 10	21	201.56-	106	1,893,336.75	127	1,893,135.19

FIGURE 4. ACCOUNTING BATCH LIST (PP309R1)

WESTERN-PACIFIC — ACCOUNTING BATCH LIST — RIN: PP309R1 — PAGE: 1

AS OF 10-17-84

BATCH ID: 101584

TC	ACCTG DOC	ITM NR	UNIT AMOUNT	CC QTY	RCV QTY	COST CNTR AMOUNT	LOG RCV AMOUNT	CC	ITV/VENDOR NAME	O M	NSN	C S	ACT CD
06	84P01844	C01	323.00	005	005	1,615.CO	1,615.00	8440			5180-01-023-4932		ADD
06	84F02559	C01	1,435.CO	C01	C00	1,435.CO	.00	2227			3610-00-bPC-0194		ADD
06	84F02584	C01	508.47	C01	C00	508.47	.00	2065			7105-00-bP0-1204		ADD
06	84P02509	001	4,864.55	001	000	4,864.55	.00	8580			5895-0C-bP0-0008		ADD
06	84F01941	C01	1,395.00	C01	000	1,395.CO	.00	8450			3610-0C-bP0-0243		ADD
06	84F02565	C01	1,395.CO	001	000	1,395.CO	.00	2761			3610-0C-bP0-0243		ADD
06	84F02394	001	675.45	C01	000	675.45	.00	8520			7430-00-bP0-0121		ADD
06	84F02434	C01	3,148.00	C01	000	3,148.CO	.00	1337			7440-0C-bP0-0339		ADD
06	84F02434	C02	116.00	C02	000	232.CO	.00	1337			7440-0C-bP0-0340		ADD
06	84F02582	C01	996.00	001	000	996.CO	.00	2900			3610-00-bP0-0251		ADD
06	84F02198	C01	585.00	C01	000	585.CO	.00	2754			7430-0C-bP0-0388		ADD
06	84F02198	001	585.00	001	000	585.CO	.00	2210			7430-0C-bP0-0388		ADD
06	84F02198	001	585.00	001	000	585.CO	.00	2884			7430-00-bP0-0388		ADD

BATCH TOTALS: COUNT: 0013 AMOUNT: 18,C19.47

FIGURE 5. MONTHLY GENERAL LEDGER SUMMARY LIST (PP315R1)

WESTERN PACIFIC REGION — MONTHLY GENERAL LEDGER SUMMARY LIST AS OF 10/17/86 — PP315R1 — PAGE: 4

G/L ACCOUNT	BATCH ID	BALANCE FORWARD	BATCH TOTAL	CUMULATIVE TO DATE
9330		.00		
	TOTAL		.CO	.CO
9340		.00		
	841016		50.00	
	TOTAL		50.CO	50.CO
9350		.00		
	841016		25.00-	
	TOTAL		25.CO-	25.CO-
9390		.00		
	841016		25.00-	
	TOTAL		25.CO-	25.CO-
9780		2,360,797.21		
	TOTAL		.CO	2,360,797.21
9790		2,360,797.21-		
	TOTAL		.CO	2,360,797.21-
	G/L TOTAL	.00	.00	.00

FIGURE 6. MANUAL PROJECT MATERIEL TRANSACTION LIST (PP324R2)

WESTERN PACIFIC REGION — MANUAL PROJECT MATERIEL TRANSACTION LIST — RIN: PP324R2 — PAGE: 18

AS OF 10/04/84

BATCH ID: PMCWRK — ACTION DATE: 10-84 — TC: 02 — OW: 1

(1) CC	(2) FAC LOC	(3) FAC TYPE	NSN	(4) SUF.	AC	QTY	UNIT AMOUNT	EXTENDED AMOUNT	JON	REC NO.	NON MATCH CODE
8660	BLD	111AE			61	1	$1,198.99	$1,198.99	94941	00187	45
8660	BLD	111AE			61	1	$26,626.00	$26,626.00	94941	00186	45
8660	BLD	1128B			61	1	$7,501.00	$7,501.00	94941	00189	45
8660	BLD	1128B			61	1	$63,949.00	$63,949.00	94941	00188	45
** JON TOTALS						4	$99,274.99	$99,274.99	NO OF RECORDS:	4	
8504	EED	111AE			61	1	$1,423.11	$1,423.11	94951	00383	45
8504	EED	1128B			61	1	$1,423.08	$1,423.08	94951	00384	45
** JON TOTALS						2	$2,846.19	$2,846.19	NO OF RECORDS:	2	
8660	BTY	111AE			61	1	$26,626.00	$26,626.00	94961	00190	45
8660	BTY	111AE			61	1	$1,531.22	$1,531.22	94961	00192	45
8660	BTY	111BB			61	1	$7,501.00	$7,501.00	94961	00193	3 45
8660	BTY	1128B			61	1	$63,949.00	$63,949.00	94961	00191	45
** JON TOTALS						4	$99,607.22	$99,607.22	NO OF RECORDS:	4	
8660	GFS	111AE			61	1	$1,645.50	$1,645.50	94971	00385	45
8660	GFS	1128B			61	1	$1,645.50	$1,645.50	94971	00386	45
** JON TOTALS						2	$3,291.00	$3,291.00	NO OF RECORDS:	2	
8504	IGN	111AE			61	1	$3,047.22	$3,047.22	95001	00387	45
** JON TOTALS						1	$3,047.22	$3,047.22	NO OF RECORDS:	1	
8504	GCN	111AE			61	1	$1,612.70	$1,612.70	95021	00388	45
** JON TOTALS						1	$1,612.70	$1,612.70	NO OF RECORDS:	1	
852C	PGY	111AE			61	1	$2,042.61	$2,042.61	95091	00389	45
852C	PGY	1128B			61	1	$2,042.45	$2,042.45	95091	00390	45
** JON TOTALS						2	$4,085.06	$4,085.06	NO OF RECORDS:	2	
852D	NYF	33160	6210 01 090 3284	01	62	1	$385.33	$385.33	95503	00092	4
** JON TOTALS						1	$385.33	$385.33	NO OF RECORDS:	1	

FIGURE 6. MANUAL PROJECT MATERIEL TRANSACTION LIST (PP324R2) (CONT'D)

WESTERN PACIFIC REGION — MANUAL PROJECT MATERIEL TRANSACTION LIST — RIN: PP324R2 — PAGE: 19

AS OF 10/04/84

BATCH ID: PMCWRK — ACTION DATE: 10-84 — TC: 02 — DW: 1

(1) CC	(2) FAC LOC	(3) FAC TYPE	(4) NSN	(5) SUF.	AC	QTY	UNIT AMOUNT	EXTENDED AMOUNT	JON	REC NO.	NON MATCH CODE
****	CUMULATIVE TOTAL					383	$5,892,257.72	$5,392,257.72	NO OF RECORDS:	383	
****	TOTAL ALL PMC'S					383	$5,892,257.72	$5,892,257.72	NO OF RECORDS:	383	

FIGURE 7. PPIMS SUSPENSE FILE STATUS LIST (00 & 06) (PP327R1)

```
WESTERN-PACIFIC                                  PPIPS SUSPENSE FILE STATUS LIST (00 & 06)        RIN: PP327R1        PAGE: 20
                                                          AS OF 10-17-84

TC  ACCTG DOC ITM      FAC   FAC     UNIT AMOUNT     CC     COST CNTR    ITV       NSN            PART DESC      ACCTG  CLEARING
     NR     NR    CC  LOC  TYPE                      QTY     AMOUNT      NR                                      BATCH   OFFICE

LOG BATCH  LOG DOC   PIN     CC    LOC   TYPE

802M01     40733  441639   8660  QDSA  25624

00 415239IA        8432                  1,026.00   0C1       1,C26.00      582C-01-C66-0991 TRANSCEIVER, PORTA 914RT     CLR
                                   FAC    FAC
LOG BATCH  LOG DOC   PIN     CC    LOC   TYPE  RCVD QTY: 001  RCVD AMT:      1,026.00  OUTSD QTY: C00  OUTSD AMT:            .CO

806B03     48081  441789   8432  ACV   98643

00 41570041        865C                  161.00   0C2         322.00      6685-00-079-9115 THERMOMETER        914RT     CLR
                                   FAC    FAC
LOG BATCH  LOG DOC   PIN     CC    LOC   TYPE  RCVD QTY: 002  RCVD AMT:        322.00  OUTSD QTY: 000  OUTSD AMT:            .00

801M04     40732  441626   8650  LAX   98643
801M04     40732  441627   865C  LAX   98643

00   TC TOTALS:                ITEM: 0105        87,551.28    RCVD: 0000            .00    OUTSD: 0105        87,551.28
```

