

## LESSON 1 ASSIGNMENT SHEET

Subcourse LM 0075

MATERIEL READINESS, PART II

Lesson 1

This lesson contains four units of instruction, as follows:

1. The Department of Defense Organization for Physical Distribution.
2. Defense Logistics Standard Systems.
3. The Direct Support System.
4. The Logistics Support Activity.

Credit Hours

10

Study Assignment

(See individual unit assignment sheets)

Learning Outcomes Desired

(See individual unit assignment sheets)

### LESSON INTRODUCTION

This lesson introduces you to the organization for the physical distribution of supplies and equipment, the DOD logistics data system that provides visibility, and an audit trail and Army peculiar system application. Also included is an introduction to the Logistics Support Activity, which maintains many databases, products, and services as management tools for maintenance, supply, and readiness operations.

## UNIT ASSIGNMENT SHEET

### LESSON 1, UOI 1

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 1	The Department of Defense Organization for Physical Distribution
Suggested Study Time	3 hours
Study Assignment	ALM-42-1943-C
Learning Outcomes Desired	After completing this lesson, you will be able to: <ol style="list-style-type: none"><li>Identify the subfunctions and elements of physical distribution and explain their relationships.</li><li>Describe the objectives of an effective distribution system.</li><li>Identify the performance requirements needed in a distribution system.</li><li>Recall the responsibility of each organizational element in DOD physical distribution to include the Secretary of Defense, Defense Logistics Agency, Defense Distribution Center, and Distribution Center Commander.</li><li>List the functions performed by the depot in the military distribution system.</li></ol>

### UOI INTRODUCTION

The purpose of this unit is to explain physical distribution and the DOD wholesale physical distribution organization from Secretary of Defense to depot commander. The organization and mission of each level of operation will be explained. This will include each of the four military services plus the Defense Logistics Agency (DLA) and the General Services Administration (GSA). The latter, although not a defense activity, is included because of the extensive logistics support it renders the entire Federal Government, including the DOD.

## UNIT ASSIGNMENT SHEET

### LESSON 1, UOI 2

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 2	Defense Logistics Standard Systems
Suggested Study Time	3 hours
Study Assignment	ALM-42-2227-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to: <ol style="list-style-type: none"><li>a. Explain how the DLSS are integrated.</li><li>b. Describe the purpose of selected DLSS.</li><li>c. List key characteristics of selected DLSS.</li><li>d. Name the primary uses of selected DLSS.</li></ol>

### UOI INTRODUCTION

This unit describes the Defense Logistics Standard Systems (DLSS), a uniform system of logistical operating procedures covering all of the logistical functional areas. It describes the policies and procedures and how they relate to the total system. This unit relates to many areas of logistics with emphasis on supply operations and transportation.

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## UNIT ASSIGNMENT SHEET

### LESSON 1, UOI 3

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 3	The Direct Support System
Suggested Study Time	2 hours
Study Assignment	ALM-42-4450-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to: <ol style="list-style-type: none"><li>Identify the basic objectives of DSS and describe how they are accomplished.</li><li>Describe DSS as a physical distribution system.</li><li>Explain how the Air Line of Communication (ALOC) augments the DSS.</li><li>Recognize the advantages and disadvantages DSS has over previous distribution systems.</li><li>Discuss the impacts DSS has on logistics functions.</li></ol>

### UOI INTRODUCTION

This unit discusses the operation of the DSS for peacetime and wartime operations. Included is the evaluation of DSS, both in support of oversea elements and CONUS installations. Potential DSS customers are identified, along with the types of materiel which can be moved through the DSS. The impact of DSS on logistics is discussed, along with its advantages/disadvantages.

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## **UNIT ASSIGNMENT SHEET**

### **LESSON 1, UOI 4**

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 4	The Logistics Support Activity
Suggested Study Time	2 hours
Study Assignment	ALM-42-5109-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to:  a. Identify the primary mission of the Logistics Support Activity (LOGSA).  b. Identify the databases, products, and services LOGSA provides to retail/wholesale logistics managers and the ultimate customer.

### **UOI INTRODUCTION**

This unit focuses on the databases, products, and services provided by the Logistics Support Activity with emphasis on those most pertinent to the Associate Logistics Executive Development student.