FIGURE 7. PPIMS SUSPENSE FILE STATUS LIST (00 & 06) (PP327R1) (CONT'D)

HEADQUARTERS REGION — PPIMS SUSPENSE FILE STATUS LIST (00 & 06) AS OF 02-05-85 — RIN: PP327R1 — PAGE: 2

TC	ACCTG DOC NR	ITM NR	CC	FAC LOC	FAC TYPE	UNIT AMOUNT	CC QTY	COST CNTR AMOUNT	ITY NR	NSN	PART DESC	ACCTG BATCH	CLEARING OFFICE
06	791436-1	01	0400			645.00	001	645.00		7520-00-WA0-0080	LETTERING MACHINE	SW0002	CLR

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 001	RCVD AMT: 645.00	OUTSD QTY: 000	OUTSD AMT: .00
CW0106	79051	W06215	0400	HDQR	XXXXX				

06	82F89166	02	2000			2,078.00	004	8,312.00		6730-00-WA0-6100	READER PRINTER MIC	SW0003	LOG

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 001	RCVD AMT: 2,078.00	OUTSD QTY: 003	OUTSD AMT: 6,234.00
CW0105	78999	W06163	2000	HDQR	XXXXX				

06	83F00238	01	3000			670.00	011	7,370.00		7430-00-WA0-0111	TYPEWRITER ELECTRI	SW0002	CLR

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 011	RCVD AMT: 7,370.00	OUTSD QTY: 000	OUTSD AMT: .00
CW0106	79025	W06189	3000	HDQR	XXXXX				
CW0106	79026	W06190	3000	HDQR	XXXXX				
CW0106	79027	W06191	3000	HDQR	XXXXX				
CW0106	79028	W06192	3000	HDQR	XXXXX				
CW0106	79029	W06193	3000	HDQR	XXXXX				
CW0106	79030	W06194	3000	HDQR	XXXXX				
CW0106	79031	W06195	3000	HDQR	XXXXX				
CW0106	79032	W06196	3000	HDQR	XXXXX				
CW0106	79033	W06197	3000	HDQR	XXXXX				
CW0106	79034	W06198	3000	HDQR	XXXXX				
CW0106	79035	W06199	3000	HDQR	XXXXX				

06	83F89049	01	1410			319.20	005	1,596.00		7420-00-WA0-4287	CALCULATOR ELECTRO	SW0003	LOG

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 003	RCVD AMT: 957.60	OUTSD QTY: 002	OUTSD AMT: 638.40
CW0105	79008	W06172	1410	HDQR	XXXXX				
CW0105	79009	W06173	1410	HDQR	XXXXX				
CW0105	79010	W06174	1410	HDQR	XXXXX				

06	83F89049	01	7904			319.20	001	319.20		7420-00-WA0-4287	CALCULATOR ELECTRO	SW0002	CLR

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 001	RCVD AMT: 319.20	OUTSD QTY: 000	OUTSD AMT: .00
CW0105	79010	W06171	7904	HDQR	XXXXX				

06	83F89093	01	2000			2,083.00	001	2,083.00		7520-00-WA0-0080	LETTERING MACHINE	SW0002	CLR

LOG BATCH	LOG DOC	PIN	CC	FAC LOC	FAC TYPE	RCVD QTY: 001	RCVD AMT: 2,083.00	OUTSD QTY: 000	OUTSD AMT: .00

FIGURE 8. PPIMS SUSPENSE FILE STATUS LIST (OTHER TCS) (PP327R1)

HEADQUARTERS REGION — PPIMS SUSPENSE FILE STATUS LIST AS OF 02-05-85 — (OTHER TCS) — RIN: PP327R1 — PAGE: 8

TC	LOG DOC	PIN	ACTION DATE	LOG BATCH	SM&C AMOUNT	CAPITALIZED AMOUNT	INSTL ADJ AMOUNT	CLEARING DOC
TC TOTAL:					.00	.00	.00	
OTHER TCS TOTALS					.00	.00	.00	

FIGURE 9. PPIMS SUSPENSE FILE STATUS LIST (CLEARED) (PP327R1)

HEADQUARTERS REGION — PPIMS SUSPENSE FILE STATUS LIST AS OF 02-05-85 — (CLEARED) — RIN: PP327R1 — PAGE: 9

TC	LOG DOC	PIN	ACTION DATE	LOG BATCH	SM&C AMOUNT	CAPITALIZED AMOUNT	INSTL ADJ AMOUNT	CLEARING DOC/DATE
TC TOTAL:					.00	.00	.00	
CLEARED DOCUMENT TOTALS:					.00	.00	.00	

FIGURE 10. SUSPENSE ACCOUNT RECONCILIATION LIST (PP333R1)

WESTERN PACIFIC REGION — SUSPENSE ACCOUNT RECONCILIATION LIST — BIN: PP333R1 — PAGE: 9

AS OF 10/17/84

TC	AC	BATCH ID	DOCUMENT NUMBER	PIN	CC	FAC LOC	FAC TYPE	NSN	SF	PART DESC	C O S N	UNIT AMOUNT	LOG DOC	
57	11	015803		438944	8507	PHXA	98643	7430-00-863-5408	01	TYPEWRITER, 15	S C 1	$484.19	56000	
		015803		438943	8500	PHX	98647	7430-00-863-5408	01	TYPEWRITER, 15	S C 1	$793.87	56000	
	11**	TOTAL	SREC DR:		$0.00		SREC CR:	$0.00		CAP DR:	$0.00	CAP CR:		$1,278.06 *
57	44	015803		429738	8650	LAX	98643	5820-00-HPC-1149	01	TRANSCEIVER,	S 1	$1,207.00	56001	
		015803		429736	8650	LAX	98643	5820-00-HPC-1149	01	TRANSCEIVER,	S 1	$1,207.00	56001	
		015803		429658	8650	LAX	98643	5820-00-HPC-1149	01	TRANSCEIVER,	S 1	$1,207.00	56001	
		015803		429647	8650	LAX	98643	5820-00-HPC-1149	01	TRANSCEIVER,	S 1	$1,207.00	56001	
	44**	TOTAL	SREC DR:		$0.00		SREC CR:	$4,828.00		CAP DR:	$0.00	CAP CR:		$0.00 *
57	****	TOTAL	SREC DR:		$0.00		SREC CR:	$4,828.00		CAP DR:	$0.00	CAP CR:		$1,278.06 *
LISTING			SREC DR:		$5,207.29		SREC CR:	$5,187.90		CAP DR:	$4,060.46	CAP CR:		$13,174.40 *

FIGURE 11. MONTHLY TRANSACTIONS BY T/C (PP336R1)

WESTERN PACIFIC REGION — MONTHLY TRANSACTIONS BY T/C — RIN: PP336R1 — PAGE: 14

AS OF 10/17/84

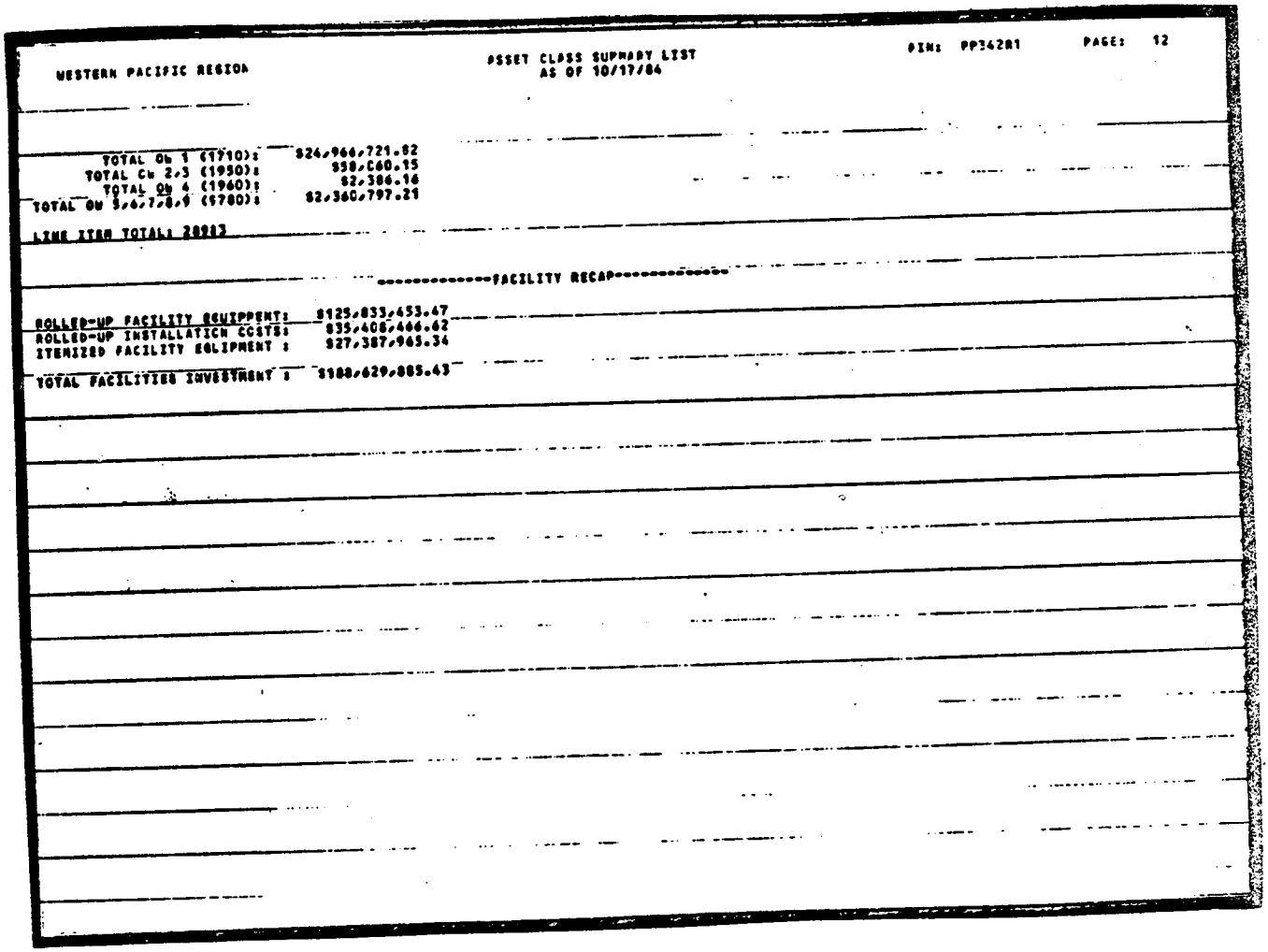
TC	AC	PIN	CC	FAC LOC	FAC TYPE	NSN / TRANSP CHG ADJ	PART-DESC / DISCOUNT ADJ	C	O	UNIT-AMOUNT / NET ADJ AMOUNT	LOG DOC	BATCH ID
57	11	438943	8500	PHX	98647	7430-00-863-5408	TYPEWRITER, 15 $	C	1	$793.87	56000	015803
57	11	438944	8507	PHXA	98643	7430-00-863-54C8	TYPEWRITER, 15 $	C	1	$484.19	56000	015803
	AC 11 TOTAL **						SNEC $0.00		CAP	$1,278.06		
57	64	429736	8650	LAX	98645	5820-00-WP0-1149	TRANSCEIVER,	$	1	$1,207.00	56001	015803
57	64	429647	8650	LAX	98645	5820-00-WP0-1149	TRANSCEIVER,	$	1	$1,207.00	56001	015803
57	64	429658	8650	LAX	98645	5820-00-WP0-1149	TRANSCEIVER,	$	1	$1,207.00	56001	015803
57	64	429738	8650	LAX	98645	5820-00-WP0-1149	TRANSCEIVER,	$	1	$1,207.00	56001	015803
	AC 64 TOTAL **						SNEC $4,828.00		CAP	$0.00		
** TC TOTAL							SNEC $4,828.00		CAP	$1,278.06		

FIGURE 12. ASSET CLASS SUMMARY LIST (PP342R1)

WESTERN PACIFIC REGION — ASSET CLASS SUPPARY LIST AS OF 10/17/84 — PIN: PP342R1 — PAGE: 11

AC	O W	----SREC---- QTY	AMOUNT	----CAP---- QTY	APOUNT	----TOTAL---- QTY	APOUNT
82	1	0	$0.00	0	$0.00	0	$0.00
	2	0	$0.00	0	$0.00	0	$0.00
	3	0	$0.00	0	$0.00	0	$0.00
	4	0	$0.00	0	$0.00	0	$0.00
	FAA OWNED	0	$0.00	0	$0.00	0	$0.00
	5	0	$0.00	0	$0.00	0	$0.00
	6	0	$0.00	0	$0.00	0	$0.00
	7	0	$0.00	0	$0.00	0	$0.00
	8	0	$0.00	0	$0.00	0	$0.00
	9	0	$0.00	0	$0.00	0	$0.00
	NON FAA OWNED	0	$0.00	0	$0.00	0	$0.00
	AC TOTAL	0	$0.00	0	$0.00	0	$0.00
83	1	0	$0.00	0	$0.00	0	$0.00
	2	0	$0.00	0	$0.00	0	$0.00
	3	0	$0.00	0	$0.00	0	$0.00
	4	0	$0.00	0	$0.00	0	$0.00
	FAA OWNED	0	$0.00	0	$0.00	0	$0.00
	5	0	$0.00	0	$0.00	0	$0.00
	6	0	$0.00	0	$0.00	0	$0.00
	7	0	$0.00	0	$0.00	0	$0.00
	8	0	$0.00	0	$0.00	0	$0.00
	9	0	$0.00	0	$0.00	0	$0.00
	NON FAA OWNED	0	$0.00	0	$0.00	0	$0.00
	AC TOTAL	0	$0.00	0	$0.00	0	$0.00

FIGURE 12. ASSET CLASS SUMMARY LIST (PP342R1) (CONT'D)



WESTERN PACIFIC REGION — ASSET CLASS SUMMARY LIST AS OF 10/17/84 — PIN: PP342R1 — PAGE: 12

TOTAL OW 1 (1910):	$24,966,721.82
TOTAL OW 2,3 (1950):	$58,060.15
TOTAL OW 4 (1960):	$2,386.16
TOTAL OW 5,6,7,8,9 (6780):	$2,360,797.24

LINE ITEM TOTAL: 28913

----------FACILITY RECAP----------

ROLLED-UP FACILITY EQUIPMENT:	$125,833,453.47
ROLLED-UP INSTALLATION COSTS:	$35,408,466.62
ITEMIZED FACILITY EQUIPMENT :	$27,387,965.34
TOTAL FACILITIES INVESTMENT :	$188,629,885.43

FIGURE 13. INTRA-REGION TRANSFER REPORT (PP348R1)