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## LESSON 2 ASSIGNMENT SHEET

Subcourse LM 0075	MATERIEL READINESS, PART II
Lesson 2	This lesson contains five units of instruction as follows: <ol style="list-style-type: none"><li>1. Distribution Center Organization, Mission, and Functions.</li><li>2. Storage Management.</li><li>3. Stock Location Management.</li><li>4. Receiving Management.</li><li>5. Distribution Center Physical Inventory Management.</li></ol>
Credit Hours	13
Study Assignment	(See individual unit assignment sheets.)
Learning Outcomes Desired	(See individual unit assignment sheets.)

### LESSON INTRODUCTION

Included in this lesson is an introduction to the depot organization structure and the functions of elements within the depot. Storage principles and the depot stock location system are addressed, with a view toward how these areas are managed, plus the impact they have on functions within the distribution operation. Also discussed is the receiving process in a depot and the physical inventory element. Management problem areas are highlighted with suggestions for improving performance.

## UNIT ASSIGNMENT SHEET

### LESSON 2, UOI 5

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 5	Distribution Center Organization, Mission, and Functions
Suggested Study Time	3 hours
Study Assignment	ALM-42-3142-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to:  a. Identify environmental factors which impact on the operation of a depot.  b. Identify mission support elements and related functions.  c. Identify mission elements and related functions.  d. Identify the organizational relationships that exist between the mission support and mission elements.

### UOI INTRODUCTION

The purpose of this unit is to explain the depot organizational structure and the functions of these organizational elements. The primary mission of each directorate will be discussed, plus the impact it has on the depot's distribution mission.

## UNIT ASSIGNMENT SHEET

### LESSON 2, UOI 6

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 6	Storage Management
Suggested Study Time	2 hours
Study Assignment	ALM-42-2957-C
Learning Outcomes Desired	<p>After completing his unit of instruction, you will be able to:</p> <ol style="list-style-type: none"><li>Describe the reasons for storage in physical distribution.</li><li>Explain the benefits of an efficient storage operation.</li><li>Identify the principles and factors of storage as they pertain to space planning and utilization.</li><li>Recognize the different methods of storage.</li><li>Discuss the fundamentals of a bin replenishment system.</li><li>Recall the principles of materiel handling.</li><li>Describe the development and use of a planograph.</li><li>List the reasons for having a program for care of supplies in storage.</li></ol>

### UOI INTRODUCTION

Storage, as part of the physical distribution system, is addressed in this unit. Space planning factors and storage layout principles are identified, with emphasis on space utilization. Additionally, materials handling equipment and automation efforts to improve depot operating efficiency are reviewed.

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## UNIT ASSIGNMENT SHEET

### LESSON 2, UOI 7

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 7	Stock Location Management
Suggested Study Time	3 hours
Study Assignment	ALM-42-2958-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to:  a. List the goals of a stock location system.  b. Recall the elements of a stock location system and their functions.  c. Identify the errors and problems associated with poor location accuracy.  d. Identify stock location performance requirements and associated problem indicators.

### UOI INTRODUCTION

An effective stock location system for wholesale depots is described. Examples of location systems are provided along with the elements which make up a location system. The planograph, the stock locator file, and file maintenance actions are addressed in addition to management problem areas.

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## UNIT ASSIGNMENT SHEET

### LESSON 2, UOI 8

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 8	Receiving Management
Suggested Study Time	2 hours
Study Assignment	ALM-42-2490-C
Learning Outcomes Desired	<p>After completing this unit of instruction, you will be able to:</p> <ol style="list-style-type: none"><li>Recall how receiving on time performance is measured.</li><li>List the uses of the receipt control number.</li><li>List the importance and uses of the prepositioned materiel receipt document.</li><li>Identify the three basic categories of receipt discrepancies and what reporting action is required.</li><li>Describe the management information and tools used to monitor and control receiving operations.</li><li>Examine receiving performance indicators and causes of substandard performance.</li></ol>

### UOI INTRODUCTION

The receiving process is discussed and the management tools which are used to control the receipt of materials into the depot. Performance reporting is emphasized and those areas which cause poor performance. Discrepancy reporting procedures are identified along with receipt documentation that is necessary to effectively manage this area.

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## UNIT ASSIGNMENT SHEET

### LESSON 2, UOI 9

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 8	Distribution Center Physical Inventory Management
Suggested Study Time	3 hours
Study Assignment	ALM-42-1325-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to: <ol style="list-style-type: none"><li>Define the actions required in a physical inventory.</li><li>List the types of physical inventories prescribed by the DoD.</li><li>Define the conditions that require a physical inventory.</li><li>Identify the conditions that require a physical inventory.</li><li>Illustrate the major management problems associated with planning, scheduling, and the actual conduct of a physical inventory.</li></ol>

### UOI INTRODUCTION

The depot physical inventory program is addressed in this unit, with emphasis on the inventory control point/depot interface. Also, the physical count process, types of inventories, and adjustments are discussed. Management problem areas are also reviewed, and new initiatives in the physical inventory area are identified.

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## LESSON 3 ASSIGNMENT SHEET

Subcourse LM 0075	MATERIEL READINESS, PART II
Lesson 3	This lesson contains three units of instruction as follows: <ol style="list-style-type: none"><li>1. Issue Management.</li><li>2. Transportation Management.</li><li>3. Production Planning and Control/Distribution Center Resource Management.</li></ol>
Credit Hours	8
Study Assignment	(See individual unit assignment sheets.)
Learning Outcomes Desired	(See individual unit assignment sheets.)

### LESSON INTRODUCTION

This lesson introduces you to selected units of instruction in the issue, transportation, and resource management areas. The lesson is intended to give you an overview of these functions and to show the relationships to other logistics functions.

## UNIT ASSIGNMENT SHEET

### LESSON 3, UOI 10

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 10	Issue Management
Suggested Study Time	3 hours
Study Assignment	ALM-42-2491-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to: <ol style="list-style-type: none"><li>a. List the UMMIPS issue timeframes and DLA issue goals.</li><li>b. Recall MRO computer processing, key concepts, and materiel and documentation flow.</li><li>c. Identify management processes used to monitor performance in the issue function.</li><li>d. Illustrate issue problems and recommended solutions.</li></ol>

### UOI INTRODUCTION

This unit introduces the issue process within the distribution operation. Timeframes and materiel and documentation flow are discussed. Management of the issue operation and problem areas are addressed, with emphasis on performance measurement.

## UNIT ASSIGNMENT SHEET

### LESSON 3, UOI 11

Subcourse LM 0075

MATERIEL READINESS, PART II

UOI 11

Transportation Management

Suggested Study Time

3 hours

Study Assignment

ALM-42-5407-C

Learning Outcomes Desired

After completing this unit of instruction, you will be able to:

- a. Identify the federal government transportation agencies and their primary responsibilities.
- b. Explain the mission of the DOD transportation operating agencies and services they provide to DOD customers.
- c. Describe the critical functions of the depot/Installation Transportation Office (ITO).
- d. Describe the modes of transportation, their advantages, and their disadvantages.
- e. Identify the management reports used during shipment planning.

### UOI INTRODUCTION

This unit discusses the modes of transportation (advantages and disadvantages), the U.S. government regulatory agencies that regulate transportation, and the Department of Transportation and its policymaking functions. There is a discussion of the DOD single-manager agencies and obtaining transportation through these agencies. Also included is a discussion on transportation planning, depot transportation operations, and federal deregulation of the transportation industry.

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## UNIT ASSIGNMENT SHEET

### LESSON 3, UOI 12

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 12	Production Planning and Control/Distribution Center Resource Management
Suggested Study Time	2 hours
Study Assignment	ALM-42-5695-C
Learning Outcomes Desired	After completing this unit of instruction, you will be able to:  a. Identify the responsibilities of the production planning and control organizational element.  b. Describe the roles of the inventory control point, the Defense Logistics Agency, and the depot in workload forecasting and budgeting.  c. Explain the purpose of workload forecasts.  d. Explain the concepts of the Defense Working Capital Fund (DWCF) and depot unit cost.  e. Identify the workload forecast generators and the functional areas for which they are responsible.  f. Describe the units or terms in which workload forecasts are measured or stated.  g. Examine standards, workloads, and fixed prices/rates to determine workforce and funding requirements.  h. Analyze resource management performance indicators.

### UOI INTRODUCTION

Resource management and production planning are key areas in understanding and managing depot distribution operations. These areas are discussed, with emphasis on the forecasting and budgeting process. The PPC/Distribution Management Division in the Directorate of Distribution is the functional element responsible for planning in this area. The PPC/Distribution Management Division is reviewed in addition to the role of DLA in managing resources.

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## LESSON 4 ASSIGNMENT SHEET

Subcourse LM 0075

MATERIEL READINESS, PART II

Lesson 4

This lesson contains four units of instruction as follows:

1. Overview of Army Maintenance Management.
2. Depot Maintenance Planning, Programming, and Execution.
3. Overview of Security Assistance.
4. Foreign Military Sales.

Credit Hours

9

Study Assignment

(See individual unit assignment sheets.)