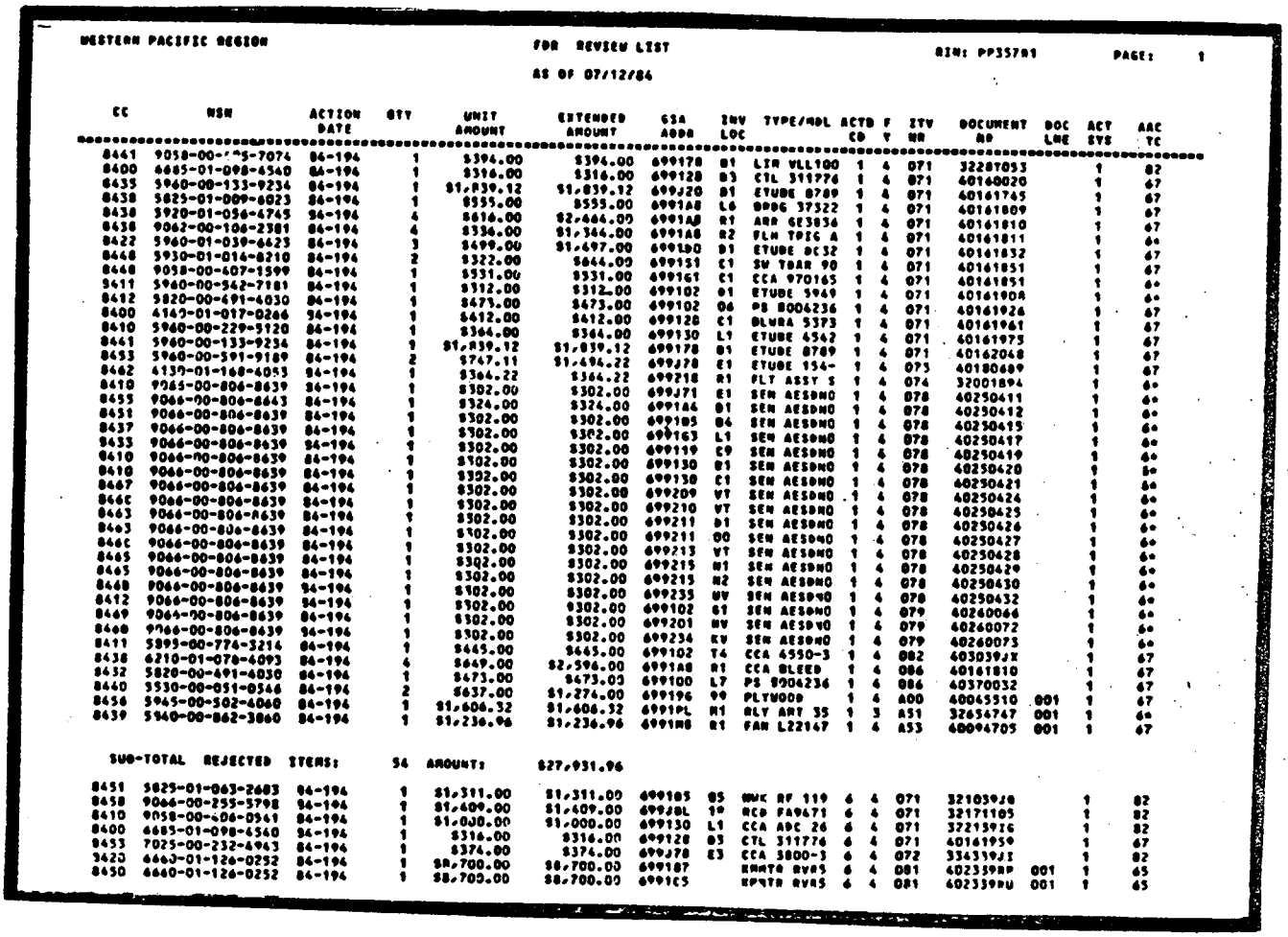
WESTERN PACIFIC REGION — INTRA-REGION TRANSFER REPORT — RIS: LG 4650-36 — PAGE: 0001

DATE: MAR 26, 1985 (TC 25) — RIN NO: PP348R1

---CONSIGNEE--- CC	LOC	TYPE
42887	ITO	40250

PIN	---CONSIGNOR--- CC	LOC	TYPE	NSN	DESCRIPTION	SERIAL NO	YR MF	ACTION DATE	O W	AC	AMOUNT	LOG DOC
415482	41338	AHM	95610	7430-00-286-9023	TYPEWRITER, 13 MANUAL	437640		84356	1	11	209.00	53128
418934	41338	AHM	95610	7430-00-881-7878	TYPEWRITER, 16	1060414		84356	1	11	401.70	53127

FIGURE 14. FDR REVIEW LIST (PP357R1)



WESTERN PACIFIC REGION — FDR REVIEW LIST — AS OF 07/12/84 — RIN: PP357R1 — PAGE: 1

CC	NSN	ACTION DATE	QTY	UNIT AMOUNT	EXTENDED AMOUNT	GSA ADDR	INV LOC	TYPE/MDL	ACTB CD	F Y	ITV NR	DOCUMENT NO	DOC LNE	ACT SYS	AAC TC
8441	9058-00-[illegible]5-7074	84-194	1	$394.00	$394.00	699178	B1	LIR VLL100	1	4	071	3228T053		1	82
8400	4685-01-098-4540	84-194	1	$316.00	$316.00	699128	B3	CTL 311776	1	4	071	40160020		1	67
8435	5960-00-133-9234	84-194	1	$1,839.12	$1,839.12	699J78	B1	ETUBE 8789	1	4	071	40161745		1	67
8438	5825-01-009-6023	84-194	1	$555.00	$555.00	6991A8	L6	BRDG 37522	1	4	071	40161809		1	67
8438	5920-01-056-4745	84-194	4	$616.00	$2,464.00	6991A8	R1	ARR GE3836	1	4	071	40161810		1	67
8438	9062-00-106-2381	84-194	4	$336.00	$1,344.00	6991A8	R2	FLH TRIG A	1	4	071	40161811		1	6•
8422	5960-01-030-6425	84-194	3	$499.00	$1,497.00	6991B0	B1	ETUBE 8C32	1	4	071	40161832		1	67
8448	5930-01-014-8210	84-194	2	$322.00	$644.00	699151	C1	SW TOGR 90	1	4	071	40161851		1	67
8448	9058-00-607-1599	84-194	1	$531.00	$531.00	699161	C1	CCA 970165	1	4	071	40161851		1	6•
8411	5960-00-342-7181	84-194	1	$312.00	$312.00	699102	B1	ETUBE 5949	1	4	071	4016190A		1	6•
8412	5820-00-491-4030	84-194	1	$473.00	$473.00	699102	06	PB 8004236	1	4	071	40161926		1	67
8400	4140-01-017-0266	84-194	1	$412.00	$412.00	699128	C1	BLWRA 5373	1	4	071	40161961		1	67
8410	5960-00-229-5120	84-194	1	$364.00	$364.00	699130	L1	ETUBE 4342	1	4	071	40161975		1	67
8441	5960-00-133-9234	84-194	1	$1,839.12	$1,839.12	699178	B1	ETUBE 8789	1	4	071	40162048		1	67
8453	5960-00-591-9189	84-194	2	$747.11	$1,494.22	699J78	E1	ETUBE 154-	1	4	073	40180689		1	67
8462	4130-01-168-4053	84-194	1	$364.22	$364.22	699218	R1	FLT ASSY S	1	4	074	32001894		1	6•
8410	9905-00-806-8639	84-194	1	$302.00	$302.00	699J71	E1	SEN AESDNO	1	4	078	40250411		1	6•
8455	9066-00-806-8643	84-194	1	$324.00	$324.00	6991A6	B1	SEN AESDNO	1	4	078	40250412		1	6•
8451	9066-00-806-8639	84-194	1	$302.00	$302.00	699105	B6	SEN AESDNO	1	4	078	40250415		1	6•
8437	9066-00-806-8639	84-194	1	$302.00	$302.00	699163	L1	SEN AESDNO	1	4	078	40250417		1	6•
8433	9066-00-806-8639	84-194	1	$302.00	$302.00	699119	C9	SEN AESDNO	1	4	078	40250419		1	6•
8410	9066-00-806-8639	84-194	1	$302.00	$302.00	699130	B1	SEN AESDNO	1	4	078	40250420		1	6•
8410	9066-00-806-8639	84-194	1	$302.00	$302.00	699130	C1	SEN AESDNO	1	4	078	40250421		1	6•
8467	9066-00-806-8639	84-194	1	$302.00	$302.00	699209	V1	SEN AESDNO	1	4	078	40250424		1	6•
846C	9066-00-806-8639	84-194	1	$302.00	$302.00	699210	V1	SEN AESDNO	1	4	078	40250425		1	6•
8463	9066-00-806-8639	84-194	1	$302.00	$302.00	699211	B1	SEN AESDNO	1	4	078	40250426		1	6•
8463	9066-00-806-8639	84-194	1	$302.00	$302.00	699211	00	SEN AESDNO	1	4	078	40250427		1	6•
846C	9066-00-806-8639	84-194	1	$302.00	$302.00	699213	V1	SEN AESDNO	1	4	078	40250428		1	6•
8465	9066-00-806-8639	84-194	1	$302.00	$302.00	699215	R1	SEN AESDNO	1	4	078	40250429		1	6•
8465	9066-00-806-8639	84-194	1	$302.00	$302.00	699215	R2	SEN AESDNO	1	4	078	40250430		1	6•
8468	9066-00-806-8639	84-194	1	$302.00	$302.00	699235	UV	SEN AESDNO	1	4	078	40250432		1	6•
8412	9066-00-806-8639	84-194	1	$302.00	$302.00	699102	01	SEN AESDNO	1	4	079	40260064		1	6•
8449	9066-00-806-8639	84-194	1	$302.00	$302.00	699201	RV	SEN AESDVO	1	4	079	40260072		1	6•
8400	9066-00-806-8639	84-194	1	$302.00	$302.00	699234	KV	SEN AESDNO	1	4	079	40260073		1	6•
8411	5895-00-774-3214	84-194	1	$465.00	$465.00	699102	T4	CCA 4550-3	1	4	082	4030394X		1	67
8438	6210-01-078-6093	84-194	4	$649.00	$2,596.00	6991A8	R1	CCA BLEED	1	4	086	40161810		1	67
8432	5820-00-491-4030	84-194	1	$473.00	$473.00	699100	L7	PS 9904236	1	4	086	40370032		1	67
8440	5930-00-051-0546	84-194	2	$637.00	$1,274.00	699196	99	PLYWOOD	1	4	A00	40045510	001	1	67
8456	5945-00-502-4060	84-194	1	$1,606.32	$1,606.32	6991PL	R1	RLY ART 35	1	3	A51	32656747	001	1	6•
8439	5940-00-862-3860	84-194	1	$1,236.96	$1,236.96	6991M8	R1	FAN L22147	1	4	A53	40094705	001	1	67
SUB-TOTAL REJECTED ITEMS:			54	AMOUNT:	$27,931.96										
8451	5825-01-063-2683	84-194	1	$1,311.00	$1,311.00	699185	B5	WWC RF 119	6	4	071	32103928		1	82
8458	9066-00-255-5798	84-194	1	$1,409.00	$1,409.00	699J8L	1P	RCD FA9671	6	4	071	32171105		1	82
8410	9058-00-606-0561	84-194	1	$1,000.00	$1,000.00	699130	L1	CCA ADC 26	6	4	071	32213916		1	82
8400	4685-01-098-4540	84-194	1	$316.00	$316.00	699128	B3	CTL 311776	6	4	071	40161959		1	67
8453	7025-00-232-4943	84-194	1	$374.00	$374.00	699J78	E3	CCA 3800-3	6	4	072	3343191J		1	82
3420	4460-01-126-0252	84-194	1	$8,700.00	$8,700.00	699187		RMMTR RV45	6	4	081	402339RP	001	1	65
8450	4460-01-126-0252	84-194	1	$8,700.00	$8,700.00	6991C5		RMMTR RV45	6	4	081	402339RU	001	1	65