Learning Outcomes Desired

(See individual unit assignment sheets.)

### LESSON INTRODUCTION

This lesson provides a brief overview of Army maintenance, the depot's role in maintenance, and the concepts which drive the maintenance function. A discussion of the U.S. Security Assistance and Foreign Military Sales programs is also presented, to include purpose, responsibilities, and benefits of major programs.

## UNIT ASSIGNMENT SHEET

### LESSON 4, UOI 13

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 13	Overview of Army Maintenance Management
Suggested Study Time	2 hours
Study Assignment	ALM-43-4302-C
Learning Outcomes Desired	At the conclusion of this lesson, you should: <ol style="list-style-type: none"><li>Be able to define maintenance.</li><li>Be able to identify the two subfunctions of maintenance and the actions associated with each.</li><li>Be able to describe the primary functions of the levels of maintenance.</li><li>Be able to describe the concept of Reliability Centered Maintenance (RCM) and how the Army Oil Analysis Program relates to RCM.</li></ol>

### UOI INTRODUCTION

This is the introductory lesson for the maintenance management block of instruction and should provide a basic knowledge and understanding of maintenance operations and maintenance engineering. Its purpose is to develop a basic understanding of the Army maintenance system, evaluate some of the policies and concepts underlying Army maintenance, and demonstrate the role that maintenance plays in the logistics system.

## UNIT ASSIGNMENT SHEET

### LESSON 4, UOI 14

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 14	Depot Maintenance Planning, Programming, and Execution
Suggested Study Time	3 hours
Study Assignment	ALM-43-2949-C
Learning Outcomes Desired	<p>At the conclusion of this lesson, you should be able to:</p> <ul style="list-style-type: none"><li>a. State two regulatory constraints that apply to organic depot workloading.</li><li>b. Determine the type of maintenance support for a new program using Source of Repair (SOR) logic.</li><li>c. Describe the basic responsibilities for maintenance programs at the:<ul style="list-style-type: none"><li>(1) Commodity commands/activities.</li><li>(2) Operations Support Command.</li><li>(3) Maintenance depots.</li></ul></li><li>d. State the basic purpose of the computer systems/files used by:<ul style="list-style-type: none"><li>(1) Commodity commands/activities.</li><li>(2) Operations Support Command.</li><li>(3) Maintenance depots.</li></ul></li><li>e. Trace an organic depot maintenance program through the workloading process from inception to execution.</li></ul>

### UOI INTRODUCTION

In the previous block of instruction, the basic concepts, principles, and organization of maintenance and the role of maintenance in the life cycle development of materiel were reviewed. This unit will provide an understanding of the factors, organization, coordination, and elements involved in the planning, programming, and execution of the depot maintenance mission.

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## UNIT ASSIGNMENT SHEET

### LESSON 4, UOI 15

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 15	Overview of Security Assistance
Suggested Study Time	2 hours
Study Assignment	ALM-41-2268-C
Learning Outcomes Desired	At the conclusion of this lesson, you should be able to:  a. Define security assistance.  b. Recall the various security assistance programs, given their characteristics.  c. Identify the responsibilities of Congress, the President, Secretary of State, Secretary of Defense, and various DOD and MILDEP organizations as they pertain to security assistance.

### UOI INTRODUCTION

The purpose of this lesson is to introduce the student to the Security Assistance Program. It discusses the key elements of U.S. security assistance, the reasons for providing the assistance, and the responsibilities of various Government agencies and departments (particularly DOD) for planning and executing the various programs.

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## UNIT ASSIGNMENT SHEET

### LESSON 4, UOI 16

Subcourse LM 0075	MATERIEL READINESS, PART II
UOI 16	Foreign Military Sales
Suggested Study Time	2 hours
Study Assignment	ALM-41-2510-C
Learning Outcomes Desired	At the conclusion of this lesson, you should be able to: <ol style="list-style-type: none"><li>a. Identify the types of FMS cases.</li><li>b. Recall the major restrictions to the FMS program.</li><li>c. Identify the major elements of the total package approach to FMS.</li><li>d. Describe the characteristics of FMS repair and return programs.</li><li>e. State the purpose of each of the two program management documents associated with international armaments cooperative agreements.</li></ol>

### UOI INTRODUCTION

The purpose of this lesson is to explain the different types of FMS cases that are offered by the U.S. Government. Also covered is an explanation of the process for developing Letters of Offer and Acceptance (LOA). Special programs such as maintenance repair and return cases and cooperative programs are also explained.

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