FIGURE 14. FDR REVIEW LIST (PP357R1) (CONT'D)

WESTERN PACIFIC REGION — FDR REVIEW LIST — RIN: PP357R1 — PAGE: 2

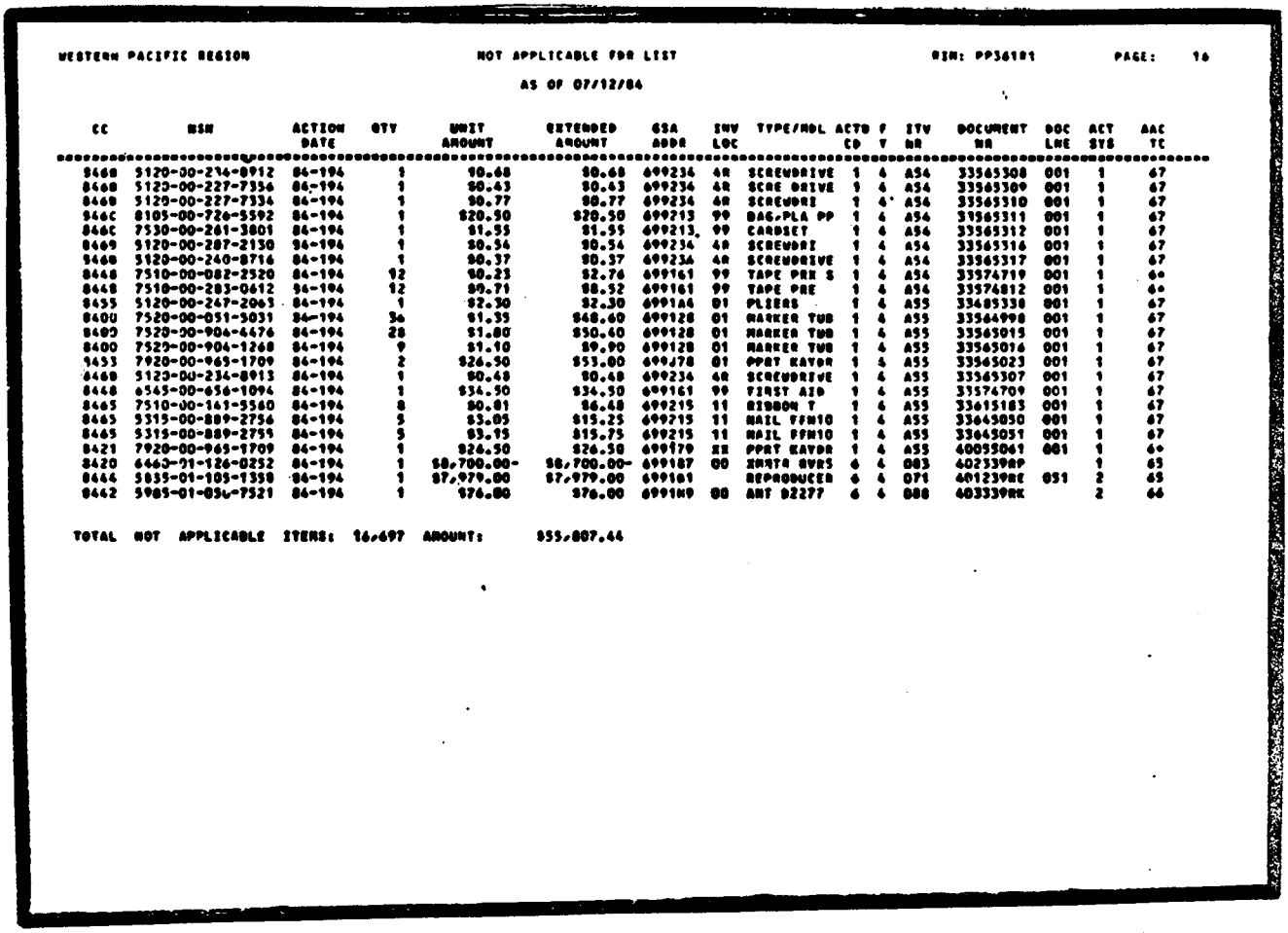
AS OF 07/12/84

CC	NSN	ACTION DATE	QTY	UNIT AMOUNT	EXTENDED AMOUNT	GSA ADDR	INV LOC	TYPE/MDL	ACTN CD	P V	ITV NR	DOCUMENT NR	DOC LNE	ACT SYS	AAC TC
8450	6660-01-126-0252	84-194	1	$8,700.00	$8,700.00	6991C5		XMMTR RVRS	A	4	001	402339RV	001	1	65

SUB-TOTAL REJECTED ITEMS: 8 AMOUNT: $30,510.00

TOTAL REJECTED ITEMS: 62 AMOUNT: $58,441.96

FIGURE 15. NOT APPLICABLE FDR LIST (PP361R1)



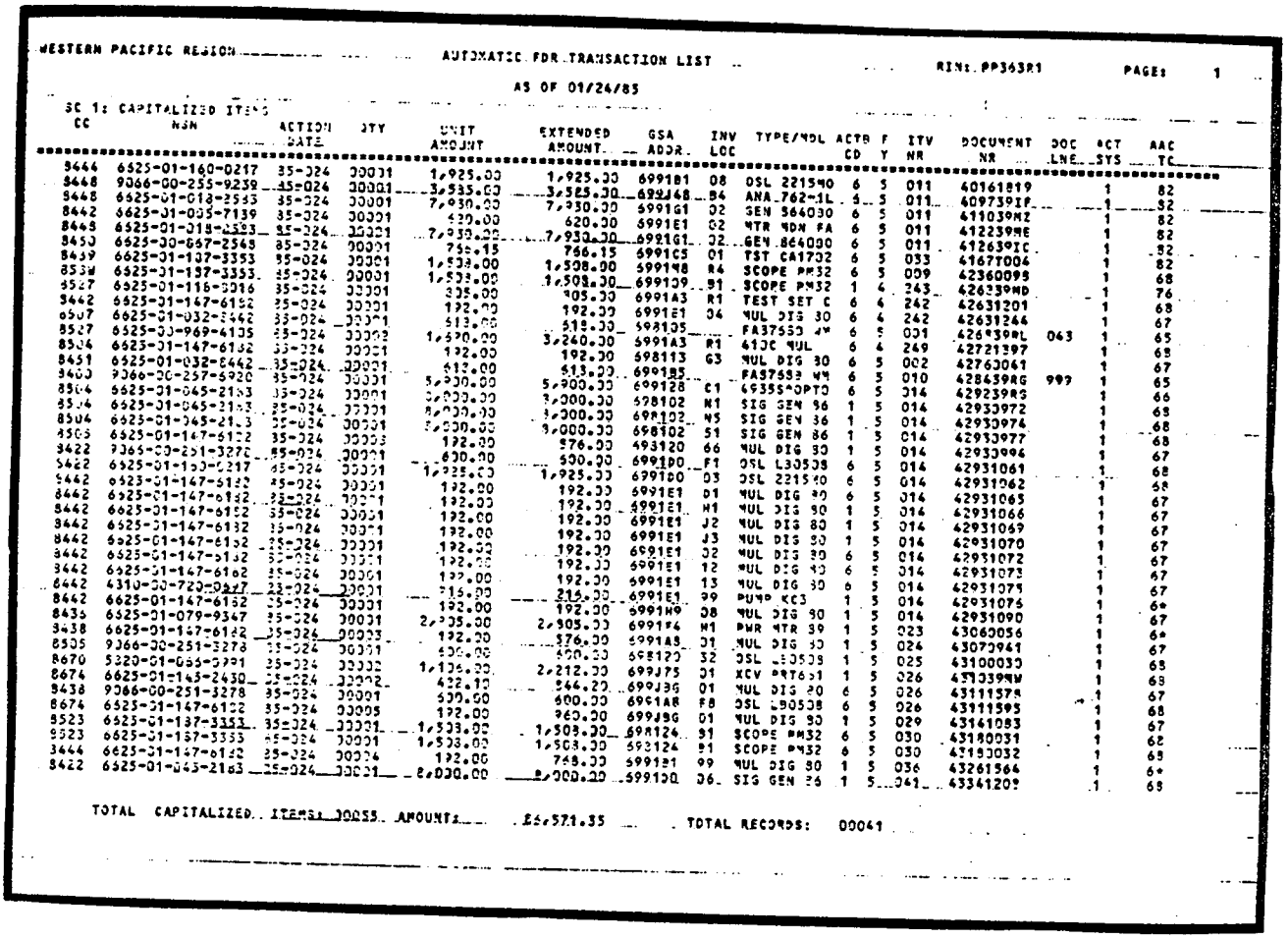
WESTERN PACIFIC REGION — NOT APPLICABLE FDR LIST — RIN: PP361R1 — PAGE: 16

AS OF 07/12/84

CC	NSN	ACTION DATE	QTY	UNIT AMOUNT	EXTENDED AMOUNT	GSA ADDR	INV LOC	TYPE/MDL	ACTG CD	F	V	ITV NR	DOCUMENT NR	DOC LNE	ACT SYS	AAC TC
8468	5120-00-214-8912	84-194	1	$0.68	$0.68	699234	4R	SCREWDRIVE	1	4		A56	33565308	001	1	67
8468	5120-00-227-7356	84-194	1	$0.43	$0.43	699234	4R	SCRE DRIVE	1	4		A56	33565309	001	1	67
8468	5120-00-227-7334	84-194	1	$0.77	$0.77	699234	4R	SCREWDRI	1	4		A56	33565310	001	1	67
846C	8105-00-726-5592	84-194	1	$20.50	$20.50	699213	99	BAG,PLA PP	1	4		A56	33565311	001	1	67
846C	7530-00-261-3801	84-194	1	$1.55	$1.55	699213	99	CARDSET	1	4		A56	33565312	001	1	67
8469	5120-00-287-2130	84-194	1	$0.54	$0.54	699234	4R	SCREWDRI	1	4		A56	33565316	001	1	67
8468	5120-00-240-8714	84-194	1	$0.37	$0.37	699234	4R	SCREWDRIVE	1	4		A56	33565317	001	1	67
8448	7510-00-082-2520	84-194	12	$0.23	$2.76	699161	99	TAPE PRE S	1	4		A56	33574719	001	1	66
8448	7510-00-283-0612	84-194	12	$0.71	$8.52	699161	99	TAPE PRE	1	4		A56	33574812	001	1	66
8455	5120-00-247-2063	84-194	1	$2.30	$2.30	6991A4	01	PLIERS	1	4		A55	33485338	001	1	67
8400	7520-00-051-5031	84-194	56	$1.35	$48.60	699128	01	MARKER TUB	1	4		A55	33564998	001	1	67
8400	7520-00-904-4476	84-194	28	$1.80	$50.40	699128	01	MARKER TUB	1	4		A55	33565015	001	1	67
8400	7520-00-904-1268	84-194	9	$1.10	$9.90	699128	01	MARKER TUB	1	4		A55	33565016	001	1	67
8453	7920-00-965-1709	84-194	2	$26.50	$53.00	699478	01	PPRT RAYON	1	4		A55	33565023	001	1	67
8468	5120-00-234-8913	84-194	1	$0.48	$0.48	699234	4R	SCREWDRIVE	1	4		A55	33565307	001	1	67
8448	6545-00-656-1094	84-194	1	$34.50	$34.50	699161	99	FIRST AID	1	4		A55	33574709	001	1	67
8465	7510-00-141-5560	84-194	8	$0.81	$6.48	699215	11	RIBBON T	1	4		A55	33615183	001	1	67
8465	5315-00-889-2756	84-194	5	$3.05	$15.25	699215	11	NAIL FFN10	1	4		A55	33645030	001	1	67
8465	5315-00-889-2755	84-194	5	$3.15	$15.75	699215	11	NAIL FFN10	1	4		A55	33645051	001	1	67
8421	7920-00-965-1709	84-194	1	$26.50	$26.50	699179	XX	PPRT RAYON	1	4		A55	40055061	001	1	66
8420	6665-01-126-0252	84-194	1	$8,700.00-	$8,700.00-	699187	00	XRAYA OVRS	6	4		003	402339RP		1	65
8464	5835-01-105-1358	84-194	1	$7,979.00	$7,979.00	699181		REPRODUCER	6	4		071	401239RE	051	2	65
8462	5985-01-054-7521	84-194	1	$76.00	$76.00	6991N9	00	ANT D2277	6	4		088	403339RK		2	66

TOTAL NOT APPLICABLE ITEMS: 16,697 AMOUNT: $55,807.44

FIGURE 16. AUTOMATIC FDR TRANSACTION LIST (PP363R)



WESTERN PACIFIC REGION — AUTOMATIC FDR TRANSACTION LIST — RIN: PP363R1 — PAGE: 1

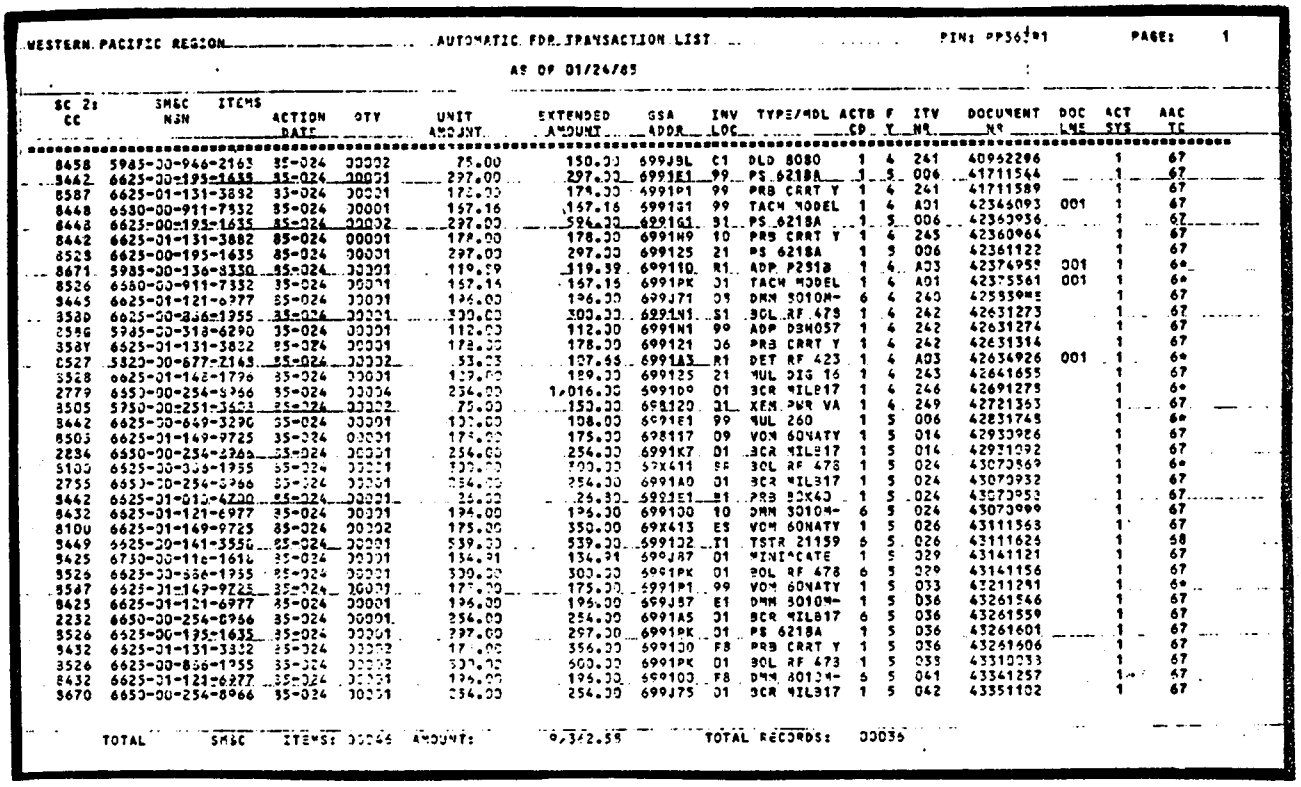
AS OF 01/24/85

SC 1: CAPITALIZED ITEMS

CC	NSN	ACTION DATE	QTY	UNIT AMOUNT	EXTENDED AMOUNT	GSA ADDR	INV LOC	TYPE/MDL	ACTR CD	F Y	ITV NR	DOCUMENT NR	DOC LNE	ACT SYS	AAC TC
8446	6625-01-160-0217	85-024	00001	1,925.00	1,925.00	6991B1	08	DSL 221540	6	5	011	40161819		1	82
8448	9366-00-255-9239	85-024	00001	3,585.00	3,585.00	699148	B4	ANA 762-1L	6	5	011	409739IF		1	82
8442	6625-01-065-7139	85-024	00001	7,930.00	7,930.00	6991G1	02	GEN 564030	6	5	011	411039MZ		1	82
8448	6625-01-118-2523	85-024	00001	620.00	620.00	6991E1	02	MTR MDN FA	6	5	011	412239ME		1	82
8450	6625-00-667-2548	85-024	00001	7,930.00	7,930.00	6991G1	02	GEN 864000	6	5	011	412639IC		1	82
8439	6625-01-137-3353	85-024	00001	756.15	766.15	6991C5	01	TST CA1702	6	5	033	4167T004		1	82
853W	6625-01-137-3353	85-024	00001	1,538.00	1,538.00	699148	R4	SCOPE PM32	6	5	009	42360099		1	68
8527	6625-01-116-0016	85-024	00001	1,538.00	1,538.00	699139	91	SCOPE PM32	1	4	243	426239MD		1	76
8442	6625-01-147-6152	85-024	00001	905.00	905.00	6991A3	R1	TEST SET C	6	4	242	42631201		1	68
8507	6625-01-032-2442	85-024	00001	192.00	192.00	6991E1	04	MUL DIG 30	6	4	242	42631244		1	67
8527	6625-00-969-4135	85-024	00001	513.00	513.00	698105		FA37553 4M	6	5	001	426*39RL	043	1	65
8504	6625-01-147-6132	85-024	00001	3,240.00	3,240.00	6991A3	R1	413C MUL	6	4	249	42721397		1	68
8451	6625-01-032-2442	85-024	00001	192.00	192.00	698113	G3	MUL DIG 30	6	5	002	42763061		1	67
8400	9366-00-257-6920	85-024	00001	513.00	513.00	699185		FA37553 MM	6	5	010	428639RG	999	1	65
8504	6625-01-065-2183	85-024	00001	5,900.00	5,900.00	699128	C1	69355*OPTO	6	5	014	429239RS		1	66
8504	6625-01-065-2183	85-024	00001	3,000.00	3,000.00	698102	N1	SIG GEN 86	1	5	014	42933972		1	68
8504	6625-01-065-2183	85-024	00001	3,000.00	3,000.00	698102	N5	SIG GEN 86	1	5	014	42933974		1	68
8505	6625-01-147-6132	85-024	00001	3,000.00	3,000.00	698102	51	SIG GEN 86	1	5	014	42933977		1	68
8422	9366-00-251-3278	85-024	00001	192.00	576.00	493120	66	MUL DIG 30	1	5	014	42933994		1	67
8442	6625-01-147-6132	85-024	00001	600.00	600.00	699100	F1	DSL L30508	6	5	014	42931061		1	68
8442	6625-01-160-0217	85-024	00001	1,925.00	1,925.00	699100	03	DSL 221540	6	5	014	42931062		1	68
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	D1	MUL DIG 30	6	5	014	42931063		1	67
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	M1	MUL DIG 30	1	5	014	42931066		1	67
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	J2	MUL DIG 30	1	5	014	42931069		1	67
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	J3	MUL DIG 30	1	5	014	42931070		1	67
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	J2	MUL DIG 30	6	5	014	42931072		1	67
8442	6625-01-147-6132	85-024	00001	192.00	192.00	6991E1	12	MUL DIG 30	6	5	014	42931073		1	67
8442	4310-00-720-0427	85-024	00001	192.00	192.00	6991E1	13	MUL DIG 30	6	5	014	42931074		1	67
8442	6625-01-147-6152	85-024	00001	216.00	216.00	6991E1	99	PUMP KC3	1	5	014	42931076		1	6*
8436	6625-01-079-9367	85-024	00001	192.00	192.00	6991H9	D8	MUL DIG 90	1	5	014	42931090		1	67
8438	6625-01-147-6142	85-024	00003	2,905.00	2,905.00	6991F4	M1	PWR MTR 39	1	5	023	43060056		1	6*
8505	9366-00-251-3278	85-024	00001	576.00	576.00	699148	D1	MUL DIG 30	1	5	024	43079961		1	67
8670	5320-01-065-0791	85-024	00001	600.00	600.00	698120	32	DSL L30508	1	5	025	43100035		1	68
8674	6625-01-145-2430	85-024	00002	1,106.00	2,212.00	699J75	D1	XCV PRT631	1	5	026	43139MW		1	68
8438	9366-00-251-3278	85-024	00001	422.10	546.20	699J86	01	MUL DIG 30	6	5	026	43111574		1	67
8674	6625-01-147-6132	85-024	00005	600.00	600.00	6991A8	F8	DSL L30508	6	5	026	43111595		1	68
8523	6625-01-137-3353	85-024	00001	192.00	960.00	699J86	01	MUL DIG 90	1	5	029	43161083		1	67
8523	6625-01-137-3353	85-024	00001	1,538.00	1,538.00	698124	91	SCOPE PM32	6	5	030	43180031		1	68
8444	6625-01-147-6142	85-024	00004	1,538.00	1,538.00	693124	91	SCOPE PM32	6	5	030	43193032		1	68
8422	6625-01-065-2183	85-024	00001	192.00	768.00	699191	99	MUL DIG 30	1	5	036	43261566		1	6*
				8,000.00	8,000.00	699100	D6	SIG GEN 86	1	5	041	43341209		1	68

TOTAL CAPITALIZED ITEMS: 00055 AMOUNT: $66,571.35 TOTAL RECORDS: 00061

FIGURE 16. AUTOMATIC FDR TRANSACTION LIST (PP363R) (CONT'D)



WESTERN PACIFIC REGION — AUTOMATIC FDR TRANSACTION LIST — PIN: PP363R1 — PAGE: 1

AS OF 01/24/85

SC Z: CC	SM&C NSN	ITEMS ACTION DATE	QTY	UNIT AMOUNT	EXTENDED AMOUNT	GSA ADDR	INV LOC	TYPE/MDL	ACTB CD	F Y	ITV NR	DOCUMENT NO	DOC LNE	ACT SYS	AAC TC
8458	5985-00-946-2163	85-024	00002	75.00	150.00	699J9L	C1	DLD 8080	1	4	241	40962296		1	67
8442	6625-00-195-1635	85-024	00001	297.00	297.00	6991E1	99	PS 6218A	1	5	006	41711544		1	67
8587	6625-01-131-3832	85-024	00001	178.00	178.00	6991P1	99	PRB CRRT Y	1	4	241	41711589		1	67
8448	6680-00-911-7332	85-024	00001	157.16	157.16	699181	99	TACH MODEL	1	4	A01	42346093	001	1	67
8448	6625-00-195-1635	85-024	00002	297.00	594.00	699161	91	PS 6218A	1	5	006	42360936		1	67
8442	6625-01-131-3882	85-024	00001	178.00	178.00	6991H9	10	PRB CRRT Y	1	4	245	42360964		1	67
8523	6625-00-195-1635	85-024	00001	297.00	297.00	699125	21	PS 6218A	1	5	006	42361122		1	67
8671	5985-00-136-8350	85-024	00001	119.59	119.59	699110	R1	ADP P2518	1	4	A03	42374955	001	1	6*
8526	6680-00-911-7332	85-024	00001	157.16	157.16	6991PK	01	TACH MODEL	1	4	A01	42375561	001	1	6*
8445	6625-01-121-6277	85-024	00001	196.00	196.00	699J71	09	DMM 3010M-	6	4	240	42533985		1	67
8580	6625-00-866-1955	85-024	00001	300.00	300.00	6991N1	51	BOL RF 478	1	4	242	42631273		1	67
8586	5985-00-318-6290	85-024	00001	112.00	112.00	6991N1	99	ADP D3H057	1	4	242	42631274		1	67
8587	6625-01-131-3832	85-024	00001	178.00	178.00	699121	06	PRB CRRT Y	1	4	242	42631314		1	67
8527	5820-00-677-2148	85-024	00002	53.83	107.66	699183	R1	DET RF 423	1	4	A03	42634926	001	1	6*
8528	6625-01-148-1796	85-024	00001	129.00	129.00	699125	21	MUL DIG 16	1	4	243	42641655		1	67
2779	6650-00-254-8966	85-024	00004	254.00	1,016.00	6991D9	01	BCR MILB17	1	4	246	42691279		1	6*
8505	5950-00-251-3623	85-024	00002	75.00	150.00	698120	31	XFM PWR VA	1	4	249	42721363		1	67
8442	6625-00-649-3290	85-024	00001	108.00	108.00	6991E1	99	MUL 260	1	5	006	42831748		1	6*
8503	6625-01-149-9725	85-024	00001	175.00	175.00	698117	09	VOM 60NATV	1	5	014	42933986		1	67
2836	6650-00-254-8966	85-024	00001	254.00	254.00	6991K7	01	BCR MILB17	1	5	014	42971092		1	67
8100	6625-00-866-1955	85-024	00001	300.00	300.00	69X411	5F	BOL RF 478	1	5	024	43073869		1	6*
2755	6650-00-254-8966	85-024	00001	254.00	254.00	6991A0	01	BCR MILB17	1	5	024	43073932		1	67
8442	6625-01-010-4200	85-024	00001	26.00	26.00	6991E1	81	PRB 82X40	1	5	024	43073953		1	67
8432	6625-01-121-6977	85-024	00001	196.00	196.00	699100	10	DMM 3010M-	6	5	024	43073999		1	67
8100	6625-01-149-9725	85-024	00002	175.00	350.00	69X413	ES	VOM 60NATV	1	5	026	43111563		1	67
8449	6625-20-141-3556	85-024	00001	539.00	539.00	699102	T1	TSTR 21159	6	5	026	43111624		1	58
8425	6730-00-116-1616	85-024	00001	134.91	134.91	699J87	01	MINICATE	1	5	029	43141121		1	67
8526	6625-00-866-1955	85-024	00001	300.00	300.00	6991PK	01	BOL RF 478	6	5	029	43141156		1	67
8547	6625-01-149-9725	85-024	00001	175.00	175.00	6991P1	99	VOM 60NATV	1	5	033	43211241		1	6*
8425	6625-01-121-6977	85-024	00001	196.00	196.00	699J87	E1	DMM 3010M-	1	5	036	43261546		1	67
2232	6650-00-254-8966	85-024	00001	254.00	254.00	6991A5	01	BCR MILB17	6	5	036	43261559		1	67
8526	6625-00-195-1635	85-024	00001	297.00	297.00	6991PK	01	PS 6218A	1	5	036	43261601		1	67
8432	6625-01-131-3832	85-024	00002	17.00	356.00	699100	F8	PRB CRRT Y	1	5	036	43261606		1	67
8526	6625-00-866-1955	85-024	00002	300.00	600.00	6991PK	01	BOL RF 478	1	5	039	43310033		1	67
8432	6625-01-121-6277	85-024	00001	196.00	196.00	699103	F8	DMM 3010M-	6	5	041	43341257		1	67
8670	6650-00-254-8966	85-024	00001	254.00	254.00	699J75	01	BCR MILB17	1	5	042	43351102		1	67

TOTAL SM&C ITEMS: 00046 AMOUNT: 9,342.59 TOTAL RECORDS: 00039

FIGURE 15. PPIMS-II G/L TREATMENTS (PP805R1)

WASHINGTON HEADQUARTERS — PPIMS-II G/L TREATMENTS AS OF 11/09/84 — PP805R1 — PAGE: 2

TC	Su	SENSITIVE DR	SENSITIVE CR	CAPITALIZED DR	CAPITALIZED CR	SUPPLEMENTAL DR	SUPPLEMENTAL CR
0B	1	5100	1015	1710	1015		
0C	1	5100	1015	1710	1015		
0D	1	5100	1015	1710	1015		
0E	1	5100	1015	1710	1015		
0F	1	5100	1015	1710	1015		
0G	1	5100	1015	1710	1015		
0H	1	5100	5050	1710	5050	9320	9390
0M	1	5100	5050	1710	5050	9340	9390
10	1	7310	9130	7310	1710	5010	1710
11	1	1015	9130	1015	1710	5010	1710
12	1	1015	9130	1015	1710	5010	1710
13	1	5010	9130	5010	1710	5010	1710
14	1	1015	9100	1015	1710	5010	1710
15	1	3110	9100	3110	1710	5010	1710
16	1	5200	5130	5200	1710	5010	1710
17	1	1950	9100	1950	1710	5010	1710
17	2	1950	9130	1950	1710		
17	3	1950	9130	1950	1710